



It is the mission of the Mansfield Board of Education, in partnership with the Mansfield Community, to ensure that all children acquire the knowledge, skills, and attributes essential for personal excellence in learning, life, and work within our global community.

Mansfield Board of Education

March 11, 2021

Virtual Meeting 7:00pm

Board Members: Kathy Ward, Chair, Susannah Everett, Vice Chair, Martha Kelly, Secretary, Edith Allison, Rebecca Aubrey, David Litrico, Katherine Paulhus, Elizabeth Verge, Kelly Zimmermann

In accordance with Governor Lamont's Executive Order 7B and social distancing guidelines recommended by the CDC to slow community spread of COVID-19, this meeting is physically closed to the public. The public may view the meeting live at <https://townhallstreams.com/town.php?id=69> or on Charter Spectrum Cable Channel 191 (the website is recommended as it is a higher image clarity). Public Comment will be accepted by email at mboesupt@mansfieldct.org either before the meeting or prior to the 2nd Hearing for Visitors. Comments may also be sent via USPS mail, care of the Mansfield Board of Education, 4 South Eagleville Road, Mansfield, CT 06268.

Agenda

CALL TO ORDER:

APPROVAL OF MINUTES: (M) (P. 1)
February 8, 2021

HEARING FOR VISITORS:

COMMUNICATIONS:

ADDITIONS TO THE PRESENT AGENDA:

COMMITTEE REPORTS: Finance Committee, Personnel Committee

INFORMATION, PRESENTATIONS, AND ACTIONS

- Superintendent's Report
- Efforts to Address Student Wellness
- Assessment Practices
- Grant Funds to Address Pandemic Operations (P. 3)
- Mansfield Middle School Facility Needs
- Mansfield Middle School Roof Update
- New Elementary School Update

NEW BUSINESS (if needed)

CONSENT AGENDA: (M) The following items for the Board of Education March 11, 2021 meeting be approved or received for the record, unless removed by a Board member or the Superintendent of Schools.

That the Mansfield Public Schools Board of Education accepts the Financial Statements for the Period Ending December 31, 2020(Encl.)

That the Mansfield Public Schools Board of Education approves Laurel Brandon's request for maternity and unpaid childrearing leave beginning March 12, 2021 for the remainder of the school year. (P. 7)

That the Mansfield Public Schools Board of Education approves Julianne Belair's request for maternity and unpaid childrearing leave beginning April 26, 2021 for the remainder of the school year. (P. 8)

HEARING FOR VISITORS

SUGGESTIONS FOR FUTURE AGENDA ITEMS

ADJOURNMENT

**Mansfield Board of Education
2016-2021**

Mission:

It is the mission of the Mansfield Board of Education, in partnership with the Mansfield community, to ensure that all children acquire the knowledge, skills, and attributes essential for personal excellence in learning, life, and work within our global community.

We Believe:

- It is our obligation to teach academic and social skills while promoting the emotional, physical, and behavioral development of all children.
- Children thrive and experience success when we provide instruction and opportunities that value individual abilities and interests.
- Equal access to our district's programs and services will be afforded to all children.
- All children and staff deserve a safe, secure and supportive school environment.
- Schools excel when staff engage in continuous improvement of practice and life-long learning.
- It is the responsibility of our schools to engage, support, and involve families.
- Our schools are strengthened when the school and community work together, each contributing to the success of the other.

District Framework:

1. The district is committed to promoting rigorous academic outcomes, social skills, and the habits of mind necessary for growth in life, learning, and work beyond school including the ability to communicate effectively, work collaboratively, and think critically and creatively.
2. The district is committed to providing student-centered instructional practices that are responsive to student learning styles, promote resilience, and allow for personalization and individual growth in academics and the related arts.
3. The district uses purposeful assessments to inform instruction and monitor individual student progress aligned with learning goals.
4. The district supports embedded professional learning that advances the goals of the district and engages staff in continuous improvement.
5. The district celebrates the unique and diverse community of Mansfield by building partnerships between families, schools, and the larger community.
6. The district works in a fiscally responsible manner to align its organizational systems and resources to achieve established goals.

Robert's Rules of Order General Guidelines

As outlined in the MBOE By-Laws, Robert's Rules of Order shall govern the proceedings of the Board unless otherwise provided by the by-laws. Following are some general guidelines from Robert's Rules and the By-Laws that should be followed to ensure efficient meetings and the rights of all members, aid decision-making and allow all to be heard.

1. During any discussion, a member must be recognized by the Chair before speaking.
2. A member will not be allowed to speak a second time until all other members wishing to speak have been allowed to do so.
3. Members should refrain from speaking a second time unless they have a new point to make or need to respond to new information.
4. As a general rule during discussion, comments should be directed through the Chair to the whole Board, rather than to other or individual members. All discussion is with the Board as a whole. Questions of the Superintendent or other non-BOE members making presentations should be directed to that individual.
5. Private conversations can be distracting to those speaking and should be limited.
6. During discussion, the Chair should try to provide equal time to those in favor or against a given topic or motion.
7. A majority is more than half of the votes cast, not a majority of the Board. For example: if only 7 members choose to vote, and the result is 4-3 in favor, the motion is adopted. Members who abstain are "refraining from voting".
8. If discussion on a **motion** is lasting a long time, any member can "move the previous question" or "call the question". They must be recognized by the Chair in order to do so. This is not debatable, and a two-thirds vote is required to pass. If two-thirds vote in favor of ending debate, the Board ends all discussion on a motion and then moves to an immediate vote on that motion.
9. Committee reports that recommend action should be submitted in writing. This allows for clear understanding of recommendations.



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Mansfield Board of Education	
February 11, 2021	
DRAFT Minutes	
Attendees:	Kathy Ward, Chair, Susannah Everett, Vice-Chair, Martha Kelly, Secretary, Edith Allison, Rebecca Aubrey, David Litrico, Katherine Paulhus, Kelly Zimmermann
Excused:	Elizabeth Verge

The meeting was called to order at 7:00pm by Ms. Ward

Ms. Allison read the Mission Statement of the Mansfield Board of Education.

Ms. Ward read the following statement: In accordance with Governor Lamont's Executive Order 7B and social distancing guidelines recommended by the CDC to slow community spread of COVID-19, this meeting is physically closed to the public. The public may view the meeting live at <https://mansfieldct.gov/video> or on Charter Spectrum Cable Channel 191 (the website is recommended as it is a higher image clarity). Public Comment will be accepted by email at mboesupt@mansfieldct.org or by USPS mail care of the Mansfield Board of Education, 4 South Eagleville Road, Mansfield, CT 06268 and must be received by 3:00 p.m. on the day of the meeting to be included in an updated meeting packet. Public comment received after this time will be shared at the next meeting.

APPROVAL OF MINUTES:

- Motion by Mr. Litrico, seconded by Ms. Aubrey, to approve the minutes of the January 21, 2020 meeting.
Vote: unanimous in favor with Mrs. Paulhus in abstention
- Motion by Ms. Aubrey, seconded by Ms. Allison, to approve the minutes of the January 28, 2021 meeting.
Vote: Unanimous in favor with Mrs. Paulhus in abstention.
- Motion by Ms. Allison, seconded by Ms. Everett, to approve the minutes of the February 4, 2021 Meeting.
Vote: Unanimous in favor with Mrs. Paulhus in abstention.

HEARING FOR VISITORS: None

COMMUNICATIONS: The Board received an email from Benjamin Sememza, 8th grade student at the Middle School. Mr. Semenza proposes that student are provided with "Mental Health Days." Mrs. Lyman will report back to Board after discussing with the Middle School Administrators.

ADDITIONS TO THE PRESENT AGENDA: None

BOARD REPORTS: None

INFORMATION, PRESENTATIONS, AND ACTIONS

- Superintendent's Report: Mrs. Lyman reported the district has had a positive reduction in COVID-19 cases. There have been 4 school closings, 3 snow days and 1 remote learning day. Remote Learning parents have been surveyed to help plan next year. Results from the community survey to assist with strategic planning are under review.
- Remote Learning Team Operations: Mrs. Lyman introduced Candace Morell, Principal of Mansfield Middle School, Lauren Rodriguez, Principal Southeast School, Shamim Patwa, Director of Student Support Services, Carly Paine, Math/Science Coordinator, and Karen LeFevre, Technology Integration Specialist. Each staff member reported on different sections of Remote Learning in the Mansfield Schools.
- 2021-22 School Calendar: Motion by Ms. Aubrey, seconded by Ms. Everett, to adopt the proposed 2021-22 School Calendar. Vote: In favor: Mr. Litrico, Ms. Allison, Ms. Aubrey, Ms. Everett, Ms. Ward, Ms. Zimmermann. Opposed: Mrs. Mrs. Kelly, Abstained: Mrs. Paulhus. Motion: Passed
- Building Update: Middle School Roof and Photovoltaic: All required application materials have been submitted. Mrs. Lyman reported the State will provide two project numbers. One for the roof and the second one for the photovoltaics. Once the committee receives the project numbers, they can meet with the State to get the project approved.
- Building Update: New Elementary School: Ms. Ward reported the committee hopes to get final approval from the State by February 23rd and hopes to go out to bid in early March.
- Proposed 2021-2020 Budget: Mrs. Lyman provided a review of her proposed 2021-22 Budget. She reported that ESSER II grant funds can be used to address additional staff proposed in the budget for remote learning. This

reduces the proposed operating budget to \$24,006,080 (2.29% increase). Motion by Mr. Litrico, seconded by Ms. Aubrey to adopt the proposed Mansfield Board of Education 2021-2022 Budget of \$24,006,080. Vote: Mr. Litrico, Ms. Allison, Ms. Everett, Ms. Ward, Ms. Aubrey, Ms. Zimmermann in favor, Mrs. Kelly and Mrs. Paulhus in objection. Motion passes.

NEW BUSINESS: None

HEARING FOR VISITORS: None

SUGGESTIONS FOR FUTURE AGENDA: Mrs. Everett would like the district to explore Pollinator Pathways. Ms. Zimmermann would like the Board members to review a letter to staff and let her know changes/suggestions.

Motion by Ms. Allison, seconded by Ms. Everett, to adjourn at 8:57pm. Vote: Unanimous in favor.

COVID-19 Expenses and Grant Reimbursements Overview
March 11, 2021

Equipment, Materials, Staffing

March – June 2020

Technology
Devices for students and staff
Applications
Software
Connectivity
Hot Spots for Families
Library/Reading Books and Supplies for School at Home
 Little Lending Libraries
 Instructional Text
 Instructional Materials
Food Services
Employment of all Staff

Equipment, Materials, Staffing

July -December 2020

Facilities – Reopening Needs
 Box Fans
 Plexiglass
 Touchless Fixtures/Appliances (faucets, toilets, soap dispensers, towel dispensers)
 Storage “Pods”
 Crowd Control Barriers
 Signage
Personal Protective Equipment
 Hand Sanitizer and Hand Sanitizer Stations
 Masks
 Visors
 Gowns
 Gloves
Cleaning Supplies and Personnel
 Disinfectant and Sanitizing Cleansers
 Custodial Overtime
Instructional Supplies
 Individual Supply Boxes
 Instructional Carts
 Classroom Books
 Desk Shields
Technology
 Software – Zoom, Instructional Programs
 Devices – 1:1 for all students K-8; Laptops for staff
 Document Cameras
 Amplification Devices
 Headsets

Transportation

Para-Educator Overtime to Support Bus Ridership and Parent Drop-off/Pick-up System

Food Services

Loss of revenue – Fewer Meals per Day, Reduced Al-a-carte Sales
Employment of all Staff

Instructional Personnel

Para-Educators to Support School Operations
Para-Educators to Support Instruction
Certified Staff for Remote Learning
(Certified staff to reduce class size accomplished through reassignment of non-classroom instructors)

Grants

ESSER - Elementary and Secondary School Emergency Relief Funds – Federal Funds

ESSER-I \$90,364

Based on Title 1 allocation.

Funds available for expenditures through December 2020. Use of funds limited to responding to needs experienced due to the pandemic

Technology Devices, software, home connectivity	\$57,252.88
Instructional Materials, supplies, books	\$26,853.46
Cleaning and sanitizing materials	\$ 6,257.66

ESSER-II \$400,634

Based on Title 1 allocation.

Funds available for expenditures from January 2021-September 2023. Broad use including technology, instructional personnel, supplies, health and safety needs.

Instructional Personnel, 2021- 2022	\$285,000
Custodial Overtime	TDB
Cleaning and Sanitizing, Personal Protective Equipment	TDB
Student Support Services – Summer School	TDB

Food Services **Grant Funds TBD**

Most recent communication allows for use of ESSER Funds as defined here:

If additional funds are necessary, or federal funding with the specific purpose of providing food services to students is not available, and the need is related to the “prevent, prepare for, and respond to coronavirus” purpose of the CARES Act and CRRSA Act as well as being “reasonable and necessary” then using ESSER funds may be allowable to assist in covering outstanding costs related to the provision of meals.

CRF - COVID Relief Funds – State Allocation of CARES Act

CRF – School \$107,421

Allocation based on estimated expenses submitted in a July survey. Several categories included in survey for expenses from March-December 2020. Actual award restricted to use for personal protective equipment (PPE), cleaning and sanitary supplies, personnel for cleaning, and transportation personnel.

Para-Educator Overtime for Transportation	\$ 3,426
Custodial Overtime	\$10,519
Cleaning/PPE/Health/Safety Supplies and Hardware	\$85,363

CRF – Municipal \$TBD

Allocation to be used first for expenses incurred by municipal agencies. Remaining funds may be used for school expenses. Funds could support abatement activities such as custodial overtime, additional cleaning supplies, and PPE.

February 19th, 2021

Office of the Superintendent
4 South Eagleville Road
Storrs, CT 06268

Dear Mrs. Lyman,

I am writing to inform you that my husband and I are expecting a child in March. Based upon the advice of my physician, I intend to use the maternity leave as outlined in Article 11, E 2 of the Mea/Board of Education contract, beginning Monday, March 15th, 2021, with my final work day being Friday, March 12th, 2021.

In addition, I request an unpaid Childrearing leave as outlined in Article 11, J, for the remainder of the school year.

Thank you for your consideration of this request, and I look forward to hearing from you soon.

Sincerely,



Laurel Brandon

Cc: Lauren Rodriguez
Human Resources

2021 FEB 18 AM 11:28

COPY

2/12/2021

Office of the Superintendent
4 South Eagleville Road
Storrs, CT 06268

Dear Mrs. Lyman,

I am writing to inform you that my husband and I are expecting a child in April. Based upon the advice of my physician, I intend to use the maternity leave as outlined in Article 11, E 2 of the Mea/Board of Education contract, starting on April 26th.

In addition, I request an unpaid Childrearing leave as outlined in Article 11, J, for the remainder of the school year.

Thank you for your consideration of this request, and I look forward to hearing from you soon.

Sincerely,


Julianne Belair

Cc: Mike Seal
Human Resources