

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 Special Meeting

June 6, 2019

Council Chambers 7:30 p.m.

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

CALL TO ORDER

APPROVAL OF MINUTES

- May 9, 2019 Meeting (M) (P. 1)
- May 23, 2019 Special Meeting (M) (P. 3)
- May 23, 2019 Workshop (M) (P. 5)

SPECIAL PRESENTATION:

CABE Award: Vicky Guo and Daniel Hendricks
Retirees Celebration: Karen Anger, Diane Hutton, Sandy McAlduff, Eliza Sparks

HEARING FOR VISITORS

COMMUNICATIONS

ADDITIONS TO THE PRESENT AGENDA

BOARD REPORTS: Personnel Committee

INFORMATION, PRESENTATIONS, AND ACTIONS

- Teacher Evaluation
- Proposed Budget Transfers 2019-2020
- School Facilities Update

NEW BUSINESS (If needed)

HEARING FOR VISITORS

SUGGESTIONS FOR FUTURE AGENDA ITEMS

EXECUTIVE SESSION: (M) to discuss Superintendent's evaluation and non-union wages, and salaries.

Possible Action regarding Superintendent's evaluation and non-union wages, salaries and salaries.

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.

DRAFT

Mansfield Board of Education

May 9, 2019

Minutes

Attendees:	Kathy Ward, Chair, Susannah Everett, Vice-Chair, Martha Kelly, Secretary, Edith Allison, Rebecca Aubrey, John Fratiello, David Litrico, Kelly Zimmermann
Excused:	Katherine Paulhus

The meeting was called to order at 7:30pm by Ms. Ward.

APPROVAL OF MINUTES:

Motion by Mr. Fratiello, seconded by Ms. Aubrey, to approve the minutes of the April 11, 2019 meeting. Vote: Unanimous in favor.

Motion by Ms. Everett, seconded by Ms. Aubrey, to approve the minutes of the April 30, 2019 meeting. Vote: Unanimous in favor.

HEARING FOR VISITORS: None

COMMUNICATIONS: None

ADDITIONS TO THE PRESENT AGENDA: None

BOARD REPORTS: Finance Committee: Ms. Ward reported the committee reviewed the 3rd quarter financial report. There are no concerns at this time. The committee recommends the Board accept the financial report.

Communications Committee: Ms. Everett reported committee members and board member volunteers have been visiting the town committees to update them on the school building project. There is no need for a meeting in May.

INFORMATION, PRESENTATIONS, AND ACTIONS:

- Changing Assessment Practices: Kaye Jakan, Reading/Language Arts Consultant and Mike DiCicco, Math/Science Consultant, reported on student-centered assessment practices used to meet the needs of all students.
- Food Service Update: : Ms. Stephanie Richards, Director Mansfield Food Service Program, reported on the highlights of the 2018-19 school year, including pilot of processing local vegetables, completed CSDE Administrative Review, Community Dinners, increased participation in school meals and increased school engagement. There is no need to increase lunch prices for 2019-20..
- Healthy Food Certification:
 - Motion by Ms. Aubrey, seconded by Ms. Allison, that pursuant to C.G.S. Section 10-215f, the Mansfield Board of Education certifies that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2019, through June 30, 2020. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to, school stores, vending machines, school cafeterias, and any fundraising activities on school premises sponsored by the school or by non-school organizations and groups. Vote: Unanimous in favor
 - Motion by Ms. Aubrey, seconded by Ms. Allison, that the Mansfield Board of Education will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food items are not sold from a vending machine or school store. An "event" is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The "regular school day" is the period from midnight before to 30 minutes after the end of the official school day. "Location" means where the event is being held. Vote: Unanimous in favor.
 - Motion by Ms. Zimmermann, seconded by Mr. Litrico, The Mansfield Board of Education will allow the sale to students of beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the beverages are not sold from a vending machine or school store. An "event" is an occurrence that involves more than just a regularly scheduled practice, meeting or extracurricular activity. The "school day" is the period from midnight before to 30 minutes after the end of the official school day. "Location" means where the event is being held, and must be the same place as the food sales. Vote: Unanimous in favor
- Education Specifications Revision: Mrs. Lyman reported revision to Education Specifications are needed to revise grossing factor and technology specifications. Motion by Ms. Everett, seconded by Ms. Allison, to adopt the amended Educational Specifications for the new Mansfield Elementary School dated May 9, 2019. Vote: Unanimous in favor
- Building Committee Update: Ms. Ward reported the Committee met prior to the Board meeting to review firms to be hired to conduct traffic study and site work.

NEW BUSINESS: None

CONSENT AGENDA: Motion by Mr. Litrico, seconded by Ms. Aubrey, that the following item for the Board of Education May 9, 2019 meeting be approved. Vote: Unanimous in favor.
That the Mansfield Public Schools Board of Education accepts the Quarterly Financial Statements for the Period ending March 31, 2019.

HEARING FOR VISITORS: None

SUGGESTIONS FOR FUTURE AGENDA: Mrs. Kelly would like a report on Social Services caseload to support families and the schools.

Motion by Mr. Litrico, seconded by Ms. Zimmermann to adjourn at 9:14pm. Vote: Unanimous in favor

Respectfully submitted, Celeste Griffin, Board Clerk

Mansfield Board of Education Special Meeting

May 23, 2019

Minutes

Attendees:	Kathy Ward, Chair, Susannah Everett, Vice Chair, Martha Kelly, Secretary, Edith Allison, Rebecca Aubrey, John Fratiello, David Litrico, Katherine Paulhus
Excused:	Kelly Zimmermann

The special meeting was called to order at 6:00pm by Ms. Ward.

Revision of Education Specifications: Mrs. Lyman, Scott Pellman, Colliers International, and Ryszard Szczypek reviewed the need to reduce the total gross square footage to 73,824 from 78,000 square feet.

Ms. Zimmermann arrived at 6:23pm

Motion by Ms. Aubrey, seconded by Ms. Everett, to adopt the May 23, 2019 revised Education Specifications with total gross square footage of 73,824.

Motion by Ms. Allison, seconded by Ms. Aubrey to adjourn at 6:40pm. Vote: Unanimous in favor.

Mansfield Board of Education Workshop

May 23, 2019

Minutes

Attendees:

Kathy Ward, Chair, Susannah Everett, Vice Chair, Martha Kelly, Secretary, Edith Allison, Rebecca Aubrey, John Fratiello, David Litrico, Katherine Paulhus, Kelly Zimmermann

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

Board Practices: Dr. Robert Villanova reviewed Board Practices involving self-evaluation and superintendent evaluation.

Motion by Mr. Litrico, seconded by Ms. Aubrey to adjourn at 8:36pm. Vote: Unanimous in favor.