

Mansfield Board of Education Meeting

June 13, 2013

Council Chambers 7:30 p.m.

Board Members: Mark LaPlaca, Chair; Martha Kelly, Secretary, Susannah Everett, April Holinko, Katherine Paulhus, Jay Rueckl, Carrie Silver-Bernstein, Randy Walikonis

Agenda

7:30 Call to Order

7:35 Special Presentations

- Board Member Presentation
- Bus Driver presentation
- CABE Award
- Southeast School Presentation

8:00 Hearing for Visitors

8:05 Communications

8:10 Additions to the Present Agenda

8:15 Appointment of Vice Chair

8:20 Broadcasting Board Meetings (P. 1)

Reports:

8:20 Committee Reports

8:30 Report of the Superintendent

- Mansfield Public Schools Professional Learning and Evaluation Plan (M)
<http://www.mansfieldct.gov/content/11150/13915/11152/13583/default.aspx>
- 2013-2014 Food Service Price (M) (P. 3)
- Healthy Food Certification (M) (P. 5)
- Quarterly Financials (M) (Encl.)
- 2013-2014 Budget (M) (P. 9)
- Paraprofessional of the Year
- Teacher Evaluation Report (P. 11)
- Board of Education Retreat
- Mansfield Public Schools Common Core State Standards District Plan 2013-2014
- German Exchange Breakfast, Monday, September 30, 2013
- Mansfield Public Schools 2013 Summer Programs (P. 13)
- Class Size/Enrollment

NEW BUSINESS: (If needed, items from the "Consent Agenda" may be added at this time.)

CONSENT AGENDA: (M) (P. 15)

The following items for the Board of Education June 13, 2013 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 approves the minutes of the May 9, 2013 Board meeting.

That the Mansfield Public Schools accept the retirement of Lynda Barrow, Enrichment teacher at Vinton School effective the end of the 2012-2013 school year.

That the Mansfield Public Schools accept the resignation of Kelly Brouse, Enrichment teacher at Mansfield Middle School effective the end of the 2012-2013 school year.

9:45* Hearing for Visitors

9:55 Suggestions for Future Agenda

Executive Session (M) for the purpose of discussing Superintendent's evaluation, non-union wages and salaries, and grievance settlement.

Possible action on Superintendent's evaluation and non-union wages and salaries

Adjournment

* Estimate

Mansfield Public Schools

Board of Education Goals – 2012-2013

- I) Help every student to be a confident and successful learner.
 - a) Engage and motivate every student.
 - b) Improve, as appropriate, the mathematics, reading, science, and writing skills of every student.
 - c) Ensure student safety, health, physical, and emotional well-being.
 - d) Preserve and support the full breadth of the District's program.
 - e) Encourage the civic engagement of students.
 - f) Maintain a systematic review of all program offerings.
 - g) Involve and engage a wide variety of parents/guardians in the education of their children.
 - h) Obtain and maintain National Association for the Education of Young Children (NAEYC) accreditation, as well as review, evaluate, and implement an expanded preschool program to address the needs of early learners.
 - i) Address the need to align our current Language Arts/ Reading and Mathematics curriculum with the Common Core State Standards (CCSS).
 - j) Select an anthology which addresses the CCSS and provides a strong pk-6 Language Arts/Reading foundation.
 - k) Integrate current technology in a value added way to the instructional program as well as use it to extend student learning of both subject matter and appropriate use of technology.
 - l) Explore and develop additional support services for those students in need of community and/or health services.
 - m) Review recommendations from all sources and implement best practices as appropriate.
- II) Attract, hire, support, and retain qualified and motivated professional staff.
 - a) Facilitate and encourage a positive, professional learning community.
 - b) Recognize teacher and staff effort and success regularly.
 - c) Foster a climate of respect at all levels.
 - d) Maintain quality educational programs at multiple sites while adjusting staff levels and resources despite increase and/or decrease in overall enrollment.
 - e) Address school/district leadership issues to maintain and surpass current levels of student achievement.
 - f) Integrate current technology in a value added way to the instructional program as well as use it to extend student learning of both subject matter and appropriate use of technology.
 - g) Develop with input and collaboration from certified staff, an effective evaluation program which supports the development of confident student learners and encourages the continued growth of all staff.
 - h) Refine our current professional development program to maximize the growth of certified and non-certified staff while addressing state and federal requirements for required training while maximizing student instructional time.
 - i) Review recommendations from all sources and implement best practices as appropriate.
- III) Continue to improve the effectiveness of the Board of Education.
 - a) Invest time and effort in Board members' learning and development.
 - b) Celebrate and acknowledge student achievements at Board meetings and other venues.
 - c) Foster and encourage communication between the Board and the communities it serves.
 - d) Collaborate with community members and organizations that support the District's students.
 - e) Review recommendations from all sources and implement best practices as appropriate.
 - f) Address the need to align our current Language Arts/ Reading and Mathematics curriculum with the Common Core State Standards (CCSS).
- IV) Monitor and regularly assess the District's status and requirements with respect to the quality of facilities, sufficiency of space, level of security, adequacy of maintenance, and reliability of student transportation.
 - a) Stay involved in all aspects of any School Building Project decisions.
 - b) Keep the public informed and involved.
 - c) Reduce energy consumption and minimize the District's environmental impact.
 - d) Pursue practices and develop policies that reduce energy consumption and district costs.
 - e) Incorporate curricula that investigate energy use and environmental issues.
 - f) Implement a long term plan endorsed by Mansfield Town Council and supported by voters to address pk-8 building needs.
- V) Employ Fiscal Planning for Long Term Sustainability
 - a) Transition from a budget which used a series of federal/state funds to support district staff to a predictable and sustainable funding source.
 - b) Advocate for continued Education Cost Sharing which supports current programming and develop a plan to address any change to current funding level.
 - c) Continue to explore potential partnerships with other groups to maximize program effectiveness while containing costs.

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.

Broadcasting Meetings

	Reason	Type	Cost
Town Council	Open & transparent government	Video Broadcast	Use Work Study UCONN Intern included in their contracted hours if possible. If not, pay hourly part time UCONN student rate approximately \$12/hour
Planning & Zoning	State Statute	Audiotape: link available on request	No charge
Zoning Board of Appeals	State Statute	Audiotape: Link available on request	No charge

Mansfield Board of Education Options to Consider

Type	Cost
Video Broadcast	IA wage per hour: Approximately \$16
Audiotape: Link available on request	No charge
Audiotape: Link posted on website	No charge

MEMORANDUM

DATE: June 13, 2013
TO: Fred Baruzzi
FROM: Beth Gankofskie

After reviewing the 2012-2013 budget, I recommend we do not increase school lunch or breakfast prices for the 2013-2014 school year. Also included for your information are the prices proposed for E. O. Smith for the high school lunch program.

Lunch

School	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14
Elementary	\$2.00	\$2.00	\$2.10	\$2.10	\$2.10	\$2.10
Middle	\$2.25	\$2.25	\$2.35	\$2.35	\$2.35	\$2.35
High School	\$2.55	\$2.55	\$2.65	\$2.65	\$2.65	\$2.65

Again next year, salad plates will be offered as a lunch option at the elementary schools two days a week. We will continue to offer a daily salad bar at the Middle Schools.

Specialty Meal: Salad

School	2012-13	2013-14
Elementary	\$2.50	\$2.50
Middle	\$3.25	\$3.25
High School	Pricing varies on specialty items	Pricing varies on specialty items

Breakfast

School	2008-09	2009-10	2010-11	2011-12	2012-13	2013-14
Elementary	\$1.25	\$1.25	\$1.30	\$1.30	\$1.30	\$1.30
Middle	\$1.50	\$1.50	\$1.55	\$1.55	\$1.55	\$1.55
High School	\$1.75	\$1.75	\$1.80	\$1.80	\$1.80	\$1.80

Milk Prices will not increase. Current costs are:
 Elementary - \$.50
 Middle School - \$.55
 High School - \$.60

cc: C. Trahan

Connecticut State Department of Education
Addendum to Agreement for Child Nutrition Programs (ED-099)
Healthy Food Certification Statement

Section 1 – Background

Section 10-215e of the Connecticut General Statutes directs the Connecticut State Department of Education (CSDE) to develop and publish nutrition standards for food items offered for sale to students at school separately from reimbursable meals sold as part of the National School Lunch Program and School Breakfast Program. Section 10-215f requires that participants in the National School Lunch Program, including each local and regional board of education, regional educational service center, the Connecticut Technical High School System and the governing authority for each state charter school, interdistrict magnet school and endowed academy, must certify each year in its annual application to the CSDE whether all food items made available for sale to students will meet the nutrition standards. Section 10-215b further provides additional funding to National School Lunch Program participants who annually certify compliance with the Connecticut Nutrition Standards.

Section 2 – Certification Statement

▶ ***Must be completed by all Connecticut public school districts that participate in the National School Lunch Program.***

On behalf of the _____ and
(Name of the Board of Education or Governing Authority)

pursuant to section 10-215f of the Connecticut General Statutes, I hereby certify that all food items offered for sale to students in the school(s) under our jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, (*select appropriate box*)

will (*must complete Sections 3 and 4 on page 2*)

will not (*sign below and return form*)

meet said standards during the period of **July 1, 2013 through June 30, 2014**. Such 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, whether or not school sponsored.

**Local or Regional Board of Education or
Governing Authority**

Signature: _____
(Signature of the Authorized Representative) (Printed Name of the Authorized Representative)

Title (Superintendent of Schools, President or Chairperson of the Board) Date of Authorization

Section 3 – Exemption Statement

▶ *To be completed only by districts opting for the healthy food certification, i.e., those districts that checked “will” in Section 2.*

Pursuant to section 10-215f of the Connecticut General Statutes, I hereby acknowledge that the board of education or governing authority, *(select appropriate box)*

will

will not

exclude from certification food items that do not meet the Connecticut Nutrition Standards, provided that (1) such food is sold in connection with an event occurring after the end of the regular school day or on the weekend, (2) such sale is at the location of the event, and (3) such food is not sold from a vending machine or school store.

Section 4 – Amendment to Agreement for Child Nutrition Programs (ED-099)

▶ *To be completed only by districts opting for the healthy food certification, i.e., those districts that checked “will” in Section 2.*

Pursuant to section 10-215f of the Connecticut General Statutes, the Agreement for Child Nutrition Programs (ED-099) with

(Name of the Board of Education or Governing Authority)

is hereby amended to include the above certification statement of compliance with the Connecticut Nutrition Standards and application for funding related to those standards. This addendum covers the period from **July 1, 2013 through June 30, 2014.**

**Local or Regional Board of Education or
Governing Authority**

Signature: _____
(Signature of the Authorized Representative) *(Printed Name of the Authorized Representative)*

Title (Superintendent of Schools, President or Chairperson of the Board) *Date of Authorization*

FOR STATE USE ONLY • DO NOT SIGN BELOW THIS LINE

Connecticut State Department of Education

Signature: _____ **Brian Mahoney** _____
(Signature of State Agency Representative) *(Printed Name of State Agency Representative)*

Chief Financial Officer _____
Title Date

The State of Connecticut Department of Education is committed to a policy of equal opportunity/affirmative action for all qualified persons. The Department of Education does not discriminate in any employment practice, education program, or educational activity on the basis of race, color, religious creed, sex, age, national origin, ancestry, marital status, sexual orientation, gender identity or expression, disability (including, but not limited to, intellectual disability, past or present history of mental disorder, physical disability or learning disability), genetic information, or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws. The Department of Education does not unlawfully discriminate in employment and licensing against qualified persons with a prior criminal conviction. Inquiries regarding the Department of Education's nondiscrimination policies should be directed to: Levy Gillespie, Equal Employment Opportunity Director/American with Disabilities Act Coordinator, State of Connecticut Department of Education, 25 Industrial Park Road, Middletown, CT 06457, 860-807-2101, Levy.Gillespie@ct.gov.

Motion
Healthy Food Certification Statement
June 13, 2013

The Mansfield Board of Education hereby certifies that all food items offered for sale to students in the schools under our jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department meet said standards during the period of July 1, 2013 through June 30, 2014. Such 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, whether or not school sponsored.

Motion
Mansfield Board of Education
Connecticut Nutrition Standards Exclusion
June 13, 2013

The Board of Education of Mansfield Public Schools excludes from certification food items that do not meet the Connecticut Nutrition Standards if 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 is *not sold from a vending machine or school store*. Further, the Board grants a general exclusion from the Connecticut Nutrition Guidelines to any after-school or weekend event, provided the event meets the three criteria as set forth above.

Adopted:

Celeste N. Griffin, Board Clerk
Mansfield Board of Education

Mansfield Public Schools

Memo

To: Mansfield Board of Education
From: Fred Baruzzi, Superintendent of Schools
Date: June 13, 2013
Re: 2013-2014 Budget Reduction Recommendations

At the May 14, 2013 Town Meeting, the citizens of Mansfield voted to reinstate \$200,000 to the Board of Education Budget. This action establishes the Mansfield Public Schools adjusted budget as \$20,788,160 (.97%).

I reviewed all aspects of the 2013-2014 budget with district administrators in an effort to maintain both breadth of program and appropriate staffing levels, as well as services to our students, parents, and staff at an affordable cost to Mansfield residents and the Board supported the reductions presented at the May 9, 2013 meeting.

I therefore recommend the Mansfield Board of Education approve the restoration of the May reductions to the extent indicated:

Object	Page #	Item	Reduction	Remaining Balance	Restored	Revised Balance
112-61101-51001-03	17	1 Certified Staff (SE)	\$ 67,460	\$ 3,128,070		
112-61900-53940-02, 03, 04	40	Copier Maintenance Fee (K-4)	9,000	33,000		
112-61900-53940-01	41	Copier Maintenance Fee (MMS)	7,000	37,120		
112-62401-51053-50	64	1 Contingency CO	3,950	53,340	\$3,950	\$57,290
112-62710-51103-50	67	1 FTE Custodian	36,700	568,840	\$48,290	\$617,130
112-62710-54606-50	67	Natural Gas	25,000	75,000		
112-62801-53910-50	68	Regular Transportation (1 bus)	47,580	801,140	\$47,580	\$848,720
112-68000-52001-50	69	Social Security	5,690	190,590		
112-68000-52002-50	69	Workers Compensation	6,300	158,700		
112-68000-52003-50	69	MERS	11,000	329,770		
112-68000-52007-50	69	Medicare	2,300	185,740		
112-68000-52101-50	69	Board-Medical Insurance	45,500	1,909,750		
112-68000-52108-50	69	Board - Life Insurance	280	31,020		
112-61201-51101-52	87	3 Special Education Instructional Assistants	55,100	581,900	\$70,180	\$652,080
112-62802-53910-52	95	Special Education Transportation	30,000	212,000	\$30,000	\$242,000
			\$ 352,860		\$200,000	

I would be happy to provide additional information upon request.

Memorandum

MANSFIELD PUBLIC SCHOOLS

DATE: June 13, 2013
TO: Board of Education
FROM: Frederick A. Baruzzi
RE: Superintendent's Annual Teacher Evaluation Report to the Board of Education

In accordance with Connecticut General Statute 10-151b, (Evaluation by Superintendent of Certain Education Personnel), I am providing information related to Mansfield Board of Education Policy CGN Professional Staff Evaluation. We are concluding the tenth year of our revised evaluation program. Highlights of the 2012-2013 school year related to this program include the following:

- Teachers continue to welcome the opportunity to share classroom lessons. Administrators are providing support to teachers in a constructive manner, leading to improved classroom instruction. The issue of the time involved on the part of administrators remains a concern. Administrators find it difficult to complete final evaluations prior to the end of the school year given the number of school-related activities conducted each spring, in addition to coordinating a variety of committees to resolve certified and non-certified vacancies.
- The number of teachers evaluated this year, including certified administrators, involved twenty-two (22) non-tenured teachers and one hundred and fifteen (115) tenured teachers. All *non-tenured* teachers were observed a minimum of four (4) full class periods and approximately one-third of all *tenured* teachers were observed a minimum of two (2) full class periods. All classroom observations were preceded by a pre-observation conference and followed by a post-observation conference, as outlined in the policy. In addition, all administrators have observed classroom instruction with unannounced classroom visits and attendance at special class activities.
- Areas of focus this year continue to include instructional strategies related to lesson "initiation" and "closure," as well as lesson development. Teacher monitoring of students and appropriate adjustment of instructional strategies to address the differentiated instructional needs of all students has been discussed, in addition to the appropriate use of technology to enhance instruction. In addition, Scientific Research-Based Intervention (SRBI) and the use of data have been a major initiative. These areas will remain a focus during the 2013-2014 school year in addition to instructional shifts in light of Common Core State Standards (CCSS), as well as classroom assessment strategies and writing across the curriculum.

(OVER)

- We encourage certified staff to participate in the Teacher Education And Mentoring Programs (TEAM). These programs focus on a research-based approach to improving classroom instruction. At this time, fifty-six (56) teachers have taken the cooperating teacher/mentor teacher training and forty-three (43) have completed the three day initial TEAM training or the one day TEAM update training.
- We continue to provide intensive support for staff members who, in the professional judgment of the evaluator, are in need of assistance. This process involves both frequent scheduled and unannounced classroom observations and repeated consultation with the individual. This is a time-consuming activity but has produced positive results.
- The staff strives to implement an evaluation process that incorporates district, building and individual teacher goals with a focus on individual student and group achievement.
- Administrators continue to share effective strategies and practices.
- During the school year, the District Professional Development Committee involved all relevant stake holders in the review of state guidelines regarding teacher and administrator evaluation and professional development plans leading to the development of a state approved plan to be presented to the Board of Education for approval this evening. The plan will be implemented utilizing a pilot option with certified staff during the 2013-2014 school year.

The current state requirement for both district teacher evaluation and professional development plans was last completed and presented to the Board on May 24, 2001.

I would be pleased to provide further information to you upon request.

DRAFT

Mansfield Board of Education Meeting
May 9, 2013
Minutes

Attendees: Mark LaPlaca, Chair, Martha Kelly, Secretary, Susannah Everett, April Holinko, Carrie Silver-Bernstein, Randy Walikonis, Superintendent Fred Baruzzi, Board Clerk, Celeste Griffin

Absent: Katherine Paulhus, Jay Rueckl

The meeting was called to order at 7:30pm by Mr. LaPlaca

SPECIAL PRESENTATION: Linda Robinson (with Dante and Virgil), Evelyn Flaherty (with Trek), and Middle School students presented the different ways certified therapy dogs are used at the middle school to motivate students.

HEARING FOR VISITORS: None

COMMUNICATIONS: Letter from Shamim Patwa resigning from the Board.

ADDITIONS TO THE PRESENT AGENDA: MOTION by Mr. Walikonis, seconded by Mrs. Kelly to add a resignation to the consent agenda. VOTE: Unanimous in favor.

MOTION by Mrs. Kelly, seconded by Ms. Silver-Bernstein to add a discussion of taping Board meetings to the agenda. VOTE: Ms. Everett, Mrs. Holinko, Mrs. Kelly, and Ms. Silver-Bernstein in favor. Mr. Walikonis and Mr. LaPlaca opposed. MOTION passed.

COMMITTEE REPORTS: Policy Committee: Ms. Silver-Bernstein reported the committee met to discuss the religious pluralism policy and will continue to meet.

REPORT OF THE SUPERINTENDENT:

- Mansfield Youth Services Bureau: Patricia Michalak, Program Coordinator and Kathleen McNamara, Social Worker, along with student worker Genevieve Rigler, discussed the many programs they provide for the Town and Mansfield Public Schools.
- Mansfield Public Schools Professional Learning and Evaluation Plan: Mr. Baruzzi reported the district has not received notice of approval of the plan from the State Department of Education. The plan submitted to the state is posted at:
<http://www.mansfieldct.gov/content/11150/13915/11152/13583/default.aspx>
- Student Success Plans: Candace Morell, Mansfield Middle School Assistant Principal, with Thanh Nguyen, Mansfield Middle School Principal, reviewed the Student Success Plan, a collection of programs and services that address academic, personal/social, and career topics for students in grades 6-8.
- MMS Parent Portal: Mrs. Morell updated the Board on the success of the Parent Portal with students and parents.
- CAS Grant Application: Linda Robinson, Coordinator of Library/Media Services, reviewed the grant proposal to expand the Books on Buses program. MOTION by Mr. Walikonis, seconded by Ms. Everett, to approve the grant application. VOTE: Unanimous in favor.
- National History Day Field Trip: Mr. Nguyen reviewed the field trip request to send 5 students to National History Day competition at the University of Maryland.
- Staff Appreciation: To honor all staff, the Board will make a donation to the Covenant Soup Kitchen and will host a Staff Appreciation Breakfast at each school on Tuesday, June, 25, 2013.
- 2013-2014 Budget Reductions: Mr. Baruzzi recommended reductions to address the Mansfield Town Council reduction of the Board adopted 2013-2014 budget in the amount of \$352,860. MOTION by Mr. Walikonis, seconded by Mrs. Kelly to accept the Superintendent's budget reductions. VOTE: Unanimous in favor.
- Upcoming Retreat: Mr. Baruzzi discussed format of the retreat will be to discuss 2012-2013 Goals and Objectives and 2013-2014 Goals and Objectives. Due to scheduling conflicts, the retreat needs to be

rescheduled. MOTION by Mrs. Holinko, seconded by Mr. Walikonis to reschedule the May 23rd retreat to June 6th. VOTE: Unanimous in favor.

- Enhancing Student Achievement Funds: One new program were highlighted in the 2012-2013 summary chart; Family Literacy Book Club.
- Class Size/Enrollment: The principals noted no major changes in class size or enrollment in the past month.

NEW BUSINESS: Town Council's request to consider taping meetings. Discussion will continue at the June 13th meeting with additional information on recording methods and cost.

CONSENT AGENDA: MOTION by Mr. Walikonis, seconded by Mrs. Holinko, to approve the following items for the Board of Education May 9, 2013 meeting. VOTE: Unanimous in favor with Ms. Silver-Bernstein abstaining.

That the Mansfield Public Schools Board of Education approves the minutes of the April 11, 2013 Board meeting.

That the Mansfield Public Schools accept the resignations of Mary Mindek, Mansfield Middle School teacher, Julie Brennan, Southeast School teacher, and Madelyn Williams, Goodwin School teacher effective the end of the 2012-2013 school year.

That the Mansfield Public Schools accept the resignation of Yalibi D'Addario, Mansfield Middle School French teacher effective the end of the 2012-2013 school year.

HEARING FOR VISITORS: Pat Suprenant, Gurleyville Road, encouraged taping of meetings.

SUGGESTIONS FOR FUTURE AGENDA: None

MOTION by Ms. Everett, seconded by Mr. Walikonis to move into Executive Session to discuss Superintendent's evaluation and non-union wages and salaries at 10:05. VOTE: Unanimous in favor

The Board returned to open session at 10:33pm

MOTION by Mr. Walikonis, seconded by Ms. Everett to adjourn at 10:34pm. VOTE: Unanimous in favor.

Respectfully submitted,
Celeste Griffin, Board Clerk

June 6, 2013

Dear Mr. Baruzzi,

I write to inform you that I have submitted my application for retirement to the state of Connecticut, and I plan to retire from Mansfield Public Schools on June 30th, 2013. Thank you for your support and help as I made this difficult life decision. I am entering a new phase of my life with enthusiasm and confidence built from a successful teaching career in the state of CT. The past thirteen of those years was spent working in the Mansfield Public Schools as Enrichment Teacher at Annie E. Vinton School. I wish to thank you for providing me that opportunity to advance my professional goals.

As I begin to pursue my retirement goals, I do so with the strength and experience I've gained from working as a public school teacher in the state of CT. I wish to thank you for your support and interest in my teaching goals during the time I spent in Mansfield. Moreover, I'd like to thank you for providing me the annual opportunity to attend Confratute each summer at no personal expense to me. This has helped me stay informed on key issues in gifted education and to learn new and interesting teaching methods and strategies for gifted children.

I plan to continue working with students during my retirement in the state of Maryland. I have a strong interest in social and emotional issues with children and was happy to have been able to work with Pat Schuler and others in this field at Confratute. Most recently, I've become interested in the movement known as "Mindfulness in Education," which allows me to draw on my background in social emotional interests and my teaching experience in yoga. I have used some of the practices with students this past year as a transition technique and have seen impressive results.

As you know, we experienced a lockdown last September, and I was directed to take my class into "hiding" for over an hour. With sirens and flashing lights from police cars, my students quickly realized that it was not a drill, but an actual situation. Several students began to panic and some began to cry. I was able to calm the students by drawing on the techniques they had learned in the simple five-minute exercises we had practiced daily. This incident helped me to realize the value of the practice, and I'm hoping to share mindfulness techniques with other teachers during my retirement years. I would be happy to share more about this with you or any other staff members before I depart for Maryland. I would also be happy to make a presentation to the Mansfield Board of Education on the topic.

Thirteen years as a teacher in Mansfield have passed quickly. I have many fond memories of those years, and I have always been proud to be a member of this system. With statewide interest in data, there is a growing danger of viewing children in terms of test scores they might produce rather than as future citizens of a quickly changing and highly demanding society. This has not been the case in our district. Mansfield continues to enjoy an exemplary standard of excellence that is highly regarded statewide. I am confident that in my absence this tradition of excellence will continue and that students in Mansfield will always be educated holistically, as individuals. I'm wishing you and the Mansfield community a healthy, happy, and successful future.

Yours Truly,

Lynda Barrow, Enrichment Teacher

May 22, 2013
Superintendent Frederick Baruzzi
4 South Eagleville Road
Storrs, CT 06268

Dear Mr. Baruzzi,

I write to respectfully submit my resignation from the position of Humanities Enrichment Teacher at the end of the 2012-13 school year (June 25, 2013). After much consideration, I have accepted a teaching position in the West Hartford Public Schools. This position will provide me a broader level of experience with classroom instruction, which is important to me as I consider my career path for school leadership. Additionally, I feel deeply compelled to serve my home community and give back to the school system in which I was raised.

I owe you and the talented staff in Mansfield a very deep and sincere thank you. I feel extremely lucky to have been provided the unique and challenging professional opportunities over the past five years. You have contributed greatly to my personal growth as an educator and leader and I am incredibly grateful. Most importantly, I have learned from and cared very deeply for the insightful and creative students I have had the honor of working with over the past five years. They have helped me develop and refine my practice, and I know they will continue to grow and be well served in the Mansfield Public Schools.

I understand that having to replace staff members at the end of the year is a complex and time-consuming process and it is my goal to be as helpful to the process as I can be. Being that enrichment is somewhat more ambiguous than other positions, I hope to provide the organizational and structural context for the position to your new candidate if you feel that would be helpful for the success of the program. It is my intent to be as supportive to the transition as you feel would be appropriate.

Thank you for your support and understanding and please let me know how I can be of service in the last weeks of school.

With gratitude,
Kelly Brouse

CC: Principal Thanh Nguyen, Assistant Principal Candace Morell