

Mansfield Board of Education Meeting

October 24, 2013

Mansfield Middle School 7:30 p.m.

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

Agenda

- 7:30 Call to Order
- 7:31 Special Recognitions
- 7:45 2014 Paraprofessional of the Year Recognition
- 8:00 2014 Teacher of Year Ceremony
- 8:30 Hearing for Visitors
- 8:35 Communications
- 8:40 Additions to the Present Agenda

Reports:

- 8:45 MMSA
- 9:00 Report of the Superintendent
 - Middle School Education Week
 - 2014 Board of Education Meetings (M) (P. 1)
 - Student Assessment, Accountability, and Education Evaluation Flexibility (P. 3)

APPROVAL OF MINUTES: October 10, 2013 Meeting (M) (P. 9)

NEW BUSINESS:

- 9:30* Hearing for Visitors
- 9:45 Suggestions for Future Agenda

Adjournment

* Estimate

Mansfield Public Schools: Board of Education Goals – 2013-2014

- I) Help each student to be a confident and successful learner through differentiated instruction and support. Monitor student progress to ensure growth.
 - a. Engage and motivate each student.
 - b. Improve the mathematics, reading, science, and writing skills of each student to support college and career readiness.
 - c. Promote the cognitive, social, and emotional development of each student.
 - d. Support the full breadth of the district's programs, systematically review program offerings, and explore expanding programs.
 - e. Provide positive school climate through positive behavior support systems and encouraging character development to ensure student safety, health, physical, and emotional well-being.
 - f. Increase engagement and participation of parents/guardians in the education of their children.
 - g. Encourage the civic engagement of students.
 - h. Align our current Language Arts/ Reading, Science and Mathematics curriculum with the Common Core State Standards (CCSS).
 - i. Integrate current technology into the instructional program to extend student learning of subject matter and appropriate use of technology.
 - j. Explore additional support services for students in need of community and/or health services.
 - k. Ensure all student transitions within and between environments are supported and successful.
 - l. Incorporate curricula that investigate energy use and environmental issues.
- II) Attract, support, and retain qualified, motivated, and diverse 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 mutual respect at all levels.
 - d. Maintain quality educational programs at multiple sites while adjusting staff levels and resources despite any changes in overall enrollment.
 - e. Support current and future school/district leadership to maintain and surpass current levels of student achievement.
 - f. Implement, with input and collaboration from certified staff, an effective professional development and evaluation program that supports the development of confident student learners and encourages the continued growth of all staff.
 - g. Provide regular opportunities for all staff to share feedback about the effectiveness of the district's programming.
- III) Monitor the District's quality and efficiency of facilities, sufficiency of space, level of security, adequacy of maintenance, and efficiency of student transportation. .
 - a. Communicate quarterly with Town Council about ongoing needs for infrastructure, security, and technology.
 - b. In collaboration with the Town Council, develop and implement a long-term plan, supported by voters, to address prek-8 building needs.
 - c. Implement the improved school security and technology recommendations as approved by the Board.
- IV) Increase 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; including Mansfield Youth Services Bureau and Mansfield Advocates for Children.
 - e. Examine evidence regarding school readiness and review prekindergarten educational opportunities for Mansfield children.
 - f. Meet regularly with our state legislators.
- V) Plan for long-term fiscal sustainability.
 - a. Advocate for continued Education Cost Sharing which supports current programming and develop a plan to address any change to current funding level.
 - b. Continue to explore partnerships with other groups to maximize program effectiveness while containing costs.
 - c. Investigate alternative revenue, including public and private funding sources and grant opportunities.
 - d. Continue to educate ourselves and the public at large on long-term financial ramifications of balancing board goals and priorities.

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.

MANSFIELD BOARD OF EDUCATION
2014 Meeting Dates
Council Chambers
(unless otherwise noted)
7:30 p.m.

Thursday, January 23, 2014

Thursday, January 30, 2014

Thursday, February 6, 2014

Thursday, February 13, 2014

Thursday, March 13, 2014

Thursday, April 10, 2014

Thursday, May 8, 2014

Thursday, May 22, 2014
(Workshop - TBD)

Thursday, June 12, 2014

Tuesday, July 8, 2014
(Workshop - TBD)

Thursday, September 11, 2014

Thursday, September 25, 2014
(Workshop - TBD)

Thursday, October 9, 2014
Goodwin School

Thursday, October 23, 2014
Mansfield Middle School

Thursday, November 13, 2014
Vinton School

Thursday, December 11, 2014
Southeast School

Board members are requested to reserve the fourth Thursday in each month if an additional Board or sub-committee meeting is needed.

Adopted by the Board Education on

Board Calendar

A motion is in order if the Board supports the proposed 2014 Calendar.

Motion to approve the Mansfield Board of Education 2014 Meeting Dates as proposed.



STATE OF CONNECTICUT

STATE BOARD OF EDUCATION



TO: Superintendents of Schools

FROM: Stefan Pryor, Commissioner

DATE: October 7, 2013

SUBJECT: Student Assessment, Accountability, and Educator Evaluation Flexibilities

The Connecticut State Department of Education (CSDE) is deeply supportive of the Common Core State Standards (CCSS) and committed to preparing all students to be ready for college and careers. As we and other state departments of education across the nation transition to the CCSS, the CSDE is working to provide student assessments that align with the CCSS.

The CSDE also recognizes that local educational agencies (LEAs) are in a process of transition to these standards. To this end, the CSDE will be seeking a waiver from the U.S. Department of Education (USED) on provisions of Title I of the Elementary and Secondary Education (ESEA) Act regarding:

1. Student Assessment Options; and
2. District and School Accountability.

In addition, the CSDE is submitting an amendment to ESEA Flexibility Principle 3, which seeks additional flexibility with respect to the use of state assessment data in Connecticut's Educator Evaluation and Support system in 2013-14.

Though we are optimistic that Connecticut will be granted the flexibility needed to administer state assessments as delineated within this memorandum that are in the best interests of students and teachers, we are working in advance of the approval of such flexibility, to prepare for the implementation of the 2014 assessment program. Therefore, we are asking LEAs to inform the CSDE of their choices, conditional upon federal approval, as to:

- (i) which assessment(s) your LEA aims to administer in the 2013-2014 school year; and
- (ii) whether your LEA will utilize state assessment data in the educator evaluation and support system in 2013-14.

Please submit your choices using the District Choice Form at the end of this memorandum by **October 18, 2013**. The flexibilities sought in the three areas of student assessment options, district and school accountability, and educator evaluation and support are explained in greater detail on the following pages.

1. Student Assessment Options: The following options are available for 2013-14.

Assessment Options: Grades 3-8	Assessment Options: High School
<ul style="list-style-type: none"> • All students in grades 5 and 8 will take the Science Connecticut Mastery Test (CMT) <p><i>AND:</i></p>	<ul style="list-style-type: none"> • All students in grade 10 will take the Science Connecticut Academic Performance Test (CAPT) <p><i>AND:</i></p>
<ul style="list-style-type: none"> • CMT in grades 3-8 for English language arts (ELA) and Mathematics, <i>OR</i> • the Smarter Balanced Field Test (SB-FT) in grades 3-8 for ELA and Math, <i>OR</i> • both the CMT and the SB-FT*. 	<ul style="list-style-type: none"> • the CAPT in grade 10 for ELA and Mathematics <i>OR</i> • the SB-FT in grade 11 for ELA and Mathematics <i>OR</i> • both the CAPT and SB-FT*.

*The choice to administer both assessments indicates that the district will test all students in the respective grades with both assessments.

Districts indicating assessment options that include the SB-FT should consider that student performance data may be limited and available later than usual – in fall 2014 (Smarter Balanced currently estimates November 2014, though this timing is subject to revision).

Additionally, the SB-FT administered in 2014 will not include a paper-pencil option. As such, LEAs must have the necessary computer devices and network requirements and specifications in order to select this option. The CMT/CAPT and Skills Checklist will continue to be paper-pencil tests and the Modified Assessment System (MAS) will continue to be administered via the online portal. Additional information on Skills Checklist and MAS administration will be forthcoming.

The CMT/CAPT administration window will continue to be during March in 2014. The SB-FT administration window will be assigned, district by district, and will occur between February and June 2014. The length of a district’s field testing window may vary based on district size.

Regardless of district assessment choice, students with disabilities must be provided with all required accommodations and modifications, as per their Individualized Education Plans (IEP). Guidance regarding any planning and placement team (PPT) actions and/or IEP modifications, as required for compliance with the Individuals with Disabilities Education Act (IDEA), will be forthcoming.

The CSDE is also aware that performance on the CMT/CAPT is an integral component of the criteria used to determine exit from English language instruction programs for English

Language Learners (ELLs). Guidance on determining exit of ELLs for districts that may choose the SB-FT will be forthcoming.

For questions regarding the student assessment options, please contact Dianna Roberge-Wentzell at 860-713-6775 or Dianna.Roberge-Wentzell@ct.gov.

2. District and School Accountability

Currently, per federal requirements, Connecticut must evaluate the performance of districts and schools annually on results from standardized assessments to determine their attainment of annual measurable objective targets.

In May 2012, the USED approved Connecticut's flexibility request (or waiver), allowing the State to establish a new accountability system. Per this flexibility, Connecticut uses the results from CMT/CAPT assessments to calculate a School Performance Index (SPI). The SPI recognizes and values improvement in student achievement at all performance levels; the old system only recognized movement of students from "not proficient" to "proficient." SPI performance targets are also set based on the expectation that all students will perform at the higher state "goal" level on the majority of tests.

The CSDE is currently evaluating 2012-13 data to compare the performance of schools against their customized annual performance targets (i.e., SPI targets) and to determine whether all students as well as those from traditionally underperforming subgroups (e.g., English Language Learners, students with disabilities, Black students, and Hispanic students) are meeting established targets. In 2013-14, however, the CSDE will only be able to calculate an SPI and evaluate progress against performance targets for those districts that administer the CMT/CAPT; for districts that administer the SB-FT, the CSDE will be unable to calculate an SPI.

Therefore, as permitted in the flexibility guidance, the CSDE will seek approval from the USED to carry forward the 2012-13 federal accountability determinations for an additional year (to 2013-14) for schools and districts that administer the SB-FT. In addition, the CSDE is in dialogue with federal colleagues regarding the possibility of carrying forward the 2012-13 accountability determinations even for those schools and districts that choose to administer the CMT/CAPT in 2013-14. However, until the CSDE receives a final federal response on this point, districts and schools that administer the CMT/CAPT in 2013-14 should operate under the assumption that results from those assessments will be used to evaluate the attainment of annual measurable objective targets, as this assumption is likely to be confirmed by the USED. Also, regardless of test choice, the CSDE is required to continue reporting CMT/CAPT Science achievement results in 2013-14 for all schools and districts.

Please note that this waiver does not affect Connecticut's ability to classify all schools this fall 2013, after SPIs are calculated for 2012-13, into one of the following five categories: Excelling, Progressing, Transitioning, Review (including Focus), and Turnaround. These

classifications will remain in effect until all schools are reclassified after the SB operational test in 2014-15.

For questions regarding district and school accountability, please contact Ajit Gopalakrishnan at 860-713-6888 or ajit.gopalakrishnan@ct.gov.

3. Educator Evaluation and Support

As a result of Connecticut's education reform legislation (Public Act 12-116), passed in 2012, Connecticut LEAs are expected to incorporate student assessment data in Connecticut's educator evaluation and support system. As outlined in the Guidelines for Educator Evaluation (June 2012), 45% of a teacher's annual summative evaluation is based on student outcomes as measured by standardized and non-standardized assessments, as available and appropriate. For teachers in tested grades and subjects, half of the 45% (22.5%) must incorporate state assessment data.

Connecticut's new administrator evaluation and support system requires that 45% of the annual summative evaluation be based on multiple student learning indicators. Half of this component (22.5%) is determined using a district's or school's progress from year to year and progress on subgroups through the District or School Performance Index (DPI or SPI), which is calculated using state assessment data.

To support LEAs that are prepared to transition to the CCSS-aligned assessments, the CSDE offers a new element of choice: LEAs have the option of whether or not to incorporate state standardized student assessment data for educator evaluation and support purposes in the 2013-14 school year. It is expected that districts will be required to incorporate state test data, where appropriate, in educator evaluation in the 2014-15 academic year.

Please note that in the 2013-14 transition year, the Guidelines provide for other assessments to be used in the absence of state assessment data. For instance, if a district doesn't require the use of state assessment data in the 2013-14 year, then the 45% would be composed of 22.5% locally-available assessments (standardized assessments for those grades and subjects where available and appropriate) and the other 22.5% based on a minimum of one non-standardized indicator and a maximum of one additional standardized indicator (in accordance with the Guidelines). If there are no standardized assessments available and/or appropriate, then the educator's 45% would be based fully on non-standardized indicators in the 2013-14 year.

The Guidelines provide for similar flexibility with respect to the administrator evaluation and support model. For districts that administer the SB-FT only, it will not be possible to calculate an overall SPI or DPI for 2013-14. In this instance, the Guidelines state that, "...the entire 45% of an administrator's rating on student learning indicators shall be based on the locally-determined indicators [as] described in subsection [3.3(1)(b)]." These locally-determined indicators would also comprise the 5% Whole-School Student Learning Indicator

rating for teachers, unless they have chosen to incorporate Student Feedback for the teacher's 5% component.

For questions regarding educator evaluation and support, please contact Shannon Marimon at 860-713-6816 or Shannon.Marimon@ct.gov.

The CSDE remains committed to supporting LEAs as they move to the CCSS and college and career ready assessments. We believe that local decision-making coupled with state support is the best way to serve our students during this time of transition. Please submit your choices using the District Choice Form at the end of this memorandum by **October 18, 2013**.

Thank you.



District Choice Form for 2013-14

Instructions:

- Please complete, sign, scan and email this form to Jeanne Newton at Jeanne.Newton@ct.gov by October 18, 2013.

District Name:

Student Assessment Choice (pending approval by USED)

Assessment Options: Grades 3-8	Assessment Options: High School
Please choose one: <input type="radio"/> CMT ELA and Math in grades 3-8 <input type="radio"/> SB-FT ELA and Math in grades 3-8 <input type="radio"/> Both SB-FT and CMT in grades 3-8 Required: <input checked="" type="checkbox"/> CMT Science in Grades 5 and 8	Please choose one: <input type="radio"/> CAPT ELA and Math in Grade 10 <input type="radio"/> SB-FT ELA and Math in Grade 11 <input type="radio"/> Both CAPT and SB-FT Required <input checked="" type="checkbox"/> CAPT Science in Grade 10

Evaluation Choice (pending approval by USED)

My LEA chooses to include the 2014 state assessment results within our educator evaluation and support plan for the 2013-14 school year. *(Note: A selection of "No" constitutes a request to amend the district's state approved educator evaluation and support plan for 2013-14. Please be advised that plan amendments must appropriately involve the local or regional board of education and the professional development and evaluation committee for the school district as described in Section 10-151b of the Connecticut General Statutes, as amended by Public Act 13-245, and must be adopted by the local or regional Board of Education.)*

Yes No

Signature of Authorized Representative

Date

Print Name (please print legibly)

Title

DRAFT

**Mansfield Board of Education
October 10, 2013
Minutes**

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

Absent: Susannah Everett, Sarah Lacombe, Katherine Paulhus

The meeting was called to order at 7:31pm by Mr. LaPlaca.

SPECIAL PRESENTATION: Nancy Titchen, Enrichment Teacher at Goodwin School, and E.O. Smith volunteer, Max Briere, discussed the Goodwin Afterschool Robotics Program and the students involved in the program demonstrated the robots.

HEARING FOR VISITORS: None

COMMUNICATIONS: None.

ADDITIONS TO THE PRESENT AGENDA: None

GOODWIN PTO: The President of the PTO was unable to attend.

COMMITTEE REPORTS: Policy Committee: Motion by Mr. Rueckl on behalf of the Policy Committee to approve the Mansfield Board of Education Policy Updates as proposed. Vote: Unanimous in favor.

REGIONAL DISCUSSION ON ENROLLMENT PROJECTIONS: Mr. LaPlaca reported he attended a meeting of Region 19 and sending schools' Board Chair and Superintendent to discuss declining enrollment. The group will meet again once the Superintendents' have compiled information requested.

REPORT OF THE SUPERINTENDENT:

- 2014 – 2015 Budget Calendar: Mr. Baruzzi presented a draft schedule for Board Budget Meetings.
- Draft 2014 Board of Education Meetings: Mr. Baruzzi presented a draft schedule of meetings to be held in 2014. Board will review and adopt on October 24, 2013.
- Board of Education 2013-2014 Goals: Revised Strategies and Evidence: Mr. Baruzzi shared the revised strategies and evidence discussed at the Board Retreat on September 26, 2013.
- 2012-2013 Group Testing Report: Mr. Baruzzi reviewed the 2013 Connecticut Mastery Results and district plans to help children attain the confidence needed to reach mastery.
- Professional Improvement: Motion by Mr. Walikonis, seconded by Mrs. Holinko to approve the increase in salary, retroactive to the start of the school year as outlined in the current contract between the Mansfield Board of Education and the Mansfield Education Association for Melissa Batulevitz, Michael DiCicco, and Kelly Haggerty. Vote: Unanimous in favor
- Enhancing Student Achievement: Nine new projects will be implemented at the schools in support of this activity.
- Class Size/Enrollment: The principals reported no significant change in class size or enrollment.

APPROVAL OF MINUTES:

- Motion by Mr. Rueckl, seconded by Ms. Silver-Bernstein, to approve the minutes of the September 12, 2013 Meeting. Vote: Unanimous in favor.

NEW BUSINESS: None

CONSENT AGENDA: MOTION by Mr. Rueckl, seconded by Mr. Walikonis, to approve the following items for the Board of Education October 10, 2013 meeting. VOTE: Unanimous in favor.

That the Mansfield Public Schools Board of Education approves the employment of Kimberly Shepherd, Special Education Teacher at Mansfield Middle School effective September 25, 2013.

That the Mansfield Public Schools Board of Education approved the request for maternity/unpaid childrearing leave effective February 10, 2014 through the end of the 2013-2014 school year by Danielle Heersink, Speech and Hearing Therapist, Vinton School.

HEARING FOR VISITORS: None

SUGGESTIONS FOR FUTURE AGENDA: None

MOTION by Mr. Walikonis, seconded by Mrs. Holinko to move into Executive Session for discussion of strategy with respect to collective bargaining at 9:20pm. VOTE: Unanimous in favor.
Mr. Baruzzi joined the Board in executive session.

The Board returned to open session at 9:41pm. Motion by Mr. Walikonis to ratify contract with the Mansfield Education Association (MEA) for the period of July 1, 2014 to June 30, 2018. VOTE Unanimous in favor.

Motion by Mrs. Holinko, seconded by Ms. Silver-Bernstein, to adjourn at 9:42pm. Vote Unanimous in favor.

Respectfully submitted,
Celeste Griffin, Board Clerk