

Mansfield Board of Education Meeting

October 23, 2014

Mansfield Middle School 7:30 p.m.

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

Agenda

- 7:30 Call to Order
7:31 Special Recognition: Mark LaPlaca, Mansfield Board of Education 2007-2014
7:45 2014 Teacher of Year Ceremony
8:05 Hearing for Visitors
8:15 Communications (P. 1)
8:20 Additions to the Present Agenda

Reports:

- 8:25 MMSA
8:35 Committee Reports: Personnel Committee, EASTCONN Executive Committee
8:45 Grievance Hearing for MEA grievance on professional development
9:15 Report of the Superintendent
- Middle School Education Week
 - 2015 Board of Education Meetings (M) (P. 3)
 - Certified Staff Substitute Update

APPROVAL OF MINUTES: October 9, 2014 Meeting (M) (P. 5)

NEW BUSINESS:

CONSENT AGENDA: (M) (P. 7)

The following item for the Board of Education October 23, 2014 meeting be approved or received for the record, unless removed by a Board member or the Acting Superintendent of Schools.

That the Mansfield Public Schools Board of Education approves the maternity/unpaid child rearing leave request by Kimberly Gilmore, Vinton School Art teacher effective February 11, 2015 through the remainder of the 2014-2015 school year.

- 9:45* Hearing for Visitors
9:50 Suggestions for Future Agenda
9:55 Executive Session for the purpose of strategy with respect to collective bargaining

Possible action on Mansfield Administrators Association contract and Mansfield Instructional Assistants Chapter contracts.

Adjournment

* Estimate

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 Public Schools: Board of Education Goals: 2014-2015

- I. Engage, motivate and support each student to become confident and successful learners through differentiated instruction and holistic support. Monitor student progress to ensure growth.
 - A. Improve the mathematics, reading, science and writing skills of each student to support college and career readiness.
 - B. Align our current Language Arts/Reading, Science and Mathematics curriculum with the Common Core State Standards (CCSS).
 - C. Promote the cognitive, social, and emotional development of each student while cultivating character and fostering civic engagement.
 - D. Support the full breadth of the district's programs, foster environmental awareness and sustainability, systematically review program offerings, and explore other programs.
 - E. Provide a positive school climate through constructive behavior support systems to ensure student safety, health, physical and emotional well-being.
 - F. Promote the engagement and participation of parents/guardians in the education of their children.
 - G. Integrate relevant technology into the instructional program to enhance student learning of subject matter, technology and its use.
 - H. Help connect students and families with community support services.
 - I. Ensure student transitions are supportive and successful.
 - J. Acknowledge student achievements.
- II. Attract, support and retain qualified, motivated and diverse professional staff by fostering positive, professional learning communities.
 - A. Foster a climate of mutual respect and regularly recognize staff leadership, effort and success.
 - B. Maintain superior educational programs, adjusting staff levels and resources as required.
 - C. Support administrative leadership to maintain and surpass current levels of student achievement.
 - D. Implement, with input and collaboration from certified staff, an effective professional development and evaluation program that supports the growth and confidence of our students and promotes staff success.
 - E. Seek input from staff regarding important issues affecting the district.
- III. Monitor the district's quality 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 school security and technology improvements as approved by the Board.
- IV. Increase the effectiveness of the Board of Education.
 - A. Provide Board members with appropriate professional development opportunities to promote effectiveness.
 - B. Encourage communication and collaboration between the Board and our community.
 - C. Collaborate with community members and organizations – including E. O. Smith High School's Region 19 Board -- to support the district's students.
 - D. Review prekindergarten educational opportunities for Mansfield children.
 - E. Evaluate the Board's goal-setting process.
- V. Plan for long-term fiscal sustainability.
 - A. Meet periodically with our state legislators to advocate for continued Education Cost Sharing; develop a plan to address changes 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 about long-term financial ramifications of balancing Board goals and priorities.
 - E. Improve the readability of our budget.

TOWN OF MANSFIELD
MANSFIELD PUBLIC SCHOOLS
DEPARTMENT OF FACILITIES MANAGEMENT



William D. Hammon, Facilities Management Director

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October 7, 2014

To The Mansfield Board of Education:

I am retiring on October 21st of this year. Although I am officially a town employee, I have spent more than fifty percent of my time working on our schools. In the past ten years I believe that we have accomplished many good things and the buildings, although ten years older, are in better shape now than they were ten years ago.

I have enjoyed my tenure here and want to thank you for giving me the opportunity to serve the staff and students of the Town of Mansfield.

Sincerely,

Bill Hammon, Director
Facilities Management

MANSFIELD BOARD OF EDUCATION
2015 Meeting Dates
Council Chambers
(unless otherwise noted)
7:30 p.m.

Thursday, January 22, 2015

Thursday, January 29, 2015
(Budget Workshop)

Thursday, February 5, 2015
(Budget Workshop)

Thursday, February 12, 2015

Thursday, March 12, 2015

Thursday, April 9, 2015

Thursday, May 7, 2015

Thursday, May 21, 2015
(Workshop - TBD)

Thursday, June 11, 2015

Tuesday, July 7, 2015
(Workshop - TBD)

Thursday, September 10, 2015

Thursday, September 24, 2015
(Workshop - TBD)

Thursday, October 8, 2015
(Goodwin School)

Thursday, October 22, 2015
(Mansfield Middle School)

Thursday, November 12, 2015
(Vinton School)

Thursday, December 10, 2015
(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

DRAFT

Mansfield Board of Education

October 9, 2014

Minutes

Attendees:	Randy Walikonis, Chair, Jay Rueckl, Vice-Chair, Martha Kelly, Secretary, Susannah Everett, John Fratiello, Sarah Lacombe, Katherine Paulhus
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Excused:	Carrie Silver-Bernstein
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The meeting was called to order at 7:30pm by Mr. Walikonis.

SPECIAL PRESENTATION: Goodwin School showed video of great things happening at their school. Students reviewed what they learned and liked about the egg drop and rocket blast.

Ms. Silver-Bernstein arrived at 7:41pm.

HEARING FOR VISITORS: Ric Hossack spoke regarding the superintendent.

COMMUNICATIONS: Letter from Janette Smith, President Mansfield Instructional Assistants Chapter.

ADDITIONS TO THE PRESENT AGENDA: Motion by Mr. Rueckl, seconded by Mrs. Paulhus, to add letter from Janette Smith to New Business. Vote: Unanimous in favor

GOODWIN PTO: Kristen Hempel, President, reported on activities the group participates in to support programs at Goodwin School.

COMMITTEE REPORTS:

Policy Committee: 2014-2015 Policy Updates: 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.

Personnel Committee: Mrs. Lacombe reported the MAA contract is being finalized and the Instructional Assistants are in mediation. There is no need for an Executive Session.

EASTCONN Executive Committee: Mrs. Paulhus will report at the October 23rd meeting.

STATUS UPDATE ON AUDIT: Mr. Walikonis reported the audit is being conducted by CohnReznick and has not been completed.

BOARD OF EDUCATION 2014-2015 GOALS AND OBJECTIVES: Motion by Mrs. Lacombe, seconded by Ms. Everett, to approve the Mansfield Board of Education 2014-2015 Goals as proposed. Vote: Unanimous in favor.

REPORT OF THE SUPERINTENDENT:

- 2015-2016 Budget Calendar: Dr. Leclerc reviewed the schedule for budget review and adoption.
- Student Celebrations at Board Meetings: Dr. Leclerc reported on proposed reduction of student celebrations. Each elementary school will host one and the Middle School will have two celebrations at Board Meetings.
- Draft 2015 Board of Education Meetings: Dr. Leclerc presented a draft schedule of meetings to be held in 2015. Board will review and adopt on October 23, 2014.
- 2013-2014 CMT Science Results: Dr. Leclerc distributed the CMT Science results.
- Professional Improvement: Motion by Mr. Rueckl, seconded by Mrs. Lacombe, 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.
- School Opening Update: Dr. Leclerc reported the opening of school went well.
- School Security Grant: Dr. Leclerc reported the district has applied for the 2nd round of the School Security Grant.
- Enhancing Student Achievement: Two new programs were highlighted in the 2014-2015 summary chart; MMS Chinese Language Club and Homework Club.
- Class Size/Enrollment: The administrators reported no significant change in class size or enrollment.

APPROVAL OF MINUTES:

- Motion by Ms. Everett, seconded by Mr. Fratiello, to approve the minutes of the September 11, 2014 Meeting. Vote: Unanimous in favor with Mr. Rueckl abstaining.
- Motion by Ms. Everett, seconded by Mr. Fratiello, to approve the minutes of the October 2, 2014 Retreat. Vote: Unanimous in favor.

NEW BUSINESS: Mansfield Instructional Assistants Chapter request to change the name *Instructional Assistants* to *Paraeducators*. After discussion, the Board referred the request to the Personnel Committee to review and make a recommendation to the Board.

HEARING FOR VISITORS: None

SUGGESTIONS FOR FUTURE AGENDA: A report on substitute teachers and discussion on mechanisms to get input from staff were requested.

Motion by Ms. Everett, seconded by Ms. Silver-Bernstein to adjourn at 8:47pm. Vote: Unanimous in favor.

Respectfully submitted,
Celeste Griffin, Board Clerk

2014 OCT 16 PM 2:12

October 15, 2014

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

Dear Ms. Leclerc,

I am writing to inform you that my husband and I are expecting a child in February. 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 February 11, 2014.

In addition, I request an unpaid Childrearing leave as outlined in Article 11, J, for the remainder of the 2014-2015 school year.

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

Sincerely,



Kimberly Gilmore

Cc: Dr. James Palmer
Michele Beers