



*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 Meeting**

**November 14, 2019**

**Council Chambers 7:30 p.m.**

<b>Board Members:</b>	Kathy Ward, Susannah Everett, Vice Chair, Martha Kelly, Edith Allison, Rebecca Aubrey, David Litrico, Katherine Paulhus, Elizabeth Verge, Kelly Zimmermann
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**Agenda**

**CALL TO ORDER**

**ELECTION OF OFFICERS**

**APPROVAL OF MINUTES**

October 24, 2019 Meeting (M) (P. 1)

**HEARING FOR VISITORS**

**COMMUNICATIONS**

**ADDITIONS TO THE PRESENT AGENDA**

**BOARD REPORTS:** Finance Committee, Personnel Committee

**INFORMATION, PRESENTATIONS, AND ACTIONS**

- 2020 Board Meeting Calendar (M) (P. 3)
- Building Committee

**NEW BUSINESS** (If needed)

**CONSENT AGENDA:** (M) The following items for the Board of Education November 14, 2019 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 September 30, 2019 (Encl.)  
That the Mansfield Public Schools Board of Education approves the Salary Budget Transfers 2019-2020. (Encl.)

**HEARING FOR VISITORS**

**SUGGESTIONS FOR FUTURE AGENDA ITEMS**

**ADJOURNMENT**

## 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 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.

Mansfield Board of Education

DRAFT October 24 2019

Minutes

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

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

**APPROVAL OF MINUTES:**

Motion by Mr. Fratiello, seconded by Ms. Allison, to approve the minutes of the September 12, 2019. Vote: Unanimous in favor

Motion by Ms. Everett, seconded by Ms. Zimmermann, to approve the minutes of the September 26, 2019 Workshop. Vote: Unanimous in favor

Motion by Mr. Fratiello, seconded by Ms. Allison, to approve the minutes of the October 10, 2019 Workshop. Vote: Unanimous in favor

**RECOGNITION AND CELEBRATION:**

2020 Paraeducator of the Year Ceremony: Diana Pelletier Kindergarten Paraeducator at Southeast School was honored as Mansfield's Paraeducator of the Year.

Katherine Paulhus arrived at 7:47pm

2020 Teacher of the Year Ceremony: Susan Irvine, Enrichment Teacher Southeast School was honored as Mansfield's Teacher of the Year.

**HEARING FOR VISITORS:** Karen Anger regarding art and music in the conceptual plan of the new school.

**COMMUNICATIONS:** A letter from EASTCONN regarding policy change.

**ADDITIONS TO THE PRESENT AGENDA:** None.

**BOARD REPORTS:** None

**INFORMATION, PRESENTATIONS, AND ACTIONS:**

- Smarter Balanced Achievement Report: Mrs. Lyman, with Kaye Jakan ELA Consultant, reviewed the 2019 Smarter Balanced Achievement results. The district is required to administer the assessment by Federal and State Law in grades 3-8 in English/Language Arts and Math. The Science assessment is given in grades 5 and 8 and final results have not been released yet.
- October 1 Enrollment Report: Mrs. Lyman reported there were 1147 resident students in Mansfield on October 1, 2019. This report includes 1130 students enrolled in our schools, 14 magnet school students, and 3 special education out of district students. The elementary schools' total enrollment is 578 students and Mansfield Middle School's enrollment is 552 students.
- April Primary Elections: Presidential Primaries will be held on April 28, 2019. Vinton School will once again be used as a polling place. Mrs. Lyman reported on options the Board could consider if a decision is made to close school that day. Motion by Ms. Everett, seconded by Ms. Aubrey, to change the professional development day scheduled for March 13, 2020 to April 28, 2020 thereby having no school for students on the Primary Election Day on April 28<sup>th</sup>. A regular school day will be held on March 13<sup>th</sup>. Vote: Unanimous in favor.
- Veterans' Day Activities: Mrs. Lyman reported on the activities held at each school to honor Veterans' Day.
- 2020 Draft Board Meeting Calendar: Mrs. Lyman presented a draft 2020 MBOE meeting dates calendar for discussion. The Board will discuss and adopt at the November 14<sup>th</sup> meeting.
- School Building Committee Update: Ms. Ward reported the Committee has identified 3 architectural firms to be interviewed for the elementary school if the referendum passes.
- Professional Improvement: Motion by Mrs. Paulhus, seconded by Ms. Aubrey, 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 Brenda Moulton and Patrice Welch. Vote: Unanimous in favor.

**NEW BUSINESS:** None

CONSENT AGENDA: Motion by Mr. Litrico, seconded by Ms. Everett that the following item for the Board of Education October 24, 2019 be approved for the record:  
That the Mansfield Public Schools Board of Education approve the employment of Carly Paine-Arpin, Math/Science Consultant effective October 28, 2019 at an annual salary of \$79,159, Level 4, Step 12 of the Teachers' Salary Schedule.

HEARING FOR VISITORS: None

SUGGESTIONS FOR FUTURE AGENDA: None

Motion by Ms. Allison, seconded by Ms. Aubrey, to adjourn at 9:52pm. Vote: Unanimous in favor

Respectfully submitted,  
Celeste Griffin, Board Clerk

**MANSFIELD BOARD OF EDUCATION**  
**2020 Meeting Dates for Discussion 2<sup>nd</sup> Draft**  
**Council Chambers**  
*(unless otherwise noted)*  
**6:30pm**

Thursday, January 23, 2020

Thursday, January 30, 2020  
(Budget Workshop)

Thursday, February 6, 2020  
(Mid-Year Review (5:30pm)  
(Budget Workshop: 7:30pm)

Thursday, February 13

Thursday, March 19, 2020

Thursday, April 9, 2020

Thursday, May 14, 2020

Thursday, May 20, 2020  
(Workshop – TBD)

Thursday, June 11, 2020

Thursday, September 10, 2020

Thursday, September 24, 2020  
(Workshop – TBD)

Thursday, October 8, 2020  
(Workshop TBD)

Thursday, October 22, 2020

Thursday, November 12, 2020

Thursday, December 10, 2020

***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*

Motion regarding Board 2020 Meeting Calendar

To adopt the BOE 2020 meeting calendar as presented with a start time for regular meetings of 6:30pm.