



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.

REVISED

Mansfield Board of Education Meeting

March 19, 2020

Council Chambers 7:00pm

Board Members:	Kathy Ward, Chair, Susannah Everett, Vice Chair, Martha Kelly, Secretary, Edith Allison, Rebecca Aubrey, David Litrico, Katherine Paulhus, Elizabeth Verge, Kelly Zimmermann
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Board Members are encouraged to phone in.

**This meeting is physically closed to the public but the public may phone in (instructions follow agenda).
The meeting will be recorded and posted on the website (www.mansfieldct.gov/mboe).**

Agenda

CALL TO ORDER

APPROVAL OF MINUTES (M)

February 13, 2020 Meeting (P. 1)

HEARING FOR VISITORS:

COMMUNICATIONS:

INFORMATION, PRESENTATIONS, AND ACTIONS

- Implications of COVID-19
- Update on Building Projects

NEW BUSINESS (If needed)

HEARING FOR VISITORS

CONSENT AGENDA: (M) The following item for the Board of Education March 19, 2020 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 request for leave of Elyse Poller, teacher at MMS, for the 2020-21 school year. (P. 3)

That the Mansfield Public Schools Board of Education accepts the retirement of Stephen Dean, physical education teacher at Goodwin school effective June 30, 2020. (P. 4)

SUGGESTIONS FOR FUTURE AGENDA ITEMS

ADJOURNMENT

Call-In Instructions

Step 1: Go to a quiet space.

Step 2: Starting at **6:45pm**, you will be able to call into the following number: **(571) 317-3122** from any phone.

Step 3: When prompted, the access code is: **969-633-685**

Step 4: The system will ask you to enter an audio pin or press #, **press #**

Step 5: If you are using a phone with a mute function, please use this when you are just listening and not speaking to reduce background noise.

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.



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**Mansfield Board of Education
February 13, 2020
DRAFT Minutes**

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

The meeting was called to order at 7:01pm by Ms. Ward.

APPROVAL OF MINUTES:

- Motion by Ms. Zimmermann, seconded by Mr. Litrico, to approve the minutes of the January 23, 2020 meeting. Vote: Unanimous in favor.
- Motion by Ms. Allison, seconded by Ms. Zimmermann, to approve the minutes of the January 30, 2020 Workshop. Vote: Unanimous in favor.
- Motion by Ms. Allison, seconded by Ms. Everett, to approve the minutes of the February 6, 2020 Meeting. Vote: Unanimous in favor.
- Motion by Ms. Allison, seconded by Ms. Zimmermann, to approve the minutes of the February 6, 2020 Workshop. Vote: Unanimous in favor.

HEARING FOR VISITORS: None

COMMUNICATIONS: None

Mrs. Paulhus arrived at 7:10pm.

ADDITIONS TO THE PRESENT AGENDA: None

BOARD REPORTS: Finance Committee: Ms. Ward reported the Finance Committee discussed the Financial Report Dated December 31, 2019. We are running close to budget and there are no major concerns. The Committee supports the Board acceptance of the report in the Consent Agenda.

INFORMATION, PRESENTATIONS, AND ACTIONS:

- Mansfield After School Program: Kathie Deptula, Treasurer of the Mansfield After School Program (MASP) the previous (1981 – 2019) before and after school program at Goodwin School. Over the years, MASP accumulated cash reserves and was able to give donations to a variety of causes for Mansfield children. She announced MASP is donating a total of \$14,500 for the Middle School to be used by The Band, The Orchestra, The Art Department, The Tech Ed Department, The Student Activities Fund, and the Physical Education Department. They also donated \$40,000 to be used to support outdoor learning and team building activities at the new Elementary School.
- Science Instruction: Candace Morell, MMS Principal and Peg Curtis, 7th Grade Science Teacher, reported on NGSS changes in Science instruction and performance on the new Next Generation Science Assessment.
- MMS Roof Project: Mrs. Lyman reported that to replace the roof at the Middle School, the State requires a Building Committee be formed. Board members discussed the motion. Motion by Mr. Litrico, seconded by Ms. Zimmermann to request the Superintendent of Schools make a formal request to the Town Council to establish a building committee to replace the roof at Mansfield Middle School. Vote: Mr. Litrico, Ms. Allison, Ms. Everett, Ms. Zimmermann, Ms. Verge, Ms. Ward in favor; Mrs. Paulhus and Mrs. Kelly opposed. Motion passed.
- 2020-21 School Calendar: The Board received the proposed calendar at the January 23, 2020 meeting for approval at this meeting. Motion by Ms. Everett, seconded by Ms. Zimmermann, to adopt the proposed 2020-2021 School Calendar. Vote: Unanimous in favor.
- Board Meeting Dates – Revision: Mrs. Lyman informed the Board Ken Kay is unable to facilitate the Board Workshop on May 20th but he can be here on May 11th. Motion by Ms. Zimmermann, seconded by Ms. Allison to move the May 20, 2020 workshop to May 11, 2020. Vote: Unanimous in favor.
- Budget 2020-2021: Superintendent's Proposed. Mrs. Lyman provided a quick review of the proposed budget. Discussion and questions by Board members followed. Motion by Ms. Allison, seconded by Mr. Litrico to adopt the 2020-2021 Mansfield Board of Education budget at \$23,490,240 as proposed by the Superintendent. Vote: Mr. Litrico, Ms. Allison, Mrs. Paulhus, Ms. Everett, Ms. Ward, Ms. Zimmermann, Mrs. Verge in favor. Mrs. Kelly opposed. The Motion passed.

NEW BUSINESS: None

HEARING FOR VISITORS: None

CONSENT AGENDA: Motion by Ms. Zimmermann, seconded by Mr. Litrico that the following items for the Board of Education February 13, 2020 meeting be approved:
That the Mansfield Public Schools Board of Education accepts the Financial Statements for the Period Ending December 31, 2019

Vote: Unanimous in favor

SUGGESTIONS FOR FUTURE AGENDA: None

Motion by Ms. Allison, seconded by Mrs. Verge, to adjourn at 9:00pm. Vote: Unanimous in favor

Respectfully submitted, Celeste Griffin, Board Clerk

27 Storrs Heights Road
Storrs, CT 06268
February 21, 2020

Kelly Lyman
Mansfield Board of Education
4 South Eagleville Road
Storrs, CT 06268

Dear Kelly and members of the Mansfield Board of Education,

I would like to request a leave of absence for the 2020-2021 academic year.

There are important family health issues with my ageing Mother that will need my full attention in the fall, and my husband will be on sabbatical in the UK for the spring semester from UCONN. I would like to accompany him when he goes overseas. I believe it will be better for students to have the same teacher for the entire year, rather than my leaving 2½ to 3 months into the school year, so I am requesting the full year.

If you need more information or if you have any questions, please feel free to contact me.

Thank you for your consideration.

All the best,
Elyse Poller
MMS 7th Grade teacher

CC: Candace Morell, Larry Barlow



Dorothy C. Goodwin
Elementary School
A Whale of a School

2020 MAR 16 AM 8:15

321 Hunting Lodge Road Storrs, Connecticut 06268 860.429.6316 www.mansfieldct.org/schools/goodwin

Peter Dart
Principal

Kelly M. Lyman
Superintendent

Mansfield Board of Education

Kelly Lyman, Superintendent of Schools

4 South Eagleville Road

Mansfield, CT 06268

March 11, 2020

Dear Superintendent Lyman,

This letter is to inform you of my intent to retire from my position as the Physical Education Teacher at Dorothy C. Goodwin Elementary School effective June 30, 2020. I have been very fortunate to have worked for the Mansfield Board of Education for the past 43.5 years. I commend the Board of Education and thank them for their support, leadership and commitment to families, students and staff throughout my career in Mansfield.

Sincerely,

Stephen K. Dean

Physical Education Teacher

Dorothy C. Goodwin Elementary School

