



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

January 21, 2020

Virtual Meeting 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

In accordance with Governor Lamont's Executive Order 7B and social distancing guidelines recommended by the CDC to slow community spread of COVID-19, this meeting is physically closed to the public. The public may view the meeting live at <https://townhallstreams.com/town.php?id=69> or on Charter Spectrum Cable Channel 191 (the website is recommended as it is a higher image clarity). Public Comment will be accepted by email at mboesupt@mansfieldct.org either before the meeting or prior to the 2nd Hearing for Visitors. Comments may also be sent via USPS mail, care of the Mansfield Board of Education, 4 South Eagleville Road, Mansfield, CT 06268.

Agenda

CALL TO ORDER:

APPROVAL OF MINUTES: (M) (P. 1)

December 3, 2020, Regular Meeting
December 7, 2020, Special Meeting

HEARING FOR VISITORS:

COMMUNICATIONS:

ADDITIONS TO THE PRESENT AGENDA:

COMMITTEE REPORTS: Personnel Committee

INFORMATION, PRESENTATIONS, AND ACTIONS

- Superintendent's Report
- Building Update: Middle School Roof and Photovoltaic
- 2021-22 School Calendar (P.4)
- Proposed 2021-22 Budget

NEW BUSINESS (if needed)

HEARING FOR VISITORS

SUGGESTIONS FOR FUTURE AGENDA ITEMS

EXECUTIVE SESSION: For the purpose of contract negotiations and invite the Superintendent to join.

Possible action on contract negotiations

ADJOURNMENT

**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.

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.



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Mansfield Board of Education December 3, 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, Elizabeth Verge

The meeting was called to order at 7:04pm by Ms. Ward

Ms. Ward read the Mission Statement of the Mansfield Board of Education.

Ms. Ward read the following statement: In accordance with Governor Lamont's Executive Order 7B and social distancing guidelines recommended by the CDC to slow community spread of COVID-19, this meeting is physically closed to the public. The public may view the meeting live at <https://mansfieldct.gov/video> or on Charter Spectrum Cable Channel 191 (the website is recommended as it is a higher image clarity). Public Comment will be accepted by email at mboesupt@mansfieldct.org or by USPS mail care of the Mansfield Board of Education, 4 South Eagleville Road, Mansfield, CT 06268 and must be received by 3:00 p.m. on the day of the meeting to be included in an updated meeting packet. Public comment received after this time will be shared at the next meeting.

APPROVAL OF MINUTES:

- Motion by Ms. Allison, seconded by Ms. Everett to approve the minutes of the November 5, 2020 meeting.
Vote: unanimous in favor.
- Motion by Mr. Litrico, seconded by Ms. Allison, to approve the minutes of the November 12, 2020 Workshop. Vote: Unanimous in favor.
- Motion by Ms. Allison, seconded by Mr. Litrico, to approve the November 19, 202 Special Meeting Workshop.
Vote: Unanimous in favor.

HEARING FOR VISITORS: None

COMMUNICATIONS: None

BOARD REPORTS: Personnel Committee: Ms. Zimmermann reported there is no need for an Executive Committee meeting on contract negotiations but there is still a need to meet for a legal matter.

INFORMATION, PRESENTATIONS, AND ACTIONS:

Ms. Zimmermann arrived at 7:36pm.

- Introduction of Margaret Chatey, Communications Specialist. Mrs. Lyman introduced Mrs. Chatey who has been hired to fill the Town/Board position.
- Mansfield Middle School Roof Projects
 - Educational Specifications for Mansfield Middle School Partial Roof Replacement and Educational Specification for Mansfield Middle School Photovoltaic System: Mrs. Lyman reviewed the Educational Specifications for both projects. Motion by Ms. Allison, seconded by Ms. Everett, that the Board hereby certifies that the final plans and project manuals for the MMS Roof and Photovoltaic System as prepared for bidding and dated December 2, 2020 and the professional cost estimate completed in accordance with Level 3 of ASTM International Standard E1557, Standard Classification of Building Elements and Related Sitework-UNIFORMAT II for this project, dated December 2, 2020 have been reviewed and approved for this project on the dates shown above. Vote: Unanimous in favor with Ms. Zimmermann in abstention.
- New Elementary School Education Specifications and Project Update: Mrs. Lyman presented amended New Elementary School Education Specifications and provided updates on the project. Motion by Ms. Allison, seconded by Ms. Zimmermann that the Board has reviewed and approves revisions to the Elementary Education Specifications as presented, and dated December 3, 2020. Vote: Ms. Everett, Ms. Ward, Mr. Litrico, Ms. Allison, and Ms. Zimmermann in favor. Mrs. Kelly opposed.
- Enrollment Study: Mrs. Lyman reviewed the annual Ten-Tear Enrollment Projection Report by Peter Prowda, Ph.D. and reminded the Board that the full impact of COVID-19 on enrollment cannot be fully known at this time.

- Budget Calendar: Mrs. Lyman informed the Board of the budget meetings in January and February.

NEW BUSINESS: None

HEARING FOR VISITORS: None

SUGGESTIONS FOR FUTURE AGENDA: None

EXECUTIVE SESSION: Motion by Ms. Allison, seconded by Ms. Everett to move to Executive Session for the purpose of discussion of a legal matter and to invite the Superintendent into the session at 8:11pm. Vote: Unanimous in favor.

Motion by Ms. Allison, seconded by Mr. Litrico, to adjourn at 8:14pm. Vote: Unanimous in favor.

Mansfield Board of Education Workshop

Draft December 7, 2020

Minutes

Attendees: Kathy Ward, Chair, Susannah Everett, Vice Chair, Martha Kelly, Secretary, Edith Allison, David Litrico, Kelly Zimmermann

Excused Rebecca Aubrey, Katherine Paulhus, Elizabeth Verge,

Ms. Ward called the meeting to order at 6:07 pm.

Strategic Planning facilitated by Dr. Richard Lemons, Ct. Center for School Change, and Superintendent Lyman

Katherine Paulhus joined meeting at: 7:40pm.

Motion to adjourn by Dave Litrico, seconded by Edith Allison
Adjourned at 8:08pm.

Respectfully submitted, Kathy Ward, Board Chair

Mansfield Public Schools

2021-2022

Notes

August 21 (0)

Su	M	Tu	W	Th	F	Sa
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	PD					

September 21 (19)

Su	M	Tu	W	Th	F	Sa
			PD	2	3	4
5	H	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

October 21 (19)

Su	M	Tu	W	Th	F	Sa
					1	2
3	4	5	6	7	8	9
10	H	PD	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

November 21 (19)

Su	M	Tu	W	Th	F	Sa
		1	PD	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	H	V	27
28	29	30				

December 21 (18)

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	V	V	25
26	V	V	V	V	H	

January 22 (20)

Su	M	Tu	W	Th	F	Sa
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	H	18	19	20	21	22
23	24	25	26	27	28	29
30	31					

February 22 (17)

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	PD	19
20	H	V	23	24	25	26
27	28					

March 22 (23)

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

April 22 (15)

Su	M	Tu	W	Th	F	Sa
				1	2	
3	4	5	6	7	8	9
10	11	12	13	14	H	16
17	V	V	V	V	V	23
24	25	26	27	28	29	30

May 22 (21)

Su	M	Tu	W	Th	F	Sa
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

June 22 (16)

Su	M	Tu	W	Th	F	Sa
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	PD	23	24
25	26	27	28	29	30	

Early Closing
Holiday

PD
V
Professional Development Day - No School
Vacation

*Last day for students includes 5 built-in weather related closings. If these days are not needed, the last school day will be adjusted accordingly. If the district uses all 5 built-in weather days and requires additional days, consideration will be given to Professional Development Days in October, February, and April vacation days. Total Instructional Days will not exceed 182.

Adopted by the Mansfield Board of Education on

Also available online @ mansfieldct.gov/mboe

Visit
<http://mansfieldct.gov/schoolcal>
for up-to-date calendar events.

August/ September:

30-31: Cert./Non-Cert. Staff Prof. Day
1: Certified/Non-Certified Staff Prof. Day
2: First Day of School - Students
6: Labor Day Holiday

October:
11: Columbus Day Holiday
12: Certified/Non-Certified Staff Prof. Day

November:
2: Certified Staff Professional Day
22-24: Early Closing
25-26: Thanksgiving Holiday

December:
23: Early Closing
24-31: Winter Vacation

January:
1: New Year's Holiday
17: Martin Luther King, Jr. Holiday

February:
18: Certified Staff Professional Day
21: Presidents' Day
22: Vacation Day

April:
15: Good Friday
18-22: Spring Vacation

May:
30: Memorial Day Holiday

June:
21 Last Day for Students (Early Closing)*
22: Certified Staff Professional Day