



It is the mission of the Mansfield Public Schools, in partnership with the Mansfield community, to ensure that each and every child develops the knowledge, skills, and dispositions essential for civic engagement and personal excellence in learning, life, and work within our local and global community.

Mansfield Board of Education Meeting September 8, 2022 DRAFT Minutes	
Attendees:	Kathy Ward, Chair, Susannah Everett, Vice-Chair, Martha Kelly, Secretary, Edith Allison (electronically), David Litrico (electronically), April Morin, Katherine Paulhus, Jeannette Picard, Kelly Zimmermann
Absent:	

The public may view the meeting live at <https://mansfieldct.gov/video>.

The meeting was called to order at 7:02pm by Ms. Ward.

APPROVAL OF MINUTES: Motion by Ms. Morin, seconded by Ms. Everett to approve the minutes of the June 9, 2022, Regular Meeting. Vote: Unanimous in favor and motion passed.

Motion by Ms. Picard, seconded by Ms. Zimmermann to approve the minutes of the August 25, 2022, Special Meeting. Vote: Unanimous in favor and motion passed.

PUBLIC COMMENT: None

RECOGNITION AND CELEBRATION: Mr. Dart described the rigorous hiring process and welcomed new staff to Mansfield. New, certified staff introductions were made by principals and administrators and new staff in attendance addressed the Board.

COMMUNICATIONS: A letter from Suzanne Gormley was received on September 6 therefore not included in the packet, however it was provided to the Board at this meeting.

ADDITIONS TO THE PRESENT AGENDA: Ms. Ward explained to the Board she eliminated the second public comment opportunity to align with the Town Council's agenda but has received valid reasons to continue to provide two periods of public comment therefore a second opportunity will be added to new business tonight and, moving forward, will resume its prior place following new business.

BOARD REPORTS: Ms. Ward reported the Finance Committee met today and reviewed the Yearend 2022 Budget Transfers and the June 30, 2022 Yearend Financials. The Hodovan fund discussion was postponed. Ms. Ward provided a detailed summary of the committee's discussion.

INFORMATION, PRESENTATIONS AND ACTIONS:

Mr. Dart reported on opening activities including Convocation, professional learning, bus transportation, Extended School Year Program, MMS Achievement and Challenge Camp, and recycling and donating efforts.

Ms. Ward thanked administrators and staff for coming together and responding to the bus transportation situation.

Mr. Dart proposed amendments to the 22-23 school calendar to the Board. Motion by Ms. Everett, seconded by Ms. Zimmermann to approve the proposed amendments to the 2022-2023 school calendar. Vote: Unanimous in favor and motion passed.

Ms. Ward explained the Board needs to vote on Superintendent Dart becoming an authorized signer with the Connecticut State Department of Education (CSDE). Motion by Ms. Everett, seconded by Ms. Morin to authorize Peter Dart, Superintendent, as the designated representative for the district to sign the Agreement for Child Nutrition programs and other documents as required by CSDE. This designation replaces the authorization previously held by Kelly Lyman. Vote: Unanimous in favor and motion passed.

Ms. Ward indicated the Board recognizes the staff who have left due to retirements, resignations and reductions in force and wished them the best.

NEW BUSINESS: Second opportunity for Public Comment - None

CONSENT AGENDA: Motion by Ms. Morin, seconded by Ms. Everett the following items be approved. Vote: Unanimous in favor and motion passed.

That the Mansfield Public Schools Board of Education accepts the June 30, 2022 Yearend Financials.

That the Mansfield Public Schools Board of Education accepts the Yearend 2022 Budget Transfers.

Motion by Ms. Picard, seconded by Ms. Zimmermann to go into Executive Session at 8:20pm for the discussion of school security and FOIA information and invite Superintendent Dart; Adam Libros, Deputy Fire Chief; Jaime Russell, Director of IT and Ryszard Szczypek, Partner of TSKP STUDIO. Vote: Unanimous in favor.

ADJOURNMENT: Motion by Ms. Picard, seconded by Mrs. Paulhus to adjourn at 9:12pm. Vote: Unanimous in favor.

Respectfully submitted,
Jil Corso, Board Clerk



It is the mission of the Mansfield Public Schools, in partnership with the Mansfield community, to ensure that each and every child develops the knowledge, skills, and dispositions essential for civic engagement and personal excellence in learning, life, and work within our local and global community.

**Mansfield Board of Education
Workshop
September 22, 2022
DRAFT Minutes**

Attendees:	Kathy Ward, Chair, Susannah Everett, Vice-Chair, Martha Kelly, Secretary, Edith Allison, April Morin, Katherine Paulhus, Jeannette Picard, Kelly Zimmermann
Absent:	David Litrico

The meeting was called to order at 7:03pm by Ms. Ward.

Ms. Morin read the mission statement.

INFORMATION, PRESENTATIONS, AND ACTIONS:

Superintendent Dart and members of the MPS Administrative Team and certified staff presented the updated District Development Plan as well as the Report of Progress – Knowing Students.

ADJOURNMENT: Motion by Ms. Morin, seconded by Mrs. Paulhus to adjourn at 8:40pm. Vote: Unanimous in favor.

Respectfully submitted,
Jil Corso, Board Clerk



Jil Corso <corsoj@mansfieldct.org>

BoE re. Transportation 9/22

Altmann, Gerry <gerry.altmann@uconn.edu>
To: "mboesupt@mansfieldct.org" <mboesupt@mansfieldct.org>

Thu, Sep 22, 2022 at 9:38 AM

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you recognize the sender and know the content is safe.

Dear Superintendent,

First, I was present at the PTO earlier in the week, and I very much appreciated your discussion of the difficulties with the buses. It's evidently the case that you are doing all you can in very difficult circumstances. So thank you.

For the meeting tonight, neither I nor my wife can be there, but we had two comments/suggestions:

(1) Our bus (12/14... it changes!) is consistently 20 minutes late in the morning. Our son arrives late for the start of class. But if this is going to be the same going forward, modifying the timetable to account for this consistent delay would be useful, so that we don't go out each morning 20 minutes early in case the bus is "on time" (and I appreciated your comment about how the timetable is only something that we and the school get, not the bus drivers!) - in the harsher winter, this will make a difference for the health of our children and their parents. While in Kindergarten he can afford to miss the start of class, but for those children who miss the entire class (this was reported at the PTO) it's clearly not tenable going forward.

(2) If the buses had GPS fitted, there would have been a lot less anxiety among the parents. It would mean that instead of waiting two hours in the car/driveway and missing work, parents could spend e.g. 1/5 hours still at work and then go to their driveway to await their child. So having GPS would help parents manage their work hours better. Many MANY parents have invested in Apple AirTags and the Samsung or Tile equivalents, and this is not a reliable way of keeping track of our children in the buses (often one just "sees" the tag each 20 minutes or so depending on whether, by chance, the child passes close to someone with an iPhone or other smartphone that supports tags). Even when there's a 20 minute delay, it could avoid parents and their children standing in the rain/snow/cold. This would be, possibly, the single most practical change that could be effective in helping parents given the problems.

Thank you for your attention, and all your service for the parents and children of Mansfield.

Best,

Gerry Altmann

Dear Kathy and Mansfield
Board of Education,

Thank you so much
for the gorgeous flower
arrangement. I had just
come in from bus pick
up and found them in my
office. What a wonderful
surprise - it is so nice to
have your support as we
worked together to find
solutions to our bus issue.
Now, we are looking ahead
to all of the wonderful
work we will be able to do
with our kids! I am
thrilled to be in Mansfield
and am so appreciative
of your kind gesture.

Thank you,
A.



Connecticut Association of Boards of Education

81 Wolcott Hill Road, Wethersfield, CT 06109-1242 • (860) 571-7446 • Fax (860) 571-7452 • www.cabe.org

Elizabeth Brown
President
Waterbury

August 30, 2022

Leonard Lockhart
First Vice President
Windsor

Ms. Kathleen Ward
4 So. Eagleville Road
Mansfield Storrs, CT 06268

Meg Scata
Vice President
for Government Relations
Portland

Dear Ms. Ward:

John Prins
Vice President
for Professional Development
Branford

Thank you for the Mansfield Board of Education's decision to continue its CABE membership. Our organization's viability and success in support of its individual members is especially important as we head into the summer and back-to-school.

Lon Seidman
Secretary/Treasurer
Essex

CABE's primary mission is to support its individual member boards. We strive to offer timely and meaningful workshops and seminars, access to information and personalized guidance on current issues at the local, state, and federal level, and to make offerings tailored to facilitate district operations. We urge you, your fellow board members, and your superintendent to take full advantage of our services.

Donald Harris
Immediate Past President
Bloomfield

We find that those Boards that are most active with us get the most value from their membership.

Christopher Wilson,
Executive Committee
Member at Large
Bristol

CABE is uniquely a school boards' organization. As we are led by volunteers, a warm welcome is extended to those who wish to serve CABE in whatever capacity and level they find comfortable. Participation is always welcome in governance and our advocacy efforts both in Hartford and with Congress in Washington.

Lydia Tedone
NSBA Director
Simsbury

Please know that if you have questions regarding your service as a board member, the answer is a phone call or email away from one of your CABE staff members.

Patrice A. McCarthy
Executive Director
and General Counsel

Again, thank you for your commitment. The Board and staff stand ready to serve you.

Nicholas D. Caruso, Jr.
Senior Staff Associate
for Field Services

Cordially,

Sheila McKay
Senior Staff Associate
for Government Relations

Elizabeth Brown
President

Patrice McCarthy
Executive Director and
General Counsel

Lisa M. Steimer
Senior Staff Associate
for Professional Development
and Communications

Conrad Vahlsing
Staff Attorney

Teresa Costa
Coordinator of Finance
and Administration

cc: Superintendent



October 1, 2022 Enrollment Report

The October 1, 2022 Enrollment Report indicates there were 1039 resident students in Mansfield on October 1, 2022. This enrollment report includes 1025 enrolled students, 11 magnet school students, and 3 Special Education Out of District students.

Resident Student Enrollment

Year	District	Magnet Schools	Outplaced	Total
2018-19	1140	8	3	1151
2019-20	1130	14	3	1147
2020-21	1038	11	4	1053
2021-22	996	7	3	1006
2022-23	1025	11	3	1039

School	October 1, 2022 Enrollment
MES	561
MMS	464
Total	1025

October 1, 2022 Enrollment by Grade

Grade	Enrollment 2022			GRAND TOTAL
	MES @ Goodwin	MES @ Vinton	MMS	
PreK		66		
K		95		
1		110		
2	104			
3	97			
4	89			
5			103	
6			114	
7			121	
8			126	
TOTAL	290	271	464	1025

MPS Ten Year Enrollment Data

	2013	2014	2015	2016	2017	2018	2019	2020	2021	2022
MES @ GN	201	220	207	200	176	185	191	168	152	290
MES @ SE	242	242	242	227	180	183	161	153	161	N/A
MES @ VN	258	260	269	254	232	220	226	196	209	271
MES Total	701	722	718	681	588	588	578	517	522	561
MMS	547	520	530	533	546	552	552	521	474	464
Dist. Total	1248	1242	1248	1214	1134	1140	1130	1038	996	1025

Mansfield Elementary School Class Sizes

Classrooms	PreK	K	1	2	3	4
1	12	16	19	17	20	16
2	11	17	19	17	19	16
3	11	16	18	17	19	16
4	12	16	18	18	19	16
5	9	14	18	18	20	16
6	11	16	18	17	20	16
BOE Guidelines	N/A	14-18	14-18	14-18	14-18	16-20
Total: 561	66	95	110	104	97	89

Below Class Size Guidelines

Above Class Size Guidelines

**Mansfield Public Schools
School Trip Request Form**

Type of Trip:

	Field Trip		Extracurricular/Club Trip		Day Trip
X	Enrichment Trip	X	International Trip	X	Overnight Trip

Class, Club, or Organization: Mansfield Middle School German Exchange Program

Requested by: Louis Goffinet and Laura Hunter **Date Requested:** Thursday, October 13, 2022

Destination (Be Specific): Gymnasium Sarstedt (MMS Partner School) in Sarstedt, Germany. Students will stay with host families. Side trips will include Berlin, Bergen-Belsen (a concentration camp), Hannover and local sites of cultural or historical significance.

List academic, social, and/or civic expectations from the Mission Statement that will be met by taking this trip: Academic and social expectations:

- *“Ensure active learning. We believe students learn best when they engage in joy-filled, empowering, intellectually challenging, and personalized experiences that deepen understanding of the world while building academic and social-emotional skills.”*
- *Citizen of the World: “Build appreciation for diverse cultures and beliefs present in our global society”*
- *Communication: “Connect and share ideas with others”*
- *Collaboration: “Respect and accept diverse perspectives”*
- *Creativity: “Put new ideas into practice”*
- *Critical Thinking: “Synthesize information from multiple points of view”*

Date(s) of Trip: Saturday, March 4, 2023 thru Sunday, March 26, 2023 (Three weeks)

Number of School Days to be Missed: 15

Time of Departure: 4:30 pm **Time Returning to School:** 8:15 pm

Number Attending:

Students Faculty Staff Parents Others

If the date(s) requested impact(s) instructional time, please give valid rationale why the trip cannot be taken during a non-instructional period: The three-week duration of the trip was established at the beginning of our German partnership in 1992. The length of the homestay deepens the relationship with the host student and family, and allows our students to experience German family life.

Three weeks provides time to authentically experience the side trips which greatly deepen the experience. These side trips include time spent in German cities such as Hannover and Berlin, but also in historically significant sites such as the Bergen-Belsen concentration camp. All other days are spent immersed in the day-to-day life of a German host family, including typical school days.

If substitute coverage will be provided, please describe how classroom instruction is likely to be affected: The teacher(s) going to Germany will provide thorough plans for the substitute teacher(s) and engage in providing feedback and communication with the substitute teacher, whenever possible.

School Trip Request: Cost Detail

Expense Detail	District Share (total)	Student Share (per)	Chaperone Share (per)
Substitutes	\$8,513.10		
Admission Fees		100.00	
Transportation		1,500.00	
Lodging		100.00	
Meals		50.00	
Other		250.00	
TOTAL	\$8,513.10 15 days at long term sub rate (\$283.77/day), 2 subs	2,000.00	None – 24/7 responsibility for students; 7 weekend days

Other Trip/Cost Related Notes: _____

How have students/parents been informed that financial assistance is available for students in need?

The availability of a limited amount of scholarship money will be publicized in the announcements, printed materials and presentations about the trip. The school will not eliminate a student from consideration (e.g., from a lottery, if needed) for financial reasons. That said, if there were to be a substantial number of requests for financial assistance, the amount available for each individual would be limited by available resources.

Are funds available to support students in need?

Yes – through the Hodovan Fund and the International Fund. Some assistance might be available through a grant from the German/American Partnership Project (GAPP).

Section Below Completed By Administrator Only:

Is the itinerary required to be sent home to parents? Yes No

Number of chaperones required: Staff Members 2 Outside Personnel 0

This will be forwarded to the Mansfield Board of Education for approval.

Approved Denied Trip Itinerary required and attached
(Tentative Itinerary Attached)

Administrators Signature:  Print Name: Larry Barlow, Principal

Date of Board Approval if Applicable: _____

Nurse's signature indicating that the names of students attending have been submitted 10 school days in advance of the trip: _____

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
3-5 Flight Arrival (BOS - HAJ) Welcome Party at Gynnasium Sarstedt	3-6 Scavenger Hunt in Sarstedt	3-7 Swimming at local pool (indoor water park)	3-8 Bergen-Belsen Concentration Camp	3-9 Welcoming Party	3-10 Trip to Eckernforde (Baltic Sea coast)	3-11 Trip to Eckernforde (Baltic Sea coast)
3-12 Time with Host Family	3-13 School Day	3-14 School Day	3-15 School Day	3-16 Field Games (like a Field Day) in "Park of Senses"	3-17 Marienburg Castle Trip	3-18 Time with Host Family
3-19 Time with Host Family	3-20 Trip to Luneburg	3-21 School Day	3-22 Trip to Berlin	3-23 School Day	3-24 Farewell Party	3-25 Departure (HAJ - BOS)

Peter Dart
Superintendent

DATE: October 7, 2022
TO: Mansfield Board of Education
FROM: Peter Dart
SUBJECT: *Professional Improvement*

As outlined in the current contract between the Mansfield Board of Education and the Mansfield Education Association (page 26: Article 20, Section E) the following employee has completed requirements for professional improvement and will receive an increase in salary, retroactive to the start of the contract year.

The courses taken by this teacher, as well as his individual plan of study, were reviewed and approved in advance.

LAST NAME	FIRST NAME	CURRENT LEVEL	NEW LEVEL	COST INCREASE
Rancourt	Ashley	MA, Step 9 \$74,180	6 th Year, Step 9 \$77,961	\$3,781
Tamosaitis	Joshua	BA, Step 9 \$70,263	MA, Step 9 \$74,180	\$3,917