



## CONSOLIDATED SCHOOL DISTRICT OF NEW BRITAIN

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### Special School Board Meeting Minutes from June 26, 2017 New Britain Educational Administration Center

#### Call to Order and Roll Call

##### Call to Order

Mr. Nicholas Mercier, President of the Board Education, called the meeting to order at 6:36 PM.

##### Board Members Present

Ms. Sharon Beloin-Saavedra, Ms. Mallory Deprey, Mr. Merrill Gay, Ms. Miriam Geraci, Mr. Nicholas Mercier, Ms. Daisy Sanchez, Ms. Gayle Sanders-Connolly

##### Board Members Absent/Excused

Ms. Grisselle Aponte, Ms. Nicole Rodriguez, Ms. Elaine Zottola

#### New Business

##### Approval of BoysTown Service Proposals

Submitted by Ryan Morgan | No committee review

Ms. Deprey motioned to approve the Boys Town Proposal, seconded by Ms. Sanders-Connolly.

This is our third and expected final year working with BoysTown in our specialized classroom and elementary schools at the core. During the 2017-2018 school year, final trainings will occur to ensure each building is properly equipped moving forward to train new staff and coach current employees. This contract directly aligns to the culture/climate of the building and community as it supports the development of the whole child and formation of relationships in the classroom. It enables staff to teach the expectations at the core. The total cost is \$153,000 and the funding source is Safe Schools/Healthy Students, 207097410001.

Ms. Ryan Morgan, CSDNB Project Manager, answered all questions from members of the Board of Education.

Motion carried unanimously.

##### Administrative Appointments

Submitted by Nancy Sarra | No committee review

Ms. Deprey motioned to go into executive session at 6:40 PM to discuss administrative appointments, seconded by Ms. Sanders-Connolly. Dr. Shuana Tucker was invited into executive session for the discussion. The regular meeting resumed at 7:47 PM.

##### Adoption of Fiscal Year 2017-2018 Budget

Ms. Sanders-Connolly motioned to adopt the Fiscal Year 2017-2018 Budget, seconded by Ms. Geraci. Ms. Beloin-Saavedra motioned to amend the budget as listed below, seconded by Ms. Deprey.

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#### New Britain Board of Education

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1. Elimination of Family Education Specialist Lincoln School - \$61,563:
  - a. Salary (51275) - \$54,193
  - b. Medicare (DW 52200) - \$786
  - c. Retirement (DW 52300) - \$6,584
  
2. Transfer Family Education Specialist from Pupil Services to Partnership - \$0:
  - a. Partnership (51275) + \$19,548
  - b. Pupil Services (51275) - \$19,548
  
3. Add Behavior Support Teacher at Holmes School + \$61,563:
  - a. Salary (51114) + \$45,016
  - b. Medicare (DW 52200) + \$652
  - c. H.S.A Contribution (DW 52104) + \$2,000
  - d. Health Insurance (DW 52101) + \$13,895

Motion to amend carried unanimously. Original motion to adopt the Fiscal Year 2017-2018 Budget carried unanimously.

### **Superintendent's Evaluation**

Ms. Beloin-Saavedra motioned to go into executive session at 8:05 PM discuss the superintendent's evaluation, seconded by Ms. Sanchez. The meeting resumed at 8:34 PM.

Ms. Sanchez motioned to approve the superintendent's evaluation for the 2016-2017 school year, seconded by Ms. Sanders-Connolly. Mr. Mercier read the following into the record:

### **Growth in Student Achievement**

Eight of the nine goals set by the Board and Superintendent were met or partially met. These goals were designed to assess a wide range of factors that affect student academic growth, rather than using one shot metrics, such as standardized test scores. The Board is pleased with the Superintendent's sense of urgency when it comes to addressing the academic needs of our students and her dedication to putting student success and growth first and foremost. The Board would appreciate more updates on student achievement and data points throughout the year.

### **Educational Leadership**

Two of the goals set in this area involved the establishment of baseline metrics. These baselines will be used by the Superintendent and the Board in future goal setting. The Board is pleased to see 100% completion of Administrator Evaluations for the 2016/2017 school year. The Board believes strongly that we must hold our leadership, teachers, and students to the highest standards of excellence. This is not possible without honest and accurate evaluations.

The Board believes the Superintendent sets high expectations for herself and others. However, there are times where the Superintendent needs to better understand and follow Board policies and process.

### **Organizational Management**

This area is where the superintendent had the highest number of goals that were not met. The Board does recognize that even in areas where the goal set was not met, such as reducing transportation costs, that there were still substantial savings. We urge the Superintendent to continue to be a good steward of all educational funding and work closely with the CFO and other cabinet members to implement cost saving measures when possible. The Board appreciates the superintendent's efforts to control overtime costs, and look forward to increasing these savings in the future.

In terms of managing human capital, the superintendent could work to improve implementation of her five year plan, executing her plan with commitment, and clearly communicating her goals to board.

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## **Community Relations**

The superintendent has devoted substantial time and energy to being a positive presence both in the schools and in the community at large, attending many community events and receiving numerous recognitions from local groups for her work. With few exceptions, she has responded well to direct parent concerns as well as events that have arose in the media. She has also, through her office, successfully utilized social media to promote a positive vision of the school district.

Going forward the Board would like to see the Superintendent focus on creating opportunities to engage the families through events that are issue oriented. We would also like to see the superintendent continue to strengthen relationship with community partners, such as faith based groups, non-profit organizations, and the business community. Additionally, there is still much work that needs to be done on changing the public perception of the school district utilizing a variety of means other than social media.

## **Board of Education Relations**

The superintendent has worked diligently at attempting to communicate clearly and concisely with the Board through both frequent reports to the Board at regular meetings and occasional updates to either the full Board or Board leadership regarding specific issues that arise between meetings. Understanding that this past year has involved a great deal of change both in terms of district leadership, Board leadership, the Board recommends the Superintendent continue to develop close relationships with all Board members and continue to be approachable and responsive to Board members. This will allow the superintendent to more effectively utilize board members and their varied areas of expertise.

Committee chairs have appreciated the superintendent's engagement in committee meetings. However, they would appreciate more opportunities to discuss committee issues and collaborate in planning committee agendas prior to the meetings.

As the superintendent and the board grow we would like to see a focus on strengthening a mutual understanding of Board and superintendent roles and responsibilities through professional development and dialogue.

## **Personal and Professional Qualities and Relationships**

The Board and Superintendent did not establish any goals in this domain. However, the following list of qualities is taken from the CAFE evaluation document are areas where the Board feels the superintendent has demonstrated strength.

- A belief that every student can achieve at high levels.
- An urgency to improve student achievement.
- Provides for a safe and orderly work environment.
- Establishes an effective professional development system for staff that is aligned with its responsibilities for teaching and learning.
- Communicates effectively with staff regarding district goals, objectives and issues.
- Remains focused on the vision of high expectations when faced with adversity.
- Maintains high standards of ethics, honesty and integrity in all professional matters.
- Is a strong advocate for public education.

Over the past year the Superintendent has demonstrated a sense of urgency regarding improving student achievement. The Board fully supports the Superintendent in these efforts and the implementation of the five-year plan in support of the district mission and vision. However, the superintendent should work on effectively communicating her plans to all stakeholders. She should work to continue to develop her ability to negotiate difficult situations and handle politically sensitive issues. The Board would appreciate the superintendent work on her ability to manage resistance to change and to engage in difficult conversations while maintaining a focus on high levels of student achievement.

## **Final Summary**

The past year has included great amounts of change. Through work with Studer Education and the Board of Education the Superintendent has set ambitious personal and professional goals both for herself and the district. As reflected by the number of goals that have been met through this year, she has done an excellent job of moving the district closer toward a shared vision

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of success. The year has not been without challenges. We urge the superintendent to reflect on those challenges and continue to work in the future at increasing stakeholder input and buy-in as initiatives are put into place to move the district forward.

With regards to specific goals, we look forward to looking at current benchmarks set in this year as a basis for setting goals for next year, along with the five-year improvement plan. We also recommend the Superintendent to review the five-year plan, along with cabinet members and administrators and the Board and look for areas where revisions may be needed. We recommend that the Superintendent utilizes this evaluation in continuing her own professional growth in the coming school year and continues her work as a reflective educator.

Ms. Sanders-Connolly motioned to amend the evaluation to read under **Organizational Management** "...steward **of** all educational funding..." (adding 'of' in front of 'all'), seconded by Ms. Beloin-Saavedra. Motion carried unanimously.

Original motion to approve superintendent's evaluation carried unanimously.

## Closing and Adjournment

Ms. Sanders-Connolly motioned to adjourn at 8:46 PM, seconded by Ms. Beloin-Saavedra. Motion carried unanimously.