



CONSOLIDATED SCHOOL DISTRICT OF NEW BRITAIN

New Britain Board of Education
Special Personnel and Finance Committees Meeting

June 22, 2020 – 5:30 PM | Virtual Meeting

Call to Order and Opening

Ms. Annie Parker called the meeting to order at 5:30 PM.

Board Members Present

Ms. Monica Dawkins*, Mr. Merrill Gay*, Mr. Anthony Kane*, Ms. Annie Parker*, Ms. Gayle Sanders-Connolly*, Dr. Violet Jiménez Sims

*Committee members

CSDNB Staff Present

Ms. Ann Alfano, Mr. Kevin Dion, Mr. Michael Foran, Mr. Kevin Kane, Ms. Maryellen Manning, Mr. Damon Pearce, Ms. Kristin Salerni, Dr. Nicole Sanders, Ms. Sondra Sanford, Ms. Nancy Sarra

New Business

Review and Approve Minutes from Personnel Committee Meeting on May 26, 2020

There were no recommended changes to the Personnel Committee minutes from May 26, 2020.

Review and Approve Minutes from Finance Committee Meeting on May 26, 2020

There were no recommended changes to the Finance Committee minutes from May 26, 2020.

Review Vacancy List

The Personnel and Finance Committees reviewed the current vacancy list throughout the district.

Review New Job Description: Arts Integration Enrichment Teacher

This position will report to the Building Principal.

The primary functions are as follows:

- Implement arts integrated curriculum.
- Collaborate with teachers on integrating the Arts into the core curriculum.
- Model, deliver, and craft rich, student-centered learning experiences that integrate the arts.
- Create and implement strategies for weaving arts experiences into multi-disciplinary curricula.
- Design, develop, assess and manage Arts Integration learning experiences.
- Guide and facilitate project-based learning.
- Model and teach digital citizenship.

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The person in this position will follow school procedures and work schedule as established by the principal in accordance with the agreement with the New Britain Federation of Teachers. Salary and benefits are as set forth in the Local 871 collective bargaining agreement. This position is affiliated with Local 871 New Britain Federation of Teachers and the funding source is local or grant funded.

The Personnel and Finance Committees recommended to add this item to the Board's agenda for the regular meeting in July.

Review New Job Description: Junior ROTC

The primary function of this position will be to serve as a Senior Army Instructor (SAI) and will report to the High School Principal. The person in this position will follow the standard teacher work schedule. Salary and benefits are as set forth in the applicable individual employment agreement. This position has no union affiliation and the funding source is 50% local budget and 50% JROTC Fund.

The Personnel and Finance Committees recommended to add this item to the Board's agenda for the regular meeting in July.

Review Revision to School Readiness Liaison Job Description

Numerous changes were made throughout the job description. This position will report to the Superintendent of Schools or designee.

The primary functions are as follows:

- The School Readiness Council is a collaborative network charged with planning to serve all 3- and 4- year old children in high quality early childhood programs. The School Readiness Liaison is responsible for the coordination, program evaluation and administration of the School Readiness Grant and serves as a Liaison between the local School Readiness Council, the mayor (or designee), the superintendent (or designee), the sub-grantees and the Connecticut Office of Early Childhood.
- In New Britain, this role also includes membership and participation in the Coalition for New Britain's Youth (the city's cradle to career continuum), Early Learning Strategy Group (ELSG) as the ELSG members additionally function as the School Readiness Council. The School Readiness Liaison will work closely with members of the Early Learning Strategy Group of the Coalition to assist in applying for and overseeing additional community grants as determined by the ELSG/SRC and Providers.

This is a full-time, 12 month position. Salary is \$70,000 and the salary and benefits are in alignment with the Local 1186 contract. This is an exempt position with no union affiliation and the funding source is School Readiness Grant.

The Personnel and Finance Committees recommended to add this item to the Board's agenda for the regular meeting in July.

Review New Job Description: Recruitment and Placement Specialist

This position will report to the Director of Personnel and Talent Development.

The primary functions are as follows:

- Works with the Personnel and Talent Development Office:
 - Primary liaison between local institutions of higher education and the Personnel and Talent Development Office and State Department of Education.
 - Collaborates with local institutions of higher education to enhance the candidacy of potential CSDNB teachers and administrators.
 - Coordinates the higher education institution initiatives on the CSDNB Diversification of the Educator initiatives:
 - ❖ Coordinates EdRising, RELAY, Troops for Teachers programming
 - ❖ Takes a lead in career fair events
 - Supports the CSDNB Diversification of the Educator initiatives.

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- Ability to give actionable mentoring feedback to university students and share with staff and teachers.

This person's work schedule will include attendance at Board meetings and other meetings as needed. Salary and benefits are as set forth in the Local 871 collective bargaining agreement. This position is affiliated with Local 871 New Britain Federation of Teachers and the funding source is local.

The Personnel and Finance Committees recommended to add this item to the Board's agenda for the regular meeting in July.

Review New Position Request: 2.0 Placements for CREC Residency

The CREC Teacher Residency Program is an alternate route to elementary certification program focused on increasing educators of color in elementary schools in the Hartford Region. Resident candidates will be enrolled in rigorous coursework for 18 months and serve in a paid residency position in a master mentor teacher's classroom for the school year. Master Teachers will work side-by-side with their resident and be supported by the program coordinator for one academic school year to help residents prepare for a successful career in education.

These are full-time, 10 month positions. The estimated cost is \$100,000 and the funding source is local.

The Personnel and Finance Committees recommended to remove this item from the agenda as we will not be moving forward with these placements for the 2020-2021 school year.

Proposed Restructure

Mr. Kevin Dion, Director of Facilities, presented an organizational review of the CSDNB Facilities Department along with his recommendations for the 2020-2021 school year and beyond.

Mr. Kevin Kane, Chief Financial Officer, presented an overview of a proposed restructuring within several departments of the Consolidated School District of New Britain. Mr. Kane shared recommended organizational charts with board members and provided a cost analysis of the restructure highlighting salary and budgetary implications.

Ms. Sanders-Connolly motioned that all items included within the proposed restructure and presentations (unless otherwise specified) be forwarded to the full board at the next regular meeting with reservations. Motion carried unanimously.

Review New Position Request: 1.0 FTE Recruitment and Placement Specialist for Personnel and Talent Development

This position will fulfill the responsibilities of the vacating Talent Officer, as they relate to university partnerships, placement, and recruitment (non-administrative; certified 871).

This is a full-time, 10 month position. The estimated cost is \$92,620 and the funding source is local.

Ms. Sanders-Connolly motioned to add this item to the Board's Consent Agenda for the regular meeting in July. Motion carried unanimously.

Review New Position Request: 1.0 FTE Computer Repair Specialist for MIS

As the school district moves to a 1:1 student chromebooks and laptops, the need to maintain and support the devices requires additional staff as necessary.

This is a full-time, 12 month position. The estimated cost is \$44,129 and the funding source is local.

Ms. Sanders-Connolly motioned to add this item to the Board's Consent Agenda for the regular meeting in July. Motion carried unanimously.

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The meeting was adjourned at 7:33 PM.