



## CONSOLIDATED SCHOOL DISTRICT OF NEW BRITAIN

# New Britain Board of Education Personnel Committee Meeting

November 23, 2020 – 6:00 PM | New Britain High School

### Call to Order and Opening

Ms. Annie Parker, Personnel Committee Chair, called the meeting to order at 6:02 PM.

### Board Members Present

Mr. Merrill Gay\*, Ms. Annie Parker\*, Ms. Gayle Sanders-Connolly\*

\*Committee members

### CSDNB Staff Present

Ms. Kristina DeNegre, Mr. Salvador Escobales, Ms. Maryellen Manning, Ms. Kristin Salerni, Dr. Nicole Sanders, Ms. Sondra Sanford, Ms. Nancy Sarra

### New Business

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

There were no recommended changes to the minutes from the Personnel Committee Meeting on October 26, 2020.

#### Review Vacancy List

The Personnel Committee reviewed the current vacancy list throughout the district.

#### Presentation: Overview of Recruitment and Placement Strategies and Pathways for the 20-21 SY

Ms. Maryellen Manning, Director of Personnel and Talent Development, and Mr. Salvador Escobales, Recruitment and Placement Specialist, presented a slideshow of the work that is being done in the district with regard to recruitment, retention, and diversification of CSDNB educators. Ms. Manning introduced the high level overview by highlighting teacher shortage areas and comparing the demographic data of our educators to that of the students they teach. Mr. Escobales shared information regarding the various recruitment “pathways” for prospective educators in the district including the following programs:

- RELAY
- CREC Residency
- Troops for Teachers
- EdRising

Mr. Escobales explained how non-certified staff and NBHS students can utilize these pathways as entry points into the teaching profession. He also listed the college and universities which partner with CSDNB by placing students in our schools and programs to perform student teaching, interning and practicum duties. The presentation is attached.

### New Britain Board of Education

Merrill Gay – President | Nicholas Mercier – Vice President | Violet Jiménez Sims – Secretary

Monica Dawkins | Anthony Kane | Joseph Listro | Annie S. Parker | Diana Reyes | Nancy Rodriguez | Gayle Sanders-Connolly

## Review New Job Description: Manager of Partnership Programs

This position will report to the District Coordinator of Partnerships & Engagement.

Under the direct supervision of the District Coordinator of Partnerships and Engagement, oversees several key goal areas within the Partnership Office. Key functions include, but are not limited to:

- Coordination of birth-grade 12 grants and programming.
- Proofreading grants
- Implementation of special events and projects within the school district and community.
- Management of extended school hours and summer programming.
- Coordination of communication efforts and campaigns to support work through engagement with students, families and staff.

This is a full-time, 12 month position. This is an exempt position and the individual must have the ability to work flexible hours. Benefits and wage and step increase are in alignment with non-exempt salaries: Grade 2 of the Local 818 contract:

2020-2021 Salary Range (Grade 2):

1 <sup>st</sup> Step	2 <sup>nd</sup> Step	3 <sup>rd</sup> Step	4 <sup>th</sup> Step	5 <sup>th</sup> Step	6 <sup>th</sup> Step	7 <sup>th</sup> Step	8 <sup>th</sup> Step
\$64,740	\$67,685	\$70,824	\$74,081	\$77,493	\$81,042	\$84,260	\$91,007

This position is not affiliated with a union and the funding source is local budget and grants.

***The Personnel Committee recommended to add the new job description for Manager of Partnership Programs to the Board's agenda for the next regular meeting in December.***

## Review New Position Request: 2.0 FTE Managers of Partnership Programs for Partnership Office

The Partnership Office has had a decrease in staff numbers but increase in work load. This request is to offset the increase in grants, grant requirements, increase in partnership programs, increase need to facilitate and navigate external programs and satisfy state requirement while increasing family supports. This request is to re-align two existing positions, add additional job requirements and work collectively to ensure a sustainable structure.

These are full-time, 12 month positions. The estimated net cost is \$8,900.00 and the funding source is local budget and grants.

***The Personnel Committee recommended to combine the new position request for (2.0) Managers of Partnership Programs for Partnership Office with the new job description and add them as one item to the Board's agenda for the next regular meeting in December.***

## Closing and Adjournment

The meeting was adjourned at 6:49 PM.

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