

**BETHANY BOARD OF EDUCATION
Regular Meeting
Board of Education Retreat**

AGENDA

**Wednesday, July 8, 2020
6:30 p.m.**

Via Zoom Meeting

<https://zoom.us/j/96488870325?pwd=NzdLdGw1SIZETGw2ZVhaSkZpelVNUT09>

Meeting ID: 964 8887 0325

Password: 359404

One tap mobile +12034329666,,96488870325# US
8887880099,,96488870325# US Toll-free

MISSION STATEMENT

We inspire and empower children to thrive in the world of tomorrow.

1. CALL TO ORDER – 6:00 p.m.
 - a. Pledge of Allegiance
2. PRESENTATION
 - a. Board of Education Professional Development on the Reopen State Guidelines for BCS by Rebecca Santiago, Shipman & Goodwin
3. APPROVAL OF MINUTES (Bylaw 9326)
 - a. June 11, 2020 Regular MeetingAction Item
4. UNFINISHED BUSINESS (Bylaw 9300)
 - a. None.
5. EXECUTIVE SESSION (Bylaw 9322)
 - a. Superintendent Evaluation, Contract and Salary (Policy 2400)
6. REGULAR MEETING RECONVENES

7. NEW BUSINESS (Bylaw 9300)

- a. Superintendent Contract and SalaryAction Item
- b. Board Self-Evaluation Discussion (Policy 2400)
- c. Development of 2020-2021 Board Goals (Policy 0111)
- d. Access and Equity Discussion

8. ADMINISTRATIVE REPORT (Policy 2500)

- a. Superintendent

9. CHAIRMAN'S REPORT (Bylaw 9121)

10. MEETING ADJOURNED

Memorandum



To: Board of Education Members

From: Colleen Murray, Superintendent

Date: July 8, 2020

Re: Meeting Minutes

It is recommended under APPROVAL OF MINUTES:

Recommended Motion:

- a. Move the Bethany Board of Education accept the June 10, 2020 Regular Meeting Minutes as presented.

BETHANY BOARD OF EDUCATION
Regular Meeting Minutes
Via Zoom Meeting

June 10, 2020

Present

Doreen Fox
John Paul Garcia
EJ Maher arrived at 6:35 pm
Christopher Pittenger
Dorothy Seaton
Shawn Uscilla arrived at 6:37 pm, left at 7:57 pm
Namita Wijesekera

Administration

Colleen Murray
Kai Byrd
Thomas Reed-Swale
Brandy Spargo

Absent

Lisa Gaw
Lynette White

Call to Order

Dr. Pittenger called the meeting to order at 6:34 p.m.

Public Comment

None.

Minutes

Motion by Garcia, seconded by Wijesekera to approve the May 13, 2020 Regular Meeting Minutes as presented. *The motion carries 6 yes, 3 absent (Gaw, Uscilla, White).*

Finance Committee Report

Motion by Seaton, seconded by Garcia to adopt the report of expenditures and adjustments to the approved 2019-2020 Operating Budget through May 31, 2020 as presented. *The motion carries 7 yes, 2 absent (Gaw, White).*

Mrs. Murray reported on the progress of the Annex project. She stated that Phase I, exterior renovation, will be completed no later than July 31st. She reported that Phase 2, interior demolition, is close to being completed. The Board agreed to allocate the balance of the 2019-2020 budget surplus to Phase 3, construction of the annex.

Unfinished Business

None.

New Business

Motion by Seaton, seconded by Wijesekera to approve the school lunch meals, milk, and a la carte costs for the 2020-2021 school year as presented. *The motion carries 7 yes, 2 absent (Gaw, White).*

Superintendent Report

Mrs. Murray reported that student enrollment was 379 on May 31, 2020.

Mrs. Murray stated that 49 Kindergarten students have pre-registered. Class sizes will be within Board Policy guidelines.

Mrs. Murray announced that this year's BOE Staff Appreciation gift was a golf umbrella. The umbrella was mailed to all staff homes along with a note.

Mrs. Murray announced that the 2020-2021 BEA Officers are Kim Wolcott, President, Michelle Schwenger, Vice President, Tina Spagnoletti, Treasurer, and Nina Brewer, Secretary.

Mrs. Murray stated that BEA Negotiations will begin on or before July 20th. The format of the meetings is still to be determined.

Mrs. Murray announced that School Psychologist, Marjorie Nusom was chosen as the 2021 Teacher of the Year and Paraprofessional, Trace Middleton as the 2021 Staff Member of the Year. A motorcade traveled to each of their homes to honor the recipients.

Mrs. Murray stated that the Amity Foodservice Program will end on June 30th. Communications have been sent out to families regarding summer meal locations and information.

Mrs. Murray provided an update on the reopening of school. At this time, there is no plan or guidance from the state and she is currently in the information gathering stage. She stated that an in-house task force is being created to get plans ready for August.

Director Report

Mrs. Byrd reported on Curriculum and Special Services. Her report is on file in the BOE Meeting Packet.

Principal Report

Mr. Reed-Swale reported on BCS recent and upcoming events. His report is on file in the BOE Meeting Packet.

Chairman Report

Dr. Pittenger asked BOE members to complete the July Retreat survey that was recently sent out to determine a date.

Public Comment

None.

Executive Session

Motion by Pittenger, seconded by Wijesekera that the Board of Education enter into Executive Session to discuss the Superintendent's Evaluation and Employment Contract. *The motion carries 6 yes, 3 absent (Gaw, Uscilla, White).*

Attendance

Present

Doreen Fox
John Paul Garcia
EJ Maher
Christopher Pittenger
Dorothy Seaton
Namita Wijesekera

Absent

Lisa Gaw
Shawn Uscilla
Lynette White

Reconvene

Moved from Executive Session and the regular meeting reconvened at 8:56 p.m.

Adjournment

The meeting adjourned at 8:57 p.m.

Susan L. Carpenter
Recording Secretary

Memorandum



To: Board of Education Members

From: Colleen Murray, Superintendent

Date: July 8, 2020

Re: Executive Session

It is recommended under EXECUTIVE SESSION:

Recommended Motion:

- a. Move the Bethany Board of Education enter into Executive Session to discuss the Superintendent's Evaluation, Employment Contract, and Salary and that the Superintendent is invited to attend.

Memorandum



To: Board of Education Members

From: Colleen Murray, Superintendent

Date: July 8, 2020

Re: New Business

It is recommended under NEW BUSINESS:

Recommended Motion:

- a. Move the Board of Education approve the Superintendent's one-year contract extension through June 30, 2023, increase her base salary by 2.5% and allow 10 carryover vacation days.



BETHANY PUBLIC SCHOOL DISTRICT 2019-2020

BOARD OF EDUCATION SELF-EVALUATION FORM

Vision	Unacceptable Performance		Acceptable Performance	
	1 Does Not Meet Expectations	2 Needs Improvement	3 Meets Expectations	4 Exceeds Expectations
1. The Board has a vision/mission for the district with a primary focus on student achievement.	1	2	3	4
2. The Board institutes a process for long-range and strategic planning that aligns with the vision/mission for the district and develops such plans collaboratively with all stakeholders.	1	2	3	4
3. The Board develops goals that align with the vision/mission for the district which foster continuous improvement.	1	2	3	4
4. The Board communicates clearly the goals and expectations for the district, staff, and students with an emphasis on quality instruction in the classroom and high achievement for all students in the district.	1	2	3	4

Notes:

Community Leadership	Unacceptable Performance		Acceptable Performance	
	1 Does Not Meet Expectations	2 Needs Improvement	3 Meets Expectations	4 Exceeds Expectations
1. The Board invites input from the community (e.g., visitor participation, forums, surveys) and incorporates appropriate community perspectives into Board action.	1	2	3	4
2. The Board works to promote the accomplishments of the district, within the school/district and the community at large.	1	2	3	4
3. The Board collaborates with other school boards or agencies to inform federal, state and local policy makers of concerns and issues related to education.	1	2	3	4
4. The Board provides community leadership on educational issues.	1	2	3	4

Notes:

Board Operations	Unacceptable Performance		Acceptable Performance	
	1 Does Not Meet Expectations	2 Needs Improvement	3 Meets Expectations	4 Exceeds Expectations
1. The Board ensures the district policy manual is up-to-date and comprehensive.	1	2	3	4
2. The Board conducts meetings that are efficient, effective and focus primarily on student achievement and other district policies.	1	2	3	4
3. The Board makes decisions based on analysis of relevant research and data.	1	2	3	4
4. The Board adopts a fiscally responsible budget based on the district's priorities and regularly monitors the fiscal health of the district.	1	2	3	4
5. The Board collectively executes its legal responsibilities and ensures the district adheres to all federal and state laws and Board policies.	1	2	3	4
6. The Board conducts a comprehensive orientation to familiarize new Board members with their role on the team.	1	2	3	4
7. The Board conducts an effective annual self-evaluation.	1	2	3	4
8. The Board participates in professional development as it pertains to their role as a Board member.	1	2	3	4

Notes:

Board Ethics	Unacceptable Performance		Acceptable Performance	
	1 Does Not Meet Expectations	2 Needs Improvement	3 Meets Expectations	4 Exceeds Expectations
1. The Board establishes a Code of Ethics and Codes of Conduct, and performs business in accordance with the Codes.	1	2	3	4
2. The Board members maintain confidentiality regarding sensitive communications.	1	2	3	4
3. The Board members honor Board decisions even when the vote is not unanimous.	1	2	3	4
4. The Board does not let politics interfere with district business.	1	2	3	4
5. The Board deals with both internal and external conflicts openly, honestly and respectfully.	1	2	3	4

Notes:

Board/Superintendent Team	Unacceptable Performance		Acceptable Performance	
	1 Does Not Meet Expectations	2 Needs Improvement	3 Meets Expectations	4 Exceeds Expectations
1. The Board works effectively with the Superintendent as a collaborative leadership team to focus around high achievement for all students in the district.	1	2	3	4
2. The Board schedules time, at least semi-annually, to discuss Board/Superintendent relations and progress towards district goals.	1	2	3	4
3. The Board demonstrates support and respect for the Superintendent's role as the Chief Executive Officer of the district.	1	2	3	4
4. The Board provides direction to the Superintendent as a whole, not from individual Board members.	1	2	3	4
5. The Board follows the chain of command as identified in Board Policy and Bylaws.	1	2	3	4

Notes:



Bethany Public School District

Board of Education Operational Goals

2019-2020

These goals reflect the **Board's priorities for its own operation**. Goals for the District and the Bethany Community School are reflected in the District Goals, the Superintendent's Goals, and the Bethany 2020 long-term Strategic Plan.

Goal #1

The Board will maintain a focus on high standards of learning, social development, and emotional support for all of our children, with continual improvement.

- Monitor student achievement through the examination of multiple sources of data regularly throughout the school year.
- Engage in regular dialogue with administration about both areas of strength and opportunities for improvement.
- Continually strive to support a well-rounded education for all students that take into account their individual strengths, interests, and needs.
- Continually support the social, emotional, and physical needs of our students, both because these are important goals in and of themselves and because social, emotional, and physical health is essential for optimal learning.

Goal #2

The Board will continue and augment efforts in communication and outreach to staff, parents, students, and the broader community.

- Schedule and conduct Board of Education Open Forums two times a year.
- Encourage public attendance and participation, including teachers and staff, at Board meetings.
- Communicate important issues to the school community, through letters and other mechanisms as appropriate, throughout the school year.
- Ensure the presence of Board members at major school events, to maintain the visibility and availability of Board members.

Goal #3

The Board will seek to enhance its efficacy and efficiency through professional development.

- Institute a structured orientation for new members to familiarize them with their roles and responsibilities as Board members.
- Continually seek out opportunities for professional development to enhance understanding and ability to function as effective Board members.

Goal #4

The Board will perform all of its duties with the highest ethical standards.

- The Board will be cognizant of the importance of confidentiality of both students and staff.

Memorandum



To: Board of Education Members

From: Colleen Murray, Superintendent *CM*

Date: July 8, 2020

Re: Administrative Report

Under ADMINISTRATIVE REPORTS:

- Anticipated Enrollment
- Facilities Update
- Personnel
- 2019-2020 Budget

BETHANY COMMUNITY SCHOOL ANTICIPATED ENROLLMENT SUMMARY

Grade		AUG 26, 2020*	
PK			
K		51	
1		59	
2		52	
3		57	
4		38	
5		47	
6		42	
TOTAL		346	

* One Staff Member & Five Open Choice students included.
Two OOD students are not included above.