

MANCHESTER BOARD OF EDUCATION

Regular Meeting September 10, 2018

Lincoln

PRESENT: Conyers, Hagenow, Maio, Pattacini, Patterson, Stefanovicz, Thames

ALSO PRESENT: Superintendent of Schools Geary, Deputy Superintendent Curriculum & Special Services Radikas, Director of Finance & Management Clancy, Director of Human Resources Sone-Moyano

ABSENT: Meggers, Scappaticci

A. OPENING

A.1. & 2. Meeting Called to Order

Chairperson Pattacini called the meeting to order at 7:04 p.m. All in attendance participated in the Pledge of Allegiance to the Flag, led by Mr. Pattacini.

A.3. Secretary's Welcome

Mr. Thames stated that as Secretary of the Board of Education, he wished to extend a warm welcome to everyone present and to the television viewers. He, along with the Board and the Superintendent, were pleased to be joined in celebrating the achievement, reviewing information, and discussing areas for growth, along with making policy decisions related to the effective operation of the Manchester Public Schools. Mr. Thames explained that this is a regular meeting of the Board and all items that will be discussed or voted on this evening have been posted, as required by state law. Mr. Thames reviewed the mission of Manchester Public Schools, which is available for view on the website.

Mr. Thames explained that as the Manchester Board of Education we strive for safe, inclusive schools where equity is the norm and excellence is the goal. We want all students to become contributing members of society. As the Board of

Education, they are here to set goals, listen to reports of the Superintendent, approve budgets, contracts, and personnel appointments, and to create policy for the district. They are not here to make management decisions or solve the problems of individuals. Management is the responsibility of the Superintendent. Students, parents, and families who have individual concerns should reach out to the Superintendent, who can help.

Last, Mr. Thames noted he is proud of this school system and thanked the public for their interest in this evening's meeting and the Manchester Public Schools.

Mr. Geary asked to skip ahead a bit to F.1. to introduce Sinthia Sone-Moyano, the new Human Resources Director. Previously Mrs. Sone-Moyano was the Principal of Manchester Preschool and prior to that an Assistant Principal at MHS.

A.4. Approval of Minutes of Previous Meeting

APPROVED – Minutes Regular Meeting of the Board of Education of August 27, 2018 as stated in the agenda. Secretary Thames moved and Ms. Hagenow seconded the motion.

7 / 0 – Voted in favor.

B. COMMITTEE REPORTS

B.1. Curriculum & Instruction Committee

Mr. Conyers reported the last meeting was held August 27th with himself, Mr. Scappaticci, Ms. Stefanovicz, Dr. Radikas, Ms. Sheehan-Burns, Ms. Ghetia, Ms. Miner, and student Antonio Valdez present.

Principal of MHS, Ms. Miner, and student Antonio Valdez, provided an update regarding the potential addition of the video game Overwatch to the E-Sport extra-curricular club. Over the summer the CT Interscholastic Athletic Conference (CIAC) and the National Federation of State High School Associations entered into a partnership to provide a platform to operate an official high school E-sports league. The role of CIAC led Committee members to approve MHS's participation in this newly created E-sport opportunity.

Fifty new certified staff members were welcomed to Manchester Public Schools this school year. Two days of orientation were held, which included curriculum, technology, family engagement, equity, and team building activities. District PD was slated for August 30th.

Diane Sheehan-Burns shared plans for adding a world language experience (Spanish) in Grade 5. Plans are to continue Spanish to Grade 6 during the 2019-2020 school year.

Movement of Grade 5 to Bennet has led to curricular shifts in Humanities and STEAM as teachers move towards departments and teams. Work is underway planning units. Curriculum development to further develop Social Studies units for Grade 5 is also underway. Non-fiction and fiction books were purchased to support units for ELA in Grade 5.

Pari Ghetia discussed the addition of a Grade 5 STEAM teacher to Bennet. The teacher will work to provide all students exposure to explore Science, Technology, Engineering, and Mathematics support with vertical alignment grades 5-8. Work incorporating Next Generation Science Standards (NGSS) is underway districtwide. Grades 7 & 8 are partnering with the CT Science Center.

B.2. Policy Committee

Ms. Maio reviewed the last meeting was held September 6th with herself, Ms. Hagenow and Mr. Geary present. They discussed the following policy additions, which will be forwarded to the full Board for adoption based on an audit of Manchester Board of Education Policies which compared our policies to the Shipman & Goodwin model policies:

Policy 5148 - Physical Restraint and Seclusion of Students

Policy 6215 - Individuals with Disabilities Act - Alternative Assessments for Students with Disabilities for Statewide & District-wide Assessments

Policy 1500 - Pool Safety Plan

Policy 1501 - Prohibition Against Smoking

Policy 1502 - Administrative Regulations Regarding Sexual Offenders

Policy 1503 - Non-Discrimination

Policy 1504 - Possession of Deadly Weapon or Firearms

Policy 1505 - School Security and Safety

Policy 4306 - Administrative Regulations Regarding Concussion Mgmt. and Trng. for Athletic Coach

Policy 4307 - Employee Use of the District's Computer Systems and Electronic Communication

Policy 4308 - Sudden Cardiac Arrest Awareness for Intramural & Interscholastic Athletes

Policy 5148 - Student Use of the District's Computer Systems and Internet Safety

The Committee recommended the following policy deletions based on the same audit:

Policy 4118.5 - Employees Use of District Computer Systems

Policy 6141.321 - Student Use of the District Computer Systems

The Committee recommended the following policy revisions be forwarded to the full Board for consideration based on the audit comparing our policies with Shipman & Goodwin model policies:

Policy 5125 - Confidentiality and Access to Student Records

Policy 5141.3 - Administrative Regulations Regarding Health Assessments and Screenings

Policy 5142 - Administration of Student Medications in the Schools

Policy 1401 - School Volunteers/Chaperones

Last, the Committee tabled the discussion of the following policies for a future meeting:

Board of Education Self-Evaluation, Board of Education Calendar and Board of Education Bylaws.

The full policies are available for review on the website.

C. CONSENT CALENDAR

Mr. Geary presented three items on the Consent Calendar for Board approval.

C.1. Personnel Action

Details had already been provided to the Board members with their agenda.

C.2. Transfer of Funds

- Transfer from System-wide Music Education Instructional Supplies and Materials account to System-wide Music Education Consultants account in the amount of \$23,500.

C.3. Extended Field Trip Request - Girls Cross Country - Manchester, New Hampshire - Cross Country Meet - 8 Participating Students - 9/21/18 - 9/22/18 (½ day of school will be missed) 2 Chaperones

The Chairman called for a motion.

Secretary Thames moved and Ms. Hagenow seconded the recommendation to adopt the Consent Calendar as stated in the agenda of September 10, 2018.

7/0 - Voted in favor.

D. STUDENT REPRESENTATIVE REPORT

None.

E. PUBLIC COMMENTS

Ms. Stephanie Knybel, 185 East Center St., Apt 2D, was amazed that even though we have laws about not leaving children and pets in hot cars, it is allowed for students to remain in classrooms when the heat index rises above 80 degrees. Ms. Knybel realizes you cannot please everyone, but students cannot learn when it is so hot and humid. She is hoping for a policy similar to the early release for snow policy, so parents will know that if there is high heat students may be dismissed early. Ms. Knybel pointed out that the Board needs to be aware that many students and staff members have health issues that are greatly impacted by heat and humidity and many of the buildings do not have air conditioning. If parents have a head's up that this is a possibility they can make plans for their students.

F. SUPERINTENDENT'S REPORT – PART I

F.1. Introduction of New Administrators

Mr. Geary previously introduced Sinthia Sone-Moyano, the new HR Director. He also introduced Cathy Amadasun, the new Vice Principal of Bennet Academy.

She comes from Windsor, where she was a social studies teacher. Mr. Thames and Mr. Pattacini both welcomed Ms. Amadasun and wished her a successful year.

F.2. Opening of School Update

Mr. Geary started his update of the new school year by discussing the accident that occurred just after a Bennet student exited the bus and attempted to cross Porter Street. The student is doing well. The district and bus company are looking at the incident as well as reviewing bus stops to be sure they are safe and address “no cross” roads.. Mr. Geary reviewed we transport approximately 4,000 students, including those attending voag schools, charter schools, parochial schools and MPS.

Mr. Pattacini pointed out this year there have been an exceptional amount of transportation changes, between changing routes and school movements. Mr. Geary noted that Verplanck students are located at Robertson this year and are all bused, and the students redistricted from Robertson to other schools are also being bused for the first time.

Ms. Stefanovicz finds it difficult to drive with just her own children, and gives props to the bus drivers who are able to drive safely with dozens of children on the bus. She wondered if there are any rules about when a bus monitor is placed on a bus. Mr. Geary noted that is usually based on behaviors, though we do try to be proactive and based on last year some routes have been split.

Mr. Thames wondered how bus issues, such as delays, are communicated to parents. Mr. Geary reviewed that the first day he sent a blast to parents via text, email and through the APP. Typically though, each school will notify their own parents of delays, as it is rare for the entire district to be delayed the same amount of time. Schools can opt to notify just the parents of students who ride a specific bus when there is a delay. Mr. Thames wondered if we have the ability to track the buses by GPS. Mr. Geary noted we do.

Mr. Conyers would like to receive an annual report from the Transportation Director and/or representatives from Daatco.

Mr. Geary continued his opening schools update noting that about 40 families opted to accept the invitation for their student to attend Manchester Middle Academy. They are working out the kinks of opening the new school and things are progressing nicely.

Mr. Geary addressed the heat and his decision not to release schools early last week. He noted that with all the new bus routes, adding an early dismissal was not something he was in favor of. He noted in the buildings that are not fully air conditioned, students were relocated as much as possible to areas that were cooler, such as libraries. He also noted that parents are always welcome to pick up their children early, if they feel the need. Students with medical needs are monitored by nurses.

At Waddell and Martin they are working out new arrival and dismissal routines.

Mr. Geary spoke about the School Resource Officer from Illing that was put on leave in April and was recently terminated by the Manchester Police Department. He noted that the SRO program is a valuable program and we will continue the partnership.

Mr. Geary noted that he recently sent a letter to parents speaking about social media and civility. He urges anyone with a concern about issues surrounding Manchester schools to contact him or a Board member instead of airing their grievances online.

The kindergarteners that started this year are the Class of 2031!

Mr. Geary reviewed new teachers received two days of professional development, then there was a full day of school-based PD followed by a day of district-wide PD and then Convocation August 31st.

There are still approximately 3 staff vacancies at this point.

The building work is progressing, and Saturday there is a ribbon cutting ceremony at Waddell.

Mr. Conyers observed that the new parking lot and sign at Illing has made a great impact. As far as heat and early dismissal, he wondered if the state has any guidelines regarding this. Mr. Geary did not believe the state has any opinion on heat dismissals. Mr. Geary also noted that had it not been the first week of school with new bus routes, he may have been inclined to dismiss early due to the heat.

Mr. Conyers wondered if the SRO at Illing had been replaced. Mr. Geary noted there was a new SRO at Illing, along with 2 at MHS and 1 that splits time between the alternative schools (Bentley, MRA and MMA). There is also an SRO supervisor. In the future, we may consider adding an SRO to Bennet.

G. UNFINISHED BUSINESS

None.

H. NEW BUSINESS

H.1. Policy Recommendations

Mr. Geary reviewed we underwent an audit process to look at our policies in comparison to the recommended policies of Shipman & Goodwin. Many of the following new policies are actually in practice, but were not previously in policy form.

New Policies:

- a.** Policy 5148 - Physical Restraint and Seclusion of Students - The key change in this policy is that seclusions cannot be included in behavior intervention plans.
- b.** Policy 6215 - Individuals with Disabilities Act - Alternative Assessments for Students with Disabilities for Statewide & District-wide Assessments - This modifies alternative assessments per IEPs as regulated by law.
- c.** Policy 1500 - Pool Safety Plan - This is currently already in practice, but mandates two adults be on deck at all times when students are in the pool - one lifeguard and one coach.
- d.** Policy 1501 - Prohibition Against Smoking - No smoking on school grounds, which is currently in practice.
- e.** Policy 1502 - Administrative Regulations Regarding Sexual Offenders - There has been a link on the website to the CT Department of Safety and this policy adds that offenders cannot be employed by MPS.

- f. Policy 1503 - Non-Discrimination - This is similar to the Non-Discrimination policies that applies to students and staff, but is aimed at community members.
- g. Policy 1504 - Possession of Deadly Weapon or Firearms - This policy stated that even if you have a permit, you may not be armed on school grounds (unless you are an SRO).
- h. Policy 1505 - School Security and Safety - This is current practice and updated yearly.
- i. Policy 4306 - Administrative Regulations Regarding Concussion Mgmt. and Trng. for Athletic Coach - All coaches are trained and there are protocols in place.
- j. Policy 4307 - Employee Use of the District's Computer Systems and Electronic Communication - This policy outlines that there is no right to privacy while using the district systems.
- k. Policy 4308 - Sudden Cardiac Arrest Awareness for Intramural & Interscholastic Athletes - This policy, per state law, notes that we will try to revive people that go into cardiac arrest.
- l. Policy 5148 - Student Use of the District's Computer Systems and Internet Safety - As with the employee policy, there is no right to privacy for students using the district systems.

Policy Deletions: These policies have been addressed in other policies.

- m. Policy 4118.5 - Employees Use of District Computer Systems
- n. Policy 6141.321 - Student Use of the District Computer Systems

Policy Revisions:

- o. Policy 5141.3 - Administrative Regulations Regarding Health Assessments and Screenings - This policy makes changes to comply with state statutes. It also requires towns to pay for immunizations if a parent cannot pay (though most families that this applies to qualify for Husky insurance).
- p. Policy 5142 - Administration of Student Medications in the Schools - This policy aligns with statutes and guidelines and also addresses the use of Narcan as well as Epipens per statute.
- q. Policy 1401 - School Volunteers/Chaperones - This policy streamlines the process for approving volunteers and allows for exceptions in individual cases.
- r. Policy 5125 - Confidentiality and Access to Student Records - This policy updates the guidelines for destroying old records and addresses electronic student data.

The full policies may be reviewed on the website.

Mr. Geary asked that if the Board members have questions they think of after this evening, to please email them so he can prepare a response for the next meeting.

Ms. Hagenow wondered if we can combine the three non-discrimination policies (student/staff/community) into one. Mr. Geary noted that policies are divided and organized by groups, so these will remain separate policies.

Mr. Thames asked for clarity on the volunteer guidelines, noting in the past only those volunteers that would be alone with a student needed clearance. Mr. Geary noted that all volunteers now require clearance.

Mr. Pattacini reminded Board members if they have additional questions after further review of the policy additions and changes, to please email those to the administration in the next day or so. At the next Board meeting those policies with no further questions will be adopted. Those with questions will be addressed at the meeting and adopted if possible after questions are answered. Mr. Pattacini thanked the administration and Policy Committee for their hard work on these policies.

I. PUBLIC COMMENTS (Limited to items on tonight's agenda)

None.

J. COMMUNICATIONS

Mr. Pattacini thanked the administration for their work to start the school year. He also noted that Board is keeping in their thoughts the child injured after exiting the bus last week and wishes her a speedy recovery.

It was also noted that tomorrow evening at 7:00 p.m. is a Joint Board of Directors/Board of Education meeting to address the SMARTR2 Plan.

K. ITEMS FOR FUTURE AGENDAS

September 24, 2018 - Professional Development Highlights; Update on Technology
October 9, 2018 - Bennet School Improvement
October 22, 2018 - Update on Equity Informed School Climate Assessment

November 13, 2018 - Illing School Improvement

November 26, 2018 - Fall Data Update; Reaffirmations of Board of Education Bylaws

L. ADJOURNMENT

Mr. Pattacini called for a motion to adjourn.

Secretary Thames moved and Ms. Hagenow seconded the motion to adjourn the meeting.

7 / 0 - Voted in favor.

Adjournment 8:08 p.m.

Respectfully submitted,

Darryl Thames, Snr.
Board Secretary