

NEGOTIATIONS SUB-COMMITTEE MEETING – SPECIAL

Griswold Board of Education

Online meeting—Zoom Platform

211 Slater Avenue

Griswold, Connecticut 06351

WEDNESDAY,

May 21, 2025

9:00 AM

Online access

<https://us06web.zoom.us/j/83979903474?pwd=DN0ERS8BMHkJ8CcDDlBaPbVWSBg1X.1>

Meeting ID: 839 7990 3474

Passcode: 363782

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1. Call to Order
2. Approval of the Minutes—April 23rd, 2025
3. *Review, Discussion, and Possible Action to Approve Job Description for Math Interventionist to Forward to the Full Board for Consideration
4. *Review, Discussion, and Possible Action to Approve Job Description for the Integrated Instruction Mentor to Forward to the Full Board for Consideration
5. Adjourn

*The Board may go into executive session on these items per Connecticut State Statute § 1-200 (6).

**NEGOTIATIONS SPECIAL SUB-COMMITTEE MEETING
GRISWOLD BOARD OF EDUCATION**

**WEDNESDAY,
April 23rd, 2025**

DRAFT

1. A special meeting of the Griswold Board of Education's Negotiations Subcommittee took place on Wednesday, April 23rd, 2025, in the Superintendent's Office at Griswold Middle School, 211 Slater Avenue, Griswold, Connecticut. The meeting was called to order at 10:00 AM by Mary Beth Malin, Negotiations Subcommittee Chair.

PRESENT Mary Beth Malin, Negotiations Subcommittee Chair; and Yvonne Palasky, Negotiations Subcommittee Member.

ALSO PRESENT Sean P. McKenna, GPS Superintendent of Schools; and Glenn LaBossiere, GPS Assistant Superintendent of Schools.

ABSENT

2. Approval of Special Meeting Minutes – January 16th, 2025

MOTION By Yvonne Palasky
Seconded by Mary Beth Malin
To approve the Negotiations Subcommittee minutes for January 16th, 2025, as presented.
Motion unanimously carried.

3. *Review, Discussion, And Possible Action to Recommend Forwarding the Agreement between Griswold Public Schools and Sacred Heart University, 7/1/25 – 6/30/27

MOTION By Mary Beth Malin
Seconded by Yvonne Palasky
To move into executive session at 10:00 AM to discuss the agreement between the Griswold Public Schools and Sacred Heart University, inviting GPS Superintendent, Sean McKenna, and GPS Assistant Superintendent, Glenn LaBossiere.
Motion unanimously carried.

The Negotiations subcommittee came out of executive session at 10:57 AM.

MOTON By Yvonne Palasky
Seconded by Mary Beth Malin
To move forward to the full Griswold Board of Education the agreement between Griswold Public Schools and Sacred Heart University, as discussed.
Motion unanimously carried.

4. Adjourn

MOTION

By Yvonne Palasky
Seconded by Mary Beth Malin
To adjourn the Negotiations subcommittee meeting at 10:58 AM.
Motion unanimously carried.

Minutes prepared by: Sean P. McKenna/Robin Drobiak

GRISWOLD PUBLIC SCHOOLS

Job Description

Position:	Math Interventionist (PK-12)
Approval Date:	TBD
Reports to:	Building Administration
Terms of Service:	10 month position. Additional time may be required
Certification:	029 Mathematics (Grades 4-12), 005 Elementary, 013 Elementary and/or appropriate PK-12 math certification as required by assignment

General Description:

The Math Interventionist provides targeted, data-driven support and intervention for students PK-12 who are at risk of not meeting math proficiency. The role focuses on identifying student needs, delivering evidence-based interventions, collaborating with educators, and supporting a culture of continuous improvement in math achievement.

Reports to: Building Administrator

Qualifications:

- Bachelor's degree or higher in education, mathematics, or related field
- Valid Connecticut teaching certification appropriate to assignment
- Minimum three years successful teaching experience
- Demonstrated expertise in math content, intervention strategies, and assessment
- Strong knowledge of current evidence-based math intervention practices
- Proven ability to analyze data and implement instructional adjustments
- Effective communication, collaboration, and leadership skills
- Experience working with diverse student populations preferred

Duties and Responsibilities:

1. Identify students in need of math intervention through analysis of assessment data and teacher referrals.
2. Deliver small group and/or individual math interventions using research-based strategies and progress-monitoring tools.
3. Collaborate with classroom teachers and specialists to design and implement targeted intervention plans.
4. Monitor, document, and communicate student progress; administer research-based assessments; adjust interventions as needed.
5. Lead or participate in data team meetings to support instructional decisions and student growth.
6. Model effective intervention strategies and provide support to teachers in differentiating instruction.
7. Develop and maintain organized intervention schedules and records.
8. Assist in the administration and interpretation of universal screeners, diagnostic, and progress monitoring assessments.
9. Communicate effectively with parents/guardians, staff, and administration regarding student progress and intervention strategies.
10. Participate in professional development to remain current with best practices in math intervention.
11. Support a positive, inclusive, and equitable learning environment for all students.
12. Perform other related duties as assigned by administration to ensure student success in math.

GRISWOLD PUBLIC SCHOOLS
Job Description

Position:	Integrated Instruction Mentor
FLSA:	Exempt
Approval Date:	TBD
Reports to:	Building Administration
Terms of Service:	10 month position. Additional time may be required
Certification:	N/A

The Integrated Instruction Mentor is a professional role designed to advance student achievement and engagement. The mentor collaborates with specialists and teachers to facilitate assigned personalized and blended learning experiences, leveraging a range of digital platforms and instructional technologies. The Integrated Instruction Mentor exercises independent judgment in monitoring student progress, providing targeted academic support, and fostering self-directed learning skills. This role demands exceptional adaptability, strong communication skills, and the ability to work within digital environments. The mentor serves as a key resource in supporting diverse learners across multiple subject areas to meet rigorous academic standards in a dynamic, student-centered setting.

QUALIFICATIONS:

- Bachelor's degree is required. Prior experience working in an educational setting is strongly preferred.
- Experience using a variety of digital technologies and online platforms, including Google applications
- Strong interpersonal and communication skills to interact effectively with students, staff, and parents.
- Ability to adapt quickly to changing circumstances and work effectively in a flexible environment.
- Ability to learn computer-based programs.
- Patience, flexibility, and a positive attitude when dealing with students of diverse backgrounds and abilities.
- Demonstrated ability to maintain professionalism, confidentiality, and integrity.
- Reliable and punctual attendance, with the ability to work within a flexible schedule.

ESSENTIAL DUTIES AND RESPONSIBILITIES:

- Assist in supervising students in the learning commons, promoting positive behavior, and ensuring a safe and inclusive environment. This includes monitoring students' activities, managing conflicts, and actively engaging with them to foster a positive social atmosphere.
- Provide targeted guidance and support to students throughout digital learning experiences, ensuring engagement, understanding, and effective use of technology tools.
- Provide support to the Library Media Specialist as assigned. This may include assisting in

administrative tasks, organizing materials, supervising and supporting students in online courses, or any other duties deemed necessary to ensure the smooth functioning of the educational environment.

- Collaborate with colleagues to promote a positive and productive school culture, and ensure the safety and well-being of students at all times. Foster student engagement, address behavioral concerns, and encourage a respectful and inclusive atmosphere within the building.
- All other duties as assigned.