

**Barnet School Board Meeting Minutes
Tuesday, July 8, 2014
Barnet School**

Members in Attendance: Louis Bushey, Robert Farlice-Rubio, Shellie Samuels, David Warden; Principal Shawn Gonyaw; Superintendent Mat Forest

- 6:03 p.m. The meeting was called to order by Chair Shellie Samuels.
- 6:04 p.m. A motion was made by Louis Bushey and seconded by Robert Farlice-Rubio to enter Executive Session to discuss personnel. The motion passed unanimously.
- 6:20 p.m. A motion was made by Louis Bushey and seconded by Robert Farlice-Rubio to exit Executive Session. The motion passed unanimously.
- 6:30 p.m. The meeting was called back to order by Chair Samuels. Ellen Hinman joined the meeting.

Approval of Minutes

A motion was made by Robert Farlice-Rubio and seconded by Louis Bushey to approve the minutes from the June 10, 2014 meeting as presented. The motion passed unanimously with no further discussion. **Approved**

Public input

There were no members of the public present and no public comment was received.

A motion was made by Louis Bushey and seconded by Robert Farlice-Rubio to accept the resignation of Jennifer Dodge effective July 11, 2014. The motion passed unanimously with no further discussion. **Approved**

A motion was made by Louis Bushey and seconded by Robert Farlice-Rubio to authorize the hiring of Candice Kopec for the preschool vacancy at Barnet School. The motion passed unanimously with no further discussion. **Approved**

Principal’s Report

- Mike and Scott are doing the job of three people on summer cleaning with Burleigh gone.
 - The 3-8 hallway has had a major transformation; one row of lockers was taken out and will be replaced with bulletin boards. Lockers will be in classrooms for grade 7-8. Other lockers were painted and floor tiles replaced.
 - Mike contacted Robert Barnhouse of All Tech Industrial Division to look at the school’s roof. Mr. Barnhouse will make a report back to the school and next steps will be decided. Options could be the whole roof is replaced, the roof is painted, or chunks of the roof are replaced.
 - Staff attended the Summer BEST Institute conference; this was the best conference Principal Gonyaw has attended and this is the 6th year of attending.
 - The preschool teacher has been hired; there are two more positions to hire.
 - The summer ELOP session is up and running with 35-40 students attending. Donna Gaston organized the session.
- (Full Principal’s Report attached)

Superintendent’s Report

The Superintendent’s Report was emailed to Board members earlier.

-The main goal from the recent Administrative Team retreat was to come up with 5 to 6 concrete goals to be addressed. The Common Core will force some goals set in the past to happen, such as having a technology rich environment. The Team looked at ways to create very tangible goals to help move forward and get the biggest bang for the buck. Those goals will be shared with the Board in September.

-Standards of Behavior were shared; the Team spent time discussing this and how to set a standard and tone within each school. The Admin Team is supportive of this document; it will be presented to staff and added to handbooks. Superintendent Forest is looking for Board support of these standards of behavior. Barnet does not have an employee handbook; that will be developed.

-Pat Amsden started this week as CCSU’s Business Manager. She is working through some software issues now. She will work on getting budget documents out in a timely manner. The practice of encumbering items has not occurred at CCSU and Pat will be working on that as well.

Facilities Director Position

Principal Gonyaw put together a job description based on what Burleigh did and information gathered from colleagues. Historically the facilities director has been a full time position and that person was also the day-time janitor. The facilities director position alone is not full time and could be a .75 FTE position. If some of the custodial duties were added, it could be a 1.0 FTE. There was discussion on how to divide the duties and if 2.5 FTE would be enough. Principal Gonyaw suggested starting at 2.5 FTE and increasing to 2.75 if necessary. Louis suggested having some procedure development for contracting in the job description (in conjunction with CCSU business office). Also in item 15, Louis suggested that the Facilities Director should not “recommend” contractors but should solicit bids on projects over \$3500. A motion was made by Louis Bushey and seconded by Robert Farlice-Rubio to authorize Principal Gonyaw to advertise for the Facilities Director as described, with the modification to a .75 FTE. The motion passed unanimously with no further discussion.

Approved

Retreat

The retreat will be held on Tuesday, August 12, 2014 (in lieu of the regular meeting) beginning at 5:00 at Shellie Samuels’ house (609 Barnet Center Road).

Superintendent Forest suggested one item to discuss is policies - CCSU and Board policies and how to work through those. Louis said there was a committee made up of representatives from each Board that had been charged with looking at policies. Bobby suggested making a list of the less contentious policies, go through those first, and work up to the more difficult ones. Louis asked Superintendent Forest for an updated policy manual.

Playground Committee Formation

There was discussion at the last meeting of having the committee made up of staff and students so school will need to be in session before the committee meets.

Other Business

None

Future agenda items

-Hiring – for Facilities Director and Special Ed/Tier Support position. Interviews can be held the week of July 28th, candidates brought to the Superintendent for review on August 4. Louis volunteered to be on the hiring committee for the Facilities Director and Bobby volunteered to be on the hiring committee for the Special Ed/Tier Support position. **A meeting is scheduled for Wednesday, August 6, 2014 at 6:00 p.m. to review the candidates.**

-Policy Discussions – September

-Back to School Night/Open House Discussion – Retreat

-Strategic Planning – Retreat

Adjournment

A motion was made by David Warden and seconded by Robert Farlice-Rubio to adjourn the meeting. The motion passed unanimously and the meeting was adjourned at 7:42 p.m.

Respectfully Submitted,

Robert Farlice-Rubio, Board Clerk
Ellen Hinman, Recording Secretary



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Barnet School Mission Statement

Barnet School strives to be a supportive community of learners in which every member meets the highest standards.

**PRINCIPAL'S REPORT
To The School Board
July 8, 2014**

1. Facilities

- Mike and Scott are making great progress on summer cleaning. They created a cleaning schedule that doesn't involve hauling all classroom items to the gymnasium, but rather cleans a few rooms at a time. This system is allowing teachers to access their materials, ELOP to have a location and supplies, and summer cleaning to be done in a more efficient manner.
- The 3-8 hallway has had one set of lockers removed, the remaining lockers painted, a wall readied for bulletin boards, and the floor tiles replaced.
- Mike contacted Robert Barnhouse from All-Tech Industrial Division who took samples, inspected the roof, and took pictures. We are awaiting his findings and next steps.

2. MTSS (Multi-Tiered Systems of Support)

- Cathy Browne, Angel Roy, Mel Staats, James Lamar, Billy Jo Roberts, Melissa Bushey and Shawn Gonyaw attended the MTSS strand at the Summer BEST Institute.
- The strand focused on putting systems in place to support student achievement across all three tiers of instruction.
- The team conducted an implementation rubric and created action steps to move us forward.
- We worked to arrange our school schedule to support data analysis, curriculum planning, and student achievement planning meetings. Cathy Browne is taking on the role of "chief facilitator" for our Professional Learning Committees in this area.

3. Hiring

- Preschool teacher interviews were conducted over the past week. The hiring team is excited about the finalist.
- This nearly concludes hiring for this school year!

4. ELOP

- Donna Gaston and her staff began the summer ELOP session this week. We have between 30-45 students signed up to attend the various sessions.
- Students are engaging in gardening, swimming lessons, nature exploration, and more.
- Donna and her staff have created an efficient and exciting start to the summer experience.