

**Mansfield School Committee Meeting
Workshop
Minutes for Tuesday, August 9, 2016
Superintendent's Office**

An **Open Meeting** of the Mansfield School Committee was held at the Superintendent's Office on Tuesday August 9, 2016. The open meeting session was opened and called to order by Kiera O'Neil at 6:45 pm.

Members Present:

Kiera O'Neil, Chair
Lynn Cavicchi, Vice Chair
Lauren Scher

Also Present:

Zeffro Gianetti, Superintendent of Schools

Members Absent:

Linda Fernando
Jenn Walsh

Video Taping: No

This workshop was held to work on Superintendent Gianetti's goals moving forward as well as setting Expectations for the School Committee and Superintendent.

Superintendent Goals:

Professional Practice: Zeffro Gianetti has set a goal to spend more time at the schools. The workshop continued with discussions on what Superintendent Gianetti would do while at the schools and what specific goals could be set in order to measure success.

Continuity: check all classrooms for specific things such as agendas on the board, methods to close out a class, etc.

Sense of Building: Sense the tone of each building, engage with principals

Availability: Make himself available to meet with principals.

Student Learning: Zeffro Gianetti indicated the difficulty in measuring these goals across the district. Each school and group of students must be evaluated differently. Measurability and understanding is difficult. He suggested looking at "At Risk" students and showing growth as a goal. However, it is just a portion of our student population. There was continued conversation on how these could be measured year to year. One suggestion was to set different measurability goals by school. On the other hand, there was the desire to keep things as simple as possible.

It was determined to proceed as follows:

Focus on High Needs at these levels-

Elementary

Middle

High School

At the upcoming Administrative Team retreat:

Establish a draft of goals based on above

Discuss/finalize goals at Sept 12, 2016

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Technology: It was proposed that going forward the technology plan will be a three year vs five year plan. It was suggested that the plan split between digital learning and technical integration. An additional goal will be added: Technology Professional Development (How to use technology in the classroom.)

Communication: How do we report out on plans and progress? Where do we fall on the strategic plan time line? Do we update or start new? What is the best way of getting the information to the public? It was decided that the committee would come up with a plan for the upcoming year.

School Committee and Superintendent Expectations:

The committee and superintendent discussed various ways to communicate going forward. For example, the committee asked Mr. Gianetti to keep them in the loop on all new initiatives, school improvement plans, updates on goals. Mr. Gianetti will continue updating the committee on a weekly basis using the emailed weekly report.

The committee would like to get regular progress reports during meetings such as enrollment updates. For financials, the committee would like to see quarterly updates of budgets vs actuals, capital updates, information on grants. On the budget, identify the % of money is from the town, vs the state vs grants. Superintendent Gianetti asked that the committee provide some guidance prior to meetings on any significant issues they intend to question or discuss.

The intent of these ideas is to open up communication between committee, central office and business office.

To do:

- Fall agenda item on enrollment possibly with NESDEC
- Fall joint meeting with School Committee, Selectmen, Fincom on Capital document
- Send out draft of Yearly School Committee agenda items to committee for review
- Workshop in October regarding Special Education. Invite FINCOM and school attorney

Motion to adjourn: At 9:11 p.m., Kiera O'Neil asked for a motion to adjourn. Lynn Cavicchi motioned to close the open meeting with a second by Lauren Scher.

Motion U.C. 3-0

Respectfully Submitted,
Diane Nugent
Secretary to the
Superintendent &
School Committee