

MANCHESTER COMMUNITY SCHOOLS  
NEW GOVERNANCE TEAM WORKSHOP

Tuesday, July 29, 2025

6:00-9:00 p.m.

The Workshop meeting was called to order by President Sandra Wiitala at 6:03pm. Members present: Sandra Wiitala, Michael Tindall, Jennifer Caszatt, Colleen Schoenfeld, Rebecca Harvey, Brandon Woods.

The Agenda was approved by All yes (6-0)

1. Welcome/opening comments a. Why are we here?

SH: To get/be on the same page, be a team, don't have to like the person but have respect, critical to board and super success. John: Community expects you to be as professional as possible.

2. Retreat ground rules

Went over rules at bottom, no additions requested by board.

3. Shared interests

Michael: been volunteering here in Manchester over 60 years, went here K-12, wants the best for Manchester, even if his idea isn't the best one or chosen.

Sandra: If it were up to her would take care of all kids, but can't so might as well focus on our kids here in Manchester.

Rebecca: parents both teachers so has always been involved in education, when she had her kids, wanted to be involved and make sure they had access to the resources they needed to be successful.

Jennifer: Her kids all graduated here and had great opportunities, since then there are less available, wanted to be on board to be a part of the team, wants to communicate respectfully, do what's best for the district.

Brandon: to be a voice for parents and families, number one here for the students

Colleen: Strengthen district as it strengthens town, and vice versa

Steve: Focus on consistency and accountability. Communicate more than we think we need to.

4. Board-Superintendent roles & responsibilities

a. Best practices (attachment)

b. MCS Policies (attachment)

5. Communication

a. Communication between Board and Superintendent

b. 0143.1 – Public Expression of Board Members (attachment)

c. 3112 & 4112 – Board-Staff Communications (attachments)

d. 9130 – Public Complaints (attachments)

6. MCS Governance Team operating norms

- a. Pearls of Wisdom (attachment)
- b. Best practices (attachment)
- c. Establish norms (attachment)
- 7. Questions/concerns
- 8. Closing thoughts

#### Ground rules

Actively engage in discussion Ask questions to check for understanding  
Actively listen to one another Focus on the greater purpose  
Value our differences Assume positive intent  
Respect individual opinions/perspectives Cell phones silenced, put aside  
Respectfully dissent – address issues, not people

Public Participation - None

Other - None

Motion by Caszatt, support by Wiitala to adjourn meeting at 8:59pm. Roll call vote: All yes (5-0)

Kind regards

A handwritten signature in black ink, appearing to read 'Colleen Schoenfeld', written in a cursive style.

Colleen Schoenfeld  
Board of Education Secretary  
CS/dm