

**Regular Board of Education Meeting – Amended and Approved Minutes
September 5, 2018, 7:00 p.m.
Town Hall Meeting Room**

Present Board Members: Jenny Emery, Mark Fiorentino, Lynn Guelzow, Melissa Migliaccio, Sarah Thrall, Rosemarie Weber, and Brandon Webster.

Melissa Migliaccio called the meeting to order at 7:01 p.m.

I. Administrative Reports

I.A. Superintendent's Announcements

- Dr. Addley welcomed everyone back to another school year and recognized students and staff members for their patience as well as parents for their flexibility during the last week with the heat. He stated the benchmark he looks for is the temperature hitting 90 degrees with the heat index at 95 degrees. It is not a perfect science but we do what we can to keep the kids safe.
- Thank you to Katie Busbey, Jennifer Miller and Lindsay Zuck for running the summer school programs this year.
- Paul Jones, Principal at Pomperaug High School, will be joining Dr. Addley at Board Meetings this year as his mentee.
- Welcomed 25 new staff members this year with three full days of teacher orientation.
- Dr. Addley recognized Shannon Sullivan, new Director of Facilities for doing a tremendous job with the summer projects. He also thanked the Board for visiting the schools after their retreat.
- The three Kindergarten teaching assistants were reinstated over the summer. Overall, the district was meant to decline by 44 students but we did not lose students and remained level.
- The late bus began today and is a work in progress. The bus will depart the middle school/high school at 4:15 p.m. Monday through Thursday. Dr. Addley stated CREC has done a super job this year and there have been very few bus issues and it was an extremely smooth opening.
- Will be rolling out a new software package called StopIt, which is part of an anti-bullying campaign and is an anonymous way for students to make a report about bullying.
- The district is working on a collaborative effort to purchase fuel with the town for buses.
- The childcare survey completed prior to school ending last year indicated parents would like childcare in the schools. It looks as though we will move forwarding providing childcare in the school system provided by the YMCA.
- A small group of foreign teachers will be joining Granby from Pakistan in October/November. They have also visited Vernon and Ellington.
- Open houses begin this week. Check the website for further details.
- NEAS&C accreditation visitation is September 23-26 and a very important event on the calendar. The high school looks forward to hearing what they have to say and have submitted their self-study.
- Dr. Addley recognized Christopher Tranberg and the Wellness Committee for receiving the Farm-to-School grant totaling \$40K over a two-year period.
- Student achievement data is in and SAT and AP data is very encouraging. With regard to SBAC, not all DRG comparisons are available yet. There is some improvement in ELA and Math. The district Achievement Report will be presented the first meeting in October.
- You will notice a new flashing sign for school zone installed by the Department of Transportation on Route 189 near the high school. This will be a 25 MPH zone. Also trying to get the crosswalk painted.
- The next regular Board Meeting will be held on Tuesday, September 18th due to the Jewish Holiday on September 19th.

I.B. Teaching & Learning

Christopher Tranberg introduced Katie Busbey, Jennifer Miller and Lindsay Zuck and thanked all three staff members for their work stating the level of collaboration was very impressive. Summer programming this year was different and innovative and the district dismantled the look and impression that summer school was a special education program. Ms. Katie Busbey, Summer Enrichment Academy Director; Lindsay Zuck, Director of Drama Camp; and Jennifer Miller, Director of Camp Kelly presented an overview of the programs held this past summer. Ms. Zuck ran the summer drama academy and stated Hartford Stage sent over 4 teaching artists. 51 students Grades 4 through 9 attended this year versus 63 last year and 6 Open Choice students attended. New this year, students wrote their own scripts. Sarah Thrall inquired if students could be interns and Lindsay stated older students could be helpers but the interns are older than high school age and are hired through the Hartford Stage.

Katie Busbey and Jennifer Miller presented together on the new Summer Enrichment Academy and spoke about the difference in the program versus last year stating students were able to choose to take enrichment classes, such as, drawing bonanza, strings, Spanish, child vs. wild, etc. Enrollment for academic classes was presented and a total of 187 were enrolled (academic and enrichment) which was 87 more than the year before. Average weekly attendance was 101 per week up from 70. 32 Open Choice students attended and 71 students were special education students who also were able to participate in the enrichment activities. 22 teachers participated in the program. Jen Miller spoke about the math and reading lab, which was highly structured with specific needs for small group settings. Last year 61 students were tutored vs. 31 this year realizing fewer tutoring hours due to inclusion of the reading and math labs. A survey was sent to parents at the end of the camp and 97.1% of families felt there was a good variety in course offerings. In the future, Katie stated she would love to be able to recruit teachers early in order to advertise in the brochure and would also love to explore some high school options such as SAT prep and college essay writing as well as increase the promotion in Pre-K for Kindergarten offerings.

I.C. Business Manager's Report

Ms. Anna Robbins, Business Manager, presented the June 2018 and July-August 2018 statement of accounts. FY18 ended with a positive balance of \$4,542. Special education expenditures were unfavorable at \$285K and regular education expenditures favorable at \$289K. Salaries and benefits were favorable at \$172K. Although provisions were made for the possibility of an over-budget condition for FY18, no additional appropriation from the town was needed. FY19, as of August 31st is showing a negative forecast of \$309K. Special education expenditures are projected to be unfavorable at \$315K. The driving factor for this is out-of-district placements for special education students. Additionally, an additional 4 special education Teaching Assistants have been added to the budget in order to accommodate student needs. Revenue to the town reflects a projection of additional excess cost funding of \$102K. The Quality and Diversity Fund shows an unfavorable forecast at \$37K. Melissa Migliaccio thanked the administration and Anna Robbins for hiring back in the Kindergarten Teaching Assistants and for being creative in finding a way to make that happen. Lynn Guelzow inquired about the \$315K negative balance and expressed concerns of continually funding special education costs from the regular education budget. Dr. Addley stated many placements do not happen until the end of the school year or over the summer and there is little the district could have done differently.

II. Public Comment

There were no public comments this evening.

III. Consent Agenda

III.A. Minutes

A motion was made by Melissa Migliaccio and seconded by Brandon Webster to adopt the consent agenda for the draft minutes of June 20, 2018. This motion passed at 7:46 p.m. with two abstentions (Lynn Guelzow and Sarah Thrall). A motion was made by Melissa Migliaccio and seconded by Jenny Emery to adopt the draft minutes of the BOE Retreat on August 27, 2018. Lynn Guelzow noted a typo in the "Board Strategic Planning" section and also inquired if the discussion regarding "BOE Governance and Self-Evaluation" could be expanded. Dr. Adley will amend the minutes. This motion was tabled until the next meeting.

IV. Old Business

There was no Old Business to report this evening.

V. New Business

V.A. CABA Board Recognition Awards

The Board discussed applying for the CABA Board Recognition Awards again this year. Melissa Migliaccio stated the Board should apply as they are a member of CABA which is a professional organization and that Granby is recognized every year. The Board was in support of the application.

V.B. FY18 Year-End Budget Transfers

A motion was made by Jenny Emery and seconded by Rosemarie Weber that the Granby Board of Education approve year-end budget transfers for FY18 as recommended by the Business Manager and Finance Subcommittee. This motion passed unanimously at 7:52 p.m.

VI. Miscellaneous

VI.A. Board Standing Committee Reports

VI.A.1. Curriculum/Policy/Technology/Communication

Rosemarie Weber reported this subcommittee met this evening and discussed activities that occurred over the summer including 44 curriculum writing projects; generations mentoring program is up and running; work with the Connecticut Center of School Change and equity; Farm-to-School grant; policy updates - still some work to do; two policies came to the subcommittee in the spring, Reports of Suspected Abuse, due to change of statute and Live Animals - both will remain in subcommittee for further discussion. The final topic discussed was about the guidance program and losing the developmental guidance curriculum.

VI.A.2. Finance/Personnel/Facilities

Jenny Emery reported this subcommittee met this evening and discussed the Statement of Accounts and transfers. Administration updated the subcommittee on IBAC activities and engaging in a Memorandum of Understanding related to the purchase of diesel fuel for our buses, which will improve the process for safety in how the buses are fueled and at a lower cost. This was reviewed and supported. Received a full update on the middle school oil tank removal and remediation. The removal came in under budget and the savings of \$14K. Also discussed other underground oil tanks in the district to include in our large capital expenses. Roofs on the schools are included in CPPAC numbers but the membrane on one of the high school buildings is not going to last much longer. Monitoring going on now on different ways to approach this. Proposal will be to move forward with replacing the membrane without seeking state reimbursement and would get it done by Christmas. This will require a special appropriation. Memo forthcoming to full Board with a cost of approximately \$140-\$180K. The investigation into solar had stopped due to the virtual net metering limit by Eversource and no legislation was passed to increase that number. Apparently, Eversource got in touch with our own staff and now has room for Granby.

VI.B. Other Board-Related Reports

VI.B.1. CREC/CABE

Mark Fiorentino reported that CREC has not met and, unfortunately, Mark will not be able to attend the next meeting on September 19th. Melissa Migliaccio will confirm the date with CREC if another Board member would like to attend. Mark Fiorentino stated he will get the full minutes from the meeting if no one can attend.

VI.B.2. Granby Education Foundation

Jenny Emery reported there is a new process for rolling grants. The next meeting is on Monday, September 17th.

VI.B.3. Start Time Study

Dr. Addley reported the first meeting of the Start Time Study Taskforce will be held on Monday evening, September 24th.

VI.C. Calendar of Events

Melissa Migliaccio stated the high school open house is still on tomorrow night despite early release. There is a CPPAC meeting tomorrow night – thank you to Jenny and Mark for attending.

VI.D. Board Member Announcements

There were no Board member announcements.

VI.E. Action Items

Amend draft minutes from the Board Retreat; send memo regarding high school roof to the Board; and, follow-up on CREC Council Meeting on 9/19.

VII. Executive Session/Non-Meeting

A motion was made by Jenny Emery and seconded by Brandon Webster to adjourn the meeting and enter into an Executive Session to discuss the Superintendent's contract. This Motion passed unanimously at 8:09 p.m.

Respectfully submitted,

Rosemarie Weber
Board Secretary