

**East Granby Board of Education  
Regular Meeting Minutes for  
Monday, September 11, 2017**

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**Board Members Present:**

Mr. Bob Ravens-Seger  
Mr. John Welsh (7:05)  
Mr. Joe Doering  
Mr. Jim Feeney  
Mr. Rob Crocker  
Mrs. Karey Pond  
Mrs. Sharon Shepherd  
Ms. Jennifer Cook

**Others Present:**

Dr. Christine Mahoney, Superintendent  
Ms. Lisa Kline, Board Clerk  
Mr. William Pitney, Visitor  
Mr. Oliver Davis, Visitor

**Board Members Absent:**

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**I. Call to Order and Pledge of Allegiance**

With a quorum present, Chairperson Bob Ravens-Seger called the meeting to order at 7:02 p.m., and all recited the Pledge of Allegiance.

**a. Approve minutes from the August 14, 2017 and the August 17, 2017 special meetings, and the August 28, 2017 regular meeting**

**MOTION:** a motion was made by Mr. Crocker, seconded by Mr. Feeney to approve the August 14, 2017 special meeting minutes as presented. (FOR: Mr. Doering, Mr. Feeney, Mr. Ravens-Seger, Mr. Welsh, and Ms. Cook. ABSTAINED: Mr. Crocker, Mrs. Shepherd and Mrs. Pond)  
**Motion approved.**

**MOTION:** a motion was made by Mr. Feeney, seconded by Ms. Cook to approve the August 17, 2017 special meeting minutes as presented. (FOR: Mr. Doering, Mr. Feeney, Mr. Ravens-Seger, Mr. Welsh, and Ms. Cook. ABSTAINED: Mr. Crocker, Mrs. Shepherd and Mrs. Pond)  
**Motion approved.**

**MOTION:** a motion was made by Ms. Cook, seconded by Mr. Crocker to approve the August 28, 2017 regular meeting minutes as presented. Mrs. Pond would like the minutes to reflect, under item VII. Comments from Visitors, that some visitors indicated there is a lack of transparency due to the inability to access board members.

**MOTION:** a motion was made by Mr. Feeney, seconded by Mr. Crocker to approve the amended minutes as presented. (FOR: Mr. Doering, Mr. Feeney, Mr. Ravens-Seger, Mr. Welsh, Ms. Cook, and Mrs. Pond. ABSTAINED: Mr. Crocker, Mrs. Shepherd and Mr. Welsh).

**b. Additions to Agenda – Dr. Mahoney would like to add item IIIb. Capital Budget to the agenda.**

**MOTION:** a motion was made by Mr. Feeney, seconded by Mr. Crocker to add item IIIb. Capital Budget to the agenda.

**c. Comments from visitors regarding agenda items – None**

**II. Chairperson's Report**

**a. School Lunch Program Update**

Dr. Mahoney reported that she met with Mr. DeMelo, Mr. Phelan, Mrs. Greco, and the four high school students twice since the last board meeting. At the first meeting, the administration clarified what needed to be done to move the process along and learned that they did not survey the entire student body about what they would like to eat. The students created a survey last Fall but it was not administered so they revised the survey with Mr. DeMelo's assistance and administered it last week. At the second meeting, they did a quick analysis of food items, created a list, discussed vendors, and narrowed the list. Mr. DeMelo and Mr. Phelan will talk with the class advisors and contact

vendors, so will Mrs. Greco. The next meeting will include other class officers and advisors. They will decide what class will sell particular items and when. John Welsh asked if the students would be contacting the vendors. Dr. Mahoney replied that the class advisors, administration, as well as Mrs. Greco will be contacting the vendors. Sharon Shepherd suggested having student representatives attend the meetings. Dr. Mahoney informed the board that class advisors and officers will be attending future meetings.

**b. Elect Communications Chairperson**

John Welsh commented that Sharon Shepherd's networking ability would be beneficial to the board of education and help in communicating information.

**MOTION:** a motion was made by Mr. Welsh, seconded by Ms. Cook to nominate Sharon Shepherd as the new Chairperson of the Communications Sub-Committee. **Motion approved unanimously.**

**III. Superintendent's Report**

**a. Policy 5139 FIRST READ**

Dr. Mahoney met with the policy sub-committee to discuss adding a co-op fee for students playing on co-op teams to help offset the cost of athletic supplies and expenses. Dr. Mahoney reviewed policy 5139, the waiver, and the Pay to Participate memorandums. The existing language of the policy, waiver, and memorandums will not change. However, the policy sub-committee proposed adding new language to the memorandums indicating that if a student is participating in a co-op, the students are responsible for the Pay to Participate fee and East Granby Public Schools will then pay the subsidiary fee to the co-op town on behalf of the student. Mr. Feeney asked if the Pay to Participate fee could be spread out in payments for families with financial difficulties. Dr. Mahoney said they can pay half the first semester and half the second semester, if they complete a waiver. We will review each case individually. Mr. Feeney hopes that the administrators can work with families and spread out the payments especially for sports in which the equipment is costly. Dr. Mahoney noted that the district established a fee structure and students approved for free/reduce milk will automatically be excused from the fees. Families can also complete a waiver and submit it to the principal. Karey Pond asked how early the families are notified about the fee. Dr. Mahoney replied that the athletic director informs parents at the end and beginning of every school year. They also discuss it with students when they transition.

**b. Capital Budget**

Dr. Mahoney distributed copies of the Five Year Capital Needs Project Inventory spreadsheet. Discussion about capital budgets will take place at the next Board of Finance (BOF) meeting. The Board of Education reviewed the spreadsheet last Spring, but Dr. Mahoney would like board members to review it again and reflect any changes they would like to make. Dr. Mahoney reviewed the projects that were completed in the 2016-2017 fiscal year and reviewed projects that need to be addressed in 2017-2018. She also suggested adding a column for 2021-2022 because the BOF likes to see a five year projection. Some of the completed jobs include carpet replacement at the middle school, boiler replacement and dehumidification installation at Carl Allgrove School, security initiatives, and air duct cleaning at R.D. Seymour School. Some of the projects planned for 2017-2018 include HVAC issues and boiler replacement at the high school as well as new doors for the lavatory, auditorium and accessing the roof. The LED project at Carl Allgrove was just completed. Our LED cost savings will be noted on the invoice and we will continue to discuss the possibility of installing air conditioning at Carl Allgrove School.

Bob Ravens-Seger commented that some of these projects might be taken care of by the Bonding Committee and suggested putting together a proposal. Jim Feeney suggested

holding off until we know what the governor's budget is. Sharon Shepherd asked why the air duct cleaning at the middle/high school cost more than the cleaning at R.D. Seymour School. Dr. Mahoney explained that they are different systems. Dr. Mahoney reminded board members that the expenses for the proposed projects are not fixed; they still have to go out to bid. Sharon Shepherd asked why the parking lot at Carl Allgrove School is listed in both the 2017-2018 and the 2019-2020 fiscal year. Dr. Mahoney explained that originally the parking lot only needed resurfacing but has since become more problematic. Joe Doering recalls the BOF asking the BOE what the BOE *had to have in capital* and inquired what the BOF is asking from us this year. Dr. Mahoney explained that the list she distributed is the same list shared with the BOF, but we have not been given direction for 2017-2018. It was listed on the BOF meeting agenda that they want information from us at their next meeting.

#### IV. Committee Reports

- a. **Policy** – Bob Ravens-Seeger reported that the policy sub-committee recently met to discuss policy 5139 which was discussed in item IIIa. and Dr. Mahoney reported that she received statutory changes from the state legislature to insure that individuals working with students are properly screened.
- b. **Budget** – Joe Doering reported that the state budget looks like it is getting a little better.
- c. **Curriculum** – Dr. Mahoney reported that there are a number of curriculum areas for which we are making revisions.
- d. **Facilities** – Dr. Mahoney reported that the playground at Carl Allgrove School will be finished soon. They are waiting on parts, mulch, and sand before they can have it inspected. Sharon Shepherd asked if the mold in the cafeteria at Carl Allgrove was removed and asked why carpet was installed in the hallways at Carl Allgrove School when there is considerable moisture due to the lack of air conditioning. Dr. Mahoney reported that the mold was properly removed and they installed a dehumidifier. Dr. Mahoney also reported that the carpeting has a special backing that prevents moisture and mold from accumulating. As mentioned at the last BOE meeting, Dr. Mahoney suggested writing a formal letter to the BOF requesting funds for all of the unexpected expenditures that took place over the summer. A letter has already been prepared. Mr. Feeney recalls that Bob Ravens-Seeger was going to talk with Dave Kilbon before sending the letter. Jennifer Cook suggested adding Approving the Letter to the BOF to the next BOE meeting agenda. Dr. Mahoney reminded the board that any official documents from a meeting have to come from the minutes and/or the Superintendent. Karey Pond asked what caused the mold at the middle school. Dr. Mahoney commented that it was probably from the periodic leaks in the roof, but they cannot be sure; they also had to shovel snow off the roof a few years in the past. Bob Ravens-Seeger announced that the Bonding Committee checked the roofs of all the school this past summer. The roof at Carl Allgrove School seemed to be in better condition than the middle/high school roof even though it is older.
- e. **Negotiations** – Negotiations for the administrators' contract should begin this October.
- f. **Communications** – John Welsh was concerned that the First Selectman had difficulty locating the BOE's letter to the community regarding their response to the efficiency study and would like to provide a link for the public to access the document online as well as where to obtain a hardcopy in the next edition of Let's Talk Turkey. Joe Doering shared that the tax payers are saying that we never explored a regional high school in East Granby, in which a cluster of towns gather to form a high school. Jim Feeney recalls discussing it. Mr. Doering agreed that we may have talked about it but our language says a host high school which is different and suggested addressing that. Dr. Mahoney recalls the meeting where they talked about the process and what it involved; that is not what Joe Townsley reported on. John Welsh referred to section 2.3

of the letter to the community and the chart of recommendations from the efficiency study that indicates proper wording, “Exploration into regionalization and host high school possibilities was completed. No significant savings were found”. To put an end to it, Joe Doering would like to state that neighboring high schools were not interested in a regionalized high school. John Welsh recalls Joe Townsley’s suggestion was to have East Granby High School students attend another high school. That high school would host East Granby high school students in their facility not a separate high school.

## **V. Recommended Actions**

### **a. Approve June 2017 Financials**

**MOTION:** a motion was made by Mr. Feeney, seconded by Mr. Welsh to approve the June 2017 Financials as presented. (FOR: Mr. Ravens-Seger, Mr. Welsh, Mr. Doering, Mr. Feeney, Ms. Cook. ABSTAINED: Mrs. Shepherd, Mrs. Pond, and Mr. Crocker). *Motion approved.*

### **b. Approve July 2017 Financials**

**MOTION:** a motion was made by Ms. Cook, seconded by Mr. Welsh to approve the July 2017 Financials as presented. (FOR: Mr. Ravens-Seger, Mr. Welsh, Mr. Doering, Mr. Feeney, Ms. Cook. ABSTAINED: Mrs. Shepherd, Mrs. Pond, and Mr. Crocker). *Motion approved.*

## **VI. Agenda Items for Future Meeting**

### **a. Approve Letter to the BOF**

### **b. Approve Policy 5139**

## **VII. Comments from Visitors**

Mr. Oliver thanked Dr. Mahoney for meeting with the high school students to discuss the school lunch.

## **VIII. Executive Session – Attorney – Client Privileged Information – Postponed until the September 13, 2017 special BOE meeting.**

## **IX. Adjournment**

**MOTION:** a motion was made by Mr. Welsh, seconded by Mrs. Pond to adjourn the meeting. *Motion approved unanimously.* The meeting was adjourned at 8:44 p.m.

Respectfully submitted,

Lisa A. Kline, Board Clerk

*These minutes are issued pending Board of Education approval.*