

**East Granby Board of Education
Regular Meeting Minutes for
Monday, November 13, 2018**

Board Members Present:

Mr. Bob Ravens-Seger
Mr. Bob Paskiewicz
Mr. John Welsh (8:53 pm)
Mrs. Sharon Shepherd (7:04 pm)
Mr. Jim Feeney
Mrs. Lucia Ziobro
Mr. John Ziobro

Others Present:

Dr. Patricia Charles, Interim Superintendent
Mrs. Sherry Holmes, Business Manager
Ms. Lisa Kline, Board Clerk
Jordan Kott, Student Representative
Dr. Sarah Faulkner, EGMS Science Teacher
William Pitney, Visitor

Board Members Absent:

Mrs. Karey Pond
Mr. Rob Crocker

I. Call to Order and Pledge of Allegiance

With a quorum present, Bob Ravens-Seger Chairperson, called the meeting to order at 7:00 p.m., and all recited the Pledge of Allegiance.

- a. Approve Minutes from the October 2, 2018 special meeting, the October 9, 2018 regular meeting, the October 22, 2018 policy sub-committee meeting, the October 22, 2018 regular meeting, and the October 23, 2018 facilities sub-committee meeting**

MOTION: a motion was made by Bob Paskiewicz, seconded by John Ziobro, to approve the October 2, 2018 special meeting minutes with the following amendment: change “Superintendent’s Evaluation” to “Student Matter” in item II. (FOR: Bob Ravens-Seger, Bob Paskiewicz, John Ziobro, and Sharon Shepherd. ABSTAINED: Lucia Ziobro and Jim Feeney). **Motion approved.**

MOTION: a motion was made by Jim Feeney, seconded by John Ziobro, to approve the October 9, 2018 regular meeting minutes with the following amendments: change “company” to “companies” in line 25 under item IVa.; change “cover” to “covered” in the last line of item IVa.; change “represent them” to “assist in the process” in line nine under item Va.; delete sentence 12 in item Va.; change “10the 222” to “section 10-222” in line two of item VIa. (FOR: Bob Ravens-Seger, Bob Paskiewicz, Sharon Shepherd, John Ziobro, Lucia Ziobro. ABSTAINED: Jim Feeney). **Motion approved.**

Bob Paskiewicz suggested having the policy sub-committee review the policy regarding board minutes.

MOTION: a motion was made by John Ziobro, seconded by Bob Paskiewicz to approve the October 22, 2018 policy sub-committee meeting minutes as presented. (FOR: Bob Ravens-Seger, Bob Paskiewicz, Lucia Ziobro, John Ziobro, Sharon Shepherd. ABSTAINED: Jim Feeney). **Motion approved.**

MOTION: a motion was made by John Ziobro, seconded by Bob Paskiewicz to approve the October 22, 2018 regular meeting minutes with the following amendment: change “surprised” to “dismayed” in line 15 on page two. (FOR: Bob Ravens-Seger, Bob Paskiewicz, Lucia Ziobro, John Ziobro, Sharon Shepherd. ABSTAINED: Jim Feeney). **Motion approved.**

MOTION: a motion was made by Bob Paskiewicz, seconded by John Ziobro to approve the October 23, 2018 facilities sub-committee meeting minutes with the following amendments: change “to the pole” to “from the pole to the building” and delete the last paragraph in item IIb. starting with High School. (FOR: Bob Ravens-Seger, Bob Paskiewicz, Lucia Ziobro, John Ziobro. ABSTAINED: Jim Feeney and Sharon Shepherd). **Motion approved.**

- b. Additions to Agenda - None**

Jim Feeney thanked the schools for a meaningful Veterans Day celebration.

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

II. Student Representatives Report

Jordan Kott reported that students and staff were encouraged to wear blue on November 15, 2018 for Children’s Grief Awareness Day. The choir will be participating in the NCCC competition. The girls’

soccer team made it to the quarter finals. The girls' swim team is undefeated. Cross Country is doing well. Soccer Under the Lights was a huge success. There will be a blood drive on November 16, 2018. An A Capella group was invited to perform for the students. The student council and the National Honor Society coordinated a food drive. The Future Business Leaders of America organized a bake sale on Veterans Day to support Wounded Warriors. The field trip to New York City on November 7, 2018 went well. Lastly, the chorus will perform at a Wolf Pack hockey game in December 2018.

III. Correspondence

Bob Ravens-Seger read a letter from Victoria Hebel, middle school science teacher, announcing her retirement.

MOTION: a motion was made by Jim Feeney, seconded by Bob Paskiewicz to regretfully accept Victoria Hebel's retirement notification. *Motion approved unanimously.*

IV. Chairperson's Report

a. Board of Education Meeting Calendar 2019

A copy of the Board of Education 2019 meeting calendar was previously sent to board members. The board members reviewed and discussed the meetings dates for 2019. A vote to approve the calendar will take place at the November 26, 2018 board meeting.

V. Superintendent's Report

a. CSDE Child Nutrition Program – Authorized Signatures

Dr. Charles explained that due to the Dr. Mahoney's absence, the CSDE Child Nutrition Program that we participate in requires board approval and the board secretary's signature authorizing Dr. Charles and Sherry Holmes to be signers for claim reimbursement for the (milk) program.

b. School Year Calendar 2019-2020

Dr. Charles announced that the Professional Development Evaluation Curriculum (PDEC) Committee chose some professional development days for 2019-2020 that conflict with the non-certified union contract. New dates will be selected and a calendar will be presented at a future board meeting.

c. Payroll Update

Dr. Charles shared that outstanding payroll issues continue to be addressed. As requested, a list of longevity pay for non-certified staff was provided to the union president and a perfect attendance list is being prepared. Everyone has been paid. MPP will be discussed later in executive session. The board members thanked Dr. Charles for the update they received on November 9, 2018.

VI. Committee Reports

a. Policy – A policy sub-committee meeting was scheduled for November 26, 2018 at 5:00 p.m. in the high school library.

b. Budget – Nothing to report at this time.

c. Curriculum – John Ziobro suggested taking a look at the math curriculum to help higher the math scores. Jim Feeney suggested checking to see if students are properly prepared to take the exam. Sharon Shepherd suggested looking for the missing piece rather than changing the curriculum. Dr. Charles will ask the Curriculum Director to attend the next board meeting.

d. Facilities – The heating at R.D. Seymour School is expected to be repaired by January 2019. The repair is not covered under warranty and will cost approximately \$18,000. John Ziobro commented that the heating issue is probably the cause of the increase in electricity usage. A facilities sub-committee meeting will be scheduled with Dave Wing. At a future meeting, Bob Paskiewicz would like to discuss opening the high school gymnasium on Sundays. In the event of a Monday holiday, it has a negative impact on a Tuesday game. The community should have the opportunity use the gymnasium on Sundays. Due to the additional cost it would incur, it was recommended to discuss it when preparing the 2019-2020 budget.

e. Negotiations – Bob Ravens-Seger reported that nothing will happen until January 2019. Bob Paskiewicz suggested that board members read the current non-certified contract. A PDF copy of the contract was sent to board members for review and input.

f. Communications – Sharon Shepherd commented that the communications sub-committee stemmed from a desire for the community to know what is going on in the district especially during budget

season. Mrs. Shepherd would like to hold a communications sub-committee meeting on December 4, 2018 at the town library to discuss ways to disseminate the budget cycle and other information.

VII. Recommended Actions

b. Approve Field Trip

Dr. Charles presented a field trip for grade 8-12 students to travel to Phoenix Arizona for seven days during the 2020 April school vacation. Dr. Sarah Faulkner provided further information about the trip and how it relates to science curriculum and how it focuses on astronomy. The trip is operated by Applesseed Expeditions and the waiver is with them so we are not responsible. The location, dates, and times of departure and return are TBD. The inclusive cost (except airport food) of the trip is not to exceed \$2,795 and is the responsibility of the student. Dr. Faulkner anticipates that approximately 18 students will participate. Jim Feeney recommended cautioning the students and parents about scorpions and rattlesnakes.

MOTION: a motion was made by Bob Paskiewicz, seconded by Jim Feeney, to approve the field trip for grade 8-12 students to travel to Phoenix Arizona for seven days during the April 2020 school vacation as presented.

Motion approved unanimously.

a. Approve October 2018 Financials

Sherry Holmes reviewed the October 2018 Financial Summary. Line items #111 and 112 - Certified and Non-Certified Personnel have been encumbered. Line #250 - Unemployment Payments is in the negative and will likely continue due to a former employee collecting. Line item #340 - Data Processing will be over when Tyler Technologies works on the Munis software; the cost is \$5,120. Line item #435 - Repairs to Buildings continues to be impacted significantly. The cost for the electrical study for air conditioning at Carl Allgrove School is \$2,200. The cost for heating repairs at R.D. Seymour School was \$18,297.20. To remove/install a water fountain cooler at the middle school was \$1,635.20. The cost to replace two 3-way heating valves at the high school was \$922.93 and high school roof repairs totaled \$4,199.50. We will be reimbursed \$23,722 from the town for the fire alarm panel at the high school. Line item #510 - Student Transportation, #561 - Public School Tuition, and #563 - Private School Tuition will be encumbered as information becomes available. Line item #811 - Legal Fees will be impacted by the ongoing union issues and upcoming Non-Certified Personnel negotiations in January 2019. Mrs. Holmes concluded by reporting that a tax accountant from Mahoney Sabol will audit the payroll records after Tyler Technologies has made adjustments to the 7/6/2018 payroll and draft a memo to staff explaining what has taken place to ensure that the taxes are correct before processing the W-2's.

Bob Paskiewicz recommended modifying line item #435 - Repairs to Buildings during budget season because we always seem to exceed the budgeted amount. Lucia Ziobro is hopeful that the Shared Services Committee will assist with repairs to buildings. Sharon Shepherd inquired about the payroll tax ramifications. Sherry Holmes explained that employees that were overtaxed at the end of the 2017-2018 school year will get the money refunded when they file taxes. The amounts are not that large. The audit will ensure that everything is correct moving forward. John Ziobro asked if we received a quote for surge protectors at R.D. Seymour School.

MOTION: a motion was made by Jim Feeney, seconded by Bob Paskiewicz, to approve the October 2018 Financials as presented. *Motion approved unanimously.*

John Ziobro asked why line item #621 - Natural Gas has a zero balance. Sherry Holmes explained that everything was charged to electricity and it will be corrected in the November financials.

c. Approve CSDE Child Nutrition Program - Authorized Signatures

MOTION: a motion was made by Jim Feeney, seconded by Lucia Ziobro, to approve Dr. Charles and Sherry Holmes as authorized signers for claim reimbursement for the CSDE Child Nutrition Program as presented.

Motion approved unanimously.

d. Approve Teacher Retirement - Previously done.

VIII. Board Representative Reports

a. CREC - Nothing to report at this time.

b. CABE - Lucia Ziobro and John Ziobro will be attending a seminar on December 7, 2018 about how the Supreme Court is affecting unions. Bob Paskiewicz would like to read some of the legal updates in the 9th edition of the Practical Guide to Connecticut School Law by Thomas B. Mooney. A copy is available in the Board of Education office.

IX. Agenda Items for Future Meetings

- a. **Math Curriculum**
- b. **School Year Calendar 2019-2020**
- c. **Approve Board of Education Meeting Calendar 2019**

X. Comments from Visitors

Mr. Pitney thanked Carl Allgrove School for a well-done Veterans' Day Celebration. The turnout was fantastic. The K-2 students proudly recited poetry, the Pledge of Allegiance, and the Star Spangled Banner. They even handed out poppies to the Veterans.

XI. Executive Session - Pending Claims – AFSCME MPP

(Executive Session, if required, is held in accordance with P.A. 75-342)

XII. Adjournment

MOTION: a motion was made by John Welsh, seconded by Jim Feeney, to adjourn the meeting. **Motion approved unanimously.** The meeting was adjourned at 9:48 p.m.

Respectfully submitted,

Lisa A. Kline
Board Clerk

These minutes are issued pending Board of Education approval.

**East Granby Board of Education
Executive Session Meeting Minutes for
Monday, November 13, 2018**

Board Members Present:

Mr. Bob Ravens-Seger
Mr. Jim Feeney
Mr. John Welsh
Mr. Bob Paskiewicz
Mr. John Ziobro
Mrs. Lucia Ziobro
Mrs. Sharon Shepherd

Others Present:

Dr. Patricia Charles, Interim Superintendent
Mrs. Sherry Holmes, Business Manager

Board Members Absent:

Mr. Rob Crocker
Mrs. Karey Pond

The Executive Session was called to order at 9:06 p.m.

MOTION: a motion was made by John Ziobro, seconded by Bob Paskiewicz to move into Executive Session for the purpose of Pending Claims – AFSCME MPP inviting Dr. Charles and Sherry Holmes to attend. **Motion approved unanimously.**

The Board returned to regular session at 9:47 p.m.

MOTION: a motion was made by John Welsh, seconded by Jim Feeney, to adjourn the meeting. **Motion approved unanimously.** The meeting was adjourned at 9:48 p.m.

Respectfully submitted,

Sharon Shepherd
Board Secretary

These minutes are issued pending Board of Education approval.