

**East Granby Board of Education**  
**Special Meeting Minutes for**  
**Monday, April 8, 2019**

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**Board Members Present:**

Mr. Bob Paskiewicz  
Mr. John Welsh  
Mrs. Sharon Shepherd  
Mrs. Lucia Ziobro  
Mr. John Ziobro  
Mr. Bob Ravens-Seeger

**Others Present:**

Dr. Patricia Charles, Interim Superintendent  
Mrs. Sherry Holmes, Business Manager  
Ms. Lisa Kline, Board Clerk

**Board Members Absent:**

Mrs. Karey Pond  
Mr. Robert Crocker  
Mr. Jim Feeney

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

With a quorum present, Chairperson Bob Paskiewicz called the special meeting to order at 9:33 a.m. and all recited the Pledge of Allegiance.

**a. Comments from Visitors Regarding Agenda Items - None**

**II. Budget 2019-2020**

**a. Preparation for Public Hearing**

Dr. Charles reviewed the proposed 2019-2020 budget addition/reduction list. The elimination of the Reading and Writing Project at R.D. Seymour School is concerning to Dr. Charles and Sharon Shepherd. Ways to retain the project were discussed. The Informational Technology department is drafting a list of equipment and software that will be needed. Some of the replacement equipment includes two projectors, a camera, and student computer. Special Education Transportation was restored and the Board of Education (BOE) is expected to receive Universal Service Funds back from the telephone and internet companies. Due to the reduction in line #320, Professional Development (PD) will lose outsourced presenters. Bob Paskiewicz spoke with Suffield and they are willing to combine PD days with us but we would have to collaborate our PD days with them. John Ziobro wants to look at cutting overhead positions that indirectly affect student development such as administration and/or secretaries. Bob Paskiewicz does not want to disrupt the system now. John Welsh suggested that, in the future, newly elected BOE members be given an orientation of the schools so they can fully understand each school's structure and individual job responsibilities. With a savings in salaries from another retirement and superintendent, Dr. Charles recommended moving funds from the salary line to restore the Reading and Writing Project. If we get good news from the insurance companies, we can restore more items.

**MOTION:** a motion was made by John Welsh, seconded by Bob Ravens-Seeger to approve a \$16,935,000 budget and take funds from the salary line to restore the Reading and Writing Project at R.D. Seymour School. (FOR: Bob Paskiewicz, Bob Ravens-Seeger, Sharon Shepherd, John Welsh. OPPOSED: Lucia Ziobro and John Ziobro). **Motion approved.**

### **III. Mechanical Maintenance Contract**

The facilities sub-committee reviewed three mechanical maintenance contracts at their April 5, 2019 meeting and decided that F+F Mechanical is the better choice. John Ziobro noted that the F+F contract maintenance list did not include the proposed new air conditioning units and the contract would need to include them. Dr. Charles stated that since the units are new, it should not be an issue. John Ziobro agreed they should be under warranty.

### **IV. BOE Office Mini Split Units**

Tradesmen provided a quote to replace the mini split unit in the BOE office. The unit failed last summer and needs to be replaced before the hot weather comes. John Ziobro stated that since F+F Mechanical will be awarded the maintenance contract, F+F should quote the replacement seeing as they will be servicing the units.

### **V. Graduation Date for 2019 and Last Day of School**

The anticipated last day of school for students was Thursday, June 13, 2019. With a total of three snow days and in order to complete 182 instructional days, the 2018-2019 school year will be extended to Tuesday, June 18, 2019.

### **VI. Recommended Actions**

#### **a. Approval of the Mechanical Maintenance Contract**

**MOTION:** a motion was made by Bob Ravens-Seger, seconded by John Ziobro to approve a Five Year Full Coverage Maintenance Contract with F+F Mechanical. ***Motion approved unanimously.***

#### **b. Approval of BOE Office Mini Split Units**

**MOTION:** a motion was made by John Welsh, seconded by Bob Ravens-Seger to allocate \$5,000 to be expended on replacing the BOE Office Mini Split Units. John Welsh amended his motion to allocate \$4,999 instead of \$5,000. ***Amended Motion approved unanimously.***

#### **c. Approve Graduation Date for 2019 and Last Day of School**

**MOTION:** a motion was made by Bob Ravens-Seger, seconded by Sharon Shepherd to approve June 18, 2019 as the graduation date for 2019 and the last day of school for students. ***Motion approved unanimously.***

### **VII. Adjournment**

**MOTION:** a motion was made by Bob Ravens-Seger, seconded by Sharon Shepherd to adjourn the special meeting. ***Motion approved unanimously.*** The special meeting was adjourned at 10:38 a.m.

Respectfully submitted,

Lisa A. Kline  
Board Clerk