

East Granby Board of Education
Meeting Minutes for
Monday, May 13, 2019

Board Members Present:

Mr. Bob Ravens-Seger
Mr. Bob Paskiewicz
Mr. John Welsh
Mr. James Feeney
Mrs. Karey Pond
Mrs. Lucia Ziobro
Mr. John Ziobro
Mrs. Sharon Shepherd (7:03)

Others Present:

Ms. Bavaro-Grande, Acting Superintendent
Mrs. Sherry Holmes, Business Manager
Ms. Lisa Kline, Board Clerk
Jordan Kott, Student Representative
Taylor Whitehouse, Student Representative
Marjorie Light, Curriculum Director
Karen Gogel, Student Support Services Director
Steve Mosher, Visitor
Jeanne Kott, Visitor
Matthew Kott, Visitor
Michele Holt, Visitor
Karen Whitehouse, Visitor
Tom Whitehouse, Visitor

Board Members Absent:

Mr. Rob Crocker

I. Call to Order and Pledge of Allegiance

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

a. Approve minutes from the April 5, 2019 facilities sub-committee meeting, the April 8, 2019 special meeting, the April 11, 2019 policy sub-committee meeting, and the April 22, 2019 regular meeting.

MOTION: a motion was made by Jim Feeney, seconded by Karey Pond, to approve the April 5, 2019 facilities sub-committee minutes as presented. (FOR: Bob Paskiewicz, John Welsh, Jim Feeney, Karey Pond, and John Ziobro; ABSTAINED: Lucia Ziobro). **Motion approved.**

MOTION: a motion was made by John Welsh, seconded by Bob Ravens-Seger, to approve the April 8, 2019 special meeting minutes as presented. (FOR: Bob Paskiewicz, John Welsh, Bob Ravens-Seger, John Ziobro, and Lucia Ziobro; ABSTAINED: Jim Feeney and Karey Pond). **Motion approved.**

MOTION: a motion was made by Bob Ravens-Seger, seconded by John Welsh, to approve the April 11, 2019 policy sub-committee meeting minutes as presented. **Motion approved unanimously.**

MOTION: a motion was made by Bob Ravens-Seger, seconded by Jim Feeney to approve the April 22, 2019 regular meeting minutes as presented. John Ziobro asked that the April 22, 2019 minutes reflect that when approving the March 11, 2019 minutes, he clarified that the board requested that the non-lapsing fund be for one year and that the board was not looking to have it every single year.

MOTION: John Welsh made a motion to withdraw the previous motion and made a substitute motion to approve the April 22, 2019 minutes as amended by John Ziobro. (FOR: Bob Paskiewicz, Jim Feeney, John Welsh, Bob Ravens-Seger, John Ziobro, Lucia Ziobro, and Sharon Shepherd; ABSTAINED: Karey Pond). **Motion approved.**

b. Additions to Agenda

Jim Feeney commended the high school students and staff for doing an outstanding job sponsoring the senior luncheon.

c. Comments from Visitors - None

II. Student Representatives Report

Jordan Kott reported that the track has a record number of girls qualifying for NCCC and state tournaments. Baseball had a rough start to the year but they are hopeful they can make NCCC if not states. Jordan recognized high school math teacher, Mr. Tedesco, as an outstanding teacher who influenced Jordan both inside and outside of the classroom and for his limitless dedication and generosity.

Taylor Whitehouse reported that the spring pep rally will be held May 17, 2019 and there will be a “dunk tank” to raise money for the sophomore class. The prom was held on May 10, 2019 and

Advanced Placement testing started. Senior Citizenship Day was recently held and the National Honor Society organized a fundraiser “Flower for a Friend”.

III. Chairperson's Report

Bob Paskiewicz presented Jordan Kott and Taylor Whitehouse with the CAFE Student Leadership Award and thanked them for serving as student representatives.

IV. Superintendent's Report

a. Interim Dean of Students

Three candidates were interviewed for Interim Dean of Students and Marsie Luckenbach was assigned the position.

Ms. Bavaro-Grande shared that the high school Academic Awards will be held May 16, 2019 at 7 p.m. in the high school auditorium.

b. 2018-2019 Retirement and 20+ Recognition Dinner – May 23, 2019

Three employees will be recognized for their 20 years of service and four retirees will be honored at La Notte Restaurant on May 23, 2019.

c. Elementary Art Show – May 22, 2019

The visual arts teacher, Carol Goff, will be holding the annual elementary Art Show on May 22, 2019 at Carl Allgrove School from 6-7:30 p.m.

d. Building Project Update

Ms. Bavaro-Grande reviewed information that the Project Manager, Roger LaFleur, submitted to her regarding the roof project. He attended two separate pre-bid conformance reviews last week for both roofs. There were a few additional items that needed to be completed and reviewed; both architects came back with the information that was required. The state accepted the items and issued a letter that permits the town to put the projects out to bid. The bids are due by May 29, 2019. The low bidder for each roof will be interviewed. If all is well, they will be issued a contract. Work will commence after the last day of school and be substantially completed by the end of the summer.

e. Policy Book Revision

Ms. Bavaro-Grande shared information that Dr. Charles collected about performing an extensive review of the board policy manuals. There are two services that CAFE offers. One is a policy audit service. CAFE would read the policy manuals and provide feedback and recommendations. The cost for the policy audit is \$1,800. The other service is a custom policy service that involves CAFE creating new policy manuals. The cost is \$8,350. John Welsh shared that the policy sub-committee asked Dr. Charles to reach out to CAFE because it is crucial to ensure that policies are in place, that they do not have conflicting language, and to filter those policies that need updating. He does not see the need for new manuals. Lucia Ziobro suggested having the policy sub-committee discuss the matter at a sub-committee meeting and bringing the information back to the board. Bob Paskiewicz feels that it is worth having an audit performed because it is the policies that guide the district. Sharon Shepherd would like to know the timeframe for both options. Bob Ravens-Seger favors CAFE helping the district identify policies that are crucial for the board to update. Ms. Bavaro-Grande will get additional information from CAFE.

V. Committee Reports

a. Policy – Previously discussed.

b. Budget – Jim Feeney referred to a report that Melissa Bavaro-Grande shared with the board that reflects the composition of students grades K-2 and how it can have a significant impact on the budget. He suggested holding a special meeting or adding it to the next agenda. John Welsh proposed making it a regular agenda item now until September.

c. Curriculum – K-12 Music Curriculum

Both Bob Ravens-Seger and Sharon Shepherd reviewed the K-12 music curriculum and were pleased with the contents of material.

- d. **Facilities** – We finally got the okay for the roofs. Ms. Bavaro-Grande left a message for Mr. Rowe at the state regarding the CHOICE allocations to see if there is any movement on that.
- e. **Negotiations** – Dates were shared to hold a negotiations meeting in June. The board will contact the Board of Finance when a date is confirmed so they can send a representative to attend.
- f. **Communication** – Sharon Shepherd notified Mary Broderick from CABA that the community conversations will take place in the fall. The board will contact Mary again at the end of August. Bob Paskiewicz shared a letter from Dr. Charles thanking the board for the opportunity to serve as Interim Superintendent. Sharon Shepherd thanked Dr. Charles for her amazing leadership, service, and managing the district with grace and poise.

VI. Recommended Actions

a. Approve April 2019 Financials

Sherry Holmes reported that the Certified Personnel line encumbrance figure includes the second retirement incentive payment for teachers who retired last year. Other Professional/Technical Services line was made whole as a partial payment was received for services rendered on behalf of another district. Repairs to Buildings continues to be impacted by the usual repair needs but today she received \$23,722 from the town for the fire panel replaced at the middle/high school earlier this year. The credit will be reflected on the next financial report. Electricity continues to be over and Heating Supplies Oil is over. The account has been put on a “call as needed” status. Sherry recommended transferring \$30,662 from Books/Textbooks/Workbooks to cover the deficits in Contracted Maintenance Services, Repairs to Buildings, Natural Gas, and Heating Supplies Oil.

MOTION: a motion was made by John Ziobro, seconded by Bob Ravens-Seger, to approve the April 2019 Financials as presented.

John Ziobro suggested holding off getting additional oil delivered so it will not have to be pumped out in the event we convert to natural gas. Lucia Ziobro asked why Pupil Transportation still has so much money in the account at the end of the year. Sherry Holmes explained that she encumbered the invoices received thus far and she anticipates end of the year activities that will affect that line item. She will review costs with the Director of Student Support Services to see what was budgeted and what was invoiced. Lucia Ziobro is concerned that Pupil Transportation was over budgeted and might be a source for transferring funds. John Welsh asked that in the last quarter of the next fiscal year, Sherry inform the board of any large ticket items they should be made aware of that will impact the budget. Sharon Shepherd asked if subscription and renewals can be renewed prior to July 1, 2019 because there are plenty of funds in that account. Sherry spoke with the staff about subscriptions and renewals and expects the funds will be spent before the end of the year.

(FOR: Bob Paskiewicz, Jim Feeney, John Welsh, Bob Ravens-Seger, John Ziobro, Karey Pond, and Sharon Shepherd; OPPOSED: Lucia Ziobro). **Motion approved.**

MOTION: a motion was made by John Ziobro, seconded by Jim Feeney, to approve the transfer \$30,662 as recommended by Sherry Holmes. (FOR: Bob Paskiewicz, Jim Feeney, John Welsh, Bob Ravens-Seger, John Ziobro, Karey Pond, and Sharon Shepherd; ABSTAINED: Lucia Ziobro). **Motion approved.**

b. Approve K-12 Music Curriculum

MOTION: a motion was made by Sharon Shepherd, seconded by Bob Ravens-Seger to approve the K-12 Music Curriculum as presented. (FOR: Bob Paskiewicz, Jim Feeney, John Welsh, Bob Ravens-Seger, Karey Pond, and Sharon Shepherd; ABSTAINED: John Ziobro and Lucia Ziobro). **Motion approved.**

c. Approve Field Trips

Ms. Bavaro-Grande presented a field trip for grade 7 students to travel to Springfield College in Springfield, Massachusetts on June 5, 2019 to participate in a low challenge course that focuses on communication problem solving, teamwork, and group cohesion. Students will depart at 8:30 a.m. and return at approximately 1:30 p.m. The cost of the trip paid by the student is \$40. There is no cost to district.

MOTION: a motion was made by Jim Feeney, seconded by Bob Ravens-Seger to approve the field trip to Springfield College in Springfield, Massachusetts on June 5, 2019 as presented. **Motion approved unanimously.**

Ms. Bavaro-Grande presented a field trip for high school students to travel to New York City on September 18, 2019 or September 25, 2019 to visit the 911 Memorial Museum, Broadway Theatre, Planet Hollywood, Rockefeller Center, and Times Square. Students will depart at 6:00 a.m. and return at approximately 9:30 p.m. The cost of the trip paid by the student is \$235. There is no cost to district.

MOTION: a motion was made by John Ziobro, seconded by Bob Ravens-Seger to approve the field trip to New York City on September 18, 2019 or September 25, 2019 as presented. (FOR: Sharon Shepherd, Bob Ravens-Seger, John Welsh, Jim Feeney, Karey Pond, John Ziobro, and Lucia Ziobro. (ABSTAINED: Bob Paskiewicz abstained because of his affiliation with Ski 93 Trip, the tour and travel agency). **Motion approved.**

VII. Agenda Items for Future Meetings

a. CAFE – Community Conversations Fall 2019

b. Projected Enrollment

VIII. Comments from Visitors

Michele Holt thanked the board members for their service and welcomed Melissa Bavaro-Grande. Mrs. Holt asked the policy sub-committee to consider having the policies on the website indexed so that community members can type in a question and it will direct them to the appropriate policy for the answer. Many other school districts have this ability and it is very helpful to the community. Mrs. Holt is also curious to hear more about the CAFE Community Conversations taking place in the fall.

IX. Adjournment

MOTION: a motion was made by John Ziobro, seconded by Bob Ravens-Seger, to adjourn the meeting. **Motion approved unanimously.** The meeting was adjourned at 8:04 p.m.

Respectfully submitted,

Lisa Kline
Board Clerk

These minutes are issued pending Board of Education approval.