

**East Granby Board of Education  
East Granby, Connecticut  
Meeting Minutes for  
Monday, June 24, 2019**

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**Board Members Present:**

Mr. Bob Paskiewicz  
Mr. Bob Ravens-Seeger  
Mrs. Karey Pond  
Mr. Jim Feeney  
Mr. John Welsh (7:10)  
Mr. John Ziobro  
Mrs. Lucia Ziobro (7:06)

**Others Present:**

Melissa Bavaro-Grande, Acting Superintendent  
Mrs. Sherry Holmes, Business Manager  
Ms. Lisa Kline, Board Clerk

**Board Members Absent:**

Mr. Rob Crocker

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

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

- a. Approve minutes from the May 2, 2019 curriculum sub-committee meeting, the May 13, 2019 regular meeting, the May 14, 2019 special meeting, the May 28, 2019 special meeting, and the May 28, 2019 regular meeting**

**MOTION:** a motion was made by Bob Ravens-Seeger, seconded by John Ziobro, to approve the May 2, 2019 curriculum sub-committee meeting minutes as presented. *Motion approved unanimously.*

**MOTION:** a motion was made by Jim Feeney, seconded by Bob Ravens-Seeger, to approve the May 13, 2019 regular meeting minutes as presented. *Motion approved unanimously.*

**MOTION:** a motion was made by Bob Ravens-Seeger, seconded by Jim Feeney to approve the May 14, 2019 special meeting minutes as presented. *Motion approved unanimously.*

**MOTION:** a motion was made by Bob Ravens-Seeger, seconded by Jim Feeney to approve the May 28, 2019 special meeting minutes as presented. *Motion approved unanimously.*

**MOTION:** a motion was made by Bob Ravens-Seeger, seconded by Jim Feeney to approve the May 28, 2019 regular meeting minutes as presented. *Motion approved unanimously.*

- b. Additions to the Agenda - None**  
**c. Comments from Visitors - None**

**II. Chairperson's Report**

**a. Energy Efficiencies Update**

Bob Paskiewicz reported that due to the timing of the energy update and other factors involved, the energy update will not happen this winter. He would also like to include Jim Hayden on future conversations regarding the update.

**b. Elect Board of Education Vice Chairperson**

**MOTION:** a motion was made by Karey Pond, seconded by Lucia Ziobro to nominate Bob Ravens-Seeger as Vice Chairperson. **MOTION:** a motion was made by John Ziobro, seconded by Jim Feeney to close the nominations. Bob Ravens-Seeger accepted the nomination. *Motion approved* (FOR: Bob Paskiewicz, Jim Feeney, Karey Pond, Lucia Ziobro, and John Ziobro. ABSTAINED: Bob Ravens-Seeger and John Welsh).

The board members discussed the board meeting schedule and agreed to cancel the July 8, 2019 and the August 12, 2019 regular meetings.

### III. Superintendent's Report

#### a. Projected K-5 Student Enrollment 2019-2020

As of June 14, 2019 student enrollment and the number of sections for Grades K-5 are as follows: Gr. K (59 students) 4 sections; Gr. 1 (59 students) 3 sections; Gr. 2 (70 students) 4 sections; Gr. 3 (58 students) 3 sections; Gr. 4 (50 students) 3 sections; Gr. 5 (70 students) 3 or 4 sections. Due to scheduling, class placement, and the potential need to hire a grade 5 educator, a decision will need to be made soon whether to have 3 or 4 grade 5 sections. The board discussed the available classroom space at R.D. Seymour School. Bob Ravens-Seger is comfortable having 4 sections of grade 5.

#### b. Personnel

Melissa Bavaro-Grande reported that the teachers that were pink slipped were all called back and that she is in the final stages of interviewing for a business manager; recruiting an interim business manager has been challenging. Business Managers are required to have 085 certification; otherwise, according to the state, someone in the district must possess 085 certification in order to certify and supervise.

#### c. School Activities

Melissa Bavaro-Grande reviewed end of the year activities including, field trips, banquets, poetry performances, National Honor Society Induction, concerts, dances, graduation, and graduation walkthrough (the seniors visited the elementary schools in their caps and gowns.) Lastly, she shared copies of the high school literary magazine compliments of Deborah Ott, English Language Teacher and Literary Magazine advisor.

#### d. Curriculum – Science Curriculum K-5 **SECOND READ**

Melissa Bavaro-Grande asked if any of the board members had any questions related to the K-5 Science curriculum.

#### e. ADP Update

Members of the Board of Education office and the East Granby Town Hall attended an Automatic Data Processing (ADP) webinar. ADP provides human resource services, payroll services and more. The town presently uses ADP and First Selectman, Jim Hayden, is onboard with combining the town with the school district in order to save money (shared services). The annual cost for the town and district is \$47,881.50 plus an \$8,900 one-time set up fee. The annual cost to the district (if combined with the town) is \$37,000. Without the town, the cost would be \$44,000. Currently, there are 13 school districts in the area that use ADP and we can cancel the contract at any time. ADP would not replace the current Munis software used for human resources, payroll, accounts payable, and financial reporting. ADP has fully automated employee data syncing that works with Munis software.

### IV. Recommended Actions

#### a. Approve Science Curriculum K-5

**MOTION:** a motion was made by Karey Pond, seconded by Bob Ravens-Seger, to approve the K-5 Science Curriculum as presented. John Ziobro commented that political propaganda regarding climate change included in the curriculum is not appropriate for students in the lower grades. (FOR: Bob Paskiewicz, Bob Ravens-Seger, Karey Pond, Jim Feeney, and John Welsh. OPPOSED: John Ziobro and Lucia Ziobro.)  
**Motion approved.**

#### b. Approve May 2019 Financials

Sherry Holmes reported that the encumbrance figure for line #111 includes the second retirement incentive payment for teachers who retired last year. The financial summary reflects that line #210 is slightly over and she explained that it is now in the positive due to credits received from Anthem and ConnectiCare. Line #330 is over and will be covered by grant funds expected to be received at the end of July 2019. Line #340 is over due to Munis

training and support. Line #430 is slightly over due to excess copier usage. Line #435 exceeded its budget allocation due to usual repairs. The financial summary reflects that line #622 continues to be over by \$73,869 but Mrs. Holmes refigured the encumbrance and it is only over by \$57,000. Line #624 is over and our account has been put on a “call as needed” status. Line #811 is over due to noncertified negotiations and student matters.

Sherry Holmes recommended transferring \$31,444 from line #510 and \$4,353 from line #561 to line items #220, #340, #435, #530, #621, #624, and #811.

**MOTION:** a motion was made by Bob Ravens-Seger, seconded by Karey Pond to approve the May 2019 Financials as presented. (FOR: Bob Paskiewicz, Bob Ravens-Seger, Karey Pond, John Welsh, Jim Feeney, and Lucia Ziobro. ABSTAINED: John Ziobro.)

**MOTION:** a motion was made by John Welsh, seconded by Karey Pond to approve the recommended transfers as presented. **Motion approved unanimously.**

Sherry Holmes received a quote from Tradesman of New England to replace the air conditioner in the Board of Education office. The quote is for \$4,988.31 and she would like to transfer money from line #561 to line #435 to cover the cost.

**MOTION:** a motion was made by Bob Ravens-Seger, seconded by Karey Pond to transfer money from line #561 to line #435 to cover the cost to replace the air conditioner in the Board of Education office. **Motion approved unanimously.** John Ziobro would like Sherry to get an additional quote from F+F and the board members agreed.

#### **V. Agenda Items for Future Meetings**

- a. Projected K-5 Student Enrollment 2019-2020
- b. CABE – Community Conversation Fall 2019/Form Ad Hoc Committee
- c. Fill BOE Vacancy
- d. Energy Efficiency

#### **VI. Comments from Visitors - None**

#### **VII. Executive Session – Search for Superintendent**

The Executive Session was called to order at 8:37 p.m.

**MOTION:** a motion was made by John Ziobro, seconded by Lucia Ziobro to move into Executive Session for the purpose of discussing the search for Superintendent. **Motion approved unanimously.**

The Board returned to regular session at 9:21 p.m.

#### **VIII. Adjournment**

**MOTION:** a motion was made by John Welsh, seconded by Jim Feeney to adjourn the meeting. The meeting was adjourned at 9:22 p.m. **Motion approved unanimously.**

Respectfully submitted,

Lisa A. Kline  
Board Clerk

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