

**East Granby Board of Education
Regular Meeting Minutes for
Tuesday, October 15, 2019**

Board Members Present:

Mr. Bob Paskiewicz
Mr. Bob Ravens-Seeger
Mr. John Welsh (7:13)
Mrs. Lynn Landolina
Mrs. Lucia Ziobro
Mr. John Ziobro

Others Present:

Melissa F. Bavaro-Grande, Acting Superintendent
Jo-Anne Cegan, Interim Business Manager
Lisa Kline, Board Clerk
Sariah Isabel Colon, Student Representative
Gordon Hartman, Student Representative
Bill Pitney, Visitor
Raymond Engle, Visitor

Board Members Absent:

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

I. Call to Order and Pledge of Allegiance

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

a. Approve minutes from the September 9, 2019 regular meeting, the September 23, 2019 regular meeting, and the September 25, 2019 and the September 30, 2019 special meetings

MOTION: a motion was made Bob Ravens-Seeger, seconded by John Welsh to approve the September 9, 2019 regular meeting minutes as presented. *Motion approved unanimously.*

MOTION: a motion was made by Bob Ravens-Seeger, seconded by Lynn Landolina to approve the September 23, 2019 regular minutes as presented. Lucia Ziobro requested to replace the word “accessed” in item IIc lines 13 and 15 with “assessed.” The board members did not object to Lucia’s request. *Motion approved unanimously.*

MOTION: a motion was made by John Ziobro, seconded by Lucia Ziobro to approve the September 25, 2019 special meeting minutes as presented. (FOR: Bob Paskiewicz, John Welsh, John Ziobro and Lucia Ziobro. ABSTAINED: Bob Ravens-Seeger and Lynn Landolina). *Motion approved.*

MOTION: a motion was made by John Ziobro, seconded by Bob Ravens-Seeger to approve the September 30, 2019 special meeting minutes as presented. In the event the information a visitor presents is not accurate, Lynn Landolina would like future minutes to indicate that it is the visitor’s opinion. *Motion approved unanimously.*

b. Additions to the Agenda

John Ziobro suggested discussing item VIa after item Ic so the Interim Business Manager could leave early.

c. Comments from visitors regarding agenda items - None

VI. a. Approve September 2019 Financial Report

Jo-Anne Cegan provided a 2019 year end update. There is approximately \$48,000 remaining in open purchase orders and she anticipates a balance of \$125,000 after the open purchase orders are closed. The financials are reconciled through May 2019 and there is still a \$30,000 difference. She will be meeting with the Town Treasurer to finish reconciling. Jo-Anne reviewed the September 2019 financial summary. Payroll encumbrances for lines #111 and #112 were processed. Line #210 now includes all encumbrances for Connecticare, Anthem, Dental and Life Insurance. Line #330 includes expenditures and encumbrances for nursing services, occupational therapy, curriculum consulting, fees for the Superintendent’s search, and the interim business manager. Encumbrances listed in this report for line #561 are for special education tuition only. Encumbrances for line #563 are for out-placed special education students currently identified.

MOTION: a motion was made by Bob Ravens-Seeger, seconded by John Ziobro to approve the September 2019 Financial Report as presented. *Motion approved unanimously.*

II. Student Representatives Report

Student representatives, Gordon Hartman and Sariah Isabel Colon, introduced themselves to the board members. Isabel reported on the many volunteer opportunities students can choose from and Gordon reported on the National Honor Society bake sale, the dance being held in recognition of Spanish month, Soccer Under the Lights, and the bonfire/pep rally.

III. Chairperson's Report

a. Capital Plan Update

Board members reviewed the capital plan that is still in the draft stages. Capital requests for discussion included the immediate replacement of the camera server at R.D. Seymour School (after January 2020, it will no longer receive security updates.) Facilities and grounds including maintaining the playgrounds at both elementary schools, tree removal, shade sails, repaving the area outside the middle/high school commons, and upkeep of tennis courts and fields were considered along with air conditioning for the elementary gym areas, window blinds, projector system and new stage curtains at Carl Allgrove School. The facilities subcommittee of the board will find out how often the air ducts need to be cleaned. John Welsh suggested using funds from the operating budget rather than the capital plan if the amount does not meet the capital plan threshold of \$5,000. It was decided to move the middle/high school gas conversion from fiscal year (FY) 19-20 to FY 20-21, remove the air duct cleanings at the middle and high school for FY 19-20, move the air duct cleaning at R.D. Seymour from FY 20-21 to FY 21-22, add \$39,000 for school safety at R.D. Seymour School for FY 19-20, and move \$30,000 for gym/auditorium upgrade and stage curtains at Carl Allgrove School from FY 22-23 to FY 19-20.

With the intent of shared services, Bob Paskiewicz suggested purchasing a marquee board to be used by the town and schools and installing it outside of the firehouse. The sign outside the middle/high school is manual and the door is heavy for students and staff to lift. John Welsh commented that the town should pay for it not the board of education. Melissa Bavaro-Grande mentioned the possibility of the graduating class helping to pay for it because the graduating class typically donates a gift to the school district.

MOTION: a motion was made by Bob Ravens-Seger, seconded by Lynn Landolina to approve the proposed changes to the capital plan. *Motion approved unanimously.*

b. CABA Superintendent Search

Dr. Mary Broderick will be holding focus groups with East Granby Public School employees, members of the board of education, board of finance and board of selectmen on October 22, 2019 and with community members on October 29, 2019. Letters inviting everyone to participate and complete the survey were emailed, posted on the school and town websites, and Facebook. A notice will also appear in the next edition of Let's Talk Turkey.

IV. Superintendent's Report

a. Welcome New Business Manager

Melissa Bavaro-Grande introduced the new business manager, Raymond Engle. Raymond will start work on November 4, 2019.

b. CSDE Child Nutrition Program – Authorized Signatures

Melissa Bavaro-Grande explained that the Connecticut State Department of Education (CSDE) Child Nutrition Program that we participate in requires board approval and the board secretary's signature authorizing the Acting Superintendent and Interim Business Manager to be signers for claim reimbursement for the milk program.

c. School Activities

Melissa Bavaro-Grande will be hosting a coffee and conversation social with the community on October 22, 2019. R.D. Seymour held The Prince and the Pauper Theatre in Residence Performance on October 4, 2019. High School student, Eric Pinot, was chosen as the Hartford Courant Student Athlete of the Week. In honor of Breast Cancer Awareness, on October 16th and 18th, the boys and girls soccer teams wore pink and collected donations. The bonfire and pep rally will be held October 24, 2019 and the 15th Annual Soccer Under the Lights will take place on October 25, 2019. The high

school open house was delayed due to the roof project and is scheduled to take place on October 29, 2019.

V. Committee Reports

- a. Policy** – Nothing new to report.
- b. Budget** – Nothing new to report.
- c. Curriculum** – Bob Ravens-Seger recently met with the curriculum director to review the professional development collaboration with Suffield, the K-8 Reading/Writing workshops with Teachers College, the new elementary social studies frameworks, and the needs for the upcoming New England Association of Schools and Colleges (NEASC) accreditation in the spring of 2021.
- d. Facilities** – John Ziobro reported that there is a meeting scheduled for later this week with a representative from F+F.
- e. Negotiations** – The dates for negotiation meetings were reviewed.
- f. Communications** – Melissa Bavaro-Grande shared that she started a Twitter feed. It is also available on the district website under news. Bob Ravens-Seger and Lucia Ziobro will check with Jim Hayden about a Shared Services meeting.

VI. Recommended Actions

b. Approve CSDE Child Nutrition Program – Authorized Signatures

MOTION: a motion was made by Bob Ravens-Seger, seconded by John Ziobro, to approve the Acting Superintendent and Interim Business Manager as authorized signers for claim reimbursement for the CSDE Child Nutrition Program as presented. *Motion approved unanimously.*

VII. Agenda Items for Future Meetings

a. Presentation of Student Performance Data – October 28, 2019

VIII. Comments from Visitors – Mr. Pitney thanked the board members and Melissa Bavaro-Grande for everything they do.

IX. Adjournment

MOTION: a motion was made by John Ziobro, seconded by John Welsh to adjourn the meeting. *Motion approved unanimously.* The meeting was adjourned at 8:50 p.m.

Respectfully submitted,

Lisa Kline
Board Clerk

These minutes are issued pending Board of Education approval.