

**Regular Board of Education Meeting – Approved Minutes**  
**Wednesday, May 15, 2024, 7:00 p.m.**  
**Town Hall Meeting Room**

Present Board Members: Heather Lombardo, Monica Logan, Donna Nolan, David Peling, Karen Richmond-Godard, Rosemarie Weber, and Katie O’Neill.

Absent Board Members: Liz Barlow

**I. Call to Order and Welcome**

Monica Logan called the meeting to order at 7:00 p.m.

**II. Awards and Recognition**

**A. BOE Recognition Award**

Monique (Mickey) Barrett, Ms. Barrett was a hero recently saving Jax Massei from choking on a sandwich in the lunchroom at Wells Road. Ms. Barrett was presented with a certificate and a small gift of appreciation from the Board as well as flowers from Jax and his parents.

Emily Buder was also recognized by the Board for receiving a grant from Fund for Teachers. She will be traveling to Scotland over the summer to experience a variety of mediums of storytelling and her goal is to inspire students to tell their own stories, build speaking and listening skills and create deeper connections with one another. Additionally, Shea Benton-Reger and Mary Whittemore received a team fellowship from Fund for Teachers to attend workshops at the Southampton Writer’s Conference at Stony Brook University in New York and they intend to embed student-centered writing practices in the writing center that they will be piloting.

**B. CABA Student Leadership Awards**

Board Chair, Monica Logan, presented the annual CABA Student Leadership Awards to Mattie Burris and Elena Wardle, 8<sup>th</sup> Grade students at Granby Memorial Middle School, and Caroline Hall, Senior, and Katie O’Neill, Junior, at Granby Memorial High School. Ms. Logan recited the criteria of the CABA award as well as a biography on each student and students were presented with framed certificates.

**III. Public Comment**

There were no public comments this evening.

**IV. Reports and Discussion**

**A. Student Representative Reports**

- Ms. Katie O’Neill presented the sports report. Seasons are winding down and the NCCC tournaments are coming up fast.
- Chase Alexander reported the Foreign Food Festival was held on Friday, May 3<sup>rd</sup> and was very successful.
- This is the second week of AP testing and all is running smoothly.
- The senior prom is quickly approaching this Friday.
- The senior outing is next Thursday, May 23<sup>rd</sup>.
- An assembly was held this week with the senior class regarding safety and expectations for all end-of-year events.
- A chorus concert and Arts Expo will be held on May 23<sup>rd</sup>.
- There is no school on May 24<sup>th</sup> and May 27<sup>th</sup>.
- The band will march in the Memorial Day Parade and will receive their uniforms this week.
- The underclassmen award ceremony will be held on May 31<sup>st</sup> and Senior Award and Scholarship Night will be held on June 4<sup>th</sup>.
- College commitment day was held today and seniors wore their college apparel.

**B. Director of Finance & Operations Report**

Ms. Nickie Stevenson, Director of Finance & Operations, thanked the Board for the opportunity to work for Granby Public Schools and the Granby community. Ms. Stevenson presented the April 2024 statement of accounts and stated the financial forecast for the general fund shows a favorable full-year forecast of \$220K

which is \$311K better than the previous month. Regular education is under budget \$322K which is \$266K better than previously reported. The special education forecast is still over budget \$102 but is \$46K better than previously reported and the main driver continues to be fluctuation in student outplacement; however, the over budget amount for this line is \$68K which is less than previously reported. Out-of-district transportation is under budget \$20K. Revenue to the town is unfavorable \$245K which is \$49K better than the previous report due to a decrease in the special education excess cost grant. The Quality & Diversity Fund continues to be positive. The June 30 balance is expected to be slightly higher than what was projected for the opening balance in FY25.

### **C. Secondary Student Achievement Data Report**

Ms. Heather Tanis, Middle School Principal, and Mr. Michael Dunn, High School Principal, shared PSAT and SAT student achievement data with the Board. Jennifer Parsons kicked off the presentation by reiterating Goal #1 for the year to improve student achievement, academic performance and opportunity at all grade levels and for all ability levels and decrease achievement gaps on the path to college and career readiness. The overall goal is that 100% of students will demonstrate growth and meet proficiency targets for 2023-24 summative assessments of 80% in literacy and 70% in math. She explained how the data will be presented this evening by overall progress year over year and that scores should grow year over year. Ms. Parsons shared the benchmark scores for the PSAT in ELA and Math for grades 8-11. She stated the benchmark scores are expected to grow +20 points per year. Ms. Tanis shared that the middle school data is used in conjunction with other data such as SBAC and star and Mr. Dunn shared that, overall, the PSAT and SAT are seen as an opportunity for students regardless of college career plans and can open doors to scholarships, etc.

Ms. Tanis presented the 8<sup>th</sup> grade PSAT scores and stated 61% of students were at or above proficiency. Mr. Dunn presented the high school SAT scores for the 2023-2024 matched cohort and 85% met the college benchmark which is one of the highest jumps seen in a few years and 44% of students who were below proficiency met the expected 20-point growth. PSAT scores for matched cohorts were presented as follows: 61% of 9<sup>th</sup> grade students scored at or above proficiency; 77% of 10<sup>th</sup> grade students scored at or above proficiency; and, 72% of 11<sup>th</sup> grade students scored at or above proficiency.

Math PSAT scores were reported by Ms. Tanis for 8<sup>th</sup> Grade and 44% of students scored at or above proficiency. Mr. Dunn presented the Math SAT score for 2023-2024 and 52% of students scored at or above proficiency on this test and 49% of students scoring below the proficiency level met the expected growth of 20 points. Math PSAT scores for Grades 9-11 were presented as follows: 45% of Grade 9 students scored at or above proficiency; 50% of Grade 10 students scored at or above proficiency; and 46% of Grade 11 students scored at or above proficiency. Remaining students in all grades who did not score at or above proficiency met their expected growth as follows: Grade 9 – 30% met expected growth of 20 points; Grade 10 – 22% met expected growth of 30 points; and, Grade 11 – 35% met expected growth of 30 points.

Mr. Dunn reviewed the highlights of the year for the high school stating English, Social Studies, Math and Science created and administered multiple benchmarks aligned with P/SAT skills. Other departments created benchmarks as well to provide practice and feedback related to the skills in the Vision of a Graduate. Additionally, English adopted a new common annotation rubric for benchmark assessments and Math and Strategic Literacy interventions were refined to align more closely with student needs. Ms. Tanis stated the departments at the middle school explored a renewed focus on data analysis and common assessments.

Moving forward, Mr. Dunn stated the Class of 2025 met the achievement goal in ERW with 83% at or above benchmark and the total SAT score for the Class of 2025 is the highest in the last 3 years. Ms. Tanis stated at the middle school the PSAT will be fully integrated into the larger assessment pictures. Mr. Dunn shared there are increased opportunities for individual students to improve their understanding of their PSAT scores and receive feedback and instruction on how to create goals for achievement. The English curriculum will be revised in Grades 9-10 to include a focus on Expression of Ideas and Standard English Conventions as well as aligning math benchmark assessments. David Peling stated he was disappointed not to see the previous year's scores. Ms. Parsons stated the data presented was data from last year to this year. Rosemarie Weber stated she was similarly confused by the data chart. Superintendent Burke stated she appreciates the feedback and can certainly work on a clearer format in presenting the data. The Board was very appreciative of the transparency, however. Ms. Burke stated the 100% target will remain and the district is actively planning for the new role of the Math Interventionist at the middle school in the fall.

## **V. Business Requiring Action**

### **A. Minutes**

A motion was made by Donna Nolan and seconded by Karen Richmond-Godard that the Granby Board of Education approve the minutes of the May 1, 2024 Board of Education Meeting. This motion passed unanimously at 8:10 p.m.

### **B. Teacher and Administrator Evaluation Plan Update Approval**

Ms. Jennifer Parsons, Assistant Superintendent, shared highlights of the revisions made to the Teacher and Administrator Evaluation Plans in order to align with Connecticut General Statutes. She stated at the Curriculum Subcommittee Meeting a few weeks ago, a more in-depth look was made to these documents. She reviewed some of the changes, such as, tools will be used to monitor progress reflecting the work and work will be connected to meaningful professional learning. She shared that she as well as the Professional Development Education Committee (PDEC) have been closely monitoring information coming out of the state for over two years and that the state draft plan has been customized for Granby. An appendix which includes forms will be added. She shared there are three solid observations for non-tenured teachers and two for tenured teachers. This plan aligns all of the district's goals into one goal. She stated the leader plan is very similar but includes site visits and walkthroughs and the rubric for the leader plan is a little different. She informed the Board that the district will work with this plan for at least a year. A motion was made by Donna Nolan and seconded by Heather Lombardo that the Granby Board of Education approve the revised Teacher and Administrator Evaluation Plans which were updated to align with Connecticut General Statutes effective for the 2024-2025 school year as recommended by the Curriculum/Policy/Technology/Communications Subcommittee. Superintendent Burke added that there were suggestions to re-evaluate at this plan after COVID; however, there was very little work done at the state level. Ms. Parsons stated PDEC adopted this draft plan from the state so Granby is truly meeting the minimum requirements of the state. This motion passed unanimously at 8:17 p.m.

### **C. Healthy Foods Certification - 2024-2025**

The Board discussed and considered the approval of the Healthy Food Certification for the 2024-2025 school year. Donna Nolan stated according to the ability to get reimbursement from the Gov. regulations have to be adopted annually. This was discussed at the Finance Subcommittee this evening. A motion was made by Donna Nolan and seconded by Karen Richmond-Godard that pursuant to C.G.S. Section 10-215f, the Granby Board of Education certifies that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2024, through June 30, 2025. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources including, but not limited to, school stores, vending machines, school cafeterias, culinary programs, and any fundraising activities on school premises sponsored by the school or non-school organizations and groups. This motion passed unanimously at 8:19 p.m.

### **D. Approval of Healthy Food Certification - Exemption of Food and Beverages**

The Board discussed and considered the approval of the Healthy Food Certification Exemption of Food and Beverages. This complies with federal standards to receive federal funding. A motion was made by Donna Nolan and seconded by Rosemarie Weber that the Granby Board of Education will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards and beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and, 3) the food and beverage items are not sold from a vending machine or school store. An "event" is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays and interscholastic debates are events but soccer practices, play rehearsals and debate team meetings are not. The "regular school day" is the period from midnight before to 30 minutes after the end of the official school day. "Location" means where the event is being held and must be the same place as the food and beverage sales. This motion passed unanimously at 8:21 p.m.

## **E. Food Services Contract Amendment Approval**

Monica Logan stated the food services contract amended approval is tabled pending current negotiations with the food service provider.

## **F. International Field Trips**

The Board discussed the approval of an international field trip planned for the 2024-2025 school year. A motion was made by Karen Richmond-Godard and seconded by Donna Nolan that the Granby Board of Education approve the international field trip planned for the 2024-2025 school year. This motion passed unanimously at 8:23 p.m.

## **VI. Committee Reports**

### **A. Board Standing Committee Reports**

#### **1. Curriculum/Policy/Technology/Communication**

This subcommittee did not meet tonight. Approved minutes are in the packet.

#### **2. Finance/Personnel/Facilities**

Donna Nolan reported that the Finance Subcommittee met this evening and reviewed the statement of accounts which has turned the corner to a positive direction and is very encouraging. Also discussed the continued focus on capital improvement projects; healthy foods certification; food service contract; lunch prices for 2024-25 which will remain the same for next school year; bussing options in the future and potentially procuring buses; and, the reimbursement on the roof project.

### **B. Other Board-Related Reports**

#### **1. CREC/CABE**

Nothing to report

#### **2. Granby Education Foundation**

Monica Logan stated the BOE is still looking for a Board member to be a representative on GEF.

### **C. Calendar of Events**

Monica Logan stated there is an extensive calendar of events and too many to mention.

### **D. Board Member Announcements**

There were no Board member announcements this evening.

### **E. Action Items**

A request was made for a clearer presentation of the data. Board members should email requesting specific questions to present at the next meeting.

## **VII. Superintendent's Report**

- Superintendent Burke thanked Karen Richmond-Godard for attending the new teacher celebration last week as well as Jennifer Parsons for organizing the event.
- Thank you also to Bill Hoff who is recently retired Business Manager from Suffield Public Schools. Bill assisted with the transition to our new Director of Finance & Operations.
- Superintendent for the Day, Sam Bavaro, 3<sup>rd</sup> Grader at Wells Road, shadowed Superintendent Burke for the day this week and visited all of the schools. They had a full agenda meeting with the YMCA, Town Manager, and principals. A donation was provided to the GEF by Sam's family as they were the winners of this prize at the GranBee.
- Testing is complete with the exception of AP testing which will be wrapped up this week.
- There is an upcoming concert, Jazz in the Park at Salmon Brook Park on Friday, May 31<sup>st</sup>. All other activities and events happening in the district are posted on the website.
- Students leave on the Washington, DC trip next week on May 21<sup>st</sup>.
- There is no school on May 24<sup>th</sup> for a professional development Day. Lions club members have generously agreed to donate their time and equipment to cook for the staff on that day.
- There is no school on May 27<sup>th</sup> in observance of the holiday.
- The next regularly scheduled meeting will be held on June 5<sup>th</sup>.

**VIII. Chairperson's Report**

Ms. Monica Logan, Board Chair, stated appreciated transparency in tonight's student achievement presentation.

**IX. Executive Session**

A motion was made by Donna Nolan and seconded by David Peling to enter into an Executive Session to discuss the Superintendent's Agreement. This motion passed at 8:32 p.m.

A motion was made by Donna Nolan and seconded by Heather Lombardo to adjourn Executive Session. This motion passed at 8:40 p.m.

**X. Adjournment**

A motion was made by Donna Nolan and seconded by Karen Richmond-Godard that the Granby Board of Education adjourn the Board of Education Meeting. This motion passed unanimously at 8:41 p.m.

Respectfully submitted,



Linda Powell  
Board Recorder