

Regular Board of Education Meeting – Draft Minutes

May 20, 2020, 7:00 p.m.

Via Zoom Videoconference

Present Board Members: Jenny Emery, Mark Fiorentino, Melissa Migliaccio, David Peling, Sarah Thrall, Rosemarie Weber, Brandon Webster, and Dwaritha Ramesh and Jack DeGray (Student Representatives).

Absent Board Members: N/A

Melissa Migliaccio called the meeting to order at 7:00 p.m.

I. Administrative Reports

I.A. Superintendent's Announcements

- Dr. Grossman stated tonight is a special night and he wished that we could all be together as this is a special night where we will be honoring a coaching legend, Dave Emery.
- Today was special day for seniors as they drove up to the high school today to receive their caps and gowns. He stated this senior class is amazing and truly a special class that will never be forgotten.
- Planning goodbye waves at Kelly Lane, Wells Road and the middle school where teachers and students will be able to say goodbye to each other in cars. On June 12th from 9-11 a.m. (Kelly Lane and Wells Road) and on June 15th for the middle school. The moving-up ceremony for the middle school will be on June 15th at 5 p.m.
- Teacher of the Year has been selected which will be coming out at the end of the month.
- A Reopening Task Force was formed last week. The first meeting will be held virtually on Tuesday, May 26th. Meetings are planned through August 18th. The BOE will be appointing members tonight.
- There will be a virtual 5th grade parent orientation held in June. Information will be sent out to all families. Additionally, Kelly Lane sent out a great video to upcoming Kindergarten parents for Kindergarten orientation.
- Parents will be hearing directly from school principals with regard to students picking up their personal belongings left in lockers and desks.
- Thank you to parents for participating in the survey on distance learning. We are looking to improve and strengthen our distance learning program. Marian Hourigan will report out on some of the results this evening.
- Today the state released draft guidelines today for Summer programming. This week I will be sending out information to all families regarding eoy activities and summer programming.
- Many final interviews completed the last two weeks for PE, Kindergarten, First Grade, Social Studies, and Special Education Resource Teachers. We have hired some great candidates.
- June article submitted to *The Granby Drummer* this week. The district will also be working on the June edition of the *Vision* which will include graduation and a tribute to our retirees and 25-year employees.
- Welcome to Wells Road friends this evening who will be reporting on distance learning and how that is going at Wells Road. We have been reporting on each school and tonight is Wells Road and Kelly Lane will be the next Board Meeting.
- Mr. Dunn is here tonight to report on how our graduation will look on June 16th. We are very excited how those plans have been put together.

Brandon Webster inquired if a separate survey was sent out to special education parents. Dr. Grossman stated there has not been a separate survey sent out to that group; however, he is aware that Ms. Martin has been sending out regular communications to families and will ask if she would like to send out a separate survey to those families.

I.B. Appointment of Board Members to the Reopening Task Force

Board Chairman, Melissa Migliaccio, appointed Jenny Emery, David Peling and Rosemarie Weber as members of the Board of Education to the Reopening Task Force. She thanked them in advance for their service on the task force.

I.C. Tribute to Coach Dave Emery

Mr. Michael Dunn, High School Principal, along with Mr. Brian Maltese, Athletic Director, and students RJ Mooney, Ben Ranicar and Austin Wickham paid tribute to Coach Dave Emery who retired this year. Students spoke about what Coach Emery did for them as players and how he was not only a coach but also a mentor. He helped students on and off the field. RJ Mooney spoke about many wonderful memories he has of Coach Emery who he first met while hiking. He stated he made gentlemen out of boys. Brian Maltese stated all three athletes connected with Coach Emery the same way; by encouraging them with real-life scenarios. Mr. Emery teaches life lessons and is a role model and a mentor. He thanked Mr. Emery for all he has done for the athletes of Granby. Mr. Emery thanked everyone for their kind words stated it was great to hear from his alumni players.

I.D. Assistant Superintendent Announcement

Dr. Jordan Grossman announced the new Assistant Superintendent of Granby Public Schools, Ms. Jennifer Parsons. He thanked the Board, coaches, teachers and administrators who were online to support Ms. Parsons who currently serves as a Director of Curriculum in Plymouth and previously worked as a Curriculum Specialist for West Hartford Public Schools. Ms. Parsons has a specialty and expertise in curriculum, instruction and early literacy. Ms. Parsons thanked everyone and stated she looks forward to working with the staff of Granby Public Schools and hopes to be able to meet everyone soon. Melissa Migliaccio welcomed Ms. Parsons to Granby and stated the Board is excited to have her on board and looks forward to meeting her as well.

I.E. High School Graduation and End-of-Year Activities

Mr. Michael Dunn, Principal, Granby Memorial High School, provided an update on graduation and end-of-year activities for high school students. He stated today was an awesome day at the high school. He was able to see students in person at the cap and gown pickup day and spent time with each student. He thanked the Facilities Department for their help getting everything ready as well as the Committee for their hard work and also to the GEF for their contribution of graduation signs with yearbook photos on them and also to Lost Acres Orchard for donating commencement cookies. He stated we would all prefer to be together but we are feeling excited about the plans we have. Next step is graduation photos with caps and gowns which will be next week May 27th and May 28th. Senior awards night will be held on June 11th and the graduation will be on June 16th. He stated the high school is excited to have a graduation diploma car procession leaving from Salmon Brook Park at 10 a.m. Mark Fiorentino thanked Mr. Dunn and the team as well as the Granby Education Foundation stating his daughter was so happy that she was being celebrated. Dwaritha Ramesh also thanked Mr. Dunn for everything today stating she was not expecting how special it was. Dr. Grossman said a special thank you to Mr. Dunn and his staff and stated the students are deserving of it and he is looking forward to celebrating on June 16th. Mr. Dunn stated on the evening of June 16th there will be a broadcast with speeches, music, etc.

I.F. Student Representative Reports

Ms. Dwaritha Ramesh and Mr. Jack DeGray, Student Representatives, reported learning online and adjustments to student life. Jack thanked Coach Emery as he played for him the last 3 years. Jack stated AP exams started last week. He took 3 exams and stated his teachers prepared him very well. Ms. Migliaccio inquired when the scores come back. Jack stated sometime in July. Dwaritha echoed Jack's comments about being well prepared for AP exams. The regular stress of the AP exam was there but she felt very supported. She spoke about end-of-year celebrations stating it is a little disappointment but as they are learning what will be happening, students are feeling more hopeful and excited. It is going to be a graduation that will be especially memorable. In terms of college, a lot of schools have been very ambiguous as to what will happen in the fall. If students go to campus they will still be social distancing, etc.

Additionally, two students from Wells Road Intermediate School, Addison Landheer (Grade 5) and Whitaker Zinger (Grade 4), shared their experiences with distance learning. Addison stated she has mostly learned how to manage her time with this but she misses her teachers a lot. She likes that she can stay in her pajamas and there is a lot of flexibility like not having to get up in the morning and she can start her work when she is ready. Some challenges are that there are no face-to-face directions so she has to e-mail teachers. Ms. Migliaccio inquired if any teachers are having live study sessions. Addison stated there are video recordings or teachers will have Google Meet calls with mini lessons. Jenny Emery inquired if she is hopeful to get back to school in the fall. Addison stated she would love to go to the middle school in the fall and get the middle school experience. Whitaker Zinger informed the Board that he likes how he can make his own schedule and his favorite part is that he can wear his PJs. He stated he misses his friends and being around his teachers. Megan Proto, Whitaker's teacher, stated he has been doing a wonderful job and getting everything done. She is very proud of both Addison and Whitaker.

I.G. Interim Assistant Superintendents Update on Distance Learning

Ms. Marian Hourigan, Interim Assistant Superintendent, provided an update to the Board on Distance Learning. She thanked all of the parents who participated. There were 720 responses and the survey was open May 5th to May 12th. Results of the survey have been shared with principals and they will respond to questions during their weekly communications. Many questions have been answered such as report cards, etc. Ms. Hourigan stated over the next few weeks, elementary teachers will meet with students one-on-one and distance learning is going strong at the middle school and high school. Teachers were provided with professional development and participated in live tutorials. Additional webinars have also been posted to the teacher resources page.

I.H. Business Manager's Report

Ms. Anna Robbins, Business Manager, presented the April statement of accounts. She stated results are as of April 30th and the full-year forecast does reflect distance learning for the remaining school year. The forecast is favorable \$508K and is \$98K better than the March forecast. There are some savings as follows: reduced nursing services; negotiated a reduction in our transportation contract; costs for after-school hours; substitute services; utilities; consumable supplies; travel and conferences; and, a decrease in student activities with the elimination of spring sports. In the Quality & Diversity Fund, there is a reduction in enrichment and after-school activities and there is a favorable forecast of \$70K in that fund as well. Projected revenues to the town are unfavorable \$22K due to a decrease in pay-for-participation and rental income; however, the Excess Cost Grant will be paid in full for FY20 and there will be transportation adjustments in the grant but these adjustments will be reflected in next years' payment to the town.

I.I. Annual Technology Report

Mr. Jon Lambert, Director of Technology, presented the Annual Technology Report to the Board. He shared the staffing of the Technology Department and shared duties of each member. He stated the department has been synchronous with the distance learning and he is very proud of that and attributes it to the commitment of the organization and the community who has showed support for technology over the years. Mr. Lambert reviewed the areas of support for his department: municipal area network, technology and telecommunications infrastructure/equipment, administrative systems, and audio visual; security and HVAC systems; software and information management; instructional technology; assistive technology; and end user support and training. Mr. Lambert also reviewed the highlights for this year including technology support, projects and replacement of existing technology and upgrades and improvements. He also informed the Board of initiatives for next year to continue to support students and staff for distance learning; 1:1 computing program; migrating and merging e-mail system over the summer to Gmail which will reduce infrastructure and support costs involved with having an onsite e-mail server; replacing the Wells Road phone system; and intra-town cooperation.

Melissa Migliaccio stated she would be remiss if she did not comment how the Technology Department was able to move to distance learning flawlessly and that she appreciates his consideration of forward thinking with regard to desktop computers. Brandon Webster thanked Mr. Lambert and his staff for an amazing transition and inquired if he could get more details on slides for the record. Jenny Emery inquired if his department gets pulled in to challenges that families are having with technology and if there is some opportunity where some of that can be taken off their plate. She stated the GEF is always looking for important things and perhaps training can be offered to help families be stronger in their support of their kids. Mr. Lambert stated so far it has been very manageable. Teachers have been great in reaching out to families and there are many resources on the web as well as documentation and videos.

II. Public Comment

There were no public comments this evening.

III. Consent Agenda

III.A. Minutes

A motion was made by Rosemarie Weber and seconded by Jenny Emery to adopt the consent agenda and approve the minutes of the May 6, 2020 Board of Education Meeting. This motion passed with one abstention (Brandon Webster) at 8:31 p.m.

IV. Old Business

IV.A. Third Reading and Approval of Policy 5122 - Teacher and Class Assignments

The Curriculum/Policy/Technology/Communications Subcommittee recommended Policy 5122, Teacher and Class Assignments to the Board for a final reading and approval. A motion was made by Melissa Migliaccio and seconded by Sarah Thrall that the Granby Board of Education adopt Policy 5122, Teacher and Class Assignments, as recommended by the Curriculum/Policy/Technology/Communications Subcommittee. Ms. Thrall stated no comments were received on this policy. This motion passed unanimously at 8:32 p.m.

IV.B. Third Reading and Approval of Revised Policy 5141.21 - Administering Medication

The Curriculum/Policy/Technology/Communications Subcommittee recommended revised Policy 5141,21 Administering Medication, to the Board for final reading and approval. A motion was made by Melissa Migliaccio and seconded by Sarah Thrall that the Granby Board of Education adopt Policy 5141,21 Administering Medication, as recommended by the Curriculum/Policy/Technology/Communications Subcommittee. Ms. Thrall stated no comments were received on this policy. This motion passed unanimously at 8:33 p.m.

V. New Business

V.A. Approval of Education Specifications for High School Projects

The Board considered the approval of the education specifications for the Science ADA Improvements and Building #1 North Stair Code Violation projects at the high school. A motion was made by Melissa Migliaccio and seconded by Jenny Emery that the Granby Board of Education approve the education specifications for the Science ADA Improvements and the Building #1 North Stair Code Violation projects at the high school. Ms. Emery stated this is part of the school projects. The middle school roof is a piece and this is also a piece. The architect was chosen the specifications for the stair and classrooms and an architect will also be chosen for the remainder of the projects. The specifications are put forward for Board approval. Mark Fiorentino stated this seems unusual and why would the BOE be asked to approve building specifications. Dr. Grossman stated this was also done with the roof project and there is a requirement of the Department of Administrative Services to have the building specifications approved by the BOE, Board of Selectmen and Building Committee. This motion passed unanimously at 8:37 p.m.

VI. Miscellaneous

VI.A. Board Standing Committee Reports

VI.A.1. Finance/Personnel/Facilities

Jenny Emery reported the Finance Subcommittee met this evening to discuss the food service contract. There were four qualified vendors. Negotiated a contract with a relatively new vendor Fresh Picks which will come to the full Board at the next meeting. Much of the contract is dictated by the state. Administration worked with a consultant to bring some additional expertise to the table and the contract includes a quite lengthy set of additional specifications regarding the type, quality and healthiness of food which looks pretty positive. Economics and financials of this agreement are written in general terms. There is no financial risk to the school district. Also discussed breakfast and lunch prices. There is a rubric on the cost of food for free and reduced food vs. what we charge and there is a ratio or relationship. Administration recommended and the Finance Subcommittee endorsed a 10 cent increase in the cost of breakfast and lunch prices.

VI.B. Other Board-Related Reports

VI.B.1. CREC/CABE

Mark Fiorentino reported there was a lengthy meeting today. The new chairman asked member districts what services are utilized by CREC. Anna Robbins stated she will send other CREC services Granby uses to him via e-mail.

VI.B.2. Granby Education Foundation

Jenny Emery reported they had a meeting Monday evening and they spoke about the signs. It is all over Granby living and Facebook now. She stated Dwaritha's smile was well worth it tonight. Also GEF will be voting on the tribute program if the public would like to nominate a staff member, teacher, coach, etc. The public might want to take advantage of it this year. Even though the GranBee did not run this year, some sponsors said to keep the money so they did well on their fund drive this year. There is grant money available so keep it in mind to submit grants.

VI.C. Calendar of Events

Melissa Migliaccio stated the next Board meeting is June 3rd. There are goodbye waves, 8th grade moving-up ceremony. Mike Dunn stated Senior Award Night will be held on June 11th. The high school is working on a program which will be broadcast that evening. Ms. Migliaccio requested that an invite be circulated to the Board for the moving-up ceremony and award night on June 11th.

VI.D. Board Member Announcements

Sarah Thrall stated she would like to hear a report for all of the transitional years: 2nd grade to 3rd grade; 5th grade to 6th grade; and 8th grade to the high school. Dr. Grossman stated this will be on the Board agenda under the Assistant Superintendent's Report at the next meeting. Jenny Emery stated the Boardwalk will be missed this year. Melissa Migliaccio congratulated Coach Emery again stating both of her sons were coached by him.

VI.E. Action Items

1) Add topic of transition years (2nd to 3rd grade; 5th to 6th grade; and 8th to 9th grade) to the next agenda.

VII. Executive Session/Non-Meeting

A motion was made by Rosemarie Weber and seconded by Jenny Emery to enter into an Executive Session to discuss a contractual/collective bargaining agreement. This motion passed unanimously at 8:49 p.m. The Executive Session adjourned at 9:28 p.m.

Respectfully submitted,

Rosemarie Weber
Board Secretary