

**Regular Board of Education Meeting
Wednesday, August 25, 2010 7:00 PM
Regular Board Meeting - CANCELLED**

I. Public Comment

II. Administrative Reports

A. Superintendent's Announcements

Rationale: Mr. Addley will provide district updates.

B. Business Manager's Report

Rationale: Mr. Harry Traver, Business Manager, will present the June statement of accounts.

C. Summer College Experience

Attachments:

Summer College Experience PowerPoint 3

Rationale: Julie Bragg, Guidance Counselor, Jacky Paton, Science Teacher, and two students, Dan Chapple and Angelo Burgos, will report on the third year of this successful program.

D. Summer School

Attachments:

BOE Camp Kearns Presentation 2010 8

Summer School 2010 Brochure 13

Summer School Financial Breakdown 15

Rationale: Ms. Kate Dumas and Ms. Jennifer Kirk will report on the summer school/tutoring programs in the district.

III. Consent Agenda

A. Minutes

Attachments:

Draft Minutes 6-16-10 16

Draft Minutes 7-13-10 21

Draft Minuts 8-10-10 22

Rationale: The Board will approve/amend the minutes of the June 16, 2010 Board of Education meeting, the July 13, 2010 Board of Education Retreat and the August 10, 2010 Special Meeting.

IV. Old Business

V. New Business

A. First Reading of Policy 4212.42, Drug & Alcohol Testing for School Bus Drivers

Attachments:

Policy 4212.42 Drug & Alcohol Testing for School Bus Drivers 23

Rationale: The Curriculum/Policy/Technology/Communication Subcommittee recommends Policy 4212.42, Drug & Alcohol Testing for School Bus Drivers, to the Board for a first reading.

B. Middle School HVAC Motor Bid Award

Rationale: The Finance/Personnel/Facilities subcommittee will discuss the HVAC motor bid award.

C. CABE Board Recognition Awards

Attachments:

CABE Board Recognition Awards 25

Rationale: The Board will discuss the criteria for the CABA Board Leadership and Distinction Awards.

D. Student Achievement Report for the Connecticut Mastery Test (CMT)

Rationale: Ms. Diane Dugas, Director of Curriculum, Teaching & Learning, will present a report on student performance on the CMT.

E. Education Jobs Fund Program (Ed Jobs)

Attachments:

Education Jobs Fund Program 29

Rationale: The Board will discuss Granby's entitlement from the Ed Jobs Program.

F. FY12 Budget

Attachments:

FY12 Budget Scenarios 30

Operating Budget Proj. for FY12-17 39

Rationale: Mr. Addley will have a preliminary FY12 budget discussion with the Board.

VI. Miscellaneous

A. Board Standing Committee Reports

1. Curriculum/Policy/Technology/Communication

2. Finance/Personnel/Facilities

B. Other Board-Related Reports

1. CPPAC

2. CREC/CABA

3. Granby Education Foundation

4. Energy-Saving Initiatives

C. Calendar of Events

Attachments:

Calendar of Events 42

D. Board Member Announcements

VII. Executive Session/Non-Meeting



July 26-30, 2010

College Exploration Summer Seminar



Itinerary

University of Connecticut
University of Massachusetts
Westfield State College
Western New England College
Fairfield University
University of New Haven
Emmanuel College
Suffolk University



Program Objectives:

- Expose students to several different types of colleges
- Teach students how to “size up” a college to meet their needs/interests
- Encourage reflection through group discussion and journaling
- Demystify the college application process through topic discussions
- Develop connections between GMHS and Institutions of Higher Education

58 GMHS Students have completed the College Exploration Summer Seminar over the past three years.



Complete List of Colleges Visited:

**University of Connecticut - Storrs
Central Connecticut State Univ.
Eastern Connecticut State Univ.
Southern Connecticut State Univ.**

Umass - Amherst

Westfield State College

Western New England College

Springfield College

Fairfield University

University of New Haven

Northeastern University

Boston College

Emmanuel College

Suffolk University

Quinnipiac University

Trinity College

Sacred Heart University

University of Hartford

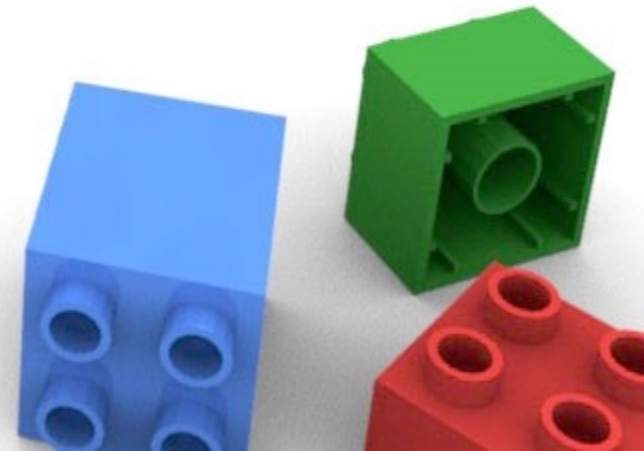
Clark University

College of the Holy Cross



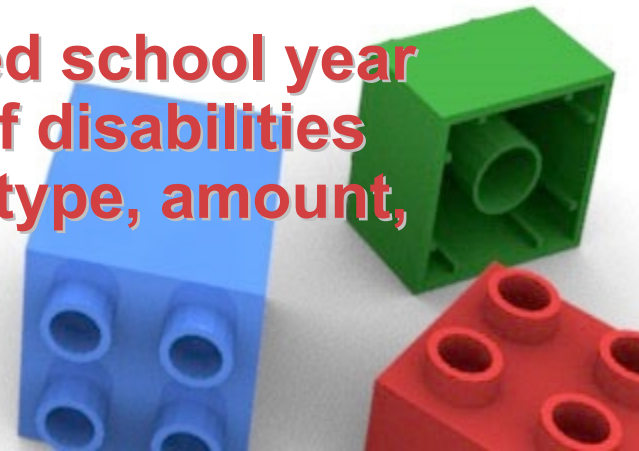
Special Education Extended School Year Programs

2009 – 2010 School Year

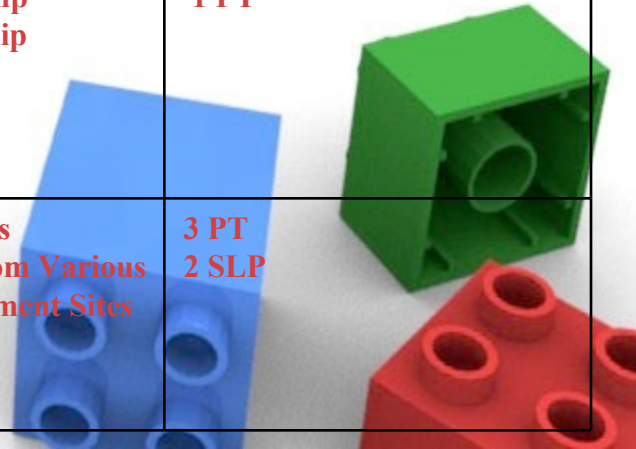


Rationale

- **Extended school year services are available as necessary to provide a free, appropriate public education.**
- **Granby provides extended school year services only if the Annual Review PPT that develops the student's IEP determines, on an individual basis, that the services are necessary to prevent regression.**
- **The District does not limit extended school year services to particular categories of disabilities and does not unilaterally limit the type, amount, or duration of those services.**



Grade Level	Direct Tutoring Instruction	Camps & Summer Programs (# students)	Other Services OT, PT, Speech/ Lang (# students)
Preschool 11 students		8 Kearns Camp	4 OT 6 PT 6 Speech/ language (8 of 10 Students received service in multiple areas)
Primary 15 students	Reading 24 hrs/3 students Writing 24 hrs/3 students Math 9 hrs/1 student	6 Summer Schl 4 Camp Kearns 1 CREC Camp 3 Other Camps	2 OT 5 PT 1 Speech/Lang (3 of 15 Students received service in multiple areas)
Intermediate 37 students	Reading 190 hrs/ 23 students Writing 99 hrs/ 15 students Math 141 hrs/ 19 students	2 Camp 7 Summer School	1 PT
Middle 11 students	Reading 20 hrs/3 students Writing 17.5 hrs/ 3 students Math 51.5 hrs/ 7 student	1 Summer School 1 CREC Camp	1 PT
High School 8 students	Students 7 Hours 65 all academics	1 Summer Camp Mentorship	1 PT
Outplacements 8 students		1 Camp Kearns 6 Programs from Various Outplacement Sites	3 PT 2 SLP

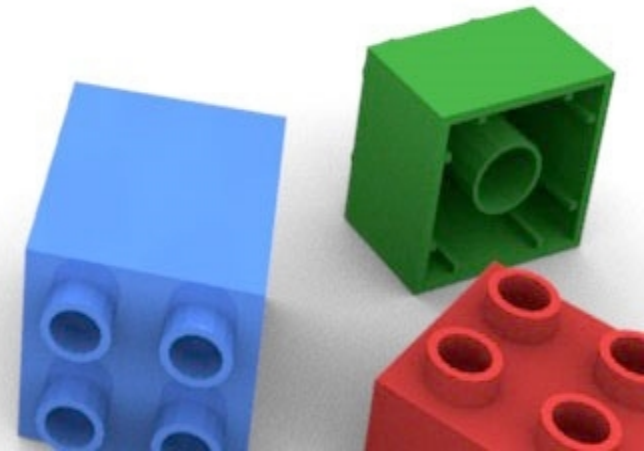


Benefits of Extended School Year Services:

- **Academic and social regression can be remedied**
- **Learning disabled students are provided opportunity to gain ground, academically, with their same age peers.**
- **Students with social and emotional issues suffer the greatest loss from summer dismissal. On-going services and social contact in structured settings provide opportunity for students to apply the skills they learn all year in school.**



- **Continuous instruction in targeted skill areas is necessary for many disabled students to gain ground in their achievement on standardized tests such as the CMT and CAPT.**
- **One-to-one instruction is the most effective means for skill achievement. The probability of student success during the school year is greatly increased.**

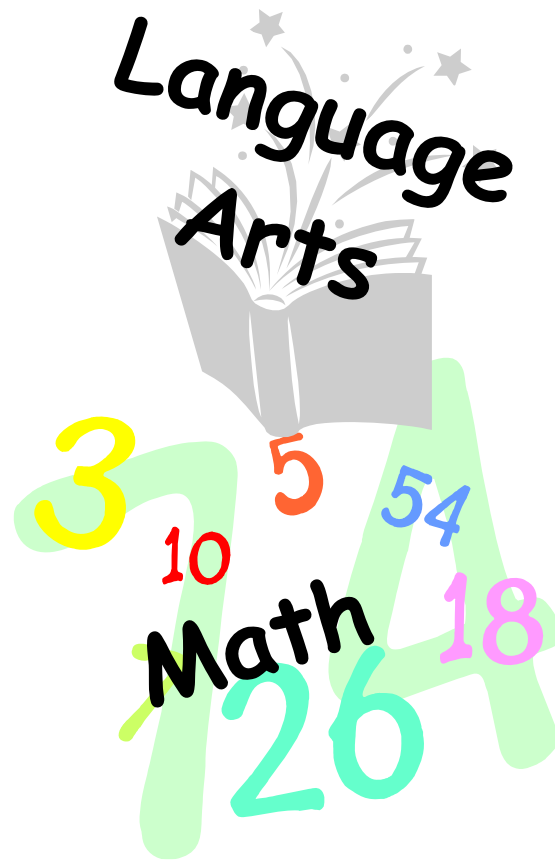


Summer School/ 2010



- Summer School 2010 is a review, reinforcement, and re-teaching of MATH and/or LANGUAGE ARTS skills for Granby students entering 1st through 8th grade in the fall.
- All sessions will be held at
Kelly Lane School.
- Transportation is not provided.
- Students are to arrive no earlier than 5 minutes before their session begins and picked up no later than 5 minutes after their session ends.
- Registration forms are due May 7.
- Sessions run Mondays-Thursdays and do NOT meet on Fridays.
- We will again team up with Salmon Brook Day camp. Check the Digital Backpack for options available.

There now will be a nurse onsite during all sessions.



Registration deadline: May 7, 2010

Please return completed form with payment to your child's school to the attention of:

Kate Dumas

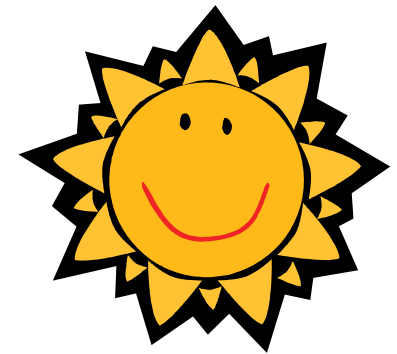
Summer School Director

Email: dumask@granby.k12.ct.us

Phone: (860) 844-3044 x2215



Granby Public Schools
"A Professional Learning Community"



Granby Public
Schools

**Summer
School!**
2010

Join Us!

July 5th - July 29th
Mondays-Thursdays
Kelly Lane School

Register Today!!

Summer School 2010 Schedule

Sessions are held Mondays through Thursdays at the following times:

8:00 A.M. — 9:00 A.M. (Lang. Arts)

9:00 A.M. — 10:00 A.M. (Math)

10:30 A.M. — 11:30 A.M. (Math)

11:30 A.M. — 12:30 P.M. (Lang. Arts)

Children registering for *both* Language Arts and Math will attend back-to-back sessions from either:

8:00 A.M. to 10:00 A.M.

or 10:30 A.M. to 12:30 P.M.

Registration confirmation, including session assignment, will be sent home in early June.

* **Full Session available**—Students will have the option to attend Summer School from 8:00-12:30. This full session includes 2 hours of academic review and 2.5 hours of additional extra curricular activities. These activities may include art, fitness or leadership skill building for Middle School age children. The total cost, including academic session, is \$270 for the 4 week duration of Summer School.

2010 Sessions and Fees

Primary Language Arts \$60

Focus on foundational literacy skills (phonemic awareness, letter names/sounds, early phonics and beginning reading).

Primary Math \$60

Focus on foundational numeracy skills (number sense, place value, patterning, time and graphing).

Intermediate Lang. Arts \$60

Focus on oral reading fluency (rate and accuracy), reading comprehension and written response.

Intermediate Math \$60

Focus on basic facts, problem solving, computation, geometry, statistics, data analysis, algebraic concepts and mathematical applications.

Middle School Lang. Arts \$60

Focus on oral reading fluency (rate and accuracy), vocabulary development and comprehension of fiction and non-fiction texts.

Middle School Math \$60

Focus on problem solving, computation, geometry, statistics and data analysis, algebraic concepts and mathematical applications.

Activities Session \$270

Attend Language Arts and Math as well as activities that may include art, fitness or leadership skills.

2010 Registration Form

Please complete a *separate* form for each student. **DUE 5/7/10**

Name: _____

Address: _____

Phone: _____

E-mail: _____

Grade entering in fall 2010: _____

Check **ONLY ONE** box:

Lang. Arts & Math (2 Hours) \$120

Lang. Arts Only (1 Hour) \$60

Math Only (1 Hour) \$60

Full Session \$270
(4.5 Hours from 8:00-12:30 includes lang. arts, math, and activities sessions)

Total Amount Due: \$

Payment Due with Registration Form.

Please make checks payable to:

Granby Public Schools.

Financial Assistance is available.

Contact Karen Ripke at:

(860) 844-5250 or

ripkek@granby.k12.ct.us to apply

Summer School 2006-2010

	2006	2007	2008	2009	2010
Enrollment:					
Reading Only	22	13	7	6	12
Math Only	15	7	12	7	6
Both	48	65	82	52	35
Activities Session				47	66
Total Enrollment	85	85	101	112	119
Grades Represented:					
Primary:					
1 st	20	19	16	16	22
2 nd	12	20	20	28	25
Total Primary	32	39	36	44	47
Intermediate:					
3 rd	16	11	17	13	17
4 th	12	14	12	16	11
5 th	7	9	15	14	11
6 th	8	7	9	10	13
Total Intermediate:	43	41	53	53	52
Middle:					
7 th	4	3	12	14	16
8 th	6	2	0	1	4
Total Middle School:	10	5	12	15	20
% Returning		22%	49%	41%	40%
Instructors:					
Certified Staff	5	10	11	9	7
Tutor/TA	5	0	0	1	2
TA	1	1	1	.5	4
Volunteer	1	0	1	5	11
Total Personnel:	11	11	12	15.5	24
Expenses					
Staffing:	\$24,274.72	\$30,064.32	\$32,490.00	\$29,505.00	29,301.85
Nurse					\$3024
Materials	\$659.19	\$124.60	\$108.45	\$234.71	\$0
Total Expenses:	\$24,930.91	\$30,155.32	\$32,598.45	\$29,739.71	32,325.85
Income:					
Fees paid by check:	\$4900.00	\$6150.00	\$7550.00	\$16,300	\$14,265
Special Services:	\$1250.00	\$1050.00	\$550	\$600	\$1200
Financial Aid	\$300.00	\$500.00	\$450	\$450	\$510
Fee waived for Family Max:	\$200.00	\$100.00	\$300	\$250	\$0
Open Choice Academic and Social Support Grant					\$7185
Total Income:	\$6650	\$7800	\$8850	\$17,600	\$23,160
Cost of Summer School	\$18,280.90	\$22,355.32	\$23,748.45	\$12,139.71	\$9165.85

**Board of Education Regular Meeting – Draft Minutes
June 16, 2010, 7:00 p.m.
Regular Meeting**

Attendance Taken at 6:52 PM:

Present Board Members:

Cal Heminway
John O'Connor
Ronald Walther
Matthew Wutka

Absent Board Members:

Marie Nicholls
Edward Ohannessian
Deborah Torgersen

I. Public Comment

There were no public comments this evening.

II. Administrative Reports

II.A. Superintendent's Announcements

- There were many activities going on around the district this week. Congratulations to underclassmen and seniors as well as the top 10 recipients.
- Closing ceremonies will be held at 1:45 on Friday - Board members are invited to attend.
- 8th grade moving up ceremony will be held on Thursday evening at 5:00. High School graduation will be held on Friday evening at 5:00.
- The new vision supplement will be mailed to the community this week.
- Professional development for teachers on June 21st will focus on PLC, the mission statement and connections to the achievement goal.
- The state department has added some additional deadlines and timelines with regard to the civil rights compliance review by July 12th.
- We have received the choice grant award. Thank you to Dr. Law for submitting it.
- There are currently 9 positions open in the district as well as 4 long-term sub positions, an occupational therapist and an ESL tutor. We will post the Director of Curriculum position this week. If any Board members would like to be on the committee please let me know. Ronald Walther volunteered to be on the committee.
- There will be drop-in sessions to meet Dr. Forlenza-Bailey and Dr. Patricia Law this summer. It will be posted on the website.
- The Board of Education retreat will be held in July and other summer dates will be discussed later this evening.

II.B. Student Representative Reports

- Today was the last day of school for many seniors and everyone is getting ready for summer and winding down.
- The swim team sold flip flops and popsicles during exams and the freshmen class sold snacks to raise money for prom during exams as well.
- Elections for senior class officers were held. The main platform was that money was needed for prom.
- Exams seem to be going well - teachers have been giving extra help sessions throughout the week.
- Girls lacrosse lost in the semis and were undefeated until that point.

II.C. Annual Curriculum Report

Dr. Patricia Law, presented an overview of the Directors' of Curriculum office this past year. Dr. Law stated that the focus of the year was two-part: the district vision, mission, achievement goal and school improvement planning as well as operationalizing professional learning communities. Dr. Law stated that equity for all students was looked at as well this year and closing the achievement gap. With regard to operationalizing PLCs, Dr. Law stated that there are 8 guidelines for plc teams which focus on 4 key questions. Mr. Heminway inquired about the TEAM program and if Dr. Law felt that we are getting support from the state. Additionally he asked if she thought it was a step down from the BEST program. Dr. Law stated that she personally does not think it is a step down and that it can potentially be better than BEST. She stated that the TEAM program will provide feedback on a regular basis. She also stated that the state is supporting us with giving us models and workshops and that she has been able to get a few teachers in the district through the mentor process. Mr. Heminway inquired if she felt confidence with consistency that if a teacher leaves one district and comes to Granby before being tenured. Dr. Law stated that she felt confident that it will happen and that we will find things along the way that we will have to learn. She stated that the standards are very clear and easy to apply as far as if they meet the requirements or not. Dr. Law stated that she would be more concerned with the interview and what the teacher would bring forward through that process. Mr. Addley inquired how many districts are involved in consortium. Dr. Law stated that she does not know at this point but that an effort was made to make all of the area schools be part of the consortium. Mr. O'Connor inquired what is left undone as Dr. Law leaves this post and what gaps does she see. Dr. Law stated that there needs to be tightness between PLC teams writing their smart goals to match up to district achievement goal.

III. Consent Agenda

III.A. Minutes

Primary Motion Passed: That the Granby Board of Education adopt the consent agenda. Passed with a motion by John O'Connor and a second by Matthew Wutka at 7:28 p.m.

Cal Heminway	Yes
Marie Nicholls	Absent
John O'Connor	Yes
Edward Ohannessian	Absent
Deborah Torgersen	Absent
Ronald Walther	Yes
Matthew Wutka	Yes

IV. Old Business

IV.A. Second Reading of Policy 6141.312, Migrant Students

Mr. Walther stated that there were no changes to this policy since the last meeting. The Board had no comments.

Primary Motion Passed: That the Granby Board of Education adopt the aforementioned policy as recommended by the Curriculum/Policy/Technology/Communication Subcommittee passed with a motion by Ronald Walther and a second by John O'Connor at 7:29 p.m.

Cal Heminway	Yes
Marie Nicholls	Absent
John O'Connor	Yes
Edward Ohannessian	Absent
Deborah Torgersen	Absent
Ronald Walther	Yes
Matthew Wutka	Yes

IV.B. Second Reading of Policy 6161.3, Comparability of Services

Mr. Walther stated that there were no changes made to policy from last meeting.

Primary Motion Passed: That the Granby Board of Education adopt the aforementioned policy as recommended by the Curriculum/Policy/Technology/Communication Subcommittee. Passed with a motion by Ronald Walther and a second by John O'Connor at 7:30 p.m.

Cal Heminway	Yes
Marie Nicholls	Absent
John O'Connor	Yes
Edward Ohannessian	Absent
Deborah Torgersen	Absent
Ronald Walther	Yes
Matthew Wutka	Yes

IV.C. Food Services Contract

Mr. Traver stated that two bids came in and that the finance committee recommended that they go with Sodexo. Mr. Traver stated that he would like a stipulation that the contract have final approval from the business manager to make sure all boilerplate language is correct. It is a five-year contract that needs to be approved every year. Mr. Wutka stated that this was reviewed and supported by the finance committee subject to the business manager's terms and conditions.

Primary Motion Passed: That the Granby Board of Education approve the Sodexo food services contract as recommended by the Finance/Personnel/Facilities Subcommittee. Passed with a motion by Matthew Wutka and a second by John O'Connor at 7:34 p.m.

Cal Heminway	Yes
Marie Nicholls	Absent
John O'Connor	Yes
Edward Ohannessian	Absent
Deborah Torgersen	Absent
Ronald Walther	Yes
Matthew Wutka	Yes

IV.D. BOE Summer Schedule

Mr. Heminway stated that Board retreat is scheduled for July 13th and a Board meeting is scheduled for July 7th. Mr. Heminway asked the Board if they want to hold the board meeting. The Board decided to cancel the July 7th meeting and will meet again for the walkthroughs before school begins.

V. New Business

V.A. Athletic Facilities Education Specifications

Mr. Heminway discussed the athletic facilities education specifications and stated that there are guiding principles that we will have to deal with. He stated that he had asked Alan Addley to come up with as comprehensive a plan as possible for what our needs will be assuming the needs for additional off-campus space. The Board will sit down as a whole with these questions and will make a pass off to the facilities subcommittee to take it from there. Mr. Addley stated that this is an initial document for discussion and that several meetings were held this year with regard to the ed specs. He also stated that GAFLAC produced a very useful document and it was very informative to the Board. Mr. Addley asked the Board what other principles should be embraced and would like the Board's guidance in this area. He stated that this does not connect the facilities' building which was discussed at the last meeting; however, this may be connected in the future. He said that tonight we are just looking for how the Board would like to proceed. Mr. Heminway stated that he recommends a workshop approach where we can ask questions, etc. and that we will need to communicate with the Board of Selectmen. He stated that he would like to see a session for early in the fall to get into this at some depth. Mr. O'Connor stated that, as the Board's representative for GAFLAC, do we have a view or assessment of the credibility of the work that was done or do we start from scratch. Mr. Addley stated that some of the numbers are being used from that report and it lays the groundwork. Mr. Wutka inquired how many people attend soccer under the lights – is it close to 1,000 people? Mr. Zalaski, Athletic Director, stated that, yes, approximately 1,000-1,500 people have attended. Mr. Heminway

encouraged everyone to read this report and forward any questions to Mr. Addley. This item will be put on the agenda in the fall.

V.B. Superintendent's Annual Report

Mr. Addley presented his annual report. Mr. Addley extended his thanks to the teachers, staff, and administrators for their hard work over the year. He stated that setting the vision, mission and achievement goal is the most powerful thing that has been done for the district and the future of the district. Mr. Addley stated that looking ahead we have to operationalize the mission statement and achievement goal. Mr. O'Connor inquired about the community outreach with regard to transparency and does Mr. Addley think we made any progress. Mr. Addley stated that, yes, in certain avenues, i.e., GCTV, the Vision supplement, liaison with community organizations, the website, and blogs (limited hits). He stated that he has not been able to do Facebook or twitter but he feels that the community does feel connected and he will continue to look for ways for the community to feel connected to continue to receive their support. Mr. Wutka inquired about the visibility with people in town that have no children - do they show a lot of interest? Mr. Addley stated that he has liaised with the senior center and Ruthann Lobo, District Outreach Coordinator, has tried to work with the seniors to get them into the schools. He stated that he does think they feel connected but thinks that we can look for ways to increase that. Mr. Heminway stated that a performance evaluation form was sent to them and he will schedule a performance review with the superintendent at the conclusion of the year and will also have to put together the district goals for next year as well as the goals of the superintendent.

VI. Miscellaneous

VI.A. Board Standing Committee Reports

VI.A.I. Curriculum/Policy/Technology/Communication

This committee has not met.

VI.A.II. Finance/Personnel/Facilities

Mr. Wutka stated that they walked the property at Wells Road School this afternoon. He stated that the PTO was given \$10,000 for a walking track. Dr. Austin will go back and see what the student feedback might be - perhaps a paved surface. Santi will check where the septic and leach fields are.

VI.B. Other Board-Related Reports

VI.B.I. CPPAC

This committee has not met.

VI.B.II. CREC/CABE

Mr. Heminway stated that he did not attend the CREB meeting today.

VI.B.III. Granby Education Foundation

Mr. Heminway stated that the GEF meets next week.

VI.B.IV. Energy-Saving Initiatives

Mr. Traver, Business Manager, stated that he received a proposal from a contractor. He stated that the motors that are in the high school are already high efficiency motors. Mr. Traver stated that the second proposal for the middle school for approx. \$40,000 has a payback of 5-6% of savings. He stated that he will discuss the process that we should follow at our next meeting.

VI.C. Board Member Announcements

There were no Board member announcements.

VI.D. Calendar of Events

VII. Executive Session/Non-Meeting

A motion was made by John O'Connor and seconded by Ron Walther to go into executive session at 8:10 p.m.

Executive session ended adjourned at approximately 8:25 p.m.

Respectfully submitted,

Linda Powell
Board Recorder

Board Retreat – Draft Minutes
July 13, 2010, 11:00 a.m.
Simsbury Inn

Present Board Members:

Cal Heminway
John O'Connor
Edward Ohannessian
Deb Torgersen
Ronald Walther
Matthew Wutka
Marie Nicholls

The meeting was called to order at 11:00 a.m. by Cal Heminway.

- I. **Executive Session** – The meeting was convened by Mr. Heminway with a motion to go into executive session to discuss the Superintendent’s annual performance review
- II. **High School Reform Legislation** – Patrice McCarty, Deputy Director and General Counsel for CAFE, facilitated a Board discussion about the high school legislation (PA 10-111). The discussion included discourse about high school graduation credits, senior projects and student success plans. The Board discussed the emphasis on the middle school and high school guidance staff and the need for the district to plan now for student graduation in 2018.
- III. **Legislative Updates** – Mr. Tom Mooney, Shipman & Goodwin, provided legislative updates from the 2010 session of the General Assembly. The legislation reviewed included student discipline and in-school suspensions; seatbelts on school buses; changes to minimum budget requirement and various educational grants; and, “green cleaning” programs.
- IV. **Summer Updates** – Mr. Addley provided summer updates to the Board. Enrollment is a little under projections. Kindergarten class size was lower than anticipated. Other updates included the administrative retreat, a preliminary review of the CMT&CAPT data (just released), hiring and preparations for the opening of school.
- V. **Long-Term Planning**
 - FY12 Budget** – The Board reviewed the tentative guidelines presently being considered by the BOF for the FY12 budget and the challenges this would present to the school system. The Board asked the Superintendent to make a preliminary Budget presentation for a -2%, 0%, & +2% guideline at the August 25th Board Meeting.
 - Full Day Kindergarten/Pre-School** – The Superintendent and Board discussed the concept of offering full day kindergarten and pre-school sometime in the future. It was recognized that any such discussion would be exploratory in nature. The Superintendent will report to the Board on these two issues at a future Board Meeting.
- VI. **Round Table with Administration** – District administrators discussed site-based priorities and how they might be accomplished with tight budgets. Topics discussed included extracurricular activities, pre-school, full-day kindergarten, interventions for students, and high school electives.

A motion was made by Cal Heminway to adjourn the meeting at 6:00 p.m.

Special Board of Education Meeting – Draft Minutes
August 10, 2010, 5:30 p.m.
Central Services

Present Board Members:

Cal Heminway
John O'Connor
Deb Torgersen
Ron Walther
Matt Wutka

The meeting was called to order at 5:30 p.m. by Cal Heminway.

I. Director of Curriculum, Teaching & Learning (Executive Session)

The special meeting was called to order at 5:30 and the Board immediately went into Executive Session to discuss the Director of Curriculum, Teaching and Learning position. The Executive Session adjourned at 6:15 p.m. to continue the special meeting.

II. Administrative Supervisory Position

The Board discussed a possible administrative supervisory position with regard to salary, qualifications and responsibilities. The Board agreed that the Superintendent could post the position of K-12 Language Arts Supervisor.

The meeting adjourned at approximately 6:15 p.m.

Personnel -- Non-Certified

Drug and Alcohol Testing for School Bus Drivers

The Granby Public School district is committed to the establishment of a drug use and alcohol misuse prevention program that meets all applicable requirements of the Omnibus Transportation Employee Testing Act of 1991 (OTETA) and C.G.S.14-276a and any other applicable state statutes pertaining to pre-employment and random drug testing of school bus drivers. The District shall adhere to federal and state law and regulations requiring a school bus driver's drug and alcohol testing program.

Contracts for transportation approved by this District shall contain assurance that the contractor will establish a drug and alcohol-testing program that meets the requirements of federal regulations, state statutes and this policy and will actively enforce the regulations of this policy as well as federal and state requirements.

This policy applies to all drivers and applicants for driver positions for the District who must have a Commercial Drivers License (CDL) to operate school vehicles.

Legal Reference: United States Code, Title 49

2717 Alcohol and controlled substances testing (Omnibus Transportation Employee Testing Act of 1991)

Code of Federal Regulations, Title 49

40 Procedures for Transportation Workplace Drug and Alcohol Testing Programs

382 Controlled Substance and Alcohol Use and Testing

395 Hours of Service Drivers

Holiday v. City of Modesto (1991) 229 Cal. App. 3d. 528, 540

International Brotherhood of Teamsters v. Department of Transportation

932 F. 2d 1292 (1991)

American Trucking Association, Inc. v. Federal Highway Administration, (1995) WL 136022 (4th circuit)

Personnel -- Non-Certified

Drug and Alcohol Testing For School Bus Drivers

Connecticut General Statutes

14-261b Drug and alcohol testing of drivers of certain vehicles, mechanics and forklift operators

14-276a Regulations re school bus operators and operators of student transportation vehicles; qualifications; training. Pre-employment drug test required for operators

Policy adopted:

GRANBY PUBLIC SCHOOLS
Granby, CT



CABE Board Recognition Awards

Board Leadership Award and Board of Distinction Award

CABE believes that Boards of Education and Superintendents which exhibit the most effective leadership are characterized by their ability to work together as "teams." The **CABE Board Recognition Awards** are designed to recognize Boards which work effectively in this manner. Boards which fulfill 22 of the following 34 Level One criteria, including a minimum of three in each area, will earn the Level One **CABE Board Leadership Award**.

In order to appropriately recognize those Boards which are truly exemplary, CABE has now established a second level of awards, the **Board of Distinction Award**. Only Boards which have achieved Level One distinction at least twice in the prior four years are eligible to receive the Board of Distinction Award. Boards must achieve at least two Level Two items in each Level Two category to receive this award.

All awards are presented at the CABE/CAPSS Convention.

Please respond to the criteria requested on this form and send your information, with supporting data, to CABE when you believe your Board has earned a Leadership Award or a Board of Distinction Award. If you have any questions, need further information, or require help in satisfying any of the criteria, please contact us for assistance.

REQUIRED CRITERIA

1. Board Leadership/Student Achievement

Level One (minimum of three)

- A. The Board has developed district goals for this year. (*send copy of goals*)
- B. The Board has conducted a self-evaluation and developed plan for improvement in the past 12 months. (*send copy of plan*)
- C. The Board has conducted a superintendent evaluation in past 12 months.
- D. The Board monitors its performance against a Board of Education code of conduct. (*send copy of code*)
- E. The Board has conducted meetings pursuant to Board policy.
- F. The Board has established a calendar to ensure all responsibilities are conducted in timely manner. (*send copy of meeting calendar*)
- G. The Board conducts orientation for new Board members.

Level Two (minimum of two)

- A. The Board of Education works to improve student achievement. (describe)
- B. The Board relates the mission statement and goals to agenda items. (give examples).
- C. The Board supports the appropriate use of technology in educational programming. (give examples).
- D. The Board uses data to make informed decisions regarding student achievement. (give examples)

2. Board Member Professional Development

Level One (minimum of three)

- A. A majority of Board members have taken part in workshops or other in-service training during the last year.
- B. The Board provides adequate funds to permit Board members to take part in training.
- C. A majority of the Board attended the CABE/CAPSS Convention in last 12 months.
- D. A majority of the Board participated in the CABE Board Member Academy in last 12 months.
- E. The Board has used a CABE facilitator or other outside group for Board workshop/retreat in last 12 months.
- F. New Board members are provided orientation, including attending CABE New Board Member Orientation.
- G. At least one Board member has participated in the CABE Leadership Academy during this year.



CABE Board Recognition Awards

Board Leadership Award and Board of Distinction Award

Level Two (*minimum of two*)

- A. The Board has developed district goals and reviews them on a regular basis. (include examples)
- B. At least 2 members of the Board have participated in the CABE Leadership Institute.
- C. The Board has incorporated Board professional development into policy? (provide examples)
- D. The Board holds a retreat outside of a regular meeting with a component offering professional development. (include copy of agendas)

3. Policy

Level One (minimum of three)

- A. The Board has developed and adhered to procedure for policy review. (*send procedure*)
- B. The Board has reviewed all policies over the last three years.
- C. The Board uses CABE or a similar policy update service to ensure that policies remain current.
- D. The Board has adopted all required policies.
- E. The Board has reviewed appropriate policies as law and regulations have changed.
- F. The Board relies on policies as "living documents," by referring to them at Board meetings or in Board agendas.
- G. The Board provides the district policy manual in a searchable online version.

Level Two (*minimum of two*)

- A. The Board relates all agenda items to appropriate policies. (show sample agendas that show this practice)
- B. Policy discussions are a regular part of Board meetings. (include agendas where this takes place)

4. Community Relations

Level One (minimum of three)

- A. The Board has clear, written policies on Community-Board Relations. (*send copy*)
- B. The Board provides opportunities for appropriate participation at meetings by members of the community. (*send copies of two recent agendas*)
- C. The Board seeks active community involvement with the schools.
- D. The Board demonstrates cooperation with news media.
- E. The Board promotes the school system to the public. (*send copies of information disseminated*)
- F. The Board disseminates information to the public on its decisions in unified, timely manner. (*send copy of information provided*)

Level Two (*minimum of two*)

- A. The Board sponsored a community-wide discussion of issues (courageous conversations, community conversations, etc.) during the past year. (show agenda and report the end results of the program).
- B. The Board has successfully worked with other community leaders. (include description and/or supporting documentation).
- C. The Board works with the community's local cable access channel. (describe)
- D. The Board works with other Boards of Education. (describe)

5. Related Organizational Leadership

Level One (minimum of three)

- A. A Board member serves on the CABE Board of Directors.
- B. One or more Board members are active participants in the Convention Committee, CABE Government Relations Committee, Resolutions Committee or Federal Relations Network.
- C. One or more Board members actively serves on a RESC Board.



CABE Board Recognition Awards

Board Leadership Award and Board of Distinction Award

- D. One or more Board members participated in NSBA Convention, CUBE or other NSBA-sponsored activity in last 12 months.
- E. One or more Board members have participated in the CABE Delegate Assembly or Day-on-the-Hill in last 12 months.
- F. The Board has submitted a resolution to CABE for consideration by the CABE Delegate Assembly in last two years.
- G. The Board ensures that all collective bargaining agreements and the superintendent's contract are sent in a timely manner to CABE's Negotiations Service.

Level Two (minimum of two)

- A. Representatives of the Board presented a workshop related to a district initiative at the annual CABE/CAPSS Convention or NSBA Convention. (attach a copy of any handouts and presentation materials)
- B. The Board has sponsored a Legislative Breakfast or some other legislative event.
- C. The Board works closely with its local legislative delegation to improve the schools. (describe)
- D. The Board sponsors an annual area meeting.

Optional Question:

Level One

Please tell us what, in your opinion, makes your Board's leadership especially effective.

Feel free to provide any information that other Boards would find beneficial in learning about your Board's leadership.

Level Two

Please tell us what, in your opinion, makes your Board's leadership especially effective in improving student achievement.

Board Chair

Date

Superintendent

Date



CABE Board Recognition Awards Board of Distinction Award (Level Two)

To be eligible for the Board of Distinction Award, all Board members must sign the application

<i>Board Member</i>	<i>Date</i>
<i>Board Member</i>	<i>Date</i>
<i>Board Member</i>	<i>Date</i>
<i>Board Member</i>	<i>Date</i>
<i>Board Member</i>	<i>Date</i>
<i>Board Member</i>	<i>Date</i>
<i>Board Member</i>	<i>Date</i>
<i>Board Member</i>	<i>Date</i>
<i>Board Member</i>	<i>Date</i>
<i>Board Member</i>	<i>Date</i>
<i>Board Member</i>	<i>Date</i>
<i>Board Member</i>	<i>Date</i>
<i>Board Member</i>	<i>Date</i>
<i>Board Member</i>	<i>Date</i>
<i>Board Member</i>	<i>Date</i>
<i>Board Member</i>	<i>Date</i>
<i>Board Member</i>	<i>Date</i>
<i>Board Member</i>	<i>Date</i>
<i>Board Member</i>	<i>Date</i>
<i>Board Member</i>	<i>Date</i>



Connecticut Association of Boards of Education
81 Wolcott Hill Road • Wethersfield, CT 06109
860-571-7446 • 800-317-0033 • 860-571-7452 (fax) • www.cabe.org

Federal Education Jobs Fund Program

General Info

- \$10 Billion Federal program passed by Congress in August
- CT's entitlement is \$110 million
- Granby's allocation \$315,407
- Maintenance of Effort applies to state not LEAs
- Spending can occur in FY11 or FY12 (through Sept 2012)

Uses

- Salaries
- Benefits
- Retention, re-hires, recalls
- New positions

Not permitted:

- Board, Central Office, administration

Unanswered

- Might the state perceive the LEAs Job Fund entitlement as somehow offsetting the FY12 ECS deficit?



FY12 Preliminary Plus One Budget Scenarios

Granby Board of Education

August 25, 2010

FY12 Budget Scenarios

+2.0 %

0.0%

-2.0%

Context

Economic Climate

ECS Funding: 14% State Deficit for FY12

ARRA Funding: Gone for FY12

Ed Job Funding: \$315,407

Bargaining Units: All contracts expire FY12

BoF model:	FY 12	2.0%
	FY 13	2.0%
	FY 14	3.0%

Preliminary Assumptions

- # Retirees in Forecast 5
- Health Cost Premium Change 9%
- KWh electricity (FY11B=3,100,000) 2,850,000
- Gallons Heating Fuel (FY11B=124,730) 116,000
- Inflation (consumables 0%) 1%
- Line items savings possible \$50,000
- Special Education (Tuition & Transportation) +\$50,000
- Enrollment Approx. -30 students

FY 12 Budget Summary

General Inflation Estimate	1.0%
Administrator's Wage Estimate (Full Cost)	3.0%
Non Union Wage Estimates	2.0%
Teacher's Salary (Full Cost)	2.9%
TA's Wage Estimates	3.5%
Secretaries and Custodians Wage Estimate	4.2%
Budget Forecast	\$ 27,429,717
%Change	2.9%
CPPAC /BOF Forecast	\$ 27,200,946
%Change	2.0%
BOE Under/(Over)	\$ (228,771)

Possible Personnel / Salary Savings

Zero Wage (Admin, Non-union, TAs, Sec & Cust) ~\$201,455

Administrator ~ \$128,755 (net savings of \$115K)

Teacher ~ \$50,000 (net savings of \$47K)

FY12 Budget Scenarios: All \$ are thousands

Budget Target Range	<u>2.0%</u>	<u>0.0%</u>	<u>-2.0%</u>
Reductions required	(\$228)	(\$762)	(\$1,295)
All non-teachers wage freeze	\$201	\$201	\$201
Reduce supplies, books, advertising, postage, etc.	<u>\$27</u>	<u>\$50</u>	<u>\$50</u>
Remainder	\$0	(\$511)	(\$1,044)
Staff Reductions (teachers)	0-5	11-16	22-28

Possible Implications

- Negative impacts on the district mission
- Decimates the school system
- Significant district-wide staff layoffs
- Larger class sizes
- Less support staff (non-classroom)
- Reduction/elimination of academic programs
- Reduction/elimination of extracurricular/sports
- Increased pay-for-participation
- Reconfiguration of grade levels/schools

Discussion/Questions

12-Jul-10

OPERATING BUDGET PROJECTIONS FOR FY12-17

Description	FY10A Estimate	FY2011B Budget	FY2012 Projection	FY2012: FY2011	FY2013 Projection	FY2014 Projection	FY2015 Projection	FY2016 Projection	FY2017 Projection	FY13: FY12	FY14: FY13	FY15: FY14	FY16: FY15	FY17: FY16	
Instructional	90,681	86,438	88,500	2,062	2.4%	90,713	93,207	96,003	98,883	101,850	2.5%	2.8%	3.0%	3.0%	3.0%
Administration	5,698	8,500	8,500	0	0.0%	8,713	8,952	9,221	9,497	9,782	2.5%	2.8%	3.0%	3.0%	3.0%
Maintenance	<u>247,973</u>	<u>213,693</u>	<u>219,000</u>	5,307	<u>2.5%</u>	<u>224,475</u>	<u>230,648</u>	<u>237,568</u>	<u>244,695</u>	<u>252,035</u>	<u>2.5%</u>	<u>2.8%</u>	<u>3.0%</u>	<u>3.0%</u>	<u>3.0%</u>
Total Repairs & Maintenance	344,352	308,631	316,000	7,369	2.4%	323,900	332,807	342,791	353,075	363,667	2.5%	2.8%	3.0%	3.0%	3.0%
Transportation:															
Regular Education	760,020	741,835	762,606	20,771	2.8%	783,959	805,518	829,684	854,574	880,212	2.8%	2.8%	3.0%	3.0%	3.0%
Special Education Transportation	270,247	332,979	342,302	9,323	2.8%	351,887	361,564	372,411	383,583	395,090	2.8%	2.8%	3.0%	3.0%	3.0%
Vocational-Tech	<u>41,715</u>	<u>43,591</u>	<u>44,500</u>	909	<u>2.1%</u>	<u>45,746</u>	<u>47,004</u>	<u>48,414</u>	<u>49,867</u>	<u>51,363</u>	<u>2.8%</u>	<u>2.8%</u>	<u>3.0%</u>	<u>3.0%</u>	<u>3.0%</u>
Total	1,071,982	1,118,405	1,149,409	31,004	2.8%	1,181,592	1,214,086	1,250,509	1,288,024	1,326,665	2.8%	2.7%	3.0%	3.0%	3.0%
Insurance - Property & Liability	92,208	95,452	97,500	2,048	2.1%	99,938	102,686	105,766	108,939	112,208	2.5%	2.8%	3.0%	3.0%	3.0%
Communications	96,990	103,696	105,000	1,304	1.3%	107,625	110,585	113,902	117,319	120,839	2.5%	2.8%	3.0%	3.0%	3.0%
Tuition:															
Vocational	55,944	47,952	63,936	15,984	33.3%	55,944	63,936	71,928	71,928	71,928	-12.5%	14.3%	12.5%	0.0%	0.0%
Special Education Tuition	737,950	627,000	665,000	38,000	6.1%	698,250	733,163	769,821	808,312	848,727	5.0%	5.0%	5.0%	5.0%	5.0%
Adult Education	<u>8,355</u>	<u>9,000</u>	<u>9,000</u>	0	<u>0.0%</u>	<u>9,270</u>	<u>9,548</u>	<u>9,835</u>	<u>10,130</u>	<u>10,433</u>	<u>3.0%</u>	<u>3.0%</u>	<u>3.0%</u>	<u>3.0%</u>	<u>3.0%</u>
Total	802,249	683,952	737,936	53,984	7.9%	763,464	806,647	851,583	890,369	931,089	3.5%	5.7%	5.6%	4.6%	4.6%
Conference & Travel	40,528	56,015	55,315	-700	-1.2%	56,698	58,257	60,005	61,805	63,659	2.5%	2.8%	3.0%	3.0%	3.0%
General Supplies:															
Regular Education	300,016	302,355	302,355	0	0.0%	309,914	318,437	327,990	337,829	347,964	2.5%	2.8%	3.0%	3.0%	3.0%
Special Education	25,626	26,300	26,300	0	0.0%	26,958	27,699	28,530	29,386	30,267	2.5%	2.8%	3.0%	3.0%	3.0%
Administration	75,901	77,330	77,330	0	0.0%	79,263	81,443	83,886	86,403	88,995	2.5%	2.8%	3.0%	3.0%	3.0%
Maintenance	<u>154,736</u>	<u>142,700</u>	<u>146,250</u>	3,550	<u>2.5%</u>	<u>149,906</u>	<u>154,029</u>	<u>158,650</u>	<u>163,409</u>	<u>168,311</u>	<u>2.5%</u>	<u>2.8%</u>	<u>3.0%</u>	<u>3.0%</u>	<u>3.0%</u>
Total Supplies	556,279	548,685	552,235	3,550	0.6%	566,041	581,607	599,055	617,027	635,538	2.5%	2.7%	3.0%	3.0%	3.0%
Electricity	578,301	641,066	570,000	-71,066	-11.1%	584,250	600,317	618,326	636,876	655,982	2.5%	2.8%	3.0%	3.0%	3.0%
Fuel Oil	214,091	314,325	290,000	-24,325	-7.7%	297,250	305,424	314,587	324,025	333,745	2.5%	2.8%	3.0%	3.0%	3.0%
Textbooks/Workbooks	200,292	176,826	175,000	-1,826	-1.0%	179,375	184,308	189,837	195,532	201,398	2.5%	2.8%	3.0%	3.0%	3.0%

August 23-26	Professional Dev. Days for Teachers		
August 25	Kindergarten Meet and Greet		Kearns
August 25	Facilities' Walkthrough Subcommittee Meetings BOE Meeting	4:00 p.m. 5:00 p.m. 7:00 p.m.	Central Services
August 26	Freshmen Orientation		High School
August 31	First Day of School		
September 2	Grade 2 Open House	7-8 p.m.	Kearns
September 6	Labor Day – No School		
September 7	Grade 1 Open House	7-8 p.m.	Kearns
September 9	Rosh Hashanah – No School		
September 13	Kindergarten Open House	7-8 p.m.	Kearns
September 14	Middle School Open House	6:45 p.m.	GMMS
September 15	Facilities Subcommittee Meeting BOE Meeting	5:30 p.m. 7:00 p.m.	Central Services
September 20	Grades 3 & 4 Open House	7:00 p.m.	Kelly/Wells
September 21	Grades 5 & 6 Open House	7:00 p.m.	Kelly/Wells
September 23	High School Open House	7:00 p.m.	High School
September 30	Senior Parents' Night	7:00 p.m.	HS Auditorium