

**Regular Board of Education Meeting
Wednesday, June 5, 2013 7:00 PM
Central Services**

I. Public Comment

Attachments:

Approved Minutes 5-15-13

3

II. Administrative Reports

A. Superintendent's Announcements

Rationale: Mr. Addley will provide district updates.

B. Student Representative Reports

Rationale: Ms. Lexi Grimaldi and Mr. Sean Goodridge, Student Representatives, will report on activities taking place at the high school.

C. Schools in the Spotlight

Attachments:

Kearns in the Spotlight Presentation

7

Rationale: Ms. Ann Belding, Reading Specialist at F.M. Kearns Primary School, and some students from Kindergarten, first grade and second grade, will share their writing and talk about how students are using anchor sets to self-assess their writing.

D. Annual Curriculum Report

Attachments:

2012-2013 Curriculum Report

17

Annual Curriculum Report Narrative

26

Rationale: Ms. Diane Dugas, Director of Curriculum, Teaching and Learning, will present the annual year-end curriculum report to the Board.

III. Consent Agenda

A. Minutes

Rationale: The Board will approve/amend the minutes of the May 15, 2013 Board of Education meeting.

IV. Old Business

A. End-of-Year Spending

Rationale: The Board will discuss end-of-year spending including items related to safety and security as well as the athletic field project.

B. Paint Bid

Rationale: The Board will award the paint bid as recommended by the Finance/Personnel/Facilities Subcommittee.

C. Sheff vs. O'Neill Agreement

Rationale: The Board will conditionally consider the use of additional Open Choice funds provided in the Sheff vs. O'Neill Settlement Agreement to support new teachers that were cut in the original budget.

V. New Business

A. BOE Summer Schedule and BOE Meeting Schedule

Attachments:

BOE Meeting Schedule 2013-2014	39
Rationale: The Board will discuss the summer schedule and proposed FY14 Board of Education meeting schedule.	
B. Administrative Position	
Attachments:	
Administrative Job Description	40
Rationale: The superintendent will share a job description for a Director of Teaching and Talent Development with the Board.	
C. Public School Safety and Security Review	
Attachments:	
Granby Public Schools - Security Recommendations	44
Rationale: Mr. Harry Traver, Business Manager, will present public school safety and security options for the Board to discuss.	
D. Superintendent's Contract	
Rationale: The Board will discuss and approve the Superintendent's Contract for 2013-2016.	
VI. Miscellaneous	
A. Board Standing Committee Reports	
1. Curriculum/Policy/Technology/Communication	
2. Finance/Personnel/Facilities	
Attachments:	
Finance Subcommittee Minutes 5-15-13	55
B. Other Board-Related Reports	
1. Athletic Field Project Committee	
2. CREC/CABE	
3. Granby Education Foundation	
4. District Efficiency Initiatives	
C. Calendar of Events	
Attachments:	
Calendar of Events	56
D. Board Member Announcements	
VII. Executive Session/Non-Meeting	

Regular Board of Education Meeting – Approved Minutes
May 15, 2013, 7:00 p.m.
Central Services

Attendance was taken at 6:46 p.m.:

Present Board Members:

Jenny Emery
Lynn Guelzow
Cal Heminway
Edward Ohannessian
Benjamin Perron
Rosemarie Weber

Absent Board Members:

Mr. Ronald Walther

I. Public Comment

There were no public comments this evening.

II. Administrative Reports

II.A. Superintendent's Announcements

- Mr. Addley extended a warm welcome to parents and students as well as to Coach Sandy Wickman Mason who is being recognized for her accomplishments this evening.
- Thank you to those who supported the budget. The special efforts that were put forth were appreciated.
- Congratulations were given to Wells Road last week and this week we are congratulating Kelly Lane students on being recognized for the UConn Connecticut Writer's Contest. Sixth grade: Kate Hosack (Winner) and Abigail Thrall (Honorable Mention). Fifth grade: Meghan Smith (Winner); Quinn Higby, Anastasi Holl and Kaite Simpson (Honorable Mention).
- The hiring process is well underway. Seeing many excellent candidates through a number of positions available. There will be 4 more interviews for the high school principal position tomorrow night.
- The 1-to-1 computing pilot meeting will be held on Monday evening at 6:30 in the middle school cafeteria.
- Welcome back to Mr. Osypuk and the 8th grade from Washington. They had an unexpected surprise of seeing Prince Harry.
- Congratulations to 8 staff members who graduated from the Teacher Leadership Academy. Approximately 12 staff members will graduate next month from the Year 1 Teacher Leadership Academy.
- There are a number of school activities happening this time of the year. Please go to the website for dates and information. You will be impressed with chorus, band and drama performances.
- A reminder to the Board to take the Doodle survey for summer retreat.
- School will be in session on May 28th.

II.B. Student Representative Reports

- Baseball had a game today away at SMSA and another tomorrow at Coventry; golf had a match against SMSA at Goodwin Park Golf Course; boys' lacrosse has a game tomorrow at Ellington; girls' lacrosse tied their game at South Windsor yesterday and have a game today at Somers and tomorrow at home against Ellington; softball won their game on Monday against Suffield and have a game today against SMA at home and a game in Coventry tomorrow; boys' outdoor track meet tomorrow has been cancelled; boys' and girls' track had their last meet yesterday against Enfield and Bolton; and, girls' and boys' tennis matches were cancelled today due to inclement weather.
- The annual Concert of Hope was held last Friday and over \$1,000 was raised for cancer research.
- Seniors are anticipating prom this Friday and the Senior Outing on Monday at High Meadow.
- Students are finishing up AP exams this week and 11th graders are taking a supplemental test.
- The undergraduate award ceremony is next Friday, May 24th.

II.C. CABA Student Leadership Awards

Mr. Heminway presented the CABA Student Leadership Awards and read the biographies of the awardees. Mr. Heminway stated the parents and students should be very proud of this award. Recipients were Emily Brewer and Gage Fiorentino, middle school students, and Lexi Grimaldi and Sean Goodridge, high school students.

II.D. 2012 Connecticut High School Coaches' Association Award

Mr. Addley presented the 2012 Connecticut High School Coaches' Association Award to Ms. Sandy Wickman Mason, Varsity Field Hockey Coach. Coach Mason is a Granby graduate and coaches field hockey. She is well-renowned in Granby and engages many girls middle school through high school. She has a very successful program and her players give back to the community through fundraisers. Mr. Addley stated Coach Mason is a great role model in that capacity.

II.E. Business Manager's Report

Mr. Harry Traver, Business Manager, presented that April Statement of Accounts. The forecast for the full year is increasing to \$373K favorable for this month as year-end approaches. The Finance Subcommittee had lengthy discussions this evening about what the possible uses might be for the funds. This will be decided by the Board at a future meeting. Mr. Ohannessian informed the Board the statement of accounts was reviewed this evening and in good shape as of this month.

II.F. Teaching & Learning

Mr. Michael Dunn, K-12 Language Arts Supervisor, Dr. Anna Forlenza-Bailey, Principal of Wells Road, and Mr. Paul Osypuk, Principal of Granby Memorial Middle School, gave the Board an update on the work done thus far and work left to do on "learning principles." Learning principles are articulated shared beliefs about instructional best practice and how we are committed to deepening them across the schools. Two years ago, administrators and teachers were asked to draw from personal experience and research as to what conditions promote learning. These learning principles are designed to be well-meshed with the teacher evaluation document. The Board asked what infrastructure would be needed 3-5 years out for continued learning. Mr. Dunn answered that what they needed was time for teachers to collaborate and continued support of the Board and community with regard to time, coaching, etc. to continue doing what we are doing. The Board also inquired how time is balanced between teachers spending time with each other vs. time in the classroom. Mr. Addley stated that the Curriculum Subcommittee will be seeing more of the direction we are heading at their next meeting and into the fall. The next challenge is to better communicate this information to the community.

III. Consent Agenda

III.A. Minutes

A motion was made by Jenny Emery and seconded by Rosemarie Weber to adopt the consent agenda. A change in the minutes was requested by Ben Perron in item IV.A. This change will be reflected on the approved minutes. This motion passed at 7:55 p.m. with one abstention (Ed Ohannessian).

IV. Old Business

There was no old business to report.

V. New Business

V.A. Sheff vs. O'Neill Agreement

Mr. Addley updated the Board on the Sheff vs. O'Neill Agreement, which derived from a case related to equitable funding for education in Connecticut, and dating back to 1996. Four new magnet schools will be built, and other magnet schools will be extending more opportunities. There is advocacy to increase the funding such that schools that have a minimum 4% participation rate will receive \$8K per student. Granby has been proactive throughout the history of this case, embracing open choice students (for which we receive \$6K for Grades 1-12 and \$10K for Kindergarten). Assuming this change happens, there will be an additional \$168K in revenue received from the state. At the same time, Mr. Addley informed the Board that the school district will have to begin to pay for pre-k students that attend Wintonbury Early Childhood beginning in 2014-2015 because it has been named a Sheff magnet school. The approximate cost in 2014 would be \$100K.

Given this update, the Board will consider reinstating some of the things we are not able to do in the budget, i.e., gifted & talented, world language program and an instructional coach. This item will be put on the agenda in June. The Board will also look at all balances in our accounts for year-end surpluses, specifically Q&D funds, at the first meeting in June.

V.B. Healthy Food Certification

A motion was made by Ed Ohannessian and seconded by Ben Perron, and based on the Finance Subcommittee recommendation, to not participate in the healthy food certification program, Effort is already made to be sure that our program supplies healthy foods; the program would require some additional cultural changes – such as the elimination of bake sales – that the subcommittee does not feel should be imposed at this time. The subcommittee recommended administrators and faculty spend the next year encouraging voluntary changes. Ms. Emery questioned whether enough was being done to consider how ready the community might already be to embrace change, and requested that this be given more consideration next year. This motion passed at 8:23 p.m. with one opposed vote (Jenny Emery).

VI. Miscellaneous

VI.A. Board Standing Committee Reports

VI.A.1. Curriculum/Policy/Technology/Communication

This Subcommittee did not meet.

VI.A.2. Finance/Personnel/Facilities

This Subcommittee met this evening and reviewed the statement of accounts and discussed the surplus. An increase in school lunch prices was also discussed. This year the program will lose \$15K because lunch purchases are down and costs are up. The Subcommittee is recommending a lunch price increase of 25 cents, to \$2.50, which remains below comparable towns. The healthy food certification and end-

of-year spending were also discussed. There is a projected surplus of \$450K of which a large portion is to be set aside for security upgrades, including access systems, additional cameras, protective films on windows, etc. Additional needs for the athletic fields (storage, irrigation, cement footings, landscaping, and additional cameras) is a potential use of additional surplus. The Athletic Fields Committee will come back with a solid dollar figure. The high school driveway needs to be re-paved as well as a re-do of the tennis courts (a collaborative project with the town). These items will be discussed again at the next meeting and the committee will come back to the Board. The paint bid for middle school classrooms was discussed. The lowest bid came in at \$8K per floor; Mr. Traver will ensure that this can be done at this price and the firm can do it within the timeframe expected. A recommendation for a bid award will be brought to the next BOE meeting. Lastly, the Valley Brook Church lease was discussed. The lease generates \$75K per year to the BOE. The church was gifted property in town and may look to have a short lease as opposed to a full-year lease. Negotiations will be forthcoming.

VI.B. Other Board-Related Reports

VI.B.1. Athletic Field Project Committee

VI.B.2. CREC/CABE

CABE is in the process of sending bills out. The CREC annual meeting was held today.

VI.B.3. Granby Education Foundation

The Granby Education Foundation has not met.

VI.B.4. District Efficiency Initiatives

The lighting project is almost finished. Anticipating the bill for June to see how much has been saved.

VI.C. Calendar of Events

The calendar of events is as presented.

VI.D. Board Member Announcements

There were no board member announcements.

VII. Executive Session/Non-Meeting

A motion was made by Jenny Emery and seconded by Lynn Guelzow to move into a non-meeting. This motion passed unanimously at 8:43 p.m.

The non-meeting adjourned at approximately 9:30 p.m.

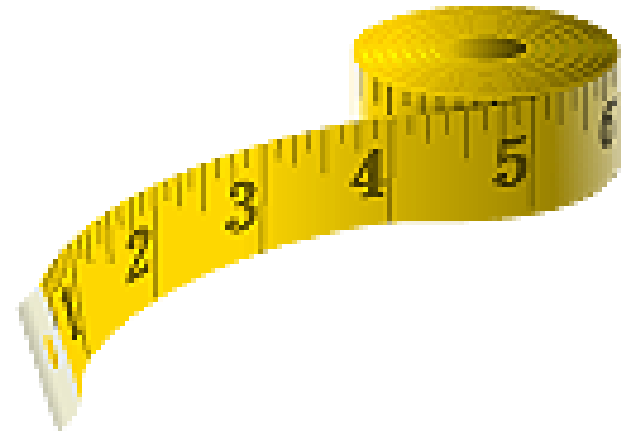
Respectfully submitted,

Jenny Emery
Board Secretary

Spotlight
on
Growing ~~Writers~~ **Authors**

Kearns School

Spring 2013



3 Types of Writing

Narrative - *Writing for Readers*

Information - *Writing to Teach Others*

Opinion - *Using Words to Make a Change*

Name Annie

Fall

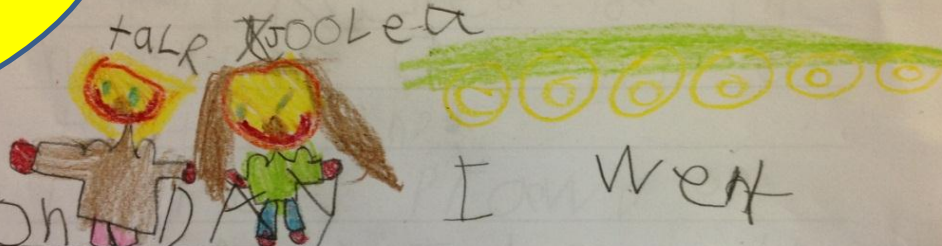


I W T T M T H E

Spring

Annie Date: MAY 7, 2013

talk kroolea

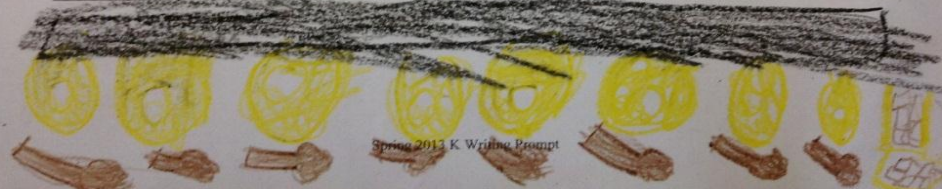


WONDA I WENT
 OUTSIDE to the playground.
 I was with SUMMER PEPI
 talk kroolea WRON
 the MERRY to

Spring 2013 K Writing Prompt

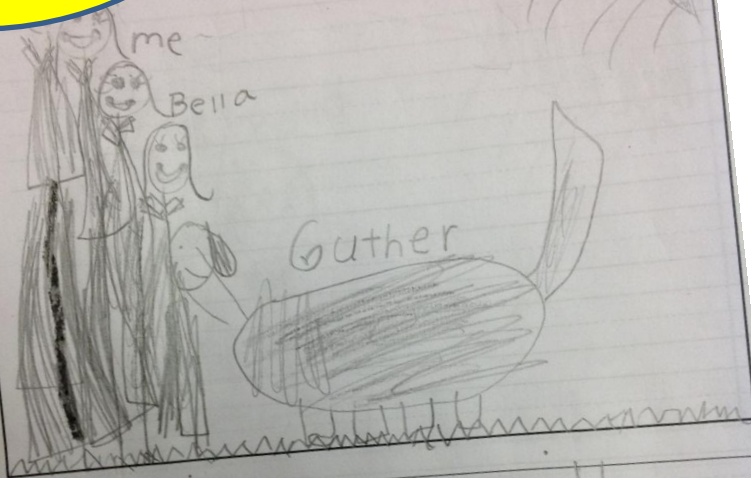
Name: _____ Date: _____

* Tent Reached to the
 next RBR and held on
 to the end.
 I felt proud on
 the DAY I turned the
 MURKERS.



Spring 2013 K Writing Prompt

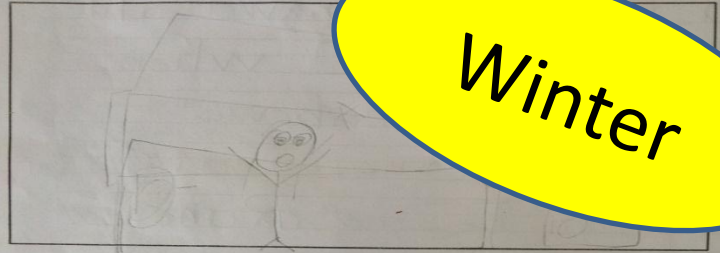
Fall



this is me with
my famule and
my Dog

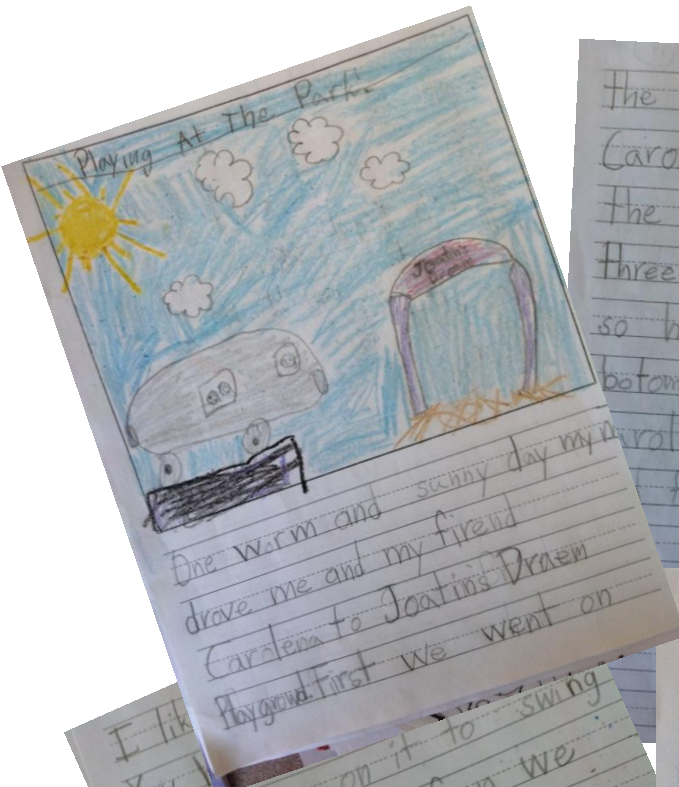
2-7-13

Winter



Onun sunny morning
I woke up bright and
erly. I got out of
bed to see if my
faveorit stuff animle
Racnbowe huow was

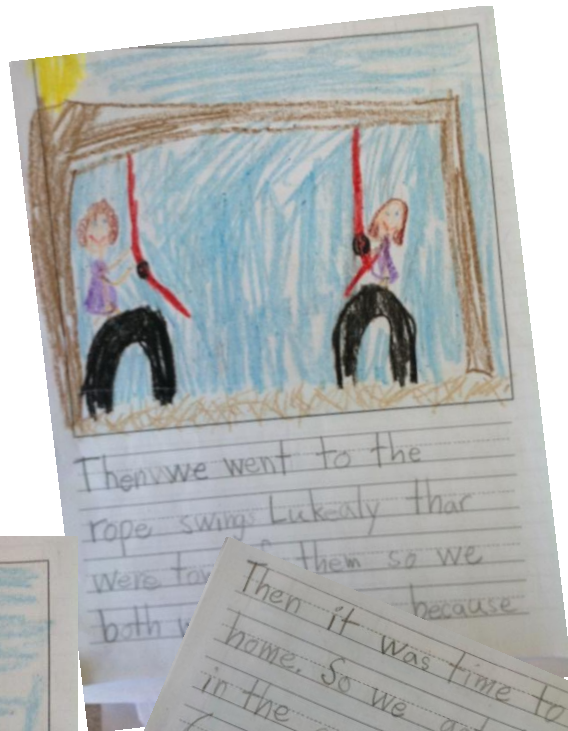
a uownicorn. was stil
thar. When I whant
to see Racnbowe.
Insted of seeing a ^{regiler old} stuff
animle I saw Racnbowe
big insed of small. Then
I saw that she was
aliev.



Playing At The Park
One warm and sunny day my friend
Carolina and I went to Joatin's Drasen
Playground. First we went on

I like to jump on it to swing
and jump on it to swing
on it. This is fun we
yelled!

The roley slide because
Carolina liked the roley slide
the best. We went down it
three times. The slide was
so hot that it burned the
bottom of my legs and
Carolina's legs. The
felt bumpy and



Then we went to the
rope swings. Luckily that
were for us so we
both went.

Then it was time to go
home. So we got back
in the car. I said to
Carolina "that was a
fantastic day" yes that was
a fantastic day Carolina
said back!



Next we had a picnic.
We had ham and cheese
sandwiches with apples.
We also had little chocolates.
The chocolate melted in my hands.

Spring

1) Number stories (Fun math)

#1

Kam grew 3 pumpkins.

Jane grew 7 pumpkins.

How many pumpkins in all?

Devin brought 8 apples to share.

Sami brought 2 apples to share.

How many apples in all?

How To Make


A Juice Pouch ornament

Materials: 1 Capri sun pouch,
glue, 1 1/2 inch picture of you, ribbon
or yarn, shape, scissors, craft velcro

First, get the juice pouch.

Get the scissors

All About Lego



BY: Elliot Hosack


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TABLE OF CONTENTS

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INTRODUCTION

I have been studying about Lego and have learned many interesting things. In this report I will share with you all of the amazing facts I learned.



Ole Kirk redesigns his own work after years at the factory.


Who Runs The Lego Company?

Did you ever wonder who the founder of Lego is? You may be surprised to learn that Ole Kirk Christensen, a man from Denmark, started making wooden pull-along toys for his company. Ole Kirk is considered the best

is good enough. Ole Kirk's motto has never changed and he said it never would. Godtfred Kirk Christensen, Ole Kirk's son, was the creator of the Lego brick and the Lego system of play. Kjeld Kirk Christensen, Ole Kirk's grandson, was the most recent Christian to own the company.

Fun Fact

Lego is short for Leg God. That means in Danish "I put together..." In Latin it means "Look what I built!"



Early Lego bricks with protrusions and indentations.

The Lego Brick

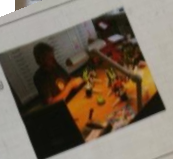
Godtfred Kirk Christensen invented the Lego brick in 1932. The Lego brick was the first of its kind. It was made of a hard plastic called Bakelite. The Lego brick was designed to be used for building models. It was the first of its kind. It was made of a hard plastic called Bakelite. The Lego brick was designed to be used for building models.

Building Ideas Were Unlimited Now

and the model builders could easily save creations. The Lego brick was invented which meant that Lego was able to make all Lego brick construction sets. The Lego brick was changed in 1969. The Lego Duplo brick was invented and Duplo was made of 18 pieces. In 1978 the Lego minifigures were invented. It was much more convenient. It was 10 pieces, though when you get the minifigure, it comes in 4 pieces: the head, the torso, the arms, and the legs. The minifigures were made of a hard plastic called Bakelite. The Lego minifigures were made of a hard plastic called Bakelite. The Lego minifigures were made of a hard plastic called Bakelite.

How Lego Sets Are Designed

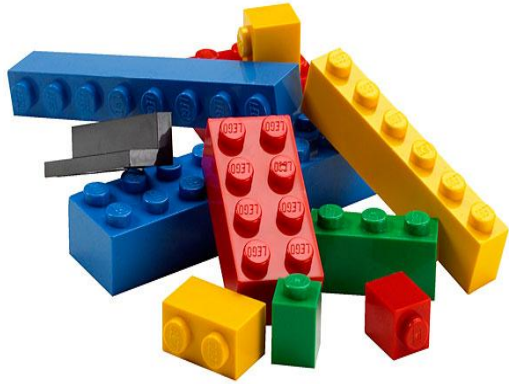
The Lego Futura are staff members that design new sets. The Lego Futura staff uses computers and CAD software to design new sets. The Lego Futura staff uses computers and CAD software to design new sets.



A Lego Futura designer working at a computer.

CONCLUSION

I had fun studying Lego. I studied Lego because just like Kjeld Kirk I LOVE THE LEGO BRICK! There are facts I knew and facts I just learned. I learned that the Lego Futura designs sets. I hope you enjoyed my report.



I never knew...

Primary Writers are **POWERFUL**

Everyday these writers:

Inform

Persuade

Entertain

2012-2013

Director of Curriculum, Teaching and Learning Year End Report

A decorative graphic consisting of several horizontal lines of varying lengths and colors (teal and white) extending from the right side of the page towards the center.

June 2013

Presented by Diane Dugas

Annual Focus

- **District Vision, Mission, Student Achievement Goal and School Improvement Planning**
 - **Coherence and Alignment**
 - **Emphasis on Instructional Plan**
 - **Bringing Learning Principles to Life**
 - **Deepening Curriculum Framework Understanding**
 - *Curriculum, Instruction and Assessment*
 - **Deepening the Practices of PLC**
 - *Learning by Doing*
 - *What do we do when students don't get it? OR Already know it? (SRBI)*
 - **Equity for All Students**
 - **Technology/Data**

Annual Focus

- **Deepening Our Practice of Professional Learning Communities K-12**
 - **PLC Teams**
 - **What do we want students to know and be able to do?**
 - *K-12 Curriculum Alignment to the CCSS*
 - **How will we know when students know it?**
 - *Clarity of Assessment Structure*
(Summative, Benchmark, CFA, Individual)
 - **How do we respond when students don't learn it? or**
 - **How do we respond when students already know it?**
 - *SRBI work – Exit and Entrance Criteria, matching the right intervention to the right need, systems of progress monitoring.*

K-12 Alignment to the Common Core State Standards

- Language Arts completion of Units
 - K-8 and grade 11
 - 93 out of 125 units complete
- Math Units
 - K-Algebra
 - 55 out of 76 units complete
- Science Units
 - K-8, Physics
 - 23 out of 40 units complete
 - 10 partially complete
 - 9/10 science being re-paced
- Social Studies Units
 - K-8, World Civics
 - 12 out of 47 units complete
- Next Level of Work:
 - Stage III
 - Common Formative Assessments
 - Rubrics
 - Multiple Performance Assessments
 - Collect student exemplars
 - Ongoing revisions based on Smarter Balance

District Vision, Mission, Student Achievement Goal and School Improvement Planning

Alignment and Coherence

- Visualization of Learning Principles
- 3 Team Structure
- Mission Assessment
 - Rubric
 - HS Capstone
- Common Core State Standards
- School Climate
- Cultural Competence and Equity for all
 - SRBI
 - Fidelity to implementation

Technology/Data

- One to One Pilot.
- Equity for all Students via data
- Data Driven Decision Making Efficiencies
 - SIMS
 - New Teacher Evaluation Management System
- PD - Technology to Enhance Instruction

Deepening PLC Practice K-12

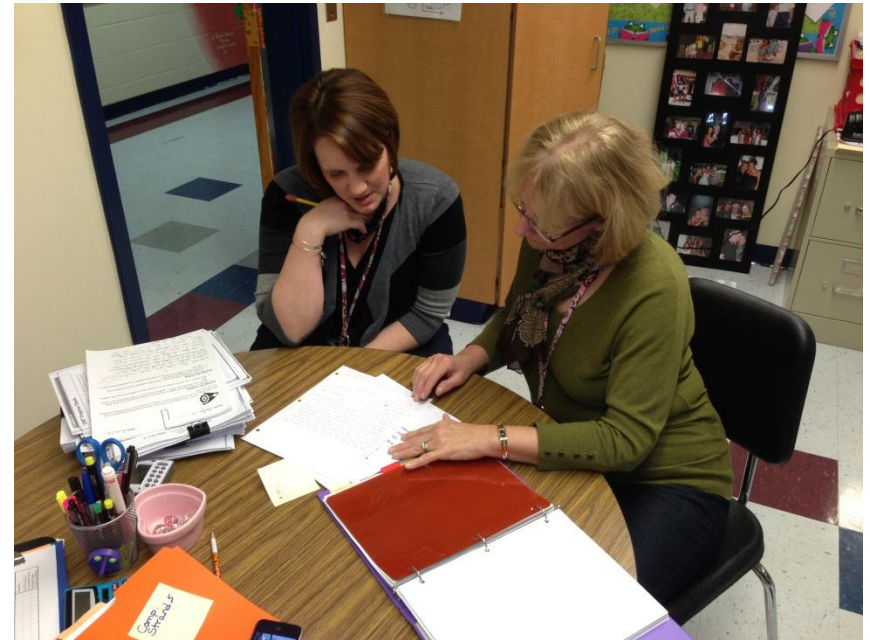
PLC Teams

- Alignment to Common Core
- Walkthrough Connections
- Deepening Data Analysis
- Action Research

Next Level of Work:

- Continued focus on Increasing Time for Collaboration
- Using the right Data
- Common Core

Coaching



Coherence and Alignment of Our Work

Adult Learning & Professional Development

- District
 - Common Core State Standards
 - Student Success Plans
 - Equity and Cultural Competence - SRBI
 - Technology
 - Coaching Model
 - Assessment/Data
 - Reader/Writer/Math Workshop

Adult Learning and Leadership

- Teacher Leadership Academy
 - Cohort I – (12 teachers)
 - Cohort II – (8 professionals)
- Curriculum Committees
 - Common Core State Standards, College and Career Readiness.
- K-12 LA Supervisor, Literacy and Math/Science Consulting teachers , Media Specialists
 - Reader/Writer/Math Workshop
 - Coaching Model
 - Data Driven Decision Making
 - CCSS, Curriculum roll outs
 - Tech for critical thinking/collaboration
- Monthly Administrative Walkthrough's
- Teacher and Administrator Supervision and Evaluation
- TEAM
 - 8 mentees/mentors

Other

Community Outreach

- Granby Prevention Council
- BOE Curriculum Sub Committee
- Teacher of the Year
- District TEAM Facilitator
- Summer School
- GEF - Global Learning Academy
- Facilitation of student teaching placements
- Collaborative planning with consultants
- Choice
- Annual bus trip to Teachers College
- ELL Consortium

Grants and Management

- Consolidated Grants (I, II, III,)
- Open Choice Support Grant
- Perkins Grants
- Granby Education Foundation Grants
- Granby General Education Budget

How Can the Board Continue to Support the Next Level of Work?



2012-2013 Director of Curriculum,
Teaching and Learning
Year End Report
June 2013

Prepared by Diane Dugas





Granby Three Year Curriculum Plan

Background: The Foundation of student success is built upon a viable K-12 curriculum. Alignment across grades and within grades is contingent upon a cohesive curriculum framework that is implemented with fidelity and supported through job embedded professional development. A K-12 framework for curriculum development has been established for Granby that incorporates our district vision of creating 21st century Citizens prepared for a global economy. Granby's curriculum framework includes instructional pacing guides, curriculum maps, unit outlines, assessments (both performance assessments and common formative assessments) and has a built in reflection cycle after the implementation of each unit. K-12 curriculum committees have been established with cross grade level representation to actualize the work identified in this ongoing curriculum plan. Integral to the curriculum is instructional implementation and assessment, guided by our mission of developing powerful thinkers, effective collaborators and compassionate contributors, both of which are included with annual focus areas to Granby's Plan.

Curriculum Goal:

To develop K-12 rigorous units of instruction aligned to the common core state standards progressions

Instruction and Assessment Goal:

To implement Granby’s curriculum with fidelity and to use instruction and assessment results to guide student growth via interventions

2011 -2012	2012-2013	2013-2014
<p>Curriculum</p> <ul style="list-style-type: none"> • Full Implementation of K-12 Curriculum committees across all content areas 10 curriculum committees met between 3-8x across the course of the year. • Identify Status of curriculum using the elements of quality curriculum identified by the State Status of the current reality was the building block of each groups work • Unwrap current content standards, power standards identifying essential 21st learning expectations (LA and Math focus on the Common Core Standards) CCSS across all content areas, all groups unwrapped standards 	<p>Curriculum</p> <ul style="list-style-type: none"> • Curriculum committee work guided by annual reflection of status reports 4 core curriculum committees met 3+x, additional time from coaches • Continued development of curriculum unit development (3 per year) See PP summary of unit completion • Unwrap and power technology standards for integration into all units - Complete • Ongoing analysis of vertical alignment, scaffolding of content and skills - Ongoing • Emphasis on the development of Performance Assessments, rubrics and common 	<p>Next Level of Work Curriculum</p> <ul style="list-style-type: none"> • Curriculum committee work guided by annual reflection of status reports • Continued development of curriculum unit development (3 per year) • Integration of Technology power standards to all units, application in performance assessments • Ongoing analysis of vertical alignment, scaffolding of content and skills • Enhance the quality of performance assessments, rubrics and CFA development, utilize unit reflection and feedback to guide ongoing curriculum revisions • Analyze and revise

<ul style="list-style-type: none"> • Complete Pacing Guides for all content areas Pacing for LA, Sc (K-8), SS, Math complete • Analyze and revise curriculum for cultural relevance Ongoing • Vertical alignment of curriculum pacing, expectations, outcomes Ongoing • Work with Ed Lyman to revise CEMA to support curriculum writing Framework linked to PLC In Process • Update annual status reports In Process 	<p>formative assessments</p> <ul style="list-style-type: none"> • Analyze and revise curriculum for cultural relevance DNA • Summer curriculum institute (universal needs) June 25,26, 27 – 60+ participants • Update annual curriculum status reports - Ongoing • All curriculum work to be completed electronically on CEMA K-12, ongoing revisions to technology as necessary - DNA 	<p>curriculum for cultural relevance</p> <ul style="list-style-type: none"> • Summer curriculum institute (universal needs) • Update annual curriculum status reports
<p>Instruction</p> <p><i>Language Arts:</i></p> <ul style="list-style-type: none"> • Continue to develop Tier I instruction through the coaching model Over 30 teachers received specific coaching, all teachers received DDDM coaching • Support the literacy specialist role through development of principal/literacy specialist relationship, 	<p>Instruction</p> <p><i>Language Arts:</i></p> <ul style="list-style-type: none"> • Continue to develop Tier I instruction through the coaching model – Ongoing/CCSS • Support and develop the craft of coaching based on needs assessment – Established protocols • Deepen the implementation of reader/writer workshop K-8; begin 9-12 	<p>Instruction</p> <p><i>Language Arts:</i></p> <ul style="list-style-type: none"> • Continue to develop Tier I instruction through the coaching model - • Focus on expansion of the workshop model to the High School • Monitor Tier II and Tier III instructional interventions • Continue to reflect, evaluate and support the role of the literacy, math,

<p>understanding of roles, responsibilities and tools required for success</p> <p>June PD, monthly LAS/Principal mtgs.</p> <ul style="list-style-type: none"> • Continue to develop and support literacy specialists craft of coaching <p>Monthly mtgs.</p> <ul style="list-style-type: none"> • Deepen the knowledge and implementation level of reader/writer workshop model K-8 <p>Books clubs, visitations, Columbia trip</p> <ul style="list-style-type: none"> • Facilitate and expand literacy walkthrough's to guide professional development <p>Writing Walkthrough Postponed, Kelly LA walkthrough</p> <ul style="list-style-type: none"> • Identification of core and supplemental instructional resources, ongoing analysis of culturally relevant instructional practices <p>Ongoing</p> <ul style="list-style-type: none"> • Implement and monitor READ 180 reading intervention <p>7/8</p>	<p>discussions of philosophy and feasibility of workshop model. –</p> <p>Completion of K-12 LA expectations</p> <ul style="list-style-type: none"> • Expand Tier II and Tier III intervention alternatives -Fidelity • Continue Literacy Walkthrough's to guide professional development -LA Supervisor and Principals • Ongoing analysis of culturally relevant instructional practices – Next Level of Work 	<p>science specialist, .</p> <ul style="list-style-type: none"> • Continue Literacy Walkthrough's to guide professional development • Incorporate technology to enhance learning observations • Ongoing analysis of culturally relevant instructional practices
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<p>Exited 9 students</p> <ul style="list-style-type: none"> Expand Plato Interventions 9-12 Math, Science, LA 		
<p><i>Mathematics and Science</i></p>	<p><i>Mathematics and Science</i></p>	<p>Mathematics and Science</p>
<ul style="list-style-type: none"> Continue to develop Tier I instruction through the coaching model K-6, content literacy coaching 7-12 Use of CCSS as focus for coaching Support the math/science consulting teacher role through development of principal/specialist relationship, understanding of roles, responsibilities and tools required for success K-6 Via Elementary Principal Mtgs. Continue to develop and support consulting teachers craft of coaching K-6 Monthly mtgs. Deepen the knowledge and implementation level of the workshop model in math and scientific inquiry in Science K-8 Curriculum mtgs, intervention mtgs, 	<ul style="list-style-type: none"> Continue to develop Tier I instruction through the coaching model K-6, content literacy coaching k-12 Monthly coaching mtgs, protocols and expectations, culture Continue to develop and support consulting teachers craft of coaching – Culture shift Deepen the application of peer visitations and peer collaboration to support replication of effective practice -Maintained Ongoing clarification, identification, documentation and replication of effective teaching strategies – Next Level of Work Provide ongoing opportunities to develop and deepen problem solving and full inquiry application – CCSS/PD/coaching Ongoing analysis of culturally relevant 	<ul style="list-style-type: none"> Continue to emphasize 21st century instructional application Continue facilitation and support of peer visitations and peer collaboration with an emphasis on student Ongoing clarification, identification, documentation and replication of effective teaching strategies Provide ongoing opportunities to develop and deepen problem solving and full inquiry application Ongoing analysis of culturally relevant instructional practices

<ul style="list-style-type: none"> • coaching • Identification of core and supplemental instructional resources Ongoing via curriculum work • Ongoing analysis of culturally relevant instructional practices Ongoing • Expand Plato interventions 9-12 PD provided 	<p>instructional practices – Next Level of Work</p>	
<p><i>Social Studies</i></p> <ul style="list-style-type: none"> • Develop Tier I instruction through content literacy coaching K-12 Use of CCSS • Identification of core and supplemental instructional resources Ongoing • Ongoing analysis of culturally relevant instructional practices Ongoing • Expand Plato interventions 9-12 	<p><i>Social Studies</i></p> <ul style="list-style-type: none"> • Continue content literacy coaching K-12 – Next Level of Work • Provide ongoing opportunities o develop and deepen inquiry – Next Level of Work • Develop structures to engage cross content collaboration between social studies and language arts. –Summer Curriculum Institute • Ongoing analysis of culturally relevant instructional practices – Next Level of Work 	<p><i>Social Studies</i></p> <ul style="list-style-type: none"> • Continue content literacy coaching K-12 • Provide ongoing opportunities o develop and deepen inquiry • Continue content collaboration between social studies and Language Arts. • Ongoing analysis of culturally relevant instructional practices

<p><i>Technology Integration</i></p> <ul style="list-style-type: none"> Unwrap and power technology standards for integration into all content areas To complete in Fall of 2012 	<p><i>Technology Integration</i></p> <ul style="list-style-type: none"> Integrate technology power standards into all units, incorporate into performance assessments/rubrics Complete 	<p><i>Technology Integration</i></p> <ul style="list-style-type: none"> Expand technology integration capacity and application in units <p><i>World Language, Art, Music, PE, Practical Arts</i> – Reestablish curriculum committee times and continue work begun in 2011-2012</p>
<p>Assessment:</p> <ul style="list-style-type: none"> Monitoring of student growth through the K-6 District Benchmark calendar during PLC conversations Three cycles of DDDM conversations modeled and conducted Identification of progress monitoring tools for K-6 Complete for LA and Math Identification of universal benchmark assessments for 7-8 Complete Establishment of entrance and exit criteria for interventions K-6 Complete for LA and Math Identified interventions for each of the five 	<p>Assessment:</p> <ul style="list-style-type: none"> Monitoring of student growth through the K-8 District Benchmark calendar during PLC conversations – Coach modeling, data walls, questioning protocols Identification of Universal screenings 9-10 – Lexile, STAR Math, Revised writing Identification of progress monitoring tools for 7-8 – Lexile, STAR Math, Revised writing Establishment of entrance and exit criteria for interventions 7-8 – Complete and monitored for fidelity and revisions Establishment or 	<p>Assessment- Next Level of Work</p> <ul style="list-style-type: none"> Deepen application and analysis of performance assessments and CFA’s to guide instructional changes Identification of Universal Screenings 11- 12 Monitoring of effectiveness of interventions K-10 Provide ongoing professional development and monitoring of protocols expanding and deepening PLC conversations about student growth SRBI teams to be guided by annual analysis of the schools’ work. Continue to analyze data through the lens of equity

<p>areas of the reading blueprint K-6 Complete</p> <ul style="list-style-type: none"> • Training and implementation of Aims web progress monitoring system (academic and behavioral components) Complete and in use • Provide professional development in use of data protocols expanding and deepening PLC conversations beyond the use of summative data to include multiple forms of data to profile learners. PD provided at the opening of school and coaches have modeled K-8 applying three times during the year. • Revise SRBI forms for clarity of specific goals and explicit instruction that monitors duration and frequency of interventions in relation to student outcomes. To be completed Summer 2012 in collaboration with SERC • Analyze data via lens of equity Ongoing (SERC 2012 K-8 focus) 	<p>revision of interventions 9-10 for reading and math Staffing and resources</p> <ul style="list-style-type: none"> • Identified interventions for each of the five areas of the reading blueprint 7-8 – Explored with a three year budget plan • Monitoring and ongoing implementation of Aims web progress monitoring system (academic and behavioral components) Ongoing • Provide ongoing professional development and monitoring of protocols expanding and deepening PLC conversations about student growth – SERC coaching • SRBI district committee to explore Tier II and Tier III interventions as informed by new Theory of Action and work of DCP for language arts and math- Ongoing • Analyze data through the lens of equity – SERC Coaching/PD 	
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LEADERSHIP & PROFESSIONAL DEVELOPMENT

Background: Adult learning is the cornerstone of Professional Learning Communities. Central to Granby’s professional development is the focus of instituting both formal and informal leadership processes/programs to foster active teacher leadership in the development and growth of our schools to positively impact student achievement. Understanding that each educator is a leader and that leadership begins by sharing one’s practice, asking questions and contributing to solutions, teachers across the district have had the opportunity to participate in a multitude of professional growth opportunities. The commonality of these opportunities is the continued alignment, or through line, connecting the work of our district vision, mission, district achievement goals, building school improvement goals, PLC team SMART goals and individual goals.

2012-2013	2013-2014 Next Level of Work
<p>District Vision, Mission, District Achievement Goal and School Improvement Planning</p> <ul style="list-style-type: none"> • Visualization of Learning Principles • Teacher Leadership Academy Cohort I and II • Coaching of SRBI Teams • Professional Learning Communities • Teacher and Administrator Supervision and Evaluation • Monthly Administrative Council Meetings • Monthly Walkthroughs • TEAM Coordinating committee <ul style="list-style-type: none"> - Implementation of two year induction cycle - Implementation of revised plan 	<p>District Vision, Mission, District Achievement Goal and School Improvement Planning</p> <ul style="list-style-type: none"> • Continue to identify Learning Principles exemplars to profile • Continue to expand district walkthrough practice – align to new teacher evaluation rubric • Explore our meeting structure to accomplish the work • Implementation of a district level school improvement planning process • Continuation of monthly leadership meetings • Increase time for collaboration <ul style="list-style-type: none"> -student work protocols and lesson

<ul style="list-style-type: none"> • TEAM program – 8 Mentors/8 Mentees -Implementation of annual celebration • Cooperating Teachers • Implementation of K-12 Curriculum Committees in 4 core areas 3+ times throughout the year. • Literacy/Math/Science Specialists/consulting teacher meetings//media specialists - Emphasis on coaching, developing Tier I capacity of teachers, CCSS, curriculum • District-wide cultural competence book club • District-wide cultural competence Planning • Granby Prevention Council • Early Childhood Council • World Language Implementation • Mission Assessment • K-12 Language Arts Expectations and Improvement Plan • One to one computing • Common Core State Standards Communication 	<p>study</p> <ul style="list-style-type: none"> -addressing the needs of SRBI tier I, II and III for continued fidelity and expansion • Expand our coaching practice and peer collaboration practice to all subjects • Continue the alignment of our goals and practices to our vision, mission, DAG • Revise and monitor mission assessment advancement • Address new graduation requirements • Implement and monitor the work of all district committees • New Teacher and Administrator Evaluation system- Communication, revisions, culture
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COMMUNITY OUTREACH and OTHER ACTIVITIES

2012-2013	2013-2014 Next Level of Work
<ul style="list-style-type: none"> • Granby Prevention Council • BOE Curriculum Sub Committee • Teacher of the Year • District TEAM Facilitator • Summer School • Global Learning Academy • Facilitation of Student teaching placements • Collaborative planning with consultants (content area curriculum, SERC cultural competence and equity planning) • Choice • Annual bus trip to Teachers College • ELL consortium • Early Childhood Implementation • World Language Collaboration/Implementation • Collaborative Development of New Supervision/Evaluation Documents • Revision of Title I Parent Compact (Kearns) • Alignment of Granby Prevention Council communications and connections to our school improvement planning process and student needs • School Climate Focus • Supported equity and cultural competence coaching at the building level • Website and online additions • Curriculum in a Nutshell 	<ul style="list-style-type: none"> • Expand literacy outreach to celebrate reading and writing (i.e.: Barnes and Noble Summer Reading Event) • Expand workshop partnerships via a summer institute • Increase opportunities to showcase student achievement and effective instructional practices to the greater community • Equity and cultural competence PD via SRBI • Showcase our mission assessments • Create celebrations and recognitions for students, teachers, other stakeholders to highlight Granby achievements utilizing technology as a communication and collaboration tool • Website updates and online opportunities

GRANTS ACQUISITION and MANAGEMENT

(Grant funds supplement the district budget. Grant funds are used primarily for: teacher training; instructional materials; and interventions that support Granby students reaching the district vision, mission and achievement goal.)

2012-2013	2013-2014
<p>Annual grant writing, reporting and/or monitoring of spending plans</p> <p>Goal: To continue to strengthen the alignment of grant spending to systemically and structurally support Granby’s vision, mission and DAG for <u>all</u> students</p> <p>Consolidated Grants (I, II, III,) Open Choice Support Grant Perkins Grants Granby Education Foundation Grants</p> <p>Granby General Education Budget</p>	<p>Annual grant writing, reporting and/or monitoring of spending plans</p> <p>Goal: To continue to strengthen the alignment of grant spending to systemically and structurally support Granby’s vision, mission and DAG for <u>all</u> students</p> <p>Consolidated Grants (I, II, III,) Open Choice Support Grant Perkins Grants Granby Education Foundation Grants</p> <p>Granby General Education Budget</p>

2013-2014
Granby Board of Education Meeting Schedule

Following is a schedule of the Board of Education meetings for 2013-2014.
All meetings will begin at 7:00 p.m. unless noted otherwise and will take place in the large meeting room at Central Services.

July 10, 2013 (Board Retreat)
August 28, 2013 (Facilities Tour & BOE Meeting)
September 4, 2013
September 18, 2013
October 2, 2013
October 16, 2013
November 6, 2013
November 20, 2013
December 4, 2013
December 18, 2013
January 15, 2014
February 5, 2014
February 19, 2014
March 5, 2014
March 12, 2014 (Budget Workshop)
March 19, 2014
March 26, 2014 (Budget Workshop – If necessary)
April 2, 2014
May 7, 2014
May 21, 2014
June 4, 2014 (Boardwalk and Retiree Luncheon)
June 18, 2014

The Curriculum/Policy/Technology/Communication Subcommittee will meet on the 1st Wednesday of every month at 5:30 p.m. in the Library at Central Services.

The Finance/Personnel/Facilities Subcommittee will meet on the 3rd Wednesday of every month at 5:30 p.m. in the Library at Central Services.

Granby Public Schools Job Description Proposal

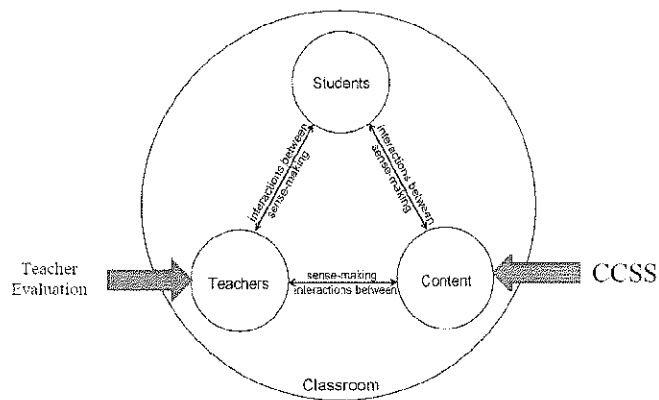
Position: Director of Teaching & Talent Development

Goal: To build the instructional capacity of teachers and principals.

Objectives:

- To best meet the demands of new educational policy;
- To oversee the successful implementation of the new teacher and administrator evaluation plans;
- To establish administrator stability in the district for the next several years;
- To maximize the efficiency of the administrative staff; and,
- To meet the professional growth needs of a talented administrative staff.

Instructional Core:



Immediate Supervisor: Superintendent of Schools

Qualifications:

- Meets all State of Connecticut requirements for certification (092) as a school administrator.
- Strong supervisory and leadership experience.
- Proven ability to realize student achievement at high levels.
- Strong leadership abilities in the areas of instruction, professional learning, special education, professional learning communities, and talent development.
- Knowledge of federal and state laws and regulations.
- Strong interpersonal and communication skills and the ability to work supportively and collaboratively with building principals and teachers.

Salary Level: 4

General Responsibilities:

A commitment to continuous improvement is enhanced through building the instructional capacity of principals and teachers. Having great people in the organization who understand and implement best instructional practices supports the district's mission and goals of increasing achievement for all students. The Director of Teaching & Talent Development will lead district instruction and the talent development of the principals and teachers. The Director of Teaching & Talent Development assists in the planning and coordination of in-service training programs, and manages the TEAM program.

Supervisory Responsibilities:

The Director of Teaching & Talent Development will supervise all district coaches and will assist principals with the supervision of other staff. The primary supervisory responsibilities will be determined by the Superintendent of Schools.

Specific Responsibilities:

Talent Development

1. Oversee the recruiting and retention plans to meet the organization's human capital needs; provide leadership and guidance in talent acquisition, career development, retention, and professional development.
2. Design, monitor and evaluate professional learning opportunities that are aligned to the administrator evaluation system.
3. Design, monitor and evaluate professional learning opportunities that are aligned to the teacher evaluation system.
4. Effectively manage the talent data management system for staff to help improve educator and principal effectiveness.
5. Support professional development and implementation of policies, programs and practices to support principals in becoming excellent instructional leaders.
6. Assists the Director of Curriculum in providing professional development and in-service training programs to staff.
7. Oversee the development and implementation of the evaluation procedures for certified staff and non-certified staff.

Teaching (Instruction & Assessment)

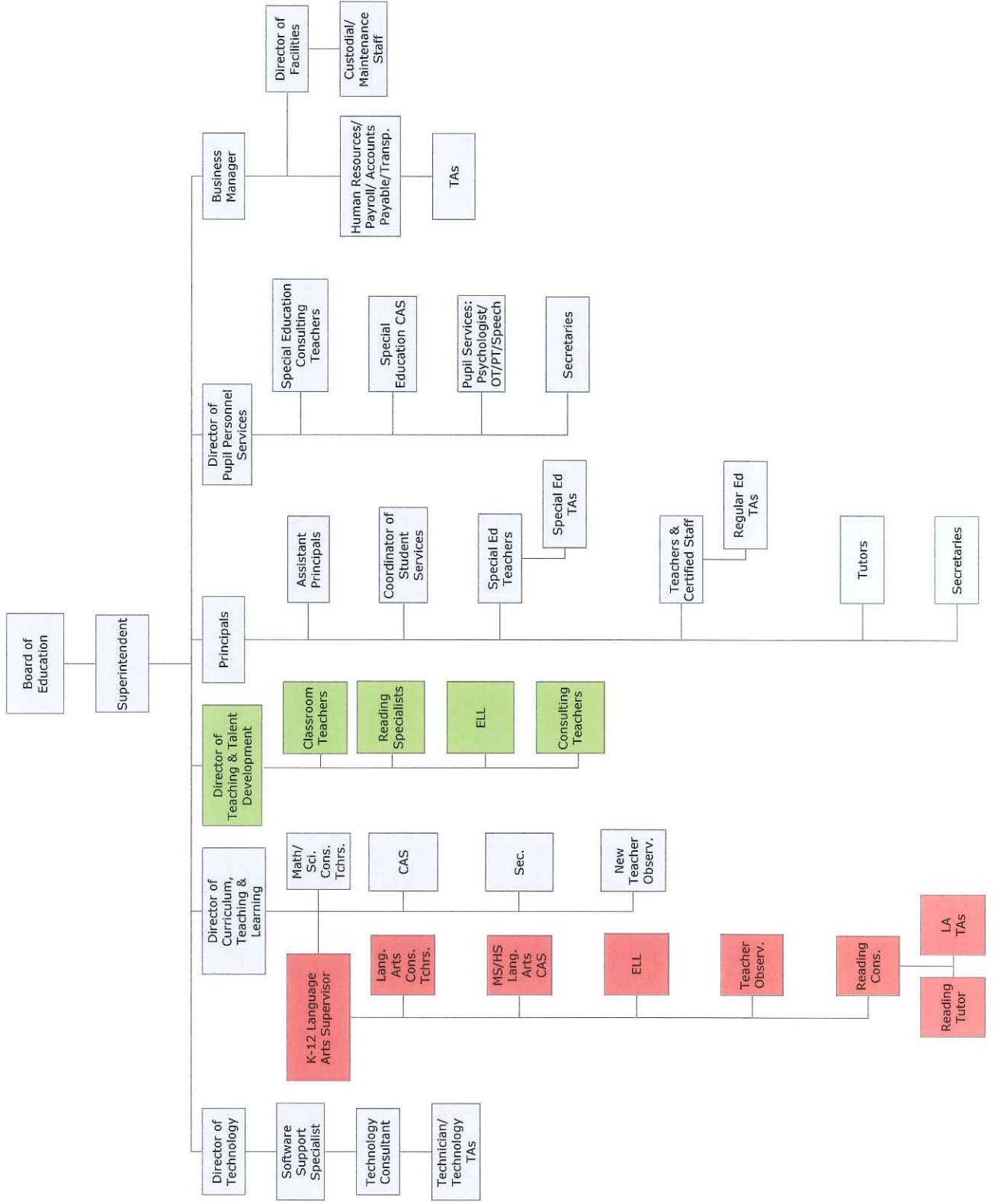
1. Oversee the development of district and school improvement plans
2. Promotes the use of the district learning principals

3. Provide leadership and expertise in assessing, identifying and implementing district educational goals and objectives.
4. Assist principals in their role as instructional leaders.
5. Oversee the district implementation of SRBI and recommendations for the special education review.
6. Oversees district testing, benchmarking and progress monitoring.
7. Serve as a resource to principals, staff and teams in the implementation of professional learning communities.
8. Coordinates the development, implementation and evaluation of staff development programs for administrators, principals, teachers, and non-certified staff.

Administrative and Professional Responsibilities

1. Provide administrative support for the Director of Pupil Personnel Services.
2. Coordinate activities with principals to ensure that operational, safety, bullying, and compliance matters are appropriately addressed at each school.
3. Serve as the Title IX Compliance Officer and District School Climate Specialist.
4. Coordinate federal and state grants and assists in the development of requests for state and federal funds related to the teacher/administrator program evaluation or staff development.
5. Coordinate all data collection, analysis, assessment reports, and records pertaining to the instructional programs, district assessments and staff evaluations.
6. Assist the Superintendent in the design and review of district policies.
7. Submit to the Superintendent of Schools reports regarding instruction, assessments, testing, staff development programs, and other such matters as requested.
8. Oversee district committee work as determined by the Superintendent of Schools.

Granby Public Schools District Organizational Chart



**GRANBY PUBLIC SCHOOLS
SAFETY & SECURITY REVIEW**

CREC School Safety Conference

- Cultivating a culture of dignity, honor, and respect where students are comfortable talking to adults about their concerns and fears is more important than locks and cameras.
- Additional staff training exercises will improve decisions under stress

Stages of Emergency Management

Mitigation

Preparedness

Response

Recovery

Mitigation

Strengths

- Personalized learning environment & climate where students are comfortable talking to adults
- Secure front door access systems
- Some fob access control in place
- Locked classroom doors
- Police radios and short response time

Opportunities

- Eliminate keyed entries via access control system
- Install security films
- Install some additional interior doors

Preparedness

Strengths

- New Emergency plans (NIMS-Based)
- Administrators assessed on their understanding of the plans
- Some administrators trained in NIMS
- Staff training at the beginning of the year
- School & District Incident Command Teams in place
- Monthly emergency drills
- Table top drills
- Established school evacuation sites

Opportunities

- More situational monthly drills
- Conduct full-scale simulation
- Establish district reunification site and stronger reunification plans

Response

Strengths

- Strong administrative team
- Administrators willing to act
- Climate and culture that supports school safety

Opportunities

- Additional tabletop training
- Active shooter training with staff and local police
- Mindset of preparedness

Recovery

Strengths

- Crisis teams in all schools
- Supportive school community
- Strong student support network

Opportunities

- Reunification planning
- Collaboration with local and state mental health teams
- Lessons learned from recent events

Considerations

- State to issue any additional school security guidelines and requirements January 2014.
- State Funding limited to most needy school districts.
- Building level security and safety committees required as of July 1, 2014.
- Due diligence and cost estimate development of possible perimeter control improvements underway.
- Financial model assumes \$75k encumbered by June 30, 2013.
- Additional amount up to \$225k available over next year or two.

Recommendations to Secure and Slow Down Access

- Secure keyless perimeters to buildings (\$50k?)
- Harden entrances with door replacements and/or limited use of security film (\$60k)
- Add 19 motion-activated cameras to improve perimeter monitoring and warning time (\$50k)
- Add security doors between glass entrances and student body tied to office buzzers (\$150k??)

Due Diligence and Bid Dates

- Access control system bid opens June 6
- Security film bid opens June 13
- Security doors specification is under development with bid in the fall 2013

Next Steps

- Encumber funds June 30 for access control and possibly some security film
- Install access control system
- Due diligence and cost development continues over the next six to eight months
- Final spending decisions in February 2014 after state weighs in with new regulations

Finance/Personnel/Facilities Subcommittee Meeting Minutes
May 15, 2013
5:30 p.m.

Attendance:

Ed Ohannessian	Present	Alan Addley	Present
Ron Walther	Absent	Harry Traver	Present
Lynn Guelzow	Present	Ben Perron	Guest

Meeting commenced at: 5:35 p.m.

Meeting adjourned at: 6:55 p.m.

- I. April Statement of Accounts: Reviewed statement of accounts. Budget in good shape with surplus.

- II. Increase in Lunch Prices: Reviewed potential increase to lunch plans. Recommend to the BOE a 25 cent increase.

- III. Healthy Food Certification: Reviewed the state healthy food program. Recommend to the BOE to reject the certification as the district serves healthy food in its current program. In addition, administrators should try to help develop “healthy alternatives” to fundraising activities.

- IV. End-of-Year Spending: Discussed potential items for spending such as security, athletic field support, paving the high school driveway, and repairing the tennis courts.

- V. Paint Bid: Discussed bids for painting middle school classrooms. Review of potential contracts.

- VI. Other: Discussed Valley Brook Church lease.

April 1	Early Release (All schools) Professional Development		
April 3	MS Grandparents'/Sr. Citizens' Day		Middle School
April 3	Curriculum Subcommittee Meeting Board of Education Meeting	5:30 p.m. 7:00 p.m.	Central Services Central Services
April 4-5	Wells Road Drama Presentation <i>The Princess Who Had No Name</i>	7:00 p.m.	Cafeteria
April 4	Kindergarten Registration/ Community Night	5:00-7:00 p.m.	Kearns
April 5	Hawaiian Luau Dance	6:30-8:30 p.m.	MS Cafeteria
April 8	Dodge Ball Tournament	6:00-9:30 p.m.	HS Gymnasium
April 8	Town Budget Hearing	7:00 p.m.	HS Auditorium
April 9	Wells Road Chorus Concert	7:00 p.m.	
April 11	MS Spring Parents' Day		Middle School
April 15-19	April Vacation		Offices Open
April 22	Budget Machine Vote	12-8:00 p.m.	Town Hall
April 26	Team Handball Tournament	6:00-9:30 p.m.	HS Gymnasium
April 30	HS Band Concert	8:00 p.m.	HS Auditorium
May 1	Curriculum Subcommittee Meeting	5:30 p.m.	
May 3	National Teacher Appreciation Day		
May 6-16	AP Exams		
May 7-10	8 th Grade Washington, DC Trip		
May 10-11	Kelly Lane Drama Production <i>Aladdin Kids</i>	7:00-9:00 p.m.	Cafetorium
May 15	Finance Subcommittee Meeting Board of Education Meeting	5:30 p.m. 7:00 p.m.	Central Services Central Services
May 16	Kelly Lane Grade 5/6 Band Concert	7:00 p.m.	Gymnasium
May 17	Senior Prom		
May 20	Senior Outing		
May 24	Underclassmen Awards Assembly		HS Auditorium
May 27	Holiday – No School		Offices Closed
May 28	Professional Development Day No School		
May 30-31	Art Expo	5:00 p.m.	High School
May 30	HS Chorus Concert	8:00 p.m.	HS Auditorium