

**Regular Board of Education Meeting
Wednesday, November 20, 2019 7:00 PM
Town Hall Meeting Room**

I. Organizational Meeting - Election of Officers

A. Board Chair Subcommittee Assignments

II. Administrative Reports

A. Superintendent's Announcements (5 min.)

Goals: Embracing Diversity: Adopt and promote strong instructional, curricular and leadership practices that embrace and advance knowledge and acceptance of human diversity and that eliminate bias.

Rationale: Mr. Mark Winzler, Interim Superintendent, will provide district updates.

B. Student Representative Reports (5 min.)

Goals: Embracing Diversity: Adopt and promote strong instructional, curricular and leadership practices that embrace and advance knowledge and acceptance of human diversity and that eliminate bias.

Rationale: Ms. Dwaritha Ramesh and Mr. Jack DeGray, Student Representatives, will report on activities taking place at the high school.

C. Business Manager's Report (5 min.)

*Goals: Embracing Diversity: Adopt and promote strong instructional, curricular and leadership practices that embrace and advance knowledge and acceptance of human diversity and that eliminate bias.,
Community Engagement: Enhance communication and build trusting relationships with all stakeholders.*

Attachments:

SOA Narrative Oct 2019

4

OCT 2019 SOA

5

Rationale: Ms. Anna Robbins, Business Manager, will present the October statement of accounts.

D. Schools in the Spotlight (15 min.)

Goals: Embracing Diversity: Adopt and promote strong instructional, curricular and leadership practices that embrace and advance knowledge and acceptance of human diversity and that eliminate bias.

Attachments:

BOE Wells in the Spotlight

10

Rationale: Fourth Grade students in Mrs. Pestana's class at Wells Road Intermediate School will share with the Board what they have learned about why the topography changes across the United States and will show how they actively engage in scientific exploration to take ownership of their learning.

III. Public Comment

Rationale: Granby community engagement and attendance at BOE public meetings is welcomed. The Public Comment segment of the meeting agenda is set aside so the BOE may receive public comments. Procedurally, public remarks will be limited to about 5 minutes and citizens will be asked to identify themselves. Because the BOE is limited by the Freedom of Information Act to discussing only matters on the agenda, the BOE is not permitted to engage in a discussion of the comments presented.

IV. Consent Agenda (5 min.)

A. Minutes

Goals: Embracing Diversity: Adopt and promote strong instructional, curricular and leadership practices that embrace and advance knowledge and acceptance of human diversity and that eliminate bias.

Attachments:

Rationale: The Board will approve/amend the minutes of the November 6, 2019 Board of Education meeting.

V. Old Business

A. Third Reading of Revised Policy 6111 - Calendar (5 min.)

Goals: *Safety and Social Emotional Well-Being: Foster a safe and positive social emotional environment for everyone.*

Attachments:

Revised Policy 6111 - Calendar (Revised Oct. 2019) 22

Rationale: The Curriculum/Policy/Technology/Communications Subcommittee recommends Revised Policy 6111, Calendar, to the Board for a third reading and approval.

VI. New Business

A. First Reading of Revised Policy 4212.42, Testing and Training for School Bus Drivers (5 min.)

Goals: *Safety and Social Emotional Well-Being: Foster a safe and positive social emotional environment for everyone.*

Attachments:

Granby 4212.42 Testing and Training for School Bus Drivers 23

Rationale: The Curriculum/Policy/Technology/Communications Subcommittee recommends Policy 4212.42, Testing and Training for School Bus Drivers, to the Board for a first reading.

VII. Miscellaneous (20 min.)

A. Board Standing Committee Reports

1. Curriculum/Policy/Technology/Communication

Goals: *Professional Learning: Develop the instructional skills and strategies of our teaching staff through ongoing, meaningful and systemic professional learning opportunities., Embracing Diversity: Adopt and promote strong instructional, curricular and leadership practices that embrace and advance knowledge and acceptance of human diversity and that eliminate bias., Safety and Social Emotional Well-Being: Foster a safe and positive social emotional environment for everyone.*

Attachments:

Curriculum SC Minutes 11-6-19 25

2. Finance/Personnel/Facilities

Goals: *Budget Development and Fiscal Management: Practice responsible budget development and management through transparency and maximize available financial resources through a balance of fiscal discipline and innovative educational investments., Student Achievement: Improve student achievement, academic performance and opportunity at all grade levels and for all ability levels and decrease achievement gaps on the path to college and career readiness., Community Engagement: Enhance communication and build trusting relationships with all stakeholders.*

B. Other Board-Related Reports

1. CREC/CABE

Goals: *Safety and Social Emotional Well-Being: Foster a safe and positive social emotional environment for everyone.*

2. Granby Education Foundation

Goals: *Embracing Diversity: Adopt and promote strong instructional, curricular and leadership practices that embrace and advance knowledge and acceptance of human diversity and that eliminate bias.*

C. Calendar of Events

Goals: *Embracing Diversity: Adopt and promote strong instructional, curricular and leadership practices that embrace and advance knowledge and acceptance of human diversity and that eliminate bias.*

Attachments:

Calendar of Events

26

D. Board Member Announcements

E. Action Items

VIII. Executive Session/Non-Meeting

Mark L. Winzler
Interim Superintendent of Schools



Anna M. Robbins, SFO
Business Manager

Aimee D. Martin
Director of Pupil Personnel Services

Christopher J. Tranberg
Assistant Superintendent

To: Granby Board of Education
From: Anna Robbins, Business Manager
Date: November 20, 2019
Re: Financial Forecast as of October 2019

As of October 31, 2019, the BOE shows a negative forecast of \$196,175. Special education expenditures are projected to be unfavorable \$318,173 and regular education expenditures are projected to be favorable \$121,998. The forecast is slightly favorable over the previous month's forecast.

Spending in the regular education category is on target. Salaries and benefits represent 76% of the budget and show a slightly favorable forecast. The Quality & Diversity Fund shows a favorable forecast of \$49K. Although the actual magnet school tuition came in lower than budgeted this year by \$70K (16 students enrolled), the actual tuition at Asnuntuck (21 students enrolled) and the Suffield Regional Agriscience Center (13 student enrolled) were higher than budgeted by \$32K for a net savings of \$38K in the out-of-district tuition expenditure line.

Revenues to the town reflect a projection of additional revenue for regular tuition from other towns of \$39K. Excess cost funding from the state is projected to be lower than budgeted by \$65K. Although out-of-district costs for special education are higher than budgeted, fewer students are meeting the stop-loss limits. The remaining revenue items are expected to meet budget at this time.

**Granby Board of Education
FY 2019-2020
Statement of Accounts
for the period ended
October 31, 2019**

Description	Budget	Expended	Encumbered	Expended & Encumbered	Balance	% Enc/Exp	Full Year Forecast October
Certified Salaries:							
Administration	1,673,719	555,940	1,006,094	1,562,033	111,685	93.33%	11,190
Regular Education	10,721,894	2,481,956	7,941,119	10,423,076	298,818	97.21%	118,975
Special Education	1,740,035	436,393	1,337,657	1,774,050	(34,015)	101.95%	(33,449)
Total	14,135,647	3,474,289	10,284,870	13,759,159	376,488	97.34%	96,716
Substitute/Tutor/Support Salaries							
Substitutes	8,000	979	0	979	7,021	12.24%	0
Sped Support (Speech, O.T. & P.T.)	410,583	111,859	302,121	413,980	(3,397)	100.83%	(3,398)
Tech Support	230,410	76,476	157,762	234,238	(3,828)	101.66%	(3,828)
Tutors - Regular Education	21,110	2,861	15,459	18,320	2,789	86.79%	2,789
Tutors - Special Education	23,616	11,667	0	11,667	11,948	49.40%	4,942
Total	693,718	203,843	475,342	679,185	14,533	97.91%	506
Teaching Assistant Salaries:							
Regular Education TA	284,889	54,757	233,581	288,337	(3,449)	101.21%	(3,449)
Special Education TA	1,081,299	187,916	921,644	1,109,560	(28,261)	102.61%	(28,261)
Total	1,366,188	242,673	1,155,225	1,397,898	(31,710)	102.32%	(31,710)
School Secretaries' Salaries	615,682	179,102	436,070	615,173	509	99.92%	(2,441)
Central Office Salaries	532,735	164,489	371,257	535,746	(3,011)	100.57%	(6,819)
Custodial & Maintenance Salaries	1,293,756	396,099	822,016	1,218,116	75,641	94.15%	5,580
Total Salaries	18,637,725	4,660,496	13,544,780	18,205,276	432,449	97.68%	61,832
Employee Benefits	5,001,350	1,516,721	3,207,051	4,723,773	277,577	94.45%	0
Total Salaries & Employee Benefits	23,639,075	6,177,217	16,751,831	22,929,049	710,026	97.00%	61,832

Granby Board of Education
FY 2019-2020
Statement of Accounts
for the period ended
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Description	Budget	Expended	Encumbered	Expended & Encumbered	Balance	% Enc/Exp	Full Year Forecast October
Purchased Services:							
Instructional Purchased Service	530,572	128,646	294,158	422,804	107,768	79.69%	0
Administration Purchased Service	425,618	98,928	304,604	403,531	22,087	94.81%	0
Maintenance Purchased Service	101,483	30,974	45,012	75,986	25,497	74.88%	0
Total	1,057,672	258,547	643,773	902,321	155,351	85.31%	0
Legal Services	55,000	3,565	51,436	55,000	0	100.00%	0
Repairs & Maintenance:							
Instructional Repairs & Maintenance	74,599	29,451	8,222	37,673	36,926	50.50%	0
Administration Repairs & Maintenance	8,500	0	0	0	8,500	0.00%	0
Maintenance Repairs & Maintenance	462,698	238,712	45,083	283,795	178,903	61.33%	0
Total	545,797	268,163	53,305	321,468	224,329	58.90%	0
Transportation:							
Transportation Regular Education	852,106	89,953	810,837	900,790	(48,684)	105.71%	0
Transportation Special Education	662,900	6,239	607,971	614,210	48,690	92.65%	(84,884)
Transportation Vocational Tech	92,674	9,172	82,546	91,717	956	98.97%	0
Total	1,607,680	105,364	1,501,353	1,606,717	962	99.94%	(84,884)
Insurance Property & Liability	102,700	47,059	46,722	93,781	8,919	91.32%	0
Communications	99,281	25,391	44,524	69,915	29,366	70.42%	0
Tuition:							
Tuition Special Education	1,451,252	433,229	1,065,132	1,498,360	(47,108)	103.25%	(173,123)
Tuition Adult Education	10,467	0	0	0	10,467	0.00%	0
Total	1,461,719	433,229	1,065,132	1,498,360	(36,641)	102.51%	(173,123)
Conference & Travel Expense	73,497	25,039	9,611	34,651	38,846	47.15%	0
General Supplies:							
General Supplies Regular Education	297,040	124,984	94,018	219,002	78,038	73.73%	0
General Supplies Special Education	26,416	14,172	3,569	17,741	8,675	67.16%	0
General Supplies Administration	81,176	22,292	24,212	46,504	34,672	57.29%	0
General Supplies Maintenance	142,372	45,824	2,952	48,776	93,596	34.26%	0
Total	547,004	207,272	124,750	332,022	214,982	60.70%	0

**Granby Board of Education
FY 2019-2020
Statement of Accounts
for the period ended
October 31, 2019**

Description	Budget	Expended	Encumbered	Expended & Encumbered	Balance	% Enc/Exp	Full Year Forecast October
Electricity	397,049	124,054	216,371	340,425	56,624	85.74%	16,500
Fuel/Natural Gas	156,352	33,340	139,503	172,843	(16,492)	110.55%	(16,500)
Textbooks/Workbooks	157,746	101,271	3,047	104,318	53,428	66.13%	0
Library/Media Center	62,118	30,137	11,837	41,974	20,144	67.57%	0
Software	304,544	186,095	35,552	221,647	82,897	72.78%	0
Dues & Fees	54,598	34,798	5,980	40,778	13,820	74.69%	0
Replacement Equipment:							
Replacement Equip Instructional	0			0	0	0.00%	0
Replacement Equip Administration	2,500	2,135	0	2,135	365	85.40%	0
Replacement Equip Maintenance	24,000	5,911	170	6,081	17,919	25.34%	0
Total	26,500	8,046	170	8,216	18,284	31.00%	0
Student Activities	786,287	116,834	358,625	475,459	310,828	60.47%	0
Total General Fund	31,134,619	8,185,420	21,063,522	29,248,943	1,885,676	93.94%	(196,175)
	SPED	5,480,361				SPED	(318,173)
	GEN ED	25,654,258				GEN ED	121,998
Quality & Diversity	\$1,082,731.00	\$368,441.73	\$402,870.27	\$771,312	\$311,419	71.24%	\$49,078

**Granby Board of Education
 FY 2019-2020
 Statement of Accounts
 for the period ending
 October 31, 2019
 For Selected Special Education Accounts**

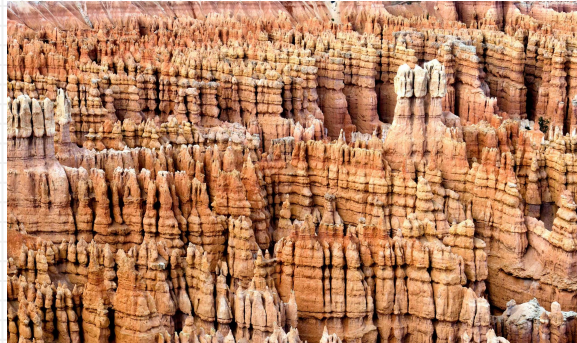
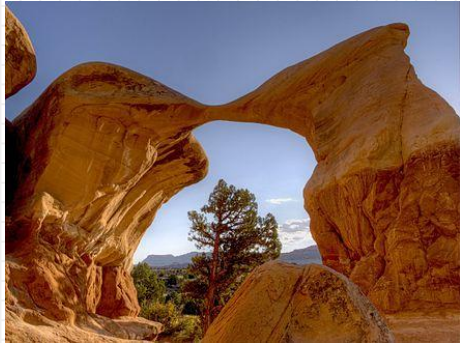
II. Expenditures	FY 2019-2020 Budget	Expended	Encumbered	Expended & Encumbered	Balance	October 2019 Forecast
Legal Expense	27,500	2,253	25,248	27,500	0	0
Special Education Certified Staff	1,740,035	436,393	1,337,657	1,774,050	(34,015)	(33,449)
Teacher Assistants	1,081,299	187,916	921,644	1,109,560	(28,261)	(28,261)
Special Education Tutors	23,616	11,667	0	11,667	11,948	4,942
Evaluation & Therapy Services	83,176	31,054	37,422	68,476	14,700	0
Sped Support (Speech, O.T., & P.T.)	410,583	111,859	302,121	413,980	(3,397)	(3,398)
Special Ed Transportation	662,900	6,239	607,971	614,210	48,690	(84,884)
Out of District Tuition	1,451,252	433,229	1,065,132	1,498,360	(47,108)	(173,123)
Total Selected Special Education Accounts	<u>5,480,361</u>	<u>1,220,610</u>	<u>4,297,194</u>	<u>5,517,804</u>	<u>(37,443)</u>	<u>(318,173)</u>

**Granby Board of Education
 FY 2019-2020
 Statement of Accounts
 for the period ending October 31, 2019**

I. Revenue	FY 2019-2020 Budget	Currently Anticipated	Received To Date	Full Year Forecast October 2019
Reg. Tuition from other Towns	494,560	533,136	3,400	38,576
SPED Tuition from other Towns	389,724	389,724	0	0
SDE Excess Cost Reimbursement	487,666	422,825	0	(64,841)
Rental Fees	16,157	16,157	6,895	0
Pay for Participation	54,615	54,615	12,700	0
Sub Total	<u>1,442,722</u>	<u>1,416,457</u>	<u>22,995</u>	<u>(26,265)</u>

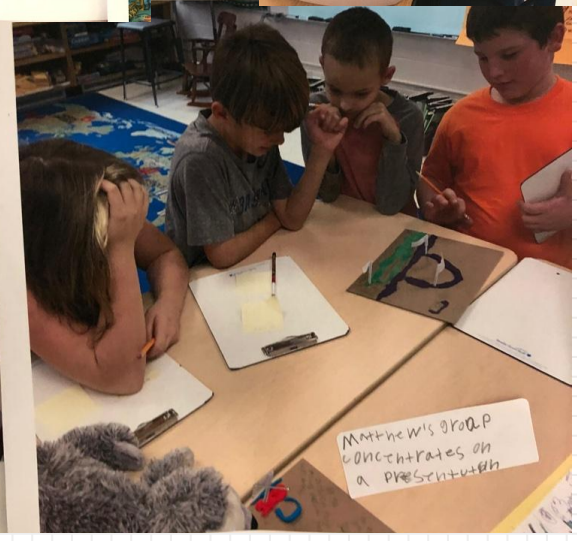
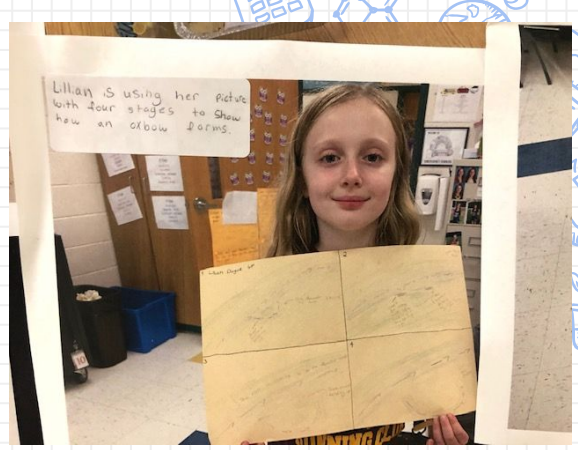
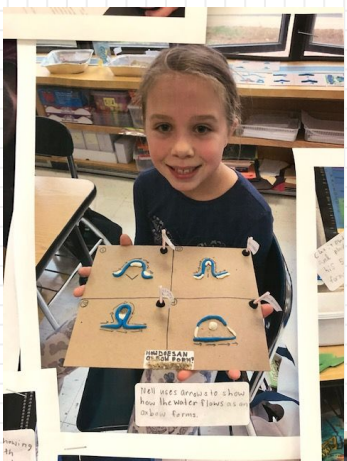
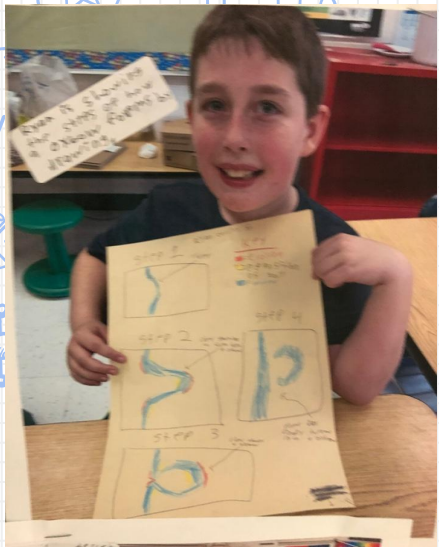
Why Does the Topography Change Across the United States?

4th grade students are able to clearly articulate what they are learning and why, and actively engage in scientific exploration to take ownership of their learning

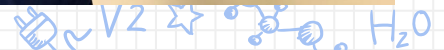


Phenomena



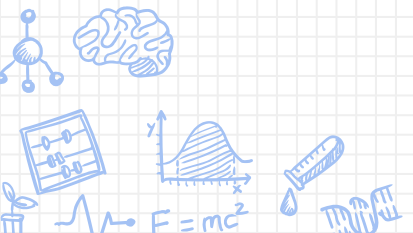


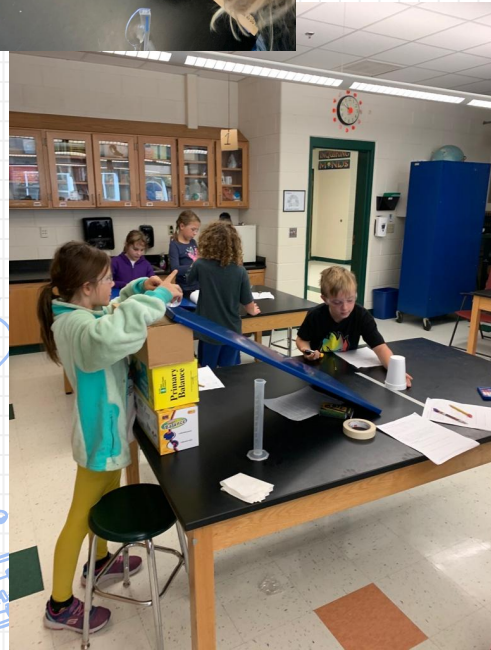
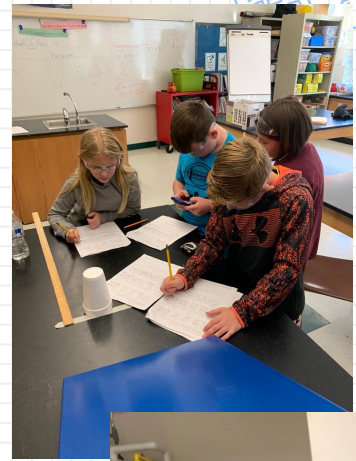
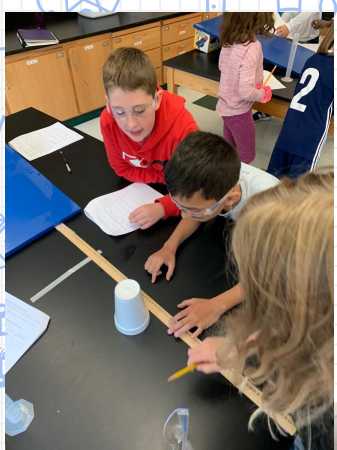
Captions



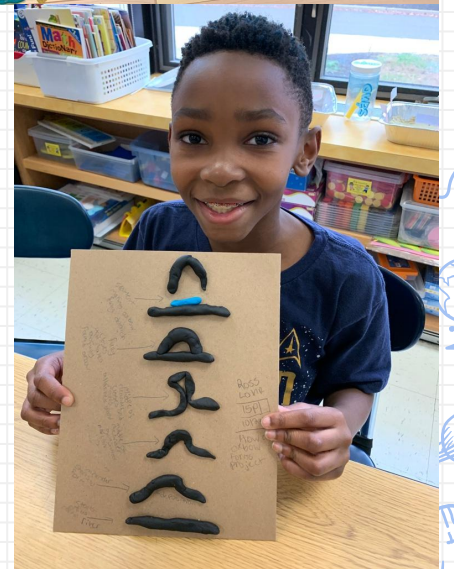


Erosion Lab





Mass and Speed Lab



How Does and Oxbow Form?

What Students are Saying About Science

I like experimenting the science lab. I also like doing notes on the videos and learning about oxbows. -Marcel

I like that we don't have to stay in the classroom all the time. We go to the science lab and even the hall. -Nell

I like when we got to present our oxbows and take photos of them. I liked the mudslide video and the lichen/rock video because it was hilarious. -Cameron

Taking notes and watching videos helps me understand the concepts. It helps when we watch it a second time and Mrs. Pestana pauses when we need time to take more notes. -Lillian

I liked the Mass/Speed lab because it was fun and interesting and I didn't get bored. -Hailey

I liked the mass/speed and erosion labs in the science lab. I like writing in my science notebook and putting my labs in there. The google maps was cool too. -Owen

I like science because of the fun things we do like making the oxbow models and taking notes from the videos. -Ryan

I like learning about how an oxbow forms and being in the science lab learning about force and motion- Andrew

**Regular Board of Education Meeting – Approved Minutes
November 6, 2019, 7:00 p.m.
Town Hall Meeting Room**

Present Board Members: Jenny Emery, Mark Fiorentino, Lynn Guelzow, Melissa Migliaccio, Sarah Thrall, Rosemarie Weber, Brandon Webster and Jack DeGray (Student Representative).

Absent Board Members: Dwaritha Ramesh (Student Representative)

Melissa Migliaccio called the meeting to order at 6:59 p.m.

I. Administrative Reports

I.A. Superintendent's Announcements

- Congratulations to the Board on receiving the CAFE Leadership award this year. The award will be presented at the CAFE/CAPSS Convention on November 15th.
- Professional development was held in the district yesterday and focused on district improvement needs both in and out of PLC.
- A district-wide wellness day was held today for students with celebrations at all of the schools.
- Superintendent-Elect Dr. Jordan Grossman is present this evening and although he does not begin until January 1, 2020, Dr. Grossman was in district on Monday to meet with administrators at Central Services about next year's budget, attended part of yesterday's professional development activities and greeted teachers and attended the Curriculum Subcommittee earlier tonight.
- Veterans Day celebrations are being held in all of the schools beginning today through Monday. Kelly Lane will have their celebration on Friday at 9:00 a.m. and Wells Road and the middle school will have their celebrations on Monday at 9:00 a.m. and 1:15 p.m., respectively.
- Last Friday Kelly Lane students missed school due to a power outage. Dr. Grossman and Mr. Winzler will discuss how this day will be made up.
- A new media specialist at the middle school, Ms. Leigh Ann Ryan, has been hired. Also currently interviewing for a PE elementary teacher at Kelly Lane.
- Budget meetings continued this week with the high school athletic budget and Kelly Lane.
- The high school security vestibule project is going well and the middle school roof project is almost complete. The trim work has begun
- Sixth grade students are going to the Boston Science Museum tomorrow (this is a rescheduled date from October 17th) and fifth graders are headed to Old Sturbridge Village on Friday.
- The PTO Jog-a-Thon has raised over \$15K to-date.
- Congratulations to Caroline Hall (8th grader) and Lizzy Cappelli (12th grader) who will receive the Farmington Valley Superintendents' Award this Friday.
- The next regularly scheduled Board Meeting on November 6, 2019
- There will be an early release on November 27th no school on November 28th and 29th for the Thanksgiving recess.

I.B. Board Member Announcements

Melissa Migliaccio stated Granby held elections yesterday and citizens voted for change in the Board of Selectmen and Board of Education. Congratulations to Jenny Emery, Mark Fiorentino and Rosemarie Weber and welcome to David Peling as a new member. Ms. Migliaccio said farewell to Lynn Guelzow who covered the Board for 10 years as a reporter for *The Granby Drummer* and has spent 2 full terms on the BOE involved with many positive changes over the last 8 years including full-day Kindergarten, integrated pre-school, closing the Kearns school, serving under three different Board chairs, searching for new administrators and, lastly, the superintendent search. She rarely missed a meeting and was a founding member of our Equity Taskforce. Ms. Migliaccio stated Lynn Guelzow asked the tough questions that made our Board and our schools better.

Jenny Emery acknowledged Rosemarie's service as a veteran and Ms. Migliaccio stated she loves the fact that Granby holds school on Veterans Day as it is very important to recognize this holiday.

Mark Fiorentino stated he attended the high school PAC Meeting on Monday evening. The cell phone policy was discussed and high school is looking to see if any adjustments need to be made to this policy.

I.C. Student Representative Reports

- Sports report: The field hockey team produced a total of \$1,100 at their last fundraising event. Additionally, over \$3,500 was raised during homecoming weekend.
- Two cross country runners, Charlie Attianese and David Hitchiner, made all conference.
- The girls field hockey and soccer teams remain undefeated and are in the top of their respective class with the state tournaments beginning in a week and a half.
- Field hockey and girls' soccer won their NCCC regular season.
- Tessa McMillan won Connecticut Varsity Athlete of the Week after scoring 3 goals in a win over Coventry and 1 against SMSA, Windsor Lock and Somers.
- Maria Nolan is up for Hartford Courant's Athlete of the Week this week.
- The boys' soccer team finished their season ranking in the top 6 of Class M.

Melissa Migliaccio asked Jack about the cell phone policy at the high school and Jack stated he feels teachers are on top of cell phone use and the policy is working. Students are currently allowed to use their phones during passing time and at lunch.

I.D. Teaching & Learning

Mr. Christopher Tranberg, Assistant Superintendent, presented on the process of Instructional Rounds. This vertical collaboration brings together administrators and teachers across the schools to support instructional improvement. Learning Walks have been renamed to Instructional Rounds which is what they are called in the research base of education and is a practice the district has used for several years. A problem of practice is looked at and administration, teachers and coaches attend an instructional round at a school where everyone looks at and digs into this problem. The principal identifies the problem and the team goes into classrooms collecting data from their observations which they analyze. An analysis is formed by the groups and all the groups ensure a recommendation is made to the principal.

II. Public Comment

There were no public comments this evening.

III. Consent Agenda

III.A. Minutes

A motion was made by Rosemarie Weber and seconded by Sarah Thrall to adopt the consent agenda. This motion passed at 7:20 p.m. with two abstentions (Jenny Emery and Brandon Webster abstained from the October 16, 2019 minutes).

IV. Old Business

IV.A. Second Reading of Policy 6111 - Calendar

The Curriculum/Policy/Technology/Communications Subcommittee recommended Policy 6111, Calendar, to the Board for a second reading. Rosemarie Weber stated she has not received any feedback. Melissa Migliaccio stated this is the policy that allows the Board to set the graduation date. This policy will go forward to the Board for a third reading and approval at the next meeting.

V. New Business

V.A. Elementary School Improvement Plans

Ms. Pauline Greer, Principal of Wells Road Intermediate School, and Ms. Kimberly Dessert, Principal of Kelly Lane Primary School, present their respective School Improvement Plans to the Board.

Ms. Greer presented her plan and informed the Board she has focused on relationships and it has been fun getting to learn about one another. She stated it has been wonderful to see how things run at Wells Road. The Vision, Mission and District Achievement Goal for Wells Road is to enhance the school culture by focusing on building positive relationships between staff, students and families by enhancing and using collaborate problem solving practice; increasing supervision on the playground; and reviewing and revising the school-wide positive behavior system. Rosemarie Weber inquired if she has seen a difference in office referrals so far this year. Ms. Greer stated she has seen a decrease and feels it is due to the fact that students enter into the building first thing in the morning as opposed to going on the playground first. The next goal, Student Achievement, is for all 3rd grade students to increase literacy and numeracy as measured by STAR reading and math. Ms. Greer stated she has looked at growth target data and she wants to know for students who do not hit that target, how much of the target do students hit and celebrate students who have made growth as well as pay attention to the targets that are not getting met. For the Instruction Goal for Wells Road, teachers will increase opportunities for students to take ownership of their learning to enhance engagement and independence by using feedback from instructional rounds to strengthen instructional strategies; provide students with specific and actionable feedback; and, anchor math instruction with a standards focus.

Kim Dessert presented her plan stating she hopes the Board can see the connections between Kelly and Wells. The first goal, Vision, Mission and District Achievement Goal, is to create conditions to support a safe, supportive and collaborative culture by utilizing collaborative proactive problem solving which started last year and having conversations with students. With regard to chronic absenteeism, Ms. Dessert stated she is looking at this data a little differently by asking who are those children and comparing this year to last year. Kelly Lane's Student Achievement Goal is to increase achievement in literacy and numeracy standards across disciplines by June of 2020 by having teachers use timely data to identify students for targeted interventions; monitoring the achievement of under-performing subgroups and implanting action plans; and increasing teacher participation in student centered coaching cycles. The Instructional Goal for Kelly Lane is to increase opportunities for students to take ownership of their learning to foster an environment of independence and engagement by communicating to students what they are learning and why they are learning it; sharing success criteria with students so they know when they have met their goals; and, to facilitate student led conferences during the March conferences this year. Melissa Migliaccio inquired outside of absenteeism, how does Kelly Lane measure success. Ms. Dessert stated benchmarks from performance assessments and performance tasks are used. Sarah Thrall inquired about the reference to Seesaw and what that is. Ms. Dessert stated Seesaw is an app teachers and families can use to connect families to school and what is happening. Kids can take a picture of the work they are doing and it will go directly to parents. It's a great way for students to show their learning and it can also show student growth in a portfolio. Amber Wyzik, Media Specialist, works closely with teachers and there are certain settings that are set and for privacy matters so that student work goes only to the parents.

VI. Miscellaneous

VI.A. Board Standing Committee Reports

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

Rosemarie Weber reported this Subcommittee met this evening to discuss the Assistant Superintendent's monthly report including exam pathways of electives offered at the high school to

more clearly define and leverage opportunities in STEM fields as well as October and November professional development. Reviewed revised Policy 4212.42, Drug & Alcohol Testing for School Bus Drivers, and changed language to subcontractor and language for training for Epi-pens. May also change the number of the policy or a different title as it does not encompass what the policy is designed to address. This policy moved to the full Board with amendments. Sarah Thrall will review a new text for French and Rosemarie Weber will review an on-line vocabulary program. Additionally, discussed school counseling planning and looking at the next curriculum subcommittee will have a document to review of what guidance looks like and if it needs to be enhanced and implemented with fidelity. The next subcommittee meeting was moved to December 18th at 6:00 p.m. Jenny Emery inquired on the connection for college support to parents via the teaching assistant position at the high school and is wondering if this organizationally connected as well as if it would be elevated to a full-time position through the budget process.

VI.A.2. Finance/Personnel/Facilities

This Subcommittee has not met.

VI.B. Other Board-Related Reports

VI.B.1. CREC/CABE

Mark Fiorentino reported CREC has not met.

VI.B.2. Granby Education Foundation

Jenny Emery reported the GEF had several people have resigned from the Board: Karen McNey, Janice Stingle and Kathy Ungerleider and three new members were welcomed: Ann Prokop, Marcy Green and John O'Connor. GEF is looking at some new fundraising events, i.e., a strings event and perhaps brining in some of our young strings students either before or after the event.

VI.C. Calendar of Events

Melissa Migliaccio stated the calendar of events is as reported.

VI.D. Action Items

There were no action items this evening.

VII. Executive Session/Non-Meeting

Melissa Migliaccio stated there was no need for an Executive Session/Non-Meeting this evening. A motion was made by Rosemarie Weber and seconded by Sarah Thrall to adjourn the meeting. This motion passed unanimously at 8:18 p.m.

Respectfully submitted,

Rosemarie Weber
Board Secretary

Instruction

School Calendar

No later than its first regular May meeting, the Board of Education shall adopt the school calendar for the ensuing school year. The Superintendent shall submit a two year proposed calendar to the Board in advance of the meeting.

The Board of Education may establish for any school year a firm high school graduation date which is no earlier than the one hundred eightieth day noted in the school calendar originally adopted by the Board for that school year.

Legal Reference: Connecticut General Statutes
 1-4 Days designated as legal holidays
 10-15 Towns to maintain schools, as amended by PA 11-85, An Act
 Concerning the Achievement Gap.
 10-29a Certain days to be proclaimed by governor. Distribution and number
 of proclamations.
 10-261 Definitions.

Policy Adopted: 9/3/97
Revisions Adopted: 8/22/01
Revisions Adopted:

GRANBY PUBLIC SCHOOLS
Granby, CT

Personnel -- Non-Certified

Drug and Alcohol Testing Testing and Training 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 expects all subcontractors shall adhere to federal and state law and regulations requiring a school bus driver's drug and alcohol testing program.

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

In addition to the above-cited federal requirements, the Board of Education expects its school transportation carrier, by June 30, 2019, to provide training to all school bus drivers, including instruction on (1) identifying the signs and symptoms of anaphylaxis; (2) administering epinephrine by cartridge injector ("EpiPen"); (3) notifying emergency personnel; and, (4) reporting an incident involving a student's life-threatening allergic reaction.

Beginning July 1, 2019, each carrier must provide the training to school bus drivers following the issuance or renewal of a public passenger endorsement to operate a school bus for carrier employees, and upon the hiring of a school bus driver who is not employed by such carrier (e.g., subcontractor), except a driver who received the training after the most recent issuance or renewal of his or her endorsement is not required to repeat it.

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

Personnel -- Non-Certified

Drug and Alcohol Testing for School Bus Drivers

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)

Connecticut General Statutes

10-212c Life-threatening food allergies and glycogen storage disease;
Guidelines; district plans (as amended by PA 18-185)

PA 18-185, An Act Concerning Life-Threatening Food Allergies in
Schools

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: October 6, 2010

GRANBY PUBLIC SCHOOLS
Granby, CT

**Curriculum Subcommittee Meeting
November 6, 2019, 5:30 p.m.
Central Services**

Present:

Lynn Guelzow Jordan Grossman
Melissa Migliaccio Christopher Tranberg
Rosemarie Weber Mark Winzler
Sarah Thrall

Absent:

Member of the Public: N/A

Meeting commenced at: 5:30 p.m.

Meeting adjourned at: 6:35 p.m.

A motion was made by Sarah Thrall and seconded by Melissa Migliaccio to move Item #3, Revised Policy 4212.42, on the agenda to Item #1. This motion passed unanimously at 5:31 p.m.

1. Revised Policy 4212.42 – Drug & Alcohol Testing for School Bus Drivers: This policy was moved to the full Board with amendments and possible revision of the policy number because the policy is larger in scope than the current title suggests.

2. Public Comment: None

3. Assistant Superintendent’s Monthly Report: Reviewed highlights.

4. New Texts:

- Comprehensive Vocabulary Program 4-12+ (English 9-12, AP12) – Rosemarie Weber to review.
- Bien Dit 3 (French 4H) – Sarah Thrall to review.

A new course proposal will be presented at the next subcommittee meeting.

5. School Counseling Planning: Next step – document review of guidance curriculum. Develop process to address deficiency.

6. Other: Teacher of the Year Ceremony will be held on December 4, 2019.

Action Item: The next subcommittee meeting will be moved to December 18, 2019 at 6:00 p.m.



UPCOMING DISTRICT EVENTS

November 20	MS PAC Meeting	8:30-9:30 a.m.	MS Media Center
November 20	Finance Subcommittee Meeting Board of Education Meeting	5:00 p.m. 7:00 p.m.	Central Services Town Hall Meeting Room
November 23	Fall Coffeehouse	7:30 p.m.	HS Commons
November 27	Early Release – All Schools		
November 28-29	Thanksgiving Break – No School		Offices Closed
December 4	Curriculum Subcommittee Mtg. <i>Cancelled</i> Board of Education Meeting	7:00 p.m.	
December 6	NHS Sports Tournament	6:00 p.m.	HS Gym
December 11	MS PAC Meeting	8:30 a.m.	MS Media Center
December 11	Early Release – Conferences		
December 12	GMHS Band Concert	7:00 p.m.	HS Auditorium
December 12-13	Early Release – Elementary Only (Conferences)		
December 18	Curriculum Subcommittee Meeting Finance Subcommittee Meeting Board of Education Meeting	6:00 p.m. 5:30 p.m. 7:00 p.m.	Town Hall Meeting Room
December 19	GMHS Choral Concert	7:00 p.m.	HS Auditorium
December 20	Early Release – All Schools		
Dec. 23-Jan. 1	Winter Break		