

**Regular Board of Education Meeting
Wednesday, October 19, 2022, 7:00 PM
Town Hall Meeting Room**

I. Administrative Reports

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

A. Chairman's Corner (5 min.)

{{Goal-}}

{{Attachment:}}

Rationale: Ms. Sarah Thrall, Board Chair, will share opening remarks.

{{RecommendedMotion}}

B. Superintendent's Announcements (5 min.)

{{Goal-}}

{{Attachment:}}

Rationale: Dr. Jordan Grossman, Superintendent, will provide district updates.

{{RecommendedMotion}}

C. Assistant Superintendent's Report (5 min.)

{{Goal-}}

{{Attachment:}}

Rationale: Ms. Jennifer Parsons, Assistant Superintendent, will provide updates from the Assistant Superintendent's office.

{{RecommendedMotion}}

D. Student Representative Reports (5 min.)

{{Goal-}}

{{Attachment:}}

Rationale: Ms. Tess Bajek and Mr. Chase Alexander, Student Representatives, will report on activities taking place at the high school.

{{RecommendedMotion}}

E. Schools in the Spotlight (15 min.)

{{Goal-}}

{{Attachment:}}

Rationale: Middle School science teachers, Ann Buckley and Sue Alender, along with some 7th grade students, will share their recent field trip to Project Oceanology in Groton.

{{RecommendedMotion}}

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

{{Goal-}}

{{Attachment:}}

Rationale: Ms. Anna Robbins, Business Manager, will present the September 2022 statement of accounts.

{{RecommendedMotion}}

II. Public Comment (20 min.)

{{Goal-}}

{{Attachment:}}

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.

{{RecommendedMotion}}

III. Consent Agenda (5 min.)

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

A. Minutes

{{Goal-}}

{{Attachment:}}

Rationale: The Board will approve/amend the minutes of the October 12, 2022 Board of Education meeting.

{{RecommendedMotion}}

IV. Old Business

{{Goal-}}

{{Attachment:}}

Rationale: There is no Old Business to report.

{{RecommendedMotion}}

V. New Business

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

A. Continuous Improvement Plan - Granby Memorial Middle School (20 min.)

{{Goal-}}

{{Attachment:}}

Rationale: Mr. Taylor Wrye, Middle School Principal, will present his Continuous Improvement Plan for Granby Memorial Middle School to the Board.

{{RecommendedMotion}}

B. First Reading of New Policy 4113.12 - Minimum Duty - Free Lunch Periods for Teachers

{{Goal-}}

{{Attachment:}}

Rationale: The Curriculum/Policy/Technology/Communications Subcommittee recommends new Policy 4113.12, Minimum Duty - Free Lunch Periods for Teachers, to the Board for a first reading.

{{RecommendedMotion}}

C. First Reading of Revised Policy 5113.2 - Truancy

{{Goal-}}

{{Attachment:}}

Rationale: The Curriculum/Policy/Technology/Communications Subcommittee recommends revised Policy 5113.2, Truancy, to the Board for a first reading.

{{RecommendedMotion}}

VI. Miscellaneous (20 min.)

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

A. Board Standing Committee Reports

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

1. Curriculum/Policy/Technology/Communication

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

2. Finance/Personnel/Facilities

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

B. Other Board-Related Reports

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

1. CREC/CABE

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

2. Granby Education Foundation

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

C. Calendar of Events

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

D. Board Member Announcements

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

E. Action Items

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

VII. Adjournment

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

Project Oceanology

Grade 7 Field Trip

Groton, CT

October 22 and 23, 2022



Purpose

To provide a real world science experience that supports the Grade 7 science curriculum of...

Chemistry

Earth Science / Geology

Ecology

Student Presenters

Team 7

Ashley Hodgkins

Sean Pomponi

Joseph Tofil

Team 7/8

Mia Wood

Thomas Erickson

Bow of the Boat (Joe)

- We learned about the water chemistry, and that good water chemistry allows the organisms to be healthy
- We tested the pH, the dissolved oxygen, salinity, and how far the light can penetrate the water.
- Based on the results, we came to the conclusion that the water quality was good.
- I had the opportunity to go up to the bridge and talk with the Captain.
 - we looked at charts
 - measured wind speed
 - look at the weather and clouds

Bow of the Boat





Stern of the Boat (Sean and Thomas)

We used a net and caught lots of fish. Unfortunately some fish died when they were in the net, still we learned that they would be put back in the water and still apart of the food chain

Sean

We measured fish

We held the fish,

The types of fish we saw were summer and winter flounder, sea bass, butterfish, porgy, puffer fish, moon fish, squid, and crab.

Tommy

Plankton net (top of water) and drag net (on the ocean floor)

Used a identification guide to identity fish,

To look at the fish and compare them to the identification guide, we would put fish into a container so we could look at them and they could still breathe.

Stern of the Boat



Stern of the Boat



Stern of the Boat





Stern of the Boat



Plankton Lab (Ashley)

Some plankton turn into other sea animals. Some plankton stay plankton their whole lives .

phytoplankton - plant like

zooplankton - animal like

Looked at plankton caught on the boat through microscope and identified them

Learned plankton need to stay close to the top of water to get sunlight and food they need.

Engineering Challenge: Designed a plankton - the goal was to be the last one to sink to the ground.

Plankt





Crab Habitat Lab (Mia)

- Asian Green Crabs are a invasive species
- We used these crabs to study which environment crabs prefer
- Seaweed was most preferred by the crabs
- One of the crabs was very indecisive
- Could seaweed be the most preferred because the crabs can hide from predators?



Crab Habitat Lab



We got to see a Submarine!



Thank you for the Coach Buses

Lots of space, comfortable

Got to watch a movie

Had foot rests

Window shades

And got to experience a bus bathroom

Jordan E. Grossman, Ed.D.
Superintendent of Schools



Jennifer M. Parsons
Assistant Superintendent

Angela E. Ehrenwerth
Director of Pupil Personnel Services

Anna M. Robbins, SFO
Business Manager

To: Granby Board of Education
From: Anna Robbins, Business Manager
Date: October 19, 2022
Re: Statement of Accounts as of September 30, 2022

Three months into the fiscal year, the full year forecast shows an anticipated over budget condition of \$551K. The forecast for regular education of \$ 67K is favorable but \$62K lower than the previous month. The change centers around staffing adjustments as we wrap up the first month of school. Expenses in salary line items are favorable, in part, due to two open positions that are currently filled using the instructional purchased services line item, which is currently over-budget. The net of these line items is favorable. Electricity is projected to be overbudget based on last year's increased usage as well as an increase in rates.

Special Education is over budget \$618K which is \$66K better than last month. The shift is primarily due to changes in out-of-district tuition. The overall over-budget condition is a result of multiple changes in placements since the budget was developed, and in specific individual needs that have contributed to additional tuition costs. Individual needs also prevents our typical level of shared transportation for multiple students this year.

Revenue to the Town is projected to be favorable \$400K due to the projected increase over budget, in the Special Education Excess Cost Grant. This increase directly correlates to the increased cost in out-of-district tuition and transportation mentioned above.

The Quality and Diversity Fund continues to trend positively due to the favorable fund balance from FY22. Although revenue is forecasted lower than budgeted, due to lower Open Choice Enrollment, expenses are also forecasted lower due to projected savings in tuition and personnel expenses.

**Granby Board of Education
FY 2022-2023
Statement of Accounts
for the period ended
September 30, 2022**

Description	Budget	Expended	Encumbered	Expended & Encumbered	Budget Balance	% Enc/Exp	Full Year Forecast as of September	This Month Forecast Compared to Prior Month
Certified Salaries:								
Administration	1,777,262	467,047	1,329,280	1,796,328	(19,066)	101.07%	(2,838)	0
Regular Education	11,229,373	1,307,595	9,531,092	10,838,687	390,685	96.52%	172,831	(46,726)
Special Education	1,927,823	241,995	1,644,019	1,886,014	41,809	97.83%	41,809	11,365
Total	14,934,458	2,016,638	12,504,391	14,521,029	413,429	97.23%	211,802	(35,361)
Substitute/Tutor/Support Salaries								
Substitutes	8,104	1,556	0	1,556	6,548	19.20%	(22,000)	(22,000)
Sped Support (Speech, O.T. & P.T.)	472,328	60,279	290,983	351,262	121,066	74.37%	72,973	(521)
Tech Support	270,682	67,889	203,560	271,449	(767)	100.28%	6,654	0
Tutors - Regular Education	38,147	2,039	21,486	23,525	14,622	61.67%	(1,113)	(1,113)
Tutors - Special Education	31,512	40,926	0	40,926	(9,414)	129.87%	(19,086)	0
Total	820,773	172,689	516,029	688,718	132,055	83.91%	37,428	(23,634)
Teaching Assistant Salaries:								
Regular Education TA	383,315	30,454	354,230	384,684	(1,370)	100.36%	4,428	(6,387)
Special Education TA	1,185,630	31,961	1,175,611	1,207,571	(21,941)	101.85%	14,537	(10,767)
Total	1,568,945	62,415	1,529,841	1,592,256	(23,311)	101.49%	18,966	(17,154)
School Secretaries' Salaries	652,233	117,053	559,063	676,116	(23,883)	103.66%	0	3,625
Central Office Salaries	592,062	136,148	487,485	623,632	(31,570)	105.33%	(12,733)	(1,057)
Custodial & Maintenance Salaries	1,365,601	304,737	1,007,352	1,312,089	53,512	96.08%	14,345	(1,271)
Bus Monitors	0	0	0	0	0		0	0
Salary Contingency	162,746	0	0	0	162,746		8,254	(3,893)
Total Salaries	20,096,818	2,809,679	16,604,161	19,413,840	682,978	96.60%	278,063	(78,745)
Employee Benefits	5,683,427	1,114,269	4,170,479	5,284,748	398,679	92.99%	0	0
Total Salaries & Employee Benefits	25,780,246	3,923,948	20,774,641	24,698,589	1,081,657	95.80%	278,063	(78,745)

**Granby Board of Education
FY 2022-2023
Statement of Accounts
for the period ended
September 30, 2022**

Description	Budget	Expended	Encumbered	Expended & Encumbered	Budget Balance	% Enc/Exp	Full Year Forecast as of September	This Month Forecast Compared to Prior Month
Purchased Services:								
Instructional Purchased Service	572,579	63,200	438,979	502,179	70,400	87.70%	(142,101)	(0)
Administration Purchased Service	478,778	58,997	388,641	447,639	31,139	93.50%	0	0
Maintenance Purchased Service	102,483	19,104	38,262	57,366	45,117	55.98%	0	0
Total	1,153,840	141,302	865,882	1,007,184	146,656	87.29%	(142,101)	(0)
Legal Services	55,000	1,119	53,881	55,000	0	100.00%	0	0
Repairs & Maintenance:								
Instructional Repairs & Maintenance	75,099	23,795	2,560	26,355	48,744	35.09%	0	0
Administration Repairs & Maintenance	8,500	0	0	0	8,500	0.00%	0	0
Maintenance Repairs & Maintenance	439,698	114,968	153,890	268,858	170,840	61.15%	0	0
Total	523,297	138,762	156,450	295,212	228,084	56.41%	0	0
Transportation:								
Transportation Regular Education	1,036,277	19,329	17,725	37,054	999,223	3.58%	10,000	10,000
Transportation Special Education	560,231	21,837	1,120,092	1,141,929	(581,699)	203.83%	(570,058)	(32,131)
Transportation Vocational Tech	112,925	(33,759)	0	(33,759)	146,683	-29.90%	0	0
Total	1,709,432	7,408	1,137,817	1,145,225	564,207	66.99%	(560,058)	(22,131)
Insurance Property & Liability	109,200	59,620	50,141	109,761	(561)	100.51%	(561)	0
Communications	96,590	16,714	52,169	68,883	27,707	71.31%	0	0
Tuition:								
Tuition Special Education	2,198,793	460,065	1,918,966	2,379,031	(180,238)	108.20%	(86,112)	104,283
Tuition Adult Education	10,967	10,334	0	10,334	633	94.23%	985	0
Total	2,209,760	470,399	1,918,966	2,389,365	(179,605)	108.13%	(85,127)	104,283
Conference & Travel Expense	73,694	6,349	5,726	12,075	61,619	16.39%	0	0

**Granby Board of Education
FY 2022-2023
Statement of Accounts
for the period ended
September 30, 2022**

Description	Budget	Expended	Encumbered	Expended & Encumbered	Budget Balance	% Enc/Exp	Full Year Forecast as of September	This Month Forecast Compared to Prior Month
General Supplies:								
General Supplies Regular Education	333,165	98,404	83,437	181,841	151,324	54.58%	0	0
General Supplies Special Education	32,950	4,826	2,727	7,553	25,397	22.92%	0	0
General Supplies Administration	83,826	26,507	30,836	57,343	26,483	68.41%	0	0
General Supplies Maintenance	146,372	37,345	57,446	94,792	51,580	64.76%	0	0
Total	596,313	167,082	174,446	341,528	254,785	57.27%	0	0
Electricity	420,812	76,075	394,781	470,856	(50,044)	111.89%	(41,112)	0
Fuel/Natural Gas	213,782	7,584	86,228	93,812	119,970	43.88%	0	0
Textbooks/Workbooks	136,427	53,665	14,692	68,357	68,070	50.11%	0	0
Library/Media Center	63,019	15,282	16,241	31,523	31,496	50.02%	0	0
Software	388,354	240,758	27,656	268,414	119,940	69.12%	0	0
Dues & Fees	51,116	33,856	1,495	35,351	15,765	69.16%	0	0
Replacement Equipment:								
Replacement Equipment	0	0	0	0	0	0.00%	0	0
Replacement Equip Admin	2,500	4,394	860	5,254	(2,754)	210.16%	0	0
Replacement Equip Maintenance	6,000	0	0	0	6,000	0.00%	0	0
Total	8,500	4,394	860	5,254	3,246	61.81%	0	0
New Equip Instructional	0	0	0	0	0	0.00%	0	0
Student Activities	816,977	47,841	348,435	396,276	420,702	48.51%	0	0
Total General Fund	34,406,357	5,412,158	26,080,506	31,492,665	2,913,693	91.53%	(550,896)	3,407
SPED	6,550,544						(618,262)	65,743
GEN ED	27,855,813						67,365	(62,336)

September 2022

Quality & Diversity	Budget	Forecast	Better/(Worse) Than Budget
Opening Balance	140,683	223,522	82,839
Expenses	1,022,075	938,658	83,417
Revenue	889,000	792,904	(96,096)
Ending Balance	7,608	77,768	70,160

**Granby Board of Education
FY 2022-2023
Statement of Accounts
for the period ending
September 30, 2022
For Selected Special Education Accounts**

II. Expenditures	FY22-23 Budget	Expended	Encumbered	Expended & Encumbered	Balance	Full Year Forecast September 2022
Legal Expense	27,500	0	0	0	27,500	0
Special Education Certified Staff	1,927,823	241,995	1,644,019	1,886,014	41,809	41,809
Teacher Assistants	1,185,630	31,961	1,175,611	1,207,571	(21,941)	14,537
Special Education Tutors	31,512	40,926	0	40,926	(9,414)	(19,086)
Evaluation, Therapy & Contracted Services	101,478	11,689	57,249	68,938	32,540	(72,325)
General Supplies Special Education	32,950	26,507	2,727	29,233	25,397	0
Conference & Travel Expense	12,300	117	459	576	11,724	0
Sped Support (Speech, O.T., & P.T.)	472,328	60,279	290,983	351,262	121,066	72,973
Special Ed Transportation	560,231	21,837	1,120,092	1,141,929	(581,699)	(570,058)
Out of District Tuition	2,198,793	460,065	1,918,966	2,379,031	(180,238)	(86,112)
Total Selected Special Education Accounts	6,550,544	895,376	6,210,105	7,105,481	(533,256)	(618,262)

**Granby Board of Education
 FY 2022-2023
 Statement of Accounts
 for the period ending
 September 30, 2022**

I. Revenue	FY 2022-2023 Budget	Currently Anticipated	Received To Date	Full Year Forecast September 2022
Reg. Tuition from other Towns	698,153	698,227	0	74
SPED Tuition from other Towns	624,073	624,073	0	0
SDE Excess Cost Reimbursement	527,846	926,305	0	398,459 24
Rental Fees	5,000	5,000	0	0
Pay for Participation	37,000	37,000	0	0
 Sub Total	 1,892,072	 2,290,605	 0	 398,557

Regular Board of Education Meeting – Approved Minutes
Wednesday, October 12, 2022, 7:00 p.m.
High School Auditorium

Present Board Members: Kristina Gilton, Monica Logan, David Peling, Whitney Sanzo, Sarah Thrall, and Rosemarie Weber

Absent Board Members: Donna Nolan, Chase Alexander and Tess Bajek (Student Representatives)

Sarah Thrall called the meeting to order at 7:01 p.m.

I. Administrative Reports

I.A. Chairman's Corner

Sarah Thrall, Board Chair, welcomed everyone in attendance as well as on via Zoom. She thanked the high school staff for accommodating the Board this evening.

I.B. Superintendent's Announcements

- Dr. Grossman welcomed everyone in attendance and on Zoom this evening and a special welcome to high school students Kelsi Stickels and Cole Max as well as Ms. Mara Henze, College and Career Coordinator, and Ms. Jacky Paton, Science Teacher, who are here to present for Schools in the Spotlight.
- Dr. Grossman stated there will not be a student representative report this evening.
- Met with the town regarding the high school track. Many community members use this track beyond our students. There is some puddling on the track and a consultant will be coming out next week to try to figure out what might be causing this. Spending a lot of time looking at this so that our students and community can use the track safely.
- A team from Granby Public Schools will present at the Performance Matters Conference in Hartford tomorrow. Granby was invited by the CT State Department of Education to share how Granby is making growth in student achievement.
- The Robotics Team will present at the Senior Men's Breakfast tomorrow.
- The construction project at the high school is moving along nicely as well as the video production studio. There will be a Boardwalk at the high school this Friday to view the progress. Additionally, there will be an opportunity for the community members to do a walkthrough after the project is completed.
- Creation of the FY24 budget is well underway at the building level. Meetings with administrators begin in November.
- The next Board Meeting will be held next Wednesday, October 19th, in the Town Hall Meeting Room.

I.C. Assistant Superintendent's Report

Ms. Jennifer Parsons, Assistant Superintendent, provided updates from her office and updated the Board on committee working happening in the district. The Equity Team had their first meeting which focused on the theme of representation matters and tying in equity work to the elements of effective instruction and making sure our learning environments are representative of our student demographics. Ms. Jacky Paton is a Co-Facilitator this year for these meetings. There will be a few internal meetings and other meetings with partners from Educational Leadership which they will lead at the next meeting in early November. Additionally, Ms. Parsons stated the district-wide Social/Emotional Learning Committee met, which she co-leads with Ms. Angela Ehrenwerth, and revisited goals set last year, i.e., communicating inter-staff working agreements and revisiting rules and expectations at the beginning of school year. Ms. Parsons also stated that STEAM and Wellness meetings are coming up in the next couple of weeks.

I.D. Student Representative Reports

There were no student representative reports this evening.

I.E. Schools in the Spotlight

Mr. Dunn introduced High School students Kelsi Stickels and Cole Max who participated in the College Explorations Program along with facilitators Ms. Mara Henze, College and Career Coordinator, and Ms. Jacky Paton, Science Teacher. This program has run since 2008 and exposes students to colleges and the college process. Mara Henze stated she is excited to share the College Explorations Summer Tour this year and the goal of the program was to design a financially acceptable introduction to a variety of schools. 20 students visited eight (8) schools and students learned a lot from the campus visits. There was a guided tour at each school and information sessions at a couple of the schools and students were also able to experience the food court as well at some of the schools. Kelsi Stickels (senior), informed the Board that having all of the visits scheduled for her was great and also that her mom did not need to take time off of work to take her. Kelsi also stated seeing schools in person gave her a good idea of where she wanted to be as well as seeing a variety of the schools, large, small, etc. This trip inspired her to get excited about applying to colleges. Cole Max explained how the tour of schools helped to relieve his anxiety related to college searches. He also shared he felt a lot more comfortable making these visits with his peers and he was also very pleased to know about disability services offered to students. Sarah Thrall thanked the high school for having this opportunity for our students. She inquired about a GMHS panel that was available in the past and if that was going to occur again. Mara Henze stated she would like to see this incorporated again; however, there was not enough time to get it organized this year.

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 Monica Logan that the Granby Board of Education adopt the consent agenda. This motion passed unanimously at 7:23 p.m.

IV. Old Business

There was no Old Business to report this evening.

V. New Business

V.A. Continuous Improvement Plan – Granby Memorial High School

Dr. Grossman stated he presented the Superintendent goals, which align to the strategic plan, and the next phase is for the schools to present over the next 4-5 meetings their Continuous Improvement Plans. This year we are trying to make it more interactive for Board members so after each goal area, Mr. Dunn will entertain questions from the Board.

Mr. Michael Dunn, High School Principal, presented his Continuous Improvement Plan for Granby Memorial High School. He reviewed the Vision of the Graduate which he stated helps to guide the principles of Granby Memorial High School. Goal #1 under *Student Learning and Achievement* is to increase the percentage of 9th, 10th and 11th graders scoring at benchmark on PSAT. Mr. Dunn stated the high school is off to a super start this year and students had multiple opportunities to practice the PSATs before taking them today to better understand the type of skills they need to take this test. This work also helped departments to develop departmental plans and benchmarks which aligned with PSAT questions. Rosemarie Weber inquired about re-establishing writing tutors. Mr. Dunn stated this program was available several years ago where students tutored one another and it will be reinstated this year. Monica Logan inquired about increasing data capacity to target classroom interventions. Mr. Dunn stated after the scores from today's tests are received, interventions can then take place for students who need them. A chart was shown with regard to Fall PSAT targets showing where students in each grade scored with regard to being at, near or below benchmark in Math and ERW. The second goal under *Student Learning and Achievement* is for every student to enroll in at least one college credit-bearing course while in high school. Mr. Dunn stated there is a remarkable amount of opportunities for students to achieve college credit while in high school and in last year's graduating class (2022) 89% of seniors obtained at least one college-credit course while at GMHS.

For Goal #2, *Community Engagement* is to improve communication that captures and celebrates the school community through online resources and platforms. Mr. Dunn this will be done by reinstating a newsletter to showcase department/school highlights; increase family and staff input through teams, surveys, and PAC meetings; support the new Advanced Communications course and Broadcast Club; support school-to-career and collaboration with community business; and to increase participation in curriculum nights, parent conferences and PAC meetings. For Goal #3, *Safety and Social Emotional Well-Being* is to create safe, inclusive and socially-emotionally responsive classrooms and school environments by training teachers to use the DESSA (Devareux Student Stress Assessment) instrument which is an online screening tool to target SEL goals/actions; renew school climate/SEL team implementation of goals/actions; increasing student leadership on action teams including grading and social media; and, implement Voice4Change initiatives. Rosemarie Weber inquired if parents will be contacted regarding the DESSA. Dr. Grossman stated communication will be going out to parents and if red flags are raised, parents will certainly be contacted. He stated Ms. Ehrenwerth will get into this in more detail when she presents her plan to the Board. David Peling inquired if parents/students will be able to opt out of this assessment and Dr. Grossman stated, yes, he believes so.

For Goal #4, *Budget Development and Fiscal Management* is to manage the budget process to maximize efficiencies while increasing needed supports for students who struggle academically and socially/emotionally by communicating developments on the construction project; monitoring class sizes to ensure appropriate learning environments; exploring alternative school structures to address SEL needs; and, continuing to analyze achievement data to ensure adequate supports/staffing. Goal #5, *Embracing Diversity* is to continue to improve systems and practices to maximize equitable opportunities for all students by partnering with student-led groups (Bridges, SAFE, Black & Latino Studies, etc.) to celebrate cultural heritage; continuing to partner with the Granby Equity Team; and continuing to build staff capacity to approach conversations around equity with students during Advisory. Goal #6 under, *Professional Learning* is to continue to improve staff capacity to clarify outcomes and use data protocols to inform instruction by restructuring PLC teams; developing the capacity of leadership teams to model and use protocols to increase the efficiency and effectiveness of teams; and, increase data capacity to target classroom interventions. Rosemarie Weber inquired about equitable grading practices. Mr. Dunn stated there is a lot of information around which states things are not consistent and there are equity-based ramifications as to why grading practices are not consistent. Dr. Grossman stated he would like Jennifer Parsons to speak about grading practices in one of her reports at a future meeting.

VI. Miscellaneous

VI.A. Board Standing Committee Reports

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

David Peling reported this Subcommittee met this evening to discuss the Assistant Superintendent's Report as follows: Started coaches monthly meetings; over 100 parents attended the Hartford Athletics Game; resilience family training on QPR (suicide prevention) for parents; and, rollout of new talent ed system. Also received a report on the Teachers Writing Project – accepted a pilot for Grade 3 Phonics. A few policies were reviewed and two will be brought forward to the full board and three policies were deferred to the next meeting. Lastly, a lengthy presentation was given by Mr. Wrye on student achievement.

VI.A.2. Finance/Personnel/Facilities

This Subcommittee has not met. Minutes approved at the last meeting are in the Board packet.

VI.B. Other Board-Related Reports

VI.B.1. CREC/CABE

Sarah Thrall stated she attended a legislative update at CABE today and she would be happy to share what she learned with Board members.

V.I.B.2. Granby Education Foundation

Whitney Sanzo reported the GEF will meet next week.

VI.C. Calendar of Events

Sarah Thrall stated Board members have agreed to attend some meetings in the district. There will be a PAC Meeting at the high school (Kristina Gilton will attend) and there will be a SEPTO Meeting on October 17th (Whitney Sanzo will attend). Additionally, a Superintendent's Community Conversation as well as a PAC Meeting is upcoming.

VI.D. Board Member Announcements

There were no Board member announcements this evening.

VI.E. Action Items

There were no action items this evening.

VII. Adjournment

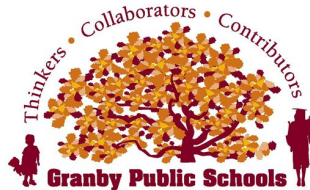
A motion was made by Rosemarie Weber and seconded by Kristina Gilton to adjourn the meeting. This motion passed unanimously at 8:33 p.m.

Respectfully submitted,

Rosemarie Weber
Vice Chairman

GRANBY MEMORIAL MIDDLE SCHOOL

Continuous Improvement Plan 2021-2022



GRANBY PUBLIC SCHOOLS

Vision of a Graduate

All Granby Public Schools students will become resourceful learners and effective communicators who positively contribute at the local, national and global levels.

Resourceful Learners	<ul style="list-style-type: none">❖ Ask questions and identify problems or challenges❖ Identify strategies and methods for personal success❖ Explore and connect areas of interest❖ Set goals and persist in achieving these goals❖ Gather and evaluate a variety of sources and perspectives❖ Synthesize information and create solutions❖ Solve complex problems by applying approaches from multiple disciplines
Effective Communicators	<ul style="list-style-type: none">❖ Listen closely and respectfully participate in discourse❖ Value diverse voices and viewpoints❖ Prepare a message for an identified purpose and audience❖ Express ideas clearly in a variety of ways❖ Support arguments with evidence❖ Adapt and adjust thinking based on feedback and new learning❖ Use tools and technology flexibly and strategically
Positive Contributors	<ul style="list-style-type: none">❖ Develop meaningful connections with others❖ Collaborate for a common goal❖ Exhibit compassion and empathy❖ Make healthy and responsible decisions❖ Use personal talents and knowledge to contribute to society❖ Demonstrate civic responsibility❖ Understand that actions have impact on the local community, the country and our global society

Board Goal #1: Student Learning and 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.

School Goals:

1.D. Granby Memorial Middle School (GMMS) students will achieve levels of proficiency or higher on the state assessment by monitoring their growth and performance over time and providing high-quality, effective instruction.

Math:

- Professional Development for Teachers in the Illustrative Math Program
- Continue to implement assessments with fidelity to monitor student progress STAR, Interim Assessment Blocks (IAB), PSAT 8/9
- Data Team discussions during team Meetings.
- Implementation of Co-Teaching model
- Students receiving math interventions will get small group instruction on foundational standards and grade level standards.

Math Grade Level SBAC / STAR

Percentage of students in each grade scoring proficient or higher

Grade	2015-1 6	2016-1 7	2017-1 8	2018-1 9		2020-21	2021-22	2022-23
6	68.6%	64.8%	63.8%	56.2%		30% / 23.5%	54% / 44.2%	36%
7	61.7%	66.2%	59.8%	71.4%		48% / 39.6%	45% / 34.4%	40%
8	56.5%	60.5%	65.8%	52.5%		33% / 60.6%	45% / 47.3%	27%*
Overall	62.3%	63.8%	63.1%	60.0%		37% / 40.7%	48% / 42%	34%

Board Goal #1: Student Learning and 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.

School Goals:

1.D. Granby Memorial Middle School (GMMS) students will achieve levels of proficiency or higher on the state assessment by monitoring their growth and performance over time and providing high-quality, effective instruction.

Reading and Writing:

- Implementation of Teachers College Reading and Writing Workshop and the workshop model in Grade 6. Changing pedagogical approach in grades 7 and 8.
- Professional Development for teachers from the Teachers College
- Continue implementing assessments with fidelity to monitor student progress - STAR, Interim Assessment Blocks (IAB), PSAT 8/9
- Data Team discussions during weekly team Meetings.
- Students receiving reading interventions will get small group re-instruction on specific standards/skills identified

ELA Grade Level SBAC / STAR

Percentage of students in each grade scoring proficient or higher

Grade	2015-1 6 ⅞ School	2016-1 7	2017-1 8	2018-1 9		2020-21	2021-22	2022-23
6	83%	75%	73.8% 74.8	78.3% 78.5		53% / 61%	64% / 63%	57%
7	73.2%	82.1%	73.8% 76.2%	76.6% 78.6%		65% / 69%	64% / 59%	60%
8	76%	71.6%	76.1% 83.2%	80.5% 84.2		76% / 68%	66% / 64%	50%
Overall	77.4%	76.2%	74.6%	78.5%		64.7% / 61.1%	64.7% / 62.7%	56%

Board Goal #1: Student Learning and 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.

School Goals:

1.D. Granby Memorial Middle School (GMMS) students will achieve levels of proficiency or higher on the state assessment by monitoring their growth and performance over time and providing high-quality, effective instruction.

Next Generation Science:

- Data Analysis by the department. Data discussions during team and department Meetings.
- Implementing formative assessments with fidelity to monitor student progress - Interim Assessment Blocks (IAB)
- Determine where science and math overlap and how teachers can support each other

Science Grade Level NGSS Results

Percentage of students in each grade scoring proficient or higher

Grade	2018-19	2020-21	2021-22
5	73.7%	73%	80%
8	71.3%	64%	72%
11	80.8%	79%	78%

Board Goal #2: Community Engagement

Enhance communication and build trusting relationships with all stakeholders.

School Goal:

2.B. Continue to improve the transition process for all new students entering Granby Memorial Middle School.

- The administration will host events before the arrival at school for both students and parents who are new to GMMS.
- Support Staff will meet individually with every new student to GMMS.
- Celebrate new students and provide new opportunities to connect with peers and other new students.
- Year two of the SUCCESS course in 6th grade
- Teachers will collaborate with Wells Road teachers to support the students' transitions from 5th to 6th-grade

Board Goal #2: Community Engagement

Enhance communication and build trusting relationships with all stakeholders.

School Goal:

2.F. Develop a school-wide plan for branding Granby Memorial Middle School

- Acknowledging Granby Bear (Student) of the Month for students at the middle school
- An active presence on social media and school website showcasing the events at the middle school.
- Develop a morning news Broadcast Club as a platform for showcasing exemplars

Board Goal #3: Safety and Social Emotional Well-being

Foster a safe and positive social emotional environment for everyone.

School Goal:

GPS SEL #5 - GMMS teachers will utilize a restorative approach around inclusive, relationship-centered, and culturally responsive practices to create supportive classroom environments. Strategies are developmentally appropriate and focus on meeting the needs of all students. Shared agreements are collaboratively developed and modeled by most adults and students.

- Create school-wide expectations based on Restorative Practices
- Naviance SEL lessons during Academic Enrichment
- Implementation of the Aperture System, including the assessment tools and resources available and how to deliver and use the DESSA assessments.
- Continue to implement and utilize Restorative Practices

Board Goal #4: 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.

School Goal:

4.E. Granby Memorial Middle School will continue to create a long-term financial plan which aligns with the vision of the Board of Finance.

- Work with all stakeholders within Granby Public Schools to ensure an up-to-date Small-Cap Budget that reflects the current needs of the middle school.
- Monitor class sizes to ensure appropriate learning environments and staffing.
- Conduct a staff structure review of the Middle School to ensure that the middle school's structures are the best possible support structure.

Board Goal #5: 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.

School Goals:

Ensure system-wide practices and structures are in place at Granby Memorial Middle School to support the implementation of Granby Public Schools Anti-Bias / Anti-Racism Plan.

- Acknowledge Cultural Heritage Months
- Development of Classroom libraries
- Morning News to promote and acknowledge

Board Goal #6: Professional Learning

Develop the instructional skills and strategies of our teaching staff through ongoing, meaningful and systemic professional learning opportunities.

School Goals:

Element 1 - Learning Environment - Classroom routines are well understood and initiated by students; students can explain what is expected, when, and why.

- Develop the capacity of the leadership team to model and use protocols to increase the efficiency and effectiveness of collaborative classroom routines
- Professional Development based on the Elements of Effective Instruction (EEI) and targeting Element 1.
- Utilize Restorative Practices approaches to build a classroom culture of connectedness.

Board Goal #6: Professional Learning

Develop the instructional skills and strategies of our teaching staff through ongoing, meaningful and systemic professional learning opportunities.

School Goals:

Element 2 - Clear, Shared Outcomes - Students in classes can explain how their learning connects to short and long-term learning outcomes

- Develop the capacity of the leadership team to model and use protocols to increase the efficiency and effectiveness of implementing Element 2 - Clear, Shared Outcomes.
- Professional Development based on the Elements of Effective Instruction (EEI), specifically around Element 2.
- Develop capacity in EEI indicators, including using standards to develop clear shared outcomes and why it is important.
- Utilize Restorative Practices approaches to build classroom engagement.
- Support Special Educators in transition to CT-SEDS framework



Granby Memorial Middle School

Continuous Improvement Plan 2022-2023



Table of Contents

Vision of the Graduate	2
Board Goal #1: Student Learning and Achievement	3
Board Goal #2: Community Engagement	5
Board Goal #3: Safety and Social Emotional Well-Being	6
Board Goal #4: Budget Development and Fiscal Management	7
Board Goal #5: Embracing Diversity	8
Board Goal #6: Professional Learning	9

GRANBY PUBLIC SCHOOLS

Vision of a Graduate

All Granby Public Schools students will become resourceful learners and effective communicators who positively contribute at the local, national and global levels.

Resourceful Learners	<ul style="list-style-type: none">❖ Ask questions and identify problems or challenges❖ Identify strategies and methods for personal success❖ Explore and connect areas of interest❖ Set goals and persist in achieving these goals❖ Gather and evaluate a variety of sources and perspectives❖ Synthesize information and create solutions❖ Solve complex problems by applying approaches from multiple disciplines
Effective Communicators	<ul style="list-style-type: none">❖ Listen closely and respectfully participate in discourse❖ Value diverse voices and viewpoints❖ Prepare a message for an identified purpose and audience❖ Express ideas clearly in a variety of ways❖ Support arguments with evidence❖ Adapt and adjust thinking based on feedback and new learning❖ Use tools and technology flexibly and strategically
Positive Contributors	<ul style="list-style-type: none">❖ Develop meaningful connections with others❖ Collaborate for a common goal❖ Exhibit compassion and empathy❖ Make healthy and responsible decisions❖ Use personal talents and knowledge to contribute to society❖ Demonstrate civic responsibility❖ Understand that actions have impact on the local community, the country and our global society

Board Goal #1: Student Learning and 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.

Goal:

1.D. Granby Memorial Middle School (GMMS) students will achieve levels of proficiency or higher on the state assessment by monitoring their growth and performance over time and providing high-quality, effective instruction.

Action Steps	Person(s) Responsible	Timeline	Resources/Finances	Evidence/Measurements
<p>Math Year 2 of Illustrative Math Program implementation</p>	Administration, Coaches, Teachers	Ongoing	Time / Purchase of new material	<p>M. The percentage of Students in the following grades will achieve the subsequent score of proficient or better. Class of 2029 50% to 54% Goal is 58% Class of 2028 30% to 45% Goal is 48% Class of 2027 48% to 45% Goal is 48%</p> <p>M1. Five Sessions of all day professional Development</p> <p>M2. Students will complete the assessments according to the timeline established at the start of the year.</p> <p>M3. Utilizing Great Schools Partnership data protocols to have data dive discussions with teams. Team Notes and Progress Reports</p> <p>M4. Training Sessions with SERC Constalutants</p> <p>M5. Students will attend intervention every other day. Student progress will be monitored through various data sources.</p>
1. Professional Development for Teachers in the Illustrative Math Program	CREC Consultants. Math Coach, Teachers, Administrators	Training throughout the year.	CREC Consultants Time / Coverage	
2. Continue to implement formative assessments with fidelity to monitor student progress - STAR, Interim Assessment Blocks (IAB), PSAT 8/9	Coaches, Teachers, and Administration	Ongoing throughout the year	Interim Assessment Results / Time / Coverage	
3. Data Team discussions during team meetings.	Coaches, Teachers, Administration	Once a Week	Meeting Time & Space, Student Data	
4. Implementation of Co-Teaching model	Math Coach, Teachers, SERC Consultants	Ongoing	SERC Consultants	
5. Students receiving math interventions will get small group instruction on foundational standards and grade-level standards.	Math Coach, Math Tutor, Teachers	Ongoing	Time, Tutor Funding	

<p>Reading / Writing Implementation of Teachers College Reading and Writing Workshop and the workshop model in Grade 6. Changing pedagogical approach in grades 7 and 8.</p> <ol style="list-style-type: none"> 1. Professional Development for teachers from the Teachers College 2. Continue implementing formative assessments with fidelity to monitor student progress - STAR, Interim Assessment Blocks (IAB), PSAT 8/9 3. Data Team discussions during team Meetings. 4. Students receiving reading interventions will get small group re-instruction on specific standards/skills identified 	<p>Teachers College Consultants, Literacy Coaches, ELA teachers</p> <p>Literacy Coaches, Tutors, Teachers</p> <p>Coaches, Teachers, Administration</p> <p>Reading Coaches, Reading Tutor, Teachers</p>	<p>Training will occur throughout the year.</p> <p>Ongoing</p> <p>Weekly</p> <p>Ongoing</p>	<p>Time / Purchase of new materials</p> <p>TC Consultants</p> <p>Time / Coverage</p> <p>Interim Assessment Results</p> <p>Meeting Time & Space, Student Data</p> <p>Time, Tutor Funding</p>	<p>R/W. The percentage of Students in the following grades who will achieve the subsequent score of proficient or better. Class of 2029 53% to 64% Goal is 70% Class of 2028 53% to 64% Goal is 70% Class of 2027 65% to 66% Goal is 70%</p> <p>R/W1. Multiple Sessions of all day professional development</p> <p>R/W2. Students will complete the assessments according to the timeline established at the start of the year.</p> <p>R/W3. Utilizing Great Schools Partnership data protocols to have data dive discussions with teams. Team Notes and Progress Reports</p> <p>R/W4. Students will attend intervention every other day. Student progress will be monitored through various data sources.</p>
<p>Next Generation Science</p> <ol style="list-style-type: none"> 1. Data Analysis by the department. Data discussions during team and department Meetings. 2. Implementing assessments with fidelity to monitor student progress - Interim Assessment Blocks (IAB) 3. Determine where science and math overlap and how teachers can support each other 	<p>Coaches, Teachers, Administration</p> <p>Coaches, Teachers, Administration</p> <p>Science, and Math Departments. STEAM Coach</p>	<p>Weekly</p> <p>Ongoing</p> <p>Ongoing</p>	<p>Meeting Time, Space and Student Data</p> <p>Interim Assessment Results</p> <p>Common Planning Time</p>	<p>NGSS 1. 78% of students in 8th grade will achieve the subsequent score of proficient or better. Grade 8: 71% with a Goal of 78%</p> <p>NGSS 2. Students will complete the assessments according to the timeline established at the start of the year.</p>

Board Goal #2: Community Engagement

Enhance communication and build trusting relationships with all stakeholders.

Goals:

2.B. Continue to improve the transition process for all new students entering Granby Memorial Middle School

Action Steps	Person(s) Responsible	Timeline	Resources/Finances	Evidence/Measurements
1. The administration will host events before the arrival at school for both students and parents who are new to GMMS.	Principal / Assistant Principal	May - September	Time / Funds to support GMMS branding	Attendance to events
2. Support Staff will meet individually with every new student to GMMS.	Support Staff	September	Time	100% of students met with a support staff member.
3. Celebrate new students and provide new opportunities to connect with peers and other new students.	Guidance Department, Administration	Ongoing	Funds / Time	Multiple events hosted, and attendance
4. Year two of the SUCCESS course in 6th grade	SUCCESS Teachers, Coaches	Ongoing	Funds / Time	Curriculum Plan
5. Teachers will collaborate with Wells Road teachers to support the students' transitions from 5th to 6th-grade	6th Grade Team, UA Teachers	April - June	Time / Space to meet	Agenda & Notes

Goal:

2.F. Develop a school-wide plan for branding Granby Memorial Middle School

Action Steps	Person(s) Responsible	Timeline	Resources/Finances	Evidence/Measurements
1. Acknowledging Granby Bear (Student) of the Month for students at the middle school	All Staff	Monthly	Funds	16 students will be acknowledged each month.
2. An active presence on social media and the school website showcasing the events at the middle school.	Administration	Weekly	Thrillshare Program	Weekly postings that showcase the middle school.
3. Develop a morning news Broadcast Club as a platform for showcasing exemplars	Administration, Teachers	Daily	Funds / Stipend / YouTube	Morning News will air daily via live stream

Board Goal #3: Safety and Social-Emotional Well-Being

Foster a safe and positive social-emotional environment for everyone.

Goals:

GPS SEL #5 - GMMS teachers will utilize a restorative approach around inclusive, relationship-centered, and culturally responsive practices to create supportive classroom environments. Strategies are developmentally appropriate and focus on meeting the needs of all students. Shared agreements are collaboratively developed and modeled by most adults and students.

Action Steps	Person(s) Responsible	Timeline	Resources/Finances	Evidence/Measurements
1. Create school-wide expectations based on Restorative Practices	Principal / Students	September	Time	Creation of a Collective Agreement / Expectations
2. Naviance SEL lessons during Academic Enrichment	SEL Committee, Administration	Ongoing throughout the year.	Naviance program	Student completion of assigned lessons.
3. Implementation of the Aperture System, including the assessment tools and resources available and how to deliver and use the DESSA assessments.	Guidance Department, Teachers, Administration	Ongoing throughout the year	DESSA assessment	Data from the DESSA Assessment.
4. Continue to implement and utilize Restorative Practices	Administration, Teachers	Ongoing	Restorative Practices Trainings	Observations, Teacher Discussions and reflections,

Board Goal #4: Budget Development and Fiscal Management

Practice responsible budget development and management through transparency and maximizing available financial resources through a balance of fiscal discipline and innovative educational investments.

Goal:
4.E. Granby Memorial Middle School will continue to create a long-term financial plan which aligns with the vision of the Board of Finance.

Action Steps	Person(s) Responsible	Timeline	Resources/Finances	Evidence/Measurements
1. Work with all stakeholders within Granby Public Schools to ensure an up-to-date Small-Cap Budget that reflects the current needs of the middle school.	Principal, Content Area Specialists (CAS), and Teachers	Ongoing	Meeting time with critical stakeholders	Meeting agenda and notes. Submission of Small-Cap Budget for Approval.
2. Monitor class sizes to ensure appropriate learning environments and staffing.	Administration	Ongoing	PowerSchool and Time	Ensuring that class sizes are within the acceptable norms of middle school.
3. Conduct a staff structure review of the Middle School to ensure that the middle school's leadership structures are the best possible support structure.	Administration, CAS Leaders	Ongoing	Meeting Time and Space	Summary of review structure presented to the Superintendent

Board Goal #5: Embracing Diversity

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

Goals:
 Ensure system-wide practices and structures are in place at Granby Memorial Middle School to support the implementation of Granby Public Schools Anti-Bias/Anti-Racism Plan.

Action Steps	Person(s) Responsible	Timeline	Resources/Finances	Evidence/Measurements
1. Acknowledge Cultural Heritage Months	CAS Leaders, Teachers, Administration	Monthly	Educational Materials to support CHM in each classroom.	Lessons and educational materials are delivered to classrooms.
2. Development of Classroom libraries	CAS Leaders, Coaches, Media Specialists	Ongoing	Funds for new books, time to find books	Displays and discussions in classrooms around books
3. Morning News to promote and acknowledge	Morning News Club, and Teachers	Ongoing	Time	Students will share multimedia presentations on the morning news.

Board Goal #6: Professional Learning

Develop the instructional skills and strategies of our teaching staff through ongoing, meaningful, and systemic professional learning opportunities.

Goals:

Element 1 - Learning Environment - Classroom routines are well understood and may be initiated by students; students can explain what is expected, when, and why.

Action Steps	Person(s) Responsible	Timeline	Resources/Finances	Evidence/Measurements
Develop the capacity of the leadership team to model and use protocols to increase the efficiency and effectiveness of collaborative classroom routines	Administration, Leadership Team, Teachers	Ongoing	Time to Collaborate	Team Outcomes
Professional Development based on the Elements of Effective Instruction (EEI) and targeting Element 1.	DLT, School leadership team	Ongoing	Professional Development and Time	Professional Development Opportunities,
Utilize Restorative Practices approaches to build a classroom culture of connectedness.	Teachers	Ongoing	Restorative Practices Training and Time	Observations

Goals:

Element 2 - Clear, Shared Outcomes - Students in classes can explain how their learning connects to short and long-term learning outcomes

Action Steps	Person(s) Responsible	Timeline	Resources/Finances	Evidence/Measurements
Develop the capacity of the leadership team to model and use protocols to increase the efficiency and effectiveness of implementing Element 2 - Clear, Shared Outcomes.	Administration, Leadership Team, Teachers	Ongoing	Time to Collaborate	Team Outcomes
Professional Development based on the Elements of Effective Instruction (EEI), specifically around Element 2.	DLT, School leadership team	Ongoing	Professional Development and Time	Professional Development Opportunities
Develop capacity in EEI indicators, including using standards to develop clear shared outcomes and why it is important.	Coaches, Teachers	Ongoing	GSP Resources	Observations, Improved practices, and protocols.
Utilize Restorative Practices approaches to build classroom engagement.	Leadership Team, Teachers	Ongoing	Restorative Practices Training and Time	Observations
Support Special Educators in transition to CT-SEDS framework	Special Education Department and Support Staff	Ongoing	Training and Time	IEP, and 504 documentation in the new program.

Personnel -- Certified

Minimum Duty-Free Lunch Periods for Teachers

The District, in compliance with P.A. 22-80, shall provide a minimum 30-minute uninterrupted lunch period for teachers and other certified staff.

Legal Reference: Connecticut General Statutes

PA 22-80 An Act Concerning Childhood Mental and Physical Health Services in School.

Policy Adopted:

**GRANBY PUBLIC SCHOOLS
Granby, CT**

Students

Truancy

Introduction and Definitions

The district's policy on student truancy shall stress early prevention and inquiry leading to remediation of absences rather than imposition of punitive measures for students. Referral to legal authorities normally shall be made only when local resources are exhausted. For purposes of implementing this policy and for reporting purposes regarding truancy, the District will utilize the State Board of Education approved definitions of "excused," "unexcused," and "disciplinary" absences. (See Policy 5113 for definitions of "excused" and "unexcused" absences).

"Truant" shall mean a student age five to eighteen, inclusive, who has four unexcused absences in any one month, or ten unexcused absences in one school year.

"In attendance" shall mean a student if present at his/her assigned school, or an activity sponsored by the school (e.g., field trip), for at least half of the regular school day. A student who is serving an out-of-school suspension or expulsion should always be considered absent.

"Chronically absent child" is an enrolled student whose total number of absences at any time during a school year is equal to or greater than ten percent of the total number of days that such student has been enrolled at such school during such school year.

"Absence" means an excused absence, unexcused absence or disciplinary absence, as those terms are defined by the State Board of Education pursuant to C.G.S 10-198b.

"Mental health wellness day" means a school day during which a student attends to his/her emotional and psychological well-being in lieu of attending school. Such days must be nonconsecutive.

"District chronic absenteeism rate" means the total number of chronically absent children in the previous school year divided by the total number of children under the jurisdiction of the Board of Education for such school year.

"School chronic absenteeism rate" means the total number of chronically absent children for a school in the previous school year divided by the total number of children enrolled in such school for such school year.

Remediation of Truancy

School personnel shall seek cooperation from parents or other persons having control of such child and assist them in remedying and preventing truancy. The following outlines the school district's obligations under the district's truancy policy.

1. Notify parents annually of their obligations under the attendance policy.
2. Obtain telephone numbers for emergency record cards or other means of contacting parents or other persons having control of the child during the school day.
3. Establish a system to monitor student attendance.

Students

Truancy

Remediation of Truancy (Cont'd)

4. Make a reasonable effort by telephone and by mail to notify parents or other persons having control of the child enrolled in grades one through eight, inclusive, when a child does not arrive at school and there has been no previously approval or other indication which indicates parents are aware of the absence. *(Note: Persons who in good faith give or fail to give notice pursuant to this section shall be immune from any liability, civil or criminal, which might otherwise be incurred or imposed and shall have immunity with respect to any judicial proceeding which results from such notice or failure to give notice.)*

A required notice must be sent to parents/guardians of students who are absent more than nine days in a school year and/or have two unexcused absences in one month or five unexcused absences in a year. The purpose of this letter is to alert them of their child's attendance record and to reinforce the importance of regular attendance. A copy of the letter will be included in the student's cumulative file. This letter will serve to provide ongoing communication, support and action.

5. Identify a student as "truant" when the student accumulates four unexcused absences in any month or ten in a school year.
6. Identify a student as "chronically absent" when the student accumulates a total number of absences at any time during a school year that is equal to or greater than ten percent of the total number of days that such student has been enrolled at the school during the school year.
7. Appropriate school staff meet with parents of a child identified as truant or chronically absent to review and evaluate the situation, within ten days of such designation. Such meeting may involve the school or District Attendance Team.

Students so identified may be subject to:

- (a) Retention in the same grade/course to acquire necessary skills for promotion
 - (b) A requirement to complete a summer school program successfully before being promoted to the next grade.
8. When a petition is filed with the Superior Court and/or DCF, an educational evaluation of the truant student shall be done by appropriate school personnel if no such evaluation has been performed within the preceding year.
 9. Provide coordination of services and refer "truants" to community agencies which provide child and family services.
 10. If in existence, refer the child to the children's probate court truancy clinic.

Students

Truancy

Remediation of Truancy (Cont'd)

Chronic Absenteeism

The Board of Education, in compliance with statute, requires the establishment of attendance review teams when chronic absenteeism rates in the District or at individual schools in the District meet the following circumstances:

1. A District team must be established when the District's chronic absenteeism rate is 10 percent or higher.
2. A school team must be established when the school chronic absenteeism rate is 15 percent or higher.
3. A team for either the District or each school must be established when (a) more than one school in the District has a school chronic absenteeism rate of 15 percent or higher or (b) a District has a District chronic absenteeism rate of 10 percent or higher and one or more schools in the District have a school chronic absenteeism rate of 15 percent or higher.

The membership of attendance review teams may consist of school administrators, guidance counselors, school social workers, teachers, chronically absent children, parents or guardians of chronically absent children, and representatives from community-based programs who address issues related to student attendance by providing programs and services to truants.

Each attendance review team shall be responsible for reviewing the cases of truants and chronically absent children, discussing school interventions and community referrals for such truants and chronically absent children and making any additional recommendations for such truants and chronically absent children and their parents or guardians. Each attendance review team shall meet at least monthly.

In the calculation of the District's chronic absenteeism rate and the school chronic absenteeism rate, a student's engagement, in grades 9-12, in remote virtual learning shall be excluded if such engagement accounts for not less than one-half of the school day. In addition, the calculation of chronic absenteeism rates shall exclude absence resulting from a student taking a mental health day pursuant of P.A. 21-46.

The District shall utilize the chronic absenteeism prevention and intervention plan developed by the State Department of Education when it becomes available. Such plan must include the means for collecting and analyzing data relating to student attendance, truancy, and chronic absenteeism. The data must be disaggregated by school district, school grades and subgroups such as race, ethnicity for free and reduced prices lunches, students whose primary language is no English, and student with disabilities.

The District shall annually include in information for the strategic school profile report for each school and the District that submitted to the Commissioner of Education, data pertaining to truancy and chronically absent children.

Students

Truancy

Chronic Absenteeism (Cont'd)

The principal or his/her designee of any elementary or middle school located in a town/city designated as an alliance district may refer to the children's truancy clinic established by the probate Court serving the town/city, a parent/guardian with a child defined as a truant or who is at risk of becoming a truant. (An attendance officer or a police officer shall deliver the citation and summons and a copy of the referral to the parent/guardian.)

Legal Reference: Connecticut General Statutes
10-184 Duties of parents. 10-198a Policies and procedures concerning truants 10-199 through 10-202 Attendance, truancy in general. 45a-8c Truancy clinic. Administration. Policies and procedures. Report. 10-220(c) Duties of boards of education 10-202e-f Policy on dropout prevention and grant program.
10-221(b) Board of education to prescribe rules. *Campbell v New Milford*, 193 Conn 93 (1984).
PA 22-47 An Act Concerning Children's Mental Health
Action taken by the State Board of Education on January 2, 2008, to define "attendance."
Action taken by the State Board of Education on June 27, 2012, to define "excused" and "unexcused" absences.
PA 15-225, An Act Concerning Chronic Absenteeism.

Policy Adopted: 8/6/97
Policy Revised: 3/18/15
Policy Revised: 11/18/15
Policy Revised: 5/4/22

**GRANBY PUBLIC SCHOOLS
Granby, CT**

**Curriculum Subcommittee Meeting - Approved Minutes
September 7, 2022, 5:30 p.m.
Central Services**

Present:

David Peling
Kristina Gilton
Whitney Sanzo
Sarah Thrall

Jennifer Parsons
Jordan Grossman
Rosemarie Weber

Absent:

Member of the Public: N/A

Meeting commenced at: 5:45 p.m.

Meeting adjourned at: 6:50 p.m.

1. Public Comment: N/A
2. Approve Minutes from the June 1, 2022 Curriculum Subcommittee Meeting: A motion was made by David Peling and seconded by Whitney Sanzo to approve the minutes from the June 1, 2022 Curriculum Subcommittee Meeting. This motion passed at 5:46 p.m.
3. Assistant Superintendent's Monthly Report: Reviewed the professional development plan for 2022-2023; summer programming; legislative updates; attendance codes; data platforms; Illustrative Math training; and, new teacher in residence.
4. Summer Curriculum Writing Update: No new curriculum for review at this time. World Language and Wellness – scope and sequence and curriculum mapping.
5. Annual Policy Update: Fourteen (14) policies need to be updated reflecting new state legislation.
6. Assessment Update: ELA scores improved; Math scores were mixed; and, Science scores coming in as some of the best in the state.
7. Other: N/A

A motion was made by David Peling and seconded by Kristina Gilton to adjourn the meeting. This motion passed unanimously at 6:50 p.m.



UPCOMING DISTRICT EVENTS

October 17	SEPTO Meeting	6:30-8:00 p.m.	Wells Road Media Center
October 18	HS PAC Meeting	6:00-7:00 p.m.	HS Media Center
October 19	College Fair	1:00-2:30 p.m.	HS Community Gym
October 19	Finance Subcommittee Meeting Board of Education Meeting	5:30 p.m. 7:00 p.m.	Central Services Town Hall Meeting Room
October 22	Homecoming Dance	7:00-10:00 p.m.	HS Community Gym
October 25	Superintendent's Community Conversation (Virtual)	6:00-7:00 p.m.	See website for details
October 27	MS PAC Meeting	6:00-7:00 p.m.	Virtual
October 26	NHS Induction Ceremony	7:00-8:00 p.m.	HS Auditorium
October 28	Homecoming weekend football game: Granby vs. Ellington	6:30 p.m.	HS Stadium Field
October 29	All other homecoming games		See website for details
November 2	Curriculum Subcommittee Meeting Board of Education Meeting	5:30 p.m. 7:00 p.m.	Central Services Town Hall Meeting Room
November 8	No School – Professional Development		Offices Open
Nov. 11-13	High School Drama Play <i>Daughters of the Appalachians</i>	Nov. 11-12 - 7 p.m. Nov. 13 - 2 p.m.	
November 16	Finance Subcommittee Meeting Board of Education Meeting	5:30 p.m. 7:00 p.m.	Central Services Town Hall Meeting Room
November 19	High School Fall Coffeehouse	7:00 p.m.	HS Auditorium
Nov. 24-25	No School – Thanksgiving Break		Offices Closed