

Regular Board of Education Meeting
Wednesday, November 20, 2024, 7:00 PM
Town Hall Meeting Room

I. Call to Order and Welcome

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

II. Chairperson's Report (5 min.)

{{Goal-}}

{{Attachment:}}

Rationale: Ms. Monica Logan, Board Chair, will share remarks.

{{RecommendedMotion}}

III. Awards and Recognition

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

IV. Public Comment

{{Goal-}}

{{Attachment:}}

Rationale: Granby community engagement and attendance at Board of Education public meetings is welcomed and encouraged. As is our custom, the Board views Public Comment as an opportunity for members of the public to share their comments and concerns with the Board, and Board members will not be responding to comments or engaging in a dialog. As it deems appropriate, the Board may place such matters on the agenda for future meetings for discussion in accordance with the Freedom of Information Act.

Procedurally, public remarks will be limited to 5 minutes and speakers will be asked to identify themselves by name and address. We expect comments to be respectful and civil in tone, and we do not permit name-calling, raised voices, personal attacks or vulgarity.

Lastly, we note that the Superintendent is responsible for student and personnel matters. No speaker will be permitted to use public comment to bring complaints against any teacher, student or staff member or to discuss student matters, which are confidential. Therefore, the use of student, teacher or staff names is not permitted. Any such complaints or concerns should be directed to the Superintendent and her team.

{{RecommendedMotion}}

V. Student Representative Reports (5 min.)

{{Goal-}}

{{Attachment:}}

Rationale: Ms. Katie O'Neill and Ms. Sofia Brenson, Student Representatives, will report on activities taking place at the high school.

{{RecommendedMotion}}

VI. Reports and Discussion (30 min.)

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

A. Elementary School Reports

{{Goal-}}

{{Attachment:}}

Rationale: Ms. Colleen Bava, Kelly Lane Primary School Principal, and Ms. Pauline Greer, Wells Road Intermediate School Principal, will present their respective school reports to the Board.

{{RecommendedMotion}}

VII. Business Requiring Action (5 min.)

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

A. Minutes

{{Goal-}}

{{Attachment:}}

Rationale: The Board will approve/amend the minutes of the October 16, 2024 Board of Education meeting.

{{RecommendedMotion}}

B. Second Reading and Approval of Revised Draft Policy 3160 - Budget Expense Reports and Line Item Transfers

{{Goal-}}

{{Attachment:}}

Rationale: The Curriculum/Policy/Technology/Communications and Finance/Personnel/Facilities Subcommittees recommend revised draft Policy 3160, Budget Expense Reports and Line Item Transfers, to the Board for a second reading and approval.

{{RecommendedMotion}}

VIII. Committee Reports (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}}

IX. Superintendent's Report (5 min.)

{{Goal-}}

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Rationale: Superintendent Burke will provide district updates.

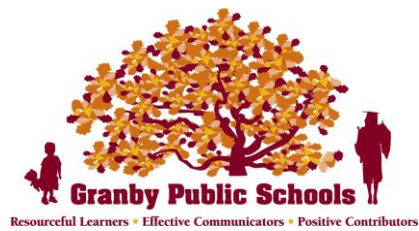
{{RecommendedMotion}}

X. Adjournment

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}



Date: November 20, 2024
To: Granby Board of Education
From: Colleen Bava, Principal
Subject: Annual Kelly Lane School Report 2024-25

1. What are some notable school successes that have occurred within the past year?

- Kelly Lane was recognized as one of the top elementary schools by the Connecticut Association of Schools in March 2024, highlighting our commitment to excellence.
- We achieved a 95% attendance rate for the 2023-2024 school year, demonstrating strong student engagement and family support.
- We saw a significant 5.8 % decrease (from 11.11% to 5.03%) in overall absenteeism compared to the previous years, a reflection of our proactive attendance initiatives.
- We implemented a streamlined approach to our Multi-Tiered System of Supports (MTSS), allowing us to better address students' academic, social, and emotional needs.
- We were excited to launch a pilot English Language Arts (ELA) curriculum for grades K-2(3), focusing on strengthening foundational literacy skills across early grade levels.
- Our community outreach includes "Kelly CARES" bags for local homeless shelters and a food drive, reinforcing our commitment to fostering empathy and service among students.
- We introduced a Lending Library, beautifully painted by a parent volunteer, providing students and families with increased access to books and encouraging a love of reading at home for free!

2. How is your school working to support the district goal of connection?

- Our schoolwide CARES community service initiative promotes a culture of kindness, respect, and accountability, supporting the district's connection goals across all grades.
- Monthly social-emotional learning (SEL) themes based on character traits and purposeful circles foster strong relationships and build trust within classrooms.
- Vertical CARES groups mix students from various grades, creating a sense of community and mentorship throughout the school.
- The check-in and check-out system provides additional support for students in need, ensuring they have consistent adult connections each day.
- Unified Sports participation for three years supports inclusion, teamwork, and positive relationships among all students.

- "One School, One Book" unites students, staff, and families around a shared reading experience, strengthening our school community. This past year, the PTO sponsored this event and the year before the Granby Education Foundation supported this event.
- Community-building events such as author visits, literacy events, and the art show bring families together to celebrate student achievements and creativity.

3. How is your school working to support the district goal of believe?

- Our school supports the district goal of "Believe" by having staff actively participate in schoolwide culture, climate, and equity committees, ensuring that our values of inclusivity and high expectations are reflected throughout the school.
- Twice a year, learning experiences within the classroom showcase students' work to help connect with the district goal of "believe" by highlighting how the school supports this vision.
- We offer Lunch and Learn sessions where staff provide professional development to their peers, fostering a collaborative learning environment and reinforcing a culture of growth.
- Professional development opportunities, including training in restorative practices, teaching assistant (TA) support, and the Science of Reading, are provided to educators to enhance instructional strategies and student outcomes.
- We maintain strong communication with families through weekly eblasts and updated newsletters, which include helpful links and resources on our website, ensuring that all stakeholders are informed and involved in the school community.
- The Book Buddy Program for Kindergarten promotes the belief that "all kids are readers," pairing younger students with older peers to foster a love of reading, build confidence, and support literacy development.

4. How is your school working to support the district goal of achieve?

- Grade-level PLC goals align instruction and ensure all students receive the support needed to meet academic standards.
- Implementation of MTSS to provide targeted interventions and differentiated instruction, addressing the needs of all learners.
- Teaching Assistant (TA) training focuses on supporting small groups, allowing for personalized attention to boost student achievement.
- Shared resources and strategy folders across classrooms promote collaboration and the use of effective teaching methods across the school.
- Enrichment choice boards for Math challenge students and foster deeper learning and engagement in the subject.
- Developed a program to provide individualized support to help all students reach their academic potential (*RISE - Reaching Independence through Support and Education*).
- Peer Learning Walks and Observations allow teachers to observe and learn from each other, enhancing instructional practices and student success.

5. Describe any challenges and unique school level considerations?

- Aligning and structuring software programs across grade levels and departments is challenging, requiring ongoing support and training for effective integration into the curriculum.
- The new reading legislation will require additional professional development and resources to ensure teachers are fully equipped for effective literacy instruction.
- Scheduling challenges arise from fluctuating enrollment and the need to adjust grade-level sections, making it difficult to balance class sizes and meet diverse student needs.
- Increasing social-emotional learning (SEL) needs, particularly in behavior support, require more resources such as trained tutors and specialists to maintain a positive learning environment.
- Staffing challenges, particularly in securing special education teaching assistants, affect the consistency and quality of support provided to students due to a shortage of qualified candidates.

6. What are the long-term plans that support your school's interests and needs?

- Our long-term goal is to comply with the new play legislation by integrating play-based learning strategies in early childhood while balancing academic rigor and meeting state requirements. This will require ongoing planning and resources to implement play-based learning strategies in the early grades while balancing academic rigor
- We aim to create a flexible, sustainable schedule that adjusts to fluctuating enrollment, ensures equitable access to resources, and maintains manageable class sizes.
- A future plan to increase Pre-K enrollment to provide more children with a strong foundation for academic success.
- Expanding to a Pre-K program for 4-year-olds will provide more learning and socialization opportunities, better-preparing students for kindergarten.
- With the ongoing implementation of the new reading legislation, we are committed to implementing an effective foundational literacy program through ongoing professional development, pacing, and curriculum alignment.
- We will work to implement clear, developmentally appropriate report cards and progress reports for Pre-K through 2nd grade, providing families with transparent insights into student growth.

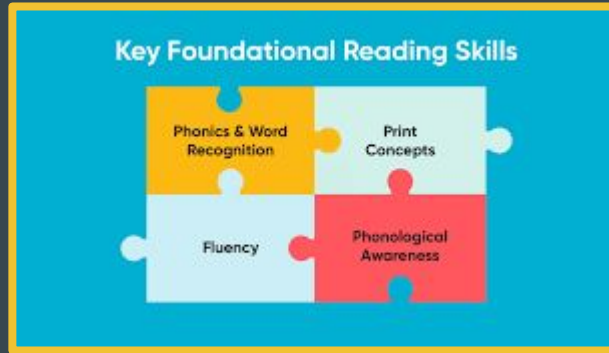
Kelly Lane School Report

Granby Board of Education
November 20, 2024



Notable Successes

- 95% attendance rate for 2023-2024
- Streamlined approach to intervention process
- Launching language arts foundational literacy resource
- Community Connections- food drive/CARES bags
- Lending Library



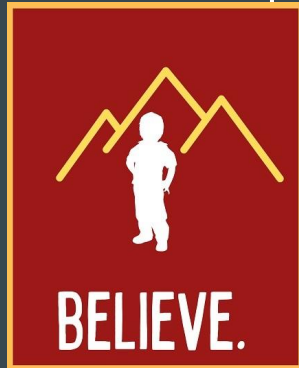
Supporting “Connect”

- Monthly schoolwide character trait focus
- Vertical CARES groups
- Student check-in and check-out for tiered support
- Sustained participation in Unified Sports-3 years
- Bus and pawsitive referrals
- Family literacy events



Supporting “Believe”

- Schoolwide culture, climate and equity committees
- Lunch and learn opportunities
- Robust professional learning
- Classroom learning experiences
- Weekly newsletters to families
- Book Buddy Program



Supporting “Achieve”

- Grade level PLC goals
- Use of teaching assistants for personalized skill practice
- Shared common teacher resources
- RISE program - supporting all students individually
- Peer learning walks and observations
- Student led conferences in the spring



Considerations

- Staffing to support specific needs
- Increased self regulation and behavioral needs
- Scheduling due to fluctuation of sections
- New reading legislation (Science of Reading)
- Assessment Software



Long-term Plans

- Play Legislation
- Sustainability of a schedule
- Increased preschool opportunities
- Successful ELA implementation
- Revised Report Cards/Progress Reports





Date: November 20, 2024
To: Granby Board of Education
From: Pauline Greer, Principal of Wells Road Intermediate School
Subject: Annual Wells Road Intermediate School Report 2024-25

1. What are some notable school successes that have occurred within the past year?

- Approximately 150 students received Wells Done Awards last school year. 65 students have already earned awards this year based on their personal goals.
- Our music program is strong and provides connections for our students. Orchestra and band services 125-128 each. Our family survey specifically lists the music program as a student and school success.
- Before and afterschool clubs and activities provide students with additional opportunities to engage in choice and motivational activities.
- A whole school assembly team has been created to showcase student talent, academic growth and celebrate our school community.
- This year we celebrated students who entered writing contests including 7 Daughters of the American Revolution (DAR) essayists. We have had 2 past chapter winners.

2. How is your school working to support the district goal of connection?

- The Wells Road Weekly provides communication to families regarding upcoming dates, as well as school wide celebrations, processes and policies.
- Daily Morning Meetings and creation of classroom charters focus on classroom community building, and fostering strong relationships.
- The school-wide Morning Message contains a student-led “Get to Know Wells Road” segment. It has been a fantastic way to showcase student leadership and connection.
- Principal-Parent meetings during conference time, provide opportunities for parents to connect with the principal on any specific topic, celebration or concern.
- All teachers schedule at least 2 opportunities for families to attend classroom events.
- Creation of whole school community events such as a Wells Road art show.

3. How is your school working to support the district goal of believe?

- Expansion of teacher-led professional development to utilize the expertise of staff and model expert practices. This includes internal learning walks as well as whole school professional development on executive functioning and Responsive classroom morning meetings.

- Addition of team leaders improves communication across the school, ensuring high expectations for staff and students.
- Teachers continue to work with experts from Illustrative Math to improve teaching practices and support student success.
- Clear delineation of major and minor behaviors between help to appropriately address any disciplinary concerns.
- Students are engaging in restorative conversation as based on the professional development regarding restorative instructional practices. These practices are being used to create a supportive learning environment for all students.
- Students create personal goal tracking sheets that make their own growth transparent.

4. How is your school working to support the district goal of achieve?

- Leadership team meetings are driving more effective decision-making and instructional improvements.
- Reinforcing clear shared outcomes across classrooms and fidelity of instructional practices.
- Data Team meetings have been added to teacher collaboration meetings (such as PLCs) to focus conversations on daily, end of unit and benchmark data.
- Increased use and analysis of Interim Assessment Blocks and sample performance tasks.
- Connection of Data Team goal to teacher goal setting per grade level or department.
- Creation of entrance and exit criteria for Multi-Tiered System of Supports.

5. Describe any challenges and unique school level considerations?

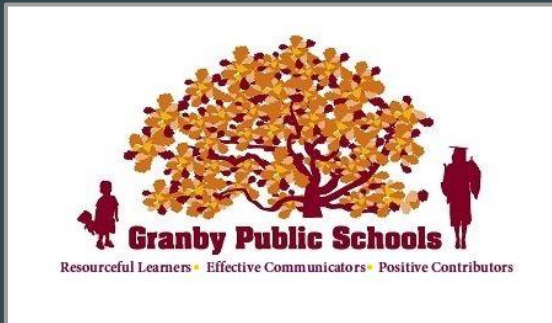
- The need to modernize instructional spaces is a key challenge as we aim to create more flexible and engaging learning environments for students.
- Improve recreational spaces to fit the needs of intermediate age students.
- Finding sufficient collaborative time for staff to plan and reflect on instructional practices remains a priority to enhance teaching and learning.
- We continue to work on scheduling improvements to better support academic interventions and enrichment opportunities.
- Increased enrichment opportunities for students especially for students who are creatively gifted.

6. What are the long-term plans that support your school's interests and needs?

- Ongoing enhancement of programming is important! We want to meet 100% of specific academic needs with continued support from Instructional Coaches.
- For students' social and behavioral needs we would like to enhance training in social emotional practices including restorative.
- Fostering a culture of schoolwide celebration and leadership where students take the lead on the climate of school.

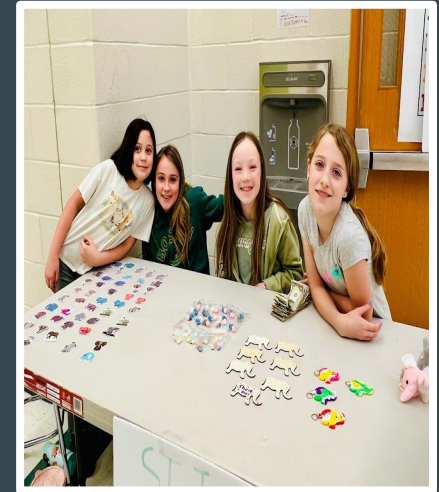
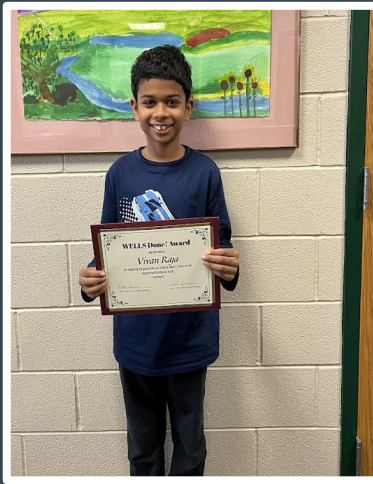
Wells Road School Report

Granby Board of Education
November 20, 2024



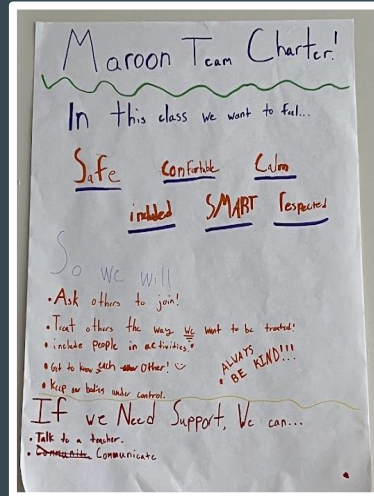
Notable Successes

- Students are starting the year as goal getters!
- Students' participation in essay contests including Daughters of the American Revolution (DAR) and Uconn Connecticut Writing Project.
- Student leadership including student council, and student-led advocacy.
- Our music program continues to grow!
- 95% attendance rate and chronically absent student decrease (2023-24).



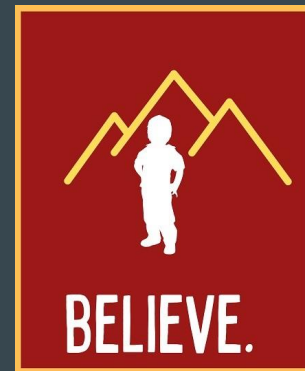
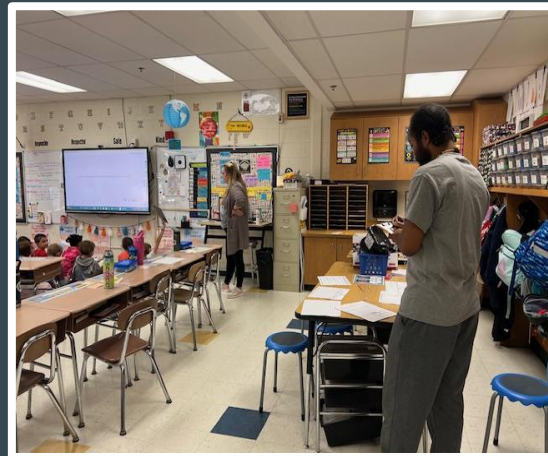
Supporting “Connect”

- Each classroom has a class community charter.
- We have created Whole School Spotlight assemblies.
- We have a school song! It was written by the students in Mr. Whitten’s classroom.
- Fifth grade students have started an interview club.



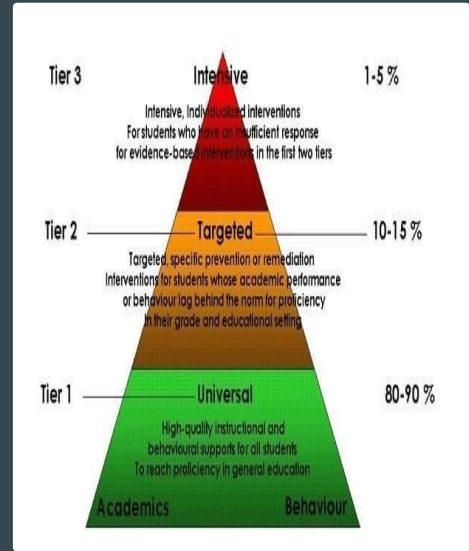
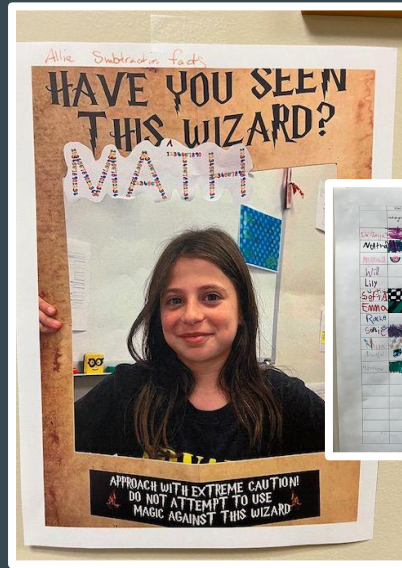
Supporting “Believe”

- Internal learning walks.
- Specific focus on Executive Functioning skills.
- Dedicated time for social emotional grade level conversations.
- Schoolwide climate, social-emotional and equity committees.



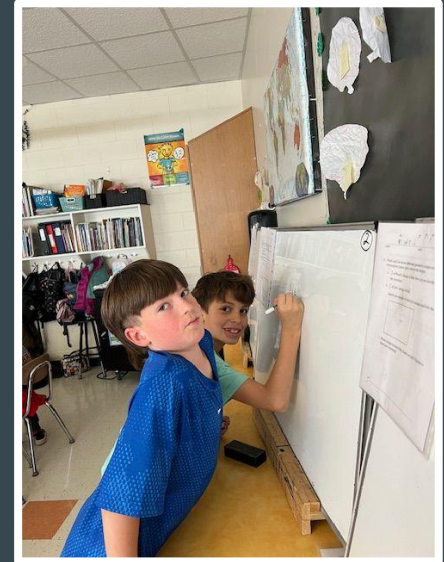
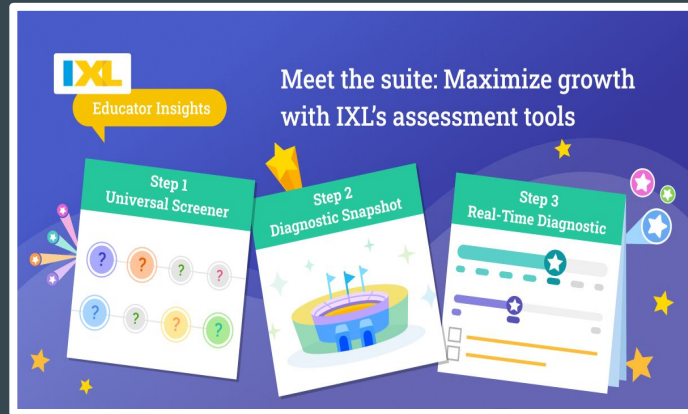
Supporting “Achieve”

- Student goal setting empowers students to “own” their data.
- Grade level Data Team goals.
- Math performance task professional development.
- MTSS entrance and exit criteria.



Considerations

- Staffing to support specific student and increased behavioral needs.
- Materials to increase math engagement and progress.
- New reading legislation (State mandated for 3rd grade).
- IXL diagnostic.



Long-term Plans

- Increase student leadership opportunities by incorporating real world experiences.
- Fully trained staff regarding restorative practices.
- Create consistent school-wide celebrations and acknowledgements.
- Full ELA Implementation including 4th and 5th grade.



Regular Board of Education Meeting – Amended & Approved Minutes
Wednesday, November 6, 2024, 7:00 p.m.
Town Hall Meeting Room

Present Board Members: Liz Barlow, Monica Logan, Heather Lombardo, Donna Nolan, David Peling, Karen Richmond-Godard, Ali Zafar (via Zoom), and Sofia Brenson (Student Representative)

Absent Board Members: Katie O’Neill (Student Representative)

I. Call to Order

Board Chair, Monica Logan, called the meeting to order at 7:00 p.m.

II. Chairperson's Report

Ms. Logan welcomed everyone in attendance this evening. She shared that she attended the Book Fair at Wells Road this weekend and extended many thanks to GEF and the many sponsors of this event.

III. Public Comment

There were no public comments this evening.

IV. Student Representative Reports

- Sofia Brenson stated the high school drama play performance is quickly approaching next weekend, November 15-17.
- Seniors are meeting with guidance for early action applications to colleges.
- PSATs were held on October 23rd as well as the NHS Induction Ceremony.
- The first quarter closed on October 29th.
- DECA will hold bottle and can drive fundraiser on November 16th from 10am-12pm.
- Next week there are two early release days for conferences on November 13th and 14th.
- Girls’ volleyball and field hockey began their first round of states and were NCCC champions. Girls’ soccer wrapped up their season and football plays on Friday night, November 8th, vs. Capital Prep.

V. Reports and Discussion

V.A. Middle School/High School Scheduling Update

Mr. David James, Managing Director, New Solutions K-12, shared the process and steps taken in consideration of a collaborative schedule between Granby Memorial Middle School (GMMS) and Granby Memorial High School (GMHS) as well as provided a preview of the findings. Mr. James reviewed the goals of the process as follows: 1) Highlight and elevate effective components of the current GMMS and GMHS schedules; 2) Understand where there is need and potential improvement; and 3) Define an updated set of scheduling priorities and vision. He reviewed the timeline of the project which was broken down by Summer-Fall (Understand District Context); Mid-Fall (Assess Existing Practice); and Late Fall (Share Findings). In the Summer-Fall, bell schedules were analyzed and course and staff data were collected and validated. In mid-fall, a detailed analysis was conducted to evaluate existing activities and opportunities in the schedule. Mr. James reviewed what a typical schedule would be for GMMS and GMHS and explained the benefit of being able to share staff. He shared a summary of commendations, such as, the use of a district-based scheduler; a foundational set of content-specific intervention courses; and, an extensive set of advanced placement, dual credit and external partnerships available to students (especially given the small size of our district). A summary of opportunities was presented to: 1) Align academic intervention programming at both schools with best practices; 2) Prioritize embedding content-specific collaboration time within the school day to ensure teachers have ample time to collaborate and prepare rigorous Tier 1 instruction; 3) Manage low-enrollment and single section classes at the high school differently to more cost-effectively provide variety to students; 4) Work to staff more precisely at both schools to more cost-effectively facilitate opportunities for students; and, 5) Align the bell schedules at both schools to enable more student-centered schedules.

Monica Logan inquired about courses with low enrollment as well as how many students were in these classes and Mr. James stated 15 students or fewer. Ms. Logan inquired at what level do we not run a class and Assistant Superintendent Jennifer Parsons stated 8-9 students. Liz Barlow inquired what other districts do about study halls. Mr. James stated sometimes schools with high study hall numbers cut back a period and go to a 7-period day; however, Granby does not have that volume of study halls. Ms. Logan inquired about next steps and Jennifer Parsons stated this is a multi-year plan and that the most pressing issues will be solved first and other issues can be solved over time. The district needs to look at preserving what is very important and deciding what to do first and when. Challenges in scheduling year-to-year can fluctuate hugely when class sizes fluctuate. With regard to a timeline for this project, things can be done relatively quickly and easily and will impact work the next 3-5 years. Superintendent Burke stated the guiding coalition will meet next week and she will be giving further updates to the Board as this process moves along. The goal is to provide robust opportunities for students and provide room for intervention at the secondary level. Ali Zafar inquired about the definition of oversized classes and Mr. James stated if there is consideration given to running larger classes in certain circumstances such as PE, then consideration could be given for specific courses to run larger classes to run 1 section instead of 2 sections which would allow a teacher to teach another course. Mr. Zafar also inquired about core and non-core courses and Mr. James stated that core courses are typically defined as those in Math, Science, ELA, and Social Studies and non-core courses are everything else: World Language, Music, Art, PE. David Peling stated he feels study halls are very important to students and Karen Richmond-Godard concurred with his comment.

V.B. Secondary School Reports

Ms. Heather Tanis, Middle School Principal, and Michael Dunn, High School Principal, presented their respective school reports to the Board. Ms. Tanis informed the Board of notable successes at Granby Memorial Middle School (GMMS) and stated academics have shown growth and highlighted the creation of a *Culture of CREW* with weekly CREW meetings. She went on to share highlights under this year's theme of *Connect. Believe. Achieve*. She explained that GMMS "*Connects*" by providing family engagement events, such as a beginning-of-the-year picnic and trivia night as well as hosting quarterly parent meetings. Next, GMMS supports "*Believe*" by holding student-led conferences (new this year) where students report on their own work and recognize success, identify areas of growth and build strong connections with their families. GMMS supports the "*Achieve*" aspect of the theme this year through building instructional practices by creating feedback loops for students and having purposeful data conversations. Ms. Tanis reviewed considerations for the year, such as, continuing to build and grow practices impacting the community outside the walls of GMMS; modernizing building instructional spaces; advocating for a Reading Interventionist; as well as making improvements to the schedule to promote Multi-Tiered Systems of Support (MTSS) and department planning time. With regard to long-term plans, Ms. Tanis stated GMMS will be implementing a revised MTSS structure and interventions; embedding restorative work into classroom spaces; refining alignment instruction and assessment; and, incorporating student voice. Monica Logan inquired what building spaces need updating at GMMS and Ms. Tanis stated the Family & Consumer Science space needs to be modernized so that students can access what they need. Ms. Logan also inquired about technology and Ms. Tanis stated there is room for some robotics-type equipment. Karen Richmond-Godard inquired how the decision is made to pair teachers with students for 3 years of CREW. Ms. Tanis stated it was totally random this year and some very cool things are happening. Administration is considering if they will keep groups as-is or start over next year. Donna Nolan inquired about the Reading Interventionist. Ms. Tanis stated that GMMS currently has a tutor but is looking to turn this role into a certified role as was done with the Math Interventionist last budget cycle.

Mr. Dunn began by sharing news that girls' volleyball won their first-round state game tonight and will play again on Friday night. He reviewed the notable successes of Granby Memorial High School (GMHS), such as, ranking 20th in *U.S. News and World Report*; 94% of the Class of 2024 taking at least one college course; 83%

of the Class of 2025 scoring at benchmark on SAT in English; and, 89% of students scoring a 3 or higher on AP exams. Mr. Dunn reviewed how GMHS “Connects” as part of this year’s theme by holding restorative practices training; youth mental health first aid training; career and technology education partnerships; and improved messaging. With regard to supporting “Believe”, GMHS engaged by soliciting students for their input regarding an Advisory reboot; College and Career Planning; transition programming with a new coffee cart this year; teacher efficacy in evaluation; and, leadership team capacity. Lastly, for “Achieve”, GMHS continued this year with work around department goals that are aligned with PSAT; Vision of a Graduate measures; teacher use of DnA and EduClimber to inform work with individual students; a revised intervention system which is more efficient; and, Department Chairs and Coaches strengthening instructional practices. Mr. Dunn reviewed considerations and challenges, such as, evolving mental health challenges; a need for targeted interventions in reading, math and mental health; ongoing alignment to Vision of the Graduate; and, evolving challenges with technology. Mr. Dunn concluded with sharing long-term plans for GMHS to further develop interventions and programming; increase support and pathways for college and career; upgrades for athletic facilities; maximize scheduling opportunities; and NEASC preparation for 2028. Liz Barlow inquired about staffing to address the level of mental health need going on with students today. Mr. Dunn stated he is confident in the strength of his current staff at the moment. Monica Logan inquired if there are any Reading or Math needs at GMHS for interventions and Mr. Dunn stated he is still in conversations about this with his staff.

V.C. First Reading of Draft Policy 3160 - Budget Expense Reports and Line Item Transfers

The Curriculum/Policy/Technology/Communications Subcommittee recommended draft Policy 3160, Budget Expense Reports and Line Item Transfers, to the Board for a first reading. Ms. Nickie Stevenson, Director of Finance and Operations, stated this policy was revised to combine two policies for budget expense reports and line item transfers and will allow the district to report quarterly as well as do line item transfers throughout the year rather than at the end of the year. Monica Logan stated the Board of Finance requested that monthly reporting continue; however, the BOE will rely more on the quarterly reports. This policy will go to the Board again at the next meeting for a second reading and approval

VI. Business Requiring Action

VI.A. Minutes

A motion was made by Donna Nolan and seconded by David Peling that the Granby Board of Education approve the minutes from the October 16, 2024 Board of Education Meeting. This motion passed at 8:19 p.m. with one abstention (Monica Logan).

VI.B. Ratification of the Granby Association of School Administrators' Contract

The Board considered ratification of the Granby Association of School Administrators' (GASA) Contract effective July 1, 2025 through June 30, 2028. Monica Logan stated she, Donna Nolan and Heather Lombardo were on the negotiations committee. She shared there was a general clean-up in contract language and the GWI (General Wage Increase) will be 1.75% in 2025-2026 and 2.25% in 2026-2027 and 2027-2028 with a total increase of 11.53% (including steps and level changes) over the 3-year contract. Employee premiums for health benefits will be 21.25% in 2025-2026 and 21.50% in 2026-2027 and 2027-2028. Additionally, there was a change in the language for retired administrators hired prior to July 1, 2025 that they may continue to participate in the Granby employee medical, dental and vision insurance plans at no cost to the Board. A motion was made by Donna Nolan and seconded by Heather Lombardo that the Granby Board of Education ratify the Granby Association of School Administrators Contract effective July 1, 2025 through June 30, 2028. This motion passed unanimously at 8:23 p.m.

VII. Committee Reports

VII.A. Board Standing Committee Reports

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

Karen Richmond-Godard reported that this subcommittee met this evening to discuss a new textbook, *Reporters Francophones Series, Levels 1-4*, which allows for alignment of courses at different levels and will prepare students well. This text was approved by the subcommittee and will be piloted next year for French II. Additionally, Carolyn Weiser and Michelle Tardiff, Department Chairs, presented the background of the Grades 9 and 10 curricula, followed by a thorough presentation. English Pre-AP will become English 9 as well as Capstone courses (changes in level, etc.). Motions on these course changes were tabled until the December 3rd Curriculum Subcommittee Meeting.

VII.A.2. Finance/Personnel/Facilities

This subcommittee has not met. Incorrect approved minutes were in the packet and will be posted correctly as well as attached in the next Board Meeting packet on November 20th.

A. Other Board-Related Reports

1. CREC/CABE

Nothing new to report.

2. Granby Education Foundation

Liz Barlow shared that the GEF met on October 21st. Planning started for the Gran-Bee; reviewed donations made in honor of Cal Heminway and also discussed recruitment and problem-solving around finding a new way of connecting with folks.

B. Calendar of Events

Ms. Logan stated she is excited to see *Twisted Tales of Poe* next weekend. Happy Veterans Day on Monday to all of those who have served.

C. Board Member Announcements

There were no Board member announcements this evening.

D. Action Items

Attach correct Finance Subcommittee approved minutes from September 28, 2024.


VIII. Superintendent's Report

- Many thanks to the GEF as well as all of the town and school librarians for their hard work that went into the 2nd Annual Granby Children's Book Festival. It was a wonderful event and very well attended.
- Congratulations to our girls' volleyball and field hockey teams on becoming NCCC Champions and best of luck to them and to the boys' soccer team in their CIAC state tournament games this week.
- Our Teacher of the Year, Kristin LaFlamme, is being honored at the Bushnell this evening and is being accompanied by Principal Pauline Greer.
- Mr. Christopher DeGray started as the new Director of Facilities on October 21st and has hit the ground running and is learning all of our buildings and his staff.

IX. Adjournment

A motion was made by David Peling and seconded by Donna Nolan that the Granby Board of Education adjourn the regular Board of Education Meeting. This motion passed unanimously at 8:33 p.m.

Respectfully submitted,



Elizabeth H. Barlow
Board Secretary

**Policy
3160(a)**

Business

Budget Expense Reports and Line Item Transfers

The Superintendent and/or his/her designee shall be responsible for administering and monitoring the budget through the course of the year. The Superintendent and/or his/her designee shall maintain a system of appropriate expenditure and encumbrance accounting that is organized to conform with the requirements for State and Federal Accounting Reports. A ~~monthly~~quarterly budget expense report shall be prepared identifying the appropriated budget amount, adjusted budget amount, expenditure to date, encumbrance to date and the uncommitted (i.e., available) balance for each major budget category, including any general comments indicating current budget status and/or reasons for substantial differences.

~~Such budget reports shall be provided to the Board of Education at the regularly scheduled meeting in the month following the period for which such report is prepared, in accordance with the following schedule:~~

Period Covered	Submitted
July, August, September	October
October, November, December	January
January, February, March	April
April, May	June

For purposes of this policy, a “line item” (i.e., itemized estimate) shall be defined in at least the following broad budgetary categories; salaries, benefits, utilities, supplies and grounds maintenance which may be further divided into one or more categories as set forth in the annual budget estimate submitted to the Town. Throughout the course of the year, adjustments in the subcategories of expenditure within such line items in the budget may be made by the Superintendent and/or his/her designee based on expenditures and budget projections. As necessary during the year, the Superintendent shall recommend to the Board of Education transfers from one line item to another as needed and evidenced by the adjusted budget amount in the ~~quarterly above quarterly~~ reports or otherwise. Funds shall be transferred so as to eliminate any projected deficit in any line item. Subject to the procedures set forth in Connecticut General Statutes Section 10-222, the Superintendent may make transfers between line items to make expenditures of an emergency nature, and to complete the payment of goods and/or services contracted during the fiscal year, yet not consumed or completed during the current fiscal year. As necessary throughout the year, at the recommendation of the Superintendent, the Board shall transfer funds from one line item to another to avoid deficits in any line item.

In accordance with law, unexpended balances in budget accounts shall revert to the Town General Fund at the close of the fiscal year once the above line item transfers have been satisfied and after the Board of Education has approved deposit of unexpended funds into the non-lapsing account, established in accordance with Board of Education Policy 3171 and Connecticut General Statutes Section 10-248a.

**Policy
3160(b)**

Business

Budget Expense Reports and Line Item Transfers

The Board of Education shall not expend more than the amount of the appropriation and the amount of funds received from other sources for school purposes. If any occasion arises whereby additional funds are needed by the Board of Education, the Chairperson of the Board shall notify the Board of Finance and submit a request for such necessary additional funds.

Legal References: Connecticut General Statutes

10-222 Appropriations and budget

10-248a Unexpended education funds accounts (as amended by PA 24-45 Section 7)

**This policy combines previous Policy 3160 and Policy 3430. Policy 3430 has been rescinded.*

Policy Adopted:

**GRANBY PUBLIC SCHOOLS
Granby, CT**

Finance Subcommittee Meeting – Approved Minutes
Wednesday, September 18, 2024, 5:00 p.m.
Central Services

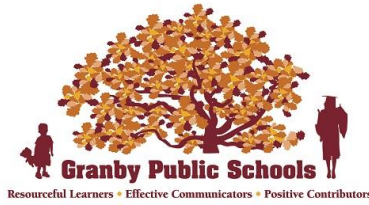
Attendance:

Heather Lombardo	Present	Cheri Burke	Present
Monica Logan	Present	Nickie Stevenson	Present
Donna Nolan	Present		
Ali Zafar	Present		

Meeting commenced at 5:10 p.m. Meeting adjourned at 5:34 p.m.

- 1. Public Comment:** N/A
- 2. Approve Minutes from the June 18, 2024 Finance Subcommittee Meeting:** A motion was made by Heather Lombardo and seconded by Donna Nolan to approve the minutes from the June 18, 2024 Finance Subcommittee Meeting. Motion passed.
- 3. FY24 Year-End Update:** Nickie Stevenson reviewed the FY24 year-end memo. The district ended the year with a \$235,269.86 surplus.
- 4. FY24 Year-End Budget Transfers:** Reviewed and approved.
- 5. New Policy 3171.1 – Non-Lapsing Education Fund:** Discussed the non-lapsing fund as a positive opportunity for the BOE to meet the necessary educational expenses that may be outside of the operating budget. This policy will be brought before the full Board for approval.
- 6. Other:**
 - There will be a shift to quarterly reports in lieu of monthly reports.
 - The Finance Subcommittee will be involved with contracts for buses, food services, etc.
 - Interviews have begun for the Director of Facilities position.

A motion was made by Heather Lombardo and seconded by Ali Zafar to adjourn the meeting. This motion passed at 5:34 p.m.



UPCOMING DISTRICT EVENTS

November 18	Veterans Ceremony – Lt. Governor’s Office	4:00 p.m.	HS Auditorium
November 18	GEF Meeting	7:00 p.m.	Central Office
November 20	Finance Subcommittee Meeting Board of Education Meeting	5:30 p.m. 7:00 p.m.	Central Office Town Hall Meeting Room
November 26	Thanksgiving Powder Puff	2:30-4:30 p.m.	HS Stadium Field
November 27	Early Release – All Schools		
November 28-29	Thanksgiving Recess – No School		Offices closed
December 4	Curriculum Subcommittee Meeting Board of Education Meeting	5:30 p.m. 7:00 p.m.	Central Office Town Hall Meeting Room
December 4-6	Early Release–Elementary Only (Conf.) 12/4 – Kelly Lane Evening Conf. 12/5 – Wells Road Evening Conf.		
December 5	GMHS Band Concert	7:00-8:00 p.m.	HS Auditorium
December 6	GMMS Winter Wonderland Dance	6:00-8:00 p.m.	GMMS Gymnasium
December 6	NHS Volleyball Tournament	6:00-8:30 p.m.	HS Main Gym/Comm Gym
December 7	Granby BBall First Night	5:00-7:00 p.m.	HS Main Gym
December 11	World Language Honor Soc. Induction	6:00-8:00 p.m.	HS Auditorium
December 18	Finance Subcommittee Meeting Board of Education Meeting	5:30 p.m. 7:00 p.m.	Central Office Town Hall Meeting Room
December 19	GMMS Chorus Concert	7-8:30 p.m.	HS Auditorium
December 20	Early Release (All Schools)		
Dec. 23-Jan. 1	Winter Recess		