

Regular Board of Education Meeting
Wednesday, February 5, 2025, 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. 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}}

IV. 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}}

V. Reports and Discussion (20 min.)

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

A. FY26 Small Capital Expenditures

{{Goal-}}

{{Attachment:}}

Rationale: Mr. Christopher DeGray, Director of Facilities, will provide additional information about the small capital expenditures in the FY26 Budget.

{{RecommendedMotion}}

VI. Business Requiring Action (5 min.)

{{Goal-}}

{{Attachment:}}

{{RecommendedMotion}}

A. School Resource Officer Program Presentation and Approval

{{Goal-}}

{{Attachment:}}

Rationale: Superintendent Cheri Burke, along with Police Chief Scott Sansom and Captain Kurt LaFlamme, will provide an update to their original presentation regarding a School Resource Officer Program. This program will also be considered for approval by the Board of Education.

{{RecommendedMotion}}

B. Minutes

{{Goal-}}

{{Attachment:}}

Rationale: The Board will approve/amend the minutes of the January 15, 2025 Board of Education meeting.

{{RecommendedMotion}}

VII. 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

Recommended Motion

D. Board Member Announcements

Goal

Attachment

Recommended Motion

E. Action Items

Goal

Attachment

Recommended Motion

VIII. Superintendent's Report (5 min.)

Goal

Attachment

Rationale: Superintendent Burke will provide district updates.

Recommended Motion

IX. Adjournment

Goal

Attachment

Recommended Motion



To: Granby Board of Education

From: Christopher DeGray, Director of Facilities

Date: February 5, 2025

OVERVIEW, CT MANDATE ON INDOOR AIR QUALITY

In 2022, Governor Lamont signed into law new requirements for Connecticut boards of education to evaluate the indoor air quality and heating, ventilation and air conditioning systems in their respective school buildings.

The Act created 3 significant changes to the IAQ Statute.

1. Most significantly, the IAQ Statute now requires BOEs to conduct an HVAC system assessment for each public-school building.

Each school must complete its initial assessment and every five (5) years after the initial assessment. The HVAC inspection must be performed by a certified testing, adjusting and balancing technician, a certified industrial hygienist or a mechanical engineer and, at a minimum, satisfy the assessment tasks listed in the Act. The deadline for school districts to complete their initial HVAC system inspections in all schools was originally January 1, 2024 then January 1, 2025, but now school buildings now must complete the HVAC inspections and evaluations by June 30, 2031. BOEs must ensure that at least 20% of their schools complete the HVAC inspections and evaluations in each year until June 30, 2031, by which time the HVAC systems at all schools must have been assessed.

2. IAQ inspections and evaluations must now be done **annually starting on January 1, 2024** for every school. Additionally, the EPA's Indoor Air Quality Tools for Schools Program is now required, not just preferred, for IAQ inspections and evaluations beginning on January 1, 2024.
3. Lastly, the Act included new definitions of key terms to better inform the IAQ and HVAC requirements.

What is involved in the testing?

For indoor air quality testing:

Over 70 individual testing metrics must be taken and documented covering categories that include reviewing outdoor air intakes, obstructions, pollutant sources, system cleanliness, air handling and roof top unit inspections, controls for outdoor air supply, control components, dampers, thermostats, air distribution, exhaust systems, overall airflow, exhaust ductwork

For HVAC testing:

By law, the HVAC system inspection and evaluation must include the following:

1. Testing for maximum filter efficiency
2. Measuring outside air rate
3. Verifying ventilation components' operation
4. Measuring air distribution through all inlets and outlets
5. Verifying unit operation and performance of required maintenance in accordance with American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE) standards
6. Verifying control sequences
7. Verifying carbon dioxide sensors and acceptable carbon dioxide indoor air concentrations
8. Collecting field data (if none exist) for installing mechanical ventilation. The inspection and evaluation must identify the extent to which each school's current ventilation system, including any existing central or noncentral mechanical ventilation system, is operating to provide appropriate ventilation to the school building according to ASHRAE's most recent indoor ventilation standards. The inspection and evaluation must result in a written report that includes any corrective actions needed for the mechanical ventilation system or the HVAC infrastructure

OLR Bill Analysis

sSB 287

AN ACT CONCERNING INDOOR AIR QUALITY IN SCHOOLS.

SUMMARY

This bill extends, from January 1, 2025, to June 30, 2030, the deadline for local and regional boards of education (i.e., “school boards”) to complete a uniform inspection and evaluation of their school buildings’ heating, ventilation, and air conditioning (HVAC) systems required by law (see BACKGROUND). Beginning July 1, 2025, school boards must conduct the inspection and evaluation in at least 20% of their schools each year until all schools in the district are inspected.

The bill also authorizes the Department of Administrative Services (DAS) to award indoor air quality grants to school boards to conduct the inspection and evaluation. It permits these grants even when a school district has not certified compliance with the inspection and evaluation requirements. Under current law, a school district must be compliant to receive any HVAC grant. (Once in compliance, a district may receive the other HVAC grants for repair, upgrading, and installation work.)

Additionally, the bill extends, from July 1, 2024, to January 1, 2030, the deadline for the school indoor air quality working group to submit its final report to the governor and Education, Labor and Public Employees, and Public Health committees. It also requires annual progress reports from the group.

EFFECTIVE DATE: July 1, 2024, except the provision extending the working group is effective upon passage.

§ 2 — HVAC INSPECTION AND EVALUATION

Current law requires school boards to complete the uniform HVAC system inspection and evaluation in each school building under the board’s jurisdiction before January 1, 2025, and thereafter every five

years. The bill instead requires school boards to complete the evaluations and inspections during a five-year period from July 1, 2025, to June 30, 2030. Under the bill, school boards must conduct the inspection and evaluation in at least 20% of their schools each year until all schools are inspected. It also requires that each school building be inspected again every five years.

Like current law, the bill allows DAS to grant a waiver from the inspection requirement, upon the request of a school board, if the department finds (1) there is an insufficient number of certified testing, adjusting, and balancing technicians; industrial hygienists certified by the American Board of Industrial Hygiene or the Board for Global EHS Credentialing; or mechanical engineers to perform the inspections and evaluations or (2) the board has scheduled the inspection for a date after the inspection deadline. Specifically, the bill allows DAS to grant a waiver of up to one year from the five-year deadline and the requirement to inspect at least 20% of a district's schools each year. It also specifies that if a waiver is granted because of the inspection's timing, then the inspection must be scheduled for the subsequent year. (Current law allows a one-year waiver and requires that the inspection be scheduled for after January 1, 2025).

The bill also expands the group of professionals who may conduct the inspections and evaluations to include mechanical contractors licensed in HVAC systems.

§ 3 — STATE GRANTS FOR HVAC INSPECTIONS

Current law prohibits the DAS commissioner from awarding grants for HVAC or indoor air quality improvements to school districts that have not certified compliance with the law's inspection and evaluation requirements. The bill makes an exception by allowing the commissioner to award grants to reimburse the cost of performing the inspections and evaluations. Like current law, the bill prohibits her from awarding other grants under the program if the district has not certified compliance with the inspection and evaluation requirements.

The law allows school boards or regional educational service centers

(RESC) to apply for the grants to reimburse costs for projects to install, replace, or upgrade HVAC systems or related improvements. The school board may receive a reimbursement grant for 20%-80% of its eligible expenses, based on its town ranking among all Connecticut towns using property wealth as a measure. As with the school construction grant program, less wealthy towns receive a higher reimbursement rate. RESCs are reimbursed under a similar method that reflects the wealth of the towns served by the RESC.

§ 1 — SCHOOL INDOOR AIR QUALITY WORKING GROUP

The bill extends the deadline, from July 1, 2024, to January 1, 2030, for the school indoor air quality working group to submit its final report to the governor and the Education, Labor and Public Employees, and Public Health committees. It also requires annual progress reports from the working group, with the first due by July 1, 2025, and each following year until July 1, 2029. The group terminates on July 1, 2030, or on the submission of its final report, whichever is later.

Under existing law, the 23-member group must make recommendations to the legislature on a range of issues related to school indoor air quality, including (1) criteria for rating the priority of HVAC repair and remediation needs; (2) optimal HVAC performance benchmarks to minimize the spread of infectious disease; and (3) protocols school districts can use to investigate and address complaints of mold, hazardous odors or chemicals, and poor indoor air quality.

BACKGROUND

School HVAC Inspections

By law, the HVAC system inspection and evaluation must include the following:

1. testing for maximum filter efficiency;
2. measuring outside air rate;
3. verifying ventilation components' operation;
4. measuring air distribution through all inlets and outlets;

5. verifying unit operation and performance of required maintenance in accordance with American Society of Heating, Refrigerating and Air-Conditioning Engineers (ASHRAE) standards;
6. verifying control sequences;
7. verifying carbon dioxide sensors and acceptable carbon dioxide indoor air concentrations; and
8. collecting field data (if none exist) for installing mechanical ventilation.

The inspection and evaluation must identify the extent to which each school's current ventilation system, including any existing central or noncentral mechanical ventilation system, is operating to provide appropriate ventilation to the school building according to ASHRAE's most recent indoor ventilation standards. The inspection and evaluation must result in a written report that includes any corrective actions needed for the mechanical ventilation system or the HVAC infrastructure.

COMMITTEE ACTION

Education Committee

Joint Favorable Substitute

Yea 44 Nay 0 (03/18/2024)



Ventilation Checklist

Name: _____
 School: _____
 Unit Ventilator/AHU No: _____
 Room or Area: _____ Date Completed: _____
 Signature: _____

Instructions

1. Read the *IAQ Backgrounder* and the Background Information for this checklist.
2. Keep the Background Information and make a copy of this checklist for **each** ventilation unit in your school, as well as a copy for future reference.
3. Complete the Checklist.
 - Check the “yes,” “no,” or “not applicable” box beside each item. (A “no” response requires further attention.)
 - Make comments in the “Notes” section as necessary.
4. Return the checklist portion of this document to the IAQ Coordinator.

1. OUTDOOR AIR INTAKES

- | | Yes | No | N/A |
|---|--------------------------|--------------------------|--------------------------|
| 1a. Marked locations of all outdoor air intakes on a small floor plan (for example, a fire escape floor plan) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 1b. Ensured that the ventilation system was on and operating in “occupied” mode | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

ACTIVITY 1: OBSTRUCTIONS

- | | | | |
|--|--------------------------|--------------------------|--------------------------|
| 1c. Ensured that outdoor air intakes are clear of obstructions, debris, clogs, or covers | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 1d. Installed corrective devices as necessary (e.g., if snowdrifts or leaves frequently block an intake) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

ACTIVITY 2: POLLUTANT SOURCES

- | | | | |
|---|--------------------------|--------------------------|--------------------------|
| 1e. Checked ground-level intakes for pollutant sources (dumpsters, loading docks, and bus-idling areas) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 1f. Checked rooftop intakes for pollutant sources (plumbing vents; kitchen, toilet, or laboratory exhaust fans; puddles; and mist from air-conditioning cooling towers) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 1g. Resolved any problems with pollutant sources located near outdoor air intakes (e.g., relocated dumpster or extended exhaust pipe) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

ACTIVITY 3: AIRFLOW

- | | | | |
|--|--------------------------|--------------------------|--------------------------|
| 1h. Obtained chemical smoke (or a small piece of tissue paper or light plastic) .. | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 1i. Confirmed that outdoor air is entering the intake appropriately | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

2. SYSTEM CLEANLINESS

ACTIVITY 4: AIR FILTERS

- | | | | |
|--|--------------------------|--------------------------|--------------------------|
| 2a. Replaced filters per maintenance schedule | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2b. Shut off ventilation system fans while replacing filters (prevents dirt from blowing downstream) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2c. Vacuumed filter areas before installing new filters | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2d. Confirmed proper fit of filters to prevent air from bypassing (flowing around) the air filter | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2e. Confirmed proper installation of filters (correct direction for airflow) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

2. SYSTEM CLEANLINESS (continued)

ACTIVITY 5: DRAIN PANS

- | | Yes | No | N/A |
|---|--------------------------|--------------------------|--------------------------|
| 2f. Ensured that drain pans slant toward the drain (to prevent water from accumulating) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2g. Cleaned drain pans | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2h. Checked drain pans for mold and mildew | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

ACTIVITY 6: COILS

- | | | | |
|--|--------------------------|--------------------------|--------------------------|
| 2i. Ensured that heating and cooling coils are clean | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
|--|--------------------------|--------------------------|--------------------------|

ACTIVITY 7: AIR-HANDLING UNITS, UNIT VENTILATORS

- | | | | |
|---|--------------------------|--------------------------|--------------------------|
| 2j. Ensured that the interior of air-handling unit(s) or unit ventilator (air-mixing chamber and fan blades) is clean | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2k. Ensured that ducts are clean | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

ACTIVITY 8: MECHANICAL ROOMS

- | | | | |
|--|--------------------------|--------------------------|--------------------------|
| 2l. Checked mechanical room for unsanitary conditions, leaks, and spills | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 2m. Ensured that mechanical rooms and air-mixing chambers are free of trash, chemical products, and supplies | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

3. CONTROLS FOR OUTDOOR AIR SUPPLY

- | | | | |
|---|--------------------------|--------------------------|--------------------------|
| 3a. Ensured that air dampers are at least partially open (minimum position) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3b. Ensured that minimum position provides adequate outdoor air for occupants | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

ACTIVITY 9: CONTROLS INFORMATION

- | | | | |
|---|--------------------------|--------------------------|--------------------------|
| 3c. Obtained and reviewed all design inside/outside temperature and humidity requirements, controls specifications, as-built mechanical drawings, and controls operations manuals (often uniquely designed) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
|---|--------------------------|--------------------------|--------------------------|

ACTIVITY 10: CLOCKS, TIMERS, SWITCHES

- | | | | |
|---|--------------------------|--------------------------|--------------------------|
| 3d. Turned summer-winter switches to the correct position | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3e. Set time clocks appropriately | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3f. Ensured that settings fit the actual schedule of building use (including night/weekend use) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

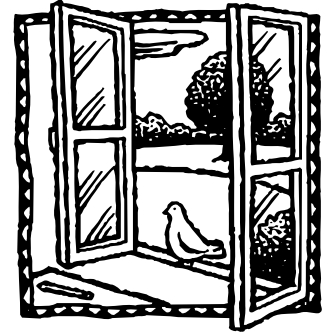
ACTIVITY 11: CONTROL COMPONENTS

- | | | | |
|--|--------------------------|--------------------------|--------------------------|
| 3g. Ensured appropriate system pressure by testing line pressure at both the occupied (day) setting and the unoccupied (night) setting | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3h. Checked that the line dryer prevents moisture buildup | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3i. Replaced control system filters at the compressor inlet based on the compressor manufacturer's recommendation (for example, when you blow down the tank) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3j. Set the line pressure at each thermostat and damper actuator at the proper level (no leakage or obstructions) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

ACTIVITY 12: OUTDOOR AIR DAMPERS

- | | | | |
|---|--------------------------|--------------------------|--------------------------|
| 3k. Ensured that the outdoor air damper is visible for inspection | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3l. Ensured that the recirculating relief and/or exhaust dampers are visible for inspection | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3m. Ensured that air temperature in the indoor area(s) served by each outdoor air damper is within the normal operating range | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

NOTE: It is necessary to ensure that the damper is operating properly and within the normal range to continue.





3. CONTROLS FOR OUTDOOR AIR SUPPLY (continued)

- | | Yes | No | N/A |
|---|--------------------------|--------------------------|--------------------------|
| 3n. Checked that the outdoor air damper fully closes within a few minutes of shutting off appropriate air handler | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3o. Checked that the outdoor air damper opens (at least partially with no delay) when the air handler is turned on | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3p. If in heating mode, checked that the outdoor air damper goes to its minimum position (without completely closing) when the room thermostat is set to 85°F | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3q. If in cooling mode, checked that the outdoor air damper goes to its minimum position (without completely closing) when the room thermostat is set to 60°F and mixed air thermostat is set to 45°F | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3r. If the outdoor air damper does not move, confirmed the following items: | | | |
| • The damper actuator links to the damper shaft, and any linkage set screws or bolts are tight | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Moving parts are free of impediments (e.g., rust, corrosion) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • Electrical wire or pneumatic tubing connects to the damper actuator | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| • The outside air thermostat(s) is functioning properly (e.g., in the right location, calibrated correctly) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

Proceed to Activities 13–16 if the damper seems to be operating properly.

ACTIVITY 13: FREEZE STATS

- | | | | |
|--|--------------------------|--------------------------|--------------------------|
| 3s. Disconnected power to controls (for automatic reset only) to test continuity across terminals | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| OR | | | |
| 3t. Confirmed (if applicable) that depressing the manual reset button (usually red) trips the freeze stat (clicking sound indicates freeze stat was tripped) | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3u. Assessed the feasibility of replacing all manual reset freeze-stats with automatic reset freeze-stats | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

NOTE: HVAC systems with water coils need protection from the cold. The freeze-stat may close the outdoor air damper and disconnect the supply air when tripped. The typical trip range is 35°F to 42°F.

ACTIVITY 14: MIXED AIR THERMOSTATS

- | | | | |
|---|--------------------------|--------------------------|--------------------------|
| 3v. Ensured that the mixed air stat for heating mode is set no higher than 65°F | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3w. Ensured that the mixed air stat for cooling mode is set no lower than the room thermostat setting | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

ACTIVITY 15: ECONOMIZERS

- | | | | |
|--|--------------------------|--------------------------|--------------------------|
| 3x. Confirmed proper economizer settings based on design specifications or local practices | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
|--|--------------------------|--------------------------|--------------------------|

NOTE: The dry-bulb is typically set at 65°F or lower.

- | | | | |
|--|--------------------------|--------------------------|--------------------------|
| 3y. Checked that sensor on the economizer is shielded from direct sunlight | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| 3z. Ensured that dampers operate properly (for outside air, return air, exhaust/relief air, and recirculated air), per the design specifications | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

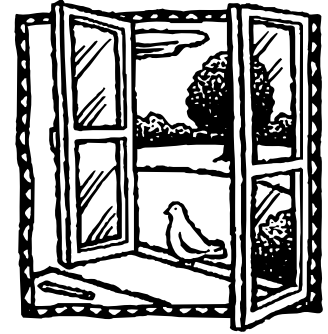
NOTE: Economizers use varying amounts of cool outdoor air to assist with the cooling load of the room or rooms. There are two types of economizers, dry-bulb and enthalpy. Dry-bulb economizers vary the amount of outdoor air based on outdoor temperature, and enthalpy economizers vary the amount of outdoor air based on outdoor temperature and humidity level.

3. CONTROLS FOR OUTDOOR AIR SUPPLY (continued)

ACTIVITY 16: FANS

- 3aa. Ensured that all fans (supply fans and associated return or relief fans) that move outside air indoors continuously operate during occupied hours (even when room thermostat is satisfied) **Yes** **No** **N/A**

NOTE: If fan shuts off when the thermostat is satisfied, adjust control cycle as necessary to ensure sufficient outdoor air supply.



4. AIR DISTRIBUTION

ACTIVITY 17: AIR DISTRIBUTION

- 4a. Ensured that supply and return air pathways in the existing ventilation system perform as required
- 4b. Ensured that passive gravity relief ventilation systems and transfer grilles between rooms and corridors are functioning

NOTE: If ventilation system is closed or blocked to meet current fire codes, consult with a professional engineer for remedies.

- 4c. Made sure every occupied space has supply of outdoor air (mechanical system or operable windows)
- 4d. Ensured that supply and return vents are open and unblocked

NOTE: If outlets have been blocked intentionally to correct drafts or discomfort, investigate and correct the cause of the discomfort and reopen the vents.

- 4e. Modified the HVAC system to supply outside air to areas without an outdoor air supply
- 4f. Modified existing HVAC systems to incorporate any room or zone layout and population changes
- 4g. Moved all barriers (for example, room dividers, large free-standing blackboards or displays, bookshelves) that could block movement of air in the room, especially those blocking air vents
- 4h. Ensured that unit ventilators are quiet enough to accommodate classroom activities
- 4i. Ensured that classrooms are free of uncomfortable drafts produced by air from supply terminals

ACTIVITY 18: PRESSURIZATION IN BUILDINGS

NOTE: To prevent infiltration of outdoor pollutants, the ventilation system is designed to maintain positive pressurization in the building. Therefore, ensure that the system, including any exhaust fans, is operating on the “occupied” cycle when doing this activity.

- 4j. Ensured that air flows out of the building (using chemical smoke) through windows, doors, or other cracks and holes in exterior wall (for example, floor joints, pipe openings)

5. EXHAUST SYSTEMS

ACTIVITY 19: EXHAUST FAN OPERATION

- 5a. Checked (using chemical smoke) that air flows into exhaust fan grille(s)

If fans are running but air is not flowing toward the exhaust intake, check for the following:

- Inoperable dampers
- Obstructed, leaky, or disconnected ductwork
- Undersized or improperly installed fan
- Broken fan belt



5. EXHAUST SYSTEMS (continued)

ACTIVITY 20: EXHAUST AIRFLOW

NOTE: Prevent migration of indoor contaminants from areas such as bathrooms, kitchens, and labs by keeping them under negative pressure (as compared to surrounding spaces).

- 5b. Checked (using chemical smoke) that air is drawn into the room from adjacent spaces **Yes** **No** **N/A**

Stand outside the room with the door slightly open while checking airflow high and low in the door opening (see “How to Measure Airflow”).

- 5c. Ensured that air is flowing toward the exhaust intake

ACTIVITY 21: EXHAUST DUCTWORK

- 5d. Checked that the exhaust ductwork downstream of the exhaust fan (which is under positive pressure) is sealed and in good condition

6. QUANTITY OF OUTDOOR AIR

ACTIVITY 22: OUTDOOR AIR MEASUREMENTS AND CALCULATIONS

NOTE: Refer to “How to Measure Airflow” for techniques.

- 6a. Measured the quantity of outdoor air supplied (22a) to each ventilation unit
- 6b. Calculated the number of occupants served (22b) by the ventilation unit under consideration
- 6c. Divided outdoor air supply (22a) by the number of occupants (22b) to determine the existing quantity of outdoor air supply per person (22c)

ACTIVITY 23: ACCEPTABLE LEVELS OF OUTDOOR AIR QUANTITIES

- 6d. Compared the existing outdoor air per person (22c) to the recommended levels in Table 1
- 6e. Corrected problems with ventilation units that supplied inadequate quantities of outdoor air to ensure that outdoor air quantities (22c) meet the recommended levels in Table 1

NOTES

School Resource Officer Program

Granby Board of Education
Wednesday, February 5, 2025



School Resource Officer (SRO)

The Granby Police Department and Granby Public Schools will strive to:


- Create and maintain a safe school environment
- Establish a cooperative relationship between students and police
- Prevent juvenile delinquency
- Promote positive interactions between students and police officers

Duties of the SRO



- Provide educational presentations on law enforcement, safety, and other related topics
- Take law enforcement action when necessary
- Conduct investigations into any crimes occurring on school property
- Develop strategies for preventing and managing safety risks
- Foster transparency and accountability via the submission of consistent reports to the Chief of Police and Superintendent

A School Resource Officer IS NOT:

- 
- Responsible for school discipline
 - Enforcing school rules/policies
 - Leading searches of students, lockers, backpacks, etc.
 - Investigating cases of bullying
 - An employee of the School District

The vast majority of student misconduct can be best addressed through classroom and in-school strategies.

The response to school disruptions should be reasonable, consistent and fair.

Students should be held accountable for their actions through a graduated response to misconduct.*

Disruptive students should receive appropriate redirection and support from in-school and community resources prior to the consideration of suspension, expulsion, involvement of the police, or referral to court.

*See Graduated Response Agreement

School Resource Officer Perspective

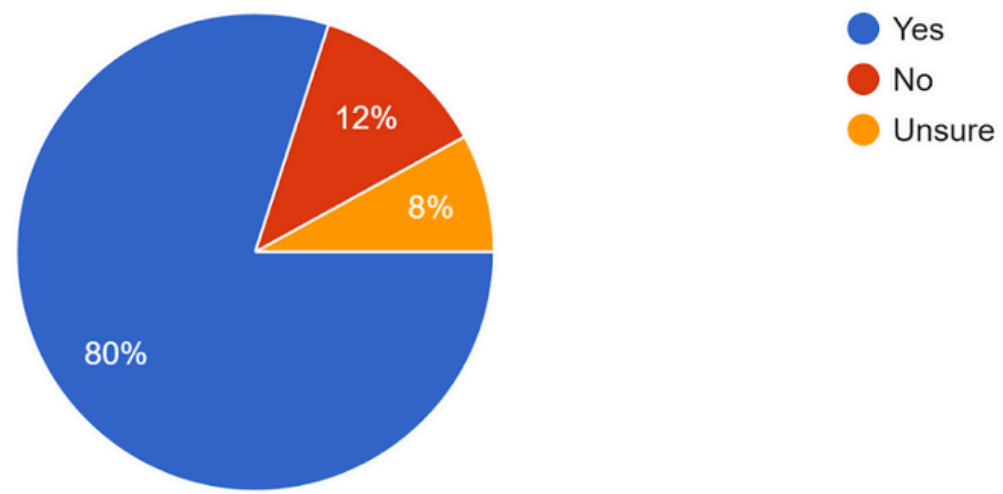
Simsbury Public Schools Sergeant Todd Kushman



WHAT DOES THE GRANBY COMMUNITY THINK?

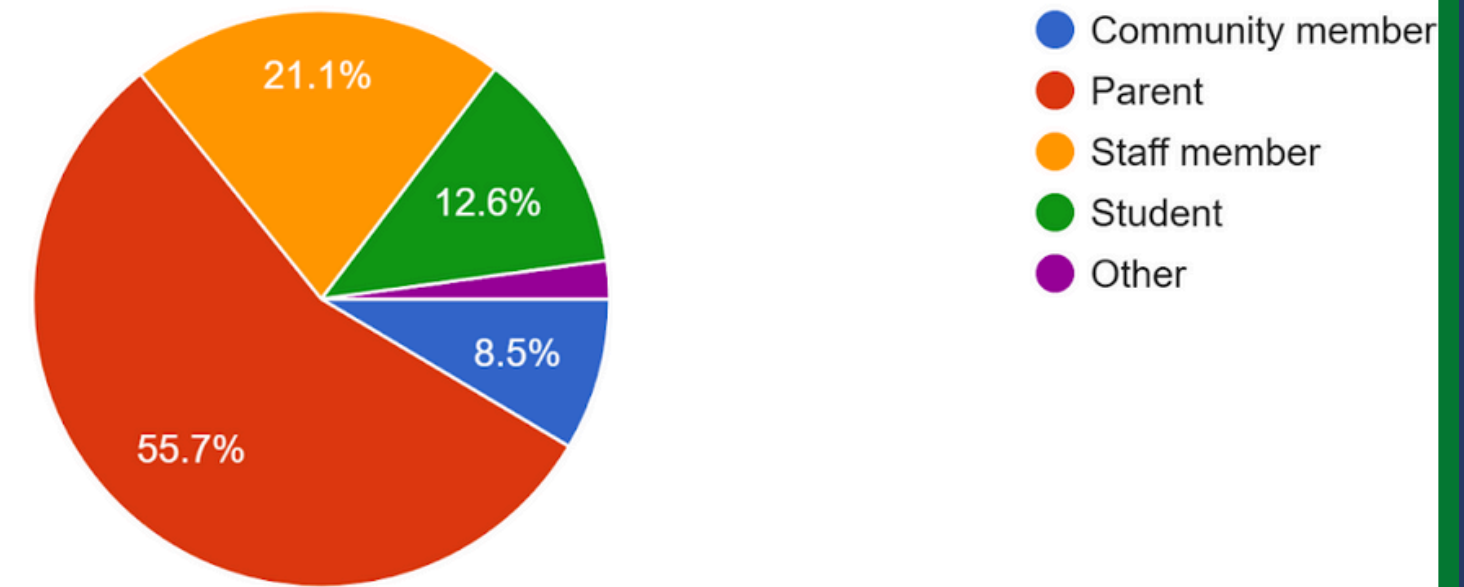
Do you think Granby Public Schools should add a School Resource Officer position to our school district for the 2025-2026 school year?

749 responses



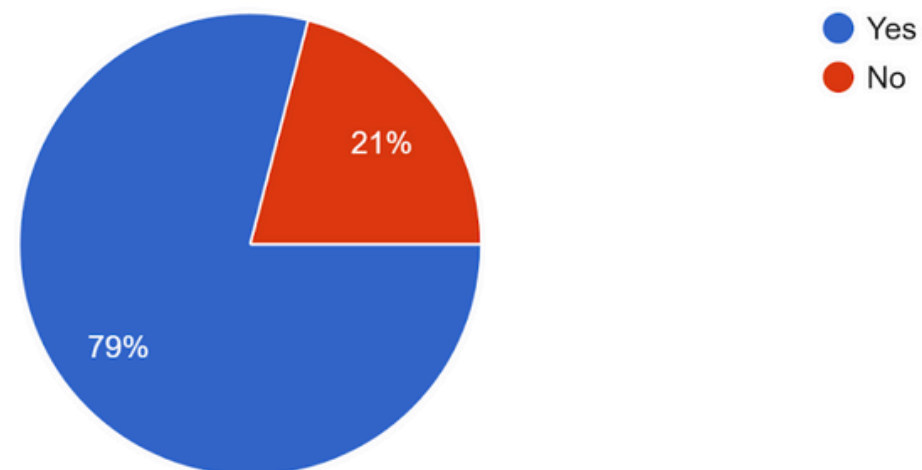
Please identify your relationship with Granby Public Schools:

749 responses



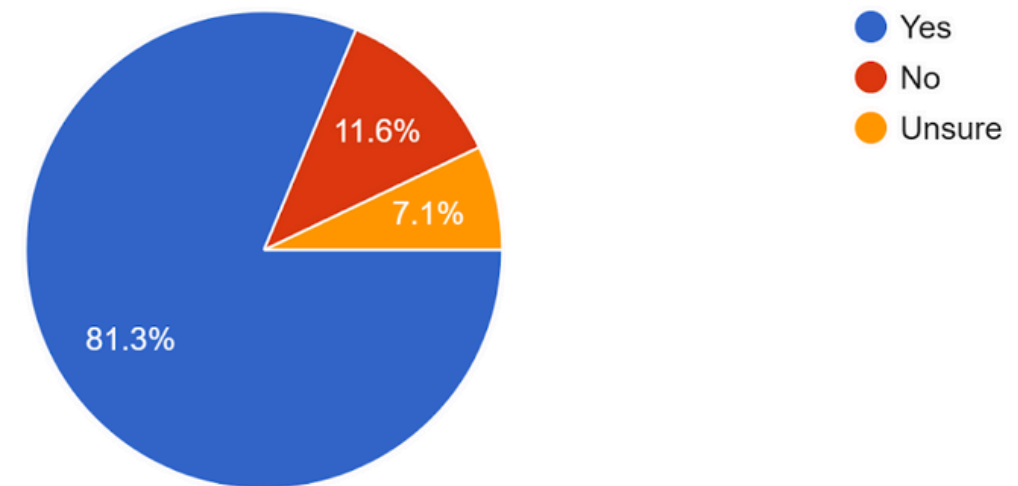
Do you support an increase to the school district's operating budget to add this position at a cost of approximately \$100,000 annually?

749 responses



Do you believe having a School Resource Officer will be beneficial for Granby Public Schools?

749 responses



Positive Feedback



- Enhanced School Safety & Security
- Positive Relationship Building & Mentorship
- Alignment with Surrounding Districts & Best Practices
- Long-Term Benefits & Community Impact

80%

Concerns



- Cost & budget impact
- Need for additional mental health supports
- Fears of racial profiling/criminalization of student behavior
- An armed officer having a weapon in a school setting

20%

Questions from the Community:

- **SRO Role & Responsibilities**
- **Budget & Cost Considerations**
- **Justification & Effectiveness**
- **Type of Training & Preparation**

Budget & Cost Considerations

Q: How will this position be funded?

A: If approved by the BOE, the salary and benefits for the SRO will be a new initiative in the Superintendent's Proposed Budget for consideration in FY26.

The officer's salary will be approximately \$98,000 and benefits are an additional \$60,000. This includes health care, pension, life insurance, long-term disability, and payroll taxes.

Therefore, the total cost to the BOE is \$158,000 for one School Resource Officer.

Budget & Cost Considerations

Q. Is \$100,000 a comparable salary to what other towns of similar size pay for an SRO?

A. Yes it is.

Q. Why does this budgeted position pay higher than a Granby PD officer per hour?

A. It is based on the hourly rate of pay given to us by the town of Granby, \$47.00/hour

Q. Can other expenses be trimmed to offset the cost, or could the role be part-time, shared with another district, or filled through overtime hours for existing officers?

A. Yes, these are all possibilities; however, there are restrictions on overtime and this would be more costly to the school district.

Q. Have alternative security measures been considered, such as hiring multiple security guards or staging old police vehicles outside schools as a deterrent?

A. No this has not been explored.

SRO Role & Responsibilities

Q: Will the SRO be available outside traditional school hours to address incidents occurring at practices, games, and other after-school events?

A: Yes, however, this may result in overtime or we can flex hours when we know evening events are scheduled that require police presence.

Q: Will teachers and staff, including specialized programs like the BEAR program, have access to the officer for support?

A: Yes, this person will be an engaged member of our staff working closely with students and staff at all of our schools and programs.

Q: Will the SRO have responsibilities beyond security, such as assisting with administrative duties, discipline, or student engagement?

A: The SRO will not be involved in discipline matters unless they are criminal. They will be present and engaged with students in a variety of ways.

SRO Role & Responsibilities

Q: How will the SRO's time be allocated across the four schools? Will they spend more time at GMHS and GMMS than at the elementary schools?

A: The SRO will have a presence in all four schools. We will prioritize the secondary school campus due to the higher frequency of incidents requiring police involvement. However, the elementary age students and staff also have a need for the SRO support and will benefit from regularly scheduled times weekly. We will work with school principals to identify the best time to interact with the most students such as lunch or recess blocks.

Justification & Effectiveness

- Q.** Is there data *proving* that an SRO improves safety and reduces incidents in schools?
- A.** The effectiveness of SROs is a subject of ongoing debate. Some studies suggest that the presence of SROs can improve perceptions of safety among students, teachers, and administrators. For instance, research has indicated that SROs may positively influence feelings of security within the school environment. If the program is developed to meet school-specific needs with careful oversight and protocols, the results will be favorable.
- Q.** Have teachers and staff expressed a need for an SRO?
- A.** Yes, our staff, students and community responded with 80% favorable replies.
- Q.** If the goal is to build relationships with students, is a police officer the best fit for that role?
- A.** A positive relationship with law enforcement has many benefits and prevents crime.

Mental Health

Q. Would additional deans, social workers or school counselors be more beneficial for student safety and well-being?

A. There is no question that mental health professionals are extremely beneficial to students and are greatly needed in our school district. We see the SRO as a member of the team to assist when laws are broken and student and staff safety are at risk.

Our school district has a dedicated mental health team including full-time social workers and school psychologists in every building, BCBA, special education staff, and school counseling staff that work with students and families to address needs as they arise.

Additional Questions from Board of Education Members?



School Resource Officer (SRO)

The Granby Police Department and Granby Public Schools will strive to:

- Create and maintain a safe school environment
- Establish a cooperative relationship between students and police
- Prevent juvenile delinquency
- Promote positive interactions between students and police officers

Summary of Feedback and Questions for the Addition of a School Resource Officer (SRO) to Granby Public Schools from the Community-Wide Survey

Summary of Positive Feedback:

1. Enhanced School Safety & Security

- Strong consensus that an SRO will provide an added layer of security, making schools safer for students, staff, and the community.
- Several comments highlight that having an officer on-site would deter crime, prevent incidents, and improve emergency response times.
- Some believe the presence of an armed officer is essential, particularly given recent school threats.

2. Positive Relationship Building & Mentorship

- Many respondents stress the value of an SRO in building trust between students and law enforcement.
- Testimonials from parents, teachers, and officers note that SROs serve as mentors, providing guidance and fostering positive interactions with youth.
- Emphasis on ensuring the selected officer is well-trained in social-emotional development, trauma-informed care, and special education needs.

3. Alignment with Surrounding Districts & Best Practices

- Many express surprise that Granby does not already have an SRO, noting that surrounding school districts have successfully implemented this role.
- Educators from other districts cite firsthand experience of SROs contributing positively to school culture and student well-being.

4. Funding Considerations & Shared Responsibility

- Some believe funding should come from the town, not just the Board of Education, since the benefits extend beyond school grounds.
- Suggestions to use existing funds or reallocate resources to minimize budgetary impact.
- A few respondents propose cost-sharing models, such as partnerships with local law enforcement agencies.

5. School-Specific Implementation Considerations

- Agreement that the officer should be primarily based at the high school and middle school, where incidents are more frequent.
- Questions raised about scheduling, particularly regarding how time would be split across four schools and whether the officer would be available after school hours.
- Several recommend hiring multiple SROs or implementing a rotation schedule to maximize coverage.

6. Additional Safeguards & Training Expectations

- Strong emphasis on the importance of selecting an SRO with proper training in conflict resolution, de-escalation techniques, and mental health awareness.
- Some express concerns about potential disproportionate disciplinary actions against minority and special education students, urging proactive oversight and tracking of outcomes.
- Recommendations for the SRO to be involved in equity initiatives and receive ongoing anti-bias training.

7. Long-Term Benefits & Community Impact

- Many believe the role of an SRO extends beyond security, fostering a sense of community and improving overall school climate.
- Testimonials from former officers and educators affirm that SROs help students feel safer, reduce anxiety, and enhance relationships between schools and law enforcement.
- Some suggest a trial period or periodic evaluations to ensure effectiveness.

Summary of Concerns:

1. Budget & Cost

- Many respondents believe the \$100,000 allocation is too high and not justified.
- Some suggest reallocating funds to mental health services, teacher salaries, academic programs, or school resources instead.

2. Alternative Approaches to School Safety

- Concerns that enforcing existing discipline policies and providing consequences for student behavior would be more effective than hiring an SRO.
- Many believe additional mental health professionals, school counselors, or behavioral specialists would better address student needs.
- Some suggest reinvesting in educational resources rather than adding a security measure.

3. Effectiveness of SROs & Research-Based

- Some cite studies questioning the effectiveness of SROs in preventing school violence.
- Concerns that SROs may contribute to increased disciplinary actions, particularly for vulnerable student groups (students with disabilities, minority students).

4. Law Enforcement & School Environment

- Concerns about having an armed officer in a school setting, with some opposed to introducing firearms into the school environment.
- Belief that police presence may create a negative or intimidating atmosphere rather than a supportive one.
- Fears of potential racial profiling or unnecessary criminalization of student behavior.

5. Alternative Policing Strategies

- Some suggest continuing the past practice of periodic visits by police officers rather than hiring a full-time SRO.
- Others recommend integrating existing town officers into the school in a limited role.

Questions to Address:

1. SRO Role & Responsibilities

- How will the SRO's time be allocated across the four schools? Will they spend more time at GMHS and GMMS than at the elementary schools?
- Will the SRO be available outside traditional school hours to address incidents occurring at practices, games, and other after-school events?
- Will teachers and staff, including specialized programs like the BEAR program, have access to the officer for support?
- Will the SRO have responsibilities beyond security, such as assisting with administrative duties, discipline, or student engagement?

2. Budget & Cost Considerations

- Is \$100,000 a comparable salary to what other towns of similar size pay for an SRO?
- Why does this budgeted position pay higher than a Granby PD officer per hour?
- Can other expenses be trimmed to offset the cost, or could the role be part-time, shared with another district, or filled through overtime hours for existing officers?
- Have alternative security measures been considered, such as hiring multiple security guards or staging old police vehicles outside schools as a deterrent?

3. Logistical & Operational

- Questions about how an SRO would be utilized across multiple schools and whether one officer can effectively cover all buildings.
- Looking for additional details on the officer's role, responsibilities, and expected impact on school safety.

4. Justification & Effectiveness

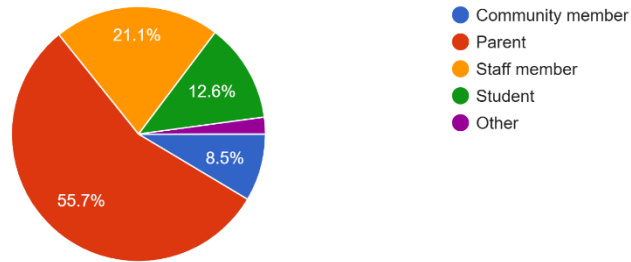
- Is there data proving that an SRO improves safety and reduces incidents in schools?
- Since Granby police are already called to schools 2-3 times per week, why is a full-time SRO necessary?
- Have teachers and staff expressed a need for an SRO? Would additional deans, social workers, or school counselors be more beneficial for student safety and well-being?
- If the goal is to build relationships with students, is a police officer the best fit for that role?

Conclusion:

The overwhelming sentiment supports adding an SRO to Granby Public Schools, citing safety, mentorship, and community engagement benefits. While funding and implementation details need careful planning, stakeholders widely agree that this is a necessary step to protect and support students, staff, and the broader community.

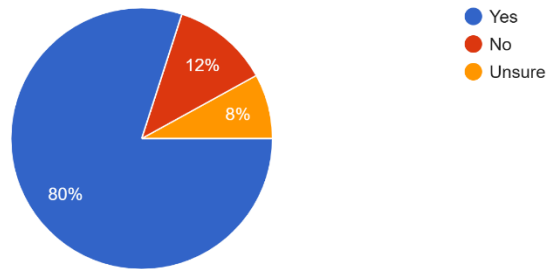
Please identify your relationship with Granby Public Schools:

749 responses



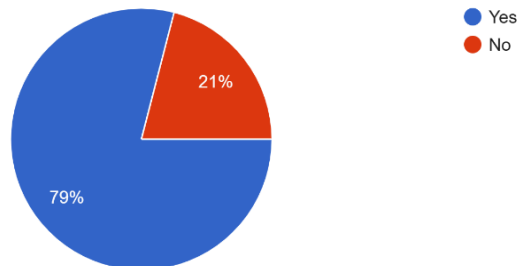
Do you think Granby Public Schools should add a School Resource Officer position to our school district for the 2025-2026 school year?

749 responses



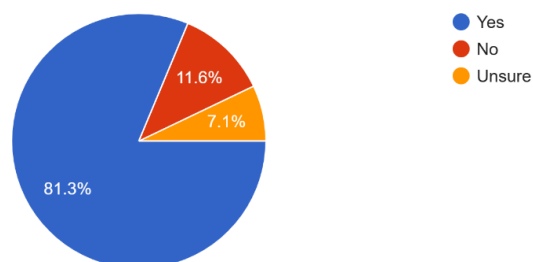
Do you support an increase to the school district's operating budget to add this position at a cost of approximately \$100,000 annually?

749 responses



Do you believe having a School Resource Officer will be beneficial for Granby Public Schools?

749 responses



Regular Board of Education Meeting – Approved Minutes

Wednesday, January 15, 2025, 7:00 p.m.

Town Hall Meeting Room

Present Board Members: Liz Barlow, Monica Logan, Heather Lombardo, Donna Nolan, David Peling, and Sofia Brenson and Katie O’Neill (Student Representatives)

Absent Board Members: Karen Richmond-Godard

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-person and online this evening. She recognized Superintendent Burke for being awarded as the 2024-25 Superintendent to Watch by the National Schools Public Relations Association who recognize up to 25 school leaders nationwide with less than 5 years’ experience who demonstrate dynamic, fast-paced leadership with strong communication at its core. Superintendent Burke’s selection was based upon her innovative and effective technology to engage and inform the community and expand two-way communication and outreach efforts. Ms. Logan read a selection from the nomination materials submitted on her behalf and stated the Board is very proud and appreciative of Superintendent Burke for bringing her talent to the community.

III. Superintendent’s Report

- Superintendent Burke shared that a second communication was sent to parents this afternoon with regard to the lockdown incident that occurred on Monday at the middle and high schools. She stated it is very challenging to communicate given the commitment to privacy and to making sure each and every child is protected. She shared that the individuals involved were identified and reiterated that no weapon was found on campus or elsewhere. Police confirmed this fact after an exhaustive search and confirmed there was no weapon and no imminent threat or danger. Consequences will be given for the disruption to the educational process. The Police Department is continuing to work in partnership with the district.
- Kindergarten registration is open for the 2025-26 school year.
- There will be an early release on January 29th for professional learning.
- There is no school on Monday, January 20th in observance of the Martin Luther King Jr. holiday.
- A Three-Board Meeting will be held January 21st at 7pm to review Plus One Budget recommendations.
- There will be a strings concert on January 27th and a middle school band concert tomorrow evening.
- Thank you to Kate Weingartner, Director of Pupil Services, and Jennifer Hudson, parent, who co-lead SEPTO (a special education PTO). Heidi MacDonald and Taylor Barbieri presented at Monday’s meeting on executive functioning and the presentation was very timely and well done. The presentation will be posted online.
- The next Board of Education Meeting will be held on February 5th and at that meeting will be a return to the discussion of an SRO. The survey was a success with 750 responses by parents, staff, students, and the community. Feedback from the survey will be brought forward as well as an attempt to answer some of the questions asked in the survey. Superintendent Burke shared that 80% of survey respondents felt that an SRO should be added; 79% support an increase to the budget; and, 81% believe the position would be beneficial. She stated the Board will be asked to vote on this position at the February 5th meeting.

IV. Public Comment

Jennifer Ehmann 29 Pheasant Run, North Granby stated she has three sons. One son graduated in 2023 and the other two are a senior and a sophomore at the high school. Ms. Ehmann stated she is the Chair of Parents for a Safe Graduation which is an evening planned for graduated seniors and includes food, many activities and prizes including a cash prize contest for all seniors to design the invitation which is then made into a T-shirt for all students. Ms. Ehmann went on to state that it is great if this event can be held on a Friday as many parents work and it is harder to get volunteers during the week; however, she understands the law around setting the graduation date. Ms. Ehmann encouraged parents to volunteer for this event. She welcomed the Board as well as the audience to volunteer for the event and invited Board members to let her know if they would like to attend.

Katie O'Neill, 215 Mountain Road, and Sofia Brenson, 5 Farmview Lane, students at GMHS, spoke to the Board regarding their concerns with possibly changing the schedule for next year from 8 periods to 7 and eliminating PLC time and study halls. They stated the student athlete population is high and students may need more time to support a balance between academics and athletics. By eliminating PLC from the weekly schedule, it takes away an hour of rest that students could use. Additionally, using PLC as a study hall helps to assist students with their workload. They went on to state that a good sleep schedule is imperative for adolescents to maximize their brain development. Also, by eliminating a whole period it will become very difficult for students to take electives in the arts, business, STEM fields, and other humanities. Katie and Sofia requested for the Board to consider adding PLC to the middle school for students to have extra time for schoolwork or sleep. They concluded by saying they understand the want and need to implement changes; however, hope the Board can see merit in their ideas.

Beth Carroll, 10 Quail Lane, North Granby, stated she reviewed the presentation on the School Resource Officer Program and also participated in the survey as a non-school community member. She suggested it would be beneficial for the public to know how one person will be able to cover all of the schools and stated that the more that can be described to the public, the better. With regard to the \$100K cost, she suggested trying to offset some of the cost as opposed to an addition to the budget and feels it would be advantageous to try to do that.

V. Student Representative Reports

- Katie O'Neill reported midterm exams are well underway. National Honors Society students held tutoring sessions for students.
- An Elective Fair was held yesterday for 8th grade students. Jazz band and chamber singers performed.
- A FAFSA workshop was held after exams today.
- There is no school on Monday and third quarter begins on Tuesday, January 21st.
- There will be a Poetry Out Loud finalist assembly on January 22nd.
- Thank you to the Police Department for the quick response to the lockdown on Monday and effectively diffusing the situation.
- Job Shadow Day will be held on February 3rd.
- 8th grade parents' night will be held on February 4th with tours beginning at 5:45 and the program beginning at 6:30 p.m. in the High School Auditorium.
- Winter sports are in full swing. Boys' basketball played last night against Suffield and will play the Aerospace Academy home on Friday night; girls' basketball played last night against Suffield and will play South Windsor away on Saturday afternoon; wrestling has a match against Somers today and a match away vs. Hall on Saturday morning; boys' ice hockey plays North Braford away tonight; girls' and boys' indoor track has a meet away on Saturday morning; and, swimming has a meet on Saturday afternoon vs. Lakeview.

VI. Reports and Discussion

VI.A. Director of Finance & Operations Report

Ms. Nickie Stevenson, Director of Operations & Finance, presented the December 2024 Budget Expense Report and stated both personnel and program account expenditures are consistent and anticipated to be covered within the appropriated budget. Special education expenses continue to be within the spending plan. With regard to the Quality & Diversity Fund, the first installment of the Open Choice Grant funding was received as well as additional funds for PreK tuition. Revenue to the town decreased approximately \$280K since reported in November. Revenue from the BEAR Transition Academy reduced due to decreased enrollment from 3 students to 2 students; however, the district anticipates increased special education tuition revenue. Ms. Stevenson also shared that the State recently provided preliminary excess cost reimbursement percentages for FY25 and, at this time, Granby's expected reimbursement is 62.07% which decreases revenue by \$383,338 from the previous report. She also shared that Per Pupil Expenditures should be available by the end of January which was increased by \$764 to \$20,725. A motion was made by Heather Lombardo and seconded by Donna Nolan that the Granby Board of Education approve the December 2024 Budget Expense Report. This motion passed unanimously at 7:35 p.m.

VI.B. FY26 Plus One Budget Q&A and Approval

The Board reviewed questions submitted from Board members on the FY26 Plus One Budget as well as considered the FY26 Plus One Budget for approval. Superintendent Burke stated questions were asked by the Board and answered in a PowerPoint which was previously shared with the Board and is in the packet this evening. She shared that the Plus One Budget is a first step in the budget process and that the Plus One Budget is presented as a 5.67% increase over the FY25 Budget which includes 3.03% in contractual increases; 1.82% in special education costs and 0.82% for all other costs. She also shared the budget increases over the past four years as follows: FY25 6.43%; FY24 5.94%; FY23 4.29%; and, FY22 4.50%.

Superintendent Burke stated many of the Board's questions focused on special education program development; Board-Certified Behavior Analyst position; B.E.A.R. Transition Academy; leadership/administrative structure; and, staffing reductions. She went on to share information with regard to special education programming such as the RISE (Reaching Independence with Support and Education) at Kelly Lane; PAVE (Personal Academic & Vocational Experience) at the high school; B.E.A.R. Transition Academy for post-secondary students aged 18-22; and, an alternative learning program at the high school being piloted this school year which focuses on social emotional and behavioral support above and beyond what can be provided currently in the school setting. Superintendent Burke provided information on the Board-Certified Behavior Analyst position stating this position benefits students who may have behavioral challenges, including Autism Spectrum Disorder (ASD), Attention Deficit Hyperactivity Disorder (ADHD) or emotional and behavioral disorders. A cost analysis of the B.E.A.R. Transition Academy was shared which showed a savings to the district of over \$800K in FY26 with a projected enrollment of 8 students. A slide was shared regarding administration/leadership positions comparing the administrative positions as well as the number of leadership positions which are filled by 7 teachers who receive a stipend on top of their salary to be a Department Chair. With regard to the 3.8 FTE reductions in FY26, Superintendent Burke stated this consists of 2.0 FTE Classroom Teachers (one at Kelly Lane and one at Wells Road) due to grade enrollment reductions and 1.8 FTEs in World Language.

With regard to questions asked by the Board, since the Q&A was provided to the Board ahead of time, each question was not reviewed in its entirety; rather, some questions were briefly discussed regarding the hiring of an SRO as well as the Groundskeeper and Maintenance Technician positions; electricity costs; and, savings in transportation costs. Superintendent Burke shared upcoming important dates of the Three-Board Meeting on January 21st and her budget presentation to the Board on March 5th. She thanked the Board for their questions and their support on the budget and asked if there were any additional questions. Donna Nolan inquired about the oil tank removals for Kelly Lane and Wells Road at a cost of \$165K and wondered if 1) there have been any leaks and 2) why is the cost so high. She also inquired about the basis for the state-mandated HVAC testing. Superintendent Burke stated she cannot answer these questions; however, the district's insurance company stated there was a need to transition them out of the ground. She will get back to the Board after consulting with Christopher DeGray, Director of Facilities, who can answer these questions at the next Board Meeting. David Peling commented that 5.67% is a big number and he cannot help to think about his dad who is retired and trying to live on a pension and Social Security and these types of increases are not sustainable. Monica Logan stated the Board has a series of hard decisions ahead of them. Donna Nolan stated the district has a shrinking student population but the budget continues to increase and the town unfortunately does not have a business base to support the budget. Heather Lombardo stated she is an advocate for the students and administration to give them what they need to succeed in a way that is responsible for taxpayers. A motion was made by Liz Barlow and seconded by Heather Lombardo that the Granby Board of Education approve the FY26 Plus One Budget to be forwarded to the Board of Finance. This motion passed unanimously at 8:30 p.m.

VII. Business Requiring Action

VII.A. Minutes

A motion was made by Donna Nolan and seconded by Liz Barlow that the Granby Board of Education approve the minutes of the December 18, 2024 Board of Education Meeting. This motion passed unanimously at 8:31 p.m.

VII.B. Approval of June 2025 Graduation Date

The Board will discuss and consider the approval of the June 2025 graduation date to be Tuesday, June 10, 2025 (rain or shine). Superintendent Burke stated the district is legally obligated to have students in school 180 days so the projected last day of school is Tuesday, June 10th after one snow day. She stated if a snow day is called tomorrow, students in grades K-11 would need to make up this snow day. It is best practice to try to honor the 180th day. A motion was made by Donna Nolan and seconded by David Peling that the Granby Board of Education approve the June 2025 graduation to be Tuesday, June 10, 2025 (rain or shine) as recommended by the Superintendent of Schools. This motion passed unanimously at 8:39 p.m. Monica thanked Jennifer Ehmann for all of her work with regard to the Safe Graduation Party.

VIII. Committee Reports

VIII.A. Board Standing Committee Reports

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

This subcommittee will meet on February 5th.

VIII.A.2. Finance/Personnel/Facilities

Donna Nolan reported this subcommittee met this evening and approved the Budget Expense Report for December 2024. Received an update on CPPAC – preparing a fact sheet on the BOE priorities on the turf, track and field replacement; middle school renovation; and safety upgrades. Also received a transportation update – there are 2 years left on the contract and there is an upcoming meeting with CREC to renegotiate rates. The Plus One Budget was briefly discussed as well as outstanding meal balances at the high school and the pursuit of reimbursement for these balances.

VIII.B. Other Board-Related Reports

VIII.B.1. CREC/CABE

Monica Logan stated she has a Board Chair leadership meeting on Thursday and will keep everyone apprised if there is something to report. Superintendent Burke shared that she recently spoke to Greg Florio, Executive Director at CREC, regarding the time of CREC Council Meetings and he shared that they compete with so many other districts who hold board meetings on different days during the week. He shared that this topic will be discussed at a future board meeting to see if the time of 11 am can be pushed back to around 4:30 or so.

VIII.B.2. Granby Education Foundation

Liz Barlow shared that the GEF has not met and Kim Becker said to keep on the lookout for GranBee information.

VIII.C. Calendar of Events

Monica Logan stated the calendar of events is as presented.

VIII.D. Board Member Announcements

Monica Logan thanked the Board and extended her gratitude for working collaboratively on the budget.

VIII.E. Action Items

1) Cost of underground tank removal and 2) Cost of HVAC testing. Superintendent Burke stated these items will be addressed at the next Board of Education Meeting on February 5th.

IX. Adjournment

A motion was made by Donna Nolan and seconded by Ali Zafar that the Granby Board of Education adjourn the Board of Education Meeting. This motion passed unanimously at 8:44 pm

Respectfully submitted,

Elizabeth H. Barlow
Board Secretary

Finance Subcommittee Meeting – Draft Minutes
Wednesday, November 20, 2024, 5:30 p.m.
Central Office

Attendance:

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

Meeting commenced at 5:30 p.m. Meeting adjourned at 6:06 p.m.

1. Public Comment:

2. Approve Minutes from the October 16, 2024 Finance Subcommittee Meeting: A motion was made by Heather Lombardo and seconded by Ali Zafar to approve the minutes from the October 16, 2024 Finance Subcommittee Meeting. Motion passed.

3. October 2024 Budget Expense Report: Reviewed and approved.

4. Utility/Fuel Oil/ ULSD Contracted Rates: Electricity rates have been locked in for 4 years; diesel, heating oil and gasoline locked in with East River Energy July 1, 2025-June 30, 2026. Locked in with the town to get a better rate.

5. CREC Transportation (Special Education Rate): Negotiated a new rate with CREC. Decreased \$100 per day per bus. This will be retroactive back to July 1, 2024.

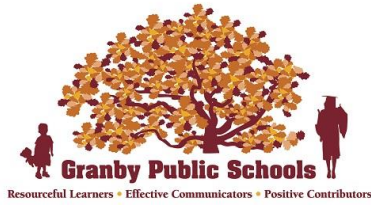
6. Draft Policy 3160: Revisions approved to be consistent with Board of Finance requests.

7. Health Benefit Fund Update: Claims are decreasing – down almost 6%. Budgeting only a 3% increase in our rates at this time as per Lockton. Will revisit as budget season approaches.

8. FY26 Plus One Process/Timeline: Discussed the timeline of the budget process.

9. Other: Discussed enrollment trends.

A motion was made by Heather and seconded by Ali to adjourn the meeting. This motion passed at 6:06 p.m.



UPCOMING DISTRICT EVENTS

February 3	GMHS Job Shadow Day		
February 4	8 th Grade Parents' Night	6:30 p.m.	HS Auditorium
February 5	Curriculum Subcommittee Meeting Board of Education Meeting	5:30 p.m. 7:00 p.m.	Central Office Town Hall Meeting Room
February 17-18	February Break		Offices closed 2/17
February 19	Finance Subcommittee Meeting Board of Education Meeting	5:30 p.m. 7:00 p.m.	Central Office Town Hall Meeting Room
February 20	Superintendent's Community Conversation	9-10 a.m.	Via Zoom
February 24	PTO Meeting	6:00 p.m.	
February 27	Superintendent's Community Conversation	6-7 p.m.	Via Zoom