

Regular Board Meeting
Wednesday, February 3, 2010 7:00 PM Eastern

Central Services
15-B North Granby Road
Granby, CT 06035

Jenny Emery: Present
Lynn Guelzow: Absent
Cal Heminway: Present
John O'Connor: Present
Edward Ohannessian: Present
Deborah Torgersen: Present
Matthew Wutka: Present
Present: 6, Absent: 1.

I.	Public Comment
II.	Administrative Reports
II.A.	Superintendent's Announcements
II.B.	Student Representative Reports
II.C.	Schools in the Spotlight
II.D.	Business Manager's Report
II.E.	Annual Facilities Report and Energy Savings Update
III.	Consent Agenda
III.A.	Minutes
III.B.	Perkins Innovative Grant
IV.	Old Business
IV.A.	FY11 Budget Discussion
IV.B.	School Improvement Plans
V.	New Business
V.A.	Teaching and Learning
V.B.	Budget Transfer Requests
VI.	Miscellaneous
VI.A.	Board Standing Committee Reports
VI.A.1.	Curriculum/Policy/Technology/Communication
VI.A.2.	Finance/Personnel/Facilities
VI.B.	Other Board-Related Reports
VI.B.1.	CPPAC
VI.B.2.	CREC/CABE
VI.B.3.	Granby Education Foundation
VI.B.4.	Energy-Saving Initiatives
VI.C.	Board Member Announcements
VI.D.	Calendar of Events
VII.	Executive Session/Non-Meeting

GRANBY PUBLIC SCH
 FY 2009-10 FINANCIAL
 FOR PERIOD JULY 1,

	<u>Original Budget</u>	<u>Net Budget Transfers</u>	<u>Revised Budget</u>
Certified Salaries:			
Administration	1,505,921	-	1,505,921
Regular Education	9,917,578	-	9,917,578
Special Education	1,457,666	(141,454)	1,316,212
Total	<u>12,881,165</u>	<u>(141,454)</u>	<u>12,739,711</u>
Substitute/Tutor/Support Salaries			
Substitutes	126,994	-	126,994
Sped Support (O.T. & P.T.)	112,755	141,454	254,209
Tech Support	196,481	-	196,481
Tutors - Regular Education	128,693	25,854	154,547
Tutors - Special Education	193,652	-	193,652
Total	<u>758,575</u>	<u>167,308</u>	<u>925,883</u>
Teaching Assistant Salaries:			
Regular Education	466,148	-	466,148
Special Education	818,396	-	818,396
Total	<u>1,284,544</u>	<u>-</u>	<u>1,284,544</u>
School Secretaries' Salaries	521,360	-	521,360
Central Office Salaries	324,479	2,100	326,579
Custodial & Maintenance Salaries	1,198,855	-	1,198,855
Purchased Services:			
Instructional	259,465	(16,185)	243,280
Administration	366,320	3,100	369,420
Maintenance	100,185	(13,750)	86,435
Total	<u>725,970</u>	<u>(26,835)</u>	<u>699,135</u>
Legal Services	65,000	-	65,000
Repairs & Maintenance:			
Instructional	63,900	-	63,900
Administration	8,500	-	8,500
Maintenance	213,693	11,400	225,093
Total	<u>286,093</u>	<u>11,400</u>	<u>297,493</u>
Transportation:			
Regular Education	744,515	-	744,515
Special Education	351,249	-	351,249
Vocational-Tech	41,178	-	41,178
Total	<u>1,136,942</u>	<u>-</u>	<u>1,136,942</u>
Insurance - Property & Liability	92,672	-	92,672

Communications	128,115	(12,500)	115,615
Tuition:			
Vocational	72,164	-	72,164
Special Education	738,951	(3,563)	735,388
Adult Education	9,000	-	9,000
Total	<u>820,115</u>	<u>(3,563)</u>	<u>816,552</u>
Conference & Travel Expense	55,315	500	55,815
General Supplies:			
Regular Education	302,355	-	302,355
Special Education	26,300	-	26,300
Administration	77,330	164	77,494
Maintenance	148,500	-	148,500
Total	<u>554,485</u>	<u>164</u>	<u>554,649</u>
Electricity	615,000	-	615,000
Fuel	313,460	-	313,460
Textbooks/Workbooks	202,970	(2,017)	200,953
Library/Media Center	66,966	-	66,966
Software	114,963	-	114,963
Dues & Fees	35,394	-	35,394
Replacement Equipment:			
Instructional	4,000	-	4,000
Administration	2,500	-	2,500
Maintenance	4,000	-	4,000
Total	<u>10,500</u>	<u>-</u>	<u>10,500</u>
New Equipment:			
Instructional	-	-	-
Administration	-	-	-
Maintenance	-	-	-
Total	<u>-</u>	<u>-</u>	<u>-</u>
Student Activities	556,194	4,648	560,842
Employee Benefits	3,918,461	-	3,918,461
Misc.	(1)	249	248
Total Budget	26,667,592	-	26,667,592
Accurate totals	26,667,593.00	-249.00	26,667,344.00
		249.00	248.00
Correct numbers			

**GRANBY BOARD OF EDUCATION
 FINANCIAL STATEMENT OF ACCOUNTS
 FOR PERIOD JULY 1, 2009 - JANUARY 31, 2010
 Selected Revenue and Special Education Accounts**

I. Revenue	<u>FY2009-10 Budget</u>	<u>Currently Anticipated</u>	<u>Received To Date</u>
Reg. Tuition from other Towns	627,298	624,828	306,207
SPED Tuition from other Towns	63,500	91,007	18,858
SDE Excess Cost Reimbursement	362,058	114,432	-
Rental Fees	80,000	75,000	40,578
Pay for Participation	48,500	48,500	20,975
Sub Total	1,181,356	953,767	386,618

II. Expenditures	<u>FY2009-10 Adj Budget</u>	<u>Expended</u>	<u>Encumbered</u>
Legal Expense	50,000	9,486	40,514
Teacher Assistants	818,396	430,891	-
Special Education Tutors	193,652	88,637	-
Evaluation & Therapy Services	79,580	20,454	12,226
Special Ed transportation	351,249	116,838	128,978
Tuition -Private Schools	405,288	94,012	107,784
Tuition - Public Schools	<u>330,100</u>	<u>116,677</u>	<u>186,360</u>
Total Tuition	735,388	210,689	294,144
Total Above	2,228,265	876,995	475,862

TOOLS

GENERAL STATEMENT OF ACCOUNTS

Jan. 31, 2010

2009 - JANUARY 31, 2010

<u>Expended</u>	<u>Encumbered</u>	<u>Balance</u>	<u>% Enc/ Exp</u>	<u>Forecast</u>
967,710	613,011	(78,800)	-5.2%	(78,800)
4,596,915	5,287,663	33,000	0.3%	33,000
608,403	695,309	12,500	0.9%	12,500
<u>6,173,028</u>	<u>6,595,983</u>	<u>(33,300)</u>	-0.3%	
69,410	-	57,584	45.3%	(18,000)
128,361	125,848	-	0.0%	-
103,786	66,959	25,736	13.1%	-
74,440	-	80,107	51.8%	-
88,637	-	105,015	54.2%	(12,000)
<u>464,634</u>	<u>192,807</u>	<u>268,442</u>	29.0%	
212,464	-	253,684	54.4%	28,000
430,891	-	387,505	47.3%	(25,000)
<u>643,355</u>	<u>-</u>	<u>641,189</u>	49.9%	-
285,966	227,353	8,041	1.5%	8,041
197,468	139,900	(10,789)	-3.3%	(10,789)
681,121	472,829	44,905	3.7%	31,674
104,647	62,351	76,282	31.4%	-
162,812	173,215	33,393	9.0%	-
55,854	18,742	11,839	13.7%	-
<u>323,313</u>	<u>254,308</u>	<u>121,514</u>	17.4%	
17,009	47,991	-	0.0%	-
44,749	8,063	11,088	17.4%	-
-	698	7,802	91.8%	-
146,963	64,722	13,408	6.0%	-
<u>191,712</u>	<u>73,483</u>	<u>32,298</u>	10.9%	
406,228	331,457	6,830	0.9%	(10,000)
116,838	128,978	105,433	30.0%	65,249
18,891	21,416	871	2.1%	-
<u>541,957</u>	<u>481,851</u>	<u>113,134</u>	10.0%	
50,648	39,558	2,466	2.7%	-

41,919	59,641	14,055	12.2%	-
-	55,944	16,220	22.5%	16,220
210,689	294,144	230,555	31.4%	70,388
-	-	9,000	100.0%	-
<u>210,689</u>	<u>350,088</u>	<u>255,775</u>	<u>31.3%</u>	
16,196	4,617	35,002	62.7%	
202,661	47,957	51,737	17.1%	-
19,269	2,270	4,761	18.1%	-
34,559	11,491	31,444	40.6%	-
78,252	30,340	39,908	26.9%	(10,000)
<u>334,741</u>	<u>92,058</u>	<u>127,850</u>	<u>23.1%</u>	
268,842	-	346,158	56.3%	-
107,730	170,906	34,824	11.1%	-
103,227	23,593	74,133	36.9%	23,146
42,561	14,135	10,270	15.3%	-
46,969	53,889	14,105	12.3%	-
34,039	285	1,070	3.0%	-
				-
453	432	3,115	77.9%	-
1,856	-	644	25.8%	-
-	240	3,760	94.0%	-
<u>2,309</u>	<u>672</u>	<u>7,519</u>	<u>71.6%</u>	
545	-	(545)		(545)
-	-	-		-
679	-	(679)		(679)
<u>1,224</u>	<u>-</u>	<u>(1,224)</u>		
190,331	307,783	62,728	11.2%	
849,856	3,054,167	14,438	0.4%	-
-	-	248		
11,820,844	12,657,897	2,184,851	8.2%	122,405
11,820,844	12,657,897	2,184,603		
-	0.00			

**VB\$
vs. Frcst**

(2,470)

27,507

(247,626)

(5,000)

-

-227,589

Balance

-

387,505

105,015

46,900

105,433

203,492

27,063

230,555

875,408

February 3, 2010

Mr. Alan Addley, Superintendent of Schools
Mr. Harry Traver, Business Manager
Granby Board of Education

2010 Annual Facilities Report

The Facilities Department was faced with several challenges in 2009 including reducing energy costs and dealing with the onset of the H1N1 virus.

The department took several steps to reduce electrical consumption and cut back on fuel resulting in a reduction of 10% in electricity and 12% in fuel oil. During the summer motion sensors were added in the High School and Middle School gymnasiums. Sensors were also added in the High School Commons and Boy's and Girl's locker rooms. A lighting upgrade was installed in the Middle School cafeteria. To continue moving forward we have Energy New England conducting an energy audit at all the schools and Central Services. They will be working with CL&P for rebates and are looking at LED lighting for parking lots, sensors in hallways for lighting, variable frequency drives for motors, installing energy efficient motors, and energy saving controls for walk-in refrigerators and freezers. Energy New England is also investigating in which schools we could use solar hot water panels. In October we contacted Sunlight Solar for an estimate to install Photo Voltaic Panels on one of our schools. They recommended installing the panels on Wells Road School and gave us a quote for a 9 panel system which could be used for educational purposes and the cost is \$15,022. For a 616 panel system which would take care of 49% of the electrical consumption the cost is \$853,390 and there would be approximately a \$32,669 dollar savings per year with over a 25 year payback unless we can find rebates to help. Currently there are no incentives from the Connecticut Clean Energy Fund and the amount of applications on hand outnumbers the amount of monies that may be appropriated during the next year. If money is available in the coming years we can use the quote that Sunlight Solar as a base line.

The district also took a proactive approach during the summer recess to assess and put in place a plan to combat the spread of the flu throughout the schools. The custodial staff attended a class on how to properly sanitize surfaces and also protect themselves from contacting the flu. Special cleaning products were purchased in August and while many schools throughout Connecticut were trying to purchase these products in September and October our schools were already well stocked for opening day. We also started making the change over to all green cleaning products. A proposed bill in the State Legislature will have all schools switching over to green products by July 1, of 2011. The only product that we are using now that isn't green is our floor strippers and wax.

Several projects were completed over the summer recess. District wide there was an audio/visual access system installed at all the main entrances of the schools. While school is in session visitors must be buzzed into the school and they have to report to the office to register. At the High School screens were installed on the windows in the Home Economics classroom. Some maintenance free landscaping was installed at the entrance to the Community Gymnasium and repairs were made to the tennis courts. Roof repairs were completed on the northwest corner of the Middle School roof and walk-off carpeting was installed at both back entrances to the school. The maintenance department completed installing automatic flush valves in the restrooms. At Kelly Lane the old boy's and girl's restrooms were renovated with new sinks and toilets and the Public Works Department repaired drainage problems in the old courtyard saving us having to use an outside contractor. A water treatment system was installed at

Wells Road School which will treat the PH in the water. Additional pavers were also installed in the courtyard to better utilize the space. At F. M. Kearns School air conditioning is being added to the conference room. The old wooden playscape was demolished and a new larger playscape was installed to the delight of the students.

Work has continued on the Civil Rights Compliance Review at the High School. During the summer upgrades were made to the fire alarm system to include visual alarms in all offices. New door closures were installed in many locations including outside doors to give the proper height clearance at all the openings. During the February recess Kona Elevator will be doing upgrades to the existing 3 elevators in the High School. Additional work will be scheduled for the summer recess to make modifications to the hand railings and ramps.

Santi Camarotti
Director of Facilities
Granby Public Schools

Regular Board Meeting – Draft Minutes

January 20, 2010, 7:00 p.m.

Central Services

Attendance Taken at 6:58 PM:

Present Board Members:

Cal Heminway
Marie Nicholls
Deborah Torgersen
Ronald Walther

Absent Board Members:

John O'Connor
Edward Ohannessian
Matthew Wutka

Mr. Heminway called the meeting to order at 7:00 p.m.

I. Public Comment

There were no public comments this evening.

II. Administrative Reports

II.A. Superintendent's Announcements

- Mr. Addley extended our condolences to the Rocky Hill community for their loss during the recent bus accident.
- The district was involved in professional development on Tuesday where teachers worked on the mission statement.
- There will be various fundraising events going on in the district to raise money in support of the tragedy in Haiti. The draft of our new mission statement calls for our students to be "compassionate contributors in a global world". This is as good an opportunity as any for our students to exhibit such compassion in action.
- A second H1N1 clinic was held yesterday at the high School by the Farmington Valley Health District. Approximately 200 people were vaccinated.
- Congratulations to Kearns students Eda Chen and Ben Caputo who will be receiving a CAS Elementary Celebration of the Arts Award on February 1st. Also congratulations to Aria Kingsley and Owen Bogli (Kearns students) who had their snow poems published in the Nov/Dec issue of Ladybug magazine with the support of their teacher Khris Sherman.
- Congratulations to Jaimee Kidd, a 7th grader at GMMS who was chosen as the State Champion of the Patriot's Pen Essay contest. Jaimee will go on to compete in the national competition.
- At Wells Road School, Christina Aborn, Student Council Advisor, attended the CAS Student Leadership Workshop at Asnuntuck Community College with the following students Casey Stickel, Julia Moody, Owen Kibby, Owen White, and Ben Toczydlowski.
- At Kelly Lane, we congratulate GEO BEE finalists and winners. Special thanks to all of the 5th and 6th grade teachers for their support.
- Congratulations to Joy and Ryan Cloukey on the birth of their son Owen William on 1/15/10.
- Congratulations to Dr. Law, Director of Secondary Education, for being appointed as President-Elect of the Connecticut Staff Development Council.
- Kindergarten registration for the 2010-2011 school year will be on February 1st. Information will be available on the Kearns website.
- We are continuing with 2nd round interviews for the Director of Special Services position.
- On behalf of the Hartford Area Superintendents Association and the Capitol Region Education Council, Board of Education members are invited to a legislative breakfast on February 5th at 8:30 a.m. at the Legislative Office Building's Executive Dining Room. The breakfast will give board members an opportunity to discuss the common goal of providing a high-quality education to the children of Connecticut.
- There will be a superintendents' forum on Tuesday, February 2nd at 7:00 p.m. in the High School Chorus Room.

II.B. Student Representative Reports

- LEO Club students are selling bagels and snacks during exams. Money raised will be donated to Haiti as well as money from pizza sales.
- Job shadow will be held on February 2nd. Students can shadow a field that they are interested in.
- The Hypnotist show on January 30th at 7 p.m. in the auditorium.
- 8th grade parents' night will be held on February 4th at 7:00 p.m. This night is held for 8th graders to get acquainted with the high school and to help them with the transition.

II.C. Capitol Region Education Council (CREC)

Mr. Heminway stated that due to the fact that there was not a full Board present this evening, Dr. Bruce Douglas, Executive Director of the Capitol Region Education Council, will make a presentation to the Board at a later date to be determined.

III. Consent Agenda

III.A. Minutes

A motion was made by Deb Torgersen and seconded by Ron Walther to approve the consent agenda. Passed unanimously at 7:07 p.m.

IV. Old Business

IV.A. Pay-for-Play Discussion

Mr. Addley stated that he, along with administration, have reviewed the request of the Board to review pay-for-play funding. Mr. Addley stated that they looked at increasing fees of athletes, extra-curricular and co-curricular activities. It was also discussed if the middle school should even be involved and should it just be for intramurals. Mr. Addley also stated that standards from the Connecticut Association of School and NEAS&C, who basically oppose pay-for-play. Mr. Addley stated that administration believes that extra-curricular activities are a component of a free public school education and that administration does not wish to expand this in the current economic climate. He stated that increasing these fees will decrease student participation. He also stated that administrators would be pleased to provide additional recommendations based on guidance provided. The recommendation of administration is not to expand unless necessary. Mr. Heminway spoke about the study which was done 5 years ago and wondered if that this information correlates with that study. Mr. Addley stated that the study did not include fees for extra-curricular activities but could consider co-curricular activities. Mr. Heminway asked if we should redistribute or distribute differently pay-for-participation fees we have now and asked if we are satisfied that they should stay with athletics. Ms. Torgersen stated that she is satisfied where the fees are now and that they are consistent with other school districts. She asked why we do not expand to athletics at the middle school. Mr. Addley stated that he is against having it anywhere and that we are trying to engage with middle school students as much as possible. Mr. Walther also stated that he is satisfied where the fees are now. The Board agreed with the superintendent and the administrative recommendations.

IV.B. FY11 Budget Discussion

Mr. Addley stated that there were no surprises at the three-board meeting last evening. The Board of Education needs to come in with a 0% increase budget. Mr. Addley stated that we presented the Plus One at 1% but the Board of Finance would like us to come in at 0%. Mr. Addley said that fortunately, we think we can get down as close to that mark as possible with additional savings such as textbooks and libraries, salaries, retirements, etc. He stated that this will have some sort of consequence on the system but that he is trying to minimize that as best as possible. He also said that he recognizes that this is a multi-year problem. Mr. Heminway stated that the Board will be making every effort to preserve programs and to distribute the shortage as well as they can. Mr. Addley said that thanks to the GEA this number would be significantly higher.

IV.C. Preliminary 2010-2011 Calendar

Ms. Torgersen reported that the subcommittee reviewed the guidelines at the meeting this evening. There was a discussion of continuity year-to-year with regard to a start date. It was suggested that school will always start on a Tuesday, but not after the 5th of September. Example: If Labor Day falls on the 5th, school would start the prior Tuesday. The Board agreed that this was a good idea. A motion was made to start school on Tuesday, August 31st for the 2010-2011 school year by Ron Walther and seconded by Deb

Torgersen. Passed unanimously at 7:24 p.m. Mr. Heminway stated that there should be a recommendation from the subcommittee to memorialize the guidance suggested. Mr. Walther stated that the subcommittee would be working on guidelines and will have it ready for the next calendar discussion at a future Board meeting.

V. New Business

V.A. Athletics Recommendations FY11

Mr. Walt Zalaski, Student Activities' Coordinator, prepared the athletic recommendations for FY11. Mr. Zalaski thanked the Board for their support. He added that the Booster Club has been extremely helpful and supportive this year and also recognized the parents for their support. Mr. Zalaski informed the Board that approximately 10 new coaches have been hired this year. Mr. Zalaski stated that varsity soccer made it to the playoffs two years in a row and the football team had a 7-2-1 record and played some varsity teams this year. Additionally, girls' cross country and field hockey were the State Champions this year and the new girls' soccer coach did a fantastic job this year making it to quarter finals. Mr. Zalaski then spoke about the participation numbers for the 2009-2010 school year. He said that football has maintained 44 students playing. He also stated that for 755 students there are 725 athletic opportunities. Approximately 64 students are playing two sports this year which is very impressive. Mr. Zalaski stated that the sports survey given to students for the 2010-2011 school year indicated that 60 students would like to play volleyball next year. This will be a challenge to figure out in the next month or so. Additionally, 25 middle school girls have indicated that they would like to play basketball next year. Mr. Addley asked why that is problem. Mr. Zalaski stated that it is a problem because we do not have a freshman basketball coach. Mr. Zalaski indicated that another surprise with the survey was swimming - 17 freshmen want to swim which is encouraging. Additionally, 69 girls want to play tennis. Mr. Zalaski said that it will be interested to see who actually shows up for tryouts. Football is projected to have 60 students but the coaches are hoping that 50 actually try out. Mr. Zalaski stated that the athletic budget is frozen except for the coaches' increment increases. He then spoke about the requested additions: Girls volleyball, both varsity and JV, as well as boys' lacrosse (assistant coach is needed). As far as his recommendations, he would like to see volleyball as a full varsity sport and for JV to become a part of that. Additionally, he would like to see the football team as a varsity sport with zero expense. Mr. Zalaski informed the Board that the football team has been officially accepted into the Pequot football conference next year which is a significant step. He also stated that the football club is all paid up for next year and ready to assume varsity status. Ms. Torgersen stated that she would like to see patterns in terms of numbers for sports with regard to students who sign up vs. students who actually try out. Mr. Zalaski said that he can get that information for her.

V.B. Choice Academic Performance Data

Mr. Addley stated that this report was a look at performance data for the students that attend Granby from the Choice Program and that this is a first venture down this path in terms of disaggregating the data at this level. Mr. Addley introduced Ed Lyman, Technology Consultant, and thanked him for the work he has done. Mr. Addley stated that this is part of our ongoing process that our students have equity of outcomes as our students who live in Granby. Mr. Lyman then presented programmatic data such as special education, sports, discipline, etc. He also presented the academic data for CMT and CAPT. With regard to the vertical scale data, which is a couple of years of data to see the growth from one grade level to the next, it showed that most choice students fall below the Granby average. Grade 4 students depicted in the chart presented have been in Granby since Kindergarten. Vertical scale data is only available for math and reading. CAPT data was then presented - almost 60% of Granby students scored goal or advanced - 0% of choice students scored goal or advanced. Mr. Heminway inquired if we correlate this data to compare with their peers in Hartford. Mr. Lyman stated that, yes, we could create similar comparison charts against Hartford students assuming that we can get Hartford data. Some data would be available publicly. Mr. Heminway then asked if there would be any value to doing that. Mr. Addley stated that, yes, he believes that putting the Hartford students in a rich environment does help them and that it would be nice to see how much so. Mr. Lyman then presented academic performance in the classroom as well as data that looked at the average Granby student and average choice student by GPA. Ms. Torgersen stated that this information was very helpful. Mr. Addley asked what the Board's questions/reactions were to this. Ms. Torgersen stated that there was a big difference between performance of Granby and choice students and wondered how big would the difference be when the students start in Granby in Kindergarten. Mr. Walther stated that the vertical scale data showed that the improvement was consistent and that 4th graders are still not at the same level and they have been here since Kindergarten. Mr. Addley stated that he recognizes some of the good things we

are doing and it goes a long way to improving the situation. Mr. Addley said that he appreciated the Board giving this forum to present this data and that it will continue to be a lens for the Board to look through, and he as well, as we move forward. Mr. Walther suggested that the Board look at this data on an annual basis.

V.C. Teacher Education and Mentoring (TEAM) Program

Dr. Patricia Law, Director of Secondary Education and TEAM facilitator this year, discussed the TEAM process. Dr. Law stated that it is important to support new teachers in a teacher/mentor program. She said that the BEST program ended in 2009 and in October of this year legislation was passed for a new team model. Similarities between BEST and TEAM are as follows: based on CCT both have strong mentor component - 2 year program; BEST was a state-funded program - new teacher was required to submit a portfolio - very much a performance-based model; TEAM program is a different approach - professional growth model - making sure teachers look within using a model of evaluating, "What can I improve on?" etc. The teacher must submit a reflection paper. The responsibility is moved from the state to the district level with very little funding. Only funding from the state is for the mentors. District Team Coordinating Committee must be assembled. Mr. Addley stated that he is working with both GASA and GEA about this process and trying to keep the group relatively manageable. GEA would like 5 teachers on the committee and Mr. Addley stated that he would like to work with that. GASA and GEA can make one appointment. Committee members must be submitted to the state by the end of next week. Ms. Torgersen asked if anything was needed from the Board. Dr. Law stated that the only thing needed was the Board's understanding and approval of the selection process as articulated.

VI. Miscellaneous

VI.A. Board Standing Committee Reports

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

Mr. Walther reported that this committee met this evening. New texts were discussed. Additionally, Ms. Dessert answered some of the Board questions that were asked at an earlier Board meeting. The calendar was also discussed – in particular, the first day of school.

VI.A.2. Finance/Personnel/Facilities

This committee has not met.

VI.B. Open Agenda Items

There were no open agenda items discussed.

VI.C. Other Board-Related Reports

VI.C.1. CPPAC

VI.C.2. CREC/CABE

Mr. Heminway reported that there was a CREC Council meeting today - very interesting comment with respect to forecast as to what the legislature will do this session - seatbelt legislation on buses - tax increases - not uplifting. Keep our legislatures aware of what we are doing - things that make life easier for us in the way of mandate reduction. CREC did pass a contract with certified staff - very close with Granby's GEA contract. CREC contacted by Korean government - interested in magnet school between CREC and Korean government which would actually be a private school - intriguing possibilities - school bus accident deferred the trip to next week. Mr. Heminway will keep the Board informed.

VI.C.3. Granby Education Foundation

Mr. Heminway reported that the Granby Education Foundation met last week. He stated that they met the \$200,000 goal for the arts endowment. They are now looking forward to the GranBee on April 4th.

VI.C.4. Energy-Saving Initiatives

Mr. Traver, Business Manager, reported that they met with the vendor for the energy audit and unfortunately the vendor missed the deadline to submit to CL&P. Santi Camarotti, Facilities Director, is going to set up a meeting with Honeywell who is also offering an energy audit. Mr. Traver stated that he is interested in hearing other opinions. Mr. Traver stated that Mr. Camarotti will speak to the Board on February 3rd for his annual facilities report. Mr. Traver also stated that there has been significant success this year in electricity reduction.

VI.D. Calendar of Events

VI.E. Board Member Announcements

There were no Board member announcements this evening.

VII. Executive Session/Non-Meeting

A motion was made by Ron Walther and seconded by Marie Nicholls to adjourn the meeting. Passed unanimously at 8:40 p.m.

Respectfully submitted,

Linda Powell
Recording Secretary

Teaching and Learning in Granby

Principal's Seminar:
Building Collaborative Learning
Experiences for Administrators

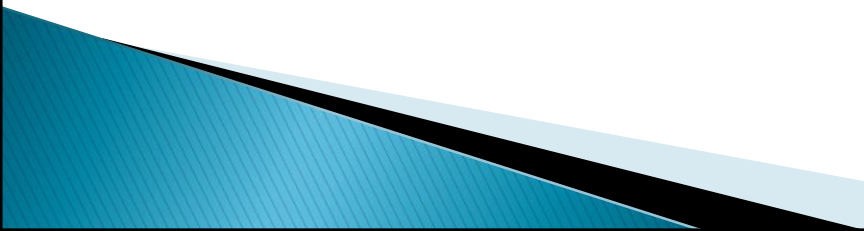
Background

- ▶ Started in 2008
- ▶ Meets once a month for an hour
- ▶ All district administrators participate in the seminar group
- ▶ Structured meeting protocol with norms and clearly defined expectations

“Collaboration – or co-laboring – in a PLC entails working together interdependently in systematic processes to analyze and impact professional practice to improve individual and collective results”

– Dufour, Dufour, Eaker (2008)

Purpose of Principal's Seminar

- ▶ Model expectations of collaborative work and new learning that we expect of teachers in a PLC
 - ▶ Create a collaborative and supportive process to foster growth, leadership and organizational capacity
 - ▶ Provides structure for reflective practice and structured conversations
 - ▶ Focused on problems of practice administrators experience in developing a PLC and in meeting professional expectations for administrators
- 

Granby Public Schools

To: Granby Board of Education
Date: January 29, 2010
From: Alan Addley, Superintendent of Schools
Re: Reallocation of Budget Funds

	Increase	Decrease	
Repair & Maintenance – Instr.	\$21,538		To reflect cancellation of plans to hire a half-year support position this year that would result in a full-year addition to be funded in the FY11 budget. The half-year savings are being transferred to fund continued consulting help rather than bring the work in-house.
Tech Support Salaries		(\$21,538)	
Totals	\$21,538	(\$21,538)	

**Curriculum/Policy/Technology/Communication Subcommittee Meeting Minutes
January 20, 2010
5:30 p.m.**

Attendance:

Ronald Walther	Present	Alan Addley	Present
Deb Torgersen	Present	Pat Law	Present
John O'Connor	Absent	Kim Dessert	Present
		Karen Trombley	Present

Meeting commenced at: 5:35 p.m.

Meeting adjourned at: 6:47 p.m.

1. Directors of Elementary and Secondary Education Updates (Attached). Reviewed updates with discussion.
2. Update on New Texts for FY11 Budget. Discussion on new text budget for FY11.
3. Data Update from Kearns' School Improvement Plan. Response to questions posed by the Board. See attached DRA reading levels. Data was reviewed with Ms. Dessert, Principal of Kearns Primary School. The School Improvement Plan will be discussed at the next meeting.
4. Progress on Choice Grant. Discussed status – see attachment.
5. Status Report on the Development of New Policies. Reviewed policy list and prioritized for superintendent..
6. Other –
 - School Calendar Discussion – Consensus on 2010-2011 start date 8/31/10.

cc: BOE Members

Monthly Elementary Curriculum Report: January 2010

Professional Development:

- January 19th early release day: combined elementary meeting on mission, achievement goal, vision, connection to 21st century skills, and grounding the theory/philosophy in actual classroom practice
- Mini-sessions during the school day for teachers and teacher assistants led by consulting teachers and reading staff on Ideas in Writing, Guided Reading groups, 6+1 Traits in Writing, model Every Day Math lessons, Read Naturally software (reading rate and fluency)

Grants:

- Complete mid-year report on Choice Academic and Social Support grant
- Using Title I to purchase materials to push-in tutor into Kindergarten classes instead of pull out students
- Use of Title II to purchase books for staff on best practices and Response to Intervention

Support of District Improvement Plan

- BOE progress report on Mission and Achievement Goal
- Elementary administrators give progress reports on School Improvement Plans and PLC team SMART goals

Special Services

- Continued informal observations of staff
- Solicit Special Ed feedback on Response to Intervention procedures
- Attended PPTs as needed
- Monitor Assistive Technology support
- Inform staff on CMT modifications planning
- Develop interview questions and lead interview team for elementary social worker position (grant funded)

Meetings:

- Co-facilitated monthly Administrative Council meeting on Response to Intervention
- Co-facilitated monthly Cohort 1 of Teacher Leadership Academy on Problems of Practice
- PTO meeting (budget and math curriculum focus)
- Elementary Administrative monthly meeting
- District Choice Leadership
- Welcoming Walkthrough training at SERC
- CAPSS workshop on advocating for the district budget
- Arranged for webinar for Deconstructing Elementary Standards
- District Test Coordinator meeting for CMT
- CREC Curriculum Council on using Instructional Rounds
- CAPSS Roundtable on SRBI

Other

- Serve on interview committee for Director of Special Services (screen applications, work on questions)
- Developed content to post link to Gifted Education on district website
- Hired staff and set structure for Intermediate after school homework club
- Updated elementary data base for TEAM training

Monthly Curriculum Sub-committee Report

From: Patricia Law, Director of Secondary Education

Date: January 2010

Professional Development:

- January 19th - ½ day PD for MS and HS focused on 21st century skills and connections to new mission
- Planning March PD ½ day – joint presentation for MS and HS on Reading Strategies in the content areas; presented by Deb Dussault and Helen Evans
- Working collaboratively with Alan and Sue to plan for administrative PD in February with Cassie Erkens about PLC processes and practices in Granby and next steps.

Curriculum:

- Working with ELL tutor to develop effective classroom practices for teachers of ELL students
- Guiding Unified Arts curriculum audit

Committee Work:

- Continued work with H1N1 committee to assess school and district needs
- District Emergency plan next step – to meet with original CIC team to review changes; next step to include town personnel
- Continued work with Robotics Club – processes for fundraising, program delivery, etc
- Wellness committee – next meeting January 26 – topics for discussion around goals, response to policy report

Other:

- Management of Title III grant – ordering support materials for teachers, students and tutor
- Leading PPTs as needed; oversight of out placed students
- Ongoing SMART goal work with building principals and PLC teams
- Helped lead district Ad Council discussion about RTI and its roll in Granby – on going
- Attended TEAM update meeting; beginning process to establish new TEAM program for district
- Met with Jen Mitchell (HS) to review information about TAs at HS; MS and HS TA evaluations to be done by mid year
- FY 11 budget development
- Observed SPED and reading teachers as part of Teacher Evaluation Plan process
- Attended Innovations Grant Meeting with Sue Clark - Perkins related grant monies available to support various HS programs
- Worked with HS guidance, teachers and administration to complete 2010-2011 Program of Studies
- Communication with NCAA about Course Articulation
- Work with Unified Arts Department at HS on Career Pathways Process
- Attended Local Prevention Council Meeting (LPC) as follow up to Asset Survey – ½ day retreat on January 25th
- Worked with Carolyn Dei Dolori on using new clicker training technology

Monthly Meetings:

- Diagnostic Team (SPED)
- Curriculum Council at CREC
- MS/HS Ad Council Meetings
- District Ad Council
- District Walkthroughs
- Teacher Leadership Academy – Cohort I Year 2, Theories of Action to Problems of Practice
- Principals Seminar – RTI and PLC in Granby
- DLT (District Leadership Team) – next meeting January 27th
- Wellness Committee – next meeting January 26th
- Attend HS and MS faculty meetings
- CONNCASE monthly meetings
- CAPSS Meeting – changing certification requirements, new TEAM model, new CCT - subcommittee work
- Bi monthly building admin meetings
- Ongoing PLC team meetings at MS and HS
- CAS meetings at HS and MS
- HS and MS department meetings as needed (regular ed. and SPED)
- Superintendent Meeting
- BOE
- CST meetings at MS (weekly)

F.M. Kearns Primary School

Response to questions asked at 11/17/09 Board of Education Meeting

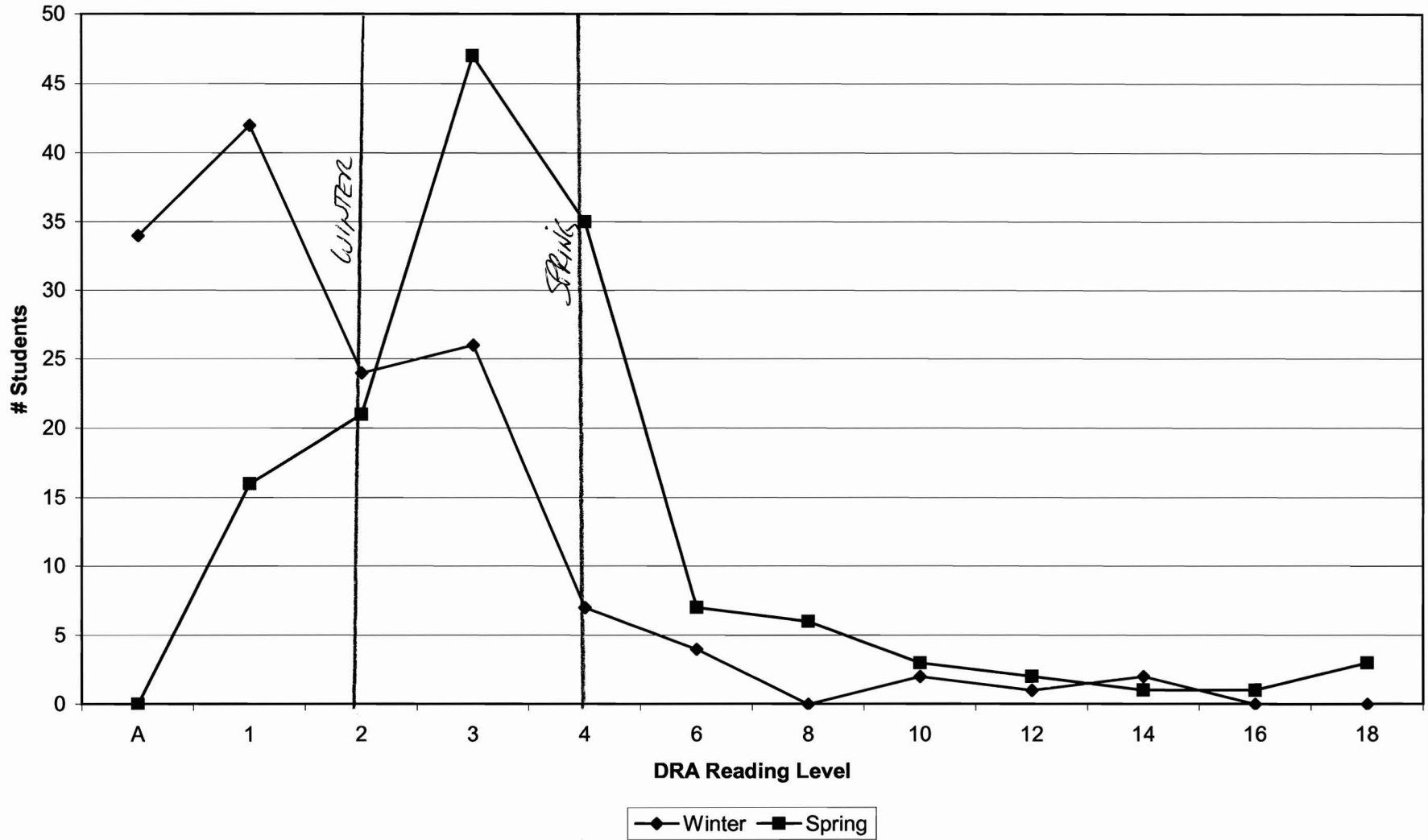
Students who received reading support 2008-2009 year.

Kindergarten	55 students
Grade 1	41 students
Grade 2	31 students

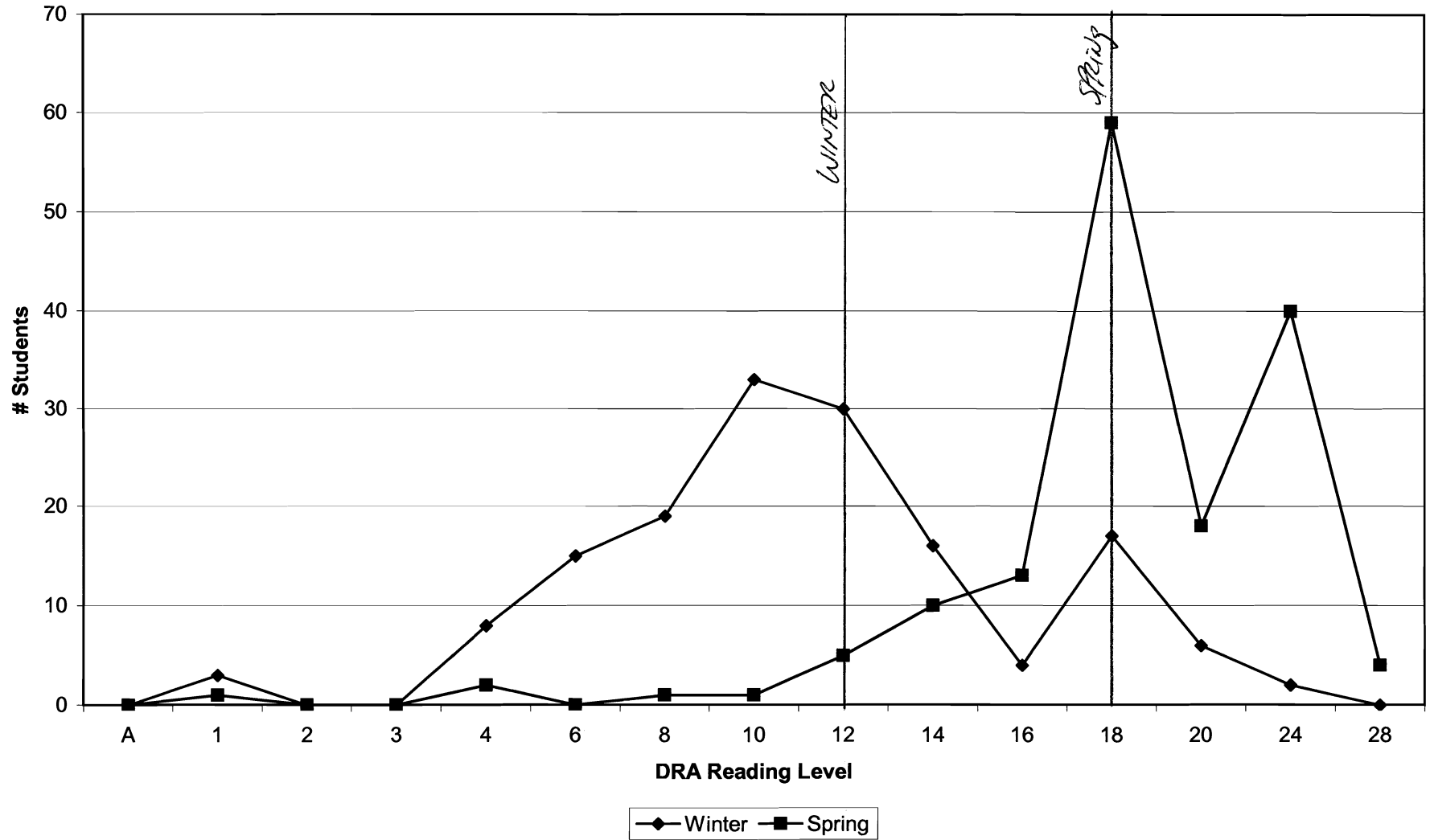
Students who did not meet benchmark on Spring 2009 DRA and received summer support.

Kindergarten	10 out of 88
Grade 1	13 out of 40
Grade 2	3 out of 28

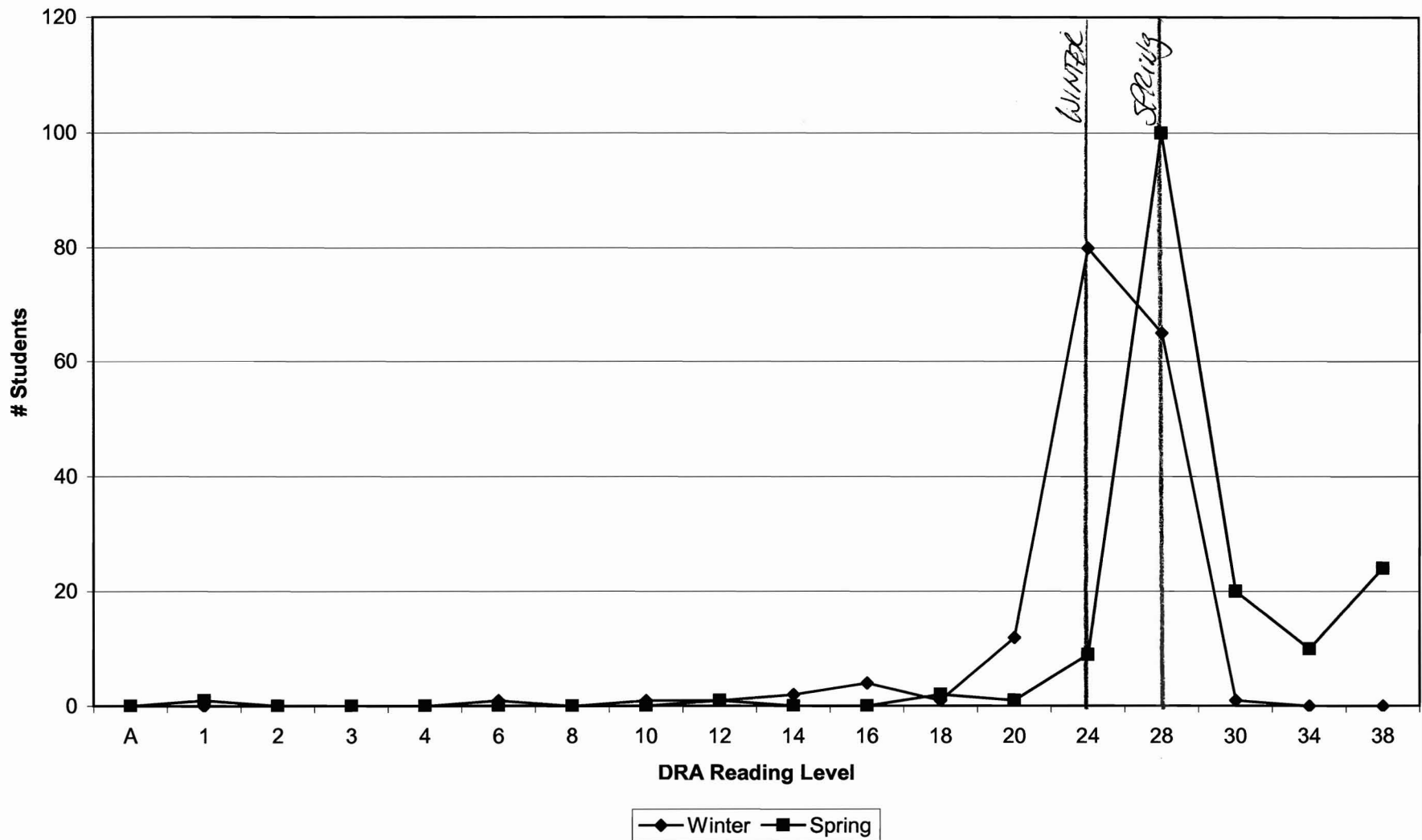
DRA Reading Levels: 2008-2009 Winter to Spring Kindergarten



DRA Reading Levels: 2008-2009 Winter to Spring
Grade 1



DRA Reading Levels: 2008-2009 Winter to Spring
Grade 2



Grade K DRA Level	Number of Students at Reading Level	
	Winter	Spring
A	34	0
1	42	16
2	24	21
3	26	47
4	7	35
6	4	7
8	0	6
10	2	3
12	1	2
14	2	1
16	0	1
18	0	3

TOTAL 142 142

Grade 1 DRA Level	Number of Students at Reading Level	
	Winter	Spring
A	0	0
1	3	1
2	0	0
3	0	0
4	8	2
6	15	0
8	19	1
10	33	1
12	30	5
14	16	10
16	4	13
18	17	59
20	6	18
24	2	40
28	0	4

TOTAL 153 154

Grade 2 DRA Level	Number of Students at Reading Level	
	Winter	Spring
A	0	0
1	0	1
2	0	0
3	0	0
4	0	0
6	1	0
8	0	0
10	1	0
12	1	1
14	2	0
16	4	0
18	1	2
20	12	1
24	80	9
28	65	100
30	1	20
34	0	10
38	0	24
TOTAL	168	168

Open Choice Academic and Social Supports Status Report

Description of Strategy	Implementation to Date	Progress Towards Intended Outcome	Method of Measuring Progress
<p>Intervention specialist to provide student support, family outreach, and coordination between agencies/districts. Position to serve four schools, grades K-8 as needed</p>	<p>Position defined, hiring process initiated (advertised, interviews completed)</p>	<p>School social worker to start on or about 2/1/2010</p>	<p>Person in place Orientation to district Role definition vis-à-vis existing support staff Direct interaction with school staff, students, families, agencies Log of activities Reports to, supervised by/evaluated by school principals</p>
<p>After school homework club. Serves grades 3-6, two intermediate schools. Academic tutoring, homework support, enrichment projects/activities as well as social/affective goals for student community and team building</p>	<p>Structure and format of program designed, staff interviewed and hired.</p>	<p>Sessions to start on or about 2/1/2010</p>	<p>Participation and attendance will be logged, types of activities will be reviewed, overall impact on student grades, discipline referrals, connectedness to school community will be assessed with a survey</p>
<p>Professional development and training for staff and students</p>	<p>Choice Leadership group expanded to include building administrators, guidance staff, psychologists, CREC Open Choice staff, and other district leaders. Diversity consultants interviewed and each submitted proposals. SERC selected to provide first round of training for staff with roll-out plan for a larger staff audience.</p>	<p>Three of five sessions completed with Leadership Group and SERC consultants. Student leader groups registered to attend several conference events. SERC plan for student programming still pending.</p>	<p>Evaluations of each Leadership Group session have been done. Possible student climate survey.</p>

Open Choice Academic and Social Supports Status Report

	Unable to set up ADL assembly programs for grade 7, 9, and 11 students thus far—in discussions with SERC to design large scale student assembly programs at guaranteed grades. High school student leaders participating in various anti-bias/diversity conferences.		
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Additional Comments:

Development and implementation of a suburban host family program was originally listed as a separate strategy in the grant application. This activity will be pursued and managed by the social worker/interventionist position as part of the responsibilities of the position in collaboration with the district Outreach Coordinator.

February 3	Finance/Personnel/Facilities Subcommittee Meeting BOE Meeting	5:30 p.m. 7:00 p.m.	Central Services Central Services
February 4	8 th Grade Parents' Night	7:00 p.m.	HS Auditorium
February 5	Coffeehouse at the High School	7:00 p.m.	HS Commons
February 11	Kelly Lane Band/Chorus Concert	7:00 p.m.	Cafetorium
February 15	Presidents' Day – No School		Offices Closed
February 16-19	February Vacation – No School		Offices Open
February 17	Curriculum/Policy/Technology/ Communication Subcommittee Mtg. BOE Meeting	5:30 p.m. 7:00 p.m.	Central Services Central Services