

MARLBOROUGH BOARD OF EDUCATION

REGULAR BUSINESS MEETING

Elmer Thienes-Mary Hall Elementary School - Library

Thursday, March 23, 2023

6:00 p.m.

The Marlborough Board of Education is holding its meeting in a hybrid format to allow for greater community awareness and participation. Hybrid meetings and proceedings will be recorded and posted on the District website within seven days of the meeting. The public is welcome to attend Board of Education meetings in-person, but also can view the Board meeting live via Google Meet Link: <https://meet.google.com/wnp-sava-ogg?hs=122&authuser=2>

In a partnership of family, school and community, our mission is to educate, challenge and inspire each individual to excel and become a contributing member of society.

AGENDA

1. Call to Order and Roll Call by Chairperson Wes Skorski 6:00/05

THE BOARD REQUESTS THAT ALL ELECTRONIC DEVICES BE TURNED OFF DURING THE MEETING

2. Pledge of Allegiance

3. Celebrations 6:05/20
- CAPSS Student Awards
 - Board Appreciation

4. Public Comments 6:25/05
- Members of the Marlborough community are encouraged to share their thoughts with the Board of Education and are invited to do so during this segment of the meeting. All speakers must identify themselves by name and address and limit comments to 3 minutes. The Board will not engage in dialogue with the public. Written comments to be read-aloud by the Chair can be emailed to boardofed@marlborough.k12.ct.us no later than 24 hours before the meeting. Those who wish to provide comment by remote means: Raise your hand using the raise hand icon at the bottom of the Google Meet screen; once called upon, unmute yourself to speak. Please mute yourself after speaking.

5. Additions to the Agenda 6:30/05

Additional business may be considered at a regular meeting upon a 2/3 vote of those members of the board present and voting, per state statute.

6. Consent Agenda 6:35/05

Consent agenda items are considered to be routine in nature, which the Board may not need to discuss individually and may be voted on as a group. Any board member who

wishes to discuss a particular item in this section may request the Chairperson to remove it for later discussion and a separate vote if necessary.

MOTION: That the Board approve the following Consent Agenda items:

- 6.1 Minutes of 02/23/23 regular business meeting (Encl. 6.1).
 - 6.2 Personnel Actions – none;
 - 6.3 Reports – receive and file the following document: monthly enrollment report (Encl. 6.3);
 - 6.4 Grants – none;
7. Oral Reports
- 7.1 Advisory Groups 6:40/05
 - PTO – Dan White
 - SAC – Dan White/Kerri Barella
 - Operations, Wellness & Safety – Dan White/Pat Pabouet
 - Board of Finance Liaison – Louise Concodello
 - AHM – Kerri Barella
 - 7.2 Subcommittees 6:45/05
 - Policy – Louise Concodello
 - 7.3 Chairperson 6:50/10
 - Board Goals Process/Timeline
 - Superintendent Evaluation Process/Timeline
 - 7.4 Superintendent and Administrative Team 7:00/05
8. Unfinished Business 7:05/05
9. New Business
- 9.1 Review March Financial Report – (Encl. 9.1) 7:10/05
10. Public Comments 7:15/05
- Members of the Marlborough community are encouraged to share their thoughts with the Board of Education and are invited to do so during this segment of the meeting. All speakers must identify themselves by name and address and limit comments to 3 minutes. The Board will not engage in dialogue with the public. Written comments to be read-aloud by the Chair can be emailed to boardofed@marlborough.k12.ct.us no later than 24 hours before the meeting. Those who wish to provide comment by remote means: Raise your hand using the raise hand icon at the bottom of the Google Meet screen; once called upon, unmute yourself to speak. Please mute yourself after speaking.
11. Communications 7:20/05
- 11.1 Staff Vacancy Summary (Encl. 11.1)
12. Future Meetings & Topics 7:25/05
- Anticipated Special Meeting for BOE to adopt final budgets (date TBD)
 - Annual Town Budget Public Hearing, Monday, April 17, 2023, 7:00 pm
 - Policy subcommittee meeting, Thursday, April 27, 2023, 5:30 pm
 - Next regular business meeting, Thursday, April 27, 2023, 6:00 pm
 - 2nd Annual Town Budget Public Hearing, Monday, May 1, 2023
 - Town Budget Referendum, Tuesday, May 2, 2023

REMINDER: Agenda suggestions for the next business meeting are due to the Chairperson or Superintendent by 12:00 noon on Thursday, April 20, 2023.

13. Adjournment

7:30

NOTE TO BOARD MEMBERS:

Attendance - If you are unable to attend this meeting either in-person or remotely please call the Superintendent's Office at 860-295-6236 at least 24 hours prior to the meeting. If you plan to attend remotely, please notify the Superintendent's office 24 hours in advance of the meeting.

Persons requiring interpreters or related services are advised to call 860-295-6236 at least three (3) business days before the meeting.

Copies of the agenda enclosures are available for examination in the Superintendent's Office at 25 School Drive, Marlborough, CT during business hours: 8:00 a.m. to 4:00 p.m., Monday through Friday.

The Marlborough Board of Education does not discriminate in its programs, activities, and employment practices based on an individual's race, color, religion, creed, sex, sexual orientation, gender identity/expression, national origin, ancestry, disability, (including, but not limited to, intellectual disability, past or present history of mental disorder, physical disability or learning disability), genetic information, marital status, age, or status as a Veteran.

UNAPPROVED DRAFT

MARLBOROUGH BOARD OF EDUCATION

REGULAR BUSINESS MEETING MINUTES

Thursday, February 23, 2023 - Library

6:00 p.m.

1. **Call to Order and Roll Call:**

Wes Skorski, BOE Chair, called the meeting to order at 6:01 pm

BOE Members Present: Wes Skorski, Ruth Kelly, Louise Concodello, Susan Stolfi, Patrick Pabouet, Angela Colantonio, Kerri Barella and Anna Holden.

Administration Present: Dr. Holly Hageman, Superintendent
Dan White, Principal
Kim Kelley, Assistant Principal

2. **Pledge of Allegiance**

3. **Celebrations:**

Kim Kelley presented a video of school happenings over the last month.
Dr. Holly Hageman highlighted Joseph Dooley's Fifty Year Anniversary Assembly.

4. **Public Comments:** None

5. **Additions to the Agenda:** Kerri Barella asked to add Anna Holden's report regarding HB5003 to the agenda. Wes Skorski suggested adding the item under 7.3, Chairperson's Report.

6. **Consent Agenda**

- 6.1 Minutes of 01/26/23 regular business meeting (Encl. 6.1A) and 02/09/23 special meeting (Encl. 6.1B);
- 6.2 Personnel Actions – none;
- 6.3 Reports – receive and file the following document: monthly enrollment report (Encl. 6.3);
- 6.4 Grants – none;

L. Concodello made a motion that the Board approve Consent Agenda items 6.1 - 6.4., seconded by R. Kelly. Unanimously approved. MOTION CARRIED.

7. **Oral Reports:**

7.1 **Advisory Groups**

- Dan White stated that the PTO, SAC and Operations committees have not met since the last BOE meeting, therefore nothing to report.
- Louise Concodello reported that the BOF had a meeting on Feb 16th where the BOE presented the Operating and Capital Plan Budgets. The BOF also had a meeting on Feb 15th with the BOS presenting their budget.

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- Kerri Barella reported AHM is hosting the Welcome 2 Reality, Support for Parents & Caregivers presentation on Feb 28th. She stated AHM is reviewing recent survey results and they are working on an action plan based on the results. Kerri also mentioned that AHM will be holding their fourth annual Tip a Musician Fundraiser at The Flour Girl Café.

7.2 Subcommittees

- Louise Concodello reported no meeting this month.

7.2 Chairperson

- Anna Holden stated she attended the Legislative Forum regarding HB5003 and reviewed with the Board what was discussed.

7.4 Superintendent and Administrative Team

- **Update on Literacy Program: Bookworms and Waiver** – Dr. Holly Hageman prefaced the presentation by pointing out a few details in the CSDE Right To Read Legislation and why MES decided to submit the Waiver of Approved Reading Curriculum. Kim Kelly presented on the MES K-3 Literacy Program stating the Literacy Committee selected Bookworms as the knowledge-building component of the MES K-3 Reading Program.

8. Unfinished Business: None

9. New Business:

- 9.1 **Review February Financial Report** – Dr. Holly Hageman reported there has not been a major financial change since last month. MES is running at a projected surplus of \$45,956.78.

- 9.2 **Town of Marlborough Sustainable CT Certification - BOE participation in the Town Equity Statement.** Dr. Holly Hageman reported the Town is pursuing voluntary Sustainable CT Certification which allows the Town to be eligible for certain competitive grants. Dr. Hageman conveyed that one of the requirements is that the Town develop a Town Equity Statement. Peter Hughes asked the BOE, since it is a significant town entity, if the BOE would like to participate in providing a statement for inclusion in the Town's statement. Dr. Hageman also stated the BOE will need to consider what statement to provide. Dr. Hageman read her proposed statement: *At Marlborough Elementary School, our aim is to provide an educational experience that affords every student with opportunities to develop the knowledge, skills, and dispositions to think critically, communicate effectively, and contribute productively while demonstrating respect for and kindness towards one another. Educational equity benefits all students and our entire community. Therefore, all children and adults within the Marlborough Public Schools are provided with equitable access to high quality curriculum, instruction, support, and other educational resources so that each can achieve academic, social, and emotional success regardless of race, ethnicity, language or other characteristics of their identity.*

S. Stolfi made a motion that the Board opts to provide a statement for inclusion in the Town's Equity Statement. Second by L. Conciodello. Unanimously approved. MOTION CARRIED.

S. Stolfi made a motion that the Board approves the statement as presented by the Superintendent. Second by L. Conciodello.

Discussion: An alternative statement was suggested by Anna Holden: *At MES we believe in every one of our student's potential for greatness and will provide an equitable educational experience full of opportunities for each student to develop mentally, physically, and intellectually, regardless of race, ethnicity, ability,*

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gender identity/expression, religion, language, culture, socioeconomic status, age, or nationality. In this pursuit, we want to be clear that we welcome and value diversity, in all its forms. We realize that words are incredibly important when reaching this ideal, but are not enough in and of themselves; we must show with our actions that we welcome, value, appreciate, and actively seek the participation, ideas, and feedback of everyone involved in our mission: students, staff, parents/guardians, community members, and others. We (are not very diverse, but) recognize that diversity is incredibly important and will work toward becoming a more diverse and inclusive organization.

W. Skorski, R. Kelly, L. Concodello, S. Stolfi, P. Pabouet, A. Colantonio and K. Barella voted in favor of the proposed statement as presented by the Superintendent. **MOTION CARRIED**

10. Public Comments: None

11. Communications: Staff Vacancy Summary. Dr. Hageman stated that the school has 1.5 paraeducator positions to hire. Service hours for children are being met.

12. Future Meetings & Topics

- BOF budget meeting analysis and discussion, Thursday, March 16, 2023, 7:00p.m.
- Policy subcommittee meeting, Thursday, March 23, 2023, 5:30 p.m.
- Next regular business meeting, Thursday, March 23, 2023, 6:00 p.m.

13. Adjournment:

R. Kelly made a motion to adjourn the meeting at 7:10pm. Seconded by A. Colantonio. Unanimously approved. **MOTION CARRIED.**

Respectfully Submitted,

Carmela Monte
Board Clerk

MAR 23 2023

		March	2022-23 AS OF	3/16/2023				Mar-23
UNIFUND	MUNIS		BUDGETED	EXPENDED	ENCUMBERED	BALANCE		PROJECTED
ACCOUNT	ACCOUNT	DESCRIPTION	FY 2022-2023	3/16/2023	3/16/2023	3/16/2023		6/30/2023
111	51111	DISTRICT ADMINISTRATION	\$ 392,434.00	\$ 276,754.14	\$ 123,001.84	\$ (7,321.98)		\$ (7,321.98)
111	51112	TEACHERS	\$ 3,891,462.50	\$ 2,281,918.97	\$ 1,531,347.44	\$ 78,196.09		\$ 70,177.61
111	51113	STIPENDS	\$ 6,488.00	\$ -	\$ -	\$ 6,488.00		\$ -
111	51114	CURRICULUM REVISION	\$ 5,125.00	\$ 574.00	\$ -	\$ 4,551.00		\$ -
111	51118	SUMMER SPED PROGRAMS	\$ 8,631.68	\$ 6,113.30	\$ -	\$ 2,518.38		\$ -
112	51115 29	SUBSTITUTES	\$ 103,715.50	\$ 55,938.77	\$ -	\$ 47,776.73		\$ -
112	51120 23 26 27	OFFICE/TECH/NURSE/OT/PT	\$ 545,078.20	\$ 324,667.48	\$ 156,480.56	\$ 63,930.16		\$ 55,586.79
112	51124 28	PARAEDUCATORS	\$ 544,106.56	\$ 300,662.74	\$ 196,128.35	\$ 47,315.47		\$ 66,773.59
112	51125	CUSTODIANS	\$ 213,297.53	\$ 153,481.01	\$ 55,461.00	\$ 4,355.52		\$ (12,982.11)
		TOTAL SALARIES	\$ 5,710,338.97	\$ 3,400,110.41	\$ 2,062,419.19	\$ 247,809.37		\$ 172,233.90
200	52005	SOCIAL SECURITY	\$ 156,142.00	\$ 93,853.39	\$ -	\$ 62,288.61		\$ -
200	52012	RETIREMENT CONTRIBUTION	\$ 60,217.00	\$ 37,158.43	\$ -	\$ 23,058.57		\$ 0.00
200	52015-27	GROUP INSURANCE	\$ 806,319.68	\$ 569,739.46	\$ 156,563.91	\$ 80,016.31		\$ (37,038.48)
200	52035	UNEMPLOYMENT	\$ 9,600.00	\$ 1,867.50	\$ -	\$ 7,732.50		\$ -
200	52040	WORKERS' COMPENSATION	\$ 41,083.56	\$ 35,333.77	\$ -	\$ 5,749.79		\$ 5,749.79
200	52060	TUITION REIMBURSEMENT	\$ 8,000.00	\$ 3,015.00	\$ -	\$ 4,985.00		\$ -
		TOTAL BENEFITS	\$ 1,081,362.24	\$ 740,967.55	\$ 156,563.91	\$ 183,830.78		\$ (31,288.69)
340	53140	AUDITING	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00		\$ -
340	53180	SCHOOL PHYSICIAN	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00		\$ -
340	53190	OCCUP/PHYS THERAPY	\$ -	\$ 23,227.53	\$ -	\$ (23,227.53)		\$ (47,500.00)
340	53200	OTHER CONSULTANTS	\$ 16,650.00	\$ 22,722.32	\$ 3,500.00	\$ (9,572.32)		\$ (6,525.00)
310	53210	BOARD LEGAL SERVICE	\$ 14,400.00	\$ 3,544.00	\$ -	\$ 10,856.00		\$ -
340	53220	BOARD CLERK	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00		\$ 2,500.00
330	53240	STAFF DEVELOPMENT	\$ 12,175.00	\$ 2,525.35	\$ 4,200.00	\$ 5,449.65		\$ -
320	53260	AHM YOUTH SERVICE	\$ 43,696.00	\$ 43,911.00	\$ -	\$ (215.00)		\$ (215.00)
		TOTAL PROF/TECH SERVICES	\$ 105,921.00	\$ 95,930.20	\$ 7,700.00	\$ 2,290.80		\$ (51,740.00)
410	54160-70, 54325-40	UTILITY SERVICES	\$ 156,905.66	\$ 108,608.03	\$ 58,065.29	\$ (9,767.66)		\$ (18,001.21)
420	54XXX	CONTRACTED REPAIR SERVICE	\$ 156,115.56	\$ 77,361.30	\$ 14,611.37	\$ 64,142.89		\$ (13,707.80)
		TOTAL PROPERTY SERVICES	\$ 313,021.22	\$ 185,969.33	\$ 72,676.66	\$ 54,375.23		\$ (31,709.01)

MARLBOROUGH BOARD OF EDUCATION MONTHLY FINANCIAL REPORT

		March	2022-23 AS OF	3/16/2023				Mar-23
UNIFUND	MUNIS		BUDGETED	EXPENDED	ENCUMBERED	BALANCE		PROJECTED
ACCOUNT	ACCOUNT	DESCRIPTION	FY 2022-2023	3/16/2023	3/16/2023	3/16/2023		6/30/2023
590	55000	TELEPHONES	\$ 7,080.00	\$ 6,019.19	\$ -	\$ 1,060.81		\$ -
590	55005	WEBHOSTING/EMAIL SERVICE	\$ 5,900.00	\$ 4,119.80	\$ -	\$ 1,780.20		\$ (7,200.00)
590	55030	PRINTING & BINDING	\$ -	\$ -	\$ -	\$ -		\$ -
590	55110	ADVERTISING	\$ 1,100.00	\$ 228.00	\$ -	\$ 872.00		\$ -
562	55120	OUT OF DISTRICT PLACEMENT	\$ 119,783.75	\$ 108,870.48	\$ 104,439.38	\$ (93,526.11)		\$ (3,204.60)
561	55125	MAGNET SCHOOL TUITION	\$ 29,423.01	\$ 33,210.00	\$ -	\$ (3,786.99)		\$ (3,786.99)
590	55130	POSTAGE	\$ 4,000.00	\$ -	\$ -	\$ 4,000.00		\$ -
520	55140	LIABILITY/PROPERTY INS	\$ 32,800.00	\$ 36,006.39	\$ -	\$ (3,206.39)		\$ (3,206.39)
510	55160-70	STUDENT TRANSPORTATION	\$ 346,750.24	\$ 145,172.87	\$ -	\$ 201,577.37		\$ 7,602.00
		TOTAL PURCHASED SERVICES	\$ 546,837.00	\$ 333,626.73	\$ 104,439.38	\$ 108,770.89		\$ (9,795.98)
620	56080	HEATING OIL	\$ 62,084.50	\$ 37,824.36	\$ 24,260.14	\$ -		\$ -
627	56090	DIESEL & GASOLINE	\$ 26,830.00	\$ 9,415.46	\$ 17,681.68	\$ (267.14)		\$ (1,067.14)
621	56095	PROPANE GAS	\$ 1,200.00	\$ -	\$ -	\$ -		\$ -
611	56111-13	INSTRUCTIONAL SUPPLY	\$ 73,250.00	\$ 72,927.87	\$ 18,698.80	\$ (18,376.67)		\$ (3,895.28)
612	56211	INSTRUCTIONAL TECHNOLOGY	\$ 9,490.00	\$ 364.97	\$ 457.27	\$ 8,667.76		\$ (261.21)
641	56410	TEXTBOOKS	\$ 51,652.83	\$ 21,094.02	\$ 1,607.94	\$ 28,950.87		\$ 0.00
642	56421	LIBRARY BOOKS	\$ 5,300.00	\$ 5,474.51	\$ 424.04	\$ (598.55)		\$ (598.55)
690	56901	ADMIN OFFICE SUPPLY	\$ 4,000.00	\$ 1,183.70	\$ 1,418.79	\$ 1,397.51		\$ -
690	56902	HEALTH ROOM SUPPLY	\$ 7,000.00	\$ 1,577.84	\$ 479.93	\$ 4,942.23		\$ -
690	56903	FINANCE OFFICE SUPPLY	\$ 2,500.00	\$ 783.77	\$ 181.80	\$ 1,534.43		\$ -
613	56904	MAINTENANCE SUPPLY	\$ 32,298.45	\$ 32,601.24	\$ 6,903.96	\$ (7,206.75)		\$ (7,206.75)
		TOTAL SUPPLIES/MATERIALS	\$ 275,605.78	\$ 183,247.74	\$ 72,114.35	\$ 20,243.69		\$ (13,028.93)
730	57301	NEW/REP EQUIP-INSTR	\$ -	\$ -	\$ -	\$ -		\$ -
739	57390	NEW/REPL EQUIP-NON INSTR	\$ -	\$ -	\$ -	\$ -		\$ -
740	57400	CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -		\$ -
		TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ -		\$ -
810	58901 8902	DISTRICT MEMBERSHIP DUES	\$ 13,845.00	\$ 4,888.00	\$ 234.85	\$ 8,722.15		\$ (2,123.00)
900	59000	OTHER ITEMS	\$ -	\$ -	\$ -	\$ -		\$ -
		TOTAL OTHER OBJECTS	\$ 13,845.00	\$ 4,888.00	\$ 234.85	\$ 8,722.15		\$ (2,123.00)
		GRAND TOTALS	\$ 8,046,931.21	\$ 4,944,739.96	\$ 2,476,148.34	\$ 626,042.91		\$ 32,548.29

MARLBOROUGH BOARD OF EDUCATION MONTHLY FINANCIAL REPORT

		March	2022-23 AS OF	3/16/2023				
UNIFUND	MUNIS		BUDGETED	EXPENDED	ENCUMBERED	BALANCE		Mar-23
ACCOUNT	ACCOUNT	DESCRIPTION	FY 2022-2023	3/16/2023	3/16/2023	3/16/2023		PROJECTED
								6/30/2023
BOE Report Feedback/ Questions								
Why are Teacher Salaries (51112) forecasted in a surplus position?								
		We anticipate one leave of absence at this time.						
Why is the Related Services Salary (51120 23 26 27) account in a surplus position ?								
		We were able to hire a COTA to meet student needs.						
		Our Physical Therapy Services remain outsourced in the 2022-23 school year.						
Why is the Paraeducator Salary (51124/28) account in a surplus position ?								
		Because of delays in filling positions, we have forecasted a surplus in this line						
Why is the Custodial Salary (51125) account in a deficit position ?								
		We currently anticipate additional overtime to address maintenance and repairs during the school year.						
Why is there a deficit in Occupational/Physical Therapy Services (53190)?								
		Our Physical Therapist resigned in May 2022.						
		We replaced them with a contracted service.						
		There are corresponding savings in the OT/PT salary line (51120).						
Why are Contracted Repairs and Maintenance (54000-54999) over budget at this time?								
		We anticipate higher than normal repair bills.						
Why has the Electricity (54330) forecast gone up?								
		Our three year contract for energy supply expired in December.						
		We have locked supply rates through November 2023.						
Why has the Transportation Line (55160/55170) forecast developed a surplus?								
		We had conservatively budgeted our regular education transportation line.						
Why are Custodial Supplies (56904) over budget?								
		There has been a significant investment in plumbing supplies, paint, and door hardware this year.						
		Custodial supply prices have increased significantly this year.						
* Asterisk indicates the budget explanation was updated as of				3/16/2023				*

