

MARLBOROUGH BOARD OF EDUCATION
Regular Business Meeting Minutes
Thursday, August 25, 2022
Elmer Thienes-Mary Hall Elementary School –Library
6:00 p.m.

1. Call to Order and Roll Call Chairperson

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

BOE Members Present: Wesley Skorski, Ruth Kelly, Louise Concodello, Susan Stolfi, Patrick Pabouet, Angela Colantonio, Kerri Barella, Liz Giannelli and Ann Holden by Teleconference

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

2. Pledge of Allegiance

3. Celebrations

- New Staff Members- Ms. Kelley reported Molly Cunningham was hired as the new fourth grade teacher. Mr. White reported that they are still in the process of staffing paraeducators. Ms. Kelley thanked the custodians for all their hard work to get the school ready. Dr. Hageman stated all things considered in the current job market, we are in a good shape. Dr. Hageman recognized the over one dozen MES educators who started the LETRS training over the summer.
- Community Room Refurbishments – Dr. Hageman thanked the Town and community for their support for this Capital Plan project. Project is complete and the floor looks beautiful.

4. Public Comment: Joe Asklar, Marlborough Fire Marshall asked to be on the agenda to discuss his annual inspection. He referenced what was found in the school inspection regarding what was found in the school and what some of the violations continue to be. Mr. Asklar stated Dan and he have a plan in place but expressed his need to request the Board's assistance to meet the timeframe.

5. Additions to the Agenda:

Loiuse Concodello made a motion to add the inspection of the school done by the Marlborough Fire Marshal, Joe Asklar. Ruth Kelly Second the motion:

Vote by Roll Call: K. Barella: Yes, A. Colantonio: Yes, R. Kelly: Yes, W. Skorski: Yes, L. Concodello: Yes, S. Stolfi: Yes, P. Pabouet: Yes, L. Giannelli: Yes, A. Holden: Yes. Unanimously approved. MOTION CARRIED.

Item was added to the agenda under Additions to the Agenda, 5.a

5.a Inspection of the School Report: Joe Asklar, Fire Marshal, stated Dan and Kim did the annual inspection of the school with him. The school is in excellent condition, custodians have done a wonderful job, but there continues to be a code violation due to some of the egress doors being hard to push open. Dr. Hageman and Mr. White shared that there is a plan in place to have the new doors which were ordered last spring, installed by October 1st, 2022. Joe mentioned that Dan and he are on the same page to get the project done.

6. Consent Agenda

- 6.1 Minutes of 6/16/22 Regular Business meeting and 6/16/2022 Policy Committee meeting
- 6.2 Personnel Actions – none;
- 6.3 Monthly Enrollment Report
- 6.4 Grants – none

Louise Concodello moved to approve the consent agenda, seconded by Angela Colantonio.

Vote by Roll Call: K. Barella: Yes, A. Colantonio: Yes, R. Kelly: Yes, W. Skorski: Yes, L. Concodello: Yes, S. Stolfi: Yes, P. Pabouet: Yes, L. Giannelli: Yes, A. Holden: Yes. Unanimously approved. MOTION CARRIED.

7. Oral Reports

7.1 Advisory Groups

- **PTO** – Mr. White reported that there hasn't been a PTO meeting yet, but he has met with the new PTO president Jasmine LeBlanc and the Executive Board over the summer. PTO is looking to bring back some past as well as new activities.
- **SAC** – Did not meet over the summer, will meet in September.
- **Operations, Wellness & Safety** - Mr. White stated they will meet in September. Ms. Kelley reported that the School Safety and Security team met today. The purpose of the meeting was to go through a crosswalk with the new state template for school safety standards. The plan will be submitted to the state by November 1st. Dr. Hageman also stated that the School Safety and Security team met on August 18th regarding the discussion around the establishment of an SOR and/or creating a satellite office for law enforcement, which is an agenda topic tonight.
- **Board of Finance Liaison** – L. Concodello reported that the BOF met on Wednesday, August 17th. Finance Director resigned and the position has been posted. Spoke about the sink holes in town and the Library expansion.
- **AHM** - K. Barella reported that they did not meet over the summer but will meet on September 7th. Cookie with a Cop will happen in Hebron on Sept 2nd.

7.2 Subcommittees

- **Policy** – L. Concodello reported that they met tonight at 5pm and reviewed 11 policies that will be brought to the Board in September for a first read.
- **Ad Hoc Communications – Sue Stolfi: Calendar of Typical Monthly BOE Business** - Dr. Hageman reported that one of the goals of the committee was to put together a typical BOE Business by Month document so Board members can have a sense of the

flow of typical business. See Ecnl. 7.2. The bulleted items do not represent the only agenda items that happen in the monthly meetings. SCIP reports are embedded in the calendar to occur periodically.

7.3 Chairperson - W. Skorski introduced new Board member, Anna Holden, who replaced Michele Thomas. A. Holden introduced herself. W. Skorski also reported that this is L. Giannelli's last board meeting and will be looking to fill the position. L. Giannelli informed the Board she is moving. She thanked the Board and has tremendous respect for everyone on the Board. Liz feels Marlborough is in excellent hands under Dan, Kim and Holly's leadership. W. Skorski thanked her for her service.

7.4 Superintendent and Administrative Team

- **Summer Building Projects Update** - Mr. White reported that the community room project is done. The elevator project was delayed due to the vendor's employee shortage. Elevator(s) are functional. The fire panel reprogramming is slated for an early October completion date. Security equipment is slated for the end of September. Dr. Hageman reported on an issue regarding the refinishing of the gym floor and steps to resolve the matter without it being an undue expense for the BOE. There were two projects going on simultaneously; brick refinishing/repainting and the refinishing of the gym floor. Moisture and debris got onto the gym floor as it was being refinished, affecting the finish. Mr. White explained that the floor is 100 % usable, but needs to be refinished adequately.
- **ESY** – Mr. White reported that ESY ran smoothly for 4 weeks in July.
- **Professional Development and Committee Work** – Ms. Kelly reported that the summer has been productive, including an update to Report Cards. Dr. Hageman stated that she and Kim have been working on the MES Academic Guide for Parents which explains what is taught in every grade level and in all specials areas and that the report card standards will be embedded in this document.
- **School Opening Update** – Dr. Hageman reported that we are returning to normal: Mask optional, visitors returning back to the school, having events. The only strict COVID related operation is that for persons who test positive, they must isolate for 5 days and upon return must wear a mask through day 10. The Return to In-Person Learning and Pandemic Mitigation Plan will be posted on the school website on Monday. Dr. Hageman also reported that there are state funds to continue free meals through at least November. Mr. White stated that students will go back to specials every day instead of clustering. Students will be back in the cafeteria for meals. Dr. Hageman reported that Kindergarten enrollment consists of 60 children and 3 sections will be operating. Dr. Hageman stated that although 20 students in the classes is a bit higher than class size guidelines for Marlborough, there is a solid plan in place including additional para support.

8. Unfinished Business

8.1 Discuss and Review FY 2021-22 Year-End Financial Report

Dr. Hageman stated the 2021-22 financials (8.1a) have been reviewed and there is a projected surplus of \$42,055.86. Once the books close in early fall, Dr. Hageman, on behalf of the Board, will request to the BOF that the funds be deposited into the 2% reserve account. The main drivers for the surplus were that there were 9 buses budgeted but only 8 ran due to driver

shortage and, the district received more reimbursement than anticipated from the Special Education Excess Cost Grant.

Dr. Hageman reported on the Financial Transfers (8.1b) to cover objects that were in deficit described in the enclosure. She is seeking the Boards approval of the transfer of funds of \$94,241.32 from the collective of the 5000 accounts to cover the deficits.

Ruth Kelly moved that the Board approve the FY 2021-22 financial account transfers as presented in the amount of \$94,241.32, Seconded by Louise Concodello .

Vote by Roll Call: L. Giannelli: Yes, P. Pabouet: Yes, S. Stolfi: Yes, L. Concodello: Yes, W. Skorski: Yes, R. Kelly: Yes , A. Colantonio: Yes, K. Barella: Yes, A. Holden: Yes. Unanimously approved. MOTION CARRIED.

8.2 Review Updated Draft of 2022-2025 Board Goals - Dr. Hageman stated that the Board came together on June 7th for a Special Meeting with CABE. The meeting yielded a draft of goals which are for review and adoption tonight. A. Holden suggested that under the Strategic Leadership piece that a time period for the periodic public reports should be included to hold the Board accountable. S. Stolfi stated that it was covered under the calendar Dr. Hageman provided.

Sue Stotolfi moved that the Board approves the 2022-2025 Board of Education Goals. Seconded Kerri Barella.

Vote by Roll Call: K. Barella: Yes, A. Colantonio: Yes, R. Kelly: Yes, W. Skorski: Yes, L. Concodello: Yes, S. Stolfi: Yes, P. Pabouet: Yes, L. Giannelli: Yes, A. Holden: Yes. Unanimously approved. MOTION CARRIED.

8.3 Status of Facilities Management for MES - Dr. Hageman stated that the district was aiming, in cooperation with the Town, to have a shared service around facilities oversight, but it did not come to fruition. Dr. Hageman anticipates proposing the creation of a Facilities/ Operations position in her FY24 budget proposal.

9. New Business

9.1 Recommendations from the School Safety and Security Team regarding Security Personnel – H. Hageman reported that the School Safety and Security Team met on August 18th. The team consists of the Fire Marshall, Fire Chief, Director of Public Safety, EMT(s), State Trooper, Pat Pabouet of the BOE, Mr. White and Ms. Kelley. The team met to discuss the matter of the establishment of an SRO position or a satellite office. The unanimous recommendation was to pursue the establishment of an SRO at Marlborough Elementary School. Hiring would be through the Town with the school's input. The SRO would be a Town employee assigned to the school. A draft for a potential Agreement between the BOE and the Town, including roles and responsibilities of the SRO, if the position were to be created, was discussed.

Kerri Barella moved that the Board of Education accepts the recommendations of the School Safety and Security Team. Seconded by Louise Concodello.

Vote by Roll Call: K. Barella: Yes, A. Colantonio: Yes, R. Kelly: Yes, W. Skorski: Yes, L. Concodello: Yes, S. Stolfi: Yes, P. Pabouet: Yes, L. Giannelli: Yes, A. Holden: No. MOTION PASSES 8/1

9.2 **Legislative Update** – Dr. Hageman reviewed highlights from the CABE legislative summary.

9.3 **CABE Annual Convention Participation** – Dr. Hageman stated that one of the Board goals was to have Board Members participate in PD. There was interest from members in attending the CABE/CAPSS Annual Convention at the Mystic Marriott. Dr. Hageman wanted the Board to discuss how many members will attend and whether lodging for one night should be covered.

W. Skorski asked the Board to vote on what the Board should cover: attendance and lodging (both) or just attendance.

Votes: K. Barella: Both, A. Colantonio: Both, W. Skorski: Just attendance, R. Kelly: Just attendance, S. Stolfi: Both, L. Concodello: Abstain, P. Pabouet: Both, L. Giannelli: Both, A. Holden: Just attendance. The Board will pay for both attendance and lodging.

9.4 **Review August Financial Report** - Dr.Hageman stated this is an early report of FY 22-23, early projections.

9.5 **Approve of SDE School Lunch Program Authorization**

Ruth Kelly moved that the Board of Education enter into an agreement with the State Department of Education Child Nutrition Department for the 2022-23 school lunch program and authorize Holly Hageman and Daniel White to sign claims for reimbursement. Seconded by Pat Pabouet.

Vote by Roll Call: L. Giannelli: Yes, P. Pabouet: Yes, S. Stolfi: Yes, L. Concodello: Yes, W. Skorski: Yes, R. Kelly: Yes, K. Barella: Yes, A. Holden: Yes, A. Colantonio: Yes, Unanimously approved. MOTION CARRIED.

9.6 **Appointment of School Medical Advisor** – H. Hageman recommends Dr. Streim as the school medical advisor.

9.7 **First Reading of Proposed Policy Revisions:** H. Hageman stated the policies emanate from the June 16th Policy Committee meeting.

10. Public Comment: Ken Hjulstrom, member of the BOF but speaking as an individual: Happy to hear that the district will hire a Facilities Manager. Regarding the SRO, he thinks the district should definitely move forward with the SRO and hopes the Town will be cooperative in the agreement. He thanks the 8 board members that supported the SRO proposal.

Kerri Barella, speaking as an individual, is thankful for the Academic Program Guide for Parents

11. Communications

11.1 **FY 2022-23 Staff Listing** – Dr. Hageman passed out an updated version of the Staff listing.

11.2 **Staff Vacancy Summary** - Dr. Hageman passed out an updated version of the Staff Vacancy Summary.

12. Future Meetings & Topics

12.1 Communications Ad Hoc Committee meeting, Tuesday, September 13, 2022, 1:00 p.m.

12.2 Policy Committee Meeting, Thursday, September 22, 2022, 5:30 p.m.

12.3 Next Regular Business meeting, Thursday, September 22, 2022, 6:00 p.m.

13. Adjournment –

R. Kelly made a motion to adjourn the meeting at 8:22 p.m., seconded by A. Colantonio.

Vote by Roll Call: K. Barella: Yes, A. Colantonio: Yes, R. Kelly: Yes, W. Skorski: Yes, L. Concodello: Yes, S. Stolfi: Yes, P. Pabouet: Yes, L. Giannelli: Yes, A. Holden: Yes. Unanimously approved. MOTION CARRIED.

Respectfully Submitted,

Carmela Monte