

MARLBOROUGH BOARD OF EDUCATION

Regular Business Meeting Minutes

Thursday, December 14, 2023

Elmer Thienes-Mary Hall Elementary School –Library @ 6:00 p.m.

1. Call to Order and Roll Call;

Kerri Barella, Chairperson, called the meeting to order at 6:01 pm

BOE Members Present: Kerri Barella, Susan Stolfi, Angela Colantonio, Linda Earley, Chip Morris, Jean Wilson and Amy Kuhrt

Administration Present: Dr. Holly Hageman, Superintendent
 Dan White, Principal
 Kim Kelley, Assistant Principal
 John Mercier, Director of Operations

2. Pledge of Allegiance

3. Celebrations:

Kim Kelley presented a video of school happenings over the two last months.

Dr. Holly Hageman shared that the MES Waiver application to the CSDE for the new Reading program has been approved. Marlborough was 1 of only 17 districts of the 85 who applied to receive full/unconditional approval.

4. Public Comments: None

5. Additions to the Agenda:

A. Colantonio made a motion to move agenda item 7.4, Collective Bargaining, to after agenda item 12. Second by L. Earley. Unanimously approved. MOTION CARRIED

6. Consent Agenda:

C. Morris made a motion that the Board approve Consent Agenda items 6.1 – 6.3, seconded by A. Colantonio. Unanimously approved. MOTION CARRIED.

6.1 Minutes of 11/16/223 Regular Business Meeting and 11/30/23 Special Meeting - Board Orientation;

6.2 Personnel Actions – none;

6.3 Reports – receive and file the following document: monthly enrollment report.

7. Oral Reports:

7.1 Advisory Groups

- PTO – Kim Kelly reported: Recent PTO activities–Author’s Day, Math Day and PJ Day; Staff was thankful for the Teacher/Parent Conferences dinner; The Wolf Pack Game was a lot of fun with profits going towards the music department and PTO; Upcoming events are Bingo Night and Movie Night.
- SAC – No meeting this month.
- Operations, Wellness & Safety – John Mercier reported: Process underway for the Facilities Study; MES applied for the Public, Educational and Governmental Programming and Educational Technology Investment Account (PEGPETIA) Grant and shared that it is through grant funds that the district’s technology is financed.
- Board of Finance Liaison – none
- AHM – Chip Morris reported: A new therapist is starting at AHM along with a therapist returning from a leave which should help meet the communities’ waiting list; The Holiday Auction concluded and funds raised will go towards the many programs and services offered by AHM; On January 23rd, AHM is pitching a program that will grow AHM’s therapy reach through the Hartford Foundation For Giving.

7.2 Subcommittees

- Discussion of Possible Addition of Standing Board Committee for Communications: Kerri Barella advocated for a standing Communications Committee to help increase community awareness and community engagement.

S. Stolfi made a motion that the Board add a Communications Subcommittee as a Standing Committee. seconded by C. Morris. Unanimously approved. MOTION CARRIED.

7.3 Chairperson

- **Annual Appointment by Chair of BOE Members to BOE Standing Committees (Policy, Personnel, and Communications) and as Liaisons to School and Town functions (BOF Liaison, SAC, Operations, AHM):**
Kerri Barella announced the appointment to members of the following committees:
Policy- K. Barella, A. Colantonio, and A. Kuhrt
Personnel – S. Stolfi and K. Barella
Communications – C. Morris, L. Earley and S. Stolfi
BOF Liaison – L. Earley
SAC Liaison – J. Wilson
AHM Liaison – C. Morris
Operations liaison – A. Colantonio
- **CABE/CAPSS Convention Report:** Kerri Barella and Dr. Holly Hageman expressed their support in attending the convention and its benefits.
- **Process for Superintendent Mid-Year Evaluation:** Dr. Holly Hageman presented a timeline and process for the Superintendent’s

mid-year review, as described in the Superintendent's contract. It was discussed that such language for mid-year review be included in Board policy relative to the evaluation process for the Superintendent.

7.4 Superintendent and Administrative Team

- **Job Description for proposed Part-Time Pupil Services Director:**

Dr. Holly Hageman informed the Board that there has not been someone in the Pupil Services Director position for the last 6 years and that over time, the duties have come under the responsibility of the principal and assistant principal, taking away time from their normal everyday obligations. Therefore, Dr. Holly Hageman will be proposing in the FY25 budget the return of a part time Pupil Services Director beginning next year.

- **Personnel**

- Announcement of Principal Retirement/Vacancy/Search:

Dr. Holly Hageman announced that last week, Dan White, MES Principal for the past 10 years, has submitted his resignation, effective June 30th. Both Dr. Holly Hageman and Kerri Barella thanked Dan for his tireless dedication to MES staff, students and families. Dr. Holly Hageman then reviewed with the Board the process and timeline for the upcoming principal search. The vacancy will be posted on January 2, 2024 with the anticipated appointment of a new Principal by/in March for a start date of July 1, 2024.

- Staffing for Finance Office: Dr. Holly Hageman stated that the Marlborough School District is rather lean with one employee who is responsible for all school finance functions. Dr. Holly Hageman will be adding an additional employee to the finance office for the second part of this school year as she plans for necessary back-up and re-evaluates the staffing model for the office. The overall cost of the staffing model next year will not exceed what is being expended for one employee this year.

8. Unfinished Business:

8.1 Discussion regarding Policy 9321.3 -Electronic Board of Education Meetings: Dr. Holly Hageman discussed the need to remove the line limiting the number of meetings Board members can attend virtually as it does not comply with FOI.

A. Colantonio made a motion that the Board approve the updated policy, 9321.3 as presented in Enclosure 8.1, seconded by J. Wilson. Unanimously approved. MOTION CARRIED.

9. New Business:

9.1 Review, Discuss and Take Action Re: Proposed FY 2024-25 Academic Calendar.

L. Earley made a motion that the Board approve the proposed FY 2024-25 academic calendar as presented in Enclosure 9.1 with the clarification of the last day of school as

an early release day (with no PD), seconded by A. Colantonio. Unanimously approved. MOTION CARRIED.

9.2 Review December Financial Report: Dr. Holly Hageman reviewed the monthly financial report. The current end of year projection shows a balance of \$1,164.90

10. Public Comments:

David Porteous, 15 Edstrom Rd. spoke in support of Dr. Hageman's proposals for a Business Office Assistant and a part-time Pupil Services Director. He feels we are moving in the right direction with the two additional positions.

Dianne Dunn, 180 Saner Rd., thanked the Board for their efforts. Dianne spoke about her need to look further into the differences between the BOE Policy Committee and the determination of policy and how it relates to the School Administration and the school's professional policies. She expressed concern and feels that those who were designated as members of the policy committee perhaps do not reflect the diversity of perspective that she would like to see on that committee.

11. Communications

11.1 Staff Vacancy Summary: Submitted

12. Future Meetings & Topics

- Next Policy Subcommittee Meeting, Thursday, January 25, 2024, 5:30 p.m.
- Next Regular Business Meeting, Thursday, January 25, 2024, 6:00 p.m.
 - ❖ Superintendent's Budget Presentation
- Dr. Holly Hageman proposed a Special Meeting on February 8, 2024 to further discuss and then adopt the budget before the presentation to the Board of Finance on February 15, 2024.

13. Executive Session: Security matter and for a Collective Bargaining discussion:

A. Colantonio made a motion to enter into Executive Session and invited Dr. Hageman to discuss a Security matter and a Collective Bargaining matter, seconded by K. Barella. Unanimously approved. MOTION CARRIED.

Entered Executive Session: 8:27 PM

BOE Members Present: Kerri Barella, Susan Stolfi, Angela Colantonio, Linda Earley, Chip Morris, Jean Wilson and Amy Kuhrt

Administration Present: Dr. Holly Hageman, Superintendent

Exited Executive Session: 9:15 PM

14. **Adjournment:**

A. Colantonio made a motion to adjourn the meeting at 9:16 pm. Seconded by J. Wilson. Unanimously approved. MOTION CARRIED.

Respectfully Submitted,
Carmela Monte