

MARLBOROUGH BOARD OF EDUCATION
Regular Business Meeting Minutes
Thursday, December 18, 2025
Elmer Thienes-Mary Hall Elementary School - Library @ 6:30 p.m.

1. Call to Order and Roll Call by Chairperson:

Chip Morris, Chairperson, called the meeting to order at 6:30 pm

BOE Members Present: Chip Morris, Amy Kuhrt, Jean Wilson, Linda Earley, Jamie Smigel, Louise Concodello. Attending remotely: William Guzman

Administration Present: Dr. Holly Hageman, Superintendent
Paula Graef, Principal
Kristen Trahan, Principal

2. Pledge of Allegiance

3. Celebrations:

- Harmonia Presentation - Students from the MES choral group, Harmonia, performed a holiday carol for the Board of Education and attendees. The group was led by Julia Tackett, Music Teacher.

4. Public Comments:

Beth Lander Morris, 27 High Meadow Rd. - Beth expressed appreciation for the Harmonia performance and thanked Board members for their time and service. She voiced support for the FY 2027 capital request and upcoming school alterations project and emphasized the importance of collaboration and patience throughout the process.

5. Additions to the Agenda: None

6. Consent Agenda:

- 6.1 Minutes of 11/20/25 Regular Business Meeting;
- 6.2 Personnel Actions – none;
- 6.3 Reports – receive and file the following document: monthly enrollment report for December;
- 6.4 Approval of Policy Revisions
(REFERENCE: November 20, 2025 Agenda, Encl. 11.4, P#: 1312.3/
6161.12 - Library Material Review, and Reconsideration, P#: 1312.4/
6161.13 - Library Collection Development and Maintenance Policy, P#: 1312.5/
6161.14 - Library Display and Program Policy).

A. Kuhrt made a motion that the Board approve Consent Agenda items 6.1 - 6.4, seconded by L. Earley. Unanimously approved. MOTION CARRIED

7. Oral Reports:

7.1 Advisory Groups

- **PTO** – Kristen Trahan reported Connecticut Children's Hospital PJ fundraiser amounted to a donation of \$1,884. Paula Graef highlighted upcoming events including a STEAM assembly in January and a Hartford Wolf Pack family night on January 30th.
- **SAC** – No report this month
- **Operations, Wellness & Safety** – No report this month
- **Board of Finance Liaison** – Linda Earley reported that the Board of Finance meeting scheduled to review town audit was canceled
- **AHM** – Chip Morris reported that AHM's Winter/Spring 2026 program catalog is available and registration is open. He also encouraged community members to complete AHM's survey to support prevention planning efforts. The link to the survey is: <https://www.research.net/r/AHMCommunitySurvey>

7.2 Subcommittees

- Policy - None
- Personnel - None
- Communications - None

7.3 Chairperson

Chip Morris commended the PTO for a successful Bingo Night and the Music Department for an outstanding winter concert.

Chip also announced BOE Member annual committee/liaison assignments as follows:

Policy Committee: Amy Kuhrt, Chip Morris, Jean Wilson

Personnel Committee: Louise Concodello, William Guzman, Chip Morris

Communications Committee: Louise Concodello, Lina Earley, Jamie Smigel

School Safety Committee Liaison: Jamie Smigel

Board of Finance Liaison: William Guzman

School Advisory Committee (SAC) Liaison: Jean Wilson

AHM Liaison: Chip Morris

- **CABE/CAPSS Convention:** Amy Kuhrt and Jamie Smigel reported on their attendance at the CABE/CAPSS Convention. Amy noted the day included an inspiring keynote by Miguel Cardona, sessions on artificial intelligence in education and its policy implications, and a panel/Q&A. The sessions were described as informative and valuable.

7.4 Superintendent and Administrative Team: Dr. Holly Hageman indicated she would report under agenda items 8.1 and 9.1.

8. Unfinished Business:

8.1 MES Facilities Project Update

- **BOS Meeting 12.16.2025** -Dr. Holly Hageman reported that she provided a presentation to the Board of Selectmen on December 16, 2025 regarding the MES Major Alterations project. She provided an overview of the

facility study and indoor air quality report and provided a DRAFT timeline and suggested funding sources for the necessary upcoming projects. The primary outcome at this time was to ask the BOS to appoint a Public Building Committee for the MES Major Alterations Project. The committee will guide pre-referendum planning, with the referendum tentatively targeted for May 2027.

There was discussion regarding the committee name to avoid confusion with the existing Town Public Building Commission. William Guzman suggested calling the Committee the “Marlborough Elementary School Building Committee”. Board members felt that was a good suggestion and asked Dr. Hageman to communicate this suggestion to the BOS.

9. New Business:

9.1 FY27 Budget Factors - Dr. Holly Hageman distributed the FY27 Budget Development Flier, providing an overview of significant budget factors, guiding principles, investments over the last four years, and highlighted the district’s recognition as a School of Distinction and strong return on investment. Dr. Hageman emphasized that this was a preview, not the formal budget presentation, which will occur at the next Board meeting in January. The flier can be found on the district website under the Budget tab.

9.2 Review, Discuss and Take Action Re: Proposed FY 2026-27 Academic Calendar - Dr. Holly Hageman reviewed the draft 2026-27 academic calendar and noted a few changes compared to this year's schedule. It was discussed that all Professional Development (PD) days, as well as the calendar key, be updated to include a “+” to denote PD days, whether half-day or full-day.

W. Guzman made a motion that the Board approve the proposed FY 2026-27 academic calendar with the suggested updates, seconded by L. Concodello. Unanimously approved. MOTION CARRIED

9.3 Review December Financial Report - Submitted

10. Public Comments:

Hal Whitney - 20 Ogden Lord Road: Hal suggested that the MES Building Committee consider developing an acronym or alternate name for the project, similar to STEAM, to help communicate the purpose of the project to the public more effectively.

Ken Hjulstrom, 181 S. Main St.: Ken, speaking as an individual, noted that during the last school project 25 years ago, there was tension between the Board of Education and the Town Building Committee. He expressed appreciation that the BOE will have representation on the Building Committee this time to help maintain better communication and connection.

11. Communications:

11.1 Staff Vacancy Summary - Submitted

12. Future Meetings & Topics:

- Next Regular Business Meeting, Thursday, January 22, 2026, 6:30 p.m.
 - ❖ Superintendent's Budget Presentation
- Next Regular Business Meeting, Thursday, January 29, 2026, 6:30 p.m.
 - ❖ BOE Budget Analysis and Potential Adoption of BOE FY27 Budget.

13. Executive Session; Personnel/Contractual Terms:

W. Guzman made a motion that the Board of Education enter into Executive Session and invite the Superintendent to discuss matters pertaining to Personnel/Contractual Terms, seconded by L. Concodello. Unanimously approved. MOTION CARRIED.

The Board entered Executive Session at 7:58 p.m.

BOE Members Present: Chip Morris, Amy Kuhrt, Jean Wilson, Linda Earley, Jamie Smigel, and Louise Concodello. Attending remotely: William Guzman

Administration Present: Dr. Holly Hageman, Superintendent

J. Wilson made a motion that the Board of Education adjourn the Executive Session, seconded by L. Earley. Unanimously approved. MOTION CARRIED

The Board ended Executive Session at 8:34 p.m.

14. Adjournment: Meeting adjourned 8:34 p.m.

Respectfully Submitted,
Carmela Monte