

MARLBOROUGH BOARD OF EDUCATION

Regular Business Meeting

Thursday, August 25, 2022

Elmer Thienes-Mary Hall Elementary School –Library

6:00 p.m.

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 6:05/05
 - New Staff Members
 - Community Room Refurbishments
4. Public Comment 6:10/05

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.

5. Additions to the Agenda 6:15/05

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 6:20/05

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 6/16/22 Regular Business meeting (Encl. 6.1A) and 6/16/2022 Policy Committee meeting (Encl. 6.1B)

- 6.2 Personnel Actions – none;
- 6.3 Monthly Enrollment Report (Encl. 6.3)
- 6.4 Grants – none

7. Oral Reports

- 7.1 Advisory Groups 6:25/10
 - 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 6:35/10
 - Policy – Louise Concodello
 - Ad Hoc Communications – Sue Stolfi: Calendar of Typical Monthly BOE Business (Encl. 7.2)
- 7.3 Chairperson 6:45/05
- 7.4 Superintendent and Administrative Team 6:50/15
 - Summer Building Projects Update
 - ESY
 - Professional Development and Committee Work
 - School Opening Update

8. Unfinished Business

- 8.1 Discuss and Review FY 2021-22 Year-End Financial Report 7:05/15
(Encl. 8.1A) and Financial Transfers (Enclosure 8.1B)

MOTION: That the Board approve the FY 2021-22 financial transfers as presented.

- 8.2 Review Updated Draft of 2022-2025 Board Goals (Encl. 8.2) 7:20/10

MOTION: That the Board approves the 2022-2025 Board of Education Goals

- 8.3 Status of Facilities Management for MES* 7:30/10
*This item may be addressed in Executive Session

9. New Business

- 9.1 Recommendations from the School Safety and Security Team regarding security 7:40/15
personnel*
*This item may be addressed in Executive Session

MOTION: The Board of Education accepts the recommendations of the School Safety and Security Team.

- 9.2 Legislative Update 7:55/05
- 9.3 CABE Annual Convention Participation 8:00/05
- 9.4 Review August Financial Report (Encl. 9.4) 8:05/05
- 9.5 Approve of SDE School Lunch Program Authorization 8:10/05

MOTION: 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.

- | | | |
|-----|--|---------|
| 9.6 | Appointment of School Medical Advisor (Encl. 9.6) | 8:15/05 |
| 9.7 | First Reading of Proposed Policy Revisions:
The Board will review and discuss on a first read basis the proposed policy revisions as presented by the Policy Subcommittee (Encl. 9.7) | 8:20/10 |

10. Public Comment 8:30/10

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.

11. Communications

- | | | |
|------|---------------------------------------|---------|
| 11.1 | FY 2022-23 Staff Listing (Encl. 11.1) | 8:40/05 |
| 11.2 | Staff Vacancy Summary (Encl. 11.2) | 8:45/05 |

12. Future Meetings & Topics 8:50/05

- | | |
|------|---|
| 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. |

REMINDER: Agenda suggestions for the next business meeting are due to the Chairperson or Superintendent by 12:00 noon on Thursday, September 15, 2022.

13. Adjournment 8:55

NOTE TO BOARD MEMBERS:

Attendance - If you are unable to attend this session, the Chairperson and Superintendent would appreciate your calling the Superintendent's Office at 860-295-6236 as soon as possible.

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 3:45 p.m., Monday through Friday.

The Marlborough Board of Education does not discriminate on the basis of race, color, religion, marital status, national/ethnic origin, age, sex, sexual orientation, or disability in its programs, activities and employment practices.

MARLBOROUGH BOARD OF EDUCATION
REGULAR BUSINESS MEETING MINUTES
Elmer Thienes-Mary Hall Elementary School - Library
Thursday, June 16, 2022
6:00 p.m.

1. Call to Order and Roll Call

Chairperson Wes Skorski called the meeting to order at 6:02 p.m.

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

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

2. Pledge of Allegiance

3. Celebrations

Kim Kelly presented a slideshow of MES student activities.

4. Public Comments

W. Skorski read a statement from Allison Mahon, Emily Rd., voiced her support for exploring enhanced security measures. States she is in favor of both a satellite office and an SRO.

Mark Merritt, Jones Hollow Rd., stated he was in favor of an armed resource officer and does not think a satellite police office is enough.

Amy Kuhrt, Deer Run, wanted to take the option of a satellite office one step further, she spoke in support of an SRO.

Jennifer Barone, Heritage, spoke in support of an SRO and a police satellite office. Satellite office is good, but a satellite office does not guarantee the officer will be on site.

Steve Barone, Heritage, feels community members should support the effort to pull resources together to fund something as instrumental as school safety. He is in support of both an SRO and a satellite office.

Ken Hjulstrom, South Main St., not speaking as a member of the BOE, stated he was in favor of a police satellite office 4 years ago, but does not think a satellite office is enough in this current climate. Spoke in support of a dedicated SRO, somebody who can have a good rapport with the kids. Suggested that if the BOE cannot get funding from the town for an SRO, that the BOE build it into their budget.

Sal Sena, Hodge Rd., spoke in support of a SRO.

Pam Farrington, Jerry Daniels Rd., not sure how she feels about an armed SRO in a school. She was in support of the satellite office 4 years ago and thought it was a nice first step but also feels there are other safety measures to consider as well.

5. Additions to the Agenda – None

6. Consent Agenda

- 6.1 Minutes of 04/28/22 Regular Business meeting (Encl. 6.1A); 5/9/22 Communications Ad Hoc Committee meeting (Encl. 6.1B); 5/17/22 Communications Ad Hoc Committee meeting (Encl. 6.1C), and; 6/7/2022 Special Meeting (Encl. 6.1D)
- 6.2 Personnel Actions – none;
- 6.3 Reports – receive and file the following documents: May (Encl. 6.3A) and June (Encl. 6.3B) monthly enrollment report;
- 6.4 Grants – none;

R. Kelley moved that the Board approve the Consent Agenda items, seconded by L. Concodello. Unanimously Approved. MOTION CARRIED.

7. Oral Reports

7.1 Advisory Groups

- SAC – Dan White: Small SAC meeting in May.
- PTO – D. White reported the PTO had a June 8th meeting. Spring Book fair was a huge success as well as the free ice cream event. APEX fundraiser was recently completed and raised approximately \$16,000. Over a 100 school supply boxes have been ordered so far. Another Yard Goats sign up reminder will go out for an August event. Melissa Jordan PTO president is stepping down and Jasmin LeBlanc is the new president. Before the APEX fund raiser, PTO account balance is about \$23,000. Looking to start up field trips again next year, Trunk or Treat and PTO movie night. PTO will continue to fund teacher reimbursements of \$125; new teachers will receive a reimbursement of \$250. MES Staff conducted a Spirit Day where they raised \$104 for the PTO.
- Operations, Wellness & Safety – Dan White: No meeting.
- Board of Finance Liaison – Louise Concodello: Attended last night's BOF meeting. The BOF held elections, Mike Nastri elected Chair, Jeff Plourd elected Vice Chair, and Robert Moraba is the secretary. The audit where BOE was discussed has been resolved. The funding for the Town Manager search was not approved.
- AHM – Sue Stolfi: On June 3rd, 120 people signed up for the Mental Health Walk. Cookie with a Cop is scheduled June 22nd at Marlborough Bakery from 9am-11am. Sue Stolfi has resigned as chair of AHM and Kerri Barella has taken over as chair and BOE liaison. No meetings in July or August.

7.2 Subcommittees

- Policy Committee – L. Concodello reported they met tonight and reviewed 4-5 policies to bring to the Board in August for a first read. There were 2 policies that the policy committee will review again before bringing them to the Board.
- Communications Ad Hoc Committee- Sue Stolfi: S., Stolfie deferred to H. Hageman to give an update. H. Hageman stated that the Ad Hoc committee met twice in May and came up with a set of recommendations to review with the Board later tonight, item 9.3 on the agenda.

7.3 Chairperson

- Resignation of Board Member; replace vacancy on Policy Committee: W. Skorski reported that Michele Thomas has resigned due to work commitments. Notice has been sent to the Town as per Board policy. The Town Clerk is taking applications for a replacement. K. Barella has taken Michele's place on the Policy Committee.
- Communication to Board of Selectman regarding satellite office for law enforcement; W. Skorski polled the board individually to see what actions to take. Three choices were; A.) To hold a special meeting for possible action and hear community input, B.) Send a letter to the BOS requesting discussions on the satellite office. And C.) Leave discussion for today's BOE meeting. The majority of the Board selected B and C which was to send the letter and discuss the issue this evening. A meeting was scheduled but was then postponed due to BOE discussions to take place during tonight's meeting.

7.4 Superintendent and Administrative Team:

- H. Hageman wanted to acknowledge and thank staff, administration of MES, BOE and parents of the MES community for an outstanding year. Teachers and staff kept everything moving and kids were happy coming to school every day, transitioned into mask optional smoothly and got back to a relatively normal routine. Big credit goes to staff, Dan and Kim for their leadership, and the support of our Board and families. It was a hard but positive year.
- D. White: Community room floor project update. It is moving forward. Two parts to the project; the walls are being painted and then the existing floor will be replaced with a multi-purpose floor. Funding was appropriated through the CIP.
- D. white reported that the ESY summer program is scheduled for 15 days total to begin Tuesday, July 5th through Thursday, July 28th, no Fridays. 15 - 16 students total and fully staffed by staff from our own building except the speech/language pathologist. Type 2 vehicle will transport the students.
- Dan reported that the floors are being stripped and waxed as an annual summer process; the Gym floor will be refinished and the building's exterior bricks are being sealed as an ongoing project.

8. Unfinished Business

8.1 Adopt Line Item Budget Approved at Referendum on May 3, 2022

Louise Concodello moved that the Board adopt the FY 2022-23 line-item budget as voted at the May 3, 2022 referendum in the amount of \$8,046,932., seconded by A. Colantonio. Unanimously approved. MOTION CARRIED.

9. New Business

9.1 Discussion and Possible Action Re: Food Service Management Contract: H. Hageman stated that we are seeking the approval of our second renewal representing the 3rd year of a 5 year contract with Chartwells. The guaranteed profit has been reduced from \$5000 to \$500 based upon reduced free and reduced participation, increasing food prices, and increased staffing costs.

R. Kelley moved that the Board approve the Year Two amendment of the agreement with Chartwells to provide food management services for the 2022-2023 school year, motion second by K. Barella. Unanimously approved. MOTION CARRIED.

Discussion: L. Concodello asked if the meals were free next year. H. Hageman stated that at this time, the free meals are set to expire June 30th, and we have not received any indication from the federal government that the free meals will continue. Free and reduced meal applications will go out at the beginning of the year.

9.2 Review June Financial Report (Encl. 9.2): H. Hageman distributed an updated version of the June financial report and explained the error in the cells on the original report but also explained that the bottom line did not change. H. Hageman explained the reason for the projected surplus of \$45,089.09 was largely due to receiving more money from the state than expected through the excess cost grant reimbursement. At the close of the fiscal year, BOE will request surplus to be deposited into the 2% non-lapsing account.

9.3 Report and Recommendations from Communications Ad Hoc Committee: Copies of the Ad Hoc Communications Committee recommendations were distributed. H. Hageman stated that the Ad Hoc Communications Committee met twice in May 5/9 & 5/17, she reviewed the Communications Committee recommendations: Reestablish the existence of a community form to meet in November, submit Superintendent's Corner in the Rivereast, Update MES Website with budget information, Budget Communications, potentially consider a Facebook/social media page, Create a yearly schedule of typical agenda items by month for BOE members, Remind Board Members the value of CAFE workshops and events. Ad Hoc Committee will meet again in September, date to be announced in the August BOE meeting.

K. Barella moved that the Board approve the recommendations of the Communications Ad Hoc Committee as presented, seconded by L. Concodello. Unanimously approved. MOTION CARRIED.

9.4 Discussion regarding school safety and security -

W. Skorski moved that the Marlborough BOE direct the Superintendent to investigate the viability of a satellite office and/or an SRO at school and come back with the results of the study. Seconded by R. Kelly.

Discussion; S. Stolfi asked when is H. Hageman to get back to the Board with the results. H. Hageman suggested by the September meeting, and will try for August, depending upon representative stakeholders' summer availability. Some reporting can be discussed publicly and other aspects may be reported in executive session. H. Hageman reported that BOE would need to enter an MOU with the Town if an SRO were to be assigned to the school.

Amended motion: W. Skorski moved that the Marlborough BOE directs the Superintendent to investigate the viability of a satellite office and/or an SRO at school and to report back results at the September meeting at the latest. Seconded by R. Kelly. Unanimously approved. MOTION CARRIED

10. Public Comments

Ken Hjulstrom, South Main St, not speaking as a member of the BOF, clarification regarding BOF not approving \$25,000 for the town manager search, couple of reasons: members felt it was premature as a search committee is not in place yet and there are open questions regarding the Charter as to what the duties are between various positions.

Allison Mahon, Emily Rd, stated she is full support of a dedicated full time SRO and a satellite office, but more importantly an SRO.

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UNAPPROVED DRAFT

Heather Dierburger, Caffyn Dr, She stated that she would like to see an SRO in the school, but if not possible, would want a satellite office in the school.

Pam Farrington – wanted to thank Holly for her first year. Stated that it has been a pleasure working with her and thanked Dan and Kim for their endless hours, energy and dedication to the children, staff and families.

11. Communications

11.1 Staff Vacancy Summary - submitted

12. Future Meetings & Topics

- Next policy subcommittee meeting, Thursday, August 25, 2022, 5:30 p.m.
- Next regular business meeting, Thursday, August 25, 2022, 6:00 p.m.

13. Executive Session – Personnel – Superintendent’s Evaluation/Contract Negotiation –

R. Kelly moved that the Board of Education enter into executive session for the purpose of Superintendent’s Evaluation and Contract Negotiation. Seconded by P. Pabouet. Unanimously approved. MOTION CARRIED

Entered Executive Session: 7:33 PM

Exited Executive Session: 9:40 PM

14. Possible Action Re: Superintendent’s Contract

W. Skorski moved that the Board of Education approve of the contract for the Superintendent for the term of July 1, 2022 through June 30, 2025; and increase Dr. Hageman’s salary for 7/1/22 to 6/30/23 by 4.5%; and that the Board compensate the Superintendent for the extra days worked during the 2021-22 school year in the amount of \$5000. Seconded by A. Colantonio. Unanimously approved. MOTION CARRIED.

15. Adjournment

A. Colantonio made a motion to adjourn the meeting at 9:50 p.m., seconded by R. Kelly. Unanimously approved. MOTION CARRIED.

Respectfully Submitted,

Carmela Monte

**MARLBOROUGH BOARD OF EDUCATION
POLICY SUBCOMMITTEE**

Meeting Minutes

Elmer Thienes-Mary Hall Elementary School – Library

Thursday, June 16, 2022 @ 5:30 p.m.

UNAPPROVED DRAFT

1. Call to Order & Roll Call: Wes Skorski called the meeting to order at 5:34 p.m., seconded by Liz Giannelli. Unanimously approved.

Members Present: Wes Skorski, Louise Concodello, Liz Giannelli and Kerri Barella.

Administration: Dr. Holly Hageman, Superintendent

2. Review and Discuss Proposed Policy Revisions:
The policy subcommittee reviewed and discussed the following policies:
 - P# 5145.5 Students: Sexual Harassment – One adjustment, on the Report Form – change Title IX Compliance Officer to “Principal”.

 - P# 5144.2 Use of Exclusionary Time Out Settings – first paragraph on Pg. 4, last sentence, delete “whether the student requires a” and add “ The debriefing”.

 - P# 6164.11 Instruction: Drugs, Tobacco, Alcohol - Keep as is.

 - P# 6141.323 Instruction: Internet Safety Policy/Filtering – Keep as is.

 - P# 0200 Goals and Objectives: Educational Goals – Subcommittee will review and discuss further at the next policy meeting in August.

 - B# 9321.3 Bylaws of the Board: Electronic Board of Education Meetings – Due to legislative changes, subcommittee will review and discuss further at the next policy meeting in August.

Next policy meeting will be held on August 25, 2022 at 5:30 p.m.

3. Adjournment:
Louise Concodello made a motion to adjourn the meeting at 5:55 p.m., seconded by Wes Skorski **Unanimously approved. MOTION CARRIED.**

Respectfully submitted,

Louise Concodello
Board Secretary

<p align="center">Elmer Thienes/ Mary Hall Elementary School Marlborough, Connecticut Monthly Enrollment Report August 16, 2022</p>							
Grade	Enrollment Local Classrooms				Grade Total	# of Rooms	Class Size Avg./Room
	PKFD	AM	PM				
PS	0	8	13		21	1	
K	20	20	20		60	3	20.0
1	19	19	18	18	74	4	18.5
2	19	17	19		55	3	18.3
3	18	17	18	17	70	4	17.5
4	18	19	19		56	3	18.7
5	19	18	17		54	3	18.0
6	22	21	23		66	3	22.0
Total					456		
Special Education Full Time Outplaced							
1/3/2017							1
Special Education Part time Services Provided							
GRAND TOTAL							457

MARLBOROUGH BOARD OF EDUCATION
TYPICAL BOE BUSINESS BY MONTH*

AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
<ul style="list-style-type: none"> • Review/adopt Board of Education goals • Annual Medical Advisor appointment • Approval of School Lunch Program to sign Reimbursement Claims • Year-End Financial Report from previous Fiscal Year & Financial Transfers • Staff Listing including New MES Staff Members • Extended School Year update • Summer PD and Committee Work • Summer Building Projects Update 	<ul style="list-style-type: none"> • Review, Revise and Adopt: Budget Timeline, Guiding Principles, Budget Assumptions • SCIP Presentation: Prior year's student outcomes and updated SCIP action plan 	<ul style="list-style-type: none"> • Acknowledgement of departing BOE Members whose terms are expiring in November (<i>if applicable</i>) • SCIP Presentation: Program Improvement Update (<i>Topic(s) TBD</i>) 	<ul style="list-style-type: none"> • Welcome BOE Members (<i>returning and newly elected</i>), after election, as applicable • Yearly election of officers (<i>Chair, Vice-Chair and Secretary</i>) • Approval of Board calendar meeting dates for January - December 	<ul style="list-style-type: none"> • Committee assignments • Approval of School Calendar for Next Year

*This does not represent the finalized agenda of each month

** Recurring Monthly Standing Items: Monthly Financial Report, Monthly Enrollment Report and Staff Vacancy Report.

**MARLBOROUGH BOARD OF EDUCATION
TYPICAL BOE BUSINESS BY MONTH cont'd***

JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
<ul style="list-style-type: none"> • Presentation and Review of Superintendent's Proposed Operating Budget and Capital Improvement Plan 	<ul style="list-style-type: none"> • Continued Review of Superintendent's Proposed Operating Budget and Capital Improvement Plan and Approval of the Board's Operating Budget and Capital Improvement Plan to forward to the Board of Finance 	<ul style="list-style-type: none"> • CAPSS Superintendent's Award • Board Appreciation Month • Non-Renewal of Non-Tenured Teachers (if any) • Mid-Year SCIP Presentation: (Topic(s) TBD) • Review/Act Upon Board of Finance Budget Decisions (if applicable) 	<ul style="list-style-type: none"> • Healthy Food Certification • Setting Next Year's School Meal Prices • School Calendar Update (projected last day of school for students and staff based upon snow days) 	<ul style="list-style-type: none"> • Adopt Line-Item Budget for Next Fiscal Year After Town Referendum • Staff Appreciation Month • Review Process and Timelines for Annual Board Self-Evaluation 	<ul style="list-style-type: none"> • Annual Approval of Food Service Management Contract • Board Self-Evaluation • Superintendent Evaluation • Student Awards and Recognition

*This does not represent the finalized agenda of each month
** Recurring Monthly Standing Items: Monthly Financial Report, Monthly Enrollment Report and Staff Vacancy Report.

MARLBOROUGH BOARD OF EDUCATION MONTHLY FINANCIAL REPORT

ENCLOSURE # 8.1A

			June	2021-22 AS OF	8/15/2022			
UNIFUND	MUNIS		BUDGETED	EXPENDED	ENCUMBERED	BALANCE	Aug-22	
ACCOUNT	ACCOUNT	DESCRIPTION	FY 2020-21	8/15/2022	8/15/2022	8/15/2022	6/30/2022	
111	51111	DISTRICT ADMINISTRATION	\$ 369,254.00	\$ 383,524.90	\$ -	\$ (14,270.90)	\$ (14,270.90)	
111	51112	TEACHERS	\$ 3,821,395.62	\$ 3,710,898.26	\$ -	\$ 110,497.36	\$ 110,497.36	
111	51113	STIPENDS	\$ 5,700.00	\$ -	\$ -	\$ 5,700.00	\$ 5,700.00	
111	51114	CURRICULUM REVISION	\$ 5,000.00	\$ 600.00	\$ 4,940.00	\$ (540.00)	\$ (540.00)	
111	51118	SUMMER SPED PROGRAMS	\$ 7,097.12	\$ 5,822.65	\$ -	\$ 1,274.47	\$ 1,274.47	
112	51115 29	SUBSTITUTES	\$ 60,888.80	\$ 113,926.00	\$ -	\$ (53,037.20)	\$ (53,037.20)	
112	51120 23 26 27	OFFICE/TECH/NURSE/OT/PT	\$ 558,110.15	\$ 541,574.49	\$ -	\$ 16,535.66	\$ 16,535.66	
112	51124 28	PARAEDUCATORS	\$ 395,102.94	\$ 433,244.90	\$ -	\$ (38,141.96)	\$ (38,141.96)	
112	51125	CUSTODIANS	\$ 205,774.86	\$ 220,789.08	\$ -	\$ (15,014.22)	\$ (15,014.22)	
		TOTAL SALARIES	\$ 5,428,323.49	\$ 5,410,380.28	\$ 4,940.00	\$ 13,003.21	\$ 13,003.21	
200	52005	SOCIAL SECURITY	\$ 148,707.50	\$ 164,001.54	\$ -	\$ (15,294.04)	\$ (15,294.04)	
200	52012	RETIREMENT CONTRIBUTION	\$ 57,350.00	\$ 51,643.50	\$ -	\$ 5,706.50	\$ 5,706.50	
200	52015-27	GROUP INSURANCE	\$ 854,924.21	\$ 861,347.89	\$ -	\$ (6,423.68)	\$ (6,423.68)	
200	52035	UNEMPLOYMENT	\$ 12,000.00	\$ 1,182.95	\$ -	\$ 10,817.05	\$ 10,817.05	
200	52040	WORKERS' COMPENSATION	\$ 41,083.56	\$ 37,049.00	\$ -	\$ 4,034.56	\$ 4,034.56	
200	52060	TUITION REIMBURSEMENT	\$ 8,000.00	\$ 7,722.68	\$ -	\$ 277.32	\$ 277.32	
		TOTAL BENEFITS	\$ 1,122,065.27	\$ 1,122,947.56	\$ -	\$ (882.29)	\$ (882.29)	
340	53140	AUDITING	\$ 15,000.00	\$ 15,000.00	\$ -	\$ -	\$ -	
340	53180	SCHOOL PHYSICIAN	\$ 1,500.00	\$ 1,000.00	\$ -	\$ 500.00	\$ 500.00	
340	53190	OCCUP/PHYS THERAPY	\$ -	\$ 8,345.50	\$ -	\$ (8,345.50)	\$ (8,345.50)	
340	53200	OTHER CONSULTANTS	\$ 18,200.00	\$ 11,578.33	\$ -	\$ 6,621.67	\$ 6,621.67	
310	53210	BOARD LEGAL SERVICE	\$ 14,400.00	\$ 29,808.77	\$ -	\$ (15,408.77)	\$ (15,408.77)	
340	53220	BOARD CLERK	\$ 1,500.00	\$ 1,035.00	\$ -	\$ 465.00	\$ 465.00	
330	53240	STAFF DEVELOPMENT	\$ 7,100.00	\$ 1,138.85	\$ 3,895.00	\$ 2,066.15	\$ 2,066.15	
320	53260	AHM YOUTH SERVICE	\$ 42,840.00	\$ 42,840.00	\$ -	\$ -	\$ -	
		TOTAL PROF/TECH SERVICES	\$ 100,540.00	\$ 110,746.45	\$ 3,895.00	\$ (14,101.45)	\$ (14,101.45)	
410	54160-70, 54325-40	UTILITY SERVICES	\$ 161,870.50	\$ 135,450.09	\$ -	\$ 26,420.41	\$ 26,420.41	
420	54XXX	CONTRACTED REPAIR SERVICE	\$ 135,135.56	\$ 131,868.26	\$ 15,988.53	\$ (12,721.23)	\$ (7,708.83)	
		TOTAL PROPERTY SERVICES	\$ 297,006.06	\$ 267,318.35	\$ 15,988.53	\$ 13,699.18	\$ 18,711.58	

MARLBOROUGH BOARD OF EDUCATION MONTHLY FINANCIAL REPORT

		June	2021-22 AS OF	8/15/2022				Aug-22
UNIFUND	MUNIS		BUDGETED	EXPENDED	ENCUMBERED	BALANCE		PROJECTED
ACCOUNT	ACCOUNT	DESCRIPTION	FY 2020-21	8/15/2022	8/15/2022	8/15/2022		6/30/2022
590	55000	TELEPHONES	\$ 7,080.00	\$ 6,661.82	\$ -	\$ 418.18		\$ 418.18
590	55005	WEBHOSTING/EMAIL SERVICE	\$ 5,900.00	\$ 6,035.07	\$ -	\$ (135.07)		\$ (135.07)
590	55030	PRINTING & BINDING	\$ -	\$ -	\$ -	\$ -		\$ -
590	55110	ADVERTISING	\$ 1,100.00	\$ 975.60	\$ -	\$ 124.40		\$ 124.40
562	55120	OUT OF DISTRICT PLACEMENT	\$ 170,525.52	\$ 122,905.64	\$ -	\$ 47,619.88		\$ 47,619.88
561	55125	MAGNET SCHOOL TUITION	\$ 27,362.65	\$ 19,158.00	\$ -	\$ 8,204.65		\$ 8,204.65
590	55130	POSTAGE	\$ 4,000.00	\$ 4,001.30	\$ -	\$ (1.30)		\$ (1.30)
520	55140	LIABILITY/PROPERTY INS	\$ 32,800.00	\$ 34,194.00	\$ -	\$ (1,394.00)		\$ (1,394.00)
510	55160-70	STUDENT TRANSPORTATION	\$ 378,904.54	\$ 329,158.89	\$ -	\$ 49,745.65		\$ 49,745.65
		TOTAL PURCHASED SERVICES	\$ 627,672.71	\$ 523,090.32	\$ -	\$ 104,582.39		\$ 104,582.39
620	56080	HEATING OIL	\$ 56,341.00	\$ 40,420.23	\$ -	\$ 15,920.77		\$ 15,920.77
627	56090	DIESEL & GASOLINE	\$ 23,200.00	\$ 17,048.58	\$ -	\$ 6,151.42		\$ 6,151.42
621	56095	PROPANE GAS	\$ 1,200.00	\$ 796.68	\$ -	\$ -		\$ 403.32
611	56111-13	INSTRUCTIONAL SUPPLY	\$ 67,122.00	\$ 68,492.84	\$ 26,629.86	\$ (28,000.70)		\$ (17,590.41)
612	56211	INSTRUCTIONAL TECHNOLOGY	\$ 9,515.00	\$ 36,271.88	\$ -	\$ (26,756.88)		\$ (26,756.88)
641	56410	TEXTBOOKS	\$ 21,344.35	\$ 49,615.34	\$ -	\$ (28,270.99)		\$ (28,270.99)
642	56421	LIBRARY BOOKS	\$ 8,300.00	\$ 8,423.42	\$ 550.00	\$ (673.42)		\$ (123.42)
690	56901	ADMIN OFFICE SUPPLY	\$ 4,000.00	\$ 4,547.44	\$ -	\$ (547.44)		\$ (547.44)
690	56902	HEALTH ROOM SUPPLY	\$ 8,186.00	\$ 3,701.22	\$ -	\$ 4,484.78		\$ 4,484.78
690	56903	FINANCE OFFICE SUPPLY	\$ 2,500.00	\$ 4,182.89	\$ 1,745.00	\$ (3,427.89)		\$ (3,427.89)
613	56904	MAINTENANCE SUPPLY	\$ 36,060.00	\$ 59,618.45	\$ 295.00	\$ (23,853.45)		\$ (23,853.45)
		TOTAL SUPPLIES/MATERIALS	\$ 237,768.35	\$ 293,118.97	\$ 29,219.86	\$ (84,570.48)		\$ (73,610.19)
730	57301	NEW/REP EQUIP-INSTR	\$ -	\$ 89.96	\$ -	\$ (89.96)		\$ (89.96)
739	57390	NEW/REPL EQUIP-NON INSTR	\$ -	\$ 3,692.00	\$ -	\$ (3,692.00)		\$ (3,692.00)
740	57400	CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -		\$ -
		TOTAL CAPITAL OUTLAY	\$ -	\$ 3,781.96	\$ -	\$ (3,781.96)		\$ (3,781.96)
810	58901	DISTRICT MEMBERSHIP DUES	\$ 15,845.00	\$ 16,935.43	\$ 775.00	\$ (1,865.43)		\$ (1,865.43)
900	59000	OTHER ITEMS	\$ -	\$ -	\$ -	\$ -		\$ -
		TOTAL OTHER OBJECTS	\$ 15,845.00	\$ 16,935.43	\$ 775.00	\$ (1,865.43)		\$ (1,865.43)
		GRAND TOTALS	\$ 7,829,220.88	\$ 7,748,319.32	\$ 54,818.39	\$ 26,083.17		\$ 42,055.86

MARLBOROUGH BOARD OF EDUCATION MONTHLY FINANCIAL REPORT

		June 2021-22 AS OF	8/15/2022				Aug-22
UNIFUND	MUNIS	BUDGETED	EXPENDED	ENCUMBERED	BALANCE		PROJECTED
ACCOUNT	ACCOUNT DESCRIPTION	FY 2020-21	8/15/2022	8/15/2022	8/15/2022		6/30/2022
BOE Report Feedback/ Questions							
	Why are Teacher Salaries under budget(51112)?	The combination of ESSER II funding, ESSER III funding, and retirements has allowed us to fund a surplus.					
	Why are Substitute Salaries over budget(51115)?	We anticipate higher than average absentee rates at this time. We have hired two full time substitutes to ensure high coverage rates for our absences.					
	Why has the Related Services Salary (51120) surplus narrowed this month?	We were able to hire a Behavioral Support Specialist to assist with incoming students. Our Physical Therapy Services were outsourced for the final two months of the school year.					
	Why are Office Support Salaries under budget(51123)?	We were able to hire the Superintendent Administrative Assistant below our budgeted amount.					
	Why are Paraeducator Salaries (51124) forecasted to finish in a deficit?	We have hired an additional one point five (1.5) paraeducators over budget to start the school year. We recently settled a three year contract with retroactive payment. This deficit has narrowed as the year has progressed.					
	Why are Custodian Salaries (51125) forecasted to finish in a deficit?	We recently settled a three year contract with retroactive payment. We also have utilized substitutes.					
	Why are Group Insurances (52015-52027) forecasted to finish in a deficit?	Several employees either elected or expanded benefits during open enrollment. This deficit has narrowed as the year has progressed.					
	Why is there a deficit in Occupational/Physical Therapy Services (53190)?	Our Physical Therapist has recently resigned. We have replaced them with a contracted service for the balance of the school year. There are corresponding savings in the OT/PT salary line (51120).					
	Why is there a deficit in Board Legal Services (53210)?	We anticipate the need for ongoing negotiation and consulting services. This deficit has narrowed as the year has progressed.					
	Why is there a deficit forecast in the Contracted Service - Repairs Budget (54001-54999)?	We anticipate funding fire alarm and floor finishing repairs from the general fund budget.					
	Why are Utilities (54160-70, 54325-40) under budget at this time?	Our loan payment for electricity infrastructure upgrades was paid off earlier this year.					
	Why does Out Of District Tuition(55120) reflect a surplus rather than a deficit?	While we did not budget enough for summer school placements, our SPED Excess Cost Grant came in higher than expected.					
	Why is Regular Education Student Transportation (55160) under budget?	We had contracted for nine (9) buses, but DATTCO was only able to staff eight (8). Instead, DATTCO staffed a van, reflecting some savings based upon the cost per day of the vehicle.					
	Why is Special Education Student Transportation (55170) over budget?	We did not budget enough for summer school placements. We will be utilizing a full Dattco SPED van rather than a half a van in the 2021-22 school year. We needed an additional van part way through the year to cover additional PREK enrollment.					
	Why has Instructional Technology (56211) gone into a deficit position?	We have increased the number of software subscriptions this year. The cost of each subscription has increased significantly.					
	Why has Textbooks (56410) gone into a deficit position?	We have begun to purchase textbooks due to extensive lead times.					
	Why has Heating Oil (56080) gone into a surplus position?	Our winter has been relatively mild.					
	Why have Custodial Supplies (56904) gone over budget?	We have replaced a significant amount of door hardware this year.					
*	Asterisk indicates the budget explanation was updated as of		8/15/2022				*

Marlborough Public Schools		
Budget 2021-22		
Year End Budget Transfer Request		
MOTION: That the Board approve the financial account transfers as presented		
List Of Financial Transfers		
5000 PURCHASED SERVICES	\$94,241.32	SPED EXCESS COST/REGED TRANSPORT
TOTAL : FROM SURPLUS ACCOUNTS	\$94,241.32	
2000 BENEFITS	-\$882.29	TWO SEVERANCES
3000 PROFESSIONAL SERVICES	-\$14,101.45	LEGAL OT/PT
6000 SUPPLIES	-\$73,610.19	INSTRUCTIONAL/TEXTBOOKS/CUSTODIAL
7000 CAPITAL EQUIPMENT	-\$3,781.96	NON INSTRUCTIONAL EQUIPMENT
8000 DUES AND FEES	-\$1,865.43	DUES
TOTAL : TO DEFICIT ACCOUNTS:	-\$94,241.32	

Marlborough Board of Education Goals 2022-2025

THIS IS A DRAFT FOR BOARD FEEDBACK. PLEASE PROVIDE FEEDBACK TO HOLLY BY JUNE 30TH. WITH EDITS MADE PER FEEDBACK, IN KEEPING WITH WHAT WAS DISCUSSED AT THE SPECIAL MEETING HELD ON JUNE 7, 2022, AN UPDATED DRAFT WILL BE ON THE AUGUST AGENDA FOR REVIEW AND DISCUSSION WITH A MOTION TO ADOPT THE BOARD GOALS. Feedback/suggestions added in purple font.

I HAVE SUGGESTED A TIMEFRAME OF 2022-2025 TO CORRESPOND WITH THE THREE YEAR NATURE OF THE SCIP.

Strategic Leadership

Unify around the vision and mission of the school district through the support of the district Strategic Continuous Improvement Plan (SCIP) which outlines the goals and action steps aimed at establishing a strong foundation for success and achievement for all students.

- Monitor the progress and results of the Strategic Continuous Improvement Plan through periodic, public reports.
- Work as an effective, collaborative leadership team, in partnership with the Superintendent, to focus priorities on the success and achievement of all students.
- Review and update Bylaws to align work of the Board to ensure support for and alignment with the Strategic Continuous Improvement Plan.
- Support the professional development and work environment that enhance educator excellence and lead to student academic growth, achievement, and wellness.

Communications and Relations

Communicate to build community support for the district's vision and mission and its progress towards the outcomes articulated in the Strategic Continuous Improvement Plan.

- Aim to improve intra-board communications, relations, and functionality towards unity in support of the strategic improvement initiatives of the district by: (1) Assuming the best intentions of fellow Board members (2) Being present in all ways at Board of Education meetings by attending on time, using electronics for meeting purposes only, communicating openly and honestly while being respectful to differing points of view or the consensus of the Board. (3) Checking and responding to communications within 48 hours in a courteous manner.
- Communication from the chair to the rest of the board biweekly or as needed to be timely.
- Engage in a midyear retreat to review Board functionality and relationships and an annual end of year retreat to conduct the Board self-evaluation and to review and/or revise Board goals.
- Maintain an annual schedule of typical Board meeting agenda items by month.
- Do not allow politics to interfere with Board business.

Fiscal Responsibility

Adopt a fiscally responsible budget so that resources are allocated to ensure that strategic imperatives as outlined in the Strategic Continuous Improvement Plan are supported and the facility is maintained to provide a safe, secure, and healthy environment conducive for learning.

- Communicate with the community prior to and during the budget process through a Community Forum and the timely, navigable use of the district website to post budget documents and upcoming actions per the district Budget Timeline.

Board Professional Learning and Support

Remain active in professional organizations, including workshops offered by CAFE, and participate in professional development regarding roles and responsibilities and on relevant and current topics.

Conduct a comprehensive orientation for new members to assist them in understanding the Board's functions, policies, and procedures and the operation of the school district, including the assignment of veteran members to mentor new members.

MARLBOROUGH BOARD OF EDUCATION MONTHLY FINANCIAL REPORT

ENCLOSURE # 9.4

		August	2022-23 AS OF	8/15/2022				Aug-22
UNIFUND	MUNIS		BUDGETED	EXPENDED	ENCUMBERED	BALANCE		PROJECTED
ACCOUNT	ACCOUNT	DESCRIPTION	FY 2020-21	8/15/2022	8/15/2022	8/15/2022		6/30/2023
111	51111	DISTRICT ADMINISTRATION	\$ 392,434.00	\$ 46,125.69	\$ 353,630.29	\$ (7,321.98)		\$ (7,321.98)
111	51112	TEACHERS	\$ 3,891,462.50	\$ -	\$ 3,877,208.92	\$ 14,253.58		\$ 0.00
111	51113	STIPENDS	\$ 6,488.00	\$ -	\$ -	\$ 6,488.00		\$ -
111	51114	CURRICULUM REVISION	\$ 5,125.00	\$ -	\$ -	\$ 5,125.00		\$ -
111	51118	SUMMER SPED PROGRAMS	\$ 8,631.68	\$ 6,113.30	\$ -	\$ 2,518.38		\$ -
112	51115 29	SUBSTITUTES	\$ 103,715.50	\$ -	\$ -	\$ 103,715.50		\$ -
112	51120 23 26 27	OFFICE/TECH/NURSE/OT/PT	\$ 545,078.20	\$ 34,221.15	\$ 461,847.04	\$ 49,010.01		\$ 35,474.98
112	51124 28	PARAEDUCATORS	\$ 544,106.56	\$ 5,267.75	\$ 454,894.66	\$ 83,944.15		\$ 26,698.10
112	51125	CUSTODIANS	\$ 213,297.53	\$ 22,140.65	\$ 174,306.00	\$ 16,850.88		\$ 0.00
		TOTAL SALARIES	\$ 5,710,338.97	\$ 113,868.54	\$ 5,321,886.91	\$ 274,583.52		\$ 54,851.10
200	52005	SOCIAL SECURITY	\$ 156,142.00	\$ 4,629.26	\$ -	\$ 151,512.74		\$ -
200	52012	RETIREMENT CONTRIBUTION	\$ 60,217.00	\$ 4,036.61	\$ -	\$ 56,180.39		\$ -
200	52015-27	GROUP INSURANCE	\$ 806,319.68	\$ 151,072.93	\$ 649,125.08	\$ 6,121.67		\$ 0.00
200	52035	UNEMPLOYMENT	\$ 9,600.00	\$ -	\$ -	\$ 9,600.00		\$ -
200	52040	WORKERS' COMPENSATION	\$ 41,083.56	\$ 35,333.77	\$ -	\$ 5,749.79		\$ 5,749.79
200	52060	TUITION REIMBURSEMENT	\$ 8,000.00	\$ -	\$ -	\$ 8,000.00		\$ -
		TOTAL BENEFITS	\$ 1,081,362.24	\$ 195,072.57	\$ 649,125.08	\$ 237,164.59		\$ 5,749.79
340	53140	AUDITING	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00		\$ -
340	53180	SCHOOL PHYSICIAN	\$ 1,500.00	\$ -	\$ -	\$ 1,500.00		\$ -
340	53190	OCCUP/PHYS THERAPY	\$ -	\$ -	\$ -	\$ -		\$ (47,500.00)
340	53200	OTHER CONSULTANTS	\$ 16,650.00	\$ 1,400.00	\$ -	\$ 15,250.00		\$ -
310	53210	BOARD LEGAL SERVICE	\$ 14,400.00	\$ -	\$ -	\$ 14,400.00		\$ -
340	53220	BOARD CLERK	\$ 2,500.00	\$ -	\$ -	\$ 2,500.00		\$ -
330	53240	STAFF DEVELOPMENT	\$ 12,175.00	\$ -	\$ -	\$ 12,175.00		\$ -
320	53260	AHM YOUTH SERVICE	\$ 43,696.00	\$ -	\$ -	\$ 43,696.00		\$ -
		TOTAL PROF/TECH SERVICES	\$ 105,921.00	\$ 1,400.00	\$ -	\$ 104,521.00		\$ (47,500.00)
410	54160-70, 54325-40	UTILITY SERVICES	\$ 156,905.66	\$ 8,706.27	\$ -	\$ 148,199.39		\$ (0.00)
420	54XXX	CONTRACTED REPAIR SERVICE	\$ 156,115.56	\$ 23,448.12	\$ 10,563.00	\$ 122,104.44		\$ (4,000.00)
		TOTAL PROPERTY SERVICES	\$ 313,021.22	\$ 32,154.39	\$ 10,563.00	\$ 270,303.83		\$ (4,000.00)

MARLBOROUGH BOARD OF EDUCATION MONTHLY FINANCIAL REPORT

		August	2022-23 AS OF	8/15/2022			Aug-22
UNIFUND	MUNIS		BUDGETED	EXPENDED	ENCUMBERED	BALANCE	PROJECTED
ACCOUNT	ACCOUNT	DESCRIPTION	FY 2020-21	8/15/2022	8/15/2022	8/15/2022	6/30/2023
590	55000	TELEPHONES	\$ 7,080.00	\$ 1,516.73	\$ -	\$ 5,563.27	\$ -
590	55005	WEBHOSTING/EMAIL SERVICE	\$ 5,900.00	\$ -	\$ -	\$ 5,900.00	\$ -
590	55030	PRINTING & BINDING	\$ -	\$ -	\$ -	\$ -	\$ -
590	55110	ADVERTISING	\$ 1,100.00	\$ 66.00	\$ -	\$ 1,034.00	\$ -
562	55120	OUT OF DISTRICT PLACEMENT	\$ 119,783.75	\$ 1,226.50	\$ -	\$ 118,557.25	\$ -
561	55125	MAGNET SCHOOL TUITION	\$ 29,423.01	\$ -	\$ -	\$ 29,423.01	\$ -
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	\$ -	\$ -	\$ 346,750.24	\$ -
		TOTAL PURCHASED SERVICES	\$ 546,837.00	\$ 38,815.62	\$ -	\$ 508,021.38	\$ (3,206.39)
620	56080	HEATING OIL	\$ 62,084.50	\$ -	\$ -	\$ 62,084.50	\$ -
627	56090	DIESEL & GASOLINE	\$ 26,830.00	\$ -	\$ -	\$ 26,830.00	\$ -
621	56095	PROPANE GAS	\$ 1,200.00	\$ -	\$ -	\$ -	\$ -
611	56111-13	INSTRUCTIONAL SUPPLY	\$ 73,250.00	\$ 6,204.63	\$ 17,432.40	\$ 49,612.97	\$ -
612	56211	INSTRUCTIONAL TECHNOLOGY	\$ 9,490.00	\$ -	\$ -	\$ 9,490.00	\$ -
641	56410	TEXTBOOKS	\$ 51,652.83	\$ -	\$ 1,079.00	\$ 50,573.83	\$ -
642	56421	LIBRARY BOOKS	\$ 5,300.00	\$ -	\$ 4,885.30	\$ 414.70	\$ (0.00)
690	56901	ADMIN OFFICE SUPPLY	\$ 4,000.00	\$ 195.00	\$ 1,398.99	\$ 2,406.01	\$ -
690	56902	HEALTH ROOM SUPPLY	\$ 7,000.00	\$ -	\$ -	\$ 7,000.00	\$ -
690	56903	FINANCE OFFICE SUPPLY	\$ 2,500.00	\$ -	\$ 91.10	\$ 2,408.90	\$ -
613	56904	MAINTENANCE SUPPLY	\$ 32,298.45	\$ 1,038.57	\$ 14,907.58	\$ 16,352.30	\$ 0.00
		TOTAL SUPPLIES/MATERIALS	\$ 275,605.78	\$ 7,438.20	\$ 39,794.37	\$ 228,373.21	\$ 0.00
730	57301	NEW/REP EQUIP-INSTR	\$ -	\$ -	\$ -	\$ -	\$ -
739	57390	NEW/REPL EQUIP-NON INSTR	\$ -	\$ -	\$ -	\$ -	\$ -
740	57400	CAPITAL PROJECTS	\$ -	\$ -	\$ -	\$ -	\$ -
		TOTAL CAPITAL OUTLAY	\$ -	\$ -	\$ -	\$ -	\$ -
810	58901	DISTRICT MEMBERSHIP DUES	\$ 13,845.00	\$ 250.00	\$ 169.85	\$ 13,425.15	\$ -
900	59000	OTHER ITEMS	\$ -	\$ -	\$ -	\$ -	\$ -
		TOTAL OTHER OBJECTS	\$ 13,845.00	\$ 250.00	\$ 169.85	\$ 13,425.15	\$ -
		GRAND TOTALS	\$ 8,046,931.21	\$ 388,999.32	\$ 6,021,539.21	\$ 1,636,392.68	\$ 5,894.50



Marlborough School District
25 SCHOOL DRIVE, MARLBOROUGH, CONNECTICUT 06447
Telephone: (860) 295-6236/Fax: (860) 295-6153
www.marlborough.k12.ct.us

Dr. Holly Hageman
Superintendent

August 25, 2022

TO: Marlborough Board of Education

FROM: Dr. Holly Hageman
Superintendent

RE: Marlborough School Medical Advisor

I am recommending to you Dr. Streim, who has a practice in pediatrics here in Marlborough, for the position of Marlborough School Medical Advisor. Dr. Streim's credentials are the following:

Carrie Streim, M.D.
Marlborough Pediatrics
42 East High Street
East Hampton, CT 06424
Telephone: 860-295-9592

EDUCATION:

Undergraduate pre-medical training (BA) from Mount Holyoke College in South Hadley, Massachusetts
Medical Degree from Boston University School of Medicine

TRAINING:

Pediatric Internship and Residency at the University of Connecticut Affiliated Hospitals

HOSPITAL AFFILIATIONS AND CLINICAL APPOINTMENTS:

Active Associate Staff Hartford Hospital
Active Staff Connecticut Children's Medical Center
Assistant Clinical Professor, University of Connecticut School of Medicine

MEMBERSHIPS AND CERTIFICATION:

Fellow in the American Academy of Pediatrics
Board Certified in American Board of Pediatrics
Member Hartford County Medical Association
Member Connecticut State Medical Society

Marlborough Public Schools BoE Policy Subcommittee 6/16/2022

Policy Number(s) & Bylaw	Policy Title	Current MES Policy	Optional, Recommended or Mandated	Action:
# 5145.5	Students: Sexual Harassment	NO	Mandated	*Add policy not in place *Replace/Update existing policy with updates
# 5144.2	Use of Exclusionary Time Out Settings	YES	Mandated	Add policy: Not in policy set and is a mandatory policy
# 6164.11	Instruction: Drugs, Tobacco, Alcohol	NO	Mandated	Replace/Update: Replace existing policy # 5144.1
# 6141.323	Instruction: Internet Safety Policy/Filtering	NO	Mandated	Add policy: Not in policy set and is a mandatory policy

Another version of this policy to consider.

Students

Sex Discrimination and Sexual Harassment (Students)

It is the policy of the Board of Education that any form of sex discrimination or sexual harassment is prohibited, whether by students, Board employees or third parties subject to the control of the Board. Students, Board employees and third parties are expected to adhere to a standard of conduct that is respectful of the rights of students. Any student or employee who engages in conduct prohibited by this policy shall be subject to disciplinary action.

The Superintendent of Schools shall develop Administrative Regulations implementing this Policy.

Definitions

Sex discrimination occurs when a person, because of his or her sex, is denied participation in or the benefits of any education program receiving federal financial assistance.

Sexual harassment: In a school setting, sexual harassment is conduct that 1) is sexual in nature; 2) is unwelcome; and 3) denies or limits a student's ability to participate in or benefit from a school's educational program. Sexual harassment can be verbal, nonverbal or physical. Sexual violence is a form of sexual harassment. Sexual harassment creates a hostile environment if the conduct is sufficiently severe or pervasive such that it interferes with or limits a student's ability to participate in or benefit from the school's program. Although not an exhaustive list, the following are examples of sexual conduct prohibited by this policy:

1. Statements or other conduct indicating that a student's submission to, or rejection of, sexual overtures or advances will affect the student's grades and/or other academic progress.
2. Unwelcome attention and/or advances of a sexual nature, including verbal comments, sexual invitations, leering and physical touching.
3. Display of sexually suggestive objects, or use of sexually suggestive or obscene remarks, invitations, letters, emails, text messages, notes, slurs, jokes, pictures, cartoons, epithets or gestures.
4. Touching of a sexual nature or telling sexual or dirty jokes.
5. Transmitting or displaying emails or websites of a sexual nature.
6. Using computer systems, including email, instant messaging, text messaging, blogging or the use of social networking websites, or other forms of electronic communications, to engage in any conduct prohibited by this policy.

Sexual Violence: Sexual violence is a form of sexual harassment. For the purposes of this policy, sexual violence refers to physical acts that are sexual in nature, perpetrated against a person's will or where a person is incapable of giving consent due to the victim's use of drugs or alcohol.

Students

Sex Discrimination and Sexual Harassment (Students) (continued)

Procedure

It is the express policy of the Board of Education to encourage victims of sex discrimination or sexual harassment to report such claims. Students are encouraged to promptly report complaints of sex discrimination or sexual harassment to any district personnel, as set forth in the Administrative Regulations implementing this Policy. The district will investigate such complaints promptly, take interim measures, and take corrective action where appropriate. The district will maintain confidentiality to the extent appropriate. The district will not tolerate any reprisals or retaliation that occur as a result of the good faith reporting of charges of sexual harassment or sex discrimination. Any such reprisals or retaliation will result in disciplinary action against the retaliator.

The school district will provide training for all district employees, and periodically distribute this Policy and the implementing Administrative Regulations to staff and students in an effort to maintain an environment free of sexual discrimination and sex harassment.

Sex discrimination and/or sexual harassment may also constitute bullying behavior under the Board's Bullying Behavior in the Schools Policy.

(cf. 4000.1/5145.44 – Title IX)

(cf. 5131.911 – Bullying)

Legal References: United States Constitution, Article XIV
Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681, et seq.
Title IX of the Education Amendments of 1972, 34 C.F.R. § 106.1, et seq.
Title IX Final Rule, May 6, 2020
Gebser v. Lago Vista Independent School District, 524 U.S. 274 (1998)
Davis v. Monroe County Board of Education, 526 U.S. 629 (1999)
Office for Civil Rights, U.S. Department of Education, Revised
Sexual Harassment Guidance: Harassment of Students by School
Employees, Other Students, or Third Parties, 66 Fed. Reg. 5512 (Jan. 19,
2001).
Office of Civil Rights, U.S. Department of Education Dear Colleague
Letter: Sexual Violence (April 4, 2011).
Constitution of the State of Connecticut, Article I, Section 20.

Policy adopted:

cps 5/16

A sample regulation to consider.

Students

Sexual Harassment

Sexual harassment is prohibited in the school system. Sexual harassment can occur when, but is not limited to:

1. Submission to, or rejection of, the conduct by the individual is used as the basis of academic decisions affecting the individual.
2. The conduct has the purpose or effect of having a negative impact upon the individual's academic performance, or of creating an intimidating, hostile, or offensive educational environment.
3. Submission to, or rejection of, the conduct by the individual is used as the basis for any decision affecting the individual regarding services, honors, programs, or activities available at or through the educational institution.
4. Suggestive or obscene letters, notes, invitations, derogatory comments, slurs, jokes, epithets, assault, touching, impeding or blocking movement, leering, gestures, display of sexually suggestive objects, pictures or cartoons.
5. Continuing to express sexual interest after being informed that the interest is unwelcome.
6. Coercive sexual behavior used to control, influence, or affect the educational opportunities, grades, and/or learning environment of student, including promises or threats regarding grades, course admission, performance evaluations, or recommendations; enhancement or limitation of student benefits or services (e.g. scholarships, financial aid, work study job).
7. Inappropriate attention of a sexual nature from peer(s), i.e. student to student, employee to employee.

Complaint Procedure

1. If a student believes that he/she is being or has been harassed, that person should immediately inform the harasser that his/her behavior is unwelcome, offensive, in poor taste, unprofessional, or highly inappropriate.
2. As soon as a student feels that he or she has been subjected to sexual harassment, he or she should make a written complaint to the District Title IX Coordinator, or the Principal or his/her designee. The student may also notify any school employee who shall bring the allegation to the attention of the Title IX Coordinator. The student will be provided a copy of this policy and regulation and made aware of his or her rights.

Students

Sexual Harassment

Complaint Procedure (continued)

3. The complaint should state the:
 - A. Name of the complainant
 - B. Date of the complaint,
 - C. Date(s) of the alleged harassment/discrimination,
 - D. Name or names of the harasser(s) or discriminator(s),
 - E. Location where such harassment/discrimination occurred,
 - F. Names of any witness(es) to the harassment/discrimination,
 - G. Detailed statement of the circumstances constituting the alleged harassment/discrimination, and
 - H. Remedy requested.
4. Any student who makes an oral complaint of harassment to any of the above mentioned personnel will be provided a copy of this regulation and will be instructed to make a formal written complaint pursuant to the above procedure. In appropriate circumstances, due to the age of the student making the complaint, a parent or guardian of the Title IX Coordinator may be permitted to fill out the form, on the student's behalf.
5. If the complainant is a minor student, the person to whom the complaint is given should consider whether a child abuse report should be completed.
6. All complaints are to be forwarded immediately to the Principal or designee unless that individual is the subject of the complaint, in which case the complaint should be forwarded directly to the Superintendent or his/her designee. In addition, a copy of any complaint filed shall also be forwarded to the Title IX Coordinator.
7. If possible, within five (5) working days of receipt of the complaint, the Title IX Coordinator or Principal or designee shall initiate the District's Title IX Grievance/Investigation Process to commence an effective, thorough, objective and complete investigation of the complaint. The investigator shall consult with all individuals reasonably believed to have relevant information, including the student and the alleged harasser, any witnesses to the conduct, and victims of similar conduct that the investigator reasonably believes may exist. The investigation shall be free of stereotypical assumptions about either party. The investigation shall be carried on discretely, maintaining confidentiality insofar as possible while still conducting an effective and thorough investigation. Throughout the entire investigative process, the due process rights of the alleged harasser will be upheld.

Students

Sexual Harassment

Complaint Procedure (continued)

8. Any student who makes a complaint shall be notified of the District's intent to investigate the complaint. In the event the student requests confidentiality or that an investigation not be conducted, the District will take reasonable steps to investigate and respond to the complaint to the extent possible, given the request for confidentiality or that the District not investigate the complaint. If the student insists that his/her personally identifiable information not be shared with the alleged perpetrator, the student will be informed that the District's ability to investigate and/or take corrective action may be limited.
9. Upon receipt of a sexual harassment or sex discrimination complaint, the Title IX Coordinator shall provide the formal complaint to a trained Title IX investigator to commence an investigation of the complaint. The Title IX Investigator and decision-maker shall:
 - a) offer to meet with the complainant within ten (10) school days to discuss the nature of the complaint, identify individuals the complainant believes has relevant information, and obtain any relevant documents the complainant may have;
 - b) provide the complainant with a copy of the Board's sexual harassment policy and accompanying regulations;
 - c) consider whether any interim measures may be appropriate to protect the alleged victim, pending the outcome of the investigation;
 - d) investigate the factual basis of the complaint, including, as applicable, conducting interviews with individuals deemed relevant to the complaint;
 - e) consider whether alleged sex discrimination or sexual harassment has created a hostile school environment, including consideration of the effects of off-campus conduct on the school;
 - f) communicate promptly the outcome of the investigation in writing to the Title IX decision-maker to any individual properly identified as a party to the complaint (to the extent permitted by state and federal confidentiality requirements). The decision-maker, in a written notice, shall include a finding whether the complaint was substantiated and if so, shall identify, to the extent possible, how the district will remedy the discrimination or harassment, adhering to the requirements of state and federal law;
 - g) when sex discrimination or sexual harassment has been found, take steps that are reasonably calculated to end the discrimination, take corrective and/or disciplinary action aimed at preventing the recurrence of the harassment or discrimination, as deemed appropriate by the Superintendent or his/her designee, and take steps to remedy the effects of the sex discrimination or sexual harassment;

Students

Sex Discrimination and Sexual Harassment (Students)

Complaint Procedure (continued)

10. The decision-maker shall make a written report summarizing the results of the findings of the investigation and proposed disposition of the matter, and shall provide copies to the complainant and the alleged harasser who shall have at least ten days to review the collected and provided material before any determination is reached regarding responsibility.
11. If the student complainant or alleged perpetrator is dissatisfied with the result of the investigation, he or she may file a written appeal within thirty (30) calendar days with the Superintendent, who shall review the decision-maker's written report, the information collected by the investigator together with the recommended disposition of the complaint to determine whether the alleged conduct constitutes harassment. The Superintendent direct a different Title IX trained decision-maker to conduct a reasonable investigation, including interviewing the complainant and alleged harasser and any witnesses with relevant information. After completion of this review, the Superintendent shall respond to the complainant, in writing, within fifteen (15) schooldays following the receipt of the written request for appeal.

If after a thorough investigation, there is reasonable cause to believe that sexual harassment has occurred, the district shall take all reasonable actions to ensure that the harassment ceases and will not recur. Actions taken in response to allegations of harassment may include reassignment, transfer, or disciplinary action. Further, if a sex discrimination complaint raises a concern about bullying behavior, the Title IX Coordinator shall notify the Safe School Climate Specialist who shall coordinate any bullying investigation with the Title IX Coordinator.

The harasser and any other students or employees, if appropriate, will be informed that appropriate action shall be taken if further acts of harassment or retaliation occur. If further acts of harassment or retaliation do occur, appropriate action shall be taken.

Retaliation against any individual who complains pursuant to the Board's policy and regulations is strictly prohibited. The district will take actions necessary to prevent retaliation as a result of filing a complaint.

At any time, a complainant alleging sex discrimination or sexual harassment may file formal complaint with the U.S. Department of Education, Office for Civil Rights, 8th Floor, 5 Post Office Square, Suite 900, Boston, MA 02109-0111 (Telephone Number (617) 289-0111).

Copies of this regulation will be distributed to all elementary, middle and high school students.

Regulation approved:

rev 1/20
rev 6/20

Marlborough PUBLIC SCHOOLS
Marlborough, Connecticut

SEXUAL HARASSMENT REPORT FORM

The Marlborough Public Schools maintains a firm policy prohibiting all forms of discrimination based on sex. Sexual harassment against students or employees is sex discrimination. All persons are to be treated with respect and dignity. Sexual advances or other forms of personal harassment by any person, male or female, which create an intimidating, hostile or offensive environment will not be tolerated under any circumstances. Individuals who suspect that they may be victims of sexual harassment shall complete this form and file it with the District Title IX Compliance Officer Jan White Principal at 25 School Drive Marlborough

Marlborough
CT
01947

Complainant _____
Home Address _____
Work Address _____
Home Phone _____ Work Phone _____

Date of Alleged Incident(s) _____
Name of person(s) you believe sexually harassed you _____
List any witnesses that were present _____

Where did the incident(s) occur? _____

Describe the incident(s) as clearly as possible, including such things as: what force, if any, was used; any specific verbal statements (i.e. threats, requests, demands, etc.); what, if any, physical contact was involved; what did you do to avoid the situation, etc. (Attach additional pages if necessary.)

This complaint is filed based on my honest belief that _____ has sexually harassed me. I hereby certify that the information I have provided in this complaint is true, correct, and complete to the best of my knowledge and belief.

(Complainant Signature) (Date)

Received by _____
Signature District (Date)
Title IX Compliance
Officer

A copy of this form shall be provided to the complainant.

A new and mandated policy to consider. This can also be covered in policy #5144.1, but with less specificity.

Students

Use of Exclusionary Time Out Settings

The Board of Education (Board) recognizes that the use of exclusionary time out may be an effective method of behavior-intervention for some students. A time out setting used for an exclusionary time out is an area for a student to safely deescalate, regain control, and prepare to meet expectations to return to his/her educational program. The time out setting offers a quiet place to be used when students are overwhelmed, experiencing over-stimulation or are out of control.

OR

The Board of Education (Board) acknowledges that behavior management practices for students may sometimes include the use of exclusionary time out settings. A time out setting is an area for a student to safely deescalate, self-regulate, self-calm, regain control and prepare to meet expectations to return to his/her educational program. A time out setting shall only be used in conjunction with a behavior management program which teaches and reinforces acceptable behaviors, except where it is necessary to remove a student from a potentially dangerous situation or an unanticipated situation.

Definitions

Exclusionary time out means a temporary, continuously monitored separation of a student from an ongoing activity in a non-locked setting, for the purpose of calming such student or deescalating such student's behavior.

Seclusion means the involuntary confinement of a student in a room, physically prevented from leaving. Seclusion does not include an exclusionary time out.

Physical restraint means any mechanical or personal restriction that immobilizes or reduces the free movement of a person's arms, legs or head, including, but not limited to, carrying or forcibly moving a person from one location to another. Excluded from this definition is briefly holding a person in order to calm or comfort the person; restraint involving the minimum contact necessary to safely escort a person from one area to another; medical devices including but not limited to, supports prescribed by a health care provider to achieve proper body position or balance; helmets or other protective gear used to protect a person from injuries due to a fall; helmets, mitts and similar devices used to prevent self-injury when the device is part of a documented treatment plan or individualized education program pursuant to Connecticut's special education laws or prescribed or recommended by a medical professional and is the least restrictive means to prevent such self-injury or an exclusionary timeout.

Students

Use of Exclusionary Time Out Settings (continued)

Types of Time Out

A time-out is a behavioral support strategy in which a student temporarily separates from the learning activity or classroom, either by choice or by staff direction for the purpose of calming.

There are two kinds of time-out:

- **Inclusionary** – when a student is removed from positive reinforcement or full participation in the class while remaining in the class. The use of inclusionary time-out functions as a behavior support strategy while allowing the student to remain fully aware of the learning activities in the classroom.
- **Exclusionary** – when a student is separated from the rest of the class through complete visual separation or actual physical separation.

Time-out is used for calming an agitated student. Time-out is not used for punishment or discipline.

Use of Exclusionary Time Out Setting/Space

If a time out setting/space is to be used, it must be used as a behavioral intervention strategy that is designed to teach and reinforce alternative appropriate behaviors in which a student is removed to a supervised area or room in order to facilitate self-control or when it is necessary to remove a student from a potentially dangerous situation and for unanticipated situations that pose an immediate concern for the physical safety of a student or others.

The Board has adopted and implemented the following policy and procedures governing school use of time out settings/spaces as part of its behavior management approach consistent with P.A. 18-51.

At a minimum, the use of exclusionary time out settings/spaces shall be governed by the following rules and standards:

1. The Board prohibits placing a student in a locked room or space or in a setting where the student cannot be continuously observed and supervised. The time out space shall be unlocked and the door must be able to be opened from the inside. The use of locked rooms or spaces for purposes of time out or emergency interventions is prohibited.

Staff shall continuously monitor the student in a time out setting. The staff must be able to see and hear the student at all times. At least one school employee must remain with the student or be immediately available to the student so that the student and the staff member can communicate verbally throughout the time out.

Students

Use of Exclusionary Time Out Settings (continued)

Under no circumstances shall a time out setting/space in a school program be used for seclusion of the student, where the term "seclusion" is interpreted to mean placing a student in a locked room or space or in a room where the student is not continuously observed and supervised.

2. Factors which may precipitate the use of the time out setting/space:
 - a. Student fails to respond to less severe interventions (behavior that cannot be controlled through interventions short of isolation in the designated time out space or room)
 - b. Behavior that is severely disruptive
 - c. Dangerous behavior that presents a risk of injury or harm to that student or to others
 - d. Behavior that is dangerous or presents a risk of significant property damage.

The designated time out setting/space shall not be used for punitive purposes, for staff convenience or to control minor misbehavior.

3. Time limitations for the use of the time out setting/space:

A student should remain in the designated time out setting/space only for the time necessary for the student to compose him/herself sufficiently to return to the classroom with minimal risk that the behavior will quickly reoccur, in the opinion of school staff monitoring the intervention. The time should normally not exceed 30 minutes. (*A suggested time-legislation does not specify time limits*)

School staff shall not keep a student in the designated time out setting/space for more than one hour. If the student continues to present dangerous behaviors after this period of time, the placement in that space may be continued only with written authorization of the building Principal or designee. In that event, the student's parent/guardian should also be called for the purpose of taking the student home for the remainder of that school day.

If, at any point during the student's stay in the designated time out space, the building Principal or his/her designee believes that the student cannot be maintained safely even in that setting, the building Principal/designee shall call the student's parent/guardian to come pick up the student, and may also call other emergency personnel for the purpose of taking custody of the student and ensuring the student's safety.

Further, a student's IEP shall specify when a behavioral intervention plan includes the use of a time out setting for a student with a disability, including the maximum amount of time a student will need to be in a time out setting as a behavioral consequence as determined on an individual basis in consideration of the student's age and individual needs.

Students

Use of Exclusionary Time Out Settings (continued)

School administration or other personnel shall be notified in the event a student is placed in a time out setting for excessive amounts of time; and such information shall be considered when determining the effectiveness of the student's behavioral intervention plan and the use of the time out setting for the student. ~~Whether the student requires a~~ ^{The} debriefing following the use of a time out setting shall be left to the staff knowledgeable about the individual student.

When it is decided through the program planning process to use a time out setting as a behavioral intervention, it should be clearly articulated in the planning what will be done if the student refuses to comply with the request to move to a time out setting or if the use of this strategy is not successful in managing the student's behavior. Should staff be required to physically remove the student to the time out setting, it is important that non-violent crisis techniques be used. Consideration must be given to the procedures pertaining to use of physical restraint and/or seclusion as defined in policy 5144.1.

4. Staff training on the policies and procedures related to the use of time out setting/space shall include, but not be limited to, the following measures:
 - a. ~~The Director of Special Education~~ (or _____) shall be responsible to the Superintendent for establishing administrative practices and procedures for training all District personnel responsible for use of time out.

- b. Specific Training Activities and Programs:

Staff members working with students who have the use of the time out space will:

- Receive full training in the policy and procedures for the use of a time out setting.
- Participate in work sessions to review each student's Behavior Intervention Plan and receive specific instruction in the implementation of the plan. The work sessions will include teachers, teaching assistants, monitors, building administrators and the Director of Pupil Personnel Services.

5. Data collection to monitor the effectiveness of the use of time out settings/spaces:

The District shall establish and implement procedures to document the use of time out space, including information to monitor the effectiveness of the use of the time out space to decrease specified behaviors. Such data may be subject to review by the State Education Department (SED) upon request.

Students

Use of Exclusionary Time Out Settings (continued)

Such data collection should appropriately include, but is not limited to, the following information:

- a. A record for each student showing the date and time of each use of the time out setting;
 - b. A detailed account of the antecedent conditions/specific behavior that led to the use of the time out setting;
 - c. The amount of time that the student was in the time out setting; and
 - d. Information to monitor the effectiveness of the use of the time out setting to decrease specified behaviors which resulted in the student being placed in the setting.
6. Information to be provided to parents:

The School District shall inform the student's parents prior to the initiation of a behavioral intervention plan that will incorporate the use of a time out setting for a student, and shall give the parent the opportunity to see the physical space that will be used as a time out setting and provide the parent with a copy of the school's policy on the use of time out settings/spaces.

Additionally, parents should be notified if their child was placed in a time out setting. Minimally, *whenever a time out setting is used as an emergency intervention* the parent shall be notified of the emergency intervention. Such notification will be provided the same day whenever possible. The use of a time out setting must be included on the student's IEP.

Parent reports of alleged inappropriate interventions used in a time out setting should be directed to school administrators.

Physical Space Used as a Time Out Setting/Space

The physical space used as a time out setting must meet certain standards:

- a. The area shall provide a means for continuous visual and auditory monitoring of the student. (Staff assigned to monitor the time out area must be able to see and hear the student at all times and be able to communicate verbally with the student throughout the time out.)
- b. The space or setting used for an exclusionary time out must be appropriate for calming or deescalating the student's behavior.
- c. The area shall be of adequate width, length and height to allow the student to move about and recline comfortably.

Students

Use of Exclusionary Time Out Settings

Physical Space Used as a Time Out Setting/Space (continued)

- d. Wall and floor coverings should be designed to prevent injury to the student, and there shall be adequate lighting and ventilation.
- e. The temperature of the area shall be within the normal comfort range and consistent with the rest of the building.
- f. The area shall be clean and free of objects and fixtures that could be potentially dangerous to a student and shall meet all local fire and safety codes.
- g. The setting must be unlocked and the door must be able to be opened from the inside at all times. The use of locked rooms or spaces for the purpose of time out is strictly prohibited.

(cf. 4148/4248 – Employee Protection)

(cf. 5141.23 – Students with Special Health Care Needs)

(cf. 5144.1 – Physical Restraint/Seclusion/Exclusionary Time Out)

Legal Reference:

Connecticut General Statutes

10-76b State supervision of special education programs and services.

10-76d Duties and powers of boards of education to provide special education programs and services.

10-236b Physical restraint and seclusion of students by school employees. (as amended by PA 17-220 and PA 18-51)

46a-150 Definitions. (as amended by PA 07-147 and PA 15-141)

46a-152 Physical restraint, seclusion and use of psychopharmacologic agents restricted. Monitoring and documentation required.

46a-153 Recording of use of restraint and seclusion required. Review of records by state agencies. Reviewing state agency to report serious injury or death to Office of Protection and Advocacy for Persons with Disabilities and to Office of Child Advocate. (as amended by PA 12-88)

53a-18 Use of reasonable physical force or deadly physical force generally.

53a-19 Use of physical force in defense of person

53a-20 Use of physical force in defense of premises.

53a-21 Use of physical force in defense of property.

PA 15-141 An Act Concerning Seclusion and Restraint in Schools.

State Board of Education Regulations Sections 10-76b-5 through 10-76b-11.

State Board of Education Regulations Sections 10-76b-5 through 10-76b-11.

Policy adopted:

cps 6/18

A succinct version of this policy to consider.

Instruction

Drugs, Tobacco, Alcohol

Annually, teachers in each grade shall emphasize the effect of alcohol, nicotine, tobacco and drugs on health, character, citizenship and personality development wherever appropriate in the health education program and other contexts which touch on the subject.

(cf. 5131.6 - Drugs, Tobacco, Alcohol)

Legal Reference: Connecticut General Statutes

10-16b Prescribed courses of study.

10-19 Effect of alcohol, nicotine or tobacco and drugs to be taught.

10-19a Superintendent to designate substance abuse prevention team.

10-19b Advisory councils on drug abuse prevention.

10-220 Duties of boards of education.

10-221(d) Boards of education to prescribe rules.

Policy adopted:

cps 4/11

A shortened version to consider.

Instruction

Internet Acceptable Use: Filtering

The Board of Education has:

- a responsibility to enable students to utilize the Internet and participate in the increasingly information-based society of today;
- a responsibility to enable students to cope with the wide-range and volume of material available through the Internet; and
- a duty of care to protect their students from excessively inappropriate material on the Internet for the students' age group.

Therefore, the Board directs the Superintendent to implement a system designed to filter out Internet sites containing visual depictions that are obscene, pornographic or harmful or inappropriate for students, as defined by the Children's Internet Protection Act and as determined by the Superintendent or his/her designee. The Superintendent or his/her designee shall enforce the use, at all times, of such filtering devices. This filtering system shall be in addition to all other efforts utilized to help ensure student access to approved educational materials.

(cf. 6141.321 - Acceptable Use of the Internet)

(cf. 6141.322 - Web Sites/Pages)

Legal Reference: Connecticut General Statutes

1-19(b)(11) Access to public records. Exempt records.

10-15b Access of parent or guardians to student's records.

10-209 Records not to be public.

11-8a Retention, destruction and transfer of documents

11-8b Transfer or disposal of public records. State Library Board to adopt regulations.

46b-56 (e) Access to Records of Minors.

Connecticut Public Records Administration Schedule V - Disposition of Education Records (Revised 1983).

Instruction

Internet Acceptable Use: Filtering

Legal Reference (continued)

Federal Family Educational Rights and Privacy Act of 1974 (section 438 of the General Education Provisions Act, as amended, added by section 513 of PL 93-568, codified at 20 U.S.C.1232g.).

Dept. of Education. 34 CFR. Part 99 (May 9, 1980 45 FR 30802) regs. implementing FERPA enacted as part of 438 of General Education Provisions Act (20 U.S.C. 1232g)-parent and student privacy and other rights with respect to educational records, as amended 11/21/96.

Public Law 94-553, The Copyright Act of 1976, 17 U.S.C. 101 et. seq.

Public Law 106-554 Fiscal 2001 Appropriations Law containing the "Children's Internet Protection Act"

Reno v. ACLU, 521 U.S. 844 (1997)

Ginsberg v. New York, 390 U.S. 629, at 642, n.10 (1968)

Board of Education v. Pico, 457 U.S. 868 (1988)

Hazelwood School District v. Kuhlmeier, 484 U.S. 620, 267 (1988)

Policy adopted:

cps 7/01

2022-2023 STAFF - ELMER THIENES - MARY HALL SCHOOL - Marlborough, Connecticut – 8/18/22

ADMINISTRATIVE STAFF – BOE OFFICE

Superintendent	Dr. Holly Hageman	_____
Superintendent Asst	Carmela Monte	_____
Financial Assistant	Jason Lathrop	_____

ADMINISTRATIVE STAFF – SCHOOL OFFICE

Principal	Dan White	_____
Assistant Principal	Kimberly Kelley	_____
Admin Assistant	Victoria Samolis	_____
Admin Assistant	Jen Ekstowicz	_____
Special Services Assistant	Marcy Spellman	_____

PRE-SCHOOL

Kathleen Filosa	1.0	_____
<i>(PK3 – 4 days; PK4 – 5 days)</i>		

KINDERGARTEN

Amy Cone	1.0	_____
Jessica Cooper	1.0	_____
Karen Craig	1.0	_____
Amy Farrior	1.0	_____

GRADE 1

Pamela Farrington	1.0	_____
Robin Kniep	1.0	_____
Molly Reilly	1.0	_____
David Wasserman	1.0	_____

GRADE 2

Mary Cochefski	1.0	_____
Michaela Dehm	1.0	_____
Jennifer Wall	1.0	_____

GRADE 3

Meagan Hanratty	1.0	_____
Linda Harbec	1.0	_____
Lynda Quigley	1.0	_____
Kelly Spooner	1.0	_____

GRADE 4

Kelly Cooper	1.0	_____
Molly Cunningham	1.0	_____
Patricia Uccello	1.0	_____

GRADE 5

Shelby Bobbi	1.0	_____
Stephanie Pazul	1.0	_____
Julie Weiss	1.0	_____

GRADE 6

Tom Barbone	1.0	_____
Tina D'Auteuil	1.0	_____
Jenna Julian	1.0	_____

ESSENTIAL ARTS

Art	Denise Ketterer	1.0	_____
Library	Laura Rosas	1.0	_____
Music, Choral	Susan Burgess	1.0	_____
Music, Instrumental	Donna Arseneault	1.0	_____
Physical Education	Trafford Underwood	1.0	_____
Spanish	Beth Schwartz	1.0	_____
Technology	Debra Kaika	1.0	_____

SPECIALISTS

COTA	Kim Becker	.2	_____
Occupational Therapy	Megan Johnson (Tu, WAM, Th)		_____
Physical Therapy	Lindsay Cochefski (Tu, F)		_____
Psychologist	Matthew Aljian	1.0	_____
	Joanne Jacques	1.0	_____
	Julie Caron	.8	_____
	Carrie Pilkington	1.0	_____
	Jessica Warner	1.0	_____
	Kelly Miranda	1.0	_____
	Kerri Zmeskal	1.0	_____
	Michele Thorn		_____
	Jillian Bergeron	1.0	_____
	Dianne Lord	1.0	_____
	Abby Phillips	1.0	_____
	Linda Seeley	1.0	_____
Speech/Language			_____
HEALTH Nurse	Alice Mecca	1.0	_____

PARAEDUCATORS

SE PreK	TBD	1.0	_____
SE PreK	TBD	.5	_____
Preschool	Stacey Bednarz	1.0	_____
Kindergarten	Cathy Barry	1.0	_____
Kindergarten	Mary Blackman	1.0	_____
Kindergarten	TBD	1.0	_____
Curriculum Assistant	Liane Kindl	.5	_____
Curriculum Assistant	Joanne Andrews	1.0	_____
Health Room	Kathleen Turner	1.0	_____
SE (K)-2:1	Teresa Moraga	1.0	_____
SE (K)- 2:1	TBD	1.0	_____
SE (1 st /2 nd) 2:1	Shirley Egan	1.0	_____
SE (2 nd) 2:1	Sara Bell	1.0	_____
SE (3 rd) 3:1	Traci Jacobson	1.0	_____
SE (3 rd) 1:1	Elvira Weiner	1.0	_____
SE (3 rd) 1:1	Helen Horton	1.0	_____
SE (4 th) 2:1	Jen Marks	1.0	_____
SE (4 th) 1:1	Pam Casale	1.0	_____
SE (5 th / 6 th)	Kathy Mucha	1.0	_____

Resource

Resource SE Gr 5-6	Dawna Royce	1.0	_____
Resource SE Gr 3-4	Autumn Bell	1.0	_____
Resource SE Gr K-2	Leslie Walker	1.0	_____
Building Substitute	TBD		_____

CUSTODIAL STAFF

Custodians	Joseph Dooley	6:00 – 2:00 pm
	Ben McNaughton	2:30 – 10:30 pm
	Kevin Frederic Pfau	2:30 – 10:30 pm
	Cindy Galvin	2:30 – 10:30 pm
	James Raffin	2:30 – 10:30 pm

