

Marlborough Board of Education

Regular Meeting

December 17, 2015

Elmer Thienes-Mary Hall Elementary School Library/Media Center

1. Call to Order

Chairman Ruth Kelly called the meeting to order at 7:00 p.m.

BOE Members Present:

Present and seated were Chairman Ruth Kelly, Wes Skorski, Betty O'Brien, Louise Concodello, Susan Rapelye, Dr. Judithe Kaplan, Mimi LaPoint, and Patrick Pabouet.

Administration Present:

Dr. David Sklarz, Superintendent

Dan White, Principal

Kim Kelley, Vice Principal

2. Pledge of Allegiance

3. Celebrations

Vice Principal Kelley showed a video highlighting various celebrations including the December Holiday Concert.

Hour of Code-Ms. Kelley noted that this was a nationwide initiative to expose students to the use of computer coding and noted that Ms. Rosas worked with all grade levels on various apps and videos centered on coding.

Toys for Tots-Mr. White noted that 389 toys were collected.

Lego League-Ms. Kelley noted their recent participation in a competition where they had to work together as a group to build a robot.

4. Public Comments

There were no public comments at this time.

5. Additions to the Agenda

There were no additions made to the agenda.

6. Consent Agenda

6.1 Minutes of 11/19/2015 regular business meeting (Encl. 6.1);

6.2 Personnel Actions-none;

6.3 Reports-receive and file the following document: monthly enrollment report (Encl. 6.3);

6.4 Grants-none;

6.5 Approval of Policy Revisions: (Reference: Nov. 19, 2015 Agenda, Encl. 10.3)

**Louise Concodello made a motion to approve the consent agenda as submitted. The motion was seconded by Dr. Judithe Kaplan and carried by a unanimous vote.**

7. Oral Reports

7.1 Advisory Groups

School Advisory Council-Mr. White noted that there is no meeting in December.

PTO - Mr. White noted that the PTO did not meet in December. He noted that the Book Fair and the Ice Cream Social were well attended. Mr. Skorski noted that the Book Fair had a higher profit than last year. It was noted that the final numbers have not been shared yet.

7.2 Subcommittees

Policy - Ms. Concodello noted that the Policy committee met on December 17, 2015 and reviewed several policies that will come before the Board for review at the January 28, 2016, meeting.

BOE Outreach - Theresa Brysgel was not present at the meeting. Ms. LaPoint noted that the committee did meet and reviewed the list of suggested meetings.

7.3 Chairperson

Committee Assignments

Ms. Kelly noted that she needs volunteers for three committees as follows:

Policy - 1 Chair, 3 additional members

Outreach - 1 Chair, 3 additional members

Operations - 1 volunteer to attend necessary meetings and report back to the Board.

Ms. Kelly noted that Board members should contact her via email if they are interested in being a member or chairing a specific committee. The Board agreed that the Personnel Committee will be determined on an as needed basis.

#### 7.4 Superintendent and Administrative Team

Special Education Presentation - Holly Maiorano was present and gave an overview of the Special Education Program. She noted that the goal is to keep students in District. She noted that they work to create a Least Restrictive Environment for children that allows them equal access to learning with the minimal amount of time out of the classroom for specialized learning. The definition of Special Education was highlighted as specially designed instruction adapted to address the unique needs of the child that ensures access for the child to the general curriculum shared by all students. Ms. Maiorano noted that there are 13 primary disabilities and noted that very specific criteria is considered when determining if there is a disability and a need present. She reviewed Autism Spectrum Disorder and noted that it is characterized by varying degrees of the following: difficulty with social interactions, verbal and non-verbal communication, and repetitive behavior. She noted it can be associated with the following: intellectual disability, motor coordination and attention disability, physical health issues, excelling in visual skills, music, math and the arts. Ms. Maiorano noted that Autism Spectrum Disorder does require really early intervention before age 7 and that symptoms typically emerge by age 2-3. Ms. Maiorano noted that children who have been identified in the IDEA Birth to 3 program are referred to the public schools for evaluation and possible intervention 90 days before their third birthday, noting that by age 3 children who are identified as requiring additional assistance are the responsibility of the public school system. She noted that children can only qualify for services under the Development Delay disability category until the age of six. The Special Education teacher caseload was reviewed. The identification process was reviewed. Ms. Maiorano noted that the intervention process is typically 4-6 weeks long. She noted that once a primary disability is determined, an Individualized Education Plan is created and is required to be implemented with 45 days from the date of referral. She noted a PPT is then held annually once eligibility is determined to monitor progress, etc. In addition, she noted, that a Triennial review is held every three years to determine continued eligibility, which allows for a structural overview of the process to assess where the student is. Ms. Maiorano reviewed the Support Services and noted that services are specific to the education function and success for the student in the classroom and emphasized that the school does not offer clinical services. Potential transportation costs were highlighted and it was noted that there may be the need for an additional van for Preschool. Ms. Maiorano noted that there are additional costs for car seats, which she noted, need to be replaced when they expire. Ms. Maiorano highlighted the sample outplacement costs and noted that rates do not include

transportation. She noted that the goal is to keep students in the District and highlighted Specialized Contract Services which she noted are utilized for things that cannot be addressed by the staff at the school. She noted that Parents have the right to request an Independent Education Evaluation at the cost of the District, if they disagree with the school's evaluation results. Ms. Maiorano reviewed sample support plans. She highlighted the Discrete Trial Instruction, which she noted allows for an instructor to work with a student one-on-one to address specific skills the student is struggling with and allows them to break the skill down into small steps. Ms. Maiorano noted that currently there are 54 students identified with Primary Disabilities and noted that 10 of those students entered came to the school with an IEP already in place. Ms. Maiorano noted that Marlborough has two Psychologists and one Social Worker on staff for support services. She noted that there is also one full time Speech and Language Pathologist and she reviewed her caseload. It was noted that 16 students who worked with the Speech and Language Pathologist no longer required services after in-classroom support. 504 Plans were reviewed and it was noted that 32 students at MES have 504 plans, which it was noted are created based on a medical condition that has received a formal diagnosis.

Mr. Skorski commented that he has had a very positive experience working with the school to address the special needs of his child who he noted has a 504 Plan.

#### Playground Plans Update

Pictures of the proposed Early Childhood Playscape were shared. Dr. Sklarz noted that Phase 1 is an immediate need and noted that it will be built in the Spring. He noted that it will be handicapped accessible. Mr. White noted that the school did receive grant funds back from the company constructing the playscape for recycled material. He noted that funds have also been provided by the PTO. Mr. White noted that the playground will have a rubberized base material.

#### 8. Unfinished Business

There were no items to discuss.

#### 9. New Business

##### 9.1 Presentation and Review of Superintendent's Proposed 2016-17 Budget

Dr. Sklarz reviewed the Guiding Principles including class size, program requirements, funding through grants, and reduction of staff if necessary by retirements or resignations. He reviewed the Assumptions, including that there will be approximately 544 students to be enrolled next year for PreK-6. He noted that there will be two less sections for a total of 26 sections. He noted that 6<sup>th</sup> grade is projected to have approximately 90 students. Dr. Sklarz

noted that they are estimating that 6 students will be attending Magnet Schools. Dr. Sklarz noted that there will be a need for increased specialized services. He noted that teacher supplies allocation will remain at \$300/teacher and that Educational Cost Sharing will remain at \$3,234,990. Dr. Sklarz noted that the Marlborough per pupil expenditure is approximately \$12k and continues to be lower than that of Hebron or Andover. He noted that there will be no additional federal funds received. He noted that MECCA rental funds will continue to be available to support building improvements. He noted that they will continue to find additional funding sources through grants as well as through support from PTO, MYAL, and MEF. Dr. Sklarz noted that other impacts considered before the budget was derived were staff needs and wants, contractual obligation changes, new initiatives and mandates, and Board input. He noted impacts of health insurance rate increases, noting a 5.80% average rate increase over the last five years. Dr. Sklarz reviewed budget highlights and an average class size of 20.2 will be maintained and the total number of sections will be reduced by two. He noted that they will look to expand Kindergarten Spanish time and fund revisions of Science and Social Studies curriculum to support the new standards. He noted that legal fees and the cost of heating oil, fuel and electricity will look to be reduced. Dr. Sklarz noted the increase of \$22k in AHM funding based on the new formula. Dr. Sklarz gave an overview of the line items not included in the budget as follows: FPS International Competition, full-time teacher in Grade 2 and Grade 6, full-time Special Education paraprofessional, new server and licensing, and long-term maintenance. Dr. Sklarz noted his concern that there is no plan for long-term maintenance in place. Dr. Sklarz noted the line items reduced from the amount requested as follows: Curriculum revision, Paraprofessional Substitutes Unemployment, Legal fees Staff Development, Magnet School Tuition, Instructional Supplies, Maintenance Supplies, Workbooks/eBooks, and Library Books. He noted the CNR project requests, including Early Childhood Playground Equipment Replacement, Technology Infrastructure Upgrades, Update Telephone System, and Security Alarm System. Dr. Sklarz noted the budget needs beyond the fixed costs including: Special Needs, Common Core, SBAC testing, Technology Advancement and Building Maintenance. He noted that Salaries and Benefits make up 84% of the budget, but noted that 88% of the budget represents direct service to the students. Dr. Sklarz noted that the proposed increase for the 2016-17 Budget year is \$22k which is a .30% increase. He shared the budget timeline with the Board.

#### 9.2 Review December Financial Report (Encl. 9.2)

112 - Paraprofessionals-Dr. Sklarz noted that an additional paraprofessional was hired based on a need.

Ms. Concodello questioned if the Paraprofessional Negotiations are already allocated. Dr. Sklarz noted that they are.

200 - Group Insurance-Dr. Sklarz noted that overages are based on changes by an employee to a family plan.

310 - Board Legal Service-Dr. Sklarz noted that there are outstanding bills that need to be paid which may cause this to increase.

561- Magnet School Tuition-Dr. Sklarz noted that more students than anticipated are attending Magnet Schools.

562 – Out-of-District Placement-Dr. Sklarz noted that overages may be utilized to support Special Education programs.

621 - Propane Gas-Dr. Sklarz noted that not as much as projected has been needed.

10. Public Comments

Cliff Dennis, 111 Cheney Road, member of the Board of Finance but speaking as an individual, thanked Dr. Sklarz for the budget presentation and wished everyone a Merry Christmas and Happy New Year.

11. Communications

11.1 Staff Vacancy Summary

12. Future Meetings & Topics

12.1 Sing-A-Long Mini Concert, Wednesday, December 23, 2015, 10:00am

12.2 Next policy subcommittee meeting, Thursday, January 28, 2015, 6:00pm

12.3 Next regular business meeting, Thursday, January 28, 2015, 7:00pm

13. Adjournment

**Betty O'Brien made a motion to adjourn meeting at 8:55pm. The motion was seconded by Wes Skorski and carried by a unanimous vote.**

Respectfully submitted  
Karen DeCorleto  
Board Clerk