

The Bolton Board of Education held its regularly scheduled business meeting on July 11, 2013. The following board members were in attendance: Karen Bergin, Matthew Giuffre, John Hambrook, Rich Hayes, Trace Maulucci, Joe Muro, and Ron Rousseau. Superintendent Kristin Heckt was also present.

- A. Call to Order – Chair Karen Bergin called the meeting to order at 6:30 PM.
- B. Comments from the Audience – BHS Science Teacher Jen Carvalho, on behalf of the BHS Drama Club, presented information on the expenses associated with the annual presentation of musical productions and the need for financial support for this year's planned production of Little Shop of Horrors scheduled for the spring. The typical annual cost is \$8K and \$4K is typically raised through fund raising events. Ms. Carvalho has applied for various grants and is waiting to hear back from them. Information from BOE members was offered to contact Bolton Community Ed. Foundation, CREC and Bolton Women's Club. Ms. Carvalho will keep Superintendent Heckt advised of current grant/funding information who will pass it along to the BOE. A decision on future action will then be made as is appropriate.  
Sarah Malinoski, our new Director of Technology Information and Curriculum introduced herself
- C. Additions to Agenda – Item 4 – 2013-2014 Budget Information and Item 5 – BOE Evaluation were added to New Business – F.
- D. Routine Business Items
  - 1. Communications to Board Members - a copy of a letter to Chair Bergin from Town Administrator Joyce Stille was handed out to BOE members on the subject of Recreation Outreach. Matt Giuffre noted that a June 13, 2013 letter from a Columbia parent has been properly addressed.
  - 2. Approval of Minutes – A **motion** to approve the June 13, 2013 minutes was presented by John Hambrook, 2<sup>nd</sup> by Matt Giuffre. Rich Hayes asked about the high school selection survey sent to Columbia families and Superintendent Heckt confirmed that it had been inadvertently destroyed at the mail facility and a follow-up email had been sent with some feedback received. After a brief discussion, the minutes were approved 6-0; Trace Maulucci abstained.
  - 3. Board of Education Committee Reports
    - a. Finance – Joe Muro reported information discussed at the July 9<sup>th</sup> Subcommittee meeting and reports were made available to BOE members not present at that meeting. The BOE will be returning \$226,136 on July 30<sup>th</sup>. Rich Hayes requested a check run and corresponding bills for analysis and presentation platform for future discussion. Superintendent Heckt requested time to discuss with Finance Director, Kusal Huynh, to determine what changes could be made in line with anticipated new financial system to better accommodate the information being requested with the least amount of workload impact. Purchase of the new

Town/BOE financial system will go out to bid. The RFP, with input from BOE staff, is being coordinated by the Town through CRCOG. John Hambrook will contact CREC to see if they provide any RFP support. Joe Muro will contact Kusal with BOE request for information on 2012-2013 actual comparison to 2013-2014 projections and will present information at the next Finance Subcommittee meeting scheduled for September 10<sup>th</sup>. A request to include budget information on the Tri-Board agenda was also made. A **motion** to approve the return of \$226,136 to the Town on July 30<sup>th</sup> was presented by John Hambrook, 2<sup>nd</sup> by Joe Muro; MUP. Superintendent Heckt noted that the BOE needs to be aware of the commendable job done by her staff and all BPS employees for doing without to result in such significant savings. After discussion on the pros and cons of publicizing the returned amount, it was decided by consensus that Chair Bergin will file a press release after the July 30<sup>th</sup> return of funds.

4. Community Meeting Reports / Board of Education – Rich Hayes provided information that the final report on the improvements to the center of town will be published after it has been reviewed by appropriate committee members.
5. Superintendent of Schools Report
  - a. Future Meeting Dates – Superintendent Heckt presented a schedule of 2013-2014 BOE meeting dates based on school calendar. A **motion** to accept the dates with the addition of August 22, 2013, and corrections to December's and August 2014 dates was presented by Rich Hayes, 2<sup>nd</sup> by John Hambrook; MUP. A draft of BOE Subcommittee meetings was also presented. Chair Bergin noted that the subcommittee member assignments could be changing in November with BOE elections but we can publish the information for now.
  - b. Staffing Update – Vacated .5 BCS SPED teaching position has been absorbed by increasing FTE and reallocating a BHS SPED teaching position to BCS. It was also confirmed that the current postings for multiple BCS coaching positions are accurate.
  - c. Enrollment Projections – Information was provided to BOE members on enrollment projections.

E. Unfinished Business

F. New Business

1. District Goals – 1st Read – Superintendent Heckt provided the first draft of the 2013-2014 District Goals for review. She also noted the importance of having these goals set before school begins in August. There was lengthy discussion on District Goals vs. Vision vs. Mission vs. Superintendent Goals and how they tie together, get measured and the need for all of them. It was noted that the goals are intentionally layered with each layer becoming more specific in how the measurements are attained. It was agreed that any changes to the current structure should be brought forward by the Policy Subcommittee.
2. BOE Budget Communication – After lengthy discussion on proper responses to questions received by BOE members regarding budgetary information, it was noted that BOE members should be able to respond whether the questioned information is accurate or not and if there is a question beyond that then perhaps

the communication/question should be shared with the board for drafting of a response. Conversation continued as to what degree do we correct information that has not been completely factually shared with the public. It was noted that possibly sharing budget information with the public sooner could help.

3. Resignations – Superintendent Heckt presented resignations from BHS French teacher Richelle Pinette, BCS SPED Teacher Jillian Charette and BHS History/SS teacher Eric Verner. Richelle and Eric's positions have been posted. Jillian's was a .5 and was absorbed as previously noted. A **motion** to accept the resignations was presented by Matt Giuffre, 2<sup>nd</sup> by Rich Hayes; MUP.
4. 2013-2014 Budget Information – Superintendent Heckt requested approval to add a 3<sup>rd</sup> full day Kindergarten session. There are currently 45 students enrolled for kindergarten next year. Preliminary conversations on space have taken place in anticipation of this and there shouldn't be any significant changes needed to accommodate the 3<sup>rd</sup> section. The costs can be absorbed from new hire salaries and some available grant funds. We have also notified CREC that we have 10 9<sup>th</sup> grade seats available for Choice student placements. PK is currently at one morning section, increased Pay to Play funds should cover cost of BCS soccer uniforms. A **motion** to approve a 3<sup>rd</sup> full day section of kindergarten for the 2013-2014 school year was presented by Joe Muro, 2<sup>nd</sup> by John Hambrook; MUP.
5. BOE Evaluation – Karen Bergin handed out copies of the BOE assessment that was developed at the July 9, 2013 Special Meeting. A **motion** to approve the document was presented by Joe Muro, 2<sup>nd</sup> by John Hambrook; motion passed 6-0. Ron Rousseau abstained.

#### H. Executive Session

1. Personnel – Negotiations – John Hambrook presented a **motion** to adjourn to Executive Session at 8:25 PM, 2<sup>nd</sup> by Joe Muro; MUP.  
Members Present: John Hambrook, Karen Bergin, Trace Maulucci, Ron Rousseau, Richard Hayes, Matt Giuffre, Joe Muro. After discussion on the Superintendent's contract the board came out of Executive Session by consensus at 9:05 PM. BOE members approved moving the Superintendent's contract from an annual November renewal to an annual renewal date of July. BOE approved a 2% increase for the Superintendent effective July 1, 2013.

BOE came out of executive session by consensus at 9:05pm.

Respectfully submitted,

Lori Boyd  
Board Clerk