

Official Minutes
May 25, 2022
6:30 p.m. - 9:00 p.m.

1. **Call to Order** by President Baumgartner at 6:31 p.m.
2. **Roll Call** Directors Baumgartner, Gustafson, Haffner, Hayes, and Jensen were present.
3. **Pledge of Allegiance**
4. **Approval of Agenda**
Director Haffner moved to approve the agenda as presented. Director Gustafson seconded the motion.

Baumgartner - Y	Gustafson - Y	Haffner - Y	Hayes - Y	Jensen - Y
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5. **Public Open Forum**

- 5.1 Recognition of Visitors
 - Representatives from Taher will be introduced later in the meeting
- 5.2 Public Comment Period
 - None Received
- 5.3 Correspondence
 - Dr. Rabenhorst noted that the Board received two letters via emails from teachers.

6. **Special Reports**

6.1 **Food Service Presentation and Recommendation**

The district must comply with regulations and procedures for contracting with a food service management company and the request for proposals process must occur every five years. This process has been completed, and Director of Finance, Lisa Clark, along with the rest of the selection committee unanimously recommended that the Board approve a contract with Taher. Dr. Rabenhorst, Director Hayes, and Ms. Wiener were also part of the selection committee. Three representatives from Taher joined the meeting remotely to give a short presentation to the Board and answer questions. Director Baumgartner asked about supply chain issues and Taher representative Judy Cameron explained the process to address any shortages including that menus are supplied to vendors well in advance in case menus need to be changed. Ms. Cameron and Shauna Strub answered various other questions posed by the Board including student involvement, use of feedback, and the farm to table program. The Board thanked Taher for their presentation.

7. **Board Consent Agenda**

- 7.1 Approval: Meeting Minutes

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- (a) April 27, 2022 Regular Meeting Minutes
- (b) May 11, 2022 Work Session Minutes
- 7.2 Approval: Financial Reports
 - (a) April Financial Report
 - (b) Quarterly Financial Report (October, January, April, July only)
- 7.3 Approval: Resignation/Retirements/Separation of Employment
 - Melissa Peruzzi - Kindergarten Teacher @ Hoff Elementary
 - Taylor Suppes-Johnson - Instructional Paraprofessional @ Hudson Elementary School
 - Rosa Olivas Molina - Office/Health Aide @ Hudson Elementary School
 - Renee McClure - CDL Bus Driver @ Transportation
 - Taylor Bennett - Science Teacher @ Weld Central High School
 - Valarie Baker - Registrar @ Weld Central Middle School
 - Daniel Amrine - Full-Time In-Building Substitute Teacher @ Weld Central High School
 - Sydney Baumgartner - Athletic Trainer @ Weld Central High School
 - Nicholas McLean - Special Education Teacher @ Cardinal Community Academy
 - Lyndsey Stecklein - Special Education Paraprofessional @ Meadow Ridge Elementary School (separation of employment)
- 7.4 Approval: Contracts/Letters of Employment for Licensed Employees
 - Kendra Moore - 1st Grade Teacher @ Meadow Ridge Elementary School
 - Roy Holloway - Assistant Principal @ Weld Central Middle School
 - Herbert Kruse - Art Teacher @ Meadow Ridge Elementary School
 - Brooklyn Guzman - Teacher for Deaf and Hard of Hearing @ District
 - Carolyn Barrios - STEM Facilitator @ Meadow Ridge Elementary School and Lochbuie Elementary School
 - Jenette White - ELL Teacher @ Lochbuie Elementary School
- 7.5 Approval: Letters of Employment for Classified Personnel
 - Elida Fontes - Substitute Custodian @ District
 - Tad Rabenhorst - Temporary Seasonal Help @ Facilities (Re-hire 05.31.2022)
 - Gauge Davis - Temporary Seasonal Help @ Facilities
- 7.6 Approval: Additions to the 2022-2023 Coaching / Extra Duty Employment Agreement / Notice of Assignment
 - Dalton Robertson - Head High School Wrestling Coach @ Weld Central High School
- 7.7 Approval: Resignations for 2022-2023 Coaching / Extra Duty Employment Agreement / Notice of Assignment
 - Cody Mumma - Assistant Wrestling Coach @ Weld Central High School
 - Oscar Garfio - Boys and Girls Soccer Coach @ Weld Central High School
- 7.8 Approval: Intra-School / Intra-District Staff Transfers

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- Ashton Bowers - Transfer from Kindergarten Teacher @ Meadow Ridge Elementary School to Intervention Teacher @ Meadow Ridge Elementary School
 - Tara Hurst - Transfer from Title I Teacher @ Meadow Ridge Elementary School to Elementary Instructional Coach @ District
 - Autumn Duncan - Transfer from 4th Grade Teacher @ Hoff Elementary School to Elementary Instructional Coach @ District
- 7.9 Approval: 2020-2021 Amended Contracts
- 7.10 Approval: Additions to the 2022-2023 Substitute Teaching List
- None
- 7.11 Approval: Out of District Student Requests for 2022-2023
- 7.12 Approval: Requests for Open Enrollment/Within District Transfers for 2022-2023
- 7.13 Approval: Home School Requests for 2022-2023
- 7.14 Approval: Administrative Policy
- (a) Policy K-11 (KF) Community Use of School Facilities
- 7.15 Approval: Monitoring Review Cycle (EL-4 Communication and Counsel to the Board)
- (a) EL-9 Treatment of Students, Parents and Community
 - (b) EL-12 Staff Treatment
 - (c) EL-14 Staff Evaluation
- 7.16 Approval: Parental Leave Request
- Ernestina Gallegos - ELL Teacher @ Meadow Ridge Elementary School (parental leave for the 2022-2023 school year)

Dr. Rabenhorst intentionally pointed out to the Board that Tad Rabenhorst was included on the consent agenda as seasonal help for the Facilities Department.

Director Gustafson moved to approve the consent agenda as directed. Director Hayes seconded the motion.

Baumgartner - Y	Gustafson - Y	Haffner - Y	Hayes - Y	Jensen - Y
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8. Action / Discussion

8.1 Student Parent Handbooks (2nd Reading)

- (a) Elementary Handbook
- (b) Middle School Handbook
- (c) High School Handbook
- (d) Weld Re-3J Online Innovations Handbook
- (e) WCHS/WCMS Activities & Athletics Handbook
- (g) Transportation Handbook

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Elementary principals collaborated to update the elementary student handbook. Middle school and high school handbooks have also been revised. Dr. Wakeman reviewed core components of each handbook confirming that current practice is being followed including current policy and statute. Principals and other department heads presented substantive changes at the previous work session. Information in the Innovations handbook has been updated to concur with that in the WCHS handbook and policy regarding graduation requirements. With no substantive changes since the work session, the Board had no further discussion.

Director Haffner moved to approve the Elementary, Middle School, High School, & Weld Re-3J Online Innovations Student/Parent Handbooks; WCHS/WCMS Activities & Athletics Handbook, and Transportation Handbook as presented. Director Hayes seconded the motion.

Baumgartner - Y	Gustafson - Y	Haffner - Y	Hayes - Y	Jensen - Y
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8.2 Administrative Policy Revisions and Additions (2nd Reading)

(a) Policy GC-6 (GCD) Professional Staff Vacations and Holidays

The Superintendent's Advisory Council initiated a request to revise the current policy to include paid holidays for staff members. The topic was referred to the Meet & Confer Joint Committee because it deals with compensation. Human Resources completed research of similar practices in surrounding districts which revealed that Re-3J was a clear outlier by not providing any paid holidays to full time, full year staff. Proposed changes include five paid holidays as listed in the policy for licensed staff members with fewer than 260 contract days. Additional language was added to clarify how vacation leave is accrued. Proposed changes were approved by the Joint Committee and there have been no changes since the 1st Reading.

(b) Policy GD-5 (GDD) Classified Staff Vacations and Holidays

This information is the same as above except this policy specifically addresses classified staff. Minor differences exist in the policy from GCD. There have been no changes since the 1st Reading. The Board had no questions regarding either policy.

Director Haffner moved to approve policies GCD and GDD as presented. Director Hayes seconded the motion.

Baumgartner - Y	Gustafson - Y	Haffner - Y	Hayes - Y	Jensen - Y
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8.3 2022-2023 Board of Education Meeting Calendar (2nd Reading)

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Dr. Rabenhorst noted one minor change since the 1st Reading is the addition of an Academic Spotlight for the Weld Re-3J Innovations School. There were no date or location changes from first reading.

Director Gustafson moved to approve the 2022-2023 Board of Education Meeting Calendar as presented. Director Hayes seconded the motion.

Baumgartner - Y	Gustafson - Y	Haffner - Y	Hayes - Y	Jensen - Y
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8.4 2022-2023 Licensed Salary Schedule (2nd Reading)

The licensed staff salary schedule was reviewed at the previous work session. The schedule reflects a \$1500 increase to the base, an approximate 3.7% increase. Some changes were made in the salary index to increase percentages in Steps 2-5 after the earning of the Master's Degree. All increases can be accommodated by the anticipated revenue increase in the School Finance Act. For those on the salary schedule, the average increase is 6.6% from the previous year *including step advancement* and the base increase. There have been no changes to the schedule since the 1st Reading. Dr. Rabenhorst noted that once approved, contracts will be prepared based on this schedule. Administration recommended the schedule as presented.

Director Haffner moved to approve the 2022-2023 Licensed Salary Schedule as presented, including the increase to salary base and step increases for appropriate licensed staff. Director Gustafson seconded the motion.

Baumgartner - Y	Gustafson - Y	Haffner - Y	Hayes - Y	Jensen - Y
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8.5 2022-2023 Classified Pay Range Schedules(2nd Reading)

The Classified Pay Range Schedules (including the bus driver schedule) was reviewed at the previous work session. Significant work went into the changes from the current year schedule. In addition to increasing the starting rate in each pay range, Ms. Clark and Dr. Rabenhorst conducted another audit on all classified employees to ensure proper placement within the ranges. With the proposed rates, the overall increase is approximately \$555,000. There are also a small number of titles and/or placement of positions within the schedule which were reviewed at the previous meeting. Dr. Rabenhorst noted that a minor change since the first reading is a change in title and responsibilities for the current food service secretary position. It will now be named the Financial Administrative Assistant which will still be a full-time position. The Bus Driver pay schedule was also recommended to increase from a starting rate of

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\$18.00 to \$20.00 per hour to remain competitive. The schedules were recommended as presented.

Director Hayes moved to approve the 2022-2023 Classified Pay Range Schedules as presented. Director Jensen seconded the motion.

Baumgartner - Y	Gustafson - Y	Haffner - Y	Hayes - Y	Jensen - Y
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8.6 2022-2023 Extra Duty Stipend Schedule (2nd Reading)

Due to the fairly sizable increases in the above schedules, the Joint Committee did not recommend a change/increase to the Extra Duty Stipend Schedule. The schedule had no changes (other than previously approved positions) from the current year schedule. Administration recommended the schedule as presented.

Director Gustafson moved to approve the 2022-2023 Extra Duty Stipend Schedule as presented. Director Hayes seconded the motion.

Baumgartner - Y	Gustafson - Y	Haffner - Y	Hayes - Y	Jensen - Y
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8.7 2022-2023 Licensed/Administrative Personnel Contracts

Contracts are to be approved annually by the Board of Education. The Board reviewed a list reflecting licensed employees recommended as of May 25, 2022 for the 2022-2023 school year. Contract renewal was recommended by administration and included changes to salaries based on the salary schedule discussed above, including step and large advancement as appropriate for each individual. Contracts will be issued by Human Resources to staff following approval. Administrative contracts are also being recommended for approval with salary increases based on approved changes to the licensed salary schedule and classified pay range schedule. The Board previously reviewed the superintendent's recommendations for increases including the percentage increase and market adjustments. Dr. Rabenhorst noted that all contracts fall within the parameters of the FY23 budget being developed by Ms. Clark.

Director Haffner moved to approve the licensed and administrative personnel contracts, with salary recommendations, for the 2022-2023 school year as presented. Director Jensen seconded the motion.

Baumgartner - Y	Gustafson - Y	Haffner - Y	Hayes - Y	Jensen - Y
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8.8 2022-2023 Classified Letters of Employment

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Letters of employment are to be approved annually by the Board of Education. The Board reviewed a list reflecting employees recommended as of May 25, 2022. Human Resources will process the letters of employment following approval and these will be mailed/emailed to employees. Wages will reflect proper placement on the pay range schedules as approved previously in the meeting for each individual.

Director Hayes moved to approve the 2022-2023 Classified Personnel Letters of Employment as presented. Director Gustafson seconded the motion.

Baumgartner - Y	Gustafson - Y	Haffner - Y	Hayes - Y	Jensen - Y
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8.9 Food Service Request For Proposal and Contract Recommendation

The district released a Request for Proposals this spring and received four proposals from vendors. The proposal is for a 5 year contract. Ms. Clark provided an overview of the selection process, including the categories considered in a scoring rubric used to select the top management company. Dr. Rabenhorst mentioned one notable difference between the recommended company, Taher, and the other proposals submitted is the provision of an Executive Chef in addition to a Food Service Director. That additional FTE was deemed important by the selection committee as it should help ensure quality food and desirable options. The recommended management company will require an organizational change as this is a different company than currently contracted. Mr. Jensen asked for clarity around what exactly was meant by the organizational change. Most significantly, employees currently employed with the current company would need to reapply with the approved, new company. The district will work closely with the approved company during the transition. Ms. Clark provided summary information for the submitted proposals and the RFP and contract document were available for the Board's review. If approved, administration will begin working with the current and proposed management companies on the transition process. Ms. Clark noted that part of the transition process will include a return to pre-pandemic procedures in addition to the transition to the new company.

Director Haffner asked how competitive pay will be as compared to the current company to the recommended company. Ms. Strub and Ms. Cameron explained how wages are calculated for staff members including that feedback is solicited from current employees that wish to join the new company.

Director Jensen moved to approve the Food Service Contract with Taher, Inc. as presented. Director Hayes seconded the motion.

Baumgartner - Y	Gustafson - Y	Haffner - Y	Hayes - Y	Jensen - Y
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9. Information / Discussion

9.1 2022-2023 Budget Development Update

Ms. Clark developed the initial budget which was provided in summary form to the Board at the May work session. The budget has been updated to account for salary increases throughout the organization. There were not significant changes in projected revenue with the conclusion of the legislative session. The tentative budget has been advertised on the district website and would be provided to anyone who may request it from the district office. Ms. Clark updated the Board regarding a projected increase regarding property insurance and that a balanced budget will be proposed for the general fund. The Board will be provided with the final budget recommended for approval at the June 8 meeting. The Board discussed future budgeting for projects including ongoing maintenance that will require greater funds. Ms. Clark indicated that there has been no reduction made to the ongoing maintenance funds built into the budget each year. Dr. Rabenhorst reminded the Board of remaining Bond funds that could be used and that the maintenance budget has not been reduced.

9.2 2022-2023 Food Services Meal Prices

Ms. Clark informed the Board that the National School Lunch Program will go back into place next year. Students will have to pay for meals if they do not qualify for free or reduced status. The USDA has decided not to allow the Seamless Summer Option any longer, which provided free meals for all students. After July 1, the district will begin communicating with families early and often about filling out their Free and Reduced Applications that have not been required in the past two years. Meal prices are listed with no increase recommended for next school year. The School Bucks program will continue to be used even through the transition to Taher. Ms. Clark explained how revenue may be affected. Dr. Rabenhorst reminded the Board that food service is not funded at all from the General Fund as using a management company has helped assure that the food services program is profitable enough to fund the expenditures. Administration did note that there will be a bill on the ballot in Colorado regarding free meals for all students in the State if passed.

Recommended meal prices presented:

	Breakfast	Lunch
Elementary School	\$2.20	\$2.95
Middle and High School	\$2.45	\$3.20
Adult	\$3.10	\$4.00

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By consensus, the Board directed that approval of meal prices will be placed on the consent agenda at the next regular meeting unless administration indicates a need to make a change in the recommendation.

9.3 Curricular Supplies & Materials Adoption - Elementary Math Curriculum

The elementary math curriculum pilot has been occurring throughout the spring semester. A group of 12 teachers were the primary pilot group although other teachers participated alongside these teachers. The group piloted the iReady curriculum by Curriculum Associates. The group convened in their final meeting on May 17 where over 80% indicated their support for the curriculum. Ms. Orbanosky gave a thorough overview of the process, including how the pilot materials were selected, how committee members were selected, and the process utilized to come to a consensus and recommendation. She also explained that this curriculum focuses on learning through problem solving with a basis in real world math which is a departure from traditional math instruction. Director Jensen asked for further clarification regarding the consensus, and Ms. Orbanosky noted how many members of the committee were in favor of the curriculum and explained reasons why some committee members were not in favor of the curriculum. Ms. Orbanosky also highlighted the usability of the curriculum resources for parents and postulated what the transition period might look like for teachers and students at the Board's request. Director Gustafson gave a positive review of her personal experience with the curriculum. Dr. Rabenhorst noted that the district has applied for a grant through CDE to help with the costs of the curriculum; however, the funds for the curriculum can be covered in the budget if the grant is not received. Director Jensen asked for clarification regarding the cost of the program which Dr. Rabenhorst and Ms. Orbanosky were able to supply details. The presented costs are for a 6 year subscription. The materials are linked on the website for public display. Links were also provided to Board members for their review.

Estimated Costs:

- iReady Curriculum - \$268,037.05
- Hand2Mind Manipulatives - \$20,473.03
- **Total: \$288,510.08**

The Board indicated that they do not have any concerns with the proposal and that the district could proceed with an upcoming scheduled, optional training for teachers. The adoption of the curriculum including the cost will be placed on a future agenda for approval.

9.4 Curricular Supplies & Materials Adoption - Secondary Grade 9-12 Science Curriculum

Ms. Orbanosky facilitated the process of adopting new curriculum materials for high school science. The Weld Central High School Science Department met and piloted the following

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science programs throughout the spring semester. The team determined that the listed programs will be best aligned with the Colorado State Standards and the learning requirements of our students. Ms. Orbanosky described the selection process and answered questions. She also explained why a separate curriculum is being recommended for the Honors courses. Director Jensen indicated his support of a separate curriculum since it provided a more in-depth learning experience allowing Honors students to have a truly differentiated course. With the block schedule, not all course pilots could occur in this spring semester. A similar process will occur in the fall for those courses that run in the fall only. The materials are linked on the website for public display and textbooks are on display at the district office. Dr. Rabenhorst noted that the cost is less compared to the math curriculum previously presented because additional courses still need to be piloted.

Director Baumgartner asked how advanced programs are made available to students if there is not enough interest for a class. Dr. Rabenhorst explained that seniors would be encouraged to enroll in a concurrent enrollment course while juniors would be encouraged to wait until senior year to take the class in hopes that enough interest could be generated to run the course.

Biology - **Inspire Biology** from McGraw Hill

Honors Biology - **Campbell Biology Concepts & Connections** from Savvas

Chemistry - **Inspire Chemistry** from McGraw Hill

Honors Chemistry - **Experience Chemistry** from Savvas

Anatomy & Physiology - **Hole's Anatomy & Physiology** from McGraw Hill

Estimated Cost:

- McGraw Hill - \$48,698.25
- Savvas - \$16,485.42
- **Total: \$65,183.67**

The Board indicated that they do not have any concerns with the proposal at this time. The adoption of the curriculum including the cost will be placed on a future agenda for approval.

10. Superintendent Reports and Presentations

10.1 Discipline Report

None

10.2 Student Registration Update

The district is monitoring registration for returning students. Principals have been sending reminders regarding registration. The Board briefly discussed current development in Lochbuie

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and Keenesburg. Dr. Rabenhorst provided information on transportation registration and noted that registration at the school-level must be completed before transportation registration can be completed.

School	Percentage Completed Registration for Returning Students (2021 May Regular Meeting)	Percentage Completed Registration for Returning Students (2022 May Regular Meeting)
Hoff Elementary	85%	72%
Hudson Elementary	84%	70%
Lochbuie Elementary	67%	55%
Meadow Ridge Elementary	66%	68%
CCA	78%	66%
Weld Central Middle School	67%	61%
Weld Central High School	62%	52%

11. Board Member Reports / Discussions

Baumgartner - None

Gustafson - Will be attending a CASB meeting tomorrow

Haffner - None

Hayes - None

Jensen - None

12. Executive Session to Discuss a Personnel Matter Relating to the Superintendent's Contract C.R.S. 24-6-402(4)(e)

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The Board and Dr. Rabenhorst discussed entering into executive session to discuss the Superintendent contract.

Director Hayes moved to enter Executive Session to Discuss a Personnel Matter Relating to the Superintendent's Contract pursuant to C.R.S. 24-6-402(4)(e). Present in the session will be the Board of Education members and the Superintendent. Director Gustafson seconded the motion.

Baumgartner - Y	Gustafson - Y	Haffner - Y	Hayes - Y	Jensen - Y
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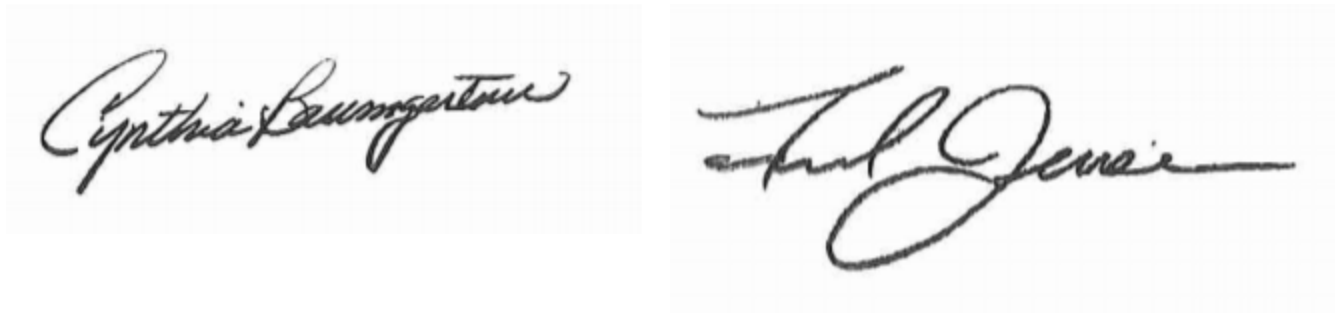
At 8:09 p.m. the Board entered Executive Session.

13. Executive Session Action

At 8:19 p.m. the Board returned to open session from Executive Session. Director Baumgartner noted that there was no discussion that did not pertain to the agenda item. No action took place during Executive Session.

Dr. Rabenhorst noted that based on discussions in executive session, the contract would be prepared for Board review and consideration for approval at the next regular meeting.

14. Adjournment at 8:21 p.m.

The image shows two handwritten signatures in black ink on a light background. The signature on the left is 'Cynthia Baumgartner' and the signature on the right is 'Paul Jensen'.

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