

**LEBANON BOARD OF EDUCATION
LEBANON MIDDLE SCHOOL LIBRARY MEDIA CENTER
REGULAR SESSION
JUNE 11, 2019 - 7:30 P.M.**

MINUTES

ATTENDANCE:

PRESENT:	Jason Nowosad, Chairperson	Maureen McCall, Secretary
	Dawn Whitcher, Vice Chairperson	Alexis Margerelli-Hussey
	William Meese	John Konow
	Alan Dunnack	Sarah Haynes
	Matthew Smith	Olivia Glazier (left at 7:50 p.m.)

ALSO PRESENT: Superintendent Robert Angeli, Robert Sirpenski, Business Manager, Kathleen Mozak-Pezza, Curriculum Coordinator, James Apicelli, LMHS Principal, Jacques Dulac, IT Director, Kathleen Smith, Teacher

I. CALL TO ORDER

J. Nowosad called the meeting to order at 7:30 p.m. and led the audience in the Pledge of Allegiance.

II. RECOGNITION

1. District Retirees

Superintendent Angeli recognized Svea Meyer, Beth Anastasio, and Terry Halbardier for their dedication to the District. Ann Birrell and Sandy Belisle, not present, were also recognized on their upcoming retirements from Lebanon Public Schools.

Olivia Glazier was also recognized for her participation as Student Representative during the 2018-2019 School Year.

2. LMHS Art Teacher State Recognition

Dave Covino was recognized for his nomination and honor from the State of CT for his student's artwork presentations and gallery in the East Brook Mall.

III. COMMUNICATION

1. Letters of Resignation

Superintendent Angeli read portions of letters of resignation from Sarah Manfre, Benjamin Dutko, Chelsea Williams, and Kathleen Chapman.

J. Nowosad noted a letter received from NEASC confirming Lyman's Accreditation.

J. Nowosad discussed recent communication regarding school security. Administration and law enforcement was thanked for their quick actions on the matter, as well as the students who made the appropriate reports.

IV. PUBLIC PARTICIPATION – BYLAWS OF THE BOARD #9324

Public participation – 30 minutes; Individual speaker – 2 minutes

Stephanie DeLucia read portions of a letter she wrote regarding an issue of a person visiting the LES Book Fair and general concerns over safety of the entry in to the schools.

Motion made by D. Whitcher seconded by M. McCall to suspend the rules to change the agenda. Motion passed unanimously.

Motion made by D. Whitcher and seconded by W. Meese to add an agenda item to enter executive session to discuss security. Motion passed unanimously.

Motion by D. Whitcher and seconded by W. Meese to enter executive session for the purpose of discussing school safety. Motion passed unanimously.

The Board entered executive session at 7:49 p.m.

The Board exited executive session and returned to regular session at 8:34 p.m.

Motion made by S. Haynes and seconded by M. Smith to add 2 action items to agenda. Motion passed unanimously.

Motion made by S. Haynes and seconded by W. Meese to make a formal recommendation to Lebanon Public School Administration to ensure specific protocol prior to anyone allowed access to all schools. All visitors must state their name, business at school, and be directed to enter the office upon entrance. If the visitor is unknown to the Office Staff, a physical escort into the office is required effective immediately. Discussion - Change wording from formal recommendation to requirement. By next meeting, Board will require a full security update on a plan of action to secure all entry ways to all schools, including possible security grants. If police are notified and an incident within the District results in a report being filed, the Board shall be notified. The Board understands specifics could be limited. **Motion passed unanimously.**

Motion made by S. Haynes and seconded by A. Dunnack to establish BOE Safety committee. Motion passed unanimously.

V. CONSENT AGENDA

A. Approval of minutes

1. Communication, SP, Goals Subcommittee – 5/14/19
2. Finance/Budget Subcommittee – 5/14/19
3. BOE Regular Meeting – 5/14/19
4. BOE Special Meeting – 5/16/19
5. BOE Special Meeting – 5/20/19
6. Superintendent Evaluation Subcommittee – 5/22/19
7. Superintendent Evaluation Subcommittee – 5/28/19
8. Superintendent Evaluation Subcommittee – 6/5/19
9. Budget Transfers

Motion made by W. Meese and seconded by M. McCall to accept consent agenda as presented. Motion passed unanimously.

VI. REPORTS OF COMMITTEES

1. Curriculum - S. Haynes reported staff changes were discussed and class enrollment sizes were reviewed. Work on the Portrait of the Graduate was distributed and will be brought to the Full Board tonight for approval.
2. Superintendent Evaluation - J. Konow reported the committee met a few times this past month. Time permitting, the evaluation will be presented tonight to the full Board. The committee reviewed the Superintendent's job description and the evaluation process.

3. Communications/SP/Goals – D. Whitcher reported the committee has discussed the Annual Report and the Strategic Plan, which are items on tonight’s agenda. Communication has not been addressed yet.
4. Policy - M. McCall reported Policy met tonight and will talk more in depth about individual policies during a special meeting to be scheduled soon.
5. Finance/Budget - W. Meese reported the committee met tonight and will act on items later tonight regarding the budget.

VII. ADMINISTRATOR’S REPORT

Distributed in Board Packet.

VIII. STUDENT REPRESENTATIVE’S REPORT

A report was distributed to Board members.

IX. REPORT OF SUPERINTENDENT

1. Enrollment
Increased by 1 student in the past month. Overall increase of 7 students since October.
2. Strategic Plan and Portrait of the Graduate
Actionable items of the documents are included in Board Packet. Being brought to the Board tonight to allow the Principals to move forward with establishing benchmarks and individualized goals.
3. LES Moving Up Ceremony – June 12th, 6:00 p.m.
LMS Promotion Ceremony – June 13th, 6:00 p.m.
LMHS Graduation – June 14th, 6:00 p.m.

X. FINANCE REPORT

1. 2018-2019 Budget
Synopsis of current year budget provided by R. Sirpenski. New special ed expenses between April and May of \$118,000 transpired a \$105,00 deficit in the budget. The budget freeze helped alleviate this deficit, by covering earlier known deficits such as health insurance, heating oil, and magnet school tuitions. Discussion on Board of Finance communication regarding budget deficits.

2. 2019-2020 Budget
Vacancies for all positions are posted. New hire insurance is still an expense that is unknown.

Motion made by W. Meese and seconded by J. Konow to add an action item to the agenda. Motion passed unanimously.

Motion made by W. Meese and seconded by A. Dunnack to authorize the use of the non-lapsing account, not to exceed \$2,000, for the purpose of purchasing the bases and installation for the School Zone signs. Discussion on the reason for the necessity of this vote. **Motion passed unanimously.**

XI. DISCUSSION ITEMS

1. Annual Report
No Discussion

XII. ACTION ITEMS

1. Act on letters of resignation
Motion made by M. Smith and seconded by S. Haynes to accept the letters of

resignation. Discussion on whether Board Clerk needs to be included. **Motion passed unanimously.**

2. Act on Administrator portion of the Professional Learning and Evaluation Program
Motion made by S. Haynes and seconded by J. Konow to approve the Administrator portion of the Professional Learning and Evaluation Program. Discussion on the reason for this being an action item. **Motion passed unanimously.**
3. Act on Strategic Plan and Portrait of the Graduate
Motion made by D. Whitcher and seconded by S. Haynes to approve the Strategic Plan and Portrait of the Graduate. Discussion on content of the plan. The schools will individualize their own plans based upon the District's general Plan. Discussion on how the Portrait of the Graduate and the Strategic Plan will connect with each other. Discussion on including input and involvement of the whole Board prior to approval. D. Whitcher and S. Haynes withdrew their motions. This will be presented again as an Action Item during the July Meeting.
4. Act on Irrigation Study Bid
Superintendent Angeli discussed the process of the Irrigation Study Bid. No Action needed.
5. Act on compliance with the Connecticut Nutrition Standards for the 2019 -2020 school year
Superintendent Angeli discussed the State requirement for these 2 Action Items. **Motion made by M. McCall and seconded by W. Meese to approve compliance with the Connecticut Nutrition Standards for the 2019 – 2020 school year. Motion passed unanimously.**
6. Act on exclusion of selected foods from the Connecticut Nutrition Standards and selected beverages from Section 10-221q of the Connecticut General Statutes for the 2019-2020 school year
Motion made by M. McCall and seconded by M. Smith to approve the exclusion of selected foods from the Connecticut Nutritions Standards and selected beverages from Section 10-221q of the Connecticut General Statues for the 2019-2020 School Year. Motion passed unanimously.
7. Act on softball field trip request
Motion made by S. Haynes and seconded by A. Dunnack to approve the LMHS Softball Field Trip to Disney World. Motion passed unanimously.

XIII. ANTICIPATED EXECUTIVE SESSION

1. For the purpose of discussing the Superintendent's Evaluation
Motion made by J. Konow and seconded by M. Smith to enter Executive Session for the purpose of discussing the Superintendent's Evaluation. Motion passed unanimously.

The Board entered Executive Session at 9:30 p.m.

The Board exited Executive Session at 10:05 p.m.

XIV. ITEMS FOR NEXT AGENDA

XV. ADJOURNMENT

- J. Nowosad adjourned the meeting at 10:05 p.m.

Submitted by,
Chelsea Williams, Acting Board Clerk