

**LEBANON BOARD OF EDUCATION  
LEBANON MIDDLE SCHOOL LIBRARY MEDIA CENTER  
REGULAR MEETING  
May 14, 2019 – 7:30 P.M.  
MINUTES**

**ATTENDANCE:**

**PRESENT:** Jason Nowosad, Chairperson                      Dawn Whitcher, Vice Chairperson  
              Alan Dunnack    Sarah Haynes  
              John Konow    Alexis Margerelli-Hussey  
              William Meese     Matthew Smith  
              Olivia Glazier, Student Representative

**ABSENT:**       Maureen McCall, Secretary

**ALSO PRESENT:** Superintendent Robert Angeli, James Apicelli, LMHS Principal, Rita Quiles-Glover, LES Principal, Robert Laskarzewski, LMS Principal, Kathleen Mozak-Pezza, Curriculum Coordinator, Robert Sirpenski, Business Manager, Jacques Dulac, Director of Information Technology, Cheryl Biekert, Director Pupil Services, Kathleen Smith, teacher, John Cote, teacher, Adam Teft, Titan Energy (8:06)

**I. CALL TO ORDER**

J. Nowosad called the meeting to order at 7:31 PM and led the audience in the Pledge of Allegiance.

**II. COMMUNICATION**

1. Letters of Resignation  
Superintendent Angeli read letters of resignation from Megan Jenney and Emily DiMuro.

**III. PUBLIC PARTICIPATION – BYLAWS OF THE BOARD #9324**

Public participation – 30 minutes; Individual speaker – 2 minutes

Greta Skiles commented on the Reading Intervention Program. She also commented on cutting a reading interventionist. She explained the role of a reading consultant.

Teresa Brown reported that her daughter has been selected to attend the National Invention Convention. She requested funding to help offset the cost.

**IV: CONSENT AGENDA/DISCUSS AND ACT UPON**

- A. Approval of minutes
  1. Curriculum Subcommittee – 4/9/19
  2. Finance Budget Subcommittee – 4/9/19
  3. Physical Plant/Facilities Subcommittee – 4/9/19
  4. Communications/SP/Goals Subcommittee – 4/9/19
  5. BOE Regular Meeting – 4/9/19
  6. Physical Plant/Facilities Subcommittee – 4/30/19
  7. Finance/Budget Subcommittee – 5/1/19

8. Special Meeting – 5/7/19
9. Finance/Budget Subcommittee – 5/7/19
10. Policy Subcommittee – 5/9/19
11. Budget Transfers

**Motion made by A. Margerelli-Hussey and seconded by A. Dunnack to approve the Consent Agenda as presented. Motion passed unanimously.**

#### **V. REPORTS OF COMMITTEES**

M. Smith reported that the Policy Subcommittee is incorporating new safety policies and is reviewing the policy book. Shipman and Goodwin have provided model policies. Legal may review policies.

A. Dunnack reported that the Physical Plant/Facilities has met regarding the solar project application. The timeline for the application was reviewed. Summer projects were reviewed.

W. Meese reported for Budget/Finance that the budget is an action item is on the agenda.

D. Whitcher reported for Communications that the Board will receive the video link from the meeting tonight. The goal is to go live stream for June.

J. Konow reported for Superintendent Evaluation that a special meeting will be held May 16th at 7:30 at the Community Center.

S. Haynes reported for Curriculum that they will be meeting after the Board meeting.

#### **VI. STUDENT REPRESENTATIVE'S REPORT**

O. Glazier reported that the FFA blood drive was held. The Ag Fair will be held on May 22<sup>nd</sup>. The FAA banquet is next week. The State FFA Convention will be held May 31 – June 1.

Geraniums will be planted throughout the Town cemeteries. The French Club held a cabaret at the Senior Center. The Music Department performed their spring concerts. May Fest is next week. Prom was held last Saturday. A teacher breakfast was hosted during Teacher Appreciation Week. Band will participate in the Memorial Day Parade. The middle school dressy dance will be held on May 17<sup>th</sup>. Students leave for Washington D.C. on June 2<sup>nd</sup>. Spring sports have begun. Principal Quiles-Glover reported that the 3<sup>rd</sup> grade musical will be Thursday. The elementary school Mini Mudder will be held on Sunday. Student Cecilia Wilcox is also attending the National Invention Convention. The Willimantic Chronicle will be doing an article.

#### **VII. REPORT OF SUPERINTENDENT**

1. Enrollment – there has been a net gain of one student. Magnet school enrollment is the same. The term of declining enrollment and staffing were discussed.
2. ASTE use of school grounds for outdoor planting – the superintendent has contacted the Town Planner. Brandon Handfield is being consulted and the project is still in the works.
3. Safety Advisory Committee –this is to be formed next school year. The All Hazard Plan is being updated.
4. Annual Report – the report was reviewed. Updates were reviewed by the superintendent. Goals not achieved were discussed by the superintendent. J. Nowosad discussed marketing of the district and hands on learning opportunities. Budgeting for marketing discussed by the superintendent. Facebook has been expanded. Some systems are not in the greenhouse yet. There are some leaks. D. Whitcher suggested reviewing the Annual Report next meeting. A communication plan is needed for marketing. The grant used for the greenhouse was discussed. A. Dunnack thanked the PTA and the PTO for advertising events for marketing.

#### **VIII. FINANCE REPORT**

1. 2018-2019 Budget – R. Sirpenski reported that special education and transportation costs have increased. There may be a slight surplus of \$8,000.00. The soft and hard freeze was discussed. Heating oil expense increase discussed. The Board of Finance has been alerted to possible deficit due to changes in special education. The year will not be closed until the end of August.
2. 2019-2020 Budget – potential areas to reduce the budget were distributed and reviewed. The subcommittee recommendations were discussed by W. Meese and the superintendent. Restructuring of teams at LMS discussed by the superintendent. Math support position discussed.

**Motion made by W. Meese and seconded by S. Haynes to suspend the rules and move item 7 up to item 1. Motion passed unanimously.**

## **IX. ACTION ITEMS**

1. Act on 2019-2020 Budget  
Class size discussed. Maintenance contract and moving in house discussed. Math support, Eastconn recommendations, SRBI discussed. Math scores and testing discussed. Principal Laskarzewski discussed switching from CMT to SBAC. Tier 1 instruction at LES discussed by S. Haynes. Discussion of assistant principal position at LMHS. Possibility of hiring math tutors discussed. Staff reductions discussed. Preventative maintenance bids for HVAC discussed. No action taken.
2. Act on letters of resignation  
**Motion made by M. Smith and seconded by J. Konow to accept resignations of Megan Jenney and Emily Dimuro with regret. Motion passed unanimously.**
3. Act on unaffiliated salaries for 2019-2020  
**Motion made by W. Meese and seconded by J. Konow to accept the unaffiliated salaries increases as presented. In Favor: A. Dunnack, J. Konow, A. Margerelli-Hussey, W. Meese, M. Smith, D. Whitcher. Opposed: S. Haynes. Motion Passed.**
4. Act on bid for Athletic Training Services  
**Motion made by A. Dunnack and seconded by J. Konow to accept Orthopedic Partners bid for \$20,000.00 for the next school year. It was noted that this is a requirement for all home games. In Favor: A. Dunnack, S. Haynes, J. Konow, A. Margerelli-Hussey, M. Smith, D. Whitcher. Opposed: W. Meese. Motion Passed.**
5. Act on bid for Preventive Maintenance Program for District HVAC equipment  
**Motion made by M. Smith and seconded by A. Dunnack to accept the bid for preventative maintenance for HVAC from EMCOR for \$17,304.00. Motion passed unanimously.**
6. Act on bid for Full Service Maintenance Program for District's heating and hot water equipment.  
**Motion made by M. Smith and seconded by A. Dunnack to accept bid of EMCOR for \$13,752.00. Motion passed unanimously.**
7. Act on Field Trips for LMHS for 2019-2020  
**Motion made by W. Meese and seconded by S. Haynes to approve the out of state field trips for LMHS for 2019-2020 as presented. Motion passed unanimously.**
8. Act on Food Service Agreement  
**Motion made by W. Meese and seconded by M. Smith to accept Amendment #3 for Chartwells for one year. S. Haynes would like to see other contracts and options in the future. Motion passed unanimously.**
9. Act on ZRec Application

**Motion made by A. Dunnack and seconded by J. Konow to approve the application with ZRec.** A. Teft explained the process for the project. A site walk has been done. The project would be done next summer. **In Favor: A. Dunnack, S. Haynes, J. Konow, D. Whithcer. Opposed: W. Meese, M. Smith, A. Margerelli-Hussey. Motion Passed.**

**X. ITEMS FOR NEXT AGENDA**  
Budget, Annual Report

**XI. ADJOURNMENT**  
Meeting adjourned at 10:02 p.m.

Submitted by,

Kathleen E. Chapman

Board Clerk