

**LEBANON BOARD OF EDUCATION
LEBANON MIDDLE SCHOOL LIBRARY MEDIA CENTER
JANUARY 9, 2018 REGULAR SESSION – 7:30 P.M.**

MINUTES

ATTENDANCE:

PRESENT: Jason Nowosad, Chairman Bert Bosse Maureen McCall Al Vertefeuille Silas Olsen, Student Representative	James Mello, Secretary Alexis Margerelli-Hussey William Meese Keith Wentworth
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ALSO PRESENT: Superintendent of Schools Robert Angeli, Kathleen Mozak-Pezza, Director of Curriculum, Robert Sirpenski, Business Manager, Kevin French, Facilities Director, Jacques Dulac, Director of Information Technology, David Scata, Jessie Foster, Food Service Director, Dawn Whitcher.

I. CALL TO ORDER

J. Nowosad called the meeting to order at 7:32 PM and led the audience in the Pledge of Allegiance.

II. COMMUNICATION

1. Letter of resignation
J. Nowosad noted the letter of resignation of Board member Nicole McGillicuddy. She was thanked for her time and service on the Board.
J. Nowosad read a letter of retirement from Rich Lurette, LMS custodian.

III. PUBLIC PARTICIPATION – BYLAWS OF THE BOARD #9300

Public participation – 30 minutes; Individual speaker – 2 minutes
David Scata from the Lebanon Republican Town Committee noted that they had followed the Board protocol and process and submitted three names for the vacancy on the Board last month. The Board did not follow the protocol by appointing someone not on the list. They are disappointed that did not occur.

IV. CONSENT AGENDA/DISCUSS AND ACT UPON

- A. Approval of minutes
 1. Curriculum Subcommittee – 12/12/17
 2. Budget/Finance Subcommittee – 12/12/17
 3. Regular Meeting – 12/12/17Motion made by B. Bosse and seconded by J. Mello to accept the Consent Agenda as presented. Motion passed with A. Margerelli-Hussey abstaining.

V. REPORTS OF COMMITTEES

A. Vertefeuille reported that the Superintendent Evaluation Subcommittee met tonight and reviewed the protocol for the mid-year and the formal end of year evaluation. The mid-year is a verbal evaluation. Each Board member is to call the chairman with their verbal comments. No emails. The chairman and vice chairman will meet with the Superintendent. Comments should be made by January 31st.

J. Nowosad noted the Curriculum Subcommittee also met this evening. The Math Department at the high school requested resequencing of Algebra 1, Algebra 2 and Geometry. This will better align with SAT preparation and testing in 11th grade.

J. Nowosad reported that the Budget/Finance Subcommittee met this evening and reviewed preliminary numbers on the budget. Ideas to save money were also discussed. Input session will be held on January 17th for staff and the public. The budget is not ready for presentation yet.

VI. ADMINSTRATORS' REPORTS

Distributed in packets. J. Mello noted that in the Administrators' Reports staff have initiated several community outreach projects throughout the district. The staff should be commended for their efforts.

VII. STUDENT REPRESENTATIVE'S REPORT

S. Olsen reported that high schoolers are entering midterms week. Middle school students will have half days. Lyman Student Council is preparing for spirit week and annual pep rally. They are also working on more recycling at Lyman. Lyman winter sports are in full swing. Boys' Basketball pulled off a comeback victory against Bacon Academy, and the Girls' Basketball have a home game tonight against St. Bernard's. Indoor Track has had meets at the Coast Guard Academy and New Haven. The Wrestling Co-op team finished third at the Waterford Lancer Invitational. The superintendent from the Bozrah School District toured Lyman today. Silas Olsen and Katee Meese showed him around the school as part of Bozrah's decision whether or not to give their students the option to attend Lyman without enrolling in the Vo-Ag program.

VIII. REPORT OF SUPERINTENDENT

1. Food Service Presentation

J. Foster presented a Power Point presentation on Food Service. Dedicated crops have been incorporated into the program from Ceccarelli farm in Northford. Build your own stations have been very successful. Theo the Chartwells mascot visited the elementary school. A toy drive was initiated by the food service staff this year. S. Olsen noted that students have been excited about the program this year at the high school, and there has been a noticeable difference. There is now an email blast to students advertising various special food options. An ice cream machine will be delivered next week to the high school. There are 10 employees in food service in the district. More fresh fruit and vegetables have been added. Jesse is working on a whole grain waiver. The superintendent noted that food service was audited last year and a water bubbler had to be added in the hallway to provide another source of water.

2. Solar Project

The solar panels are completed and are on line now. They are producing electricity but don't know how much yet.

3. Rt. 207 Traffic Study
The First Selectman has been contacted by DOT, and they are in agreement with different or additional signage at the middle school. They have not made recommendations as of yet.
4. Title I Grant
Additional funds have been awarded this year. They will be used for math tutors at the elementary and middle schools
5. Farm Viability Grant
Funds have been approved. They were released today. Robotics will be purchased for the elementary and middle schools.
Superintendent Angeli reported that he met today with the superintendent from Bozrah, Jack Welch. Principal Apicelli, teachers John Cote and Tonya LaPlante are presenting to the Bozrah Board tonight

IX. FINANCE REPORT

1. 2017-2018 Budget
R. Sirpenski reported that there are five months of actual expenses. The fuel oil is going out to bid. This is in partnership with the Town. In Special Education and Special Services some placements have come to reality. Report was reviewed.
2. 2018-2019 Budget
J. Nowosad reported it is a work in progress. A report of salary cost per employee per position was reviewed. At present, the budget has an increase of 5.13%, \$978,075.00. The budget has an assumption of reducing three certified positions due to declining enrollment. It assumes no lane changes in salaries. Health insurance is the biggest driver. The current carrier has a 20% increase down from 23%. ConnectiCare is the current provider. A change in carrier may be needed. Possibilities being considered are partnering with EASTCONN, the RHAM consortium and the CT Partnership 2.0. CT Partnership 2.0 may be flat. K. Wentworth discussed the threshold for employee deductible and possibly changing that to a different contribution. Self-insured options were discussed. Claim experience was discussed. Special Education expenses and services were discussed. Student transportation will be going out to bid. Copier contract is up. It is assumed that magnet school tuition will remain flat. Liability and property insurance are flat as of now. Electricity is flat funded. A full time behavioral analyst position is being proposed. This position would serve all three schools. This position may prevent out placements. There is a possibility of bringing back two students to the district. K. Wentworth discussed hiring a full time employee with benefits. Special Education is a moving target. Cuts need to be spread to other areas. There are nine administrative positions. Superintendent Angeli discussed programs at other districts and the number of students served. There are approximately 150 Special Education students in the district. The Special Education population is approximately 15% of the district which is higher than the State average. We already contract for behavioral services. Could possibly eliminate having to contract out. A. Vertefeuille discussed expelled students and having a suitable program. There are new guidelines. There are a small number of expulsions. A 900 hour, 180 day program would have to be offered. This is not budgeted for. The superintendent noted that the building principals came in with a flat budget. J. Nowosad suggested cost savings of eliminating a bus run. Administrative staff

reductions and subcontracting out for facility services was also discussed. Everybody needs to come up with creative ideas without cutting student opportunities. Superintendent Angeli noted that he feels administration is appropriately staffed for the district. It is still a PreK – 12 district. A. Vertefeuille noted it is too early to discuss numbers. A. Magerelli-Hussey noted insurance is a moving target, too early. M. McCall noted payroll and health insurance are the biggest numbers. Need to support students. J. Mello – too early, need more information on transportation costs. W. Meese – need input from public session, need to get ahead of issue. K. Wentworth – requested of J. Nowosad, superintendent and R. Sirpenski no delay in financial information. B. Bosse – there are a lot of important decisions to be made, need to make the district appealing. There will be opposition to one bus run. M. McCall discussed the Board policy regarding student be at the bus stop. S. Olsen noted that policy is not realistic. Need to look at administration critically.

X. ACTION ITEMS

1. Act on letters of resignation
Motion made by A. Vertefeuille and seconded by B. Bosse to accept the resignation of Board member Nicole McGillicuddy with extreme regret. Motion passed unanimously. The Board expressed appreciation for all her work.
Motion made by B. Bosse and seconded by K. Wentworth to accept with regret the letter of retirement from Rich Lurette. Motion passed unanimously.
2. Election of Vice Chair
A. Vertefeuille nominated J. Mello as Vice Chair. Nomination was seconded by B. Bosse. Nominations were closed by J. Nowosad hearing no other nominations. Closing nominations seconded by W. Meese. Nomination passed unanimously.
Motion made by J. Mello and seconded by M. McCall to suspend the rules for election of secretary. Motion passed unanimously.
Motion made by K. Wentworth to and seconded by J. Mello to add an agenda Action Item of election of a secretary for the Board. Motion passed unanimously.
B. Bosse nominated W. Meese as secretary. Nomination seconded by M. McCall. Nominations were closed by J. Nowosad hearing no other nominations. Closing nominations seconded by W. Meese. Nomination passed unanimously.
3. Appointment of new Board member
J. Nowosad reviewed the names submitted and reviewed the information on each candidate, including their letters of interest. A. Vertefeuille nominated Dawn Whitcher to fill the position vacated by the resignation of Nicole McGillicuddy until the next municipal election. Nomination seconded by J. Mello. J. Nowosad closed nominations hearing no other nominations. Closing nominations seconded by K. Wentworth. Nomination passed unanimously.
4. Act on 2018-2019 Capital accounts
Superintendent Angeli reviewed the list and gave historical perspective. \$90,000.00 for Technology, \$30,000.00 for Athletics, \$610,000.00 for Facilities. This is a form from the Board of Finance. Discussion of the request for repurposing the weight room, and partnering with the Recreation Department. Supervision is an issue in this room currently. J. Mello commented this is just a list to the Board of Finance and the Board needs to support it.

Motion made by J. Nowosad to approve the list as is. K. Wentworth requested to amend the list to \$25,000.00 for weight room. Amendment vote in favor – M. McCall, K. Wentworth. Opposed – J. Mello, B. Bosse, W. Meese. A. Margerelli-Hussey, A. Vertefeuille, J. Nowosad. Amendment failed.

Motion made by B. Bosse and seconded by J. Nowosad to submit list as is to the Board of Finance. Motion passed with K. Wentworth, M. McCall opposed.

XI. NEW BUSINESS

1. Discuss process to select legal services

Superintendent Angeli explained the process. The Board could request a different attorney in the same firm, or have presentations from different firms. B. Bosse commented that the current attorney was tremendously effective in negotiations. A. Vertefeuille noted that Shipman and Goodwin negotiate 80% of the teacher contracts in the State. W. Meese suggested a presentation by Shipman and Goodwin. M. McCall questioned when a training session for new Board members would be. As the district is not a member of CAFE the Board attorney would do the workshop. A date will be determined. J. Mello suggested a book Becoming a Better Board of Education Member.

XIII. ADJOURNMENT

Motion made by K. Wentworth and seconded by M. McCall to adjourn the meeting. Motion passed unanimously. Meeting adjourned at 9:46 p.m.

Submitted by,

Kathleen E. Chapman

Board Clerk