

**LEBANON BOARD OF EDUCATION  
LEBANON MIDDLE SCHOOL CAFETERIA  
DECEMBER 13, 2016 REGULAR SESSION – 7:30 P.M.  
MINUTES**

**ATTENDANCE:**

<b>PRESENT:</b>	Albert Vertefeuille, Chairman James Mello, Vice Chairman Sandra Tremblay, Secretary Stephen Nelson Mary Ellen Wiczorek	Nicole McGillicuddy Jason Nowosad (8:30) Bert Bosse Christine Lugi, Student Representative
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**ABSENT:** Keith Wentworth

**ALSO PRESENT:** Superintendent of Schools Robert Angeli, James Apicelli, LMHS, Principal, Robert Laskarzewski, LMS Principal, Andrew Gonzalez, LES Principal, Kathleen Mozak-Pezza, Director of Curriculum, Ann Birell, Assistant Principal, LMHS, Robert Sirpenski, Business Manager, Kevin French, Facilities Director, Jacques Dulac, Director of Information Technology, George Gray, Marty Gomez, Ryan Fabry, Linda Russo, teacher, Betsy Petrie, First Selectmen, Phil Chester, Town Planner

**I. CALL TO ORDER**

Albert Vertefeuille called the meeting to order at 7:30 PM and led the audience in the Pledge of Allegiance.

**II. CELEBRATION OF EXCELLENCE**

1. Class S State Champion Teams

Superintendent Angeli and Principal J. Apicelli welcomed everyone to the meeting. The fall sports teams were highly successful this year. The district was again awarded the Michael's Cup. Principal Apicelli introduced George Gray, Boys Cross Country Coach. Chantal Fauteux was introduced as the Assistant Coach. The Boys Cross Country Team members that were present were introduced and congratulated by all present.

Principal Apicelli introduced the Girls Volleyball Coach Marty Gomez. Coach Gomez thanked assistant coach Amanada Nappi. Coach Gomez introduced the members of the Girls Volleyball Team that were present. There were also three All-State Team members this season, Katy Konow, Abby Bundy and Andee Bender. Coach Gomez commented on winning the Michel's Cup this year. He also commented on the cooperation and support of Athletic Director Scott Elliott. Coach Fabry remarked on the success of the Boys Soccer Team and introduced Jake McAneny, who made the All-State Team this year. Three coaches were named coaches of the year, George Gray, Marty Gomez and Ryan Fabry. Superintendent Angeli noted that two special assemblies were held with the student body to celebrate the two State Champions. Congratulations to all. Refreshments were enjoyed by those present.

### **III. COMMUNICATIONS**

#### **1. Letters of resignation**

Letters of resignation were received from Jill Nanos, Instructional Assistant and Nicholas Vitterito, Grade 7 Math Teacher.

2. A. Vertefeuille distributed thank you notes that were received from Vo-Ag students that attended the national convention.

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

Public participation – 30 minutes; Individual speaker – 2 minutes

L. Russo read her letter of retirement effective at the end of the school year.

### **V. CONSENT AGENDA**

#### **A. Approval of Minutes**

1. Finance Subcommittee – 11/8/16
2. Physical Plant/Facilities Subcommittee – 11/8/16
3. Regular Meeting – 11/8/16
4. Physical Plant/Facilities and Curriculum Subcommittees – 11/29/16
5. Budget Transfer

**Motion made by S. Nelson and seconded by J. Mello to approve the Consent Agenda as presented. Motion passed with M. Wieczorek abstaining.**

### **VI. REPORTS OF COMMITTEES**

1. Finance/Budget Subcommittee – J. Mello reported they had met this evening and will be meeting in January to continue forming the budget for 2017-2018.
2. Communications Subcommittee – M. Wieczorek reported they had met this evening and reviewed the updates to the web pages. The high school uses Google calendar. The cost to upgrade to the next level of software would be \$70 - \$80. There have been noticeable changes made to the district web pages. Facebook usage at the high school and middle school were discussed. Filtering within the district was discussed. A vendor to further update the web sites is being explored. There may be a webinar on Twitter and Facebook in early January. Access to Facebook is being discussed with the IT Director.
3. Curriculum Subcommittee – no report.
4. Transportation/Residency Subcommittee – no report.
5. Goals/Strategic Planning Subcommittee – no report.
6. Negotiations Subcommittee – S. Tremblay reported negotiations will start in January.
7. Board Policy Subcommittee – B. Bosse reported they had met this evening and reviewed the Student Wellness and Graduation requirement policies. Graduation Requirements only requires date changes, and will bring the policy current. Wellness Policy is changing in several areas. A Wellness Committee will be formed when the policy is adopted. The second reading will be for the next Board meeting.
8. Physical Plant/Facilities Subcommittee – no report.
9. Superintendent's Evaluation Subcommittee – no report.
10. VOAG Liaison Subcommittee – no report.

### **VII. ADMINISTRATORS' REPORTS**

No additional information.

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

C. Lugi reported that winter sports season has begun. Wrestling begins tonight. The National Honor Society had their annual induction. The play A Christmas Carol has been held. The Ag wing had their annual Holiday Bazaar. The United Nations group attended a meeting at the University of Hartford. Several students from band and chorus participated in the Eastern Regional Competition. The winter band and chorus will be held on December 19<sup>th</sup>. Students participated in the Town Annual Tree Lighting. Auditions are being held for the spring production of the Wizard of Oz.

## **IX. REPORT OF SUPERINTENDENT**

### **1. Presentation of First Selectman on Verizon Cell Tower**

P. Chester and B. Petrie displayed plans for the cell tower on school grounds. A Public Works garage may also be located on school grounds at a later date. The tower is 140 ft. and would be in a fenced in area of 150 x 50. The athletic director, high school principal, ASTE department head, Superintendent, and P. Chester met on the site. It would not interfere with the Cross Country running area. There would have to be underground power. B. Petrie is looking for support of the project. The existing tower would be removed. It is not known how much income the tower would generate. The project would not be done at times that would disrupt school. S. Nelson asked what the role of the Board would be. Superintendent Angeli noted it was not known what role the Board would have. The Board attorney has been contacted regarding state and case law regarding cell phone towers. He recommended the Board vote to either grant or deny permission for non-instructional use of school grounds. B. Petrie noted the Town would act as a landlord. N. McGillicuddy asked if there would be any cables. There would be none as the tower would have a lattice type of frame. The Town is struggling with communication. Verizon had contacted the Town as noted by B. Petrie. Verizon would remove the tower once they were done with it. Verizon would be responsible for maintaining the area and plowing the road to the tower.

**Motion made by S. Tremblay and seconded by J. Mello to move Action item 4 up on the agenda. Motion was seconded by J. Mello. Motion passed unanimously.**

**Motion made by J. Mello and seconded by B. Bosse to approve the use of school property for the cell tower project. Motion passed with N. McGillicuddy abstaining.**

### **2. Enrollment**

Superintendent Angeli noted the enrollment is up by three, down one at the high school. Magnet schools increased by two students. B. Sirpenski reported that all magnet school enrollments have been confirmed except for Eastconn.

### **3. Food Service Update**

An audit of the program is pending. Jody Waldron, R. Sirpenski and Food Service Director attended a meeting on the audit process. Reports will be submitted on line. Chartwells has a newsletter. A breakfast with books will be held on December 19<sup>th</sup>. The new Wellness Policy will be in support of Food Service. Superintendent Angeli reported that not enough students access the breakfast program. It is served when students come off the buses. The numbers are low everywhere. Approximately 20% of students qualify for reduced lunch and breakfast. Principal Laskarzewski noted that students at the middle school are not inclined to eat breakfast. Principal Apicelli gave details of the breakfast slot at the high school.

Principal Gonzalez noted that some families make a point to have breakfast together at home.

4. 2015-2016 Budget

R. Sirpenski reported that we are still in the audit process. Questions from the auditor were answered. We are awaiting the audit record. The State Audit Division was contacted, and our purchase practices are in alignment with State and legal practices. R. Sirpenski thanked all the principals and their administrative support for their help with the audit. We have a good relationship with the auditor. J. Mello asked when purchases are paid. R. Sirpenski replied that we pay our own bills. Veronica Calvert is great to work with, and they meet monthly to balance with the Town. Some adjustments from the auditor are expected.

5. 2016-2017 Budget

Superintendent Angeli noted the year is progressing pretty well. J. Mello asked how field trips are distributed. Superintendent Angeli responded that there are two types of field trips. One is required by subject matter, the other is to supplement the curriculum. The second type are usually funded by fund raising. S. Tremblay noted that Project O is budgeted as a line item. A. Vertefeuille asked why computer software and supplies are over spent. R. Sirpenski responded that this is a CIP allocation and there is \$102,000.00 that is encumbered which gets released. J. Mello inquired about instructional equipment. The need has been identified, why is the money not spent. R. Sirpenski will have to see what it is for. There are four line items for equipment, not just one area. A. Vertefeuille noted that it should be spent as soon as budget is in place. That message has been received by administrators.

6. Substitutes

Superintendent Angeli distributed information on the pay rates in different towns for Instructional Assistants/Paraprofessional and teacher substitutes. This information was compared with what Lebanon pays. Increases are proposed to begin in January. These increased were not built into the current budget. Other districts have shortages of substitutes even though some pay more. B. Bosse noted that there was no data on surrounding towns. This was provided last year. Surrounding towns were higher. The proposed increase would meet the minimum wage requirement. Discussion of how to budget and what was spent in previous years. Advertisements for substitutes have been done in newspapers, [www.ctreap.net](http://www.ctreap.net) and Craig's List. J. Nowosad noted that this will be discussed more for the upcoming budget year. The need for substitutes and how many times we can't get substitutes information is needed. This data is already collected. N. McGillicuddy suggested having a building substitute.

7. April 2017 Meeting Date

Superintendent Angeli noted that the meeting date in April is during April vacation. Administrators may not be here.

Superintendent Angeli noted that the high school had to be canceled last Friday due to an oil leak. This was reported on local news outlets, and was exaggerated. The leak was due to a cracked fuel line which was repaired. The Lebanon Fire Department, DEEP and local health department responded to the event. There was no major spill.

There was a bus accident yesterday. No students were on the bus. No information is known on driver injuries. There was no delay in getting students home.

Superintendent Angeli has received an e-mail from Eric Virkler of Earthlight. Roof evaluation is underway to determine if both schools are capable of supporting the solar array panels. To the extent that the roofs have been evaluated, he plan is to move forward with this project.

**X. ACTION ITEMS**

1. Accept letters of resignation

**Motion made by J. Mello and seconded by B. Bosse to accept the letter of retirement read tonight by Linda Russo with regret. Motion passed unanimously.**

**Motion made by S. Tremblay and seconded by N. McGillicuddy to accept the resignation of Jill Nanos with regret. Motion passed unanimously.**

**Motion made by S. Tremblay and seconded by N. McGillicuddy to accept the resignation of Nicholas Vitterito with regret. Motion passed unanimously.**

2. Approve out of state field trip

**Motion made by S. Nelson and seconded by N. McGillicuddy to approve the out of state field trip. Motion passed unanimously.**

3. Approve 2017-2018 School Calendar

**Motion made by J. Mello and seconded by M. Wieczorek to approve the 2017-2018 School Calendar as presented. Motion passed unanimously.**

**XI. NEW BUSINESS**

First Reading of revised policies:

- Wellness
- Graduation Requirements

**XII. ITEMS FOR NEXT AGENDA**

Capital requests and current year spending

**XIII. ADJOURNMENT**

**Motion made by B. Bosse and seconded by J. Nowosad to adjourn the meeting at 9:35 p.m. Motion passed unanimously.**

Submitted by,

Kathleen E. Chapman

Board Clerk