

**LEBANON BOARD OF EDUCATION
LEBANON MIDDLE SCHOOL LIBRARY MEDIA CENTER
JUNE, 14, 2016 REGULAR SESSION – 7:30 P.M.
MINUTES**

ATTENDANCE:

PRESENT:	Albert Vertefeuille, Chairman	Nicole McGillicuddy
	James Mello, Vice Chairman	Jason Nowosad (7:45)
	Sandra Tremblay, Secretary	Bert Bosse
	Stephen Nelson	Mary Ellen Wieczorek

ABSENT: Keith Wentworth

ALSO PRESENT: Superintendent of Schools Robert Angeli, James Apicelli, LMHS, Principal, Andrew Gonzalez, LES Principal, Ann Birrell, LMHS Assistant Principal, Kathleen Mozak-Pezza, Director of Curriculum, Cheryl Biekert, Director Pupil Services, Robert Sirpenski, Business Manager, Kevin French Facilities Director, Jacques Dulac, Director of Information Technology, Kathleen Smith, teacher, John Cote, teacher.

I. CALL TO ORDER

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

II. COMMUNICATION

A. Vertefeuille noted that there is a letter of resignation from Victoria Bagdasarian, letter of retirement from Jose Hernandez, and a thank you note from Neighbors Helping Neighbors.

III. PUBLIC PARTICIPATION – BYLAWS OF THE BOARD #9300

Public participation – 30 minutes; Individual speaker – 2 minutes

Beth Damble discussed issues at LMHS and LMS. She commented that she felt investigations of some incidents of student misconduct had been inadequate. She thought disciplinary action taken by the school administrators and the Board was uneven and not in compliance with policy. She feels that the Board has the power to change policies.

Beth Stewart reported that she is a resident of Salem but her daughter attends Lyman. She commented that her daughter was a victim in an incident involving another student. She reported dissatisfaction with the communication with the school administration regarding the incident. She is concerned that her daughter is not receiving supports she may need.

A. Vertefeuille noted that the Board does not usually respond to comments made during the public comment section, but they will be looking into these issues.

IV. CONSENT AGENDA/DISCUSS AND ACT UPON

1. Approval of minutes
 1. Regular Meeting – 5/10/16
 2. Curriculum/VOAG Liaison Subcommittees – 5/18/16
 3. Finance/Budget Subcommittee – Board of Finance – 6/1/16
 4. Budget Transfers

Motion made by S. Nelson and seconded by B. Bosse that the Consent Agenda be approved with correction of date of Board of Finance meeting be changed to 6/21. Motion passed unanimously.

V. REPORTS OF COMMITTEES

1. Finance/Budget Subcommittee – no report
2. Communications Subcommittee – no report
3. Curriculum Subcommittee – N. McGillicuddy noted they had met this evening regarding ordering a new math book for CP and Honors Classes. Tonight will be the first reading.
4. Transportation/Residency Subcommittee – no report
5. Goals/Strategic Planning Subcommittee – Superintendent Angeli reported there is a draft of plan which will be reviewed tonight.
6. Negotiations Subcommittee – no report
7. Board Policy Subcommittee – no report
8. Physical Plant/Facilities Subcommittee – J. Mello reported that K. French will report later tonight.
9. Superintendent's Evaluation Subcommittee – S. Nelson reported that this will be discussed tonight later in the agenda. Submit any comments to A. Vertefeuille and J. Mello.
10. VOAG Liaison Subcommittee – no report.

VI. REPORT OF SUPERINTENDENT

1. Enrollment – Superintendent Angeli reported that overall we have decreased compared to October. Magnet schools have remained even throughout the year. N. McGillicuddy asked what the numbers for next school year might be. There may be an increase at the Elementary school.
2. End of Year Report – Superintendent Angeli reviewed the report. The curriculum pieces at Elementary School were explained. Fifth grade has explored the Workshop Model. There are lower level classes in math at LMS. At the high school need to look at scholastic levels. Need to meet the needs of student and Special Education students. There have been Learning Walks through the schools. A consultant was hired, Jerry Belair. Superintendent Angeli explained this process. These were announced visits. Some teachers volunteered for this the visits. It was received well. Superintendent Angeli appreciated all the support during the budget process. The three new positions of reading consultant, math teacher and social worker have been filled. Have also worked with Betsie Petrie, First Selectmen and Veronica Calvert on reducing health benefit costs. N. McGillicuddy inquired about the Swim Team coach. The coach's stipend was discussed. A Memorandum of Understanding is being worked on.
3. Facilities Update – K. French distributed the activities that are being planned for the summer. A. Vertefeuille commented that the schools have never looked better. K. French went over some of the projects that have been already done or are in the process. The high school gym floor will be done on June 23-24.
4. Food Service RFP update - Superintendent Angeli reported that there is no contract to approve tonight. R. Sirpenski reported that the contract is tentatively approved by the State Department of Education, and should be ready for the July meeting. Superintendent Angeli explained the process of bidding and the contract.
5. Food Service Report – R. Sirpenski reported that there is no final billing yet but they will probably be over budget by \$11,000.00. There have been reports monthly.
6. 2015-2016 Budget – R. Sirpenski reported that there currently is a budget surplus this year of \$450,000.00 - \$470,000.00. This includes the 1% that will be returned to the Town to establish a non-lapsing account. There will be approximately \$28,000.00 returned to the Town to close out an old Vo-Ag grant. The remaining funds will be used to purchase Chrome

- Books and furniture if the bids are approved by the Board this evening. There will be a balloon payment this week for payroll. It was noted that the Town has a new auditor. He will be coming to the school June 20-21. J. Nowosad suggested looking at the Audit Report.
- 2016-2017 Budget – R. Sirpenski reported that the open enrollment for health insurance is done.

VII. ACTION ITEMS

- Approve letter of resignation
Motion made by J. Mello and seconded by S. Tremblay to accept the resignation of Victoria Bagdasarian with regret. Motion passed unanimously.
- Approve letter of retirement
Motion made by J. Mello and seconded by B. Bosse to accept the retirement of Jose Hernandez with regret who served the district for 25 years. Motion passed unanimously.
- Approve Food Service Contract for 2016-2017 – No Action
- Approve Strategic Plan
Motion made by J. Nowosad and seconded by S. Nelson to approve the Strategic Plan as presented. J. Nowosad commented that the plan was a collaborative effort. Superintendent Angeli commented on the plan, the Advisory Committee and the subcommittees that were involved. The areas of the plan were discussed. A. Vertefeuille thanked the people who worked on the plan, and thanked the students who spoke out about what they wanted. J. Nowosad noted that the Town Board of Finance and the Board of Selectmen will be getting a copy of the plan. These groups were included in the meetings. The plan will be e-mailed to the Board of Finance, Board of Selectmen. A copy of the plan will be on the web site, and an article will be put in Lebanon Life. **Motion passed unanimously.**
- Approve Superintendent's contract
Motion made by J. Mello and seconded by S. Nelson to approve the Superintendent's contract. The contract includes base salary increase of 2% and will be for the term July 1, 2016 – June 30, 2019. The superintendent has requested that \$5,000.00 be put into his TSA. The average salary range for teachers was discussed. B. Bosse stated he feels the contract is fair. **Vote: A. Vertefeuille, - yes, N. McGillicuddy – yes, J. Mello, yes, Sandra Tremblay, - yes, Bert Bosse, - yes, S. Nelson yes, M. Wieczorek - yes, J. Nowosad – abstained. Motion passed**
- Approve Central Office furniture bid from W.B. Mason in the amount of \$20,448.48. **Motion made by S. Nelson and seconded by M. Wieczorek to approve Central Office furniture bid from W.B. Mason in the amount of \$20,448.48.** Discussion of the Central Office furniture. Carpet replacement will begin tomorrow night. **Motion passed unanimously.**
- Approve Elementary School furniture bid from W.B. Mason in the amount of \$88,463.97. **Motion made by S. Nelson and seconded by J. Mello to approve Elementary School bid from W. B. Mason in the amount of \$88,463.97.** Furniture was discussed what type and where it will go. J. Nowosad asked if we were certain we can afford it. Only one company responded to the bid and the company is on the State bid list. Questioned raised if this is for this year and if the purchase order is done this year. J. Nowosad noted previous audit adjustments that were done. Principal noted that any and all items are warranted. **Motion passed unanimously.**
- Approve Chrome Book bid from SHI International in the amount of \$137,202.00.
Motion made by B. Bosse and seconded by J. Mello made to approve Chrome Book bid from SHI International in the amount of \$137,202.00. Superintendent Angeli discussed technology in education. There have been training sessions. Suggested a meeting with parents regarding an acceptable use policy. J. Dulac noted he had checked the bids; this bidder was

lower than any other bid. They will be able to go home with students. This will add more work for the IT Department, and will double the amount of devices in the district. The structure of the IT Department was discussed. J. Nowosad discussed getting the cost back for lost, broken Chrome Books. J. Dulac distributed one of the Chrome books for Board members to see. A phase in for grades 5th and 9th was discussed. LMS staff had a Professional Day in February on training for the Chrome Book. Ten staff members are to be trainers. One additional trainer will be going to Cambridge Massachusetts for further training. A voluntary training will be done two weeks before school starts. J. Cote noted that the majority of high school teachers are excited about it. K. Smith noted teachers are embracing the technology. Laptop carts were discussed. B. Bosse suggested working with parents to know what students are using. **Motion passed unanimously.**

VIII. NEW BUSINESS

1. First Reading of new textbook
Tonight is the first reading. It will be on display at Jonathan Trumbull Library for a month and then will be voted on at the July meeting.

Motion made by B. Bosse and seconded by J. Mello suspend the rules and add Executive Session to the agenda. Motion passed unanimously.

Motion made by B. Bosse and seconded by J. Mello enter into Executive Session for the purpose of discussing the items brought up in public comments, and to include the James Apicelli, LMHS Principal and Superintendent Angeli. Individuals will not be discussed. **Vote: Yes – A. Vertefeuille, J. Mello, M. Wieczorek, N. McGillicuddy, J. Nowosad, B. Bosse, S. Nelson . No – S. Tremblay. Motion passed.** Entered into Executive Session at 9:07 p.m.

Return to Regular Session at 9:09 p.m.

J. Nowosad left the meeting at 9:15 p.m.

2. Discussion of handling of student misconduct was held. There was a discussion of how Board policies are implemented for student discipline. The Board is satisfied the policies are implemented appropriately.

IX. ITEMS FOR NEXT AGENDA

X. ADJOURNMENT

Motion made by S. Nelson and seconded by B. Bosse to adjourn the Regular Meeting at 9:40 p.m. Motion passed unanimously.

Submitted by,

Kathleen E. Chapman

Board Clerk