

**LEBANON BOARD OF EDUCATION
LEBANON MIDDLE SCHOOL LIBRARY MEDIA CENTER
JANUARY 8, 2019 REGULAR SESSION – 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, Student Representative

ALSO PRESENT: Superintendent of Schools Robert Angeli, Rita Quiles-Glover, LES Principal, Kathleen Mozak-Pezza, Director of Curriculum, Robert Sirpenski, Business Manager, Jacques Dulac, Director of Information Technology

I. CALL TO ORDER

J. Nowosad called the meeting to order at 7:35 PM and led the audience in the Pledge of Allegiance.

II. COMMUNICATION

1. Letters of Resignation
 2. Letter of Retirement
- J. Nowosad noted letters received.

III. PUBLIC PARTICIPATION – BYLAWS OF THE BOARD #9324

Public participation – 30 minutes; Individual speaker – 2 minutes - none

IV: CONSENT AGENDA/DISCUSS AND ACT UPON

A. Approval of minutes

1. Physical Plant/Facilities Subcommittee – 12/10/18
2. Curriculum Subcommittee – 12/11/18
3. Communications/Strategic Planning/Goals Subcommittee – 12/11/18
4. Finance/Budget Subcommittee – 12/11/18
5. Policy Subcommittee – 12/11/18
6. Superintendent's Evaluation Subcommittee – 12/11/18
7. Regular Meeting – 12/11/18
8. Special Meeting – 12/19/18
9. Finance & Facilities Subcommittee – 1/3/19
10. Budget Transfers

Motion made by S. Haynes to accept the Consent Agenda as presented. Motion seconded by M. McCall. Motion passed unanimously.

V. REPORTS OF COMMITTEES

Facilities – A. Dunnack reported that there was a presentation by the ECG Group on energy savings. The Board of Selectmen and Board of Finance were invited but did not attend. An RFP

would be needed. Needs approval by the Board of Finance. Capital requests were discussed. The subcommittee toured Lyman and gym and the weight/fitness room.

Budget/Finance – W. Meese reported the budget proposal for next fiscal year is being worked on. The ECG proposal was removed for consideration for next fiscal year. ECG potential projects were discussed. Maintaining the '66 wing was discussed.

VI. ADMINISTRATORS' REPORTS

Distributed in packets.

VII. STUDENT REPRESENTATIVE'S REPORT

O. Glazier reported that mid-terms at the high school will be held January 17-23. She reported on the activities of the Spanish Club. The Music Department will be visiting Berkeley in Boston. An oratorical contest will be held on January 23. The honor roll was discussed. The FFA held a dance.

VIII. REPORT OF SUPERINTENDENT

1. Enrollment – Overall decrease of 1 student since last month. Magnet schools remained the same. W. Meese requested the fire marshal capacity for each school.
2. Food Service Report – A flyer was distributed. The profit for YTD was discussed. R. Sirpenski is meeting with provider this Friday. There have been three months of positive performance. The qualifications for free or reduced lunch have changed. Expenses for Chartwells have been reduced. Lunch prices discussed. Food Service newsletter discussed.
3. Route 207 Traffic School Zone Signs – the Board of Selectmen has approved an additional \$4,000.00 for the project, up to \$14,000.00. M. Smith has researched sign costs. Information will be forwarded to the superintendent and K. French.
4. Presentations to Region 11 and Norwich BOE's – the ASTE program was presented to Region 11. Lyman will remain their designated high school. A presentation was made this evening to Norwich about designating Lyman as a high school choice for Norwich students.

IX. FINANCE REPORT

1. 2018-2019 Budget
R. Sirpenski explained excess costs reimbursement. A shortfall in health insurance is expected. Other expenses are tracking as expected. Salary accounts discussed. The electricity line item is down. Heating oil line item discussed.
2. 2019-2020 Budget
Staff input will be next Wednesday. Public input will be the same evening. Will also be posted through Thrillshare. Budget may be in the same range as last year without cuts. Reallocation of FTE's to support roles in the district. Social worker position discussed. BCBA position discussed. The golf program at the high school is proposed to be reinstated in the budget. Contractual obligations discussed. Health insurance discussed.

X. DISCUSSION ITEMS

1. Food Service Management Options
Self-operated vs. food management company, expenses and revenue reviewed. There are two more renewals on the current contract. Will be discussed further in February.

XI. ACTION ITEMS

1. Act on Letters of Resignation
Motion made by M. McCall and seconded by M. Smith to accept all resignations submitted. Motion passed unanimously.
2. Act on Letter of Retirement
Motion made by S. Haynes and seconded by A. Dunnack to accept with regret the letter of retirement of Elizabeth Anastasio. Motion passed unanimously.
3. Act on Second Reading Policy #3160, Board Budget Procedures and Line Items
Motion made by M. M. McCall and seconded by W. Meese to approve policy #3160, Board Budget Procedures and Line Items. Motion passed unanimously.
4. Act on Second Reading Policy #3313, Purchasing
Motion made by M. McCall and seconded by M. Smith to approve policy #3313, Purchasing. Motion passed unanimously.
5. Act on 2019-2020 SIP Capital Requests
Motion made by W. Meese and seconded by J. Konow to approve the 2019-2020 SIP Capital Requests. Motion passed unanimously.
6. Act on 2019-2020 Athletic Facilities Requests
Motion made by A. Dunnack and seconded by M. Smith to approve the 2019-2020 Athletic Facilities Requests. Discussion of weight/fitness room. Motion passed with S. Haynes abstaining.
7. Act on BOE Bond Request
Motion made by A. Dunnack and seconded by W. Meese to approve the Capital Projects for bond funding. List has updated numbers. Motion passed unanimously

XII. ITEMS FOR NEXT AGENDA

Advisory Committee
School Safety Audit

XIII. EXECUTIVE SESSION

1. For the purpose of the Superintendent Evaluation
Motion made by M. Smith and seconded by W. Meese to enter into Executive Session at 9:39 p.m. for the purpose of the Superintendent Evaluation. Motion passed unanimously.

Returned to Regular Session at 10:02 p.m.

Motion made by M. McCall and seconded by W. Meese to suspend the rules and extend the meeting. Motion passed unanimously.

Motion made by M. McCall and seconded by W. Meese to enter into Executive Session at 10:02 p.m. for the purpose of the Superintendent Evaluation. Motion passed unanimously.

Executive Session ended at 10:26 p.m.

XIV. ADJOURNMENT

J. Nowosad adjourned the meeting at 10:26 p.m.

Submitted by,
Kathleen E. Chapman
Board Clerk