

**LEBANON BOARD OF EDUCATION
LEBANON MIDDLE SCHOOL LIBRARY MEDIA CENTER
DECEMBER 8, 2015 REGULAR SESSION – 7:30 P.M.
MINUTES**

ATTENDANCE:

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

ABSENT: Keith Wentworth
Andrew Zemantic, Student Representative

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, Cheryl Biekert, Director Pupil Services, Jacques Dulac, Director of Information Technology, Robert Sirpenski, Business Manager.

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

Fall All-State Athletes

Principal Apicelli recognized the following fall athletes; Sergey Bibeau, Boys Soccer, Andrew Perry, Boys Soccer, Kacie Heath, Girls Soccer, Hannah Kaplan, Cross Country, Katie Konow, Volleyball. Principal Apicelli spoke about the achievements of each athlete. The Board recognized each athlete and congratulated them on their achievements. A brief recess was taken to enjoy refreshments.

III. COMMUNICATION

None

IV. PUBLIC PARTICIPATION – BY LAWS OF THE BOARD #9324

Public participation – 30 minutes; Individual speaker – 2 minutes
None

V. CONSENT AGENDA

- A. Approval of minutes
1. Superintendent Evaluation Subcommittee – 11/17/15
 2. Regular Meeting – 11/17/15
 3. Budget Transfers

Motion made by S. Nelson and seconded by B. Bosse to approve the Consent Agenda as presented. Motion passed unanimously.

VI. REPORTS OF COMMITTEES

1. Finance/Budget Subcommittee – J. Nowosad reported they had met tonight and discussed the deadlines in January. The budget needs to be ready to present to the BOE on February 9th, 2016 following input from the public, and staff.
2. Communications Subcommittee – no report
3. Curriculum Subcommittee – no report
4. Transportation/Residency Subcommittee – no report
5. Goals/Strategic Planning Subcommittee - J. Nowosad reported they had not met. Superintendent Angeli noted that the Advisory Committee will be meeting after the holidays. The plan will be presented in May or June.
6. Negotiations Subcommittee – no report
7. Board Policy Subcommittee - M. Wiczorek reported they had met and will be presenting the first reading of Reports of Suspected Abuse or Neglect of Children or Sexual Assault of Students by School Employees.
8. Physical Plant/Facilities Subcommittee – no report
9. Superintendent's Evaluation Subcommittee – S. Nelson reported they had met tonight. The process was reviewed. If there are any comments at the time of evaluation, send them to A. Vertefeuille and J. Mello. There will be a mid-year review in January and an annual review in July. The keys to be used were discussed by S. Nelson. How comments will be used was reviewed. The Theory of Action form was reviewed, and the subcommittee is recommending that the Board accept this document. B. Bosse recommended that the Board accept the Theory of Action document. All members of the Board will need to complete an evaluation form.

VII. ADMINISTRATORS' REPORTS

Principal Apicelli reported that the mattress fund raiser that was held last Sunday went very well. Principal Gonzalez noted that the deadline for Neighbors Helping Neighbors is December 18, 2015. Principal Laskarzewski reported that a parent group has been formed to address the lighting for the Middle School sign. They have also met with the Town Planner.

VIII. STUDENT REPRESENTATIVE'S REPORT

No report due to absence/illness of student representative.

IX. REPORT OF SUPERINTENDENT

1. Enrollment
Superintendent Angeli reported that the Elementary School enrollment is up by 10 students. Magnet school enrollment has decreased by four. The district's responsibility for students in magnet schools and students outplaced was reviewed.
2. 2015-2016 Budget
Superintendent Angeli introduced the new Business Manager, Bob Sirpenski. A change in the date of the monthly report has been made so that it will coincide with the end of the month. This will make forecasting for the end of the year easier. B. Sirpenski hopes to start in February a projected year-end balance. The Magnet School Forecasting Report was distributed. The tuition paid for magnet schools was discussed. A. Vertefeuille asked when the Excess Cost Reimbursement would be received. B. Sirpenski noted that there is a partial payment received in February, and the balance is received in May. N. McGillicuddy questioned the agriculture costs. It costs about \$7,500.00 per student and

75% of that goes to the Town. J. Nowosad explained Excess Costs Funds and enrollment. We have to pay for every student we are responsible for.

3. Food Service Update

Superintendent Angeli reported that he and B. Sirpenski had met with Chartwells. They are working more efficiently and looking at other ideas. Their YTD performance has increased. Superintendent Angeli discussed last year's program and the bid process. The district will be going out to bid in the spring if we want to stay with an outside vendor. The costs per meal were discussed. N. McGillicuddy asked if local food is being used in the program. Superintendent Angeli reported it is not being used but has been discussed with Chartwells. J. Nowosad discussed the Farm to School Program.

Superintendent Angeli reported that he had met with the new First Selectmen, Betsy Petrie. The Jonathan Trumbull library will be having an addition constructed, and the schools are able to store equipment, furniture and some books. The schools cannot accommodate a request to house a full functioning public library.

X. ACTION ITEMS

1. Approve 2016-2017 School Calendar

Motion made by S. Nelson and seconded by B. Bosse to approve the 2016-2017 School Calendar. Motion passed unanimously.

2. Revise Authorized Signers for the ED-099 Agreement for Child Nutrition Programs.

Motion made by S. Nelson and seconded by J. Nowosad to approve the revised authorized signers for the ED-099 Agreement for Child Nutrition Programs. This is to change to the current business manager. Motion passed unanimously.

Motion made by B. Bosse and seconded by J. Mello to move to Action Items the item under New Business Legal Counsel for Board of Education. Motion passed unanimously.

3. Legal Counsel for Board of Education

Motion made by S. Nelson and seconded by B. Bosse to maintain current Legal Counsel, Gary Brochu. Motion was seconded by B. Bosse. It was noted that the district is not under contract with Shipman & Goodwin. S. Nelson discussed prior service. Suggestion of amending the motion to name the firm and not Gary Brochu. Amendment was not seconded. J. Nowosad spoke about other firms and what options are available. Superintendent Angeli noted we pay an hourly fee. B. Bosse suggested doing this in the fall before school year begins. Superintendent Angeli distributed a letter regarding attorney and redacted monthly billing. **Motion passed with J. Nowosad opposed.**

Motion made by J. Nowosad and seconded by B. Bosse to add action item #4 Theory of Action document. Motion passed unanimously.

4. Approve document Theory of Action

Motion made by J. Nowosad and seconded by J. Mello to approve the document Theory of Action for Superintendent Evaluation. Motion passed unanimously.

XI. NEW BUSINESS

1. Review of Policy – Reports of Suspected Abuse or Neglect of Children or Sexual Assault of Students by School Employees
M. Wieczorek reviewed the policy. This is the first reading. No action will be taken tonight. Superintendent Angeli reviewed the laws that have been changed.

XII. EXECUTIVE SESSION

1. To discuss personnel matter

Motion made by B. Bosse and seconded by J. Nowosad to enter into Executive Session at 9:00 p.m., and to invite the Superintendent to discuss a personnel matter. Motion passed unanimously.

Return to Regular Session at 9:19 p.m.

Motion by S. Tremblay that by January 1, 2016 said personnel is terminated unless she returns to work. No second, motion failed.

Motion made by S. Nelson and seconded by J. Nowosad that said personnel be granted an extension of time with no salary and 100% of the medical insurance premium paid by the Lebanon Board of Education and a guarantee of the position held until January 31, 2016. Vote: Yes – 6, M. Wieczorek, J. Nowosad, A. Vertefeuille, B. Bosse, S. Nelson, N. McGillicuddy. No: S. Tremblay, J. Mello. Motion passed.

XIII. ADJOURNMENT

Motion made by S. Nelson and seconded by B. Bosse to adjourn the Regular Meeting at 9:25 p.m. Motion passed unanimously.

Submitted by,

Kathleen E. Chapman

Board Clerk