

**LEBANON BOARD OF EDUCATION
LEBANON MIDDLE SCHOOL LIBRARY MEDIA CENTER
NOVEMBER 17, 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
	Keith Wentworth	Stephen Nelson
	Mary Ellen Wieczorek	

ALSO PRESENT: Superintendent of Schools Robert Angeli, James Apicelli, LMHS, Principal, Robert Laskarzewski, LMS Principal, Andrew Gonzalez, LES Principal, Ann Birrell, LMHS, Assistant Principal, Kathleen Mozak-Pezza, Director of Curriculum, Cheryl Biekert, Director Pupil Services, Andrew Zemantic, Student Representative, Kathleen Smith, teacher

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. BOARD REORGANIZATION

New Board members were introduced.

Nomination of A. Vertefeuille as Chairman was made by J. Mello. K. Wentworth seconded the nomination. There were no other nominations from the floor. Unanimous vote.

Nomination of J. Mello as Vice Chairman was made by S. Nelson. B. Bosse seconded the nomination. There were no other nominations from the floor. Unanimous vote.

Nomination of S. Tremblay as Secretary was made by B. Bosse. J. Nowosad seconded the nomination. There were no other nominations from the floor. Unanimous vote.

Subcommittee selection forms were distributed to members and returned to Chair. The Chair will distribute the subcommittee assignments. K. Wentworth would like enrollment numbers from last year. Superintendent Angeli noted we are 50 students lower than last year.

III. CELEBRATIONS OF EXCELLENCE

1. CAPSS Award Recipients

Superintendent Angeli reported that students Jacob Michelle, Lexi Luft, Andrew Zemantic, and Monique Dudar had all been nominated by their teachers and principals for the CAPSS Award. The award ceremony was held at RHAM High School. Superintendent Angeli detailed each of their achievements. Refreshments were shared with all present.

IV. COMMUNICATIONS:

1. Letter of resignation.

A. Vertefeuille shared the letter of resignation from Michele Francoeur, Bookkeeper. A. Vertefeuille also shared a letter from David Scata, Chairman Board of Finance, regarding a vo-ag grant from 2006 which has a \$27,000.00 balance. Also, the Board of Finance will review the Board of Education Budget on February 23rd. Superintendent is researching the vo-ag grant. There is a question if this was a grant for laptops that were delivered to the wrong place in 2006.

V. PUBLIC PARTICIPATION – BYLAWS OF THE BOARD #9324

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

VI. CONSENT AGENDA

- A. Approval of minutes
 - 1. Superintendent Evaluation Subcommittee – 10-13-15
 - 2. Regular Meeting – 10/13/15
 - 3. Budget Transfers

Motion by S. Nelson and second by J. Nowosad to accept the Consent Agenda as presented. Motion passed unanimously.

VII. REPORTS OF COMMITTEES

- 1. Finance/Budget Subcommittee – no report.
- 2. Communications Subcommittee – no report.
- 3. Curriculum Subcommittee – no report.
- 4. Transportation Subcommittee – no report.
- 5. Goals/Strategic Planning Subcommittee – J. Nowosad reported they have volunteers still need parent and staff participation. Students will meet in December. Strategic plan will be worked on and ready by May.
- 6. Negotiations Subcommittee – no report.
- 7. Board Policy Subcommittee – no report
- 8. Physical Plant/Facilities Subcommittee – no report
- 9. Superintendent's Evaluation Subcommittee – S. Tremblay reported that there will be a written document for the December meeting. Draft of the document were distributed. The Leadership Theory of Action document members already have. All members should read.

VIII. ADMINISTRATORS' REPORTS

Principal Gonzalez reported that the Pre-K program had received accreditation. This is good until 2021. Pre-K screening was discussed. Five to six families have returned this year from the STEM Academy. Superintendent Angeli noted that the increase in Pre-K will be in next month's enrollment report. J. Nowosad inquired about having the Pre-K screening earlier in the year. Principal Gonzalez will discuss with his team. Grant monies are received for the Pre-K program. It covers the teacher and portions of the Instructional Assistants. If we lose accreditation it is a long process before the grant monies would be removed. J. Nowosad noted that we need to keep in mind enrollment is everybody we are responsible for.

Principal Apicelli reported that Megan Grogan was selected as teacher of the year. Lyman participated in an ECC advertisement in the New London Day, copies were distributed. The high school was awarded the Michael's Cup. It is an award from athletic programs, parent

involvement, and participation in the classroom. This is the 3rd straight year Lyman has won this award.

J. Mello questioned if there has been funds used for Professional Development. Superintendent Angeli reported that monies have been transferred from other line items.

IX. STUDENT REPRESENTATIVE'S REPORT

Andrew Zemantic reported that the Importance of Being Earnest was performed last month. The choral concert was held. On October 29th a model UN was held and a field trip to the UN was held. The Miss Lyman contest was held. Homecoming was last week. Middle School students had a tour of the high school. Teachers have been helping students with their essays for college applications.

Principal Apicelli noted that the chorus and band is having a mattress fund raiser. It will be the first weekend in December.

X. REPORT OF SUPERINTENDENT

1. Superintendent Angeli reported the new hire of Bob Sirpenski as Business Manager. Don Neel's last day will be December 3rd. Bob has worked in Preston and Waterford. This is a full time position. Bob is also the 1st Selectman in Voluntown.
2. Enrollment
The total is up 5 students. Magnet school enrollment was discussed. The timing of screenings was discussed. C. Biekert discussed having monthly screenings and Early Intervention. Ratios were discussed by Principal Gonzalez. J. Nowosad noted that having more students than we can handle is a problem we would love to hear about.
3. 2015-2016 Budget
Superintendent Angeli noted that some line items have been spent that were discussed at the last meeting. There are no concerns at this time of the year. J. Mello inquired about the difference between encumbered versus unencumbered. Encumbered is earmarked for a specific purpose. J. Nowosad discussed transfer of line items. Consensus of the Board of to have at least quarterly a list of encumbrances. Superintendent Angeli will discuss with current business manager.
4. Food Service Update
Superintendent Angeli noted that more meals are being sold. Chartwells is looking better than in the past. N. McGillicuddy asked if the quality is better. The superintendent states his understanding is that it is better. Kiosk stations were discussed. K. Wentworth discussed the federal guidelines that were changed. A. Vertefeuille noted it has never been a self-supporting program. The previous program was discussed.

XI. EXECUTIVE SESSION

1. **To discuss personnel matter**

Motion by A. Vertefeuille and seconded by B. Bosse to enter into Executive Session at 8:55 p.m. and to invite the Superintendent to discuss a request from a staff member. Motion passed unanimously.

Return to Regular Session at 9:25 p.m.

XII. ACTION ITEMS:

- 1. Approve out of state field trip**
Motion by S. Nelson and seconded by J. Nowosad to approve out of state field trip.
Motion passed unanimously.
- 2. Approve 2016 Meeting Dates**
Motion by S. Nelson and seconded by J. Nowosad to approve the 2016 Meeting dates.
Motion passed unanimously.
- 3. Approve sick leave request**
Motion by S. Nelson and seconded by J. Nowosad to approve extended teacher sick leave until January 1, 2016. Vote- Yes: S. Nelson, J. Nowosad, B. Bosse, K. Wentworth, J. Mello, N. McGuillicuddy, M. Wieczorek. No: S. Tremblay.
Motion passed.

XIII. NEW BUSINESS

K. Wentworth asked for a discussion at our next meeting of possible Board Attorney RFP.

XIV. ADJOURNMENT

Motion by K. Wentworth 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