

**LEBANON BOARD OF EDUCATION  
LEBANON MIDDLE SCHOOL LIBRARY MEDIA CENTER  
August 11, 2015, REGULAR SESSION – 7:30 P.M.  
MINUTES**

**ATTENDANCE:**

**PRESENT:** James Mello, Vice Chairman  
Sandra Tremblay, Secretary  
Stephen Nelson  
Jason Nowosad  
Keith Wentworth

**ABSENT:** Donna Skaats, Lori Jahoda, Bert Bosse, Albert Vertefeuille

**ALSO PRESENT:** Superintendent of Schools Robert Angeli, LMS, Principal, Robert Laskarzewski,  
Don Neel, Business Manager, Kevin French, Director of Facilities

**I. CALL TO ORDER**

James Mello, Vice Chairman called the meeting to order at 7:30 PM and led the audience in the Pledge of Allegiance.

**II. COMMUNICATION**

None

**III. PUBLIC PARTICIPATION – BYLAWS OF THE BOARD #9300**

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

**IV. CONSENT AGENDA/DISCUSS AND ACT UPON**

1. Approval of minutes
1. Superintendent Evaluation Subcommittee – 7/14/15
2. Finance/Budget Subcommittee – 7/14/15
3. Physical Plant/Facilities Subcommittee – 7/14/15
4. Regular Meeting – 7/14/15
5. Budget Transfers

**Motion by S. Nelson and seconded by S. Tremblay to accept the /consent Agenda as presented. Motion was seconded by S. Tremblay. Motion passed with Keith Wentworth abstaining.**

**V. REPORTS OF COMMITTEES**

1. Finance/Budget Subcommittee – no report
2. Communications Subcommittee – no report
3. Curriculum Subcommittee – no report
4. Transportation/Residency Subcommittee – no report
5. Goals/ Strategic Planning Subcommittee – no report

6. Negotiations Subcommittee – no report
7. Board Policy Subcommittee – no report
8. Physical Plant/Facilities Subcommittee – J. Mello reported that they had met earlier this evening. A recommendation will be presented later in the agenda on the Lyman fire system. There were no bids received on the Lyman north wall insulation or for LMS cracked sealing/line striping.
9. Superintendent's Evaluation Subcommittee – S. Tremblay reported they had met earlier this evening and will be requesting to add an action item to the agenda. Motion made by J. Nowosad to suspend the rules and add an action item to the agenda, Item #8, to accept changes to the Superintendent Evaluation document and the time line document. Motion was seconded by S. Tremblay. Motion passed with K. Wentworth opposed.

## **VI. REPORT OF SUPERINTENDENT**

### **1. 2015 – 2016 Budget**

Superintendent Angeli reported that the last fiscal year is being closed out. D. Neel reported that last fiscal year is continuing to be closed out. He projects at this point to have a \$20,000.00 surplus. The surplus is larger than expected due to the method the Town uses to bill the district for diesel fuel.

In the current fiscal year, some of the line items have been encumbered in anticipation of being spent. Since it is early in the school year it is difficult to make predictions regarding projected surpluses or deficits.

### **2. New Hires**

Superintendent Angeli reported the following new hires:

Lyman – Library Media – Genevieve Nowosad, Spanish – Sandra Plaza

LMS – Library Media – Anja Kennedy, Spanish – Theresa Pagnozzi, Science Grade 6 year long interim Denise Valliere-Peay, Language Arts Grade 8 – Erica Eakin

District – Director of Curriculum and Instruction – Kathleen Mozak-Pezza, Director of Information Technology – Jacques Dulac, Bookkeeper – Michele Francoeur. There will be some overlap with the interim bookkeeper and the new one. Superintendent Angeli reported he has an interview tomorrow with a candidate for School Psychologist.

Superintendent Angeli also distributed important upcoming dates; August 20 – Building walkthroughs with principals, Kevin French, Al Vertefeuille and Jim Mello. August 21 – new staff orientation, LMHS, 8:45. August 21 – Freshman Orientation, LMHS, 9:45. August 24 – Convocation, LMHS 8:30 Continental breakfast, 9:00 Welcome. August 25 – Professional Development Day. August 26 – first day of school, early release day.

## **VII. ACTION ITEMS**

### **1. Approve changes to the Teacher Evaluation and Professional Development Plan**

Superintendent Angeli presented changes to this year's Teacher Evaluation and Professional Development Plan. He asked Mr. Laskarzewski to speak to this as he has been on this committee the previous year.

Principal Laskarzewski reported that some of these changes are within the State check list. Guidance and Psychology positions have a different rubric. Professional assistance are different. Steps were spelled out by the State. The State will look at the approved

document. The State constantly changes, and some of this comes from the Federal Government. Superintendent Angeli noted some of the State changes are in flux.

**Motion by J. Nowosad and seconded by S. Nelson to approve the changes to the Teacher Evaluation and Professional Development Plan. Motion passed unanimously.**

**2. Approve vendor/bid for Lyman fire system.**

**Motion by K. Wentworth and seconded by S. Nelson to approve the bid from Professional Electric Corporation of \$99,950.00 for upgrading the fire system at Lyman Memorial High School. Motion passed unanimously.**

**3. Approve vendor/bid for Lyman north wall insulation**

No action taken as no bids were received.

**4. Approve Vendor/bid for LMS crack sealing/line striping**

No action taken as no bids were received.

**5. Approve Food Service Company**

**Motion made by K. Wentworth and seconded by J. Nowosad to approve the Food Service Company – Chartwells.**

Superintendent Angeli reported that he and Don Neel had met with the current vendor, Chartwells. It is too late to bid for another vendor. USDA objected to some aspects the State allows in the RFP for food service providers. Concern was raised that the State could reject the contract with Chartwells after the Board approves it. The district will have to re-bid next year because we amended the contract this year. A discussion was held on the merits of continuing with a vendor for the food service program compared to district management. J. Nowosad suggested looking at the program and the funds in January or February to see how it is running

**Motion passed unanimously.**

**6. Approve school lunch price increases**

**Motion made by K. Wentworth and seconded by J. Nowosad to approve the increases in school lunch prices as presented. The increase in prices would be as follows; LES - \$2.65, LMS \$2.80, LMHS, \$3.00. This reflects a 15 cent increase.**

Keith noted that we can be reimbursed for free and reduced price lunches. The number of meals served will be monitored monthly.

**Motion passed unanimously.**

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

**Motion by K. Wentworth and seconded by S. Tremblay to add Superintendent Robert Angeli as a signer for the ED-099 Agreement for Child Nutrition Program. Motion passed unanimously.**

**Motion made by J. Nowosad and seconded by K. Wentworth to add Business Manager Donald Neel as an alternate signer for the ED-099 Agreement for Child Nutrition Program. Motion passed unanimously.**

**8. Accept changes to the Superintendent Evaluation document and the time line document**

S. Tremblay gave an update on the documents that are proposed to be changed.

On the time line document change #2: changed to September instead of July, and combine # 3 and 4. On the evaluation document, language change to the indicators. K. Wentworth discussed the Superintendent Evaluation Document. Simplification is needed. S. Nelson noted that doing the evaluation by committee is difficult. Using the comment section was discussed. Measurable goals were discussed.

**Motion made by J. Mello and seconded by J. Nowosad to call the question. Motion passed unanimously.**

**Motion to accept the changes to the Superintendent Evaluation document and the time line document passed with J. Mello, S. Tremblay, S. Nelson and J. Nowosad voting yes. Keith Wentworth voting no.**

**VIII. EXECUTIVE SESSION**

**Motion made by K. Wentworth and seconded by J. Nowosad to enter into Executive Session at 9:05 to discuss a contract item and to include the Superintendent. Motion passed unanimously.**

Return to public session at 9:10 p.m.

**Motion by S. Nelson and seconded by J. Nowosad to approve and sign the MOA pertaining to a recent FFA grant.**

**IX. NEW BUSINESS/ITEMS FOR NEXT AGENDA**

**X. ADJOURNMENT**

Motion by S. Nelson and seconded by K. Wentworth to adjourn the regular meeting at 9:15 p.m.

Submitted by,

Kathleen E. Chapman

Board Clerk