

**LEBANON BOARD OF EDUCATION  
LEBANON MIDDLE SCHOOL LIBRARY MEDIA CENTER  
July 14, 2015 REGULAR SESSION – 7:30 P.M.  
MINUTES**

**ATTENDANCE:**

<b>PRESENT:</b>	Albert Vertefeuille, Chairman	Lori Jahoda
	James Mello, Vice Chairman	Jason Nowosad
	Sandra Tremblay, Secretary	Donna Skaats

**ABSENT:** Keith Wentworth, Stephen Nelson, Bert Bosse

**ALSO PRESENT:** Superintendent of Schools Robert Angeli, Don Neel, Business Manager, Kevin French, Director of Facilities, Attorney Gary Brochu

**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. COMMUNICATION**

1. Letters of Resignation  
Al Vertefeuille reviewed the letters of resignation from Rebecca Flannery, Library Media Specialist, Ashley E. Millerd 8<sup>th</sup> grade Language Arts teacher, and Wesley Shaver, Director of Information Technology.
2. Al Vertefeuille reviewed a thank you note from Julianne Free.

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

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

**J. Mello made a motion to move VIII. Executive Session up on the agenda. Item 1 – Discussion of confidential client/attorney document, and to invite Attorney Brochu and Superintendent Angeli to participate. Motion was seconded by J. Nowosad. Motion passed unanimously and entered into Executive Session at 7:35 p.m. Executive Session ended at 8:15 p.m. and agenda was resumed.**

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

- A. Approval of minutes
1. Physical Plant/Facilities Subcommittee – 6/9/15
  2. Regular Meeting – 6/9/15
  3. Budget Transfers

**D. Skaats made a motion to accept the Consent Agenda. Motion was seconded by J. Nowosad. Motion approved unanimously.**

## **V. REPORTS OF COMMITTEES**

1. Finance/Budget Subcommittee – J. Nowosad reported that they had met earlier this evening and the end of the year figures were reviewed. Also reviewed was the deficit in the Food Service Program. It is too late to change vendors at this point, will keep an eye on this for the coming year.
2. Communications Subcommittee – no report
3. Curriculum Subcommittee – no report
4. Transportation/Residency Subcommittee – no report
5. Goals/Strategic Planning Subcommittee – J. Nowosad reported that the advisory groups are put together.
6. Negotiations Subcommittee – no report
7. Board Policy Subcommittee – no report
8. Physical Plant/Facilities Subcommittee- J. Mello reported they had met earlier tonight and they reviewed SIP account. There will be a walk-through of all the buildings with the Superintendent, and K. French. A. Vertefeuille and J. Mello also would like to go on the walk through. The work for Bailey's Garden is scheduled for July 25<sup>th</sup>. The roles of the key players for this work were reviewed.

**J. Mello made a motion to add to the agenda under Action Items #3 Approval of Bid from Mega Mechanical for refurbishment of A.H.U. #6 at Lyman High School. Motion was seconded by J. Nowosad. Motion passed unanimously.**

**J. Mello made a motion to add to the agenda under Action Items #4 Approval of proposal from Harrison Concrete for stair replacement in the 1966 wing. Motion was seconded by J. Nowosad. Motion passed unanimously.**

9. Superintendent's Evaluation Subcommittee – S. Tremblay reported they had met earlier this evening and reviewed the Superintendent job description and the evaluation document. These will be presented at the next meeting.

## **VI. REPORT OF SUPERINTENDENT**

Superintendent Angeli noted that has been on the job about two weeks and it has been going well. He has meet with administrators, Town Hall, teachers, and will be meeting with teacher union presidents. He has received a warm welcome.

1. 2014-2015 Budget  
D. Neel reported that the budget projections as of July 9<sup>th</sup> show a \$26,000.00 surplus but an additional payroll will be processed this week which is projected to be \$11,000.00. There were other bills that came in that should be paid. There is a deficit in Food Service and the Board of Education budget had to contribute about \$29,000.00. There will be an increase in the cost of lunches which will be considered next month. Extending the contract of the Food Service provider was discussed.
2. CABA Membership  
Superintendent Angeli noted that we are not a member of CABA and a trial membership is \$2,578.00. This is a reduced price. It was noted that CABA information has not been helpful in the past and can pay the non-member rate for conferences.
3. New Hires  
Superintendent Angeli noted the following new hires;  
Lyman – Art – David Covino, Math – Alexandria Fryer

LMS – Grade 7 Science – Nicolas Magliocco, Grade 8 Science – Abbi Cornell (waiting for certification), Administrative Secretary – Chelsea Williams, Office Secretary – Kristin Peterson  
LES – Grade 4 – Jennifer Olsen, Special Education – Year long sub – Jackie Gorbolino

The following are Open Positions:

Lyman – Library Media, Spanish.

LMS – School Psychologist, Grade 8 Language Arts, Library Media, Spanish – part time, Grade 6 Science – year long sub.

District: Director of Curriculum and Instruction, Director of Information Technology, Reading/Language Arts Consultant, Bookkeeper, Facilities – Seasonal, IT Technician – part time.

It was reported by Superintendent Angeli that these new hires were in process prior to his beginning as Superintendent. There have been more than two applicants for the World Language position.

Superintendent Angeli requested that an action item be added to the agenda – Approval of RFP 813 – Upgrades to Technology.

**D. Skaats asked that the rules be suspended and Action Item #5 Approval of RFP 813 – Upgrades to Technology be added to the agenda. Motion was seconded by J. Mello. Motion passed unanimously.**

## **VII. ACTION ITEMS**

### **1. Accept letters of resignation**

**Motion by Jason Nowosad and seconded by Lori Jahoda that the letters of resignation from Rebecca Flannery, Library Media Specialist, Ashley E. Millerd 8<sup>th</sup> grade Language Arts teacher, and Wesley Shaver, Director of Information Technology be accepted. Motion passed unanimously.**

### **2. Approve Board of Education Retreat date**

Consensus of the Board to review a date at a future meeting. No action taken.

### **3. Approve bid from Mega Mechanical to refurbish A.H.U. #6 at Lyman High School.**

**Motion by Jim Mello and seconded by Jason Nowosad to approve the bid from Mega Mechanical in the amount of \$60,237.00 to refurbish A.H.U. #6 at Lyman High School. Motion passed unanimously.**

### **4. Approve proposal from Harrison Concrete**

**Motion by Jim Mello and seconded by Lori Jahoda to approve the proposal from Harrison Concrete to replace the stairs at Lebanon Elementary School in the 1966 wing with handrails to code in the amount of \$6,025.00. Motion passed unanimously.**

### **5. Approve applying for Technology Grant through the State of Connecticut.**

**Motion made by D. Skatts and seconded by Sandy Tremblay to approve application for the Technology Grant RFP # 813. Motion passed unanimously.**

**It was noted by Superintendent Angeli that this grant if received, will provide 75 Chrome Books and three charging carts.**

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

Update on RFP for Lyman North wall insulation and Lyman Fire System replacement.

Celebrations of Excellence will be added to future agendas.

**X. ADJOURNMENT**

**Motion by Jason Nowosad and seconded by Donna Skaats to adjourn at 8:40 p.m. Motion passed unanimously.**

Submitted by,

Kathleen E. Chapman

Board Clerk