

**LEBANON BOARD OF EDUCATION  
LEBANON MIDDLE SCHOOL CAFETERIA  
DECEMBER 11, 2018 REGULAR SESSION – 7:30 P.M.  
MINUTES**

**ATTENDANCE:**

<b>PRESENT:</b>	Jason Nowosad, Chairperson	William Meese
	Dawn Whitcher, Vice Chairperson	Alexis Margerelli-Hussey
	Maureen McCall, Secretary	John Konow
	Alan Dunnack	Sarah Haynes
	Matthew Smith	Olivia Glazier, Student Representative

**ALSO PRESENT:** Superintendent of Schools Robert Angeli, James Apicelli, LMHS Principal, Rita Quiles-Grover, LES Principal, Kathleen Mozak-Pezza, Director of Curriculum, Robert Sirpenski, Business Manager, Jacques Dulac, Director of Information Technology, First Selectman Betsy Petrie, Resident Trooper Collin Konow, School Resource Officer Rob Magao, Amanda Nappi, Girls Volleyball Coach, Michelle Firestone, Willimantic Chronicle

**I. CALL TO ORDER**

J. Nowosad called the meeting to order at 7:30 PM and led the audience in the Pledge of Allegiance.

**II. COMMUNICATION**

1. Letter of Retirement  
J. Nowosad read the letter of retirement from Ann Birrell, LMHS Assistant Principal.
2. Letter from United Soccer Coaches  
J. Nowosad reported that a letter had been received recognizing Coach Elliott as Regional Assistant Coach of the Year.

**III. INTRODUCTION**

1. School Resource Officer, Robert Magao  
Officer Magao was introduced by Resident Trooper Collin Konow. Officer Magao gave his background.

**IV: RECOGNITION**

1. CAPSS Superintendent Award Recipients  
Superintendent Angeli acknowledged students that had received the award. Ryan Dungan was presented with his award.
2. LMHS Volleyball, Class S Champions  
Coach Amanda Nappi introduced members of the team and acknowledged their hard work and the support of the school and the community.

**V. PUBLIC PARTICIPATION – BYLAWS OF THE BOARD #9324**

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

## **VI. CONSENT AGENDA/DISCUSS AND ACT UPON**

- A. Approval of minutes
  - 1. Physical Plant/Facilities Subcommittee – 11/08/18
  - 2. Communications/Strategic Planning/Goals Subcommittee – 11/14/18
  - 3. Finance/Budget Subcommittee - 11/14/18
  - 4. Policy Subcommittee – 11/14/18
  - 5. Superintendent's Evaluation Subcommittee – 11/14/18
  - 6. Special Meeting – 11/14/18
  - 7. Subcommittee – 11/29/18
  - 8. Budget Transfers

**Motion made by M. McCall and seconded by W. Meese to approve the Consent Agenda as presented. Motion passed unanimously.**

## **VII. REPORTS OF COMMITTEES**

S. Haynes reported that the Curriculum Subcommittee met tonight and reviewed new courses.

J. Konow reported that the Superintendent's Evaluation Subcommittee met tonight. The evaluation form will be e-mailed to Board members.

D. Whitcher reported that Goals/Strategic Plan/Communication Subcommittee met tonight and discussed access to meetings. The quote for equipment was over the \$1,000 target and time would be pulled away from technicians doing repairs. It was not moved forward.

M. McCall reported that the Policy Subcommittee met tonight and will be presenting changed policies for first readings.

W. Meese reported that Budget/Finance met tonight and reviewed policies. Board Budget Procedures and Line Item Transfers were also reviewed. Also discussed Capital Project Lists and Submissions. Heating oil costs were discussed.

A. Dunnack reported that the Facilities Subcommittee had met yesterday. A presentation was made by ECG on energy savings. An RFP is being worked on. Capital accounts and projects were discussed. Lighting projects have been removed from the list.

J. Nowosad reported that the district and Town have met to begin discussions to coordinate projects and services.

## **VIII. ADMINISTRATORS' REPORTS**

Information in packets. The Lyman Open House was held on December 6<sup>th</sup> and was well attended. R. Quiles-Glover reported that a fundraiser for the CT Children's Hospital is being held this Friday. The link will be sent to the Board.

## **IX. STUDENT REPRESENTATIVE'S REPORT**

O. Glazier reported the winter concert is tomorrow. The jazz band played at the Senior Center today. Members of the band participated in the Town tree lighting. December 6<sup>th</sup> was the Lyman Open House Lyman, as well as the Holiday Bazaar sponsored by the FFA. The FFA team placed second place in a recent competition. A food drive is being held. The musical festival will be held January 4-5. The Middle School's winter concert will be held on December 19<sup>th</sup>. A square dance sponsored by the FFA will be held on January 5<sup>th</sup>.

## **X. REPORT OF SUPERINTENDENT**

- 1. Enrollment - net gain of one student this month.

2. Food Service Report – a financial summary was distributed by R. Sirpenski. Two years ago food service went out to bid. A grant has been received at the high school to have a hot chocolate station.
3. Route 207 Traffic School Zone Signs  
A second quote has been received. Excavating would have to be done. Easements have been received. Town DPW may assist. Repairs on one light are ongoing.

## **XI. FINANCE REPORT**

1. 2018-2019 Budget  
R. Sirpenski reported that all invoices for magnet schools have been received. Barrows Academy had an increase of one student. There may be a shortfall in that account. Heating oil usage discussed. Oil contract discussed. Set points for building temperatures discussed.
2. 2019-2020 Budget  
The process is underway. There will be a meeting on health insurance this Friday.

## **XII. DISCUSSION ITEMS**

1. Lunch times at Lebanon Elementary School  
Principal Quiles-Glover gave an update on the lunch schedule. The schedule will be reviewed in April.
2. Food Service Options
  - a. Early Release Options – Superintendent Angeli gave an update on planned days at LES. A grab and go pilot program at LMS and LMHS was discussed. There is no obligation to the district to provide lunch for early release days.
  - b. Service Options for 2019-2020  
The program is not going out to bid this year. Self-operated considerations were explained by R. Sirpenski. Bidding process was explained by Superintendent Angeli. Quality of food discussed. Cost increases discussed. A Food Advisory Committee is being formed. Using greenhouses in the district discussed. Farm to School discussed.

## **XIII. ACTION ITEMS**

1. Act on Letter of Retirement  
**Motion made by A. Dunnack and seconded by M. McCall to accept with regret the letter of retirement from Ann Birrell. Motion passed unanimously.**
2. Act on 2019-2020 Calendar  
**Motion made by A. Margerelli-Hussey and seconded by S. Haynes to approve the 2019-2020 calendar as presented. Motion passed unanimously.**
3. Act on Second Reading Policy #5123.2 LMHS Academic Progress, Grades 9-12  
**Motion made by M. McCall and seconded by W. Meese to approve policy #5123.2 LMHS Academic Progress, Grades 9-12. Motion passed unanimously.**
4. Act on Franklin Tuition Agreement  
**Motion made by W. Meese and seconded by M. McCall to approve the Franklin Tuition Agreement as presented.** Superintendent Angeli discussed the changes. It is pay per pupil.  
**Motion passed unanimously.**
5. Act on New Courses at Lyman Memorial High School  
**Motion made by S. Haynes and seconded by J. Konow to approve all the new courses as listed.** Costs reviewed. Electives and eight period day discussed. Five courses are not electives. Weight room discussed. **Motion passed unanimously.**
6. Act on Capital Requests

**Motion made by W. Meese to approve Information Technology Capital Request in the amount of \$90,000.00.** Tech refresh discussed. Technology funding discussed. **Motion passed with M. Smith abstaining.**

**Motion made by S. Haynes and seconded by A. Dunnack to add an agenda item. Motion passed unanimously.**

Add item 7. Request to Board of Selectmen that the balance above \$10,000.00 for installation of Rte. 207 school zone traffic signs be funded by the Town.

7. Request to Board of Selectmen that the balance above \$10,000.00 for installation of Rte. 207 school zone traffic signs be funded by the Town

**Motion made by S. Haynes and seconded by A. Dunnack to request the Board of Selectmen that the balance above \$10,000.00 for installation of Rte. 207 school zone traffic signs be funded by the Town. Motion passed unanimously.**

#### **XIV. NEW BUSINESS**

1. First Reading Policy #3160, Board Budget Procedures and Line Items  
This will be reviewed at the next meeting.
2. First Reading Policy #3313, Purchasing  
This will be reviewed at the next meeting.

#### **XV. EXECUTIVE SESSION**

**Motion made by A. Dunnack and seconded by W. Meese to enter into Executive Session at 9:50 p.m. for matters concerning Security Strategy and to include the Superintendent. Motion passed unanimously.**

Returned to Regular Session at 9:52 p.m.

**Motion made by W. Meese and seconded by A. Dunnack to suspend the rules and extend the meeting. Motion passed unanimously.**

**Motion made by M. Smith and seconded by M. McCall to enter into Executive Session at 9:52 p.m. for matters concerning Security Strategy and to include the Superintendent. Motion passed unanimously.**

Executive Session ended at 10:40 p.m.

#### **XVI. ITEMS FOR NEXT AGENDA**

#### **XVII. ADJOURNMENT**

J. Nowosad adjourned the meeting at 10:40 p.m.

Submitted by,

Kathleen E. Chapman

Board Clerk