

**LEBANON BOARD OF EDUCATION
LEBANON MIDDLE SCHOOL LIBRARY MEDIA CENTER
May 12, 2015 REGULAR SESSION – 7:30 P.M.
MINUTES**

ATTENDANCE:

PRESENT:	Albert Vertefeuille, Chairman James Mello, Vice Chairman Sandra Tremblay, Secretary Amanda Minicucci, Student Representative	Lori Jahoda Jason Nowosad Bert Bosse
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ABSENT: Donna Skaats, Stephen Nelson, Keith Wentworth

ALSO PRESENT: Superintendent of Schools Janet Tyler, James Apicelli, LMHS, Principal, Robert Laskarzewski, LMS Principal, Andrew Gonzalez, LES Principal, Ann Birrell, Assistant Principal, LMHS, Anne Axton-Jones, Director of Curriculum, Cheryl Biekert, Director Pupil Services, Don Neel, Business Manager, Kevin French, Facilities Director, Scott Elliot, Athletic Director. Students; James Gillespie and Josh Kaplan. Tom O'Donnell, Mike Edgar.

I. CALL TO ORDER

Albert Vertefeuille called the meeting to order at 7:34 PM and led the audience in the Pledge of Allegiance.

II. CELEBRATION OF EXCELLENCE

Principal, James Apicelli introduced James Gillespie who was awarded the Arts Award, and Josh Kaplan and Anna Pulio the Scholar Athletes Award at the Aqua Turf on May 3, 2015. Mr. Apicelli gave the background on each of the students. In addition Jessie Stanavich also received an award for the top visual arts student. Superintendent Tyler commented on the success of the students.

III. COMMUNICATION

Al Vertefeuille noted a letter of resignation has been received from Instructional Assistant, Deborah Gustafson effective May 26th.

IV. PUBLIC PARTICIPATION – BYLAWS OF THE BOARD #9300

Public participation – 30 minutes; Individual speaker – 2 minutes

Scott Elliot gave an update on the league affiliation of LMHS. Lyman has been in the same league for the past nine years. During the past six months the league has crumbled. Lyman will remain in the ECC along with 18 schools, but the league has been reformatted. There will be a competitive balance. There will be a seven team division. There is a three year agreement which will be effective in 2016-2017 school year.

V. CONSENT AGENDA

A. Approval of Minutes

1. Special Meeting – 4/9/15
2. Physical Plant/Facilities Subcommittee – 4/21/15
3. Finance/Budget Subcommittee – 4/21/15
4. Regular Meeting – 4/21/15
5. Special Meeting – 4/30/15
6. Budget Transfers

Sandra Tremblay requested item 4 be removed from the Consent Agenda.

Jason Nowosad made a motion to remove item 4 from the Consent Agenda. Motion was seconded by Bert Bosse. Motion passed unanimously.

Sandra Tremblay made a motion to make the following corrections to the minutes of Regular Meeting of April 21, 2015: Page 2, 1st paragraph, change ECS to Excess Costs. Paragraph 3, item 2 under Report of Superintendent; change Board of Education to Board of Finance. Item 3 change Pre –K in sentence 4 to Kindergarten. Change K-4 to 1-4. Motion seconded by James Mello. Motion passed unanimously.

VI. REPORTS OF COMMITTEES

1. Finance/Budget Subcommittee – Jason Nowosad reported that the budget is being voted on today. The subcommittee met tonight and discussed having the Town return to the Board of Education \$41,698.00 from audit adjustments for fiscal year 2013-2014. A special Town Meeting would have to be called to do this.

Jason Nowosad made a motion to add an action item to the agenda; Request the Board of Finance to call a special Town Meeting for the purpose of transferring the Fiscal Year 2013-2014 audit adjustments funds in the amount of \$41,698.00 back to the Board of Education for the fiscal year 2014-2015. Motion was seconded by Lori Jahoda. Motion passed unanimously.

2. Communications Subcommittee – no report.
3. Curriculum Subcommittee – no report.
4. Transportation/Residency Subcommittee – no report.
5. Strategic Planning Subcommittee – **Motion by Jason Nowosad and seconded by Bert Bosse to add an action item to the agenda; the formation of an advisory committee that would include a parent, faculty/staff and community leader to review the Strategic Plan.**
6. Negotiations Subcommittee – no report
7. Board Policy Subcommittee – no report.
8. Physical Plant/Facilities Subcommittee – James Mello reported they had met tonight and will be discussing further in the agenda using CIP funds for locker replace at LMS, bleacher repairs at LMHS and the upgrade of the outdoor sound system and scoreboard replacement. Will be developing in June cost estimates for some bonding projects.
9. Superintendent's Evaluation Subcommittee – no report.

VII. ADMINISTRATORS' REPORTS/STUDENT REPRESENTATIVE'S REPORT

Amanda Minicucci gave the following report; Mr. Cote and Mrs. Collins held AP test prep sessions on Saturday, May 2nd. AP testing is May 4th until May 13th, 58 students will be taking 133 tests. On April 28th the full band and jazz band will be having a concert. New York City trip

on May 13th to see Les Miserables on Broadway, and to participate in a workshop. Lyman Idol to be held on May 15th. Band and Chorus will perform at Memorial Day parade on the 23rd. The Prom was May 9th at Georgina's. The Ag Sales Team; Senior Skye Budney received 1st place in State, and Senior Savannah Hoy received 5th place in State. Ag Advanced Greenhouse Management Class worked with Pre K class at the Elementary School to plant flowers for Mother's Day. Boy's Tennis ECC Small Division Champions. This is their 4th consecutive win.

Principal Laskarzewski added to his report the letter he had received from Mr. Clairmont regarding his serving as a chaperone for the Washington D.C. trip. Mr. Clairmont has donated a cherry tree which was planted at the school on Earth Day. Mr. Clairmont has volunteered to be a chaperone for the Nature's Classroom trip.

VIII Report of Superintendent

1. Chartwells

Chartwells is a new food service company this year. The price of lunches was increased minimally last year and will need to increase for the next year. Tom O'Donnell and Mike Edgar, Chartwells' representatives gave an update on their company, and how they have served the schools this year. They distributed a Nutritional Program Review. Mike Edgar explained that the quality of the food is better. The first asset is that the previous staff came back. The second asset is that the principals discussed with Chartwells the opportunity to serve the Lebanon community with a focus on great food which exceeds the minimum requirements. Their menus exceed the requirements for fruit and vegetables. Freshpoint is a supplier who works with local farms to supply items to the schools. They have brought in different items such as a different cashier stand at the high school. Lunches were described. It has been a great first year. Superintendent Tyler noted that there were startup costs that need to be addressed but the program has been a huge success. The program will need a subsidy. James Mello questioned the Connecticut Healthy Food Certification. Mr. Edgar responded that this will be continued in 2016 which will mean that the district will receive the reimbursement from the State. Connecticut has the most rigid guidelines. James Mello questioned how lunch for free or reduced lunch student is handled on a field trip. Mr. Edgar responded there is a lunch order system that has all the components. Lunch is pre-ordered for every student that wants it. There is also a faculty menu.

2. Enrollment

Superintendent Tyler reported that enrollment has been very static.

3. 2014-2015 Budget

Don Neel reported that the budget has been stable. The administration and Mr. French were congratulated on keeping the budget in balance in a very tough year. Bert Bosse asked if anything was in danger. Jason Nowosad noted that it has been a frozen budget, but with some flexibility. Superintendent Tyler noted that some funds were released for two Smartboards. We have done well on the budget.

4. CT Code Section 10-248a – Unexpended education funds account

Sandra Tremblay noted that she felt that as a Board this issue needs to be brought forward. She explained the law behind this type of account, and explained the purpose of the account. Coventry and Griswold have this type of account. This account would be created for us. The funds in the account would be whatever is left over at the end of a budget year. It can be up to 1% of the appropriated budget. Bert Bosse noted that the

Board of Finance would have to approve this. Sandra Tremblay noted that this had been asked for in 2011. Jason Nowosad thought it was a great idea, and felt it can't hurt to ask. The account would be similar to the CIP account.

Motion by Sandra Tremblay and seconded by Bert Bosse to add to agenda an action item to request that the Board of Finance approve an Unexpended Education Funds Account for the Board of Education. Motion passed unanimously.

5. LMHS Project No. 071-0052VE

Superintendent Tyler noted that this was a 2005 grant. There is a letter from 2014 from the State that this is closed. Wesley Shaver and Superintendent Tyler did research and found that nothing had been received since. Superintendent Tyler has all the documentation. She noted that desktop computers were purchased and a validation of the rationale in reconfiguring the purchase with the grant funds was done. Al Vertefeuille noted that this issue started with the auditor. Sandra Tremblay has researched in the Town Clerk vault and found that a committee was created and was then dissolved. Al Vertefeuille noted that it was a Vocational Agriculture Committee, not a Board of Education issue. James Mello questioned who will look into it. Superintendent Tyler noted that we have done our due diligence. Don Neel has tried to resolve this and will continue to contact the State for additional information. Al Vertefeuille wants to avoid any more money being taken out of the budget.

IX Action Items

1. Approve compliance with the Connecticut Nutrition Standards for the 2015-2016 school year.

Motion by Sandy Tremblay and seconded by Jason Nowosad to approve compliance with the Connecticut Nutrition Standards for the 2015-2016 school year. Motion passed unanimously.

2. Approve exclusion of selected food and beverage from the Connecticut Nutrition Standards for the 2015-2016 school year.

Motion by Sandy Tremblay and second by Jason Nowosad to approve exclusion of selected food and beverage from the Connecticut Nutrition Standards for the 2015-2016 school year. Motion passed unanimously.

3. Approve LMS locker replacement, Phase II

Kevin French and Scott Elliott distributed a proposal and contract from Steeltech for the LMS locker replacement which does not include locks. Motion by Jim Mello and seconded by Jason Nowosad to approve \$19,084.00 for the LMS locker replacement, Phase II. Funds to come from the SIP Account. Motion passed unanimously.

4. Approve LMHS bleacher repairs

Scott Elliott discussed that some of the boards are splitting and the under carriage may need to be replaced.

Motion made by Jim Mello and seconded by Jason Nowosad to approve up to \$10,000.00 for repair of the bleachers at LMHS. Motion passed unanimously.

5. Approve LMHS outdoor sound system/scoreboard replacement

Motion made by Jim Mello and seconded by Jason Nowosad to approve the outdoor sound system/scoreboard replacement, not to exceed \$22,425.00.. Scott Elliott would like to showcase the building, and have a presence within the league. We have an eight lane track. A Senior Project is an invitational track meet hosted by Lyman. We could host other events. James Mello questioned if classes that are using the

fields would be able to be notified of an intruder in the building. Principal Apicelli responded that the hand held radios have limited range. Cell phones have dead areas and can't be used. Jason Nowosad noted that there are other projects, and \$35,000.00 was appropriated. This is the priority Motion passed unanimously.

6. Approve request to Board of Finance to request to the Board of Finance for a special Town Meeting for the purpose of transferring Fiscal Year 2013-2014 audit adjustment money in the amount of \$4,698.00 back to the Board of Education in the Fiscal Year 2014-2015 budget .

Motion made by Jason Nowosad and seconded by Sandra Tremblay to request that the Board of Finance request a special Town Meeting for the purpose of transferring Fiscal Year 2013-2014 audit adjustment money in the amount of \$41,698.00 back to the Board of Education in the Fiscal Year 2014-2015 budget. Motion passed unanimously.

7. Approve formation of a committee for Strategic Planning.

Motion made by Jason Nowosad and seconded by James Mello that a committee consisting of a student, parent, faculty/staff and community leader be formed for Strategic Planning. Jason Nowosad explained what the plan would be for this committee. The Town Planner has indicated he would be happy to serve on this committee. The kick off would be over the summer. Sandra Tremblay and Jason Nowosad will put names together. Motion passed unanimously.

8. Approve request to request of the Board of Finance that under CT Code Section 10-248a and Unexpended Education Funds Account be created for the Board of Education.

Motion made by Sandra Tremblay and seconded by Bert Bosse that the Board of Education request of the Board of Finance that under CT Code Section 10-248a and Unexpended Education Funds Account be created for the Board of Education. Motion passed unanimously

X. New Business/Items for Next Agenda

1. Potential Bonding Requests

XI. Adjournment

Motion by Sandra Tremblay and seconded by Jason Nowosad to adjourn the meeting. Meeting adjourned at 8:58 p.m.

Submitted by,

Kathleen E. Chapman

Board Clerk