

**LEBANON BOARD OF EDUCATION  
LEBANON MIDDLE SCHOOL LIBRARY MEDIA CENTER  
JANUARY 13, 2015 – REGULAR MEETING – 7:30 P.M.**

**MINUTES**

**ATTENDANCE**

**PRESENT:** Al Vertefeuille, Chairman  
Bert Bosse  
Keith Wentworth  
Sandra Tremblay, Secretary  
Jim Mello, Vice Chairman  
Jason Nowosad

**ABSENT:** Lori Jahoda, Donna Skaats, Stephen Nelson, Amanda Minicucci, Student Representative

**ALSO PRESENT:** Janet Tyler, Superintendent, James Apicelli LMHS Principal, Ann Birrell, LMHS Asst. Principal, Robert Laskarzewski, LMS Principal, Andrew Gonzalez, LES Principal, Anne Axton-Jones, Director of Curriculum, Cheryl Biekert, Director Pupil Services, Don Neal, Business Manager, Kevin French, Director of Facilities

**I. CALL TO ORDER** – Albert Vertefeuille, Chairman, called the meeting to order at 7:30 p.m. and let the audience in the Pledge of Allegiance.

**II. CELEBRATION OF EXCELLENCE**  
Mr. Apicelli acknowledged the collaboration of the LMHS Band and Chorus winter performance lead by Melissa Wilhelm (band) and Emily Blanchard (chorus) in collaboration with Alberta Hawkins and the Lebanon Community Chorus. A videotape of the Hallelujah Chorus performance was played for the Board and the audience.

**III. COMMUNICATIONS**

1. Letters of Resignation, Julianne Free, LMS Science and Sheila Russolino, LMS School Psychologist.
2. A thank you card from a faculty member.

**IV. PUBLIC PARTICIPATION –**

1. Nicole McGillicuddy – Thanked the Board and the Superintendent for reinstating the 2<sup>nd</sup> Pre-K bus for transportation of special education students and for adding this item to the 2015-2016 budget.
2. Christina Johnson – Thanked the Board for compromising on the Pre-K parking spots, snow removal and sand/salting have been great; an advocate for reinstatement of the 2<sup>nd</sup> Pre-K bus in next year's budget.
3. Jessica Wells – Thanked the Board for hearing the requests for Pre-K bus and reinstatement of the buses for next year.

**V. CONSENT AGENDA**

**A. Approval of Minutes**

1. Physical Plant/Facilities Subcommittee –12/9/14
2. Regular Meeting 12/9/14
3. Finance/Budget Subcommittee – 1/6/15

4. Special Meeting – 1/6/15

**Motion by B. Bosse and seconded by J. Nowosad to approve the Consent Agenda as presented. Motion unanimously approved.**

## **VI. REPORTS OF COMMITTEES**

1. Finance/Budget Subcommittee – The subcommittee met with Administrators to review the 2015-2016 budget. Items needing further adjustment were identified for New Initiatives, Pre-K bus, response to NEASC recommendations, part time VO-AG secretary and IT Technician. A Public Input Session has been scheduled for 1/27/15 at 6:30 p.m., staff Input Session is scheduled for 1/27/15 at 3:00 p.m. at the Middle School Library. The Subcommittee will meet again afterwards to prepare a full presentation for the Board in February.
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 - The subcommittee met this evening to discuss: Capital Budget with funding through School Improvement Funds Fire Alarm Control Panels at LMHS; Bonding List for Capital Requests at the request of the Town Hall; Generator Update – Request for FEMA Funds for repairs at LMHS has been approved by the Board of Selectman and must now be approved by the Board of Finance.
9. Superintendent's Evaluation Subcommittee – no report.
10. Superintendent Search Subcommittee – The Chairman reported the process has begun and Cooperative Education Services has been selected for the superintendent search. Notices have been sent to the newspapers, brochures have been sent to institutions and sessions have been set up with staff and faculty in February. We anticipate interviews at the end of March and a possible candidate chosen. The District website has a questionnaire for parents not available to attend and provide input.

## **VII. REPORT OF SUPERINTENDENT**

1. Enrollment – The Superintendent reported 5 students have come into the district as of January 8, 2015. The student numbers are for “in-district” students only.
2. 2014-2015 Budget – Don Neal, Business Manager reported there are some overages in Pupil Transportation but flexible in other areas, surplus in retirement and electricity savings. The auditor's recommendations to move expenses of \$42,000 into the fiscal year may need consideration by the Board. K. Wentworth questioned the dollar amount which is allowed to be transferred without Board action and asked for further clarification and a reading of the Policy. The Chairman will review the Policy and report back to the Board.
3. 2015-2016 Proposed Budget – Jason Nowosad presented a “draft” of the 2015-2016 Budget and reviewed New Initiatives which included: 1) Staffing needs at LMHS due to graduation requirements, 2) Dept. Heads, Team Leaders, 3) part time VO-AG secretary and IT Technician, 4) Yearbook printing, 5) Model UN Student Conference, 6) Mid-day preschool bus, 7) Technology software at LES and LMHS library. There is no elimination of programming under this “draft” budget. It was noted the line item for Substitute Teachers has been under budget, the 2% increase for staffing salary has been included, increase in Social Studies and figures for Central Office and Superintendent's salary is still unknown.

**VIII. ACTION ITEMS – DISCUSS AND ACT UPON:**

- 1. Motion by B. Bosse and seconded by K. Wentworth to accept, with regrets, the resignation of Julianne Free, LMS Science and Sheila Russolino, LMS School Psychologist. Motion unanimously approved.**

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

1. Removal of Speed Limit signs with school zone
2. Discuss and Act on 2015-2016 Budget
3. Policy on Line Item Transfers and amounts
4. Free school event passes for senior citizens
5. NEASC Accreditation status; requirements and recommendations

**X. ADJOURNMENT**

**Motion by J. Nowosad and seconded by K. Wentworth to adjourn the Regular Meeting at 8:55 p.m. Motion unanimously approved.**

Submitted by,

Brenda Bennett

Interim Recording Secretary

January 19, 2015 (*Minutes are unapproved as of transcription date.*)