

**LEBANON BOARD OF EDUCATION  
LEBANON MIDDLE SCHOOL LIBRARY MEDIA CENTER  
December 9, 2014 REGULAR SESSION – 7:30 P.M.  
MINUTES**

**ATTENDANCE:**

<b>PRESENT:</b>	Albert Vertefeuille, Chairman James Mello, Vice Chairman Sandra Tremblay, Secretary	Bert Bosse Stephen Nelson Jason Nowosad Keith Wentworth Amanda Minicucci, Student Rep.
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**ABSENT:** Lori Jahoda, Donna Skaats

**ALSO PRESENT:** Superintendent of Schools Janet Tyler, James Apicelli, LMHS, Principal, Ann Birrell, LMHS Assistant 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 called the meeting to order at 7:30 PM and led the audience in the Pledge of Allegiance.

**II. CELEBRATION OF EXCELLENCE**

Mr. Apicelli introduced FFA students who had attended the FFA Nationals in Lexington Kentucky; Savannah Hoy, Prescott Smith and Justin Harlow. Savannah had won a bronze medal for Extemporaneous Public Speaking. Scott and Justin worked on a living to serve grant. They made a presentation at Nationals. This project has donated eggs and meat to the community food pantry. The students were congratulated by the Board. Also noted were Rebecca Stoddard who was selected for the National FFA Chorus and was recently selected for the International FFA Chorus. Superintendent Tyler also noted that Maria Balderacchi received a Gold Medal in Ag Sales, Willow Chesmer received a silver medal in Ag Sales, Jessy Stanavage a silver medal in Ag Sales, Cara Habricht a bronze medal in Ag Sales. The Board celebrated with the students and the audience.

**III. COMMUNICATION**

Letter received from teacher regarding sick leave.

Motion made by Keith Wentworth and seconded by Jason Nowosad to add this as an action item further in the agenda, item #6. Motion passed unanimously.

Al Vertefeuille asked to suspend the rules to add action item#7 to discuss and act upon time line for the superintendent search. Motion made by Bert Bosse and seconded by Jason Nowosad to discuss the contract with Cooperative Education Service for superintendent search. Motion passed unanimously.

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

Public participation – 30 minutes; Individual speaker – 2 minutes

Nicole McGillicuddy spoke in favor of reinstating the Pre-K bus. Her son's IEP requires 3 hours a day, five days a week in school. She feels the Board may be violating her son's IEP by not providing transportation. She is disappointed over the October meeting and the issue not being discussed. She expressed concerns over finding money within the budget for a superintendent search but not the funds needed for 60 children.

Christina Johnson suggested a sign in sheet for meeting for speakers. She discussed reinstating the Pre-K bus. There are several letters from parents regarding the issue. She would like to see a compromise.

Jessica Wells noted that her Pre-K special education child needs to go to day care and is still walking through the parking lot holding onto a rope. She is afraid with winter weather there may be slips and falls. Would like to consider a compromise suggested the fire marshal's suggestions as a compromise.

Danielle Pearson appreciated the packets being available for the meeting, and likes the administrator's reports.

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

### **A. Approval of minutes**

1. Curriculum Subcommittee – 11/18/14
2. Policy Subcommittee – 11/18/14
3. Regular Meeting – 11/18/14

Motion by Jim Mello and seconded by Stephen Nelson to accept the Consent Agenda. Motion passed unanimously.

## **VI. 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 – Jim Mello reported they had met tonight and Kevin French had given an update on rebuilding of A.H.U. #5 and replacement of condensing unit #5. This work has been completed, inspected by the Town, and has been put back into service under a one year full service parts and labor warranty. A fuel leak has been discovered with the backup generator at the high school. There is an estimate of \$5,100.00 for replacement of the base oil tank. It would be another \$200.00 for fuel lines. This generator is used as a point of refuge for the Town during an emergency. Superintendent will check with the Town to see if there are any FEMA funds available.
9. Superintendent's Evaluation Subcommittee – no report
10. Superintendent Search Subcommittee – Bert Bosse reported that letters had been sent to the two firms that were not selected. Kaye Griffin of CES is aware that we cannot enter into a formal contract without funding. Time line of activities will start when contract is signed. Al Vertefeuille reported the Town Board of Finance has not approved any additional funds.

## **VII. ADMINISTRATORS' REPORTS/STUDENT REPRESENTATIVE REPORT**

Jim Apicelli reported that 20 students had participated in a Model United Nations on December 5<sup>th</sup> and 6<sup>th</sup> at the University of Hartford with 800 participants. Lyman received an honorable mention as best delegation representing South Africa.

Amanda Minicucci gave a recap of fall sports at Lyman. The chorus and band concert were held on December 4<sup>th</sup> which included participation of the Lebanon Community Chorus. Readings were held on December 3<sup>rd</sup> for the spring musical. A haircut-a-thon was held to benefit Post Grad. A field trip to Newport, Rhode Island was attended by students in French class.

## **VIII. REPORT OF SUPERINTENDENT**

### **1. Speed Limit Signs**

Al Vertefeuille reported that he had spoken to the First Selectman and will work with the Board as to exactly what signs are needed. Speed limit signs around schools in other towns have also been removed. Mrs. Okonuk needs to know where we want them. Al Vertefeuille will meet with First Selectmen. It was suggested that DOT may have to be contacted, and suggested to contact Sen. Cathy Osten's office.

### **2. Academic Awards Banquet**

A list of awards & recognitions that are given out at the high school was distributed. Bert Bosse noted that this was done previously by the Board and was well received. Al Vertefeuille asked Bert Bosse to prepare information for Board in January and information as the next year budget is prepared. Bert Bosse will reach out to civic organizations. Bert hopes to get support from the community.

### **3. Preschool Transportation**

Stephen Nelson discussed the three possible solutions suggested by parents in the audience. Superintendent Tyler reported that Andrew Gonzalez had previously given the time line on how he had discussed and explored possibilities with parents and many people including the Fire Marshal. Superintendent Tyler noted that the safest procedure is what we have now. The Fire Marshal's report was discussed. There is no parking in the fire lane. He discussed of standing in the fire lane. The lower bus loop was discussed. The children need to use the main entrance to the school. Security at the elementary school was discussed. Keith Wentworth questioned if there are enough buses now for students we need to pick up. Superintendent Tyler has not received any correspondence on that. Keith Wentworth noted we have no money to do this. Jason Nowosad noted this is an important priority to put back in next year and need to make it clear to the Board of Finance that the citizens don't want it out in next year's budget. Al Vertefeuille noted that parents need to come to public hearings on budget. Many schools don't offer Pre K. The search for a superintendent is mandated. Bert Bosse noted there are many legal issues involved in a superintendent search. Discussed New London case. Al Vertefeuille noted that transportation and search committee are two different things and can't be equated. Sandra Tremblay encouraged parents to take notice of the budget process. The dates for Board of Finance meetings are on the Town web site.

### **4. Enrollment**

Superintendent Tyler noted that the population has not changed. The data has been compiled on what students that have left and where they went. A total of 46 have moved from Lebanon. Some to other towns, out of state etc. Franklin has two regular students at Lyman. Other towns are being explored for attendance at Lyman. Don Neal reported that 5 or 6 students attending magnet school were budgeted for. He has just received bills from magnet schools. Home schooling was discussed. The regulations for home schooling were changed about 30 years ago. The district has no data on how many students are home schooled.

5. 2014-2015 Budget

Don Neal reported he is guardedly optimistic about the budget. Health insurance an change every month. There are two special education students that are being outplaced. Don discussed oil and diesel fuel. Don explained the expense is what is actually used. We have a fixed price for oil. Don has consulted with the Town Finance Director and made some recommendations for oil and diesel. A bill will be sent to the BOE from the town every month. CRCOG will be used during the bidding in the near future. Al Vertefeuille asked if there is any place in the budget for superintendent search funds. Don suggested the electricity account. He has recently learned from the First Selectmen that the supplier of electricity is locked in and the price should be going down in January.

**IX. ACTION ITEMS  
DISCUSS AND ACT UPON**

1. Approve Bailey's Garden Playscape, Phase III, Town Participation

Motion by Keith Wentworth and seconded by Jason Nowosad to approve Bailey's Garden Playscape, Phase III, Town Participation. Al Vertefeuille reported that he had received a letter from the First Selectmen that the Town will take over as supervisor of the project, and will with the assistance of the Town Engineer act as the construction administrator. The project will begin after the winter season. Sandra Tremblay hoped the project would begin in the summer after the close of school. Jim Mello noted there were questions of Mr. Shifrin but there has been no response to the Board. Keith Wentworth believes the Town has worked with CIRMA, don't want to deter others from community projects. The process was discussed. Bert Bosse inquired if we are absolved of liability as the project is on school property. Jason Nowosad noted we have the same insurance as the Town. Discussion of the time of the year when the project would be completed. Superintendent Tyler will request that they do this project in the summer. Keith Wentworth made an amendment to the motion to recommend that the project be completed when school is over. Jason Nowosad seconded the amendment to the motion. Jim Mello expressed his concern of the Town taking over the project. The Board followed the advice of counsel. Motion passed with 1 opposed – Jim Mello.

2. Approve second reading of revised policy #5115 Physical Activity and Student Discipline

This is only for the K-4<sup>th</sup> grade level. Motion by Keith Wentworth and seconded by Bert Bosse to approve the second reading of revised policy #5115 Physical Activity and Student Discipline.. Motion passed unanimously.

3. Approve Boys Basketball team out of state trip to Florida during the December 2015 holiday break

Chris Fabry gave an outline of the trip and how the funds would be raised. Each student has to fund raise. There will be three games during the tournament. The trip would be six days. Motion by Keith Wentworth and seconded by Jason Nowosad to approve the Boys Basketball team out of state trip to Florida during the December 2015 holiday break. Motion passed unanimously.

4. Approve 2014-2015 Revised School Calendar

Superintendent Tyler reported the reasons for revising the calendar. December 23<sup>rd</sup> – change to an early release day as other towns have that as an early release day. January 20, 2015 change to an early release for the Elementary School so that K – 4 teachers can do a reading survey. February 12, 2015 is already an early release day. This could be a day for all staff to take the NIMS test. Motion by Keith Wentworth and seconded by Jason Nowosad to approve the following 2014-2015 calendar changes; December 23,

2014 early release, January 20, 2015 early release to include Elementary School, February 12, 2015 – schedule staff for the NIMS test. Motion passed unanimously.

5. Approve 2015-2016 School Calendar  
Discussion of meeting all mandated requirements. Motion by Stephen Nelson and seconded by Jim Mello to approve the 2015-2016 School Calendar. 1 opposed – Keith Wentworth. Motion passed.
6. Approve letter from teacher regarding sick time  
Bert Bosse requested to discuss this in Executive Session.
7. Approve entering into contract for Superintendent Search with Cooperative Educational Services and to discuss timeline for Superintendent Search  
Bert Bosse discussed entering into the contract with the firm that was selected that would start immediately. Timeline would have to be revised. Motion by Bert Bosse and seconded by Jason Nowosad to enter into the contract for Superintendent Search with Cooperative Educational Services. Motion passed unanimously.  
Motion made by Bert Bosse and seconded by Stephen Nelson to transfer \$17,000.00 from line item 410 to a new line item that will be created by the Business Manager for Superintendent Search. Motion passed unanimously

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

Academic Awards Banquet

#### **XI. EXECUTIVE SESSION**

Motion by Jason Nowosad and seconded by Sandra Tremblay to enter into Executive Session and invite Superintendent Tyler at 9:30 p.m. for the purpose of discussing a personnel issue. Motion passed unanimously.

Returned to Regular Session at 9:50 p.m.

#### **XII. ACTION ITEM**

1. Motion by Bert Bosse and seconded by Jason Nowosad to approve the request of extended sick leave to February 18, 2015 with pay as requested by educator's letter of December 8, 2014. Motion passed unanimously.

#### **XIII. ADJOURNMENT**

Motion by Jason Nowosad and seconded by Keith Wentworth to adjourn the meeting at 9:55 p.m. Motion passed unanimously.

Submitted by,

Kathleen E. Chapman

Board Clerk