

**LEBANON BOARD OF EDUCATION
LEBANON MIDDLE SCHOOL LIBRARY MEDIA CENTER
July 8, 2014 REGULAR SESSION – 7:30 P.M.
MINUTES**

ATTENDANCE:

PRESENT: Stephen Nelson , Chairman Jason Nowosad
 Sandra Tremblay James Mello, Vice Chairman
 Lori Jahoda Albert Vertefeuille, Secretary
 Donna Skaats

ABSENT: Bert Bosse, Keith Wentworth

ALSO PRESENT: Superintendent of Schools Janet Tyler, Don Neel, Interim Business Manager,
 Kevin French, Facilities Manager.

I. CALL TO ORDER

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

II. COMMUNICATION

A letter of resignation has been received from Carol Faustman, and a letter of retirement from Superintendent Janet Tyler. These will be acted upon later in the agenda.

III. PUBLIC PARTICIPATION – BYLAWS OF THE BOARD #9300

Public participation – 30 minutes; Individual speaker – 2 minutes
No one in the audience wished to speak.

IV: CONSENT AGENDA/DISCUSS AND ACT UPON

1. Physical Plant/Facilities Subcommittee – 6/10/14
2. Regular Meeting – 6/1//14
3. Special Meeting – 6/19/14
4. Special Meeting – 6/30/14

Motion by Albert Vertefeuille and seconded by Jason Nowosad to approve the Consent Agenda. Motion passed unanimously.

V. REPORTS OF COMMITTEES

1. Finance/Budget Subcommittee – no report
2. Communications Subcommittee – no report
3. Curriculum Subcommittee – Lori Jahoda reported a new text book will be discussed in action items tonight.
4. Transportation/Residency Subcommittee – no report
5. Goals/Strategic Planning Subcommittee – no report
6. Negotiations Subcommittee – Sandra Tremblay reported they have met with the Instructional Assistant for contract negotiations and will be meeting with them again next week.

7. Board Policy Subcommittee – no report
8. Physical Plant/Facilities Subcommittee – James Mello reported they had met tonight and discussed blinking lights at the elementary school (this may be due to power outages), and speed limit signs. They also reviewed the SIP list and what projects have been completed. Items for possible bonding were also discussed.
9. Superintendent's Evaluation Subcommittee – The evaluation is completed so there was no report.

VI. REPORT OF SUPERINTENDENT

1. Don Neel, Interim Business Manager discussed the 2013/2014 budget. A few weeks before the end of the school year the Town auditor reallocated funds (approximately \$45,000) that had been received for transportation fuel to the BOE budget. These funds were not expected and made the surplus for the year \$37,745 for the Board of Education. Budget transfers were also explained.

Motion by Albert Vertefeuille and seconded by Jason Nowosad to suspend the rules and add the budget transfers for FY 2014 to the agenda as an action item.. Motion passed unanimously.

VII. ACTION ITEMS

DISCUSS AND ACT UPON

1. Accept resignation

Motion by Albert Vertefeuille and seconded by James Mello to accept the resignation of Carol Faustman. Motion passed unanimously.

2. Accept retirement of Superintendent

Motion by Jason Nowosad and seconded by Lori Jahoda to accept the retirement of Superintendent Janet Tyler with much regret. VOTE: Yes – 5. No – 2 (Sandy Tremblay, Donna Skaats). Motion passed.

Motion by Stephen Nelson and seconded by Al Vertefeuille to suspend the rules and add to the agenda an action item to appoint a special committee for Superintendent search as noted in Board of Education policy #9300. This committee would report back at the August meeting which would include options for a plan for a Superintendent search. Motion passed unanimously.

3. Approve non-affiliated pay raises

Motion by Donna Skaats and seconded by James Mello to approve the non-affiliated pay raises as presented. Motion passed unanimously.

4. Approve out of state field trip

Motion made by Jason Nowosad and seconded by Al Vertefeuille to approve the out of state field trip to Disney Wide World of Sports softball tournament in Florida during April vacation 2015.

Scott Elliott explained the trip and the fund raising by the students who are going on the trip. Motion passed unanimously.

5. Approve Food Service Company

Motion by Albert Vertefeuille and seconded by James Mello to approve a food service company.

Superintendent Tyler and Interim Business Manager Don Neel discussed the process they had gone through in selecting a new company. Three vendors were reviewed. Each participated in a mandatory walkthrough of the district schools. Don Neel discussed the financials of the three vendors. There would be increases in meal prices with all three. Superintendent Tyler and Don Neel recommended Chartwells as the food service company for the district. This would be a one year contract.

Motion was amended by Albert Vertefeuille and seconded by James Mello that the choice for the food service company would be Chartwells. Motion passed unanimously.

Motion by Lori Jahoda and seconded by James Mello to suspend the rules and add meal price increases to the agenda as an action item. Motion passed unanimously.

6. Approve LMHS Statistics Textbook

Motion by Lori Jahoda and seconded by Al Vertefeuille to approve a new Statistics Textbook at LMHS. Motion passed unanimously.

7. Approve vendor and quote for gym flooring at Lyman Memorial High School

Motion by Sandra Tremblay and seconded by Al Vertefeuille to approve Dalene Flooring as the vendor for sanding and sealing the gymnasium floor at Lyman Memorial High School in the amount of \$22,260. Motion passed unanimously.

8. Award bid for VFD replacement at Lyman Memorial High School

Motion by James Mello and seconded by Al Vertefeuille to approve SNE Building Systems for VFD replacement at Lyman Memorial High School in the amount of \$12,640 using SIP funds. Motion passed unanimously.

9. Approve Lebanon Elementary School fencing

Motion by James Mello and seconded by Jason Nowosad to accept the bid from The Fence Man & Sons for the installation of fencing at the elementary school and repair of fencing at the middle school. Total contract \$1,700 using SIP funds. Motion passed unanimously.

10. FY 2013/2014 Budget Transfers

Motion by Albert Vertefeuille and seconded by Jason Nowosad to accept the FY 2014 budget transfers as presented. Motion passed unanimously.

11. Motion by James Mello and seconded by Al Vertefeuille to appoint a special committee for superintendent search. This committee would come to the August meeting with a detailed plan and options for the search.

Stephen Nelson read the policy regarding forming this committee. The committee would bring their plan with options to the entire board. Discussion if there is a budget for this

search. That would have to be part of the detailed plan. If any board members want to be on the committee let Steve know.

Vote: 6 yes, 1 abstention (Sandy Tremblay). Motion passed.

12. Discuss and approve meal price increases

Motion by Albert Vertefeuille and seconded by Lori Jahoda to increase the meal prices as follows: breakfast \$1.50, LES lunch \$2.50, LMS \$2.75. These prices are within State guidelines. Motion passed unanimously.

VIII. New Business for Next Agenda

Update on ConServ

IX. Adjournment

Motion by Jason Nowosad and seconded by James Mello to adjourn the meeting at 8:17 p.m.. Motion passed unanimously.

Submitted by,

Kathleen E. Chapman

Board Clerk