

**LEBANON BOARD OF EDUCATION
LEBANON MIDDLE SCHOOL LIBRARY MEDIA CENTER
JANUARY 14, 2014 – SPECIAL SESSION – 7:30 P.M.**

MINUTES

ATTENDANCE

PRESENT:	Stephen Nelson, Chairman	Sandra Tremblay
	Al Vertefeuille	Lori Jahoda
	Bert Bosse	Donna Skaats
	Jim Mello	Keith Wentworth
	Jason Nowosad	Kris Konow, Student Rep.

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, Eve Spencer, Business Manager, Kevin French, Director of Facilities, Michelle Firestone, The Chronicle

I. CALL TO ORDER – The Special Meeting was called to order at 7:32 p.m. by the Chairman followed by the Pledge of Allegiance.

II. CELEBRATION OF EXCELLENCE

1. Welcome Interim Recording Secretary, Brenda Bennett
2. Welcome Chris Konow, Student Representative, High School senior.
3. Superintendent recognition for CAPSS Award – 8th grade students: Samantha Hussey, Silas Olsen and LMHS Seniors: Alyssa Tacchi and William Joe Meese.
4. Open House for Incoming Freshman and Franklin visit – a video presentation created by Aurora Hooper highlighting Lyman High School. (audio provided by Pat Birrell).

III. COMMUNICATIONS

1. Letter of Resignation
2. Windham Path Academy Announcement
3. Email – 1st Selectman
4. ASTE Grant Award Letter
5. Letter - Dianna Robert-Wentzell, Chief Academic Officer
6. Email – Martha Shea requesting a packet of BOE material available for audience the night of meeting as well as “Attachments” on the website (minus “confidential”).
7. Susan B. Komen, Breast Cancer Center – acknowledging LMHS fundraising efforts in the amount of \$1, 500.

IV. PUBLIC PARTICIPATION - none.

V. CONSENT AGENDA

1. Special Meeting -11/14/13
2. Physical Plant/Facilities Subcommittee – 11/14/13
3. Policy Subcommittee – 11/14/13
4. Special Meeting – 11/20/13
5. Physical Plant/Facilities Subcommittee – 11/20/13
6. Special Meeting – 12/19/13

Moved by A. Vertefeuille and seconded by K. Wentworth to approve the Consent Agenda minus Item #5. Motion unanimously approved.

Moved by B. Bosse and seconded by K. Wentworth to discuss Consent Agenda, Item #5 – Physical Plant/Facilities Subcommittee – 11/20/13. Motion unanimously approved.

Moved by K. Wentworth and seconded by B. Bosse to accept the minutes of Physical Plant/Facilities Subcommittee – 11/20/13 deleting the attendance of K. Wentworth. Motion unanimously approved.

VI. REPORTS OF COMMITTEES

1. Physical Plant/Facilities Subcommittee - The subcommittee met this evening to discuss:
 - a. LES Water – This is an Action Item.
 - b. Status of window cranks – 14 of the remaining 38 window cranks will be replaced by the end of February.
 - c. LMS lockers – 1st set of boys' lockers will be installed February 17, 18.
 - d. LMHS Painting – remaining painting projects to be completed by custodial staff due to snow storms and semester breaks.
 - e. Capital Requests – attendance at BOF meeting to discuss appropriation of funds for 2013/14 and prioritization of remaining items in 2014/15. Some items may need to go out to bid.

VII. ADMINISTRATORS' REPORT

1. LES Report December 2013/January 2014, *highlights* - fire drill; coin drive raised \$750 to benefit the Red Cross Disaster Relief in the Philippines.
2. LMS Report December 2013/January 2014
3. LMHS December 2013 *highlights* – 8th grades Open House and Franklin Visit on January 10th.
4. Pupil Services December 2013/January 2014
5. Curriculum Director December 2013-present
6. Director of Facilities, *highlights* – holiday break maintenance schedule provided.

VIII. STUDENT REPRESENTATIVE'S REPORT

1. There are two new staff members in the Music Department for band and chorus, introducing chorus performances during break and a contemporary ensemble; talent show; National Honor Society Induction and food drive; Guidance Office is offering college events for 11/12th grade students, Finance Aid Planning Night; 8th grade Open House, Franklin Visit; penny drive fund raiser to benefit Philippines disaster relief; English Department Poetry Club meets each Friday after school and is collaborating with ACT Magnet School; Congratulations to Fall Athletics for their many awards and division championships, 5 CHSCA Allstate, Volleyball ECC Small Division Title; in December – Model United Nations trip; Harlem Wizards basketball game, Franklin Visitors were provided tours by NHS; mid-term begins on Thursday with open afternoon library days offering tutoring by NHS students.

IX. REPORT OF SUPERINTENDENT

1. LMHS Learning Expectations – Jay Apicelli, LMHS Principal reported on the preparations for NEASC. At the end of each quarter, each student's report card is reviewed to ensure that the student has met all the standards. This is determined by the teachers' comments.

2. Performance Report – Each administrator highlighted on the Connecticut School Performance Report for School Year 2012-13
3. NEASC Update – Ann Birrell, Asst. Principal and Chair of Steering Committee provided a detailed report of the accomplishments of the NEASC self-study; preparing for the visiting team May 18-21, 2014 and the BOE involvement in the visit.
4. Teacher Evaluation Overview – The evaluation consists of multiple measures to reflect an accurate and comprehensive picture of teacher performance. Teachers will be evaluated in four categories, grouped in two major focus areas: teacher practice and student outcomes.
5. Update on Franklin Public Schools Partnership – An evening presentation/orientation for incoming freshman. Teachers and a total of 20 8th grade students made a visit to LMHS with an interest to return and shadow a student; continuing efforts to move forward after the break.
6. Discuss Item # 3 of Communications: Email from 1st Selectman – Email from 1st Selectman, Joyce Okonuk dated December 16, 2013 regarding purchase of 1 acre parcel of Keiff property behind Jaspers. Traditionally, the property has been used for overflow parking for school and athletic functions. The property has been appraised for \$100,000 and the Board of Selectman is requesting the BOE to re-affirm their interest in this property for this price with the next step to go to Town Meeting and the BOF to request the funding. The BOE Chairman will contact Phil Chester, Town Planner to request further information regarding the parcel as well as a possible presentation at an upcoming meeting. Discuss Item #4 of Communications: ASTE Award Letter – BOF met and verified state statute on the transfer of additional ASTE Grand funds in the amount of \$116,189 to be returned to the BOE grant account.
7. Enrollment - student enrollment is up slightly in PreK, down 1 student in each the middle and high school and no change in the magnet school.
8. 2013-2014 Budget – Eve Spencer presented on the status of the current budget as of this date. No major changes in any accounts other than Transportation increase due to an additional PreK bus, change in bus size for the Tech School and an added mid-day run. It was noted that of the 7 million remaining in the budget, 6 million is salary. All encumbrances have been made and there are no unforeseen shortfalls in any accounts. A transfer of approximately \$4,000 to cover the cost of heating fuel storage fees.
9. Bylaws of BOE #9324 – The Policy Subcommittee will add this to their next agenda and forward their recommendations back to the full Board.

X. ACTION ITEMS – DISCUSS AND ACT UPON

Moved by D. Skaats and seconded by L. Jahoda to approve the second reading of policies in Action Item #3-27, with the exception of Action Item #10 and #17. VOTING AYE: K. Wentworth, L. Jahoda, J. Mello, A. Vertefeuille, S. Tremblay, D. Skaats, J. Nowosad. ABSTAINING: B. Bosse Motion approved.

1. Approve Budget Transfers -
Moved by K. Wentworth and seconded by D. Skaats to approve Budget Transfers as presented. Motion unanimously approved.
2. Award Vendor for LES Arsenic Remediation
Moved by J. Nowosad and seconded by K. Wentworth to award Millennium Water as vendor for LES Arsenic Remediation in the amount of \$14,885.00. Motion unanimously approved.
3. Approve second reading of revised policy #0521 Nondiscrimination.
4. Approve second reading of revised policy #1250 Visitors.
5. Approve second reading of revised policy #1330 Use of School Facilities.
6. Approve second reading of revised policy #3160 Board Budget and Line Item Transfers.
7. Approve second reading of revised policy #3231 Individuals with Disabilities Education Act Fiscal Compliance.
8. Approve second reading of revised policy #3511 Section 504 of the Rehabilitation Act of 1973.
9. Approve second reading of revised policy #3541 Transportation.
10. Approve second reading of revised policy #4112.2 Employment Checks – Moved by D. Skaats and seconded by A. Vertefeuille to approve with optional language “Introduction and Sub Part B”. Motion unanimously approved.
11. Approve second reading of revised policy #4115.3 Evaluation, Termination and Non-Renewal of Athletic Coaches.
12. Approve second reading of revised policy #4118.51/41218.51 Social Media.
13. Approve second reading of revised policy #4121 Substitute Teacher Categories.
14. Approve second reading of revised policy #5113/5113.1 Student Attendance and Truancy.
15. Approve second reading of revised policy #5114 Student Discipline.
16. Approve second reading of revised policy #5125 Confidentiality and Access to Education Records.
17. Approve second reading of revised policy #5131.7 Possession of Deadly Weapons and Firearms. Moved by D. Skaats and seconded by K. Wentworth to approve motion with optional exceptions language in IV, Subparagraph “C”. Motion unanimously approved.
18. Approve second reading of revised policy #5131.911 Bullying Prevention and Intervention.
19. Approve second reading of revised policy #5141.4 Reports of Suspected Abuse or Neglect of Children.
20. Approve second reading of revised policy #5132 Student Dress
21. Approve second reading of revised policy #5144.1 Regulations Concerning Restraint and Seclusion of Person at Risk.
22. Approve second reading of revised policy #5145.4 Non-Discrimination (Students).
23. Approve second reading of revised policy #5145.5 Sex Discrimination and Sexual Harassment (Students)
24. Approve second reading of revised policy #9121 Officers
25. Approve second reading of revised policy #9250 Reimbursement of Board Members’ Expenses.
26. Approve second reading of policy #5115 Physical Activity and Student Discipline.
27. Approve second reading of policy #6141.1 Curricular Exemptions.
28. Approve first reading of Superintendent’s Goals
Moved by D. Skaats and seconded by J. Nowosad to approve first reading of Superintendent’s Goals. VOTING AYE: J. Nowosad, D. Skaats, S. Tremblay, J. Mello, L. Jahoda, B. Bosse OPPOSED: K. Wentworth, A. Vertefeuille. Motion approved.

Moved by B. Bosse and seconded by K. Wentworth to rescind the vote. Motion unanimously approved.

XI. ANTICIPATED EXECUTIVE SESSION – no action

XII. NEW BUSINESS/ITEMS FOR NEXT AGENDA – no action

XIII. ADJOURNMENT –

Moved by D. Skaats and seconded by K. Wentworth to adjourn the Special Meeting at 10:00 p.m. VOTING AYE: B. Bosse, K. Wentworth, L. Jahoda, J. Mello, A. Vertefeuille, D. Skaats, J. Nowosad OPPOSED: S. Tremblay. Motion approved.

Submitted by,

Brenda Bennett

Interim Recording Secretary

January 17, 2014 (*Minutes are unapproved as of transcription date.*)