LEBANON BOARD OF EDUCATION LEBANON MIDDLE SCHOOL LIBRARY MEDIA CENTER Tuesday March 12, 2013 7:30PM

MINUTES

ATTENDANCE

PRESENT: Darcy Battye, Chairman Melissa Hofmann, Vice Chairman

Sandra Tremblay, Secretary James Mello Lori Jahoda Judd Wardell

Keith Wentworth

ABSENT: Stephen Nelson

ALSO PRESENT: Superintendent of Schools Janet Tyler; Lyman Memorial High School Principal Stephen Salisbury; Lyman Memorial High School Assistant Principal Carol Moore; Lebanon Middle School Principal Robert Laskarzewski; Lebanon Middle School Assistant Principal/District Curriculum Coordinator Kim Glazier; Lebanon Elementary School Principal Andy Gonzalez; Director of Special Services Sandye Simon; Business Manager Eve Spencer, Student Representative Frank Bazzano

l. CALL TO ORDER -

Darcy Battye called the meeting to order at 7:35PM at the Lebanon Middle School Media Center at 891 Exeter Road, Lebanon, CT and led the recitation of the Pledge of Allegiance.

II COMMUNICATION

- 1. Letters of Retirement Darcy announced the following staff members who submitted letters of retirement: Alesia M. Gagnon Lebanon Middle School band, Ed Adelman Lebanon High School Special Education, Robert B. Oxenhorn Lebanon High School Technical Education
- 2. Letter of Resignation Sandye Simon, Director of Special Services

III. PUBLIC PARTICIPATION

Bylaws of the Board #9300 Public Participation 30 Minutes – Individuals 2 minutes

Linda Russo, LES Math Teacher, spoke about the current April vacation schedule asking that the board not take days away from the current April vacation and to strike the paragraph on the 2013-2014 calendar that reads: If fives school days are canceled due to inclement weather etc., prior to March 1st, additional school closing days will be made up during April vacation.

IV. CONSENT AGENDA/DISCUSS AND ACT UPON

- A. Approval of Minutes -
- 1. Regular Meeting 2/12/13
 - Motion made by Darcy Batte and seconded by Melissa Hofmann to approve February regular meeting minutes. Vote: 7 in favor 1 abstained (Donna S. was not present at meeting did not vote) *** Superintendent Tyler and Melissa Hoffman noted that there was one typo in the minutes under Communication should read Professional Day instead of Personal Day.
- 2. Transportation / Residency 2/12/13, Physical Plant / Facilities 2/12/13, Finance Budget 2/20/13, Finance/Budget 2/21/13, Finance/Budget 2/26/13, Special meeting 2/26/13, Physical Plant /Facilities 2/26/13, Goals/ Strategies Planning 3/5/13

Motion by James Mello and seconded by Keith Wentworth to approve minutes - Vote 8 in favor, motion passed

V. REPORTS OF COMMITTEES

Goals/Strategic Planning Subcommittee – Janet Tyler spoke about the progress of the Subcommittee. They will review mission and vision statements. The Committee will meet again on Tuesday, March 19, 2013.

VI. ADMINISTRATORS' REPORTS/STUDENT REPRESENTATIVE REPORT

Frank Bazzano gave update on the end of season winter sports and the startup of spring sports, many winter sports participated in competitions at the state level, including indoor track, and girls and boys basketball.

- Casey Kelley competed in a large floral competition for FFA
- Senior Projects are almost complete deadline is March 15th
- AP testing will take place in May. Sign-ups are happening now.

VII. REPORT OF SUPERINTENDENT

- 1. Teacher Evaluation Janet Tyler gave update: the 61 page document has been completed and is available for the public to review. The proposal includes the state recommended percentages of 45/5/40/10 for Teacher Evaluation and 45/5/40/10 for administrators. All teachers in the district will be evaluated using this process next year. Question from James Mello regarding teacher student ratio and its effect on evaluation. Andy Gonzalez responded explaining that goal setting is done at the beginning of the school year after classes are assigned and continually updated throughout the school year. Rob Laskarzewski added that Data Driven Decision making and Data teams were important part of the process and used at mid-year to re-evaluate.
 - Question from Sandy Tremblay regarding the collection of parent input. Superintendent Tyler responded saying parent input would via survey and in most cases electronically collected.
- 2. Enrollment Superintendent Tyler reported that enrollment was consistent with one less child going to Magnet School this year.
- 3. 2012-2013 Budget Eve Spencer reported that the budget has remained status quo, no major changes and no areas of concern. She has started doing a deep analysis of the finances for future forecast.
- 4. 2013-2014 Budget Superintendent Tyler reported that the budget for 2013-2014 was presented to the Board of Finance on Saturday March 9, 2013 at a 3.05% increase. Melissa Hoffman offered kudos to the administrators and business staff for their hard work, positive response from the Board of Finance.

VIII. ACTION ITEMS - DISCUSS AND ACT UPON

- 1. Approve out of state field trips National Honor Society Field Trip to Six Flags in May Motion by Keith Wentworth and seconded by Lori Jahoda to approve the out of state field trip vote 7 in favor, 1 no (Donna S) motion passed
- 2. Approve 2013-2014 Proposed School Calendar Motion by Keith Wentworth and seconded by Lori Jahoda to approve the 2013-2014 Proposed School Calendar – vote 8 in favor, motion passed
- 3. Approve 2013-14 Special Education rates for tuition students

 Motion by Keith Wentworth and seconded by Melissa Hoffman to approve the 2013-2014 Special

 Education rates vote 8 in favor, motion passed

Question from Keith Wentworth regarding profit or loss on these rates, Superintendent Tyler responded that the district does not lose money with new rates.

4. Approve 2013 Graduation date

Motion by Keith Wentworth and seconded by Melissa Hofmann to identify Lyman Memorial High School graduation date again, discussion regarding Janet Tyler's proposed calendar changes and April vacation days. Motion withdrawn by Keith Wentworth.

Discussion of 2012-2013 Calendar

Resolve:

- 1) March 28th as a regular school day
- 2) Reinstate April vacation 15th 19th
- 3) Last day of school and Lyman Memorial High School graduation date is to be June 21st
- 4) PD day will be moved to Monday June 24th.

Motion by James Mello and seconded by Lori Jahoda to approve the changes to the 2012-2013 School Calendar. Vote 8 in favor, motion passed

Motion by Keith Wentworth and seconded by Melissa Hofmann to enter Executive Session at 8:10 PM to include BOE members (Darcy Battye, Melissa Hofmann, James Mello, Donna Skaats, Sandra Tremblay, Lori Jahoda, Keith Wentworth, Judd Wardell) and to invite Superintendent Janet Tyler Vote 8 in favor, motion passed.

IX. EXECUTIVE SESSION to discuss:

1. Discussion of non-renewal of non-tenure teachers and administrators

Return to Regular Session at 8:20PM.

X. ACTION ITEM:

1. Approve non-renewal of non-tenure teachers and administrator

Motion by Sandra Tremblay and seconded by Lori Jahoda to approve the non-renewal of contract
of non-tenure teachers and administrator: Patricia Ball, Emma Cox, Leanne Connolly, Monica,
Deffley, Danielle Evans, May Ferri, Rebecca Flannery, Kimberly Glazier, Erica Graff, Maegan
Greaney, Peter Larson, Shawn Lucas, Megan Parr Huntington, Marissa McCarthy, Geoffrey
Picard, Rebekah Ricciutti, Scott Stanton, Diana Zuckerman. Vote 8 in favor, motion passed.

XI. ADJOURNMENT

Motion by Melissa Hofmann and seconded by Lori Jahoda to adjourn the Regular Meeting at 8:22 PM.

Respectfully Submitted, Ellen Clifford, Recording Secretary