

**LEBANON BOARD OF EDUCATION
LEBANON MIDDLE SCHOOL LIBRARY MEDIA CENTER
February 12, 2013 ~ REGULAR SESSION ~ 7:30 P.M.**

MINUTES

ATTENDANCE

PRESENT:	Darcy Battye, Chairman Sandra Tremblay, Secretary Stephen Nelson Keith Wentworth	Melissa Hofmann, Vice Chairman James Mello Lori Jahoda Judd Wardell
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ABSENT: Donna Skaats

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, Facilities Manager Kevin French; Student Representative Frank Bazzano.

I. CALL TO ORDER

Darcy Battye called the meeting to order at 7:30PM at the Lebanon Middle School Media Center at 891 Exeter Road, Lebanon, CT and led the recitation of the Pledge of Allegiance.

II. CELEBRATION OF EXCELLENCE

Superintendent Tyler introduced Jomaira Cotto (*not in attendance*) and Skylar Parciak. They created a Family Game and were praised for their creativeness.

III. COMMUNICATION

Retirements: Martha Shea- LMS/LES School Library Media Specialist, Richard Shea-LMHS Social Studies and Alesia Gagnon-LMS Band.

VI. PUBLIC PARTICIPATION

Linda Russo-Elementary School Math Support spoke about the 2012-2013 school calendar. She suggested keeping the April vacation and adding days to the end of 2013 school year. She stated that in 2014 school calendar the identified Personal Development Days for Jan 2nd and 3rd are a good idea.

V. CONSENT AGENDA/DISCUSS AND ACT UPON

A. Approval of Minutes

1. Regular Meeting – 1/8/13

Motion made by M. Hoffman, seconded by K. Wentworth to accept the minutes - 7 in favor. I abstained (S. Tremblay) Motion was passed.

2. Finance/Budget Subcommittee – 1/3/13, Physical Plant/ Facilities – 1/8/13, Transportation/Residency – 1/8/13, Finance/ Budget – 1/11/13, Finance/Budget – 1/18/13, Finance/Budget – 1/23/13, Finance/Budget – 1/29/13, Finance/Budget – 2/5/13

Motion made by M. Hoffman, seconded by K. Wentworth to accept the minutes - All in favor. Motion was passed.

VI. REPORTS OF COMMITTEES

1. Finance/Budget: M. Hofmann upcoming dates: February 20th – Public Input Session, February 21st Staff Input Session, February 21st BOE Subcommittee meeting with Board of Finance, February 26th BOE Special Meeting scheduled to finalize budget for 2013/14 Eve Spencer was thanked for a job well done.
2. Physical Plant/Facilities: J. Mello reported on and discussed that Security enhancements are in progress, locks are on order and monitors will be relocated. He shared displeasure with B & W snow removal.
3. Transportation: K. Wentworth reported that bids for Bus contracts have been received. The Transportation Subcommittee recommendation is to accept the bid from M&J Bus, Inc.

VII. ADMINISTRATORS' REPORTS/STUDENT REPRESENTATIVE REPORT

- Frank Bazzano reported on LMHS Sports referencing Boys and Girls Basketball State Tournaments, Speeches and Proficiency Awards; Spirit Week participation; and the Sr. Project Deadline slated for March 15th.
- Andy Gonzalez noted the Third Grade Science Fair would be held this Wednesday,
- In the Director of Special Services report, Jean Glode was identified incorrectly. She is the district COTA.
- Lyman Memorial is to participate in Smarter Balance in 2014.

VIII. REPORT OF SUPERINTENDENT

1. **Town Recreation Department Request:** Brandon Handfield discussed Town Recreation Department's requested use of the LES Water System. The Recreation Department will pay expenses and will work with Millennium Water Company. The Department of Health approved the connection, and the Pavilion is ready with the exception that no evaluation or design has been completed. The Rec Department will hire a licensed plumber or Engineer to design. A discussion of who needs to be involved in all works done on this project in order to stay in line with DPH. This will be added and noted in the subsequent Action Item to read: To meet all water operator criteria, Board will rely on DPH and Millennium to meet requirements.
2. **Lebanon Town Guide and Business Directory:** This document shows a good picture of our school district.
3. **Community Safety Forum:** A meeting was held with the Town Agencies and discussions were held about safety. Superintendent Tyler stated many more meeting will be necessary.
4. **2012-2013 School Calendar:** Board will wait until mid-March before a decision is made about school days due to the many days now lost due to weather conditions.
5. **2013-2014 School Calendar:** Discussions regarding NEASC, Professional Development and actual school openings and closings.
6. **June 2012 Audit:** Superintendent Tyler noted that the preliminary Audit was received and Lebanon School District is in a good place.
7. **VOAG Grant:** The 2008 VOAG Grant, which funded the purchase of computers reflects a deficit carryover for approximately \$27,000. This amount will be discussed by the Board of Education and Board of Finance
8. **Copier Bids:** Eve Spencer reported that RFPs have been received from Ricoh and CT Business Systems. Ricoh is the lowest bidder.
9. **Enrollment:** Superintendent Tyler reported that there has been minimal change in enrollment.
10. **2012-2013 Budget:** Business Manager Eve Spencer reported that the budget is on track. There will be payouts due to retirements, but nothing to hurt the financials at this time.

IX. ACTION ITEMS - DISCUSS AND ACT UPON

1. Approve 2013-2014 Proposed School Calendar: Tabled
2. Award Transportation Bid to M&J Bus, Inc. for 2014-2018
Motion made by K. Wentworth, seconded by S. Tremblay - All in favor. Motion passed.
3. Award Copier Bid to Ricoh
Motion made by K. Wentworth, seconded by L. Jahoda - All in favor. Motion passed.
4. Approve request from Town Recreation Department to connect to Lebanon Elementary School water supply to Ed Lazur Pavilion

Motion made by M. Hofmann, seconded by J. Wardell to include adding “to meet all requirements of DPH and Lebanon Public Schools. All extra fees incurred to go to the Recreation Department” - 6 in favor, 1 abstained (S. Tremblay) Motion passed.

Motion made by J. Mello and seconded by K. Wentworth to amend the agenda to add letter to Selectman regarding problems with the past snow removal. – All in favor. Motion passed.

Motion made by K. Wentworth, seconded by J. Wardell to pen letter to Selectman with regard to the Snow Removal Company - All in favor. Motion was passed.

X. REPORT OF SUPERINTENDENT

Superintendent Tyler introduced the Draft 2013-2014 Budget and reviewed four scenarios.

Motion to move to Executive Session and to invite Superintendent Tyler at 8:59 PM by D. Battye and seconded by K. Wentworth– Motion passed unanimously.

XI. EXECUTIVE SESSION to discuss:

1. Discuss Pending Litigation Walsh vs. BOE
2. Discuss Pending Compensation Claim: Heon vs. BOE
3. Discuss Secretaries’ Contract
4. Discuss Food Service Manager Contract

Returned to Regular Session at 9:25 p.m.

XII. NEW BUSINESS/ITEMS FOR NEXT AGENDA

1. 2013-2014 Calendar

XIII. ADJOURNMENT

Moved by K. Wentworth and seconded by M. Hofmann to adjourn the Regular Meeting at 9:26 p.m. Motion passed unanimously.

Respectfully Submitted,
Lynn Mastrangelo
Recording Secretary