

**LEBANON BOARD OF EDUCATION
LEBANON MIDDLE SCHOOL LIBRARY MEDIA CENTER
July 10, 2012 ~ REGULAR SESSION ~7:30 P.M.
MINUTES**

ATTENDANCE

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

ALSO PRESENT: Lyman High School Principal Stephen Salisbury, Lebanon Middle School Principal Robert Laskarzewski, Lyman High School Assistant Principal Carol Moore, Special Education Director Sandye Simon, Business Director Eve Spencer, Facilities Director Kevin French, Technology Director Wesley Shaver

I. CALL TO ORDER

Melissa Hofmann called the meeting to order at 7:30 PM at the Lebanon Middle School Media Center at 891 Exeter Road, Lebanon, CT. The Pledge of Allegiance was led by all in attendance.

II. COMMUNICATIONS

1. **Letters of resignation**
Letters of resignation were submitted by Elizabeth Maiese, Lyman Memorial High School Counselor and Janine Cone, Lebanon Elementary School Teacher effective June 30, 2012.
2. **Letter from LEA**
Letter stating a vote of no confidence by its membership, dated June 18, 2012, with reasons given was received from Edith Ritz, President, Lebanon Education Association.
3. **Letter from Secretaries Union**
Letter stating a vote of no confidence by its membership in the leadership of Superintendent Janet Tyler, dated June 29, 2012, with reasons given was received from Deborah Saucier, President, CSEA Local 2001 Lebanon Secretaries Chapter.
4. **Letter from Sally Harlow**
Letter regarding bus incident received from Sally Harlow outlining concerns.

III. PUBLIC PARTICIPATION – BYLAWS OF THE BOARD #9300

Public participation – 30 minutes; Individual speaker – 2 minutes

Doreen Brewster, parent, expressed concern about reduction in World Language instruction.

Diana Wentworth, LES secretary, spoke about the reduction in hours to office secretaries and its effect on the school system for 2012/2013 academic year.

Amanda Campbell spoke in support of the LMHS World Language teacher who was not rehired due to budgetary constraints.

Ron Cowles spoke about what are we going to do to “correct it.”

Emmy Cooper (via email) spoke about her disappointment in the BOE decision to layoff Madame Lathrop.

IV. CONSENT AGENDA/DISCUSS AND ACT UPON

- A. Approval of minutes
 1. Regular Meeting – 6/12/12
Motion by K. Wentworth, seconded by L. Jahoda, to approve with the following change, “honors” corrected to “hours.” Motion passed unanimously.
 2. Special Meetings – 6/5/12; 6/26/12
Motion by L. Jahoda, seconded by D. Battye, to approve with the following change, strike “Further I move.” Motion passed unanimously.

V. REPORTS OF COMMITTEES

1. Facilities Subcommittee
J. Mello reported that bids had been received for the pump skid replacement. The subcommittee reviewed school improvement projects and set a date for a facilities walkthrough on Thursday, July 19, 2012 beginning at LMS. The work on Well #2 is nearly completed and the State Department of Health has been informed.

VI. ACTION ITEMS - DISCUSS AND ACT UPON

1. Computer Bids
Wesley Shaver reviewed quotes from vendor for PCs and monitors. Purchase to be made from monies set aside by BOF. Estimated cost is \$81,319.70.
Motion made to purchase computers from Hewlett Packard and monitors from Dell at the quoted price of \$81,319.70.
Motion by D. Battye, seconded by L. Jahoda, motion passed unanimously
2. Pump Skid Bids
Motion was made to spend up to \$44,451.00 for the purchase of, and the labor associated with, the pump skid replacement at LMS from Warren Brothers, with a \$5000.00 contingency and fees associated with Anchor Engineering.
Motion by D. Battye, seconded by L. Jahoda, motion passed unanimously.
3. Salary Increases: Non-affiliated Employees
Eve Spencer reviewed non-affiliated employee increase scenarios as requested. No action was taken and this item was tabled until next month.
4. Lunch Prices
Lunch Pricing Analysis for the Lebanon School Lunch Program was presented. Motion made to increase prices by \$0.25 at all 3 schools.
Motion by D. Battye, seconded by S. Tremblay, motion passed unanimously.
5. 2011-2012 Budget
Budget remains on target.
6. Bullying
Policy and procedures will be presented at the September BOE meeting to familiarize members as to what is happening at each school.
7. Student Handbooks
Protocols for hats/hoods to be discussed at the next BOE meeting. Handbook entries for each school to be reviewed. Handbooks are available to BOE.
8. AlertNow Notifications
Discussion of use, i.e., weather, parent notifications, community events, accidents, bus/field trip arrivals, as well as parental control to opt out and use of judgment by school administrators. E. Spencer to bring information and cost data to next BOE meeting regarding possible town wide use.
9. Board Self-assessment
Discussion as to whether this should be done during regular meeting executive session or as a scheduled retreat date. Decision to be made at the next BOE meeting in August.

10. Updated Pages of Budget Book
Tabled until next BOE meeting in August.
11. Joint Meeting with Board of Finance
Agreed upon date is Monday, September 24, 2012 at the Fire Safety Complex. Time to be determined.
12. Public Forum Prior to BOE Meeting
D. Battye suggested conducting an "open forum" before the September BOE meeting in the LMS cafeteria. Prior to the start of the meeting, board members could provide the opportunity for an open forum to dialogue with parents and community members. From 7:00-7:30 on September 11, 2012, BOE members will be available. Suggestion made that 2 BOE members could continue this practice on a rotating basis. S. Nelson mentioned adding public input toward the end of formal BOE meetings. D. Battye suggested that any decision wait until after September 11.
13. Procedures and Protocols
Tabled until next BOE meeting in August.

Motion made to enter executive session at 8:40 PM to include members of the BOE (M. Hoffman, D. Battye, J. Mello, S. Nelson, S. Tremblay, J. Wardell, K. Wentworth, and L. Jahoda).

Motion by D. Battye, seconded by L. Jahoda, motion passed unanimously.

VII. EXECUTIVE SESSION

1. Discuss pending litigation: M. Leichter v Lebanon BOE.
2. Discuss pending litigation: J. Walsh v Lebanon BOE.
3. Superintendent Year End Evaluation

The Board re-entered Regular Session at 9:48 P.M.

VIII. NEW BUSINESS /ITEMS FOR NEXT AGENDA

- Salary increases for non-affiliated employees
- Student handbooks
- AlertNow notifications
- Up-dated pages to budget book
- Procedures/protocols
- Walk-through results

X. ADJOURNMENT

A motion was made by K. Wentworth and seconded by L. Jahoda to adjourn at 9:51 PM.

Motion passed unanimously.

Respectfully Submitted,
James J. Mello
Secretary