

**LEBANON BOARD OF EDUCATION
LEBANON MIDDLE SCHOOL LIBRARY MEDIA CENTER
May 8, 2012 ~ REGULAR SESSION ~7:30 P.M.
MINUTES**

ATTENDANCE

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

ABSENT: Morgan Meese, Student Representative; Donna Skaats

ALSO PRESENT: Superintendent of Schools, Janet Tyler; Lebanon Middle School Principal, Robert Laskarzewski; Lyman High School Principal, Stephen Salisbury; Lyman High School Assistant Principal, Carol Moore; Lebanon Elementary School Interim Principal, Bonnie Hanna; Director of Special Services, Sandye Simon; Director of Technology, Wes Shaver; Business Manager, Eve Spencer

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. CELEBRATION OF EXCELLENCE

Eight students from LMS were recognized for their participation in the Letters About Literature program. Grace Bisgyer's letter was the state winner and has been advanced to the national level. Jared Swett, Rhys Partington, Alyssa Nadeau, Adam Jalal, Jessica Pelletier, Hannah McAdam and Sophia Grabber (absent) placed at the state level. Mrs. Rubega and Mr. McLean encouraged the students to submit their letters to authors who have written books that have influenced students in a positive way. The Board of Education and Superintendent Tyler congratulated the students on their achievement.

III. COMMUNICATION

1. Letter from parents

A letter was received from Heather Davis asking the Board of reconsider full-day Kindergarten. Mrs. Davis is concerned that this is not the best decision for all children. A letter was received from Margaret Hayes supporting the French program and asking the Board to keep the program. A letter was received from Margaret Hayes asking for the Board not to cut Multiage at LES.

2. Resignation

Deborah L. Saucier submitted her resignation as the Board of Education Recording Secretary, effective May 30th.

IV. PUBLIC PARTICIPATION – BYLAWS OF THE BOARD #9300

Public participation – 30 minutes; Individual speaker – 2 minutes

Heather Davis spoke in regards to the proposal of a half-day Kindergarten option, since full-day Kindergarten may not be the best choice for all students. She expressed concern over academic scores driving the decision to increase the Kindergarten program to a full-day program.

Edie Ritz, President of the LEA, thanked the Board members for their decision to remain firm on the budget figures for the students and the district. She also asked that the World Language program remain at LMS. The LEA also requests that teachers whose positions are being cut be notified as soon as possible.

Molly Lathrop, Lyman Teacher, asked the Board members to keep the World Language program at LMS and Lyman to keep students moving forward and not going backwards. Ms. Lathrop gave a handout to the members regarding data on how the French language impacts our international business in Connecticut.

Linda Russo, Reading and Math Support Teacher at LES, asked the Board members not to cut the Reading and Math support position at LES. Students will be severely impacted.

Kathleen Smith, Fourth Grade Teacher at LES, spoke in favor of not cutting the Reading and Math Support positions as they will not allow any teacher to service or provide interventions for an identified Tier 3 student. Tier 1 and Tier 2 students would also be impacted by the cuts as well.

Beth Pavlich spoke in favor of keeping the sports programs at Lebanon Middle School. She feels that this helps students strive in their academics by maintaining their grade average.

Danelle Person asked the Board members to consider giving parents the option of a full-day or half-day choice if they choose to send their child to Kindergarten. She presented the letter to the Board members with approximately 26 signatures on the letter.

V. CONSENT AGENDA/DISCUSS AND ACT UPON

A. Approval of minutes

1. Regular Meeting - 4/10/12
Motion by L. Jahoda, seconded by K. Wentworth, motion passed unanimously 8:0:0.
2. Policy Subcommittee – 4/10/12
Motion by L. Jahoda, seconded by D. Battye, J. Wardell abstained, motion passed 7:1:0.

VI. REPORT OF THE SUBCOMMITTEES

A. Curriculum Subcommittee

The subcommittee reviewed English novels, Geometry textbook as well as a new Spanish textbook. Ms. Escott, Ms. Nowosad and Mr. Salisbury presented the added supplements, such as CD's, DVD's and online access for students. The updated texts

will fill gaps in the curriculum by replacing outdated material with new material. Costs were discussed and Mr. Salisbury has built the costs into the upcoming budget.

B. Policy Subcommittee

The subcommittee discussed the student dress policy and has asked the Administrator's to supply them with the language that appears in each schools handbook so they can review it against the current and proposed policy. The committee agreed to keep the current search and seizure policy since it contains language regarding the use of a K-9 unit.

VII. STUDENT REPRESENTATIVE'S REPORT / ADMINISTRATORS' REPORT

1. Student Representative Report -

No report

2. Administrators Report

S. Salisbury reported that the prom was a huge success and attended by 215 students. The prom was held at the Mashantucket Pequot Museum and the Museum reported that the students were well behaved and respectful. B. Hanna informed the Board members that a new shed is being installed that will house the toys for the elementary students. The base for the shed is currently being worked on. S. Simon received a letter from the State Department informing her that she has been selected to be part of a desk audit.

VIII. REPORT OF SUPERINTENDENT/DISCUSS AND ACT UPON

1. VOAG Building Committee Grant

S. Salisbury reported that the State of CT Agriculture Committee through a Technology Grant is offering \$44,000.00 that would be used to replace the Vo-Ag computer lab. This would replace 35 computers and monitors, computer tables and color printers. If the grant is approved, the Town of Lebanon would be required to pay a percentage of the grant amount. The committee is still in the early stages of grant submission and the turnaround time is one year. The Town's percentage would need to be added to the budget.

The Vo-Ag Department is also looking into acquiring a parcel of land for planting an orchard.

2. Technology Plan 2012-2015

W. Shaver gave the Board members a three year technology plan packet that is required by the State of Connecticut. A technology committee created goals that will be submitted to the State of CT. The Board of Education needs to approve the plan by June 15th. This technology plan is important to maintaining for E-rate funding.

3. CT Partnership

E. Spencer reported that she attended a conference regarding the CT Partnership. There are many flaws in the plan. The plan houses more expensive benefits, including a plan design and requires a two-year commitment that has exit penalties. Once completing the two-year commitment, there could still be penalties based upon a higher than norm percentage rating.

4. School Lunch Servings

Superintendent Tyler reviewed the number of lunches being served. Although there was a slow start to the school year, the lunch program is now increased the amount of meals being served with a lower enrollment than the previous year. The free/reduced meals has increased.

5. Keefe Property

The First Selectman received a letter from Ed Keefe, who owns the field behind LMS, asking for a certificate of insurance when there are events at the schools and the field is used for parking. Although, the district cannot provide insurance for property owned by someone else, we can obtain a Certificate of Insurance for a single event. E. Keefe is also asking that the maintenance personnel maintain the grass cutting of the lot.

6. Enrollment

Enrollment has remained stable as we approach the end of the year, with a few new students added at the elementary school.

7. 2011-2012 Budget

A handout was given to board members detailing the 11-12 budget and its current status. Any open purchase orders that are not being used have been closed out to given a more accurate number of funds that are left.

8. 2012-2013 Budget

The vote for the 2012-2013 budget will be held on Tuesday, May 15th. A SIP Fund has been created for the funds allocated by the Board of Finance for capital improvement. The Board of Finance has allocated \$375,000.000 (2.14%) increase for the 2012-2013 school year.

The minutes of the Board of Finance were taped and a portion of the recording was played for the board members. A suggestion was made that the two boards meet and discuss any miscommunications that have been perceived. Also, clarification of the SIP fund would be helpful. The dates of May 29th and June 5th will be offered to the Board of Finance members

Two additional Board of Education meeting dates (May 17th and May 21st) have been suggested based upon the Referendum vote. The meetings will begin at 7:00 PM.

M. Hofmann wished to thank the PTA for their mulch project. Also, the board members offered the teacher and staff a happy staff appreciation week and thanked them for all that they do.

IX. ACTION ITEMS - DISCUSS AND ACT UPON

1. Approve first reading of Technology Plan

Motion by D. Battye, seconded by K. Wentworth, motion passed unanimously 8:0:0.

2. Approve compliance with the Connecticut Nutrition Standards for the 2012-2013 school year.

Motion by L. Jahoda, seconded by K. Wentworth, motion passed unanimously

8:0:0.

3. Approve exclusion of selected food and beverages from the Connecticut Nutrition Standards for the 2012-2013 school year

Motion by D. Battye, seconded by L. Jahoda, motion passed unanimously 8:0:0.

4. Approve policy #5132 Students Dress

Action item is tabled until next meeting pending information from the Administrators is reviewed by the subcommittee.

5. Approve policy #5145.12 Search and Seizure

Will not be using new policy submitted Shipman & Goodwin, current policy will stand.

6. Approve new texts and novels for Lyman Memorial High School

Spanish and Geometry text books were accepted

Motion by L. Jahoda, seconded by D. Battye, motion passed unanimously 8:0:0.

Motion made to amend the agenda to add an item to Executive Session

Motion by D. Battye, seconded by L. Jahoda, motion passed unanimously 8:0:0.

Motion to add item named 3) Discuss Superintendent Contract under Executive Session.

Motion by J. Wardell, seconded by L. Jahoda, motion passed (M. Hofmann, D. Battye, J. Mello, S. Nelson, S. Tremblay, J. Wardell, L. Jahoda, J. Wardell) and including Superintendent Tyler at 9:39 PM. Motion by K. Wentworth, seconded by L. Jahoda, motion passed unanimously 8:0:0.

X. EXECUTIVE SESSION

1. Discuss pending litigation; M. Leichter v Lebanon BOE
2. Discuss pending litigation; J. Walsh v Lebanon BOE
3. Discuss Superintendent contract

The Board re-entered Regular Session at 10:01pm.

A motion was made by D. Battye and seconded by L. Jahoda to suspend the rules to allow the curfew policy to exceed 10:00pm. Motion passed unanimously.

A motion was made by D. Battye and seconded by L. Jahoda to re-enter Executive Session for the purpose of discussing Item #3. To include the following individuals; M. Hofmann, D. Battye, L. Jahoda, J. Mello, K. Wentworth, J. Wardell, S. Nelson, S. Tremblay and Superintendent Tyler.

Motion passed ~ 7: 1 (K. Wentworth):0.

The Board re-entered Regular Session at 10:32pm.

X. NEW BUSINESS/ITEMS FOR NEXT AGENDA

- ⤴ Dress code policy for full Board discussion in June
- ⤴ Invitation to entire BOF for June meeting
- ⤴ Correspondence with BOF in regards to possible 'joint' meeting dates (05/29/12)

and/or 06/05/12).

- ✧ Executive Session ~ Superintendent EOY evaluation
- ✧ Board self – evaluation
- ✧ **July** ~ report from student activities accounts
- ✧ Request that any correspondence received be included in the Board's packet (if appropriate) prior to the meeting
- ✧ Advertise Board Secretary position

XI. ADJOURNMENT

A motion was made by D. Battye and seconded by K. Wentworth to adjourn at 10:46pm.

Motion passed unanimously.

Respectfully submitted,

Deborah Saucier, Recording Secretary