

**LEBANON BOARD OF EDUCATION
LEBANON MIDDLE SCHOOL LIBRARY MEDIA CENTER
REGULAR MEETING
SEPTEMBER 10, 2019 – 7:30 PM**

MINUTES

ATTENDANCE:

PRESENT: Jason Nowosad, Chair Maureen McCall, Secretary
 Dawn Witcher, Vice-Chair Sarah Haynes
 Alexis Margerelli-Hussey William Meese
 Matthew Smith John Konow
 Alan Dunnack

ALSO PRESENT: Superintendent Robert Angeli, Kathleen Mozak-Pezza, Curriculum Director, James Apicelli, LMHS Principal, Robert Laskarzewski, LMS Principal, Rita Quiles-Glover, LES Principal, Samantha McCarthy, LMHS Assistant Principal, Cheryl Biekert, Director of Pupil Services, Robert Sirpenski, Business Manager and Jacques Dulac, IT Director

I. CALL TO ORDER

J. Nowosad called the meeting to order at 7:34 p.m. and led the audience in the Pledge of Allegiance.

II. INTRODUCTION OF NEW TEACHERS

Each principal introduced the new teachers and administrative staff at their building. The Director of Pupil Services introduced new special education department staff. A short get-acquainted break was taken.

III. COMMUNICATION

1. Letters of Resignation

Superintendent Angeli read portions of resignation letters from Melissa Hoebel, Steven Starr, Laura Laidley and Patti Handy.

IV. PUBLIC PARTICIPATION – BYLAWS OF THE BOARD #9324

Public participation – 30 minutes; Individual speaker – 2 minutes
None

V. CONSENT AGENDA

A. Approval of minutes

1. Physical Plant/Facilities Subcommittee Meeting – 8/8/19
2. Finance/Budget Subcommittee Meeting – 8/13/19
3. Policy Subcommittee Meeting – 8/13/19
4. Communication/SP/Goals Subcommittee Meeting – 8/13/19
5. BOE Regular Meeting – 8/13/19
6. Policy Subcommittee Meeting – 8/27/19

7. Communication/SP/Goals Subcommittee Meeting – 9/3/19
8. Safety Subcommittee Meeting – 9/4/19
9. Budget Transfers

Motion made by S. Haynes and seconded by J. Konow to approve the Consent Agenda as presented. The motion passed unanimously.

VI. REPORTS OF COMMITTEES

A. Dunnack reported that Facilities had two meetings. They addressed the solar project and the needed oil tank at the first. Tonight they dealt with the recommendation on a new truck, emergency repairs on a sinkhole, booster pumps, a new well pump for LMHS and the ASTE lab.

W. Meese held his comments for the Finance Report.

M. McCall noted that the Policy full report was included in the meeting packet.

J. Konow reported that the Superintendent Evaluation Committee met tonight and discussed goal setting. Plans are to meet before the October meeting to have a report prepare for the regular meeting.

A. Margerelli-Hussey reported that the Safety Committee met last week with representatives from the town and all schools as well as Resident Trooper Konow. They are working on radios and cameras and tabled policy issues until their next meeting. The Raptor issue was discussed in that it has created extra work. Options are being explored. Negotiations are ongoing for teachers and for administration.

D. Whitcher noted that the Communications Minutes are included in the meeting packet and expect a forthcoming follow-up.

J. Nowosad reported that he attended the Shared Services Meeting and that they are continuing talks on creating a combined business department.

VII. ADMINISTRATORS' REPORTS

R. Laskarzewski reported that they opened with an assembly. The custodians and PTA members did a wonderful job over the summer; the school looked great. The children are using the four-square courts, the greenhouse is up and running and veggies are being harvested and used in school. Plans are to extend to an outdoor area for more plantings. A great 7th grade teaching candidate will be meeting with Superintendent Angeli.

R. Quiles-Glover reported that they also opened with an assembly. The children were informed of what to expect in reading and math. The 4th grade students were reminded that they are role models for the younger students and to remember all of the qualities of good character. Lots of events are planned including the Reading and Math Celebration on Friday, an instrument night on Monday and the upcoming open house. Thanks to the custodians, secretaries and the IT Tech for the wonderful condition of the school.

J. Apicelli and his team changed up the Freshmen Orientation this year. Instead of a half day of the touring, etc. they set up the cornhole games, made hot dogs and hamburgers and had music playing. Only five students did not take advantage of this fun event. They are using a pass system to manage the hallways and it is working. Their open house will be held on Thursday, Fall sports have begun and they are looking forward to a great year.

C. Biekert reported that this has been the smoothest opening that she can remember. Thanks to K. French and his crew, the necessary AC is working, the three SCALES classrooms are up, running and staffed. State reporting has been done – there are about 300 students across the District in IEPs and 504 Combo plans.

K. Mozak-Pezza reported on new staff orientation, TEAM members working with mentors, 15 student teachers or preclinical teachers who must go through a new process, edTPA, Professional Development held on August 27th and various workshops.

J. Dulac reported that the new Chromebooks went to the 9th and 10th graders and all other Chromebooks have been distributed as well. Windows 10 has been installed on all computers. Business Office will be installed at a later date.

VIII. REPORT OF SUPERINTENDENT

1. Facilities project slated for the summer were mostly completed. For those not done, it was due to cost or due to the contractor. The floor tiles that need to be replaced for asbestos abatement were not yet done because the contractor with the best price is really busy. The resurfacing of the tennis court was not done because the cost was much too high. S. Elliott will look into doing minor repairs instead. This project will come back to the Board at a later date. No bids were received on the drainage issue on the soccer field until today.
2. Enrollment – there are 992 students enrolled, 27 less than last June. There are also 35 students in magnet schools. About 60 students are transported to tech schools. R. Angeli also noted that Joanne Nowosad has been hired as 0.6 of a Spanish teacher, three IAs (Danielle Brown, Michelle Mallette and Andrew Barber) were also hired and perhaps the one teacher as mentioned by R. Laskarzewski.
3. K. Mozak-Pezza reported on the State Assessment Results. It appears that 4th grade is pretty consistent with the prior year when they were grade 3. 5th grade results show improvement. 6th grade results are a little below 5th and in 7th, Math growth target scores are way up. By 8th grade, results are dropping again. Factors causing those results were discussed. R. Angeli said that next month there will be a class size report for the Board.
4. R. Angeli stated that he will be seeking a motion later in the meeting to restructure the IT Department to one full time tech and one part time tech. We recently learned another part time tech has been offered a full time position.

IX. FINANCE REPORT

1. 2018-2019 Report – R. Sirpenski reported that we ended that fiscal year with a pre-audit deficit of \$69,020 and this has been reported to the Lebanon Board of Finance. Auditing is currently being done.
2. 2019-2020 Report – R. Sirpenski reported that they are working on allocating amounts to the proper accounts staying within the Town approved budget. W. Meese noted that they addressed Policy 3451 but more still needs to be researched. They received Special Ed budget development training today from C. Biekert and are working at keeping the budget calendar ahead of the Lebanon Board of Finance.

X. NEW BUSINESS

1. First Reading, Policy #1000 – Automatic External Defibrillators
2. First Reading, Policy #1001 – Deadly Weapons or Firearms
3. First Reading, Policy #2000 – Hold on Destruction of Records (Litigation)
4. First Reading, Policy #2001 – Retention of Electronic Records and Information
5. First Reading, Policy #2003 – Job Description – Superintendent of Schools
6. First Reading, Policy #3001 – Disposal of Obsolete or Surplus Equipment or Material
7. First Reading, Policy #3002 – Gifts, Grants and Bequests to the District
8. First Reading, Policy #3003 – IDEA Fiscal Compliance

M. McCall noted that any policy that is a regulation need not be brought before the Board. #1005 is a regulation and it was brought before the Board in the past but will not be showing up for a second reading. #1000 – Automatic External Defibrillators has one cover page and the rest following are all regulation pages so you will not see them for the second reading. The job description for Superintendent is not suggested by Shipman and Goodwin. Question as to how it matches up with R. Angeli's actual job description can be looked into between now and the next meeting. It will be suggested that Policy #2130 – Job Descriptions be removed since the Superintendent's job description already notes that this is a function of this position.

9. Discuss revision to Board Calendar – **tabled until the next meeting.**

Motion made by S. Haynes and seconded by A. Dunnack that the rules be suspended and that an item be added to the agenda. The motion passed unanimously. Motion made by S. Haynes and seconded by A. Dunnack that item #14 be added to Action Items to adjust the positions of IT Technician to combine two of the part-time positions to one full-time (leaving a third position of one part-time). The motion passed unanimously.

XI. ACTION ITEMS

1. Act on letters of resignation
Motion made by M. Smith and seconded by W. Meese that we accept the letters. The motion passed unanimously.
2. Act on out of state field trips
Motion made by S. Haynes and seconded by J. Konow to approve the field trips. The motion passed unanimously.
3. Act on bids for pickup truck
Motion made by A. Dunnack and seconded by W. Meese that we purchase from Columbia Ford a truck for \$30,282 and to include a 360 camera, backup camera and a classic service body for a total cost of \$38,357 for the maintenance employee from SIP Account. The motion passed unanimously.
4. Act on increase in substitute pay
Motion made by A. Dunnack and seconded by M. Smith that we increase the substitute custodian salary from \$10.50/hour to \$11/hour to match

the new minimum hourly rate and to increase the substitute IA from \$75/day to \$77/day. The motion passed unanimously.

5. Act on Second Reading, Policy #1002 – Green Cleaning Programs
6. Act on Second Reading, Policy #1003 – Non-Discrimination (Community)
7. Act on Second Reading, Policy #1004 – Pesticide Application on School Property
8. Act on Second Reading, Policy #1006 - Smoking
9. Act on Second Reading, Policy #1007 – Use of School Facilities
10. Act on Second Reading, Policy #1008 - Visitors
11. Act on Second Reading, Policy #1009 – Volunteers

Motion made by M. Smith and seconded by S. Haynes to accept items 5-11 for the second reading. M. McCall pointed out that in Policy #1003, there is reference to three other policies that may be affected when the subcommittee reaches them so #1003 may be modified again at a later date. **The motion passed unanimously.**

12. Act on using non-lapsing account for emergency repairs

Motion made by S. Haynes and seconded by J. Konow that the non-lapsing account be used for emergency repairs. A. Dunnack reminded the Board that the cost of new piping for the catch basin and the two pumps is \$20,521. **The motion passed unanimously.**

13. Act on revised SIP request

Motion made by A. Dunnack and seconded by W. Meese to revise the SIP request to the Board of Finance. This amount will be \$213,000. **The motion passed unanimously.**

14. Act on proposal to combine two part-time IT Tech positions into one

Motion made by S. Haynes and seconded by A. Dunnack to combine two part-time IT Tech positions into one. J. Dulac handed out a document that showed what the net cost would be – a savings of \$958.26. **The motion passed – S. Haynes, J. Konow, A. Margerelli-Hussey, A. Dunnack, M. McCall and M. Smith for, W. Meese against and D. Witcher abstention.**

Three board members will not be available for the regular October meeting. A special meeting might take its place.

XII. ADJOURNMENT

Meeting adjourned at 9:50 PM.

Respectfully submitted,

Maureen D. McCall, Secretary.