

**LEBANON BOARD OF EDUCATION  
LEBANON MIDDLE SCHOOL CAFETERIA  
OCTOBER 13, 2020 ~ REGULAR MEETING ~ 7:30 P.M.**

**MINUTES**

**ATTENDANCE:**

<b>PRESENT:</b>	Sarah Hayes, Chairperson	Alexis Margerelli-Hussey, Vice-Chair
	Maureen McCall, Secretary	Delton Wentworth, Student Representative
	Dawn Whitcher	Nicole McGillicuddy
	Matthew Smith	Mark DeCaprio
	John Konow	Danelle Person

**ALSO PRESENT:** Superintendent Robert Angeli, James Apicelli, Principal, Rita Quiles-Glover, Principal, Robert Laskarzewski, Principal, Robert Sirpenski, Business Manager, Kathleen Smith, Teacher, Cheryl Biekert, Director of Pupil Services, Jeanette Picard, Teacher, Lorraine Strenkowski, Instructional Assistant, Erin Pistel, Teacher, Erica Strong, Teacher, Jacques Dulac, Director of Information Technology.

**I. CALL TO ORDER**

Chairman S. Haynes called the meeting to order at 7:32 p.m. and led the audience in the Pledge of Allegiance. S. Haynes announced Delton Wentworth as the Student Representative.

**II. RECOGNITION**

1. Teachers of the Year and Paraprofessional of the Year - C. Biekert announced that the IA of the year was Lorraine Strenkowski and she read a few kind words of Lorraine. J. Apicelli announced the first teacher of the year who is a third grade teacher at LES, Erin Pistel. The second teacher was Jim Motyka, who taught Science at LMHS, and the third teacher who is the district teacher of the year, LMS English teacher Erica Strong.

**III. COMMUNICATION**

1. Letters of Resignation - Superintendent Angeli read five letters of resignation. The letters were from Amy Hurt, Library Media Assistant at LES; Robin Novotny, Office Secretary at LMS; Michael Jaffe, Science Teacher at LMHS; Virginia DeLong, School Counselor at LMS; and Katie Lamb, Instructional Assistant at LES.
2. Letters from LEA - Superintendent Angeli summarized the letters received from the LEA expressing concerns about the COVID-19 mitigating strategies. They are concerned that we can only accomplish 3-6 foot distancing. There were concerns about cleaning the schools and technology issues. The Board requested written communication back to the teachers regarding these issues with a plan when necessary and to cc the Board on this document.

**IV. PUBLIC PARTICIPATION – BYLAWS OF THE BOARD #9324**

Public participation – 30 minutes; Individual speaker – 2 minutes

Jeanette Picard thanked the board for reading all the letters from the teachers. She expressed that the teachers are frustrated, scared, worried and exhausted. They look forward to working with everyone to make our school both a fruitful educational home and also a safe home for everyone in it.

Kathleen Smith stated that the teachers are trying to make the school as upbeat as possible but deep down inside they are hurting. She also thanked the board for reaching out and taking into consideration their feelings.

Tammy Boone spoke about the part time seventh grade science teacher position. She said that science is vital and this grade level has had full time science teachers prior to this. The enrollment is larger now than it has been. Without this vital position being full time it puts undue strain on the remaining three seventh grade teachers.

## **V. CONSENT AGENDA**

### **A. Approval of minutes**

1. Superintendent's Evaluation Subcommittee Meeting – 09/08/2020
2. Policy Subcommittee Meeting – 09/08/2020
3. Finance/Facilities Subcommittee Meeting – 09/08/2020
4. LBOE Regular Meeting – 09/08/2020
5. Finance/Facilities Subcommittee Meeting – 09/22/2020
6. Superintendent's Evaluation Subcommittee Meeting – 09/30/2020
7. LBOE Special Meeting – 10/06/2020
8. Budget Transfers

**Motion made by N. McGillicuddy and seconded by M. McCall to approve the Consent Agenda as presented. The motion passed unanimously.**

## **VI. REPORTS OF COMMITTEES**

- EASTCONN - No report.
- Finance/Facilities - N. McGillicuddy reported that the subcommittee met twice. They talked about the snow contract and trying to brainstorm ways to do something different. They are opening a subcommittee and the first meeting will be October 22, 2020 at 7:30pm. They will try to meet once a month and have a plan by July. For school ventilation, the relief fans at LMHS need to be reprogrammed; one fan needs to be rewired at LMS. The MERV 13 filters have been replaced in LMS. Thursday they will be working on replacing the ones in LES and LMHS. The 2020-2021 budget is in good shape we were allotted \$145,000 by the state for COVID-19. They talked about capital and that technology has used about \$26,000 of their \$90,000 for chrome books and projectors. Facilities has used \$53,000 on asbestos abatement, painting and the fire panel at LMS. Athletics has spent \$54,000 on the tennis court. The non-lapsing account currently has \$156,647. The grants Title I and II, School Readiness, Perkins, IDEA and ASTE are all being worked on. There has been an increase in the Title I, IDEA and ASTE funds. The heating system at LMS is ready to go. The oil tank at LMHS is being worked on right now, there will most likely be an additional cost due to the generator. The 2021-2022 budget is in the hands of the administrative team. They will be working on their budget requests and meeting with Superintendent Angeli and R. Sirpenski the first week in November.
- Enrollment/Communications/Goals - Nothing to report.
- Policy - There will be second readings today.
- Safety/Security- Nothing to report.
- Superintendents Evaluation - J. Konow reported that they met 9/30/20 and Superintendent Angeli provided the subcommittee with indicators of success for his goals.
- Strategic Plan/Curriculum - The subcommittee did not meet.
- Negotiations - M. DeCaprio reports that they are working on two contracts right now, one for the secretaries and one for the IA's. For the secretaries there have been a series of meetings and they will be going to mediation. There has only been one meeting for the IA's.
- Governance - Nothing to report.

## **VII. ADMINISTRATOR'S REPORTS**

Superintendent Angeli states the reports are in the board packet.

## **VIII. STUDENT REPRESENTATIVE'S REPORT**

D. Wentworth reported that there have been positive reactions at LMHS to wearing a mask all day. Delton states it's been great to eat lunch outside and to have mask breaks outside. The hybrid schedule worked well while it was in place, and the full time schedule was a little confusing at first but it is manageable. The cafeteria food has been excellent. There have been a couple classes moved into bigger rooms because of the class size which was a good solution. The athletes are very grateful for a sports season. Some parents would be overjoyed to be able to see their children play in person. The work load varies amongst teachers. The senior project has been difficult this year due to scheduling. Delton will reach out to some distance learners this month get their experience and or difficulties. The students are in favor of Google Classroom. It is very helpful to manage the work load and homework.

## **IX. REPORT OF SUPERINTENDENT**

1. Lyman 100 Years Celebration - Superintendent Angeli stated that they invited Barbara Wengloski to speak about the planning of the celebration. B. Wengloski stated Lyman will be celebrating 100 years during the 2022-2023 school year. She gave the board a brief history of Lyman and has started to write a history of Lyman to be put in book form. She advised the board that an alumni committee will be set up to plan the details and events of the celebration. The committee will start meeting at the beginning of next year and will also include a member of the class of 2023. At this time the intent is for all the events and activities to be paid for by donations requested and received. J. Apicelli also has class funds available. The board gave their support to begin the planning process.
2. Enrollment – There was discussion on creating an updated promotional video for Lyman, similar to FFA and Tech Schools. There has been an overall decrease in enrollment, from 966 to 952. Most of the decrease in enrollment was at LES. Students were withdrawn due to COVID-19 and some moved out of town. The magnet school is at 25, which is six fewer students enrolled this year than last year.
3. Class Size Reports - The class sizes are in the mid to upper teens at LES. Grade three has 20 to 21 students. LMS class sizes are about 23 or 24. The largest class sizes are in grades five and six. Eighth grade class sizes are in the mid to upper teens. P.E. class sizes are similar to the academic class sizes. Exploratory classes are in the single digits. Eighty percent of students are participating through in school instruction. Where social distancing of six feet cannot be met, schools continue to look at other options such as using the cafeteria or gymnasium and removing more furniture out of the classrooms to make additional room for social distancing. Lebanon has not had any COVID-19 cases in school, there have been cases that have occurred, but not in school.
4. Curriculum Director Vacancy - Superintendent Angeli states he has been interviewing candidates since the summer. There was a second round of interviews. There is one potential candidate. Superintendent Angeli will decide whether to bring additional candidates in, re-post or to have another conversation with the remaining finalist. If we added additional staff as opposed to having just one curriculum director that would be more of a cost. The responsibility of the curriculum director is to oversee the review and revision of the current curriculum, facilitates new curriculum, oversees professional development, oversees the evaluation programs, manages several grants, oversee student assessments, etc. Currently Superintendent Angeli and the administrators have absorbed these tasks.
5. Athletics - JV and V boys and girls soccer programs are running. There will be no state tournaments. There will not be a full schedule. A few schools have had to cancel games due to being in and out of distance learning. JV and V girls volleyball is running. There have been several games rescheduled. Boys and girls cross country is running. Football is not running. They are maintaining conditioning but no practices or games. One student is swimming at Fitch High School. The athletes go through a health screening each day. The league will try to run a tournament experience but nothing like the ECC's. There will be no awards this year. The fall season started without an athletic trainer. The former athletic trainer that we had through Orthopedic Partners started her own company and she is the only company that provided us a quote and was available, so we hired her for the current year. We plan to go to bid for next year. We are working on hiring people to work the sporting events to be able to have more spectators. The Board expressed frustrations regarding the volume of spectators and procedures to attend. Superintendent Angeli stated they are trying to find ways to balance the safety of everyone and achieving more spectators.
6. 7<sup>th</sup> Grade Science Position - The position was reduced to a part time position. We have been able to fill it with a teacher. Superintendent Angeli has been in conversation with R. Laskarzewski to make it a full time position to support students through COVID-19 as an academic interventionist, or a way to kick start the use of the greenhouse. Superintendent Angeli doesn't have a recommendation at this time but he is looking into options.
7. E-Rate - As we go through teaching during COVID-19 we realize that there's going to be a need to strengthen our infrastructure. We would be using E-Rate funding to support that effort. J. Dulac and R. Sirpenski anticipated this need in the spring and applied for additional funding. E-Rate doubles our capacity to purchase technology and funds the project at 60%. When you apply for the grant they do the bidding for you then you select from the list of bids. There were two projects that went out to bid. One bid was for the WiFi server which was already awarded. The other bid needs the Boards' approval. J. Dulac states this project would be replacing switches in all the schools and would eliminate a lot of the tech issues that have been brought up. All the cables going in and out of the school are fiber optic which

can definitely handle the new switches. Once the equipment is here it would take about two weeks to install. The money would come from the tech budget.

8. Superintendent Goals - Some of the goals were recycled from last year for the academics because the work got put on a hold due to COVID-19. A new goal is to work with members of the administrative team to provide some personalization for their professional learning this school year. The goal ties in with the BOE goals this year as well as the strategic plan.

## **X. FINANCE REPORT**

1. 2020-2021 Budget - Lebanon has spent about \$177,149 on COVID-19 related expenses. The State of CT issued Lebanon a grant for \$145,419. That money will all be able to offset the expenses in this current budget year. The Title One grant is not finalized but it looks like there is an approximate \$55,000 increase.
2. COVID-19 Relief Funds - This was discussed above.
3. Food Service Update - There is a handout outlining the health and safety of food service throughout COVID-19. Financially the profit was \$37,603 compared to \$10,046 the previous year. The additional funds will be used to enhance the food service program.

## **XI. DISCUSSION**

1. District lighting project - N. McGillicuddy states when talking to Jason Nowosad, Town Building Official, he mentioned that there are rebates in the state of CT right now to replace lighting. Adam Teff from Titan explained that lighting rebates are really good right now because no one is doing projects over the last eight months. Eversource has to award a certain amount of money every year as incentives towards these projects. There is the ability to do long term financing through Eversource, and there would be no upfront cost for this project. Titan acts as the GC of the project so they do the audit and count every light and every fixture inside and outside. When they have the audit they will then receive three quotes for electricians for the install and three quotes for the equipment. The first step is to get the audit done and present it to the board to review.

**Motion made by A. Margerelli-Hussey and seconded by N. McGillicuddy to extend the meeting to not extend pass 10:30pm. The motion passes unanimously.**

## **XII. ACTION ITEMS**

1. Act on letters of resignation

**Motion made by M. McCall and seconded by M. DeCaprio to accept the letters of resignation. The motion passed unanimously.**

2. Act on Second Reading, Policy #0004-C19 – Policy Concerning Use of Face Coverings in School
3. Act on Second Readings, Policies #5005 & #5005-C19 – Student Discipline
4. Act on Second Readings, Policies #5007 & #5007-C19 – Transportation
5. Act on Second Readings, Policies #5011 & #5011-C19 – Administrative Regulations Regarding Health Assessments/Screenings And Oral Health Assessments

**Motion made by M. McCall and seconded by N. McGillicuddy to accept items 2, 3, 4 and 5 as presented. The motion passes unanimously.**

6. Act on Tuition Cost for children of staff members

Discussion: Two staff members asked for the tuition rate for sending their children to Lebanon. The board sets a tuition rate on an annual basis. Superintendent Angeli proposed to the subcommittee to charge 25% of the rate we charge districts that have tuition agreements with Lebanon. The current year rate is \$11,224 and at 25% the general tuition would be \$2,856. The Special Ed tuition would be billed separately. The subcommittee recommended that due to the unique circumstances this year for COVID-19 to waive the tuition for this year, except for special ed costs, if the space is available due to class sizes.

**Motion made by N. McGillicuddy and seconded by J. Konow to accept the certified staff members children, if there is room, at no cost to the parent, with the exception of any potential special ed costs. J. Konow, A. Margerelli-Hussey, N. McGillicuddy, D. Whitcher and S. Haynes in favor. M. DeCaprio, D. Person, M. Smith and M. McCall are opposed. The motion passes.**

7. Act on Snow and Ice Control Contract renewal

Discussion: The subcommittee discussed that this is not something that can be changed this year. The subcommittee's recommendation with the endorsement of the First Selectman is to approve a one year contract extension for the 2020-2021 school year with Pond View Farms at a 0% increase in cost.

**Motion made by N. McGillicuddy and seconded by M. McCall to approve the snow contract for 1 year with Pond View. The motion passes unanimously.**

**Motion made by M. McCall and seconded by N. McGillicuddy to add an action item to the agenda, Act on the E-Rate project. The motion passes unanimously.**

8. Act on E-Rate project

**Motion made by N. McGillicuddy and seconded by M. DeCaprio to approve the E-Rate project. The motion passes unanimously.**

**XIII. ITEMS FOR NEXT AGENDA**

1. The lighting presentation

**XIV. ADJOURNMENT**

The meeting was adjourned at 10:28 p.m. by S. Haynes.

Respectfully Submitted,

Melissa Hashem  
Board Clerk