

**LEBANON BOARD OF EDUCATION
LEBANON MIDDLE SCHOOL CAFETERIA
REGULAR MEETING
April 13, 2021 - 7:30 P.M.**

MINUTES

ATTENDANCE:

PRESENT: Sarah Haynes, Chair
Maureen McCall, Secretary
Nicole McGillicuddy
Matthew Smith
Delton Wentworth, Student Representative
Alexis Margerelli-Hussey, Vice-Chair
John Konow
Danelle Person
Dawn Witcher

ALSO PRESENT: Interim Superintendent Patricia A. Ciccone, Holly Hollander, Director of Curriculum, James Apicelli, Principal, Jacques Dulac, IT Director, Cheryl Biekert, Director of Pupil Services, Kevin French, Supervisor of Facilities and Custodial Services and Kathleen Smith, Selectman

I. CALL TO ORDER

Chairman S. Haynes called the meeting to order at 7:35 p.m. and led the audience in the Pledge of Allegiance.

II. COMMUNICATION

Resignation Letters

Superintendent Ciccone read a note of resignation from Laura Tartaglia effective April 16th and one from Holly Parker, effective June 30th, 2021.

III. RECOGNITION – LES Invention Convention Students

Mrs. Olsen presented the three Lebanon Elementary School students who will represent LES in the Connecticut Virtual Invention Convention Finals: Allie Ruffo with the Extend-a-Hat, Kendall Constant with KC's Cup-Cones and Oliver Hebb with the Nail-Bit. The videos were great. Congratulations and good luck at the Connecticut finals.

IV. PUBLIC PARTICIPATION – BYLAWS OF THE BOARD #9324

Jeannette Picard, as co-president of the Teachers' Association, thanked the Board for all that it has done to support the teachers to date and expressed the need for emotional intervention and filling the learning gaps. The ESSER Grant and the American Rescue Plan will be supplying funds, some of which the teachers hope will be used to make smaller class sizes to help with the gaps.

V. CONSENT AGENDA

Approval of minutes.

1. Finance/Facilities Subcommittee Meeting – 3/9/2021
2. LBOE Regular Meeting – 3/9/2021
3. LBOE Special Meeting – 3/16/2021
4. Strategic Plan/Curriculum Subcommittee Meeting – 3/30/2021
5. Finance/Facilities Subcommittee Meeting – 3/30/2021
6. Safety & Security Subcommittee Meeting – 4/8/2021
7. Budget Transfers

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

Motion by N. McGillicuddy and seconded by J. Konow to add item 7 to the action items on the agenda to act on the LED project for the Lebanon Public School and to approve the contract. The motion passed with M. Smith, J. Konow, N. McGillicuddy, D. Person, A. Margerelli-Hussey, M. McCall and S. Haynes voting for and D. Witcher abstaining.

VI. REPORTS OF COMMITTEES

- Strategic Plan/Curriculum – D. Person said that they met twice and heard from the Curriculum Director about her plans to reach the goals of the strategic plan and support the transitional grades. They hope to promote vertical conversations between teachers, to post the curriculum on the website, to increase math scores and to have a curriculum review cycle. The ESSER II Grant was discussed tonight and potential middle school changes.
- Superintendent's Evaluation – Nothing to report
- Safety and Security – A. Margerelli-Hussey reported that they met and revived old conversations and began new ones regarding past safety/security audits.
- Policy – M. McCall said that an issue was raised in a Finance/Facilities meeting that the policy committee needs to address as well as those Required Annual Notices discussed last month. A meeting will be called soon.
- Enrollment/Communications/Goals – Nothing to report
- Finance/Facilities – N. McGillicuddy reported that they met on March 30th and again today to discuss the LED project and tonight they will present a new option. As to the ventilation, they met on April 8th and did a walkthrough at LES and LMS. It was noted that there is asbestos in some LMS classrooms and underneath the ceramic floor in the LES kitchen. Anchor Engineering is working on the numbers for the abatement work. Kevin French will be meeting with Anchor regarding the LES windows. On the financial piece, they met with the Board of Finance (BOF) regarding the budget and were told that the school would be given a flat \$20,000,000. The BOF noted that the town will be receiving ESSER Grant funds as well as American Rescue monies. On April 19th there will be a public hearing on the budget and the town meeting is scheduled for May 3rd. The final decision on either in person or virtual must be made by the 23rd since the meeting has to be warned by then.
- EASTCONN – Nothing to report.

VII. ADMINISTRATORS' REPORTS

These were included in the Board packets. Principal Apicelli distributed an updated handout that showed the ECC Sportsmanship winner. He was pleased to be able to include the progress of recent graduates in his report highlighting their college successes.

VI. STUDENT REPRESENTATIVE'S REPORT

D. Wentworth reported. He said that he met for the first time with the student who is the president of the Middle School Student Council. She told him that she really likes distance learning as they are able to learn at their own pace. She also told him that in the Middle School it is hard to really know each other. The pandemic has contributed to that but the 5th and 6th grades do not mingle with the rest of the school as well. Delton said that he met again with the four LES leadership students and learned that they will be holding field day as well as a 4th Grade Celebration, and that cats and dogs are cool! As to Lyman, they are all happy that sports are gearing up and he himself is super enthused that there will be a choral and band concert.

IX. REPORT OF SUPERINTENDENT

1. Enrollment - 947 students with 24 in magnet schools. Some of the distance learners are slowly trickling back into school but currently there are 31 LES students who elected distance learning and 3 will return after the April break. There are 45 LMS students distance learning, with 2 who returned on April 12th and 4 more to return after the break. There are 60 LMHS students electing distance learning.
2. COVID-19 update – Superintendent Ciccone noted that the Northeast up through Nova Scotia are in the middle of another surge and she is concerned on how things will be after the April break. There are three variants of the virus that are currently prevalent and she meets weekly with the Health officials, etc. to keep abreast of the latest developments.
3. End of Year Activities – With the end of the school year coming, the CSDE urges moving events to the last possible moment, to continue social distancing and mask wearing at group gatherings, to have tents without sides, to have only 1 service/event for food and weather permitting, to move events out-of-doors. Principal Apicelli let us know that Prom this year will be made up of two events and called the

Bulldog Bash. During the afternoon, there will be outside events and a food truck and in the evening there will be dessert and a hypnotist as entertainment.

4. Search Update – Superintendent Ciccone said that the task of finding a new business manager has been slow. Five applications have been received and we may have to advertise in other publications.
5. Superintendent Search – Chairman Haynes let those gathered know that the Board has received a rich, dynamic pool, interviews have begun and they hope to have the process wrapped up by May 1st.

X. FACILITIES – K. French reported

1. As Nicole reported, met on May 8th with Anchor Engineering regarding LES and LMS asbestos issues. There will be a meeting on April 20th to discuss the flooring and the mastic used on the tiles.
2. Aspal Field – A team of workers went and readied ball fields at LES for spring play. There was much discussion as to whose responsibility these fields are and who should be paying for the labor. A meeting will be called between all parties involved (Parks and Recreation, Lebanon Little League, BOE, Scott Elliott, etc.) to discuss. D. Witcher noted that the fields will be prepped for games this Saturday and D. Person said that LMS has already practiced and held their first away game.
3. Wing 66 Windows – There will be a meeting with the engineer to review.
4. The exhaust fans have been inspected and no issues found.
5. District Radon Test – waiting on the results of the additional tests.

XI. FINANCE REPORT

1. 2020-2021 Budget
R. Sirpenski had created a Budget Concerns/Impact Items Report that Superintendent Ciccone reviewed for our edification. At present the year-end forecast shows a positive balance in the range of \$175,000 to \$225,000. Expenses are continuously monitored to identify unexpected changes.
 - SPED Excess Reimbursement is currently \$36,738 higher than the revised budget.
 - Salary expenses are about \$65,000 under budget due to multiple reasons including delay in hiring a Curriculum Director until January, less usage of substitutes and the early retirement incentive.
 - Magnet School tuition \$40,000 less than expected.
 - Special Ed is forecast to have a positive variance of about \$204,000 at year end.
 - Group health insurance has improved slightly and expected to be about \$55,000 over budget.
 - Legal fees are expected to be \$50,000 to \$60,000 over budget.
 - Other items such as student travel, field trips, and fees for officials and tournaments lend to a favorable year in those accounts.The list for capital requests was questioned and will be updated with the proper prioritization before it goes to BOF.
2. COVID-19 Relief Funds
Lebanon will be receiving approximately \$347,000 and Administration is currently busy determining where these funds will be spent. Another ESSER Grant will be arriving soon and there will be funds in the American Rescue Plan.
3. 2021-2022 Budget
Our request for \$20,294,300 was reduced by the BOF to \$20,000,000. Decisions will have to be made as to cuts to bring the budget down to that. For example, the social worker request will be removed from the budget to the ESSER Grant funds. The amount in non-lapsing was earmarked by the BOF for Special Education.

XII. ACTION ITEMS

1. Act on Letters of Resignation
Motion by M. McCall and seconded by N. McGillicuddy to accept the resignations with regret. The motion passed unanimously.
2. Act on 2021 Graduation Date
Motion by N. McGillicuddy and seconded by D. Person to hold graduation on June 18th, 2021. The motion passed unanimously.
3. Act on non-renewal, non-tenure, and one year contract process

Superintendent Ciccone let us know that by statute we are required to let anyone know by May 1st that their position may be in jeopardy due to a reduction in staff per budgetary issues. **Motion by M. McCall and seconded by N. McGillicuddy to approve the superintendent's procedure for informing non-renewal, non-tenure and one year contract employees of this. The motion passed unanimously.**

4. Act on compliance with the Connecticut Nutrition Standards for the 2021-2022 school year **Motion by J. Konow and seconded by N. McGillicuddy that pursuant to C.G.S. Section 10-215f, the BOE certifies that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2021, through June 30, 2022. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to school stores, vending machines, school cafeterias, culinary programs, and any fundraising activities on school premises sponsored by the school or non-school organizations and groups. Motion passes unanimously.**
5. Act on exclusion of selected foods from the Connecticut Nutrition Standards and selected beverages from Section 10-221q of the Connecticut General Statutes for the 2021-2022 school year **Motion by J. Konow and seconded by N. McGillicuddy that the BOE will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food items are not sold from a vending machine or school store. An "event" is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The "regular school day" is the period from midnight before to 30 minutes after the end of the official school day. "Location" means where the event is being held. The motion passed unanimously**
6. Act on 2021-2022 Tuition Rate for Children of Certified Staff
Superintendent Ciccone pointed out that at the October meeting, the proposed tuition rate to Certified Staff opting to bring their children to Lebanon was 25%, however the Board voted to waive the tuition fee for the 2020-2021 school year. For 2021-2022, the general tuition rate is \$11,652. The recommendation is to charge Certified Staff 25% of that rate, which equates to \$2,913. **Motion by N. McGillicuddy and seconded by D. Person to approve Certified Staff to be charged 25% of our outside tuition fee for the 2021-2022 school year. Additional costs, including any support services provided through special education or 504 accommodations, would be billed separately.**
The motion passed unanimously.
7. Act on LED Project
N. McGillicuddy reported that after we approved Earthlight's project using lamps and drivers, they came back with a hybrid project using controlled fixtures. The subcommittee recommends that we go with the new hybrid approach and Matt noted with electric bills due to increase because of recent storms, we would be saving even more money. **Motion by M. Smith and seconded by J. Konow to accept the second proposal. The motion passed unanimously.**

XIII. ITEMS FOR NEXT AGENDA

Scholarship

XIV. ADJOURNMENT

The meeting adjourned at 9:39 P.M.

Respectfully submitted,
Maureen D. McCall, Secretary