

**LEBANON BOARD OF EDUCATION  
LEBANON MIDDLE SCHOOL CAFETERIA  
REGULAR MEETING  
March 9, 2021 - 7:30 P.M.**

**ATTENDANCE:**

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

**ALSO PRESENT:** Interim Superintendent Patricia A. Ciccone, Holly Hollander, Director of Curriculum, Robert Laskarzewski, Principal, James Apicelli, Principal, Rita Quiles-Glover, Principal, Robert Sirpenski, Business Manager, Jacques Dulac, IT Director and Kevin French, Supervisor of Facilities and Custodial Services

**I. CALL TO ORDER**

Chairman S. Haynes called the meeting to order at 7:31 and led the audience in the Pledge of Allegiance.

**II. COMMUNICATION**

**Motion by A. Margerelli-Hussey and seconded by N. McGillicuddy to add item XV to the agenda to discuss the Shared Services meeting held between the Board of Finance, Board of Education and Board of Selectmen. The motion passed unanimously.**

Resignation Letters

Superintendent Ciccone read a letter of resignation from Melissa Hashem, BOE Clerk, effective immediately and one from Robert Sirpenski, Business Manager, effective Friday, March 26<sup>th</sup>.

**III. RECOGNITION - CAS Leadership Students and CAS Art Students**

Principal Quiles-Glover introduced the students (Aiden Patel, Ellie Lawless, Noah Kopplin and Siena Wales) who were honored for their participation in the CAS Leadership Conference. Each student reported on one aspect of this virtual gathering. Mrs. Johnson and Mrs. Shuman introduced the two students (Solyn Ford and Elora Cruz) chosen to represent LES in the *Elementary Celebration of the Arts*. Elora played a selection for the Board and the Board was given views of some of Solyn's excellent works.

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

There was no public participation

**V. CONSENT AGENDA**

Approval of minutes.

1. Enrollment/Communications/Goals Subcommittee Meeting – 2/8/2021
2. Strategic Plan/Curriculum Subcommittee Meeting – 2/9/2021
3. Finance/Facilities Subcommittee Meeting – 2/9/2021
4. LBOE Regular Meeting – 2/9/2021
5. Finance/Facilities Subcommittee Meeting – 2/23/2021
6. Strategic Plan/Curriculum Subcommittee Meeting – 3/3/2021
7. Budget Transfers

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

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

D. Wentworth reported. He said that he had his second meeting with the four LES students who attended the Leadership Conference and who are representing LES for the school year. They already did a wonderful job reporting on the conference earlier so he didn't need to do that. He added that they are excited that spring is coming and children will be able to spend more time outdoors. They are into sports, several had birthdays and they were sad about dates that had to be canceled. Plans to go to Wisconsin, New Hampshire or London had to be postponed. Delton wanted to make sure that everyone knows that one of the young people has opened a detective agency if anyone needs those services.

Lyman- Senior projects have been completed and Delton was happy to report that an upgrade is planned so that the students will be given internship opportunities rather than being required to do research papers which would give them a leg up in a career path. Spring sports are underway and Spanish and French students were honored.

## **VII. REPORTS OF COMMITTEES**

- EASTCONN – Nothing to report.
- Finance/Facilities – For the finance piece, N. McGillicuddy reported that they met on February 23<sup>rd</sup> and discussed capital projects for the Board of Finance; ventilation for LES, asbestos abatement for LMS and the roof for Lyman. The district is waiting to hear back from the state as to the ESSER funding application release date. On March 2<sup>nd</sup>, they presented the proposed budget of a 3.12% increase to the Board of Finance. Superintendent Ciccone had put together a wonderful powerpoint, the Board of Finance asked great questions and expressed their appreciation for the thoroughness of the work. There will be public hearings and we can't expect to hear anything back for at least a month. Facilities report will be done later in the meeting.
- Enrollment/Communications/Goals – Nothing to report
- Policy – M. McCall noted that we have policies to approve tonight. The Required Annual Notices for the Student/Parent Handbook will be next on their list of items to address.
- Negotiations – Nothing to report at this time. Their last scheduled meeting was postponed.

- Strategic Plan/Curriculum – D. Person said that they met on March 3<sup>rd</sup> virtually. J. Apicelli and S. McCarthy reported on student success. Wednesdays are used to give students the opportunity to meet with teachers and/or tutors. Computer fatigue and lack of socialization is greatly affecting students and the hope is that the change of seasons and spring sports will help get failing students back on track. The Curriculum Director talked about her plan to reach the goals of the strategic plan. Holly is working on gaps in learning and particularly concerned for good communication between the schools and the transition from 4<sup>th</sup> to 5<sup>th</sup> grade.
- Superintendent's Evaluation – Nothing to report
- Safety and Security – Nothing to report.
- Governance – S. Haynes said that the Search committee will be meeting two times in the next two weeks. She noted that a discussion of shared services will come later in the agenda.

## **VII. ADMINISTRATORS' REPORTS**

These were included in the Board packets. R. Laskarzewski added that Jenny Lopez is the Middle School representative, an 8<sup>th</sup> grader and very enthusiastic. She is planning a virtual Family Feud game. N. McGillicuddy asked if a 7<sup>th</sup> grader might be identified who can work with Jenny to be prepared for the next school year. J. Apicelli noted that the Lamb Cam is on in the barn and the two new lambs can be viewed virtually. They are expecting more lambs to be born very soon.

## **IX. REPORT OF SUPERINTENDENT**

1. Enrollment - 948 students with 36 home schooled and 24 in magnet schools. Some of the distance learners are slowly trickling back into school.
2. COVID update – Superintendent Ciccone noted that quite a few cases are popping up in our schools each week. The transmission appears to be in the community, not in the schools. Contact tracing continues to be necessary and time-consuming. The vaccination process for school employees is going on this month and this will trigger changes in quarantining regulations. There is a 14-day wait after the last shot to be considered fully vaccinated. There are privacy and personal health issues that we don't want to violate and this affects contact tracing. The question was raised as to whether restrictions might be loosened as to building use and Superintendent Ciccone said that this could be discussed.
3. Strategic Plan – Superintendent Ciccone said that she needs to get an annual report from each school as to where they stand in the 2019-2024 Strategic Plan and that is in the works at the high school. Holly Hollander, the new Curriculum Director is getting up to speed and assessing the curriculum development that was begun prior to the pandemic. She is

assessing learning gaps as well as the social and emotional needs of the students.

4. Student and Parents' Handbook – Superintendent Ciccone received a copy of the model CABE handbook and also has a digital copy. These revisions are usually done as a summertime project. There are always statutory changes that must be taken into consideration. This is a big undertaking that will require committees in each building. The Chair acknowledged that 1 member of the Board should be involved.

## **X. FACILITIES**

1. LES – 66 Wing – Anchor Engineering will be giving an opinion estimate for possible replacement of windows. K. French provided them the Mystic Air asbestos document proving that there is asbestos in the caulking.
2. Make-up Air System – 66 Wing. Prior estimate was done in December 2018 at a cost of \$225,697.50 and the engineer suggests adding 20% to that for a new total estimate of \$270,837.
3. LES Exhaust Fans have finally arrived and will be installed this weekend.
4. SIP – Building management system upgrade to replace the aging automation control panels and enterprise server. Quote received to replace the Legacy R2 UNC master control panels with a new Schneider ASP Panel using HTML-5 Graphics.
5. District Radon Test – two rooms still show levels – another test will be done and an average taken between the two results.
6. Lighting Project – N. McGillicuddy noted that Eversource received the paperwork from EarthLight and said that it would take three weeks to get the paperwork in to us. That would put it at March 19<sup>th</sup> which would meet the April deadline for rebates.
7. Lyman Solar Canopy Project – N. McGillicuddy had received an inquiry as to whether or not we wanted to resurrect the canopy project. The Facilities/ Finance Subcommittee has not changed its stand on this. They prefer to look into that when something is done with the roof.
8. First Grade Wing – Window replacement. The subcommittee requested that the bid also include asbestos abatement.

## **XI. FINANCE REPORT**

1. 2020-2021 Budget  
R. Sirpenski anticipates a budget surplus in the range of \$175,000 to \$225,000. Some contributing factors are SPED Excess Cost Reimbursement, salary savings on four months with no Curriculum Director, less usage of substitutes, the early retirement incentive program and athletic fees (student travel, officials, tournaments, etc.).
2. COVID-19 Relief Funds  
Nothing to report at this time
3. 2021-2022 Budget  
Waiting on Board of Finance

## **XII. ACTION ITEMS**

1. Act on Letters of Resignation  
**Motion by J. Konow and seconded by N. McGillicuddy to accept the resignations with regret. The motion passed unanimously.**
  2. Act on 2021-2022 Tuition Rate  
Note that the rate cannot be raised more than 2.5%. Last year the Board opted to continue the prior school year rate. **Motion by J. Konow and seconded by A. Margerelli-Hussey to increase the tuition by 2% to \$11,652. The motion passed with N. McGillicuddy, D. Whitcher, M. McCall, J. Konow, A. Margerelli-Hussey, D. Person and M. DeCaprio for and M. Smith opposed.**
  3. Act on 2021-2022 Special Education Rates  
**Motion by N. McGillicuddy and seconded by J. Konow to approve the 2021-2022 Special Education rates. The motion passed unanimously.**
  4. Second Reading, Policy #1010 – School Security & Safety
  5. Second Reading, Policy #4012 – Non-Discrimination (Personnel)
  6. Second Reading, Policy #5006 – Physical Activity, Undirected Play and Student Discipline
  7. Second Reading, Policy #5012 – Policy Regarding Title IX of the Education Amendments of 1972 – Prohibition of Sex Discrimination and Sexual Harassment (Students)
  8. Second Reading, Policy #5013 – Policy Regarding Students and Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990
  9. Second Reading, Policy #5014 – Bullying Prevention and Intervention Policy
  10. Second Reading, Policy #5016 – Homeless Children and Youth
  11. Second Reading, Policy #5018 – Non-Discrimination (Students)
  12. Second Reading, Policy #5019 – Drug and Alcohol Use by Students
  13. Second Reading, Policy #5020 – Suicide Prevention and Intervention
  14. Second Reading, Policy #5021 – Fundraising Activities
- Motion by N. McGillicuddy and seconded by M. Smith that items 4 through 14 be approved. The motion passed unanimously.**

## **XIII. ANTICIPATED EXECUTIVE SESSION**

**Motion at 9:21 p.m. by M. Smith and seconded by M. DeCaprio to go into executive session to discuss personnel matters and to invite Superintendent Ciccone and Business Manager Sirpenski to attend. The motion passed unanimously.**

The Board came out of executive session at 9:54 p.m. and the chair called the meeting back to order at 9:57 p.m.

**Motion by M. Smith and seconded by M. DeCaprio to extend the regular meeting no later than 10:30. The motion passed unanimously.**

#### **XIV. PERSONNEL ACTION ITEM**

**Motion by A. Margerelli-Hussey and seconded by M. DeCaprio to grant an additional 36 days of sick leave in this case of catastrophic illness as per *Teacher Bargaining Contract Sick Leave* item 5.C.1.e. The motion passed with N. McGillicuddy, D. Whitcher, J. Konow, A. Margerelli-Hussey, D. Person and M. DeCaprio for and M. Smith and M. McCall abstaining.**

#### **XV. SHARED SERVICES DISCUSSION**

S. Haynes gave highlights of the meeting held between some members of the boards of education, finance and selectmen. This discussion had begun quite some time ago but when COVID hit, it got lost in the shuffle. The idea is to streamline how finances are handled in town and schools and to cross-train for efficiency. There would be a Finance Director over the unit and analysts/bookkeepers working under that leadership. The argument against this is that we need to replace our business manager now and the current job description for that position alone runs to six pages. Before a shared position is lauded a new job description would need to be developed. There will be a meeting in July to continue discussion. In the meantime, our current job is posted, R. Sirpenski will continue helping out and training the new person and we can expect a future restructuring of the Lebanon Finance Department.

#### **XVI. ITEMS FOR NEXT AGENDA**

Discussion on extending the agreement between the district and teachers who live out of town and have been bringing their children to Lebanon for schooling.

#### **XIV. ADJOURNMENT**

The meeting adjourned at 10:22 P.M.

Respectfully submitted,  
Maureen D. McCall, Secretary