

**LEBANON BOARD OF EDUCATION
LYMAN MEMORIAL HIGH SCHOOL LIBRARY
REGULAR MEETING
June 8, 2021 - 7:30 P.M.**

ATTENDANCE:

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

ALSO PRESENT: Interim Superintendent Patricia A. Ciccone, Holly Hollander, Director of Curriculum, Jay Apicelli, Principal, Robert Laskarzewski, Principal, Rita Quiles-Glover, Principal, Jacques Dulac, IT Director, Cheryl Biekert, Director of Pupil Services, Kevin French, Supervisor of Facilities and Custodial Services, Kathleen Smith, Selectman and Soon-To-Be Superintendent Andrew Gonzalez

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. INTRODUCTION

Chairman Haynes introduced Andrew Gonzalez who will be the new superintendent beginning on July 1st. Superintendent Ciccone was thanked for her service in our time of need and made aware of our great appreciation for the hard work she has done.

III. COMMUNICATION

Resignation Letter - Superintendent Ciccone read a note of resignation from Emily MacKenzie effective June 18, 2021.

Letter from LEA Co-President – Chairman Haynes read a communication from Jeannette Picard thanking the Board for the support the District has received from the Board over the past months and also stressing the benefits of having a lower student to teacher ratio.

IV. RECOGNITION

1. District Retirees – Principal Apicelli extended accolades for the contributions Molly Lathrop has made to Lyman over these many years as well as how much both Molly Lathrop and Larry Strohm will be missed. Principal Laskarzewski mentioned the 18 years that Holly Parker served the district and how, especially this past year, she went above and beyond to handle all the medical issues.
2. Student Representative Recognition – Delton was thanked for his service and for how much the 4th grade students enjoyed the interaction they had with him. Principal Quiles-Glover added thanks for his visit to the children and expressed what a great influence he had on them. He even brought each child a gift based on what he gleaned from their earlier conversations. They were thrilled to meet him in person.
3. Teachers of the Year – Recipients this year are Jan Gervais from Lebanon Elementary School, Kate Cofrancesco from Lebanon Middle School and David Covino from Lyman Memorial High School. Jan has been with Lebanon Public Schools for 22 years, starting as a reading teacher and moved into teaching both 2nd and 3rd grade. Kate has been with us for 6 years and is the library media specialist, teaching exploratory

classes with grade 6 and grade 8 students. David has 5 years of service and currently teaches art, helps students enter the ECC Art Show at NFA and organized *An Evening with The Arts* at Lyman which showcases students across all grade levels. He will be interviewed for District Teacher of the Year on Thursday.

I. A. of the Year – Linda Peterson has been with us for 32 years and Administration really surprised her with the award as they all showed up in the middle of a class.

4. 8th Grade Job Shadow Project – Erica Strong introduced two young people who participated in the 8th Grade Job Shadow Project. They were required to write an essay and do a presentation. Hailey Litwin job-shadowed a nurse and learned the advantages and disadvantages of a nursing career. She is interested in the medical field and would likely do her senior project on a medical topic. J.P. Cook is into sports podcasting and had the opportunity of going to the studio and doing the podcasting with those he job shadowed. He noted that a tech school would prepare him for this and he would likely do his senior project on the same topic.

V. PUBLIC PARTICIPATION – BYLAWS OF THE BOARD #9324

- Nick Constant of East Hebron Turnpike presented arguments for being unmasked next school year.
- Shelly Laibrandt of Old Highway noticed how fast the masks went on but how slowly they are coming off.
- Christopher Jordan of Seabury Road congratulated the Board and Administration for the job that is being done.

VI. CONSENT AGENDA

Approval of minutes.

1. Strategic Plan/Curriculum Subcommittee Meeting – 5/10/2021
2. LBOE Regular Meeting – 5/11/2021
3. Negotiations Subcommittee Meeting – 5/27/2021
4. Policy Subcommittee Meeting – 6/3/2021
5. Budget Transfers

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

VII. STUDENT REPRESENTATIVE'S REPORT

Delton apologized for missing the last meeting and brought the Board up to date on what has been happening both last month and this month. The 4th Grade representatives filled him in on the 4th Grade ceremonies and their field day. They are excited about going to middle school and felt that the video and the visit from the guidance counselor were very helpful. He found out what they were eating and what they were getting their mothers for Mother's Day. At this past meeting, he learned that they will be signing a song at their moving-up ceremony, that there are limited tickets and that they will be getting candy and snacks. They helped design a t-shirt with a husky turning into a panther and took part in the art show.

Delton didn't have any information on the Middle School.

At Lyman, he spoke with the kids who took part in the American Rocketry Challenge and heard that they loved it. A packet outlining the challenge was included at each board member's seat. The music program has been good and they have concerts coming up and are using the outdoor amphitheater. Most are more than ready to take the masks off although not all and would like it to be the choice of the parents and students. The tennis team didn't do well but had a great time. His own record was 1/9. Some of the track athletes went on to states and parents and grandparents are enjoying watching the

baseball games. He asked if there was any way of allowing more people to attend graduation. Principal Apicelli noted that they have hired a professional event planner to take the map of our grounds and map out the area for more audience members. Principal Apicelli then took time to introduce everyone to next year's student representative, Rachael Springer is very well qualified, and excited to be the representation.

VIII. REPORTS OF COMMITTEES

- Strategic Plan/Curriculum – Nothing to report
- Superintendent's Evaluation – Nothing to report
- Safety and Security – Nothing to report
- Policy – Maureen noted that they had met, notes were in the packet and we would be looking for a first reading on a list of policies.
- Enrollment/Communications/Goals – Nothing to report
- Finance/Facilities – Nothing to report
- EastConn – Nothing to report
- Negotiations – Sarah noted that they had met and there were agenda items to be discussed later in the meeting.
- Governance – Sarah said that Governance would like to have a Board Of Education retreat with the new superintendent and would like to know everyone's availability the first or second week of July.

IX. REPORT OF SUPERINTENDENT

1. Enrollment - Is up slightly to 950 students with 24 in magnet schools.
2. LES Moving Up Ceremony – June 15th, 6:00 PM – plans are in place; John Jarvis and the crew are helping to get things organized
LMS Moving Up Ceremony – June 17th, 6:00 PM – they will use the same set-up that the high school is using
LMHS Graduation – June 18th, 6:00 PM – Event Resources is remapping the plan for possible larger audience. There will be a link for the livestream available for the event and it will be available afterwards as well.
3. Summer Meal Program – 138 replies came in from the surveys sent out to parents. Meals will be available to all children residing in Lebanon age 18 and under. They will be available on Mondays and Thursdays from 8:00 AM to 9:00 AM. There will be enough breakfasts and lunches in each bag for an entire week.
4. ARP/ESSER Launch – Also called ESSER III, has begun. This is a complicated grant that needs to be written and the price tag is \$779,000. ESSER I was based on production and relief needs. ESSER II was for instructional interventions. ESSER III is for innovation and connecting with ESSER II needs. There was quite a bit of discussion on this and the Curriculum Director, Holly Hollander, noted that they plan to use the school website to publicize the ESSER III and to answer questions "What is it?", "What is being proposed to keep all stakeholders informed and up-to-date?"

X. FACILITIES – K. French reported

1. Regarding the LED lighting project, Chris Jordan was introduced and brought us up to speed. Eversource worked with Earthlight to maximize our savings. There will be new fixtures in some areas and others will be retrofitted as needed. He gives credit to

Eversource for making these projects advantageous to Lebanon. Materials have been ordered and plans are to complete the job while there are no kids in school.

2. SCG-1050 School Facilities Survey – Kevin French was required to fill out this thorough new state level survey detailing the school buildings which includes longitude and latitude, kilowatt hours used, technical system, water system, solar system output, heating, etc. The intent of the survey is to help the State to be prepared for the potential of what our schools might need in future grants and bonding. This is commissioned by the state legislature. Kevin submitted it last week as it was due on the 31st of May.
3. LES Ventilation – The cost for just doing the window replacement is about \$600,000 not including the abatement. The suggestion is that we go out to bid on this. Anchor or Mystic Air would be the company doing the abatement. Kevin was reminded by the board that we had decided that we needed a plan by the end of last month so that we could give a quote to the Board of Finance. There will be a meeting on June 29th of Finance/ Facilities and the Facilities Director to deal with this problem.

XI. FINANCE REPORT

1. 2020-2021 Budget

Bob Sirpenski reported that our estimated year-end surplus has shrunk somewhat but still appears to be in the \$125,000 range. Expenses are continuously monitored to identify unexpected changes. Some of the areas that are in deficit are below:

- Legal expenses are \$46,799 over budget through May 31st and could go as high as \$58,600 by the end of June.
- SPED Excess Reimbursement – the total grant was expected to be \$492,315 but came in for May at \$33,000 less than the amount in the revised budget for a total reimbursement of \$459,395.
- Special Education continues to increase but all expenses are expected to have a positive variance of about \$126,000 by year's end.
- Year-end forecast for health insurance has improved due to staff turnover and is expected to be \$20,000 over budget.
- Heating expenses have risen and the estimate for the district is now \$20,000 over budget.
- Other items such as athletic travel and stipends could have an impact on the year-end balance.

Nicole questioned where the cuts might come from since the Board of Finance cut our proposed budget by \$214,000. Bob noted that it can come from the Special Ed line since the Board of Finance ruled that money in the non-lapsing fund can go to Special Ed and thus we will not have to reduce any other line items.

- Food Service

Motion by M. McCall and seconded by J. Konow to move Action Item #2 to this position so that Mr. Sirpenski can report on that and then drop off of the meeting is he so desires. The motion passed unanimously.

Bob explained that due to Covid the meals have been free. Statutes state that we go out to bid but the District can waive that and we did waive that at a previous meeting. Regardless, the District still needs to extend the existing contract for another year. An unsigned, unexecuted contract was submitted to the state, approved and now we must enter into an approved contract by June 30th. **Motion by J. Konow and seconded by N. McGillicuddy to approve the Food Service Management renewal amendment between the Lebanon Board of Education and the Compass Group USA, Inc. by and through its Chartwells Division for**

the period beginning July 1, 2021 and ending June 30, 2022. The motion passed unanimously.

XII. END OF YEAR OVERVIEW

Superintendent Ciccone distributed her year-end report. It entails information about the District's strengths, weaknesses, accomplishments and plans to reach the goals in our Strategic Plan as well as align our ESSER grant applications with the Strategic Plan.

XIII. NEW BUSINESS

1. First Reading, Policy #3007 – School Owned Vehicles
2. First Reading, Policy #4013 – Code of Ethics and Professional Responsibility for Personnel
3. First Reading, Policy #4014 – Nepotism
4. First Reading, Policy #4015 – Policy Regarding Employees and Section 504 of the Rehabilitation Act of 1973 and Title II of the Americans with Disabilities Act of 1990
5. First Reading, Policy #5023 – Educational Stability Procedures for Transportation Coordination with the Department of Children and Families
6. First Reading, Policy #9008 – Quorum and Voting Procedures
7. First Reading, Policy #9009 – Transaction of Business

Maureen noted that these are policies that we do have in our manual that our attorney recommended that we adopt. They are included for first reading and will hopefully be adopted at our next regular meeting.

XI. ACTION ITEMS

1. Act on Letter of Resignation
Motion by J. Konow and seconded by N. McGillicuddy to accept the resignation with regret. The motion passed unanimously.
2. Act on Food Service Contract for 2021-2022 School Year
Already acted on during the Finance Report
3. Act on extending Policy #0003-C19 – Policy Concerning Health and Safety Protocols Related to the COVID-19 Pandemic. **Motion by A. Margerelli-Hussey and seconded by J. Konow to extend Policy #0003-C19 for the following school year. Our attorney recommended that we do not let this one lapse. There was much discussion pro and con. The motion passed with A. Margerelli-Hussey, J. Konow, S. Haynes, D. Whitcher and N. McGillicuddy voting for, M. Smith and D. Person voting against and M. McCall abstaining.**

XII. EXECUTIVE SESSION

Motion by N. McGillicuddy and seconded by J. Konow to enter into executive session at 9:43 to discuss contract negotiations and unaffiliated salaries and invite Superintendent Ciccone.

The meeting came out of executive session at 9:59. **Motion by M. McCall and seconded J. Konow to extend the meeting no longer than 10:15. The motion passed unanimously.**

Motion by M. DeCaprio and seconded by J. Konow to return to executive session at 10:00. The motion passed unanimously.

The meeting came out of executive session at 10:04. **Motion by N. McGillicuddy and seconded by J. Konow to approve the 2021-2022 unaffiliated salaries with a 2% increase. The motion passed unanimously.**

Motion by N. McGillicuddy and seconded by J. Konow to approve the MOA with Lebanon Educators Association. The motion passed unanimously.

Motion by N. McGillicuddy and seconded by D. Person to approve the MOA with Lebanon Administrators Association. The motion passed with D. Person, J. Konow, A. Margerelli-Hussey, S. Haynes, M. McCall, D. Whitcher and N. McGillicuddy voting for and M. Smith abstaining.

ITEMS FOR NEXT AGENDA

- Enrollment
- Possibility of finding out how many families are home-schooling
- Exit interviews.

XIII. ADJOURNMENT

The meeting adjourned at 10:15 P.M.

Respectfully submitted,
Maureen D. McCall, Secretary