

**LEBANON BOARD OF EDUCATION
REGULAR MEETING
LYMAN MEMORIAL HIGH SCHOOL LIBRARY
OCTOBER 12, 2021 - 7:30 PM**

MINUTES

IN ATTENDANCE:

Sarah Haynes (Chair)	Alexis Margerelli-Hussey (Vice-Chair)
Maureen McCall (Secretary)	John Konow
Mark DeCaprio	Dawn Witcher
Danelle Person	Nicole McGillicuddy
Matthew Smith	Rachael Springer (Student Representative)

ALSO PRESENT: Andrew Gonzalez (Superintendent), Rachael Springer, James Apicelli (LMHS Principal), Robert Laskarzewski (LMS Principal), Jessica Scorso (LES Interim Principal), Valerie Belles (Business Manager), Jacques Dulac (IT Director), Rita Quiles-Glover (Curriculum Director), Cheryl Biekert (Director of Pupil Services)

REMOTE ATTENDEES: Kevin French (Supervisor of Facilities and Custodial Services)

I. Call to Order

Chair Sarah Haynes called the meeting to order at 7:30 p.m. and led the audience in the Pledge of Allegiance.

II. Recognition

A. Superintendent Gonzalez recognized several groups of students for their contributions

- 1.** Jakob Haynes, Cody Rahmann, Tye Kukucka, Holden LeMay and Bennett Murphy (members of the boys' soccer team) for volunteering to mix and pour concrete in order to get new goals installed
- 2.** Kendall Breault for her contributions to the Lyman 100th year celebration committee, as well as serving as DJ for this year's Homecoming Dance
- 3.** Carter Webb, Michael McGillicuddy, Sadie Reinckens and Kendall Constant for being clear, effective communicators in their presentation of the morning announcements at LES

B. A. Gonzalez also recognized Lebanon's bus drivers, noting that while many districts have experienced scheduling problems due to a bus driver shortage, Lebanon has not. He thanked them for their dedication.

III. Public Participation (Bylaws of the Board #9324)

A. Shelly Laibrandt of Old Highway questioned the relevancy of vaccination status in contact tracing within Lebanon schools, and fears it will be a basis for discrimination against unvaccinated students.

B. Amy Marx of Hebron stated that if Governor Lamont passes a vaccination mandate for all children, she hopes Lebanon schools will not go down that route.

Motion by J. Konow and seconded by M. McCall to amend agenda item #13 (Anticipated Executive Session) to include discussing Superintendent Evaluation and to invite Superintendent Gonzalez. Motion passed unanimously.

IV. Consent Agenda

A. Approval of minutes

1. Strategic Plan/Curriculum Subcommittee Meeting - 9/14/2021
2. Finance/Facilities Subcommittee Meeting - 9/14/2021
3. Enrollment/Communications/Goals Subcommittee Meeting - 9/14/2021
4. LBOE Special Meeting - 9/14/2021

5. Finance/Facilities Subcommittee Meeting - 9/28/2021
6. Superintendent's Evaluation Subcommittee Meeting – 9/29/2021
7. Policy Subcommittee Meeting - 9/29/2021
8. Budget Transfers

Motion by N. McGillicuddy and seconded by J. Konow to accept the consent agenda. Motion passed unanimously.

V. Student Representative's Report – R. Springer reported.

- A. LES – She has not met with elementary students yet (currently scheduled for November), but was provided with updates from the 4th grade morning announcers previously recognized. Many are excited to be learning about layers of the earth, volcanoes, and the equator, as well as narrative writing. The Little Mudder event was well attended and very fun.
- B. LMS – She did meet with LMS students (with at least one representative of each grade), and they report that things are going well. They are receiving good support from teachers, homework load is not overwhelming, and the general atmosphere among students is good. Band is popular among 5th and 6th graders (possibly due to 4th grade band program at LES), but there are less 7th and 8th graders participating. Planned new activities include a drama club and a newspaper club.
- C. LMHS – Drama club is going well, and there is much excitement about the upcoming spring musical. Students, seniors in particular, are stressed about homework. Additionally, having peers out due to contact tracing requirements has been a bit stressful for some students. R. Springer stated students understand why it has to happen, but it is frustrating at times to have classes where half the students are gone.
 1. LMHS Sports – Updates were given on girls soccer, boys soccer, volleyball, and cross country, including LMHS runners who placed at the Winding Trails event on 9/25

VI. Committee Reports

- A. Negotiations – M. DeCaprio stated there is nothing to report.
- B. Strategic Plan/Curriculum – D. Person reported they met tonight (10/12) and heard about proposed coursework with Goodwin College, which could potentially award college and/or AP credit for courses already offered at LMHS. They also received grant updates (Titles I, II, III, School Readiness) and curriculum/testing updates (i-Ready, Illustrative Math, NWEA testing), as well as a report from the latest PD Day on 10/8.
- C. Superintendent's Evaluation – J. Konow reported they met on 9/29 and discussed the Superintendent's goals and indicators of success for the upcoming year, to be shared with the Board during the upcoming executive session.
- D. Safety & Security – A. Margerelli-Hussey stated there is nothing to report.
- E. Policy – M. McCall reported they met and have submitted five (5) policies for First and Only Readings for tonight's meeting, having previously agreed that minor changes to policy would be acceptable. There are also three (3) First Readings scheduled, including Student Dress, which has been readdressed.
- F. Enrollment/Communications/Goals – D. Whitcher stated there is nothing to report.
- G. Finance/Facilities – N. McGillicuddy reported they met on 9/28 and discussed the following items.
 1. Press box at Lyman – Josh Person would like to construct a press box above the dugout as part of his senior project. He estimates the project will cost

about \$5,000, to be collected via fundraising. He is currently looking into engineering costs, and will keep the subcommittee informed, with the potential to begin this project once the money is raised.

2. LES ceiling tiles fundraiser – the PTA would like to raise money by allowing families to decorate 2x2 ceiling tiles in the LES foyer. They will be seeking permission and advice from the Fire Marshal, and gathering additional information prior to moving forward.
3. LES sign – PTA is looking into a digital sign to replace current sign
4. Swipe card entrances at LES and LMS – Looking into replacing/updating several doors at both schools to include swipe card entrances, which would allow teachers easier and more secure access in and out of the building during mask breaks. The subcommittee will look into possibly obtaining grants to cover the cost, as well as conferring with the Safety & Security committee.
5. Painting at LMS – Interior of the school will be painted black and white, at an estimated cost of \$28,000. An additional \$5000 or \$6000 would be required to complete the cafeteria and kitchen, although this may have to wait as there is also a painting project at LMHS requiring attention.

There was then discussion regarding the fundraising projects discussed, specifically the ceiling tiles and the Booster Club idea of selling sponsored banners (discussed at tonight's Policy subcommittee meeting). D. Whitcher asked why one project would be considered differently than the other. S. Haynes stated that aspects of the ceiling tile project would fall under the Finance/Facilities subcommittee, as they are proposing changes to the building. She also stated the sponsored banners fundraiser would be open to outside sponsors, whereas the ceiling tiles would be limited to those within the school district. D. Person mentioned the painted parking spots at LMHS (which did not need Board approval), and asked if there was a money limit on proposed projects requiring Board input. S. Haynes replied yes, if the funds are coming from the Town of Lebanon.

H. EASTCONN – M. Smith stated there is nothing to report.

VII. Administrators' Reports

Full copies of all reports were included in the board packet. S. Haynes asked LMS Principal R. Laskarzewski about lunch arrangements. He stated he's instituted a rotation in the cafeteria, as well as giving kids the option of eating outside. He also said a number of them prefer to remain in their classrooms during lunch. LMHS Principal J. Apicelli noted the school hosted 21 prospective students from Fields Memorial School in Bozrah on Oct. 1st. S. Haynes inquired about program licenses for MindWise Innovations (formerly Screening for Mental Health, Inc). J. Apicelli replied that was in Sabena Escott's portion of the LMHS report.

VIII. Superintendent's Report

- A. Enrollment report (as of 10/7) was included in the board packet. Total district enrollment is 935.
- B. District class size report – A. Gonzalez referred the Board to the Class Size Report included in the board packet. He stated his pleasure with the current class sizes, noting that many classes at LES are in the teens. This allows the district to provide more personalized instruction. This trend continues at LMS, where staffing was supplemented through the latest round of ESSER grants. N. McGillicuddy asked about study hall sizes

at LMHS, as some are as high as 32. J. Apicelli stated that during periods 1,2, 7 and 8, students with study hall are allowed to come in late or leave early, as a part of senior privileges. He also noted that those privileges were extended beginning last year. As a result, study hall classes are quite manageable due to the fact that many students are not in school at that time. D. Person then raised the issue of class size vs. budgetary concerns, stating that while small class sizes are attractive to parents, students, and teachers, she wonders how small classes will get before the decision is made to cut a teaching position due to budgetary considerations. The Board discussed the reduction in class sizes this year, largely due to new staff hirings, as well as the data that will be used to judge whether those hirings were justified. A. Gonzalez also noted that the new positions are currently funded by grant money, not the operating budget.

- C. Staff vaccination/testing – 227 vaccination cards have been collected; 17 employees have elected to undergo weekly testing
- D. District goals – A. Gonzalez reviewed the 2019-2024 Strategic Plan, and the district's focus within each area of the Plan.
 - 1. Academics – Targeting effective intervention strategies, ensuring they are scientifically research-based
 - 2. Climate and Culture – SEL (Social/Emotional Learning)
 - 3. Communication/Community Engagement – Partnerships in the home/family engagement piece
 - 4. Teaching and Learning – Aligning PD to district and school goals
 - 5. Finance and Operations – Human resources, maintaining staffing levels to meet needs of students

He then discussed how district goals align with these focus points. To execute district goals effectively, administrators prioritized one to two action items per goal.

District Goals

- 1. Accelerate learning via increased opportunities for focus and support, to reduce number of students below grade level benchmark standards by 20%.
 - LES – Action items: Using data to identify students needing intervention and/or extension opportunities; use weekly monitoring data to review effectiveness of Tier 2 and Tier 3 intervention
 - LMS – Have had (and will continue to utilize) very effective PD
 - LMHS – PAWS (Positive Academic Work and Support) is a flex/intervention period, increased to 35 minutes this year; have added supported study hall; math lab now offered twice a day
- 2. Increase by 10% in LA/Math for all students in district, using state and district benchmark data
 - LES –Maintenance or improvement of students at or above grade level, with students below benchmarks improving by 10%; Action items: Using data; Grade 3 and 4 teachers will administer a minimum of 4 IABs (Smarter Balanced for ELA and Math)
 - LMS – Assessing and targeting growth for students, using tools like i-Ready; aligning teacher's goals/performance and practice component of teacher evaluations to student growth goals

- LMHS – Utilization of PAWS to ensure benchmark performance; continued focus on ELA and Math (both are 4-year requirements); increased proficiency on state assessments
3. Increase community and family connections for purpose of supporting student success (has been greatly impacted by Covid)
 - LES – Increase participation in school and community programs by 20%; Action items: Partner with LES PTA to create community engagement events; increase Open House attendance by 20%
 - LMS – Ability to hold in-person events has been great; events like upcoming drama productions create excitement and foster community engagement
 - LMHS – Publication of newsletter; new outdoor Open House; Lyman recruiting video; increasing outreach to sending schools
 4. SEL Support for learners
 - LES – Will administer screening for Pre-K through 4th grade and use data to identify students in need of Tier 2 and Tier 3 intervention; also to focus Tier 1 SEL instruction
 - LMS – Have already conducted screening
 - LMHS – Currently using ONEder program; PAWS time is also used for SEL enrichment

IX. Facilities Report – K. French reported.

- A. Lighting Upgrade – all schools are on track to be completed by the end of next week
- B. LMHS Parking lot – K. French reported Sullivan Paving has received the signed contract, but not the \$11,400 deposit; no firm start date until that is received. N. McGillicuddy asked about the status of the painted spots. K. French stated they wouldn't be fixed now, in order to preserve the artwork. This means they will have to be done next year, probably for an additional cost. A. Gonzalez said he would likely incorporate the cost of repairing the remaining (painted) spots into whichever school lot will be fixed next. His main concern is waiting another year to fix the LMHS lot, which is already three years off-cycle. K. French also stated the weeds no longer need to be sprayed prior to crack filling, as they are already dead.
- C. Cameras – K. French provided the Board with proposals from Integrated Security Solutions to install additional cameras at all three schools and the Barn for a total cost of \$19,585, but stated this was subject to change because the cabling work can only be performed during off-school hours (requiring overtime). The cost to complete the project immediately with overtime is \$27,765. The Board discussed the possibility of using wireless cameras (reducing the need for cabling), as well as prioritizing the 2-3 most pressing locations and leaving the rest for April vacation. K. French stated the biggest hurdle in using wireless is the concrete and steel building construction. Several Board members expressed unhappiness at the increased costs after the \$19,585 cost was approved. S. Haynes said that going forward, the Board must have all information, including the scope of work to be done, a timeline, and additional potential costs prior to voting on a project. A. Gonzalez said he would contact the vendor to see what they will do to make it happen for the quoted cost. If there are changes, K. French will provide that information to the subcommittee.
- D. Door entrance swipe card installation/door replacement – Total proposed cost is \$29,165.57. This includes two doors at LES and seven at LMS. D. Person noted the

quotes do not include the price of freight, as well as increased delivery times due to general supply chain shortages. K. French stated there would be no freight charge if all supplies were delivered at once. S. Haynes directed K. French to confirm the proposals, along with a timeline, and report back to the subcommittee, along with a request that they extend the quote until after the next Board meeting (11/16).

- E. Painting – Proposed cost from Scholar Painting for painting projects at LMS and LMHS is \$34,246. This includes hallways and doors at LMS. The Board then discussed the order of projects being conducted, specifically painting doors that will be replaced shortly (the new doors will still need to be painted). S. Haynes asked if the new doors could be painted by school staff during the summer. K. French stated yes. M. Smith asked if the generator fuel tanks will be repainted prior to winter. The matter was directed to the Finance/Facilities subcommittee.
- F. Catch basins – Proposed cost from Pond View Farm Excavating & Trucking to replace two catch basins at LMHS is \$10,900. This includes one curb style and one flat top style basin, as well as all necessary materials, labor, and concrete and asphalt reinstallation costs. S. Haynes noted the cost of the project may require a Board vote. A. Gonzalez recommended funding the repairs through non-lapsing. D. Whitcher confirmed (via Policy #3005) that projects costing less than \$15,000 may be awarded directly by the Superintendent.

X. Finance Report - New Business Manager V. Belles reported.

- A. 2021-2022 Budget – V. Belles provided the Board with the monthly budget report (status as of 9/30). M. Smith asked if surplus numbers from last year's budget are available; they are not due to continuing reconciliation efforts between the Board of Education and the Town's Board of Finance (BoF). V. Belles confirmed that the BoF has agreed to return \$80,000 to the non-lapsing account. There is currently \$410,000 in non-lapsing, \$130,000 in Facilities/SIP, \$104,000 in Technology (minus \$79,677 payment to CBS), and \$30,000 in Athletic Facilities.

XI. New Business – Policy Subcommittee Chair M. McCall noted that after previous Board discussions, the committee met with LMHS administrators and devised further changes to the Student Dress policy, which are submitted for a first reading this evening. D. Whitcher inquired about consistency in language in policies.

- 1. First Reading, Policy #5002 - Student Dress
- 2. First Reading, Policy #6001 - Weighted Grading and Calculation of Grade and Quality Point Averages
- 3. First Reading, Policy #5014 - Bullying Prevention and Intervention Policy
- 4. First and Only Reading, Policy #5007 - Transportation
- 5. First and Only Reading, Policy #5011 - Administrative Regulations Regarding Health Assessments/Screenings and Oral Health Assessments
- 6. First and Only Reading, Policy #5012 - Policy regarding Title IX of the Education Amendments Of 1972 - Prohibition of Sex Discrimination and Sexual Harassment (Students)
- 7. First and Only Reading, Policy #5018 - Non-Discrimination (Students)
- 8. First and Only Reading, Policy #5024 - Student Privacy

XII. Action Items

- A. Act on Authorized Signers of the ED-099 Agreement for Child Nutrition Programs

Motion by M. McCall and seconded by M. DeCaprio to add Superintendent Gonzalez and Business Manager Valerie Belles as the authorized signers of ED-099 Agreement for Child Nutrition Programs. The motion passed unanimously.

B. Act on Snow & Ice Control contract renewal

A. Margerelli-Hussey stated she would like to review this contract prior to renewing it next year. N. McGillicuddy asked if the Board was going to bid for this contract for the current year. She noted rising costs and performance issues with the current contractor, which should be addressed if the contract is renewed. K. French confirmed he would discuss these concerns with the contractor. The Board agreed to review the contract in May of next year, well before renewal.

Motion by N. McGillicuddy and seconded by J. Konow to approve the contract for the 2021-2022 school year with Pond View Excavation for snow and ice removal at the three schools. The motion passed unanimously.

C. Act on Painting at LMS and LMHS

A. Gonzalez recommended the LMS portion of the cost be taken from capital, with the LMHS portion coming from non-lapsing.

Motion by N. McGillicuddy and seconded by M. DeCaprio to approve painting at LMS in the amount of \$28,320, to be taken from capital, and at LMHS in the amount of \$5,126.58, to be taken from non-lapsing, by Scholar Painting, with work to be completed before 12/31/21. N. McGillicuddy, D. Whitcher, M. McCall, S. Haynes, A. Margerelli-Hussey, J. Konow and M. DeCaprio voted in favor. M. Smith voted against. D. Person abstained. The motion passed.

Motion by M. McCall and seconded by M. DeCaprio not to extend the meeting past 10:30 p.m. The motion passed unanimously.

XIII. Executive Session

Motion by J. Konow and seconded by N. McGillicuddy to move into executive session at 10:01 p.m. to discuss the MOA with LEA and Superintendent Evaluation, inviting Superintendent Gonzalez to join. The motion passed unanimously.

The meeting returned from Executive Session at 10:27 p.m.

XIV. Items for Next Agenda

1. Act on 2022 Meeting Dates
2. 2022-2023 School Calendar
3. Policy regarding advertising on school property
4. Board elections

XV. Adjournment

The meeting was adjourned by the Chair at 10:30 p.m.

Submitted,
Hannah Walcott (Board Clerk)