

**LEBANON BOARD OF EDUCATION  
REGULAR MEETING  
LYMAN MEMORIAL HIGH SCHOOL LIBRARY  
SEPTEMBER 13, 2022 - 7:30 PM  
MINUTES**

**IN ATTENDANCE:**

Sarah Haynes (Chair)	John Konow
Alexis Margerelli-Hussey (Vice-Chair)	Nicole McGillicuddy
Maureen McCall (Secretary)	Brian Green
Dawn Whitcher	Bruce Calef
Danelle Person	Alexis Zimnoch, Student Representative

**ALSO PRESENT:** Andrew Gonzalez (Superintendent), Barbara Wengloski (Lyman 100<sup>th</sup> Anniversary Committee), James Apicelli (LMHS Principal), Samantha McCarthy (LMHS Assistant Principal), Jessica Scorso (LES Principal), Robert Laskarzewski (LMS Principal), Dawn DeLia (Director of Pupil Services), Rita Quiles-Glover (Director of Curriculum and Instruction), Kevin French (Supervisor of Facilities and Custodial Services), Valerie Belles (Business Manager), Jacques Dulac (IT Director)

**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. J. Apicelli introduced new Student Representative Lexie Zimnoch.

**II. Recognition**

- A. New Hires** – Superintendent Gonzalez welcomed and read the names of 17 new hires, noting he had reached out to each individually as well, and had received personal replies from each.
- B. Teachers & Para Educator of the Year** – The following Lebanon staff members were recognized as district-wide educators of the year:
  - 1. Jen Olsen** – LES
  - 2. Amy Reynolds** – LMS
  - 3. Julie Lake** – Para of the Year
- C. Student Recognition** – A. Gonzalez recognized LMHS senior Aria Nowosad for academic, athletic, and extracurricular achievements, which include several AP courses, membership of the volleyball and tennis teams, and undertaking ECSU courses in Japanese, music theory, and psychology. She is being recognized for receiving the National Rural and Small Town Award.

**III. Communication** – A. Gonzalez shared the following communications:

- A. Letter of Retirement** – Robert Laskarzewski (LMS Principal) notified the district he will be retiring following the current school year, effective June 30<sup>th</sup>, 2023. He stated it has been a pleasure serving the Lebanon community, and he wishes everyone in the district continued success. A. Gonzalez thanked him for all he has done.
- B. Letters of Resignation** –
  - 1. Cristyn Franson** (LMHS Nurse)

2. Alexandra Poppiti (Occupational Therapist)
3. Carlos Rivera (LES Custodian)
4. Holly Davis (LES Para Educator)
5. Stephanie Roberts (LES Special Education)
6. Stephanie Brown-Cultreri (LMS Science Teacher)
7. Taryn Olin (LMS Administrative Assistant)

#### **IV. Public Participation (Bylaws of the Board #9324)**

Barbara Wengloski reported on the Lyman 100<sup>th</sup> Anniversary celebrations, which took place over the weekend. Roughly 200 alumni participated, with overall attendance nearing 400. The school received a proclamation from the town of Lebanon, as well as recognition from several individuals including US Secretary of Education Miguel Cardona, Senators Richard Blumenthal and Christopher Murphy, and Representative Joe Courtney. J. Apicelli recognized and thanked Barbara for her hard work and countless hours dedicated to the event. Several BoE members commented on their experiences, stating the weekend was a wonderful celebration of Lyman and the Lebanon community, and thanking the committee for their efforts.

#### **V. Consent Agenda**

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

1. LBoE Regular Meeting – 08/09/2022
2. Enrollment Subcommittee Meeting – 08/15/2022
3. Policy Subcommittee Meeting – 09/01/2022
4. Finance/Facilities Subcommittee Meeting – 09/06/2022
5. Budget Transfers

**Motion by J. Konow and seconded by M. McCall to approve the consent agenda. The motion passed unanimously.**

**VI. Student Representative's Report** – A. Zimnoch reported. At LES, 46 students completed the summer math challenge, twice as many as last year. 150 students participated in summer reading, finishing roughly 3,600 books. Upcoming events include Picture Day on September 26<sup>th</sup> and Open House on September 29<sup>th</sup>. Cross country and soccer have begun at the middle school. The book fair is this week, and Open House is tomorrow. There is a Panther Den scheduled for September 23<sup>rd</sup>, and the Lebanon Junior Honor Society Induction ceremony will be September 22<sup>nd</sup>. Highlights for LMHS include Homecoming in October and the fall play (*And Then There Were None*) in November. Fall sports have also begun at the high school. Open House was held on September 8<sup>th</sup>. She also stated how amazing the Lyman 100<sup>th</sup> celebrations were, noting one alumnus in attendance from the class of 1942, and several who traveled from the west coast.

#### **VII. Committee Reports**

##### **A. Safety & Security** – no report

**B. Curriculum** – D. Person reported they met tonight (9/13/22). Significant items include the updated curriculum website (<https://www.lebanonct.org/page/curriculum-and-instruction>), which details the full curriculum in each subject and grade level. R. Quiles-Glover provided a schedule for curriculum review, in which all areas of the

- curriculum are studied (and revised as necessary) on a 3 to 5-year cycle. Several new courses debuted this year, including turf management (20 students enrolled), drone piloting (9 students), nutrition for sport and exercise (16 students), and lifetime fitness (13 students). The district will be introducing a Seal of Biliteracy for eligible students. Instructors from each school participated in STEM and ISTE certifications. A brief data update on SBAC and NGSS statewide testing results showed Lebanon performed extremely well. The district was one of very few in New London County to experience positive growth and performance increases since 2019. A full data presentation will occur in October. Recent professional development has included PE standards, phonics, and I-Ready.
- C. Superintendent's Evaluation** – J. Konow reported they met today (9/13/22), and A. Gonzalez provided the committee with a comprehensive set of goals and indicators, which will likely be shared with the full Board next month.
  - D. Negotiations** – A. Margerelli-Hussey reported negotiations are in full swing.
  - E. Policy** – M. McCall noted one item scheduled for first reading tonight, and another listed for the Board to discuss. Two additional policies were tabled for further discussion.
  - F. Finance/Facilities** – N. McGillicuddy reported they met 9/6/22. Items discussed include the facilities capital improvement list, which was prioritized in order to best use the remaining funds. That list will be presented to the Board this evening. Electrical work for the baseball press box was slated to be completed last week, and the town will be delivering stone dust to fix the washout near the bleachers. Quotes for additional windows will be received soon. There is roughly \$1,400 remaining in the press box construction account, which will be used to purchase additional equipment. Painting at LMS is complete. Storm cleanup will include inspecting pipes at LMHS for possible blockages, as well as replacing the base of the flagpole at the middle school. The district is still looking into grants to assist with ventilation at LES. The committee also discussed the LMS asbestos project, which is targeted for next summer (2023). Removal costs are \$102,000, and new tiles are \$58,000. The district received \$160,000 from the town. The cost of asbestos removal at both LMS and LES would be approximately \$307,000. The committee recommends moving forward to bids for this project.
  - G. Enrollment** – B. Calef reported he was unable to attend the last meeting (8/15/22), which was led by S. Haynes. The committee received updated enrollment numbers, and discussed continuing efforts to increase sending school partnerships. They also discussed adding a full day Pre-K program, which will be researched in the coming year. An alternative high school program was similarly raised as a potential addition.
  - H. EASTCONN** – S. Haynes will be taking over the EASTCONN representative role.
  - I. Governance** – S. Haynes noted they met, but had no update.

#### **VIII. Administrator's Reports –**

- A. LES** – J. Scorso reported. Preschool screening started up on August 18<sup>th</sup>. 18 students were screened, with 10 joining the program this year. Roughly 1/3 of families participated in Popsicles with the Principal on August 19<sup>th</sup>. The music education program is off to a great start, with a virtual, informational band night scheduled for

- September 15<sup>th</sup>. Chorus will be offered at the third and fourth grade levels. STEAM night is September 27<sup>th</sup>.
- B. LMS** – R. Laskarzewski reported, stating the school year is off to a great start, and students are enthusiastic to be back. The popularity of sports and clubs required the introduction of a late bus, which allows more students and families to be involved in afterschool activities. Noting that increased bussing costs are a factor, LMS is looking into field trips to closer venues, such as the Science Center and the sub base. R. Laskarzewski also recognized Tammy Boone and Roger Moyer as two long-term “Super Subs”.
  - C. LMHS** – J. Apicelli and S. McCarthy reported. A welcoming event for new students was held on August 23<sup>rd</sup>. Several new hires have been welcomed to the LMHS team, and have been great additions. Participation in Open House was increased to 165. S. McCarthy recognized and thanked Kristy Michele for her work in assisting the 100<sup>th</sup> Anniversary Committee throughout the process.
  - D. Pupil Services** – D. DeLia reported that the Connecticut Special Education Data System (CT-SEDS) was launched July 1<sup>st</sup>. District officials have participated in numerous training sessions, with substantial on-the-job training occurring as well. The portal provides educators and parents with increased guidance, support, and access to special education programs and resources, as well as district-specific information. Lebanon currently has 168 students receiving special education services. Additional updates include the district switching from PMT to Safety-Care as a behavioral safety training program. Nearly 40 staff members have received Safety-Care training to date. The state has also implemented professional development requirements for paraprofessionals, which the district began during August’s PD. A CREC grant was used to introduce a training portal for paraprofessionals. Next, DESSA will replace BASC-3 BESS as the district’s SEL screening system. Lastly, D. DeLia will hold the first special education parent group meeting next week, with guidance on navigating the district and CT-SEDS sites scheduled. N. McGillicuddy asked for clarification on an item included in a handbook stating Instructional Assistants (IAs/paraprofessionals) will be asked to serve as substitute teachers at times. She understands there is a sub shortage, but is concerned that IAs are being pulled from students with IEPs, which would be a violation of those IEPs. A. Gonzalez emphasized that decisions to fill substitute classroom openings are made in each building on a day-by-day basis. D. DeLia stated the district prioritizes IA assignments, so that a student with a 1:1 requirement would not have their IA removed to serve as a sub.
  - E. Curriculum** – R. Quiles-Glover previewed the upcoming October data presentation on statewide testing results, noting again Lebanon’s high performance within the county.

#### **IX. Superintendent’s Report** – A. Gonzalez reported.

- A. Enrollment** – An enrollment summary was included in the board packet. As of 09/07/2022, total district enrollment is 959 (LES – 370; LMS – 266; LMHS – 323). The BoE discussed enrollment at the high school, particularly among freshman from sending schools. D. Person asked, among the freshman class, how many are joining

because of the Ag program, or coming from other districts (with a breakdown by sending town).

- B. Back to School** – A. Gonzalez commended teachers and support staff who worked hard all summer getting ready for back to school. He also highlighted the success of the 100<sup>th</sup> Anniversary celebration, and thanked B. Wengloski for her dedication and effort. He also thanked a number of district employees specifically for their work over the weekend. There will be a special education parent group meeting on Sept. 21<sup>st</sup>. K-4 Open House is Sept. 29<sup>th</sup> at 6 p.m. He also stated the bussing situation is improving, noting some districts have already had to alter runs or cancel school due to transportation issues.
- C. SMART Funds for School Meals** – The district is receiving \$113,205, which will provide reimbursable free lunches until roughly the end of November. He noted that timeline could change depending on a number of factors, and emphasized snacks and a la carte items are not included.
- D. COVID Update** – There have been 14 cases among students, and 3 among staff. The district has updated their safe in-person instruction and continuity of service plan, per funding requirements. Test kits remain available. The BoE then discussed COVID safeguards and notification practices within the district.
- E. ASTE Barn** – Plans for the barn were unanimously approved by the town Planning & Zoning Committee. He noted the new turf management class has been instrumental in helping harvest and move crops from the build site in anticipation of the October 17<sup>th</sup> build date, to be completed by Lancaster Pole Buildings.

## **X. Facilities Report**

- A. Facilities Tracking List** - K. French reported. The facilities tracking list was included in the board packet. There is a projected \$5,103 bill to replace two exhaust fans at LMHS. All door hardware has been received, so that project will continue. Line striping and crack sealing are complete, with K. French awaiting the final invoice. N. McGillicuddy requested the baseball press box (specifically the roof) be inspected by the town's building inspector following concerns raised by a contractor. S. Haynes noted he had already inspected it. K. French stated the building was deemed code compliant, but the roof does leak. He will contact the building inspector to come out again. The BoE then discussed the costs of renting versus purchasing a scissor lift, requesting K. French to provide the Facilities subcommittee with recent rental invoices. D. Person asked about issues with the floor at LES. K. French stated he has two contractors scheduled to come in and inspect it. Given that work was just completed, there may be an underlying issue of rotted wood. An update will be provided at the next subcommittee meeting.
- B. Rain Storm** – A. Gonzalez noted a storm on August 27<sup>th</sup> impacting school grounds, but that swift efforts by officials and staffers had prevented any significant damage. Blocked pipes may still be an issue, but are being monitored and all school operations are unimpacted.

## **XI. Finance Report** – V. Belles reported on the following updates. EFS (Education Financial System) certification was completed September 1<sup>st</sup>. All state reporting requirements have

been met as well. Payroll for the new year has begun. There is a bookkeeping vacancy in the finance office. Audit season is beginning soon.

**A. 2021-2022 Budget** – Outlying items negatively impacted the final surplus, which as of June 30<sup>th</sup>, 2022, was \$8,789.26.

**B. 2022-2023 Budget** – N. McGillicuddy asked about large special education expenditures, and if there were indications of any upcoming. V. Belles stated most encumbrances for outlying tuitions are in, and she will update the BoE as necessary. S. Haynes asked about fuel, with V. Belles stating the district had signed a contract with the town. She also noted the following allotments: \$160,000 (asbestos abatement); \$90,000 (technology, minus a small expenditure for capital technology); \$30,000 (athletics). She also noted an expenditure from the non-lapsing account possibly requiring BoE approval. The expenditure concerns painting in the LMHS entryway.

**Motion by A. Margerelli-Hussey and seconded by J. Konow to amend the agenda to add action item #3. The motion passed unanimously.**

## **XII. New Business**

**A. First Reading – Policy #5028 – High School Graduation Requirements**

**B. Discussion – Policy #4014 – Nepotism** – M. McCall stated this discussion arose out of a substitute teacher shortage, with the subcommittee determining to revisit the policy with the full Board. Previous discussions noted that family of BoE members and some district employees are prohibited from working as substitutes due to the current nepotism policy. Some board members wish to see the policy changed so all available substitutes may be used, while some feel changing the policy is risky. After much discussion, the policy was tabled back to the subcommittee, which will return a recommendation to the full board.

## **XIII. Action Items**

**1. Act on Letter of Retirement**

**2. Act on Letters of Resignation**

**Motion by N. McGillicuddy and seconded by B. Green to accept the letter of retirement and letters of resignation with regret. The motion passed unanimously.**

**3. Act on Approval of Non-Lapsing Funds for LMHS Painting**

**Motion by M. McCall and seconded by J. Konow to take the painting project money of \$2,588.61 from non-lapsing. The motion passed unanimously.**

**XIV. Items for Next Agenda** – J. Konow requested an executive session to discuss Superintendent Gonzalez's goals for the 2022-2023 school year.

## **XV. Adjournment**

Chair S. Haynes adjourned the meeting at 9:33 p.m.

Respectfully submitted,  
Hannah Walcott (Board Clerk)