

**LEBANON BOARD OF EDUCATION
LYMAN MEMORIAL HIGH SCHOOL LIBRARY
REGULAR MEETING
JANUARY 10, 2023 - 7:30 P.M.**

MINUTES

ATTENDANCE:

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

ALSO PRESENT: Superintendent Andrew Gonzalez, James Apicelli, LMHS Principal, Samantha Singleton, LMHS Assistant Principal, Jessica Scorso, LES Principal, Jacques Dulac, IT Director, Dawn DeLia, Director of Pupil Services, Rita Quiles-Glover, Curriculum Director and Valerie Belles, Business Manager

I. CALL TO ORDER

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

II. RECOGNITION

Superintendent Gonzalez recognized three students who attended the recent CABA Convention and applauded them for being innovative problem solvers. They are Samuel Barnes, Aurora Smithwick and Naomi Andrews-Kowal. Mr. Gonzalez noted that we are always looking for platforms and mechanisms for advancing the learning experience of the students and he is reminded that we should not only listen but also to act on what we hear.

III. COMMUNICATION

Letters of Retirement - Superintendent Gonzalez read the notes of resignation from Kenneth Hustus, Sr. and Michael Giza, thanking them for their years of service.

IV. PUBLIC PARTICIPATION - BYLAWS OF THE BOARD #9011

Rachael Archer (340 Trumbull Highway) and Carrie Schwartz (83 Levita Road) of the PTA, said that this is Board of Education Recognition Month and on behalf of the rest of the PTA, they thanked the Board for all of the support and work that has gone on this past year and passed out a small gift for each, made at a local farm.

V. CONSENT AGENDA

Approval of minutes.

1. Curriculum Subcommittee Meeting - 12/8/2022
2. Policy Subcommittee Meeting - 12/13/2022
3. Negotiations Subcommittee Meeting - 12/13/2022

4. LBOE Regular Meeting – 12/13/2022
5. Finance Subcommittee Meeting – 12/15/2022
6. Finance & Facilities Joint Subcommittee Meeting – 12/20/2022
7. Superintendent’s Evaluation Subcommittee Meeting – 1/4/2023
8. Budget Transfers

Motion made by J. Konow and seconded by N. McGillicuddy to approve the Consent Agenda as presented. The amended motion passed unanimously.

VI. STUDENT REPRESENTATIVE’S REPORT

- A. Zimnoch reported that at LES, as the focus is on kindness, a Light Laser Show assembly was held on December 20th that taught about kindness. The next family event, “Reading is Snow Much Fun” will be held on January 26th where students and families will partake in fun reading events. Their paws distribution earned them another Spirit Day and will be Silly Sock Day and students are signing up for the upcoming Invention Convention.
- B. At LMS, basketball and wrestling seasons are underway. They held an assembly highlighting courage and gratitude, honoring students who showed pillars they’ve been learning about in *Connections*. Those students participating in *Project O* took a trip to Hartford.
- C. The annual Casey Yates Wrestling Tournament was held at Lyman with Lyman finishing 6th out of 16 teams. Winter sports are in full swing, there was a concert in December, National Honor Society induction will be held on January 12th, midterms are coming up with after school tutoring by the teachers, Student Council will hold a study night on January 17th and there will be a Valentine’s Dance on February 3rd sponsored by the class of 2023.

VII. REPORTS OF COMMITTEES

- Finance – B. Green reported that capital requests have been updated for facilities, technology and athletics. Older items that had fallen off the list were revisited. Those with high dollar amounts will be prioritized with the help of the Superintendent. They are also discussing spending some of the non-lapsing funds to offset the above and to get things accomplished. There are technology upgrades that need to be done without the frustration felt with older programs and products. The 2023/2024 operating budget was discussed and the Business Manager gave an update on the 2023/2023 budget. There is an overage on rubbish removal. A long-term planning study is needed to determine what the district should look like and this should be a joint effort including the Board of Education, the Board of Finance and the Board of Selectmen. It would be a comprehensive report and probably cost between \$50,000 and \$100,000. Large capital projects should be aligned with all the appropriate facts and data available.
- Facilities – N. McGillicuddy reported on the following:
 1. Scissor Lift – J. Jarvis has found a 2012 lift that with refurbishing will cost about \$11,000 which is less than earmarked. We will know about the delivery date tomorrow.
 2. LMS Scoreboard – Mr. Gonzalez was given the green light to decide between two options after he discusses needs with the athletic director.
 3. LES Gym floor – It was found that the black spots on the floor are a result of moisture and are rot. The entire floor needs replacement after it is determined where the water is coming from. If it is from the roof, the solar panels will have to be removed to fix the leak which will increase the cost of repairs.

4. LMS Asbestos – *Barton* will be giving a full bid by the end of January. The cost will be between \$118,000 and \$122,000 which is lower than the town allotment.
 5. ASTE Barn – the CO was received and animals can now be sheltered in the barn.
 6. Food Service – the Business Manager reported that lunches are still free through February. *Chartwells* is revising their plans, students have been giving input on their likes and dislikes, and Carlos and Bobby will make a presentation to the Board in March. As to questions, there is a place to store the scissor lift, there has been patching done to the LES sidewalk and *Harrison* will wait until spring to do the large crack in the sidewalk at LES.
- Policy – Nothing to report but are meeting on the 17th
 - Enrollment – N. McGillicuddy reported that Norwich is not interested in sending any students to Lebanon, Columbia is taking our request back to their board, Sprague will send students on buses but only if there are ASTE students already traveling, there was no response from Windham and Canterbury is being considered. More investigation and fact gathering is needed in regard to full-day pre-K. The biggest issue with an alternate high school would be location; more information is needed. The average size of classes in LPS is less than 20. Principal Apicelli noted that they are still reaching out and students from neighboring towns are shadowing others here to check out the school. There is more integration being encouraged between LMS and LMHS.
As to a question, yes, we are down six students since last month. This would be the normal time, between sessions, that parents would use to make decisions about moving.
 - Negotiations – A. Margerelli-Hussey said that they will be meeting soon for the IA and the secretary contracts.
 - Superintendent's Evaluation – J. Konow reported that they met on the 4th and will discuss the mid-year evaluation this evening during executive session with the full board.
 - Curriculum – nothing to report
 - Safety and Security – nothing to report

VIII. ADMINISTRATORS' REPORTS

Full written reports were included in the packet. J. Apicelli additionally highlighted the program that was instituted, "I Choose You", where a student will give someone who works in the school their jersey to wear for the day. Today was the first day and it was a great hit. J. Scorsio added that LPS has the best PTA ever. They planned great activities for the holiday season. Currently staff is reviewing expectations, doing diagnostic reviews on programs and she noted that children are sharing about their learning experiences with the IReady Math program. Several children attended the CAS Leadership Conference. J. Picard won a contest that brought two staff members of the CT Sun to Lebanon who worked with all of the students at LMS, giving them practice routines, etc. It was a great experience for the students and many thanks to Ms. Picard.

IX. REPORT OF THE SUPERINTENDENT

1. COVID Update - Superintendent Gonzalez reported that though we are still seeing occurrences, New London County and several others are not in the orange range. We will continue to follow Health Department recommended mitigation strategies.
2. Substitutes Rates of Pay – Governor Lamont signed legislation in 2019 that the minimum wage will be increased to \$15.00 per hour by June 1, 2023. This affects our substitute staff. The

proposed increases meet the requirement while making the positions competitive and marketable. Proposed rates effective 6/1/2023 are as follows:

Substitute Custodian - \$14.00/hr. on 7/1/2022 to \$16.00/hr.

Substitute Secretary - \$14.00/hr. on 7/1/2022 to \$16.00/hr.

Substitute IA - \$14.00/hr. on 7/1/2022 to \$16.43/hr. or \$98.00/day to \$115.00/day

Substitute Teacher without a BA Degree - \$14.00/hr. on 7/1/2022 to \$16.00/hr. or \$98.00/day to \$115.00/day

Substitute Teacher with a BA Degree - \$15.00/hr. on 7/1/2022 to \$17.14/hr. or \$105.00/day to \$120.00/day

Substitute Teacher with a current CT Teachers Certification - \$18.00/hr. on 7/1/2022 to \$20.00/hr. or \$126.00/day to \$140.00/day

Substitute Nurse - \$24.00/hr. on 7/1/2022 to \$26.00/hr.

3. Bus Transportation – Transportation is calculated on number and types of buses per day times number of days. The base number of vehicles for this contract is 14 buses. The contract is proposed at 4.9% the first year and then 4% each of the next four years with the first year totaling \$879,192.00. We are proposing a plan to operate one less bus in 23-24 to realize savings in transportation.
4. 2023-2024 Budget – Superintendent Gonzalez presented a rough draft of the upcoming budget. Needs were voiced by all departments and input sessions were held. Initial projections including all current staff, services and contractual obligations was 7.2%, but with staff reorganization, early retirements and a large shift in special education tuition and transportation (which is subject to change depending on enrollment) it has been reduced to 3.7%. The draft emphasizes transparency, what is best for the students, excellence in all aspects and fiscal responsibility. Budgeting is challenging due to unfunded mandates and mandatory contractual obligations which take up the major portion of the district's budget.

X. FINANCE REPORT

2022-2023 Budget

V. Belles gave highlights of the documents included in the packet. She reported that currently we have spent 40% of the budget. The five-year average at this time of the year has been 42.03%. We received a credit from *M&J Bus* of \$60,042.71 and \$895.40 for the sale of livestock. *Chartwells* has been soliciting input from the students and getting great feedback. There has been some taste testing and will be more. They hope to include students from the Food Science class and ASTE as well. The children want No More Fishsticks! Carlos and Bobby will present to the full board during the regular meeting in March.

XI. NEW BUSINESS

1. First Reading, New policy #5033 – Child Sexual Abuse and Assault Response – presented for first reading.
2. First Reading, Delete policy #6176.1 – Video Studio Facility and Broadcast Policy

XII. ACTION ITEMS

1. Act on Letters of Retirement – **Motion by J. Konow and seconded by N. McGillicuddy to accept the resignations with regret. The motion passed unanimously.**

2. Act on Changes to substitute rates of pay – **Motion by B. Green and seconded by N. McGillicuddy to adopt the changes as presented by Superintendent Gonzalez. The motion passed unanimously.**
3. Act on Bus Transportation Contract - **Motion by N. McGillicuddy and seconded by B. Green to act on the Bus Transportation Contract with *M&J Bus* and give Superintendent Gonzalez the authority to execute the contract. The motion passed unanimously.**

XIII. ANTICIPATED EXECUTIVE SESSION

Motion by M. McCall and seconded by J. Konow to go into executive session at 8:48. The motion passed unanimously.

The meeting came out of executive session at 9:30.

XIV. ITEMS FOR NEXT AGENDA

- Finances

XIV. ADJOURNMENT

The meeting was adjourned at 9:31 by the chair.

Respectfully submitted,
Maureen D. McCall, Secretary