

**LEBANON BOARD OF EDUCATION
REGULAR MEETING
LYMAN MEMORIAL HIGH SCHOOL LIBRARY
APRIL 4, 2023 - 7:30 PM
MINUTES**

IN ATTENDANCE:

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

ALSO PRESENT: Andrew Gonzalez (Superintendent), Jacques Dulac (Director of IT), Rita Quiles-Glover (Director of Curriculum and Instruction), Carlos Veracruz (Food Services Director), Bobby Martin (Chartwells Area Director), Valerie Belles (Business Manager), Chad Johnson (Incoming LMS Principal)

I. Call to Order

Chair Sarah Haynes called the meeting to order at 7:31 p.m. and led the audience in the Pledge of Allegiance.

II. Recognition

A. Gonzalez recognized the following LES students:

A. CAS Art Students

1. Jamileth Ortiz-Palacios (Performing Arts)
2. Kannon Witcher (Visual Arts)

B. LES Invention Convention Students

1. Macey Meigel
2. Bailey Boothroyd
3. Jai Polineni
4. Alanna France
5. Allie Ruffo

III. Introduction

A. Gonzalez introduced incoming LMS Principal Chad Johnson, also thanking Mr. Laskarzewski for his years of service. C. Johnson spoke briefly on his background and expressed his enthusiasm for returning to Lebanon, and gratitude for the opportunity to guide Lebanon's students.

The BoE recessed for 10 minutes to see presentations from the young inventors, and returned to session at 7:47 p.m.

IV. Communication

A. Letters of Resignation

1. Devon Allegro (LES Grade 3)
2. Aaron Gilberto (LMS Counselor)

3. Kimberly Glazier (LMHS Chemistry)

V. Public Participation (Bylaws of the Board #9011)

None.

VI. Consent Agenda

A. Approval of minutes

1. LBOE Regular Meeting – 01/10/2023
2. LBOE Special Meeting – 02/14/2023
3. LBOE Special Meeting – 02/22/2023
4. Safety & Security Subcommittee Meeting – 03/07/2023
5. Facilities Subcommittee Meeting - 03/07/2023
6. Finance Subcommittee Meeting - 03/07/2023
7. Policy Subcommittee Meeting – 03/21/2023
8. Finance Subcommittee Meeting - 03/21/2023
9. Facilities Subcommittee Meeting - 03/21/2023
10. Enrollment Subcommittee Meeting – 03/21/2023
11. Budget Transfers

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

N. McGillicuddy arrived at 7:50 p.m.

VII. Student Representative's Report – A. Zimnoch reported. The spring musical *Mamma Mia* was performed, including a sold-out show on Friday. The Boys Basketball team participated in the Class S Final Four, the first time since 1967. SATs and PSATs were recently held. An Elective Fair introduced students to a variety of offerings. The new CNA course has proven very popular, and the Drone and Landscape programs were observed by CAS, and will be profiled by Channel 8 as well. Spring sports are underway. Recent field trips include a human rights symposium at Woodstock Academy and a Project O boat trip.

A. Gonzalez noted it is Board of Education appreciation month, providing BoE members with a small gift and expressing thanks for their work.

VIII. Committee Reports

- A. Safety & Security** – D. Whitcher stated they met, with details provided in the minutes.
- B. Curriculum** – D. Person reported they met tonight and received an assessment data presentation, as well as PD updates. State-mandated reading curriculum discussions and preparations are going well.
- C. Superintendent's Evaluation** – J. Konow has sent an email to BoE members initiating the evaluation process.
- D. Negotiations** – A. Margerelli-Hussey noted they held their final meeting of the year. There is an anticipated executive session this evening to vote on contracts for secretaries and paraeducators.

- E. Policy** – M. McCall noted they met, with several policies under review and several scheduled for second readings tonight.
- F. Facilities** – N. McGillicuddy reported they met on March 7th and March 21st. Minutes were included in the agenda package.
- G. Enrollment** – N. McGillicuddy reported they met March 21st, discussing the ASTE program, preschool, and continuing recruitment efforts.
- H. Finance** – B. Green noted they met on March 7th and March 21st. Minutes were included in the agenda package.
- I. Governance** – S. Haynes reported the BoF approved the budget, including a 4.32% increase for the BoE. A \$10,000 increase to capital was included. She also noted discussions on a Long-Term Planning committee, and is unsure if that funding request was included in the budget.

IX. Administrators' Reports – Administrator's reports were included in the board packet.

Additional updates below:

- A. IT** - J. Dulac noted SAT testing is now done completely on computer, and having 1:1 Chromebooks has helped immensely.
- B. Curriculum** – R. Quiles-Glover reported 82 eligible students took the SATs. She thanked testing coordinator Zachary Johnson. The first year of i-Ready at LES has been very successful. Administrators also attended an i-Ready conference. Six additional Preschool readiness spots have been approved, resulting in an added \$27,000 for next year.

X. Superintendent's Report – A. Gonzalez reported.

- A. Memorial Addition** – Following the passing of Lebanon fifth grader Jeremy Amberg, the Adaptive P.E. class will plant a tree and dedicate a plaque in his memory.
- B. COVID/Health Update** – As of March 31st, there have been 119 student and 48 staff cases in district to date.
- C. Food Service Presentation** – C. Veracruz and B. Martin reviewed Lebanon's Food Services, detailing several Chartwells programs and initiatives. Many are aimed at promoting healthy eating, locally sourced food, and student engagement in developing menus. Recent facility improvements include an updated dishwasher, convection oven, and hot food storage box at LES. A district-wide POS update is planned. N. McGillicuddy expressed interest in establishing an LMS garden box and providing fresh produce to Food Services.
- D. Long Term Study** – Following conversations at recent BoF meetings, A. Gonzalez reached out to CAFE and CAPSS for guidance on finding LTS vendors. While they do not offer official recommendations, they noted districts have had good luck with Milone & MacBroom, as well as SLAM. The first vendor was bought out and no longer performs those services. SLAM appears to be a reputable vendor. He stated his enthusiasm for the study, but is hesitant to schedule meetings or establish a committee until it is known that the project will move forward.
- E. 2023-2024 Budget** – A. Gonzalez stated his appreciation for the feedback and collaboration from the BoF during the budget process. He feels the 4.32% increase is

very supportive. The public budget hearing is scheduled for April 17th at the LMHS auditorium.

XI. Finance Report

- A. 2022-2023 Budget** – V. Belles presented. February and March finance updates were included in the agenda package. The first Excess Cost Reimbursement payment was received. She noted overages in the Heating Oil and Electricity budgets. She reviewed recent facilities developments, also included in the agenda.

XII. New Business

- 1. First Reading – Delete – Policy #6111, School Year**
- 2. First Reading – Delete – Policy #6112, School Day**
- 3. First Reading – Delete – Policy #5141.2, Emergency Procedures**
- 4. First Reading – Delete – Policy #5145.2, Affirmative Action & Student Rights**
- 5. First Reading – New – Policy #3009, Cybersecurity**

XIII. Action Items

- 1. Act on letters of resignation**

Motion by J. Konow and seconded by N. McGillicuddy to accept the letters of resignation with regret. The motion passed unanimously.

- 2. Act on 2023 Graduation date**

Motion by B. Green and seconded by M. McCall to set graduation date for Tuesday, June 13th. The motion passed unanimously.

It was noted June's BoE meeting is the same night, and will need to be rescheduled.

- 3. Act on 2023-2024 revised calendar**

This change eliminates Early Release for LMS students on January 16-19. They will now have a full day.

Motion by B. Green and seconded by M. McCall to eliminate the early dismissal days for the middle school from January 16th to the 19th. The motion passed unanimously.

- 4. Act on LMHS girl's locker room bid**

Motion by B. Green and seconded by M. McCall to approve the bid from CSNE LLC for \$37,740 for the Lyman High School girl's locker room upgrade, of which \$22,500 will come from capital, and not exceed \$16,000 from non-lapsing. The motion passed unanimously.

- 5. Act on utilizing non-lapsing funds for crack repair on tennis courts**

Motion by N. McGillicuddy and seconded by J. Konow to approve \$8,711 from non-lapsing to repair the elongated cracks on the tennis courts. The motion passed unanimously.

- 6. Act on utilizing non-lapsing funds for Special Education equipment**

Motion by N. McGillicuddy and seconded by B. Green to approve the Special Education seating equipment in the amount of \$4,535 from non-lapsing. The motion passed unanimously.

7. Act on purchase of POS system for Food Service

Motion by B. Green and seconded by N. McGillicuddy to spend \$11,925 on upgrading the Point-of-Sale system for the Food Service, utilizing funding from the Food Service account. The motion passed unanimously.

8. Act on compliance with the Connecticut Nutrition Standards for the 2023-24 school year

Motion by J. Konow and seconded by A. Margerelli-Hussey that pursuant to C.G.S Section 10-215f, the Lebanon Public School District certifies that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2023, through June 30, 2024. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to school stores, vending machines, school cafeterias, culinary programs, and any fundraising activities on school premises sponsored by the school or non-school organizations and groups. The motion passed unanimously.

9. Act on exclusion of selected foods and beverages from the Connecticut Nutrition Standards for 2023-24 school year

Motion by J. Konow and seconded by A. Margerelli-Hussey that the Lebanon Public School District will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards and beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food and beverage items are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The “regular school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held and must be the same place as the food and beverage sales. The motion passed unanimously.

10. Act on 2023-2024 tuition rates

- a. General Education rate for contractual sending towns**
- b. General Education rate for children of staff members**
- c. Special Services rates for sending towns**

A. Gonzalez noted contracts with sending towns state increases may not exceed 2.5%

Motion by B. Green and seconded by A. Margerelli-Hussey that for the 2023-2024 school year the BoE approve a 2% increase of the General Education rate from contractual sending towns, a 25% (of General Education) rate for children of staff members, and a zero increase to the Special Education Services rate for sending towns. The motion passed unanimously.

11. Second Reading – Update – Policy #1013, Distribution of Materials
12. Second Reading – Update – Policy #5034, Search and Seizure
13. Second Reading – Update – Policy #9015, Construction and Posting of Agenda
14. Second Reading – Update – Policy #5006, Physical Activity, Undirected Play and Student Discipline

Motion by M. McCall and seconded by J. Konow to pass items 11-14. The motion passed unanimously.

15. Second Reading – New – Policy #6006, Use of Commercially Produced Electronic Media
16. Second Reading – New – Policy #3008, Model Code of Conduct Governing Procurements Under Federal Award
17. Second Reading – New – Policy #5027, Policy to Improve Completion Rates of the Free Application for Federal Student Aid (FAFSA)

Motion by M. McCall and seconded by D. Person to adopt items 15-17. The motion passed unanimously.

18. Second Reading – Delete – Policy #5124, Reporting Systems
19. Second Reading – Delete – Policy #5122, Summer School
20. Second Reading – Delete – Policy #5145.7, Identification of Handicapped Students
21. Second Reading – Delete – Policy #5142, Student Insurance
22. Second Reading – Delete – Policy #5141.22, Students with Chronic Infectious Diseases

Motion by M. McCall and seconded by B. Green to delete items 18-22. The motion passed unanimously.

XIV. Executive Session

Motion by J. Konow and seconded by A. Margerelli-Hussey to enter into executive session, inviting Superintendent Gonzalez, for the purpose of discussing negotiations with the Lebanon Association of Educational Secretaries, Lebanon Association of Instructional Assistants, and discussing non-renewal of non-tenured teachers. The motion passed unanimously.

The BoE entered executive session at 9:30 p.m.

The meeting came out of executive session at 9:51 p.m.

XV. Action Items

1. Act on contract with the Lebanon Association of Educational Secretaries
Motion by Maureen McCall and seconded by John Konow that the board accept the contract with the Lebanon Association of Educational Secretaries and authorize the board chair to sign on behalf of the board. The motion passed unanimously.
2. Act on contract with the Lebanon Association of Instructional Assistants
Motion by Maureen McCall and seconded by Nicole McGillicuddy that the board accept the contract with the Lebanon Association of

Instructional Assistants and authorize the board chair to sign on behalf of the board.

The motion passed unanimously.

3. Act on non-renewal of non-tenured teachers

No action was needed on the non-renewal of non-tenured teachers.

XVI. Items for Next Agenda

Date of the June meeting

Non-lapsing account discussion

Executive session for the superintendent's yearly evaluation

Student Voice per Public Participation

XVII. Adjournment

The meeting was adjourned by the chair at 9:54 p.m.

Respectfully submitted,
Hannah Walcott (Board Clerk)