

**LEBANON BOARD OF EDUCATION
REGULAR MEETING
LYMAN MEMORIAL HIGH SCHOOL LIBRARY
AUGUST 8, 2023 - 7:30 PM
MINUTES**

IN ATTENDANCE:

Sarah Haynes (Chair)	Dawn Whitcher
Alexis Margerelli-Hussey (Vice-Chair)	Nicole McGillicuddy
Maureen McCall (Secretary)	Bruce Calef
Avery Brooks (Student Representative)	

ABSENT:

Danelle Person
John Konow
Brian Green

ALSO PRESENT: Andrew Gonzalez (Superintendent), 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 Pledge of Allegiance.

II. Communication

- A. Letters of Resignation** - A. Gonzalez shared letters of resignation from the following staffers, thanking them for their service:
- 1. Samantha Singleton (LMHS Assistant Principal)**
 - 2. Salvatore Magnano (PT ASTE)**
 - 3. Caitlin Reid (LES Para)**
 - 4. Ann Scanlon (Custodian)**

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

None.

IV. Consent Agenda

- A. Approval of minutes**
- 1. Curriculum Subcommittee Meeting – 06/05/2023**
 - 2. LBoE Special Meeting – 06/08/2023**
 - 3. Facilities Subcommittee Meeting – 06/16/2023**
 - 4. Facilities Subcommittee Meeting – 07/05/2023**
 - 5. Long Term Planning Subcommittee Meeting – 07/05/2023**
 - 6. LBoE Special Meeting – 07/13/2023**
 - 7. Long Term Planning Subcommittee Meeting – 07/24/2023**
 - 8. Facilities Subcommittee Meeting – 08/02/2023**
 - 9. Finance Subcommittee Meeting – 08/02/2023**

S. Haynes noted item #7 (Long Term Planning minutes of 07/24/23) were not available, and will be included next month.

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Motion by N. McGillicuddy and seconded by M. McCall to approve the consent agenda, deleting item #7. The motion passed unanimously.

V. Committee Reports

- A. Facilities** – N. McGillicuddy reported snow and ice contract bids were opened yesterday, with the committee recommending awarding the contract to Bakaj Construction. Refurbishments to the girls' locker room are expected to begin shortly, with a targeted completion date of August 22. Roof repairs at Lyman were also discussed, as was prioritization of the Capital list. The next meeting is the building walkthrough on August 14.
- B. Policy** – M. McCall stated the committee will be bringing forward a list of obsolete/non-mandatory policies next month.
- C. Negotiations** – Administrator negotiations will begin this month.
- D. Safety & Security** – No report.

VI. Superintendent's Report

- A. Enrollment** – Preliminary district enrollment as of 08/03/2023 is 955 (LES – 353, LMS – 261, LMHS – 341). A. Gonzalez noted a smaller Pre-K cohort, but expects that number to rise as the year progresses due to ongoing screening and rolling entry of students. Enrollment at Lyman is up by 17 students compared to the end of last year.
- B. Staffing Update** – There were 23 positions to be filled this spring; currently, 4 are still open, including LMHS Assistant Principal. A. Gonzalez noted there were nearly 50 open positions at this point last year, and the district is well-situated for the start of the school year. There was discussion on sections per grade and class size.
- C. Building Walkthrough** – A building walkthrough is scheduled for Monday August 14 at 4 p.m.
- D. Health & Safety** – As state COVID reporting requirements have ended, the district will no longer provide notification of individual cases, but will maintain the district dashboard so the community can monitor cases if they so choose.
- E. Annual Report** – Hard copies are available at the library, Senior Center, and Town Hall, as well as electronically on the district's website.
- F. 2023-2024 District Goals** – A. Gonzalez noted a focus on "culture" versus "score-based" goals for the upcoming year. Emphasis will be placed on promoting a sense of community and belonging, engaging students as active learners, and educators continuing to utilize data to drive decision making.

VII. Finance Report

- A. 2022-2023 Budget** – Unaudited financials for the year (dated 06/30/2023) were included in the agenda, with V. Belles noting an anticipated surplus of \$63,432, to be transferred to the non-lapsing fund, pending a written request to the Board of Finance. Staffing changes and transportation were discussed as main drivers behind the surplus.

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- B. 2023-2024 Budget** – A financial report (as of 08/31/2023) was included in the agenda.
- C. Facilities Tracking List/Fund Balances** – An updated facilities tracking list was included. The current SIP balance is \$119,805.71. Approved facilities projects total \$338,000 in estimated costs. Non-lapsing balance is \$227,115.01.

VIII. Action Items

1. Act on Letters of Resignation

Motion by M. McCall and seconded by A. Margerelli-Hussey to accept the letters of resignation with regret. The motion passed unanimously.

2. Act on 2023-2024 BoE Goals

Discussion: The BoE agreed to revise the opening to read “Lebanon Public Schools takes pride in maintaining high standards...” There was also discussion on distribution and promotion of those goals throughout the district.

Motion by M. McCall and seconded by N. McGillicuddy to approve the 2023-2024 BoE Goals, including the discussed revision. The motion passed unanimously.

3. Act on School Meal Prices

Discussion:

The last price update took place in 2020-2021. State funding changes were also discussed.

Proposed School Meal Prices (effective August 28, 2023)

LES _____	Breakfast - \$2.00; Lunch - \$3.25
LMS _____	Breakfast - \$2.00; Lunch - \$3.60
LMHS _____	Breakfast - \$2.00; Lunch - \$3.80

Motion by N. McGillicuddy and seconded by A. Margerelli-Hussey to approve school meal prices as posted. The motion passed unanimously.

4. Act on purchase of computers for Food Service Program

Motion by N. McGillicuddy and seconded by M. McCall to approve the purchase of computers for the Food Service Program for a total of \$2,359.77. The motion passed unanimously.

5. Act on purchase of Chromebooks

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Motion by N. McGillicuddy and seconded by A. Margerelli-Hussey to purchase 120 Chromebooks from CDW in the amount of \$29,400. The motion passed unanimously.

IX. Act on contract for Snow and Ice Control

Discussion:

This is a one-year contract.

Motion by N. McGillicuddy and seconded by M. McCall to act on the contract for Snow and Ice control, awarding it to Bakaj Construction in the amount of \$92,000. The motion passed unanimously.

X. Executive Session

Tabled.

XI. Adjournment

S. Haynes adjourned the meeting at 8:31 p.m.

Respectfully submitted,
Hannah Walcott (Board Clerk)