

**LEBANON BOARD OF EDUCATION
LEBANON MIDDLE SCHOOL CAFETERIA
REGULAR MEETING
January 14, 2020 - 7:30 PM**

MINUTES

ATTENDANCE:

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| PRESENT: William Meese, Chair | Sarah Haynes, Vice-Chair |
| Maureen McCall, Secretary | John Konow |
| Alexis Margerelli-Hussey | Nicole McGillicuddy |
| Matthew Smith | Dawn Whitcher |
| AniRose Johnson, Student Representative | |

ALSO PRESENT: Superintendent Robert Angeli, Kathleen Mozak-Pezza, Curriculum Director, James Apicelli, LMHS Principal, Robert Laskarzewski, LMS Principal, Rita Quiles-Glover, LES Principal, Robert Sirpenski, Business Manager, Cheryl Biekert, Director Pupil Services, Jacques Dulac, IT Director, Kevin French, Facilities Director, and Kevin Cwikla, First Selectman

I. CALL TO ORDER

Chairman W. Meese called the meeting to order at 7:30 and led the audience in the Pledge of Allegiance.

II. COMMUNICATION

1. Thank you note
Superintendent Angeli read a note from Erin Shuman thanking the Board for the poinsettia she received at the December meeting in recognition of her teacher of the year award.
2. Letter of Retirement
Superintendent Angeli read a letter of retirement from Karen Collins, Science Teacher, effective at the end of the school year in June 2020.

III. RECOGNITION

1. LMHS Fall All-State Athletes, Volleyball State Champions, Girls Soccer Division Champions
Principal Apicelli noted that this had been a fantastic fall. They held a pep rally recognizing all of the activities that the youth participated in – plays, Ag events, CAPSS awardees, and those making the honor roll, etc. He then introduced the students receiving honors in soccer, track and volleyball as well as noting those All-State athletes not currently present since they were at other events. A short recess was held to congratulate those present.

IV. PUBLIC PARTICIPATION – BYLAWS OF THE BOARD #9324

Public participation – 30 minutes; Individual speaker – 2 minutes
W. Meese called the meeting back to order at 7:57 p.m. There was no public participation.

V. CONSENT AGENDA

A. Approval of minutes – The chair commended the Board for all of the following committee meetings held during the holiday season.

1. Safety & Security Subcommittee – 12/6/2019
2. Enrollment/Communications/Goals Subcommittee – 12/10/2019
3. Finance/Facilities Subcommittee – 12/10/2019
4. Strategic Plan/Curriculum Subcommittee – 12/10/2019
5. LBOE Regular Meeting – 12/10/2019
6. Finance/Facilities Subcommittee – 12/19/2019
7. Safety & Security Subcommittee – 1/7/2020
8. Finance/Facilities Subcommittee – 1/7/2020
9. Strategic Plan/Curriculum Subcommittee – 1/7/2020
10. Superintendent's Evaluation Subcommittee – 1/7/2020
11. Budget Transfers

Motion made by A. Margerelli-Hussey and seconded by S. Haynes to approve the Consent Agenda as presented. The motion passed unanimously.

VI. REPORTS OF COMMITTEES

- Governance – Bill said that there will be a full board training session on February 5th from 6:00 P.M. to 8:00 P.M. with our attorney, Rich Mills. Pizza will arrive. The meeting with the Lebanon Planning and Zoning Commission to update the Town of Lebanon's Plan of Conservation and Development will be held on January 21st and attended by Nicole, Dawn, Matt and Bill.
- Policy – Maureen has reviewed the rest of the manual and created a listing with recommendations on the various policies by those completed, those with other subcommittees, those recommended to adopt Shipman and Goodwin's, those needing further review, etc. A meeting has been tentatively scheduled for January 28th to move forward.
- Safety/Security – Met on the 7th and updated with Rita Quiles-Glover and Samantha McCarthy. Will know more about possible security grants in May or June. The radio repeater installation will be completed on the 16th and the camera bid will be acted on tonight. Other safety issues were discussed in executive session.
- Superintendent's Evaluation – The mid-year review will be discussed in executive session.
- Strategic Plan/Curriculum – Met on the 7th and tonight to discuss the three plans presented. The committee will be reviewing a sample of curriculum from each school and doing an overall district review. A report of assessments should be ready by the end of the month and today there will be the first reading of the books for the new manufacturing course.
- Enrollment/Communications/Goals – The committee met briefly tonight on board goals. They will be reaching out to the other subcommittees for input and expect to have an update ready for February.

- Negotiations – Nothing to report. Secretaries and Paraprofessionals contracts will come due in late winter/early spring.
- Finance/Facilities – Met on December 19th and then on January 7th and again tonight. Speaking with Tremco Roofing regarding the roof at Lyman High. Possible Facilities expenditures of about \$210,000 include fuel tank, security cameras, replacement truck, tree trimming, line striping and other safety features. Plans for capital expenditures of \$35,000 for Athletics include tennis court resurfacing, soccer field drainage and replacement of the scoreboard at LMS. IT expenditures of \$100,000 include staff technology Chromebook refresh, network infrastructure and student technology refresh. The committee is looking at improving the cost of healthcare by perhaps separating from the town but will check to see what that will do to the town's finances. Tonight plans are to act on the SIP request for the cameras and the capital requests listed above.
- EASTCONN – Matt's planned meeting with the EASTCONN executive director didn't happen so he will be attending their next meeting at the end of the month.

VII. ADMINISTRATORS' REPORTS

These were included in the Board packets.

VIII. STUDENT REPRESENTATIVE'S REPORT

AniRose gave her report on school activities since our last meeting.

LES – on December 13th money was raised on PJ Day. The first graders saw *The Nutcracker*. The 4th grade concert was held on the 18th. A Positive Behavior Interventions and Supports (PBIS) assembly was held on the 19th. On January 9th, there was a *Power of Yet* assembly about positive mindsets and there was a yoyo sale. The 4th graders went to the TRCC leadership conference on the 14th.

LMS held their winter concert on December 12th. The student council met on December 24th. January 2nd was the date of the rescheduled honor roll field trip. The Panther Den had a gathering on the 3rd and NWEA testing was held from January 7th to 14th. On January 10th, the student council met and there was a Student Council and Peer Ed annual Glow Dance.

Lyman held musical auditions for *Little Shop of Horrors* on December 11th and 12th. The Ag holiday party was held on December 18th. On December 19th Tri-M went to the middle school and held an open mic night. The Casey Yates Wrestling Tournament was held on January 11th. The boys' basketball team is at 3 wins and 5 losses and the girls' basketball is at 3 wins and 5 losses.

IX. REPORT OF SUPERINTENDENT

1. Enrollment - Remains flat.
2. NESDEC Enrollment Projections - Superintendent Angeli included in the packet NESDEC projections for the next ten years including historical information as well. Discussion followed concerning what the numbers represent and what was included/excluded. If the projected trend is correct, by 2029, enrollment numbers based on NESDEC should be about where they are now.

3. Exit Interviews – Superintendent Angeli has completed a document that has been vetted by the administrative team and he is now soliciting feedback from more of the staff. He developed this using two samples from area districts and online information.
4. Recent development – An anonymous community member has donated \$1,250 to be used to pay off lunch balances accrued to this point. If not enough, someone else has volunteered to cover the rest.

X. SCHOOL STRATEGIC PLAN PRESENTATION

1. Principal Laskarzewski spoke on the development of Lebanon Middle School's strategic plan. It was a great exercise. Team leaders were appointed to work on one section each. Staff members were required to sign up as committees to do the separate pieces and then all was merged. Since he had done it himself in the past, this sharing of expertise was enlightening. This document has every staff member's voice heard and is a roadmap for success.
2. Principal Apicelli said that their exercise was rewarding. Everyone had the opportunity to share comments. They used PLC time and faculty meetings. There were very strong opinions expressed and great discussions which helped target for the end goals five years out. All are excited about the direction the school is taking and galvanized to work together.
3. Principal Quiles-Glover thanked Rachael Archer, one of the parents from the PTA group who volunteered to help with the process. She used the whole school as well as small groups to develop the plan and they are starting to see things in action. They are also working on the pre-school accreditation.

XI. FINANCE REPORT

1. 2019-2020 Budget
Reports distributed to the subcommittee distributed to the whole board. They had been worried about a deficit but have realized savings and now anticipate to break even bar any unforeseen setbacks.
2. 2020-2021 Budget
The staff will have the opportunity to give input to the budget tomorrow, January 15th at 3:30 p.m. in the Lebanon Middle School Media Center and the community input session will be held the same day at 7:00 p.m. at the Lyman High auditorium. The Finance/Facilities subcommittee has been working with Administration and there are adjustments in terms of 'asks' that have been removed to bring down the initial budget to a more reasonable amount. They will continue to look at the budget and have it ready for the February meeting. The capital requests will be submitted to the Finance/Facilities subcommittee probably tomorrow. This led to discussion on the various finance reports and those reports that can be produced that might possibly aid the Board. There was also discussion on the letter that had gone out to parents. While it was noted as preliminary, some parents thought it was a done deal. It appeared to be confusing to some readers.

XII. DISCUSSION ITEMS

1. Posting the entire Board Meeting Packet
This will give the town more information than they are already privy to and will make things more transparent. It could be used in conjunction with our televised meeting and perhaps put on a screen so that everyone at the meeting or visiting online would have access to the same information. The Communications subcommittee has ideas for more ways of getting information into the hands of those who need/want it.

XIII. NEW BUSINESS

1. First Reading of new textbooks for CCP Manufacturing course at LMHS:
 - a. *Print Reading for Industry*
 - b. *Mathematics for Machine Technology*
 - c. *Interpreting Engineering Drawings*
 - d. *Precision Machining Technology*Kathleen Mozak-Pezza said that students scoring high enough in this course will be eligible for benefits a future job as well as the possibility of college aid. These four books meet the course requirements at Three Rivers Community College based on the prospective employer and, passing the practicum, the student receives Three Rivers Community College credits. There are two additional tests (two other practicums) and the students could possibly earn up to 9 credits and qualify for better job placement. In addition, Three Rivers Community College donated all of the necessary books to Lyman.

XIV. ACTION ITEMS

1. Act on Letter of Retirement
Motion made by N. McGillicuddy and seconded by M. Smith to accept the retirement. The motion passed unanimously.
2. Act on Security Camera Bids
Motion made by N. McGillicuddy and seconded by S. Haynes to accept the recommended bid by Integrated Security Solutions for \$52,550 with the earmarked \$35,390 coming from SIP and the remainder of \$17,160 from the non-lapsing account. The motion passed unanimously.
3. Act on 2020-2021 School Calendar
Motion by S. Haynes and seconded by J. Konow to approve the 2020-2021 school calendar as printed. Discussion about the recommendations to make the conferences all in October. Bob met with the reps and recommendations were made; the solutions came directly from the staff.
The motion passed unanimously.
4. Act on 2020-2021 Capital Budget Requests
 - a. **Motion made by N. McGillicuddy and seconded by J. Konow to approve and recommend to the Board of Finance the Athletic request of \$35,000. The motion carried unanimously.**
 - b. **Motion made by N. McGillicuddy and seconded by J. Konow to approve and recommend to the Board of Finance the Technology request for \$100,000.** Discussion ensued on the lifetime of

Chromebooks, etc. **The motion carried with N. McGillicuddy, M. Smith, D. Whitcher, J. Konow and A. Margerelli-Hussey for and M. McCall and S. Haynes opposed.**

- c. **Motion made by N. McGillicuddy and seconded by J. Konow to approve and recommend to the Board of Finance the Facilities request of \$198,000 for the various items discussed in the Finance/Facilities report with line 6 – Replacement District Truck - reduced to \$30,000. The motion carried unanimously.**

XV. ITEMS FOR NEXT AGENDA

Enrollment

XVI. EXECUTIVE SESSION

1. For the purpose of safety and security planning
Motion made by N. McGillicuddy and seconded by S. Haynes to go into executive session at 9:25 p.m. for the purpose of discussing safety and security planning and to invite the Superintendent and LES Principal. Motion carried unanimously. Returned from executive session at 9:58 p.m.
Motion made by S. Haynes and seconded by N. McGillicuddy to extend the meeting until no later than 10:30 p.m. The motion carried unanimously.
2. For the purpose of reviewing the Superintendent's mid-year evaluation
Motion made by M. McCall and seconded by N. McGillicuddy to return to executive session at 9:58 p.m. for the purpose of reviewing the Superintendent's mid-year evaluation. The motion carried unanimously.

Returned from executive session at 10:29 p.m.

XIII. ADJOURNMENT

The meeting adjourned at 10:29 p.m.

Respectfully submitted,
Maureen D. McCall, Secretary