

**LEBANON BOARD OF EDUCATION  
REGULAR MEETING  
LYMAN MEMORIAL HIGH SCHOOL LIBRARY  
MARCH 12, 2024 - 7:30 PM  
MINUTES**

**IN ATTENDANCE:**

Sarah Haynes (Chair)	Brian Green
Alexis Margerelli-Hussey (Vice-Chair)	Andrew Lathrop
Danelle Person (Secretary)	Rachael Archer
Dawn Witcher	Sherry Masterson
Nicole McGillicuddy	Avery Brooks (Student Representative)

**ALSO PRESENT:** Superintendent Andrew Gonzalez, James Apicelli, Martha Starkey-Castro, Susan Mike, Chad Johnson, Jessica Scorso, Rita Quiles-Glover, Dawn DeLia, Jacques Dulac, Stephanie DeLucia

**I. Call to Order**

Chair Sarah Haynes called the meeting to order at 7:32 p.m. and led the Pledge of Allegiance.

**II. Recognition**

**A. BoE Appreciation Month** – A. Gonzalez recognized BoE members for their volunteerism and dedication to Lebanon schools.

**III. Communication**

The following letters were shared, with thanks to departing staffers for their time in Lebanon.

**A. Letters of Resignation**

- 1. Nick Jamrock (LES Paraeducator)**
- 2. Austin Dion (IT Technician)**

**B. Letter of Retirement**

- 1. Greta Skiles (LES Kindergarten)**

**IV. Public Participation (Bylaws of the Board #9011)**

**A. Carrie Schwartz (Lebanon PTA)** – Gave appreciation and a small gift to BoE members for their time and effort serving Lebanon students.

**V. Consent Agenda**

**A. Approval of minutes**

- 1. Finance Subcommittee Meeting – 02/15/2024**
- 2. Policy Subcommittee Meeting – 02/15/2024**
- 3. Facilities Subcommittee Meeting - 02/15/2024**
- 4. BoE Special Meeting - 02/15/2024**
- 5. Finance Subcommittee Meeting – 02/21/2024**
- 6. BoE Special Meeting - 02/22/2024**

**B. Approval of Budget Transfers**

**Motion by A. Margerelli-Hussey and seconded by B. Green to accept the consent agenda as presented. The motion passed unanimously (9-0).**

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**VI. Student Representative's Report**

A. Brooks reviewed recent events at all three schools. At LES, students enjoyed a visit from LMHS Ag students, as well as the Invention Convention and Leap Day celebrations. LMS talent show rehearsals are ongoing, as is "March Mammal Madness." The volleyball team won their first two matches of the season. At LMHS, juniors recently completed NGSS testing. Winter sports have wrapped up, with Lyman's wrestling team earning second place at states, and many ECC honors for LMHS student athletes. The spring musical was a success, selling out all three nights. The new auditorium lighting was on display to great effect.

**VII. Committee Reports**

- A. Policy** – B. Green reported they met tonight, engaging in further discussion on Policy #1007 – Use of School Facilities.
- B. Facilities** – No report.
- C. Curriculum/Strategic Plan** – D. Person reported they also met tonight, receiving updates on Professional Development, and reading programs. Several books for two new ELA classes at LMHS are on display for review at the public library.
- D. Negotiations/Safety & Security** – No report.
- E. Enrollment/Climate & Culture** – No report.
- F. Finance** – R. Archer reported they met tonight, discussing both this year's budget and next year's. Special Education costs remain the biggest unknown, primarily due to outplacement adjustments and additions. Heating oil, gas and diesel contracts have been secured for the upcoming year.
- G. Superintendent's Evaluation** – No report.

**VIII. Presentations**

- A. NEASC Update** – J. Apicelli and S. Mike reviewed progress towards NEASC reaccreditation, including the formation of a Steering Committee, educator deliberations on LPS standards, and integration with the Strategic Plan.
- B. Mid-Year Data** – R. Quiles-Glover presented, introducing educators and administrators who highlighted this year's testing data, celebrations of student achievement, and takeaways/action steps for all three schools, and district-wide. There was brief discussion on motivation issues in testing, SAT requirements at colleges, and SAT preparation.

**IX. Administrators' Reports**

Reports were provided in the Board Packet.

**X. Superintendent's Report**

- A. Increasing Educator Diversity Plan** – A. Gonzalez outlined recruitment, training, hiring and selection, and retention goals, and strategies for achievement of each.
- B. COVID Guidance** – Following updated CDC guidance, district COVID protocols have also been updated. There will be no further tracking of cases or reports to the COVID dashboard.

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**XI. Finance Report**

- A. 2023-2024 Budget** – Budget status as of February 29, 2024 was included in the agenda, with 32.48% remaining, slightly above the 5-year average of 31.16%.
- B. Non-Lapsing Account** – A \$31,000 allocation for Lens software, approved by the BoE in November, was omitted from previous updates. With that update, the projected balance is roughly \$91,000.

**XII. New Business**

- A. First Reading, Update, Policy #5005 – Student Discipline**
- B. First Reading, Update, Policy #5009 – Student Use of the District’s Computer Systems and Internet Safety**
- C. First Reading, Update, Policy #5010 – Use of Private Technology Devices by Students**
- D. First Reading, Update, Policy #4005 – Employee Use of the District’s Computer Systems**

**XIII. Action Items**

- 1. Act on Letters of Resignation**
- 2. Act on Letter of Retirement**

**Motion by N. McGillicuddy and seconded by D. Person to act on letters of resignation and retirement with regret. The motion passed unanimously (9-0).**

- 3. Act on Increasing Educator Diversity Plan**

**Motion by B. Green and seconded by N. McGillicuddy to act on the Increasing Educator Diversity Plan. The motion passed unanimously (9-0).**

- 4. Act on Second Reading, Policy #4007 – Increasing Educator Diversity Plan**
- 5. Act on Second Reading, Policy #5028 – High School Graduation Requirements**
- 6. Act on Second Reading, Policy #5036 – Admission to the Public Schools at or Before Age Five**
- 7. Act on Second Reading, Policy #9018 – Bylaws of the Board – Limits of Authority**
- 8. Act on Second Reading, Policy #9022 – Code of Ethics**

**Motion by B. Green and seconded by S. Masterson to approve items 4 through 8. The motion passed unanimously (9-0).**

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**9. Act on compliance with the Connecticut Nutrition Standards for the  
2024-2025 school year**

**Motion by A. Margerelli-Hussey and seconded by N. McGillicuddy that pursuant to C.G.S. Section 10-215f, the Lebanon Board of Education 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, 2024, through June 30, 2025. 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 (9-0).**

**10. Act on exclusion of selected foods and beverages from the Connecticut  
Nutrition Standards for the 2024-2025 school year**

**Motion by A. Margerelli-Hussey and seconded by N. McGillicuddy that the Lebanon Board of Education 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 (9-0).**

**11. Act on use of non-lapsing funds for purchase of override ports for Lens  
System**

**Motion by N. McGillicuddy and seconded by B. Green to approve the use of non-lapsing funds, up to \$3,000, for the purchase of override ports for Lens system. The motion passed unanimously (9-0).**

**XIV. Executive Session**

No executive session was held.

**XV. Action Items**

**A. Act on non-renewal of non-tenured teachers**

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Discussion:

A. Gonzalez has informed four teachers they will not be renewed, should further budget cuts become necessary. He emphasized that non-renewal is not related to job performance or conduct, and if the budget passes as presented, they will be renewed.

**Amended motion by N. McGillicuddy and seconded by B. Green to act on the non-renewal of non-tenured teachers (A. Alfiero, C. Chiaravallo, R. Ortiz, M. Quinn) in the event the budget does not pass. The motion passed unanimously (9-0).**

**XVI. Items for Next Agenda**

No discussion.

**XVII. Adjournment**

Meeting adjourned at 9:03 p.m.

Respectfully submitted,  
Hannah Walcott (Board Clerk)