

**LEBANON BOARD OF EDUCATION  
HELD VIA TELECONFERENCE  
JUNE 9, 2020 ~ REGULAR MEETING ~ 7:30 P.M.**

**MINUTES**

**ATTENDANCE:**

**PRESENT:** Sarah Haynes, Chairperson                      Maureen McCall, Secretary  
                 John Konow                                              Alexis Margerelli-Hussey  
                 Nicole McGillicuddy                                  Matthew Smith  
                 Dawn Whitcher                                              Ani Rose Johnson, Student Representative

**ALSO PRESENT:** Superintendent Robert Angeli, Kathleen Mozak-Pezza, Curriculum Director, Robert Laskarzewski, Principal, Jay Apicelli, Principal, Rita Quiles-Glover, Principal, Robert Sirpenski, Business Manager, Cheryl Biekert, Director of Pupil Services, Jeannette Picard, Teacher, Kathleen Smith, Teacher, James Motyka, Teacher, Janice Godaire, Teacher, Joanne Sczurek, School Nurse, Leigh Hogan, Teacher, Martin Gomez, Teacher, Trisha Muller, Teacher, Kevin French, Facilities Director, Teacher, Jacques Dulac, Director of Information Technology

**I. CALL TO ORDER**

S. Haynes called the meeting to order at 7:35 p.m.

**II. COMMUNICATION**

1. Letter of Resignation

Superintendent Angeli read a letter of resignation from William Meese, Board of Education.

2. Letter of Retirement

Superintendent Angeli read a letter of retirement from Joanne Sczurek, School Nurse.

**III. ELECTION OF VICE-CHAIR**

**Motion made by M. McCall and seconded by J. Konow to nominate A. Margerelli-Hussey as the Board Vice-Chair. A. Margerelli-Hussey accepted the Board Vice-Chair position. The motion passes unanimously.**

**IV. RECOGNITION**

1. District Retirees

Each retiree will be receiving a plant as a gift of appreciation. Principal Apicelli read some kind words for three retirees including, Marty Gomez, Jim Motyka and Karen Collins. Principal Laskarzewski read some kind words about retiree Janice Godaire. Principal Quiles-Glover read some kind words for retiree Joanne Sczurek. C. Biekert read some kind words for 3 retirees including, Trisha Muller, Pat Payer and Leigh Hogan.

**V. PUBLIC PARTICIPATION - BY LAWS OF THE BOARD #9324**

Public participation - 30 minutes; Individual speaker -2 minutes

Sheree Swenson-Dodge read a letter she wrote in response to dealing with COVID-19. Sheree thanked everyone for the emergency response when school was canceled in March and for reacting rapidly and adapting the curriculum to an at home learning environment. She talked about ways the district could improve the distance learning program. Sheree would like to see the staff take the last few days of school and the summer to put in place whatever planning and training time that is needed to enhance the distance learning experience. Search for curriculum

tools that would be more effective outside of the school building environments. School training sessions for the parents so they can learn how to use the online tools effectively. Sheree would like to see the communication to parents and families standardized. She expressed that it is difficult as a parent to find and organize communications coming from the various methods that are in use. Sheree would like all work to be assigned as mandatory, because when it is considered optional it devalues the assignments and it devalues the time of the students, parent and the teacher. Sheree states that teacher-student engagement has been very limited with one or fewer zoom meetings a week per class and often those meetings aren't about academics they are a social time to get together. She believes it is very important to maintain the schedule and the relationship of the daily and regular contact with the teacher in the classroom. Sheree said the time should be used not just to be social but to teach the lessons. She would like to encourage teachers to hold the meetings at the same time every day so that a routine can be developed and so that families can plan around that and encourage students to participate and to give the children options to use the video or the chat or just turn off the camera and participate in the way that is most comfortable to each student.

## **VI. CONSENT AGENDA**

### **A. Approval of minutes**

1. Finance/Facilities Subcommittee Meeting - 5/13/2020
2. LBOE Special Meeting - 5/13/2020
3. Superintendent's Evaluation Subcommittee Meeting - 5/19/2020
4. Superintendent's Evaluation Subcommittee Meeting - 5/26/2020
5. Budget Transfers

**Motion made by N. McGillicuddy seconded by J. Konow to approve consent agenda as presented. Motion passes unanimously.**

## **VII. REPORTS OF COMMITTEES**

- Governance - S. Haynes reported the subcommittee is planning the off site retreat which will be taking place June 29, 2020 and June 30, 2020 6-9 p.m. and the location is still to be determined. The idea of the retreat is so that the Board can come together and to create some board goals and have some training with the board attorney. It is the second half of the training that began in February. There will also be an update on the strategic plan and annual report. The subcommittee has been discussing the vacant board seat that W. Meese has left. The seat must be filled but the way it will be filled is still up in the air. The town charter is stating something different then what the board has done in the past.
- Policy - M. McCall reported they are working on the policy for filling the vacant seat on the board.
- EASTCONN - M. Smith reported they have not met.
- Superintendent's Evaluation - J. Konow stated they met twice in May, the subcommittee has a rough draft of the superintendents evaluation and they will hopefully be meeting next week and then will come together as a full board to finalize and have it by the end of the month.
- Safety/Security - Nothing to report.

- Finance/Facilities - N. McGillicuddy reported the subcommittee met today and talked about the 20-21 budget. BOE needs \$456,612 to make up the difference of what the BOE asked for and what the BOF approved. There was an agreement with M&J that saved us some money, special ed transportation, CARES Act, the septic tanks were pumped in June, supplies were bought in advance for next year and there was a RIF change all of which saved money. The total would be \$281,747. If \$174,865 is added from the non lapsing account it would reach the \$456,612. Originally it was planned to reduce 1.2 staff members and now we only have to reduce .4 which is a 7<sup>th</sup> grade science teacher. The oil tanks were just filled for next year. The Lyman fuel tank has at least 4 businesses interested in bidding and there is a walk through this Thursday. The gym floors will be re-finished in July. The Verizon Cell tower is in progress, LMS abatement for asbestos is underway this week. We are currently getting a price on line striping. The tennis court resurfacing is a \$54,000 project. There is some money left over in the account from last year and there was some money given to us by the BOF to finish the project but we are still under by about \$5,000 so that will be an action item later to get the remaining cost to get that project underway. LMHS painting project would cost about \$52,000 but we only have \$30,000 so that project will be done in phases.
- Enrollment/Communications/Goals - D. Whitcher reported that they met this evening to focus on enrollment. There is nothing significant to report.
- Strategic Plan/Curriculum - S. Haynes reported they have not met.

## **VIII. ADMINISTRATORS' REPORT**

Principal Laskarzewski reported there was a 4<sup>th</sup> grade parent meeting tonight that was successful and parents were able to meet the 5<sup>th</sup> grade teachers. The 8<sup>th</sup> grade team is doing a promotion ceremony video this Thursday. There are some other things that are surprises that are part of the video which will be distributed to the students and parents on June 16<sup>th</sup> at 10:00 a.m. June 17<sup>th</sup> the students will drive around the traffic circle and get their certificates and awards. The 8<sup>th</sup> grade promotion party potential date is August 14<sup>th</sup>, 2020 at 5:30 p.m. The annual award ceremony is being done by all the grade level teams in various ways. LMS staff is already working on the schedule for next year. The special education students schedules are typically done first. Students we selected for National Junior Honor Society and there will be a ceremony in the fall. Virginia DeLong, LMS school counselor, was selected as the State of CT counselor of the year. Erica Strong, 8<sup>th</sup> grade language arts teacher, was selected LPS teacher of the year.

Principal Apicelli reported that on 5/22/20 and 5/23/20 himself, Brenda Wildes, Kristy Michele and Samantha McCarthy traveled to every LMHS seniors' house or place of business to deliver yard signs. On 5/28/20 there was a virtual departmental and senior project awards presentation. Various departments presented over 90 awards to their students. Each of the seniors that were recognized for their projects that evening had an opportunity to describe their project in detail including their thesis and presentation. The yearbook picture of every student in the class of 2020 has been hung on the fence facing LMHS. The pictures were shown on FOX 61 and CW 20 during their airing of CT Association of Schools art award ceremony. The first ever virtual Lyman awards and scholarship presentation is happening this Friday, June 12, 2020. The seniors received a goody bag on March 29<sup>th</sup> that was put together by the senior class advisors. Students received awards, pins, honor cords and FFA sashes in their bags. Seniors received their yearbooks on Monday 6/8/20 in the morning and underclassmen received theirs right after. The ASTE department conducted a virtual awards banquet on 6/1/20. For the first time ever LMHS

has an Academic All-American wrestler, Ryan Powers. LMHS has received a tremendous amount of outpouring support from the community for the community scholarship given out. LMHS received over \$2,000 this year in total which allowed for multiple scholarships to be given to students. In particular LMHS received \$500 from Ted's IGA in Hebron and \$500 from Lebanon Vet Hospital.

Principal Quiles-Glover reported LES has been busy with the 10 day summer countdown. This past Friday was the very first virtual field day. Yesterday was the virtual art show, today the top Disney songs was released for music day. This Friday is the virtual Rockstar PBIS All school assembly. LES staff has been working on the fourth grade moving up ceremony and they are surprising the students with signs this Friday. LES is maintaining the tradition of the ceremony but it will be virtual. The dates are set for the drive through next week. Monday 6/15/20 will be the all class celebration so every classroom will have celebrations. June 15<sup>th</sup> will also be the traditional flag day ceremony.

C. Biekert reported her department has been incredibly busy with PPT's. There are 27 scheduled this week across the district. There are 76 students participating in ESY distance learning.

K. Mozak-Pezza reported the last few weeks Curriculum has been closing out grants such as the school readiness grant for the year. There was not an application for next years school readiness grant, because the state decided to forego that grant due to COVID-19, but there are two grants for school readiness, so we are waiting to hear from the state what they want to do with the smaller of the two grants. The larger grant is just going to roll over from last year to this year. LES is almost finished with their NAEYC portfolio. The IA's have been participating in a Google classroom PD experience that has been three hours a day since March. We have been accepted as a workshop presenter to show the other schools in CT how we put everything together for the IA's. They are in contact with EASTCONN to put all the unused hours from this year into next years contract.

J. Dulac thanked the BOE for going to one to one especially during this distance learning.

## **IX. STUDENT REPRESENTATIVE'S REPORT**

AniRose spoke about how strong our district is. The students are grateful that they have from now until June 15<sup>th</sup> to make up any work that they have not been able to catch up with. AniRose thanked the Board for being so welcoming and so inviting.

## **X. REPORT OF SUPERINTENDENT**

1. Enrollment - The enrollment report is that from last month to this month we are down 2 students. The total is 995. Magnet School is the same at 31.

2. COVID-19 Update - Each school is focusing on students that need more attention. Each school is trying to maintain some sense of normalcy during this distance learning experience and provide the end of the year programming. The meals program will continue through the end of this month. At this time there is no waiver for our community to continue with the meal program through the summer months. We do not meet the percentage of free and reduced lunch to qualify for the waivers that are currently being offered. For the month of May, Lebanon provided 17,102 meals which is a slight increase from April. April's meal total was 17,044. Carlos has been applying for various grants to support the meal program during the pandemic. We were awarded a \$1,500 grant from Help Feed Kids Now. That will be used to help offset costs to provide meals for students.

Carlos has an application in for another grant for \$3,000, which we haven't heard if we will get that grant. For summer school Lebanon always offers ESY, which will continue this summer, but it will be virtual. The ESY program will begin 7/7/2020. Each school has plans to provide students with work during the summer that they could do outside of a formalized summer school program. There is a reopening committee that will be meeting this Thursday. About 50 staff members would like to serve on this committee. Massachusetts decided not to take temperatures of students based on the accuracy of the devices so that may impact the decisions for CT. The board will be updated on the reopening committee on their work.

3. 4<sup>th</sup> Grade Moving Up, 8<sup>th</sup> Grade Promotion, 12<sup>th</sup> Grade Graduation Ceremonies - At the last meeting in May, the seniors expressed that they want to be done with this process and done with school. One of the things they talked about was that if we waited until later in the summer to hold a graduation some of their friends could not be there for various reasons. The only way to get the entire senior class together was to do something in June. The 12<sup>th</sup> grade graduation will encompass aspects of the typical graduation that would happen on the field in front of the school despite everyone being in their cars. Students will walk across the stage to receive their diploma. There will still be a tassel turn. Families will be in their car but they will have the video on a screen and it will also be broadcast on an FM station. Arrival time will start at 5:30 p.m. Students will be allowed one car per family. Students can start to drive by the staff and teachers at 5:30 p.m. to say their final goodbyes. The students will be given a parking spot spaced out through the entire Lyman parking lot. Cars will be staggered due to social distancing. The graduation will be filmed and recorded. The link will be provided so everyone can watch it. The car that the student is in will pull up to drop the student off to receive their diploma on stage. When they leave the stage there will be a spot for a picture. The 4<sup>th</sup> grade virtual moving up ceremony will be June 15<sup>th</sup>.

4. Food Service Update - The report of the food service update was previously mentioned in the COVID-19 update.

5. Donation from Neighbors Helping Neighbors - This organization will be disbanding and they have \$20,000 that they are going to donate to the school system with the caveat that it be used to support meal programs for students. There will be an account set up for the deposit of the donation. The account that is setup will be able to have other donations donated into it to help families that need it.

## **XI. FINANCE REPORT**

1. 2019-2020 Budget - Projections are that there will be a surplus of \$320,000 - \$340,000, but we will know better when the purchase orders are done. There will be an update at the July meeting.

2. 2020-2021 Budget - In the board packet and previously mentioned in the finance and facilities report there is a difference of \$456,612 between the amount the BOE asked for and the BOF approved.

**Motion made by N. McGillicuddy seconded by J. Konow to amend the agenda to act on using additional money from the non lapsing account for the tennis court not to exceed \$6,500. The motion passes unanimously.**

## **XII. ACTION ITEMS**

1. Act on letter of retirement.

**Motion made by N. McGillicuddy and seconded by M. McCall to accept the letter of resignation. The motion passes unanimously.**

2. Act on 2020-2021 unaffiliated staff salaries.

Discussion: Every year the BOE adopts a pay increase for the employees not affiliated with the union. The BOE acts on the union employees through their contracts, but these employees do not have a union contract, they work on an annual renewal. The BOE has normally adopted a pay raise for these unaffiliated employees which is a percent increase based on the contracts for our unionized staff. In the packet is a list of the positions that are unaffiliated and a recommendation of a 2% increase.

**Motion made by J. Konow to approve the unaffiliated salaries at the proposed percentage increase. No second.**

The BOE will be provided more information and vote on this at the next meeting.

**Motion made by N. McGillicuddy and seconded by A. Margerelli-Hussey to extend the meeting not past 10:30 p.m. In Favor: N. McGillicuddy, A. Margerelli-Hussey, J. Konow, D. Whitcher, M. McCall. Opposed: M. Smith. The motion passes.**

3. Act on LMHS painting bid

Discussion: We had one bidder, Scholar Painting LLC. The Board has approved \$30,000 for the project. The bid came in at \$52,300. We will be painting the two stairwells and one of the floors at LMHS. The additional \$640 will come from the SIP Account.

**Motion made by N. McGillicuddy and seconded by M. McCall to approve the LMHS painting bid not to exceed \$30,640. The motion passes unanimously.**

4. Act on school meal cost increase

Discussion: In the board packets there are 4 options. Compliance with a targeted average price of \$3.09. Compliance with the round down option targeted weighted price of \$3.05. Compliance with no price increase and non-federal funds contribution. Non-federal funds contribution of \$10,716.16 in FY2020-2021. Compliance with the \$0.10 price cap option. Non-federal funds contribution of \$4,121.60 in FY2020-2021. Non-federal funds contribution of \$6,594.56 in FY2021-2022.

**Motion made by M. Smith and seconded by J. Konow to comply with the round down option targeted weighted price of \$3.05. The motion passes unanimously.**

5. Act on food service contract renewal

Discussion: We are in our final year of our contract with Chartwell's. We would be exploring, going back out to bid in the fall for subsequent years. We have one more annual renewal with Chartwell's. This contract has to include the price of the meals. The advantage of acting on this last renewal of this contract with Chartwell's, they guarantee an outcome at the end of the school year. In this contract extension they are guaranteeing that we will be in the good by at least \$100. If we are not in the good by \$100 they waive their administrative fee's down to that \$100.

**Motion made by N. McGillicuddy and seconded by M. Smith to act on the food service contract renewal. The motion passes unanimously.**

6. Act on the purchase of iPads

Discussion: The distance learning program for the younger students struggles because we don't have enough devices to deploy to the homes of the youngest students. We also feel that our in

school program would be enhanced with some addition devices for our younger students. The total cost is \$31,359.75 for 68 iPads, licenses and charging carts. In addition to the iPads we already have, this purchase will now allow for one-to-one use per student in Kindergarten and First grade. The purchase will be funded by the remaining balance of the Tech Capital Account in the amount of \$12,609.23 and the remaining \$18,750.52 will come from the 19-20 operating budget.

**Motion made by A. Margerelli-Hussey seconded by N. McGillicuddy to approve the proposed iPad purchase. The motion passes unanimously.**

7. Act on using \$6,500 from non lapsing to complete the tennis court project.

**Motion made by N. McGillicuddy and seconded by J. Konow to allocate no more than \$6,500 from the non lapsing account to complete the tennis court project. The motion passes unanimously.**

### **XIII. ITEMS FOR NEXT AGENDA**

1. Salary information
2. Exit interviews from retirees
3. Discussion on the fall for reopening

### **XIV. ADJOURNMENT**

The meeting was adjourned by S. Haynes at 10:30 p.m.

Respectfully Submitted,

Melissa Hashem

Board Clerk