

**LEBANON BOARD OF EDUCATION  
LEBANON MIDDLE SCHOOL CAFETERIA  
SEPTEMBER 8, 2020 - REGULAR MEETING - 7:30 P.M.**

**MINUTES**

**ATTENDANCE:**

<b>PRESENT:</b>	Sarah Haynes, Chair	Alexis Margerelli-Hussey, Vice-Chair
	Maureen McCall, Secretary	Nicole McGillicuddy
	Matthew Smith	John Konow
	Dawn Whitcher	Danelle Person

**ALSO PRESENT:** Superintendent Robert Angeli, James Apicelli, Principal, Rita Quiles-Glover, Principal, Robert Laskarzewski, Principal, Robert Sirpenski, Business Manager, Kathleen Smith, Teacher, Cheryl Biekert, Director of Pupil Services, Ken Ochs, Teacher, Jacques Dulac, Director of Information Technology.

**I. CALL TO ORDER**

Chairman S. Haynes called the meeting to order at 7:32 p.m. and led the audience in the Pledge of Allegiance.

**II. COMMUNICATION**

1. Letter of Retirement - Superintendent Angeli a retirement letter from Judith Ingram, Kindergarten Teacher at LES.
2. Letters of Resignation - Superintendent Angeli read five letters of resignation. The first letter that was read was from Barbara Lynn Frazier, Paraprofessional Librarian at LES. The next letter read was from Jennifer Tully, Art Teacher at LMS and LMHS. Superintendent Angeli then read Louis Goffinet's letter of resignation who was a 7th grade science teacher. Next was Miguel Gonzales, IA at LES and the final letter read was from Cynthia Bourassa, Attendance Secretary at LES.

**III. PUBLIC PARTICIPATION - BYLAWS OF THE BOARD #9324**

Public Participation - 30 minutes; Individual speaker -2 minutes

1. Ken Ochs approached the board stating he sent a memo out earlier today outlining the opinions of educators at the high school with respect to our current state of affairs. Ken stated the professional development last week was wonderful and they all learned many things. Ken voiced his concerns about PPE, and how they need more of it and replenished in regular intervals. The second concern is that the HVAC system at the high school is not functioning at optimal capacity. The staff is also wondering when they will have enough time to navigate various technologies and these new navigation's. The Lyman educators want success. Ken also thanked the board, Superintendent Angeli, J. Apicelli and C. Biekert for all their hard work over the past few months.
2. Kyle Griffin, a parent of a LMHS junior on the soccer team, spoke about the decision the athletic directors made to ban parents from watching their children compete at the high school level. Kyle stated that he does not agree with this decision. Kyle believes the decision was made so that there was a lower chance of transmission of COVID-19, however this is flawed because the athletes are mixed in cohorts and they are bound to expose each other at some point. It is Kyle's understanding that the athletic directors all voted unanimously to ban spectators so there was a fair and unified response with their decision, however it is not fair because each facility is different. He also believes that the athletic directors of the schools should make accommodations to allow families to watch their athletes play because it is part of

the student athlete experience. There are three weeks before the competitions begin which is plenty of time to come up with reasonable solutions.

#### **IV. CONSENT AGENDA**

##### **A. Approval of Minutes**

1. Finance/Facilities Subcommittee Meeting - 8/11/2020
2. LBOE Regular Meeting - 8/11/2020
3. LBOE Special Meeting - 8/20/2020
4. Superintendent's Evaluation Subcommittee Meeting - 9/1/2020
5. Safety & Security Subcommittee Meeting - 9/2/2020
6. Policy Subcommittee Meeting - 9/3/2020
7. Budget Transfers

**Motion made by J. Konow and seconded by N. McGillicuddy to approve the Consent Agenda as presented. The motion passed unanimously.**

#### **V. REPORTS OF COMMITTEES**

- Policy - M. McCall reported that policy met once last week and tonight. The board is acting on the first readings later tonight.
- Finance/Facilities - N. McGillicuddy reported that the subcommittee met this evening and that the tents are up, the fire alarms are being checked, the barriers are up and some more are being ordered. Masks and gloves have been distributed in bulk quantities, face shields and gowns are being distributed in small quantities. Between September 9th and 10th there should be additional wipes coming in. The MERV-13 filters will be delivered September 10th and they will take 1-2 days to install. Around September 16th the water bottle fillers will be shipped. At LMS the gym exhaust fans are now working and the six exhaust fans that are not working will be replaced this Thursday. The oil tank project is in the works, October 22nd is the target date for the new oil tank to be installed and there will be a couple weeks of work prior to that to get that underway. At LMHS there are nine roof top exhausts that will need to be replaced. Those will be delivered this week and installed next week. There were new dispensers for toilet paper and paper towels installed at LES. We are hiring four additional custodians, two at LES, one at LMS and one at LMHS. The subcommittee discussed COVID-19 funds. So far we have spent \$149,000. Some of that money was coming from last year's account plus the allotment we got from the state which was \$145,000. Nothing to report for this year's budget at this time. The subcommittee also spoke about the calendar for coming up with next year's budget which will begin later this month.
- Superintendent's Evaluation - J. Konow reported that they met once last week and again today. The subcommittee is finishing up the 2019-2020 evaluation and they are starting the 2020-2021 evaluation.
- Safety & Security - A. Margerelli-Hussey reported that they met on 9/2/2020 and they were joined by the Superintendent and our SRO.
- Strategic Plan/Curriculum - D. Person reports that they did not meet and are still waiting for a new Curriculum Director to be hired.
- Negotiations - S. Haynes reports that M. DeCaprio is not here but she knows that the secretaries have begun the negotiation process. They will be meeting very shortly.
- Enrollment/Communications/Goals - D. Whitcher stated there is nothing to report.
- EASTCONN - M. Smith reported he was not able to attend the last meeting. They are currently trying to get things up and running again.
- Governance - S. Haynes stated there is nothing to report.

#### **VI. ADMINISTRATOR'S REPORTS**

1. R. Laskarzewski reported that over the summer at LMS, asbestos abatement was completed. There were a lot of classrooms moved around this summer to accommodate teacher requests

and to look at the size of classes in classrooms. Professional development was incredible, teachers really enjoyed it. The opening went well today. Having the students come in by grade level and entering through different entrances worked well. The biggest problem today was technology issues. A lot of that was user related. R. Laskarzewski stated that he believes that overall the community had an expectation of production quality video, which is not going to happen with distance learning, they are doing the best they can with the technology they have and that they will be looking to improve on this with web cams. It was incredible to see all the teachers with split screens juggling everything with the hybrid learning model. Open house at LMS will be September 23rd from 5-7 p.m. They will be doing Google meet sessions at each grade level every half hour.

2. J. Apicelli reported that over the summer they had an idea put forward by the post grad committee for a mural of Lyman of all these arms from kids throwing up their graduation caps which was done and is amazing to see. The incoming freshman from other towns got a personal tour of the high school and had their chrome books set up. Over the summer there was a painting project completed on the second floor and the stairwells. The custodians did a great job this summer preparing the building. J. Apicelli also reported that the PD was great and thanked all the teachers for their hard work. They sent out a bunch of videos that were a big hit amongst parents. LMHS also had a great opening day today. There were about 13 kids not in attendance today, which is lower than normal. There were no issues with arrival or dismissal. There were at least 40 or more lunches given out at the high school.

3. R. Quiles-Glover reported that her focus this summer was to maintain the young feeling at the building. R. Quiles-Glover did numerous morning messages since the beginning of August that had a lot of positive feedback. Last week there were meet and greets for Kindergarten, Preschool and new families. Last week there were also the drive-thru pickups for Cohort B and distance learners. LES had a surprise visit from the news media last week. Today was the first day and there were some complaints regarding tech issues, but at 2:00 p.m. time was set aside for the teachers to reach out to students to make sure they felt comfortable and understood what to do with distance learning.

4. C. Biekert reported they had a successful day. There were some ordinary glitches with transportation but nothing that blindsided anyone. C. Biekert commended all the staff for their dedication. She also reported that the PD was exactly what was needed. There was an accountability tracking system that was put in place at LMS and LMHS. It is a shared document that parents also have access to. The district social worker is working on sending out a biweekly newsletter from the support staff. LMS and LMHS have a vetted resource document that they are using for technology for special education that has been shared with department members. They will be taking a closer look at high needs students to see if they meet the criteria developed by the department for increased in person instruction. State reporting is underway in the department.

5. J. Dulac stated that it was awesome to see what the teachers pulled off today and he was grateful that this opening day went so well.

## **VII. REPORT OF THE SUPERINTENDENT**

1. Facilities Update - N. McGillicuddy gave a facility update earlier during the reports of the committees.

2. Enrollment - Our numbers are lower than expected, in particular at LES. LES ended the year at 378 and right now LES is at 351. The Pre-K and Kindergarten numbers are down this year. Some parents are waiting to see how COVID-19 works out and then LES could see an influx of kids. LMS ended the year at 300 and they are starting the year at 297. LMHS ended the year at 317 but they are at 318 now. There are 22 students that have withdrawn to home school during COVID-19. Some of these parents stated that they would send their kids back to school if things could be normal again. Ten of the twenty-two are LES students, nine are LMS students and three are high school students. Magnet school is the same at 31 students.

3. Class Action Lawsuit - The district was named in a class action lawsuit coming out of New York State that names every single state department of education and almost every public education system in every state. The lawsuit is coming from parents of special education students that feel that the best way to serve the educational needs of their children is to have them attend school and attend school full-time. This is what they are asking the courts to do. In the board packet is the initial reaction from the judge on the merits of the case. School systems were supposed to respond by last Friday but the judge stopped that and in turn turned it back on the group that brought the lawsuit forward. They need to prove why this is including every public system in the nation when this is a local issue. This could be going away, but in this case the initial reaction of the judge is a good indicator that districts outside of New York will likely not continue to be included. There are plaintiffs listed from CT that may end up with a case in our state but that remains to be seen. This goes to the insurance, so if there is a claim that has to be paid out we have insurance for that. The insurance hires a law firm to handle the lawsuit. There has also been correspondence with the board's attorney on this matter as well. Superintendent Angeli will keep the board informed.

4. Food Service - During the spring and over the course of the summer the food service program served a little over 66,000 meals to families. The department of Agriculture at the federal level has decided to extend the waiver program for meals through December 31st. This means all meals regardless of free and reduced lunch will be free through December 31st.

5. Reopening Schools - The week of PD was the most touted PD the district has offered. Monday started with a virtual convocation and then four full days of PD provided by district staff. One of the concerns about reopening schools is about masks. The only area of mask wearing that is up in the air is the Pre-K children. Last week the governor passed executive order #9 and in that order he gave the Commissioners of Early Childhood and the State department of Ed authority to pass binding regulations and guidance on issues related to reopening schools, one of which is mask wearing. We are expecting something to come out about Pre-K kids wearing masks. Last week guidance on attendance taking came out. The state is mandating that districts report on a regular basis attendance, including distance learners. We received information from the CIAC that there will be no interscholastic football for high school students. The rule about spectators could be looked into more and information needs to be gathered. Right now LMS is one of three or four schools that are trying to hold middle school sports. Most middle schools have canceled sports. We started with the technology that we had, but are in the process of purchasing other things that will improve distance learning.

## **VIII. FINANCE REPORT**

1. 2019-2020 Budget - The BOF decided to delay any action on depositing money into the non-lapsing account because they want to be sure of what the end number would be for the end of the year. The most recent projected surplus for the year is \$295,292.

2. 2020-2021 Budget - Some of the expenditures for PPE have been coming out of this budget. They weren't all budgeted for but they are all reimbursable. The town has also established a fund that the board will have access to for COVID-19 expenditures. We have not frozen anything in the budget yet. The one account that will be of concern is unemployment. There is \$10,000 budgeted through August and there have been \$8,203 in claims. Legislation was passed that Lebanon will be reimbursed 50% of unemployment claims due to COVID-19. As of now, we have not received any funding for this.

3. COVID-19 Relief Funds - The district can receive up to \$145,419 in COVID relief funding from the state. It is broken up into Personnel and non-personnel expenses. Lebanon is eligible to receive \$2,599 for cleaning/PPE/Health/Safety and \$17,820 for transportation. Since Lebanon doesn't need the personnel for transportation, Superintendent Angeli asked the state if we can move that money into another category but have not received a response yet. For non-personnel costs we are eligible to receive \$120,000 for cleaning/PPE/Health/Safety and \$5,000 for transportation.

## **IX. NEW BUSINESS**

- a. First Reading, Policy #0004-C19 – Policy Concerning Use of Face Coverings in School - we will take out the optional language in the first paragraph but will keep the optional language in the second paragraph.
- b. First Readings, Policy #5005 & #5005-C19 – Student Discipline - this policy will hopefully be approved for a second reading next time.
- c. First Readings, Policy #5007 & #5007-C19 – Transportation - this policy will hopefully be approved for a second reading next time.
- d. First Readings, Policy #5011 & #5011-C19 – Administrative Regulations Regarding Health Assessments/Screenings And Oral Health Assessments - this policy will hopefully be approved for a second reading next time.
- e. First and Only Reading, Policy #5008 – Student Attendance, Truancy and Chronic Absenteeism - This policy does not need a second reading because the language for Shipman and Goodwin is the exact same as ours. The only change is the Policy Number.
- f. First and Only Reading, Policy #5009 – Policy Regarding Student Use of The District's Computer Systems and Internet Safety - This policy does not need a second reading because the language for Shipman and Goodwin is the exact same as ours. The only change is the Policy Number.
- g. First and Only Reading, Policy #5010 – Use of Private Technology by Students - This policy does not need a second reading because the language for Shipman and Goodwin is the exact same as ours. The only change is the Policy Number.

## **X. ACTION ITEMS**

1. Act on letter of retirement

**Motion made by N. McGillicuddy and seconded by J. Konow to accept the letter of retirement. The motion passed unanimously.**

2. Act in the letters of resignation

**Motion made by J. Konow and seconded by M. McCall to accept the letters of resignation. The motion passed unanimously.**

3. Act on the increase in substitute pay

Information: In 2019 Governor Lamont signed new legislation that increased the minimum wage to \$15 per hour by 2023. The new law requires the minimum wage to increase to \$12.00 per hour on September 1, 2020. This increase affects our substitute custodians, substitute instructional assistants, and substitute secretaries. In order to maintain compensation commensurate with the professional responsibilities, it is recommended that the Substitute Teacher wage rate be increased to \$90 per day for the first 25 days and to \$100 per day thereafter.

**Motion made by N. McGillicuddy and seconded by D. Person to accept increase in substitute pay. N. McGillicuddy, D. Witcher, S. Haynes, A. Margerelli-Hussey, J. Konow and D. Person are in favor. M. Smith is opposed and M. McCall abstained. The motion passes.**

4. Act on Second Reading, COVID-19 Policies: #0001-C19, #0002-C19, #0003-C19, #1002-C19, #1007-C19, #1008-C19, #1009-C19, #4005-C19, #4006-C19, #5008-C19, #5009-C19, #5010-C19, #9324-C19

**Motion made by M. McCall and seconded by N. McGillicuddy to approve the second reading of the listed temporary COVID policies. The motion passes unanimously.**

## **XI. ANTICIPATED EXECUTIVE SESSION**

**Motion by J. Konow and seconded by N. McGillicuddy to enter into executive session for the purpose of discussing contract negotiations and to invite the superintendent. The motion passes unanimously.**

After a short break, the executive session began at 9:22 p.m. for the purpose of discussing contract negotiations.

At 9:34 p.m., the Board came out of executive session.

## **XII. ACTION ITEM**

**Motion made by N. McGillicuddy and seconded by M. Smith to approve the Memorandum Of Understanding with the LEA. The motion carried unanimously.**

## **XIII. ANTICIPATED EXECUTIVE SESSION**

**At 9:38 p.m., motion made by M. McCall and seconded by N. McGillicuddy to go into executive session for the purpose of discussing the superintendent's evaluation and to invite the superintendent to attend for the first part. The motion carried unanimously.**

At 10:00 p.m. the Board came out of executive session.

**Motion made by M. McCall and seconded by J. Konow to extend the meeting no later than 10:30. The motion carried unanimously.**

**Motion by N. McGillicuddy and seconded by M. Smith to go back into executive session. The motion carried unanimously.**

The executive session ended at 10:29 p.m.

## **XIV. ITEMS FOR NEXT AGENDA**

None.

## **XV. ADJOURNMENT**

The chair adjourned the meeting at 10:30 p.m.

Respectfully Submitted,

Melissa Hashem  
Board Clerk