

**LEBANON BOARD OF EDUCATION  
SPECIAL MEETING  
LYMAN MEMORIAL HIGH SCHOOL LIBRARY  
JUNE 8, 2023 - 5:30 PM  
MINUTES**

**IN ATTENDANCE:**

Sarah Haynes (Chair)	Dawn Whitcher
Alexis Margerelli-Hussey (Vice-Chair)	Danelle Person
Maureen McCall (Secretary)	Brian Green
Alexis Zimnoch (Student Rep)	

**ABSENT:**

Bruce Calef, John Konow, Nicole McGillicuddy

**ALSO PRESENT:** Andrew Gonzalez (Superintendent), Rita Quiles-Glover, (Director of Curriculum, Instruction, and Assessment), Jessica Scorso (LES Principal), Erica Strong (LMS Instructional Coach), James Apicelli (LMHS Principal), Samantha Singleton (LMHS Assistant Principal), Dawn DeLia (Director of Pupil Services), Jacques Dulac (Director of IT), Kevin French (Supervisor of Facilities), Valerie Belles (Business Manager)

**I. Call to Order**

Chair Sarah Haynes called the meeting to order at 5:30 p.m. and led the audience in the Pledge of Allegiance.

**II. Recognition**

**A. CAPSS Award Recipients** – A. Gonzalez recognized this year's Connecticut Association of Public School Superintendents award winners:

- 1. Grace Dunnack**
- 2. Tyler Gendron**
- 3. Kendall Breault**
- 4. Ryan Dungan**

**B. Student Representative** – A. Gonzalez and the BoE thanked A. Zimnoch for her reports this year. Avery Brooks will be the new student representative.

**C. District Retirees** – A. Gonzalez summarized the careers of the following retirees, thanking them for many years of dedicated service. S. Haynes offered thanks on behalf of the Board.

- 1. Christine Burelle**
- 2. Cynthia Hisman**
- 3. Robert Laskarzewski**
- 4. Barbara Lazur**
- 5. Kathleen Smith**
- 6. Sheri Wilson**

**III. Communication**

None.

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

None.

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**V. Consent Agenda**

**A. Approval of minutes**

1. Enrollment Subcommittee Meeting – 05/09/2023
2. Facilities Subcommittee Meeting – 05/09/2023
3. Safety & Security Subcommittee Meeting – 05/09/2023
4. LBoE Regular Meeting – 05/09/2023
5. Facilities Subcommittee Meeting – 05/16/2023
6. Finance Subcommittee Meeting – 05/16/2023
7. Policy Subcommittee Meeting – 05/16/2023
8. Budget Transfers

**Motion by B. Green and seconded by M. McCall to approve the consent agenda.**

D. Whitcher made the following amendments to the Safety & Security minutes of 05/09/2023:

1. Meeting called to order at 6:00 p.m.
2. Motion made by A. Margerelli-Hussey and seconded by D. Whitcher.
3. Executive session entered at 6:00 p.m.
4. Executive session ended and meeting adjourned at 6:31 p.m.
5. Brian Green arrived at 6:19 p.m. and exited at 6:24 p.m.

**The motion as amended passed unanimously.**

**VI. Student Representative's Report**

A. Zimnoch gave her final report to the Board, stating she enjoyed participating in meetings. The BoE thanked her for her contribution and wished her the best in the future.

**VII. Committee Reports**

- A. Finance** – B. Green noted they met 05/09, with minutes included in the packet. Discussion highlights included the Long Term Study, safety/security grant, emergency repairs, 22-23 budget and audit updates, and FY 24 staffing moves resulting from the passed budget.
- B. Policy** – M. McCall reported the full policy manual review is ongoing, with a focus on policies deemed mandatory.
- C. Negotiations** – No report.
- D. Superintendent's Evaluation** – S. Haynes noted the evaluation is complete.
- E. Curriculum** – D. Person stated they met 06/05, receiving updates on ELL students, reading mandate pilot programs, assessment audits, cycle review, testing, recent PD, and plans for next year. It was noted pilot reading programs have been narrowed down to two.
- F. Safety & Security** – No report.
- G. Governance** - S. Haynes noted the BoE's summer retreat is scheduled for July 13<sup>th</sup>.

**VIII. Administrators' Reports**

None.

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**IX. Superintendent's Report**

**A. 2022-2023 Lebanon Public Schools Highlight Report** – A. Gonzalez noted in lieu of written reports, he and administrators prepared a slideshow highlighting district achievements and improvement efforts. S. Singleton also introduced new BoE student representative Avery Brooks.

- 1. District** – A. Gonzalez highlighted positive relationships between LPS and the community/parents, improved communication, policy review, and increased enrollment efforts.
- 2. Curriculum, Instruction & Assessment** - R. Quiles-Glover reported on curriculum transparency and review, increased individualized PD opportunities for teachers, pilot program processes, and biliteracy seal program info.
- 3. LES** – J. Scorso noted progress on Year 2 of the MTSS cycle, and implementation of iReady Math, Diagnostic, and Heggerty Phonemic Awareness programs, as well as DESSA. Increased family engagement efforts were highlighted.
- 4. LMS** – E. Strong reported on student engagement initiatives, data review and data-driven decision-making, and extracurricular offerings.
- 5. LMHS** – J. Apicelli and S. Singleton highlighted grant-funded programs and events, student achievements (including improvements in testing results), and ASTE program additions.
- 6. Pupil Services** - D. DeLia reported on the implementation of CT-SEDS and increased DESSA training and data review.
- 7. Technology Department** – J. Dulac noted updates to the ASTE and LMS labs, as well as expanded outdoor WiFi coverage.
- 8. Facilities** – K. French noted security enhancements (including camera upgrades and proximity readers), barn construction, and completion of the baseball complex.
- 9. Business Office** – V. Belles highlighted responsible budgeting, noting a surplus of \$8,789.26 from FY 21-22 is anticipated. A budget increase of 4.32% for 23-24, combined with VERIP participation and insurance savings, will allow the district to maintain current levels of staffing and programming. Frontline Central will be implemented, offering enhanced timekeeping, attendance tracking, and improved onboarding.

**X. Finance Report**

**A. 2022-2023 Budget** – V. Belles stated an email update will be shared in the coming weeks, but believes a small surplus is likely.

**XI. New Business**

- 1. First Reading – Delete – Policy #5118, Residency Requirements**
- 2. First Reading – Update – Policy #6172.6/6013, Credit for Online Courses**

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- 3. First Reading – Update – Policy #6142.4/6014, Parent and Family Engagement Policy for Title 1 Students**
- 4. First Reading – Update – Policy #1110/1014, Parent Teacher Communication**
- 5. First Reading – Update – Policy #3520.1/6015, Parental Access to Instructional Materials**

**XII. Action Items**

- 1. Act on Bid for Asbestos Abatement**

**Motion by B. Green and seconded by M. McCall to approve the asbestos abatement for an amount up to \$160,000. The motion passed unanimously.**

- 2. Act on Quote for Refrigeration Equipment at LES and LMHS**

**Motion by B. Green and seconded by A. Margerelli-Hussey to approve the refrigeration replacements at LES and Lyman, utilizing food service program funds, in the amount of \$60,616. The motion passed unanimously.**

- 3. Act on Quote for Electrical Work at LES and LMHS**

**Motion by B. Green and seconded by D. Person to approve the electrical work for refrigeration replacement in the amount of \$2,700, with funds coming from the food service program. The motion passed unanimously.**

- 4. Act on Food Service Contract Renewal Amendment #1**

**Motion by M. McCall and seconded by B. Green to renew the food service contract amendment #1 with Chartwells. The motion passed unanimously.**

- 5. Act on Extension of the *Flexibilities for Implementing the CT Guidelines for Educator Evaluation***

**Motion by B. Green and seconded by M. McCall to approve the extension of the *Flexibilities for Implementing the CT Guidelines for Educator Evaluation* for the 23-24 school year. The motion passed unanimously.**

- 6. Act on Second Reading – New Textbook, *Environmental Science for the AP Course***

**Motion by D. Person and seconded by A. Margerelli-Hussey to approve the new textbook, *Environmental Science for the AP Course*. The motion passed unanimously.**

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- 7. Act on Second Reading – Update – Policy #6010, Curricular Exemptions**
- 8. Act on Second Reading – Update – Policy #6011, Curriculum Development**
- 9. Act on Second Reading – Update – Policy #6012, Selection and Adoption of Learning Materials**
- 10. Act on Second Reading – Update – Policy #5035, Promotion and Retention**

**Motion by M. McCall and seconded by B. Green to approve items 7-10. The motion passed unanimously.**

- 11. Act on Second Reading – Delete – Policy #5111.1, High School Enrollment**
- 12. Act on Second Reading – Delete – Policy #5112, Student Admission Requirements**

**Motion by M. McCall and seconded by D. Person to approve items 11 and 12 for deletion. The motion passed unanimously.**

**XIII. Items for Next Agenda**

The next regular BoE meeting will be in August.

**XIV. Adjournment**

S. Haynes adjourned the meeting at 6:49 p.m.

Respectfully submitted,  
Hannah Walcott (Board Clerk)