

**LEBANON BOARD OF EDUCATION
SPECIAL MEETING
LYMAN MEMORIAL HIGH SCHOOL LIBRARY
FEBRUARY 15, 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 Whitcher	Sherry Masterson

ALSO PRESENT: Andrew Gonzalez (Superintendent), Avery Brooks (Student Representative), James Apicelli (LMHS Principal), Chad Johnson (LMS Principal), Jessica Scorso (LES Principal), Rita Quiles-Glover (Curriculum Director), Dawn DeLia (Director of Pupil Services) Martha Starkey-Castro (Business Manager), John Jarvis (Facilities Director), Erin Shuman (LES Music Teacher)

I. Call to Order

Chair Sarah Haynes called the meeting to order at 7:30 p.m. and led the Pledge of Allegiance.

II. Recognition

A. LES CAS Leadership and CAS Art Students – A. Gonzalez introduced four LES students (Zoe Bakaj, Catherine Bisese, Troy Hedler, Isaac Torres), who participated in CAS leadership conference. Two LES students (Cyril Green and Mia Zaikarite), were also recognized for their achievements in the arts.

III. Communication

A. Donation letter – The BoE thanked the LES PTA for their donation of two Promethean ActivPanel 65” Smart Displays, as well as service agreements and mounting brackets, to the elementary school.

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

None.

V. Consent Agenda

A. Approval of minutes

1. Superintendent’s Evaluation Subcommittee Meeting – 01/04/2024
2. Negotiations Subcommittee Meeting – 01/09/2024
3. Finance Subcommittee Meeting – 01/09/2024
4. Strategic Plan/Curriculum Subcommittee Meeting – 01/09/2024
5. Facilities Subcommittee Meeting - 01/09/2024
6. BoE Regular Meeting - 01/09/2024
7. Climate & Culture/Enrollment Subcommittee Meeting – 01/11/2024
8. Policy Subcommittee Meeting – 01/11/2024
9. Finance Subcommittee Meeting – 01/25/2024
10. BoE Special Meeting – 01/25/2024

B. Approval of Budget Transfers

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Motion by B. Green and seconded by A. Lathrop to approve the consent agenda.

Discussion:

D. Person noted she had revisions to items 9 and 10.

Amended motion by B. Green and seconded by A. Lathrop to approve Consent Agenda items 1 through 8. The motion passed unanimously (8-0).

Discussion:

D. Person suggested revisions to numbers and terminology concerning repairs to the track. In item 9 (Finance Subcommittee Minutes - 01/25/2024), she noted the following: "Requests included resurfacing the track with a projected cost \$77,500 and lasting 5-7 years or a surface replacement with a projected cost at a minimum of \$350,000" She stated the projected cost for resurfacing should read \$75,700. She also clarified that estimate is for patching and repairing the track, and stated the \$350,000 figure is for a full surface replacement. The BoE discussed adjustments to language in both items 9 and 10. S. Haynes noted "track repair" is used in the Special Meeting minutes.

Motion by D. Person and seconded by B. Green to amend the Special Meeting minutes of January 25, 2024 as follows:

- Section II, paragraph 2
 - Amend to read "track coating repair (\$75,700) vs. a full surface replacement (+\$350,000)"
- Present
 - Correct to read "Dawn Whitcher"

The motion passed unanimously (8-0).

Motion by D. Person and seconded by B. Green to amend the Finance subcommittee minutes of January 25, 2024 to reflect the \$75,700 figure for track coating repair, and to read "full surface replacement". The motion passed unanimously (8-0).

VI. Student Representative's Report

A. Brooks reported. LES has begun holding full band practices. Several students are appearing as jellyfish in the upcoming LMHS production of "The Little Mermaid." Recent events included the Book Fair, 100 Days of School celebrations, and Literacy Night. LMS extracurricular highlights include Ski & Snowboard Club excursions, and the restarting of the Garden Club. There was also a bullying assembly, and Book Fair. LMHS midterms went well, as did Spirit Week and the Pep Rally. Ag students will be going to LMS to discuss the program with the younger kids. The contemporary band performed at Windham Hospital for Wear Red Day.

VII. Committee Reports

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- A. Policy** – B. Green reported they met tonight, discussing bylaws, code of ethics, and use of school facilities.
- B. Facilities** – B. Green reported they met tonight. Roof repairs at Lyman are complete, with a few punch list items remaining. Phases 1 and 3 of the auditorium lighting project are scheduled for February 19 & 20. The district is exploring options for putting lettering or a logo in the LMS gym floor. The new snow removal vendor has been a success to date. LMS asbestos abatement will continue this summer. The LMHS water heater needs repairs or replacement, and is an action item this evening.
- C. Curriculum/Strategic Plan** – D. Person had no report.
- D. Negotiations/Safety & Security** – A. Margerelli-Hussey had no report.
- E. Enrollment/Climate & Culture** – A Lathrop reported they met January 11, discussing admission procedures to athletic events, and heard updates on outreach to sending towns.
- F. Finance** – R. Archer reported they met tonight. After the most recent adjustments, the current 2024-2025 budget increase is 4.9%. A subcommittee meeting will be held February 21, with the full BoE holding a Special Meeting for budget approval the following day.
- G. Superintendent's Evaluation** – D. Whitcher had no report.

VIII. Administrators' Reports

- A. LMHS** – J. Apicelli reported on winter sports, and highlighted upcoming events, including a presentation for parents on Social Media and Responsible Technology (2/22, 6:30 p.m.), Evening with the Arts (2/28, 6-8 p.m.), and "The Little Mermaid" (3/8 through 3/10).

IX. Superintendent's Report

- A. Increasing Educator Diversity** – In keeping with state statutes, the district is updating plans to increase applicant pool diversity, with A. Gonzalez preparing a draft plan for BoE review next month.
- B. School Day Preschool** – The district continues progress towards offering "school day" preschool. Current preschool offerings are half day programs, with "school day" intended to operate for a full day for the hours that school is in session.
- C. Strategic Plan** – A steering committee has been formed, with student focus groups ongoing. A. Gonzalez anticipates a finalized plan prior to the start of next school year.
- D. School Study** – A town subcommittee has been formed. Surplus funds will be used to fund the project. A kickoff meeting with SLAM was held, with a site visit planned for February 19 & 20.
- E. 2024-2025 Budget** – The approved capital budget has already been sent to the Town. A. Gonzalez reiterated the current 2024-2025 budget increase is 4.9%, and will be voted upon by the BoE on February 22, then presented to the BoF on February 27.

X. Finance Report

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- A. 2023-2024 Budget** – A. Gonzalez reported the general fund is currently at 40% remaining, slightly above the 5-year historical average of 37%.
- B. Non-Lapsing Account** – M. Starkey-Castro reported a current balance of \$129,080, which includes expenditures for auditorium lighting and masonry repairs. If tonight's action item is approved, the balance would drop to roughly \$123,000.

XI. Discussion

- A. LMHS Sign** – S. Haynes introduced the idea of an electronic or lit sign or message board at the high school. Concerns including the need for increased visibility, budget sources, and Planning and Zoning approval were noted. The BoE agreed to gather more information.

XII. New Business

- A. First Reading, Update, Policy #4007 – Increasing Educator Diversity Plan**
- B. First Reading, Update, Policy #5028 – High School Graduation Requirements**
- C. First Reading, New, Policy #5036 – Admission to the Public Schools at or Before Age Five**

XIII. Action Items

- 1. Act on use of non-lapsing funds for water heater at LMHS**

Motion by B. Green and seconded by A. Margerelli-Hussey to purchase from FW Webb a hot water heater with the specifications that are appropriate, per John Jarvis, not to exceed \$7,000, to come from non-lapsing.

Discussion:

J. Jarvis reported the water heater at Lyman has failed. The proposed action would include the purchase of a new heater to supply hot water in the off-heating season, to be installed by district employees.

The motion passed unanimously (8-0).

XIV. Items for Next Agenda

XV. Adjournment

S. Haynes adjourned the meeting at 8:31 p.m.

Respectfully submitted,
Hannah Walcott (Board Clerk)