

**LEBANON BOARD OF EDUCATION
LEBANON MIDDLE SCHOOL LIBRARY MEDIA CENTER
NOVEMBER 14, 2018 ~ SPECIAL MEETING ~ 7:30 P.M.**

MINUTES

ATTENDANCE:

PRESENT:	Jason Nowosad, Chairperson	John Konow
	Dawn Whitcher, Vice Chairperson	Sarah Haynes
	William Meese, Secretary	Alexis Margerelli-Hussey
	Maureen McCall	Alan Dunnack
	Olivia Glazier, Student Representative	

ALSO PRESENT: Superintendent Robert Angeli, Kathleen Mozak-Pezza, Curriculum Coordinator, Jacques Dulac, IT Director.

ABSENT: Matthew Smith

I. CALL TO ORDER

J. Nowosad called the meeting to order at 7:33 P.M. and led the audience in the Pledge of Allegiance.

II. BOARD REORGANIZATION

1. Election of BOE Officers

J. Nowosad was nominated for Chairperson by A. Dunnack and seconded by S. Haynes. There were no other nominations. Nomination passed by unanimous vote.

D. Whitcher was nominated for Vice-Chairperson by A. Margerelli-Hussey and seconded by J. Konow. There were no other nominations. Nomination passed by unanimous vote.

W. Meese was nominated for Secretary by M. McCall and seconded by A. Dunnack.

M. McCall was nominated for Secretary by J. Konow and seconded by W. Meese.

Vote in Favor of W. Meese as Secretary: M. McCall

Vote in Favor of M. McCall as Secretary: W. Meese, S. Haynes, A. Margerelli-Hussey, J. Konow

Abstained: M. McCall and A. Dunnack. M. McCall was elected Secretary.

2. Subcommittee Assignment Input Form Distribution

J. Nowosad distributed the forms for Subcommittee Assignments and requested they be returned at the end of the meeting

III. COMMUNICATION

1. Letter from Board of Finance - A letter from the Board of Finance regarding the 2019-2020 Capital Budget Requirements was received.

2. Letter of Resignation - Superintendent Angeli noted John Murch, the new LMHS Psychologist is resigning, with a last day of December 21st.

IV. PUBLIC PARTICIPATION - BYLAWS OF THE BOARD #9324

Public Participation - 30 minutes; Individual Speaker - 2 minutes

None.

V. CONSENT AGENDA

A. Approval of Minutes

1. Communications/Strategic Planning/Goals Subcommittee - 10/9/18
2. Superintendent's Evaluation Subcommittee - 10/9/18
3. Policy Subcommittee - 10/9/18
4. Finance/Budget Subcommittee - 10/9/18
5. Regular Meeting - 10/9/18
6. Curriculum Subcommittee - 10/16/18
7. Superintendent's Evaluation Subcommittee - 10/30/18
8. Finance/Budget Subcommittee - 10/30/18
9. Subcommittee Meeting - 11/01/18
10. Budget Transfers

Motion made by A. Margerelli-Hussey and seconded by M. McCall to approve the Consent Agenda with Item #5 removed by request of M. McCall and Item #10 removed by request of D. Whitcher. Motion passed unanimously.

Item #5 - Under "Reports of Committees", Policy #6144 should read Policy #6146.

Motion to accept Item #5 with corrections was made by M. McCall and seconded by A. Margerelli-Hussey. Motion passed unanimously.

Item #10 - D. Whitcher questioned a transfer in Lyman Math. Discussion on field trips, Board funding field trips, and purchase of the ice machine. **Motion to accept Item #10 was made by A. Margerelli Hussey seconded by S. Haynes. Motion passed unanimously.**

VI. REPORTS OF COMMITTEES

1. A. Dunnack reported Facilities met last week and discussed various facility projects and updates. The group is waiting on the report of an ECG report analysis. Proposal for Route 207 Road signage will be presented at tonight's meeting.
2. M. McCall reported Policy met earlier tonight and will be presenting a second reading on Policy #6146 and a first reading on Policy #5123.2 at tonight's meeting. Waiting on the Finance Committee to complete their discussion with Policy #3160.
3. W. Meese reported Budget/Finance met earlier tonight and will continue discussing Policy #3160 and Policy #3313. Both Policies will have changes to bring to Policy Subcommittee for next meeting. Getting ready for Budget Season, 4 Capital Accounts will need to be submitted to the Board of Finance for January.
4. D. Whitcher reported Communications/Strategic Plan/Goals met earlier tonight. The committee is recommending the Board vote to approve Board meetings are set up for Live Streaming while simultaneously recording to upload to the website. The Strategic Plan was reviewed and progress is underway with creating a new Plan.
5. J. Konow reported Superintendent's Evaluation met twice since last Board meeting. The updated Evaluation Document will be presented tonight. The timeline is ambitious and will be fully implemented for 2019-2020.
6. S. Haynes reported Curriculum met on October 16th. Senior Project will be updated for class of 2023, based on State requirements as well. Timeline is attached. Social emotional curriculum for LES, LMS, LMHS was reviewed and will be discussed as an Action item at tonight's meeting.

VII. ADMINISTRATORS' REPORT

Reports were provided in the Board packet. No discussion.

VIII. STUDENT REPRESENTATIVES REPORT

O. Glazier reported 19 FFA students recently went to National FFA Convention and reported on the many successes of the various CDE Teams that participated at both the National and State levels. FFA Blood Drive was held on November 1st. Model UN went on a field trip to NYC and toured the UN Building. Drama Club performed their play, Macbeth. Charter Oak Music Festival occurred and Eastern States Regional members auditioned for their festival. LES raised \$700 for North Carolina. Ms. Lyman and Homecoming will be held on 11/16. NHS Induction is coming up. Lyman Athletics Program is a recipient of the CIAC Michaels Achievement Cup. O. Glazier reported on the many successes of the Fall Sports Teams this past season. Board discussion on the various ways this information is also relayed to the community.

IX. REPORT OF SUPERINTENDENT

1. Enrollment - 1 student decrease overall since last month, 1 Magnet School increase. Budget sheet for Magnet School students was included in the Board Packet.
2. Route 207 Traffic School Zone Signs - Installation will be approximately an additional \$1,000. The Board of Selectman is requesting the Board of Ed pay for this. A letter to the Board of Finance will be necessary to add this project to the Capital Account. K. French is requesting a second quote.
3. Bus Parking - Superintendent Angeli worked with Phil Chester, Town Planner, and Jay Tuttle, DPW Foreman. The transfer station is not favorable due to drainage issues and landfill caps. The Fire Safety Complex would require additional paving and has drainage concerns. The Elementary School deemed the best lot compared to the other 2 schools. Concern over sporting events and pedestrian traffic. The area behind the gas station was discussed. This area was designated for "event parking". The lot would need to be paved.
4. School Resource Officer - Robert Magao, retired Police Officer from West Hartford will be starting by the first week of December. Discussion on the introduction of the SRO to students and families, as well as the logistics of his employment.
5. Potential Partnership with Norwich Public Schools - Norwich has expressed interest in adding Lyman to a list of possible designated schools for their students. Lyman would need to make a presentation to the Norwich Board in December or January. The Board was in favor of exploring this topic further.

X. FINANCE REPORT

1. 2018-2019 Budget

Salaries are currently favorable, but potential to change. Health Insurance is in the negative due to higher enrollment rate and changes in plans. Overall in good shape.

2. 2019-2020 Budget

Timeline is provided. Prepared Budgets are first presented in January, and will be voted on at the Annual Town Meeting on May 6th.

XI. ACTION ITEMS

1. Act on Adding Middle School 4-Square Courts

Motion made by W. Meese and seconded by S. Haynes to approve the PTO's project of adding in 2 4-Square Courts to the Middle School. Jennifer Maddocks, President of the LMS PTO, spoke in favor of the project and provided the Board with more details of the construction of the project. **Motion passed unanimously.**

2. Act on Letter of Resignation

Motion made by A. Margerelli-Hussey and seconded by W. Meese to accept the letter of resignation from John Murch. Motion passed unanimously.

3. Act on Second Reading of Revised Policy #6146, Graduation Requirements

Motion made by M. McCall and seconded by J. Konow to approve the second reading of Revised Policy #6146. Motion passed unanimously.

4. 2019 Meeting Dates

Motion made by A. Dunnack and seconded by M. McCall to approve the 2019 Board Meeting Dates. J. Nowosad noted the November date is pushed back a week due to 2019 being an election year for the Board. **Motion passed unanimously.**

5. Suicide Prevention Curriculum

Motion made by W. Meese and seconded by A. Dunnack to approve the Suicide Prevention Curriculum. K. Mozak-Pezza presented an overview of the curriculum for each school. Discussion on how the programs will be implemented. **Motion passed unanimously.**

6. Act on Purchase and Installation of Lighted School Zone Speed Limit Signs

Motion made by A. Dunnack and seconded by S. Haynes to allot up to \$10,000 to fund the purchase and installation of Lighted School Zone Speed Limit Signs. W. Meese questioned which account the funds would come from. Superintendent Angeli will post it under the SIP Account. **Motion amended to add in under the Approval of the Board of Finance first. Motion passed unanimously.**

7. Act on 2019-2020 Calendar

Motion made by J. Konow and seconded by W. Meese to approve the 2019-2020 School Calendar. Discussion - D. Whitcher requested to add in language about taking away days from April Vacation if more than 5 snow days are accumulated by March 1st. Discussion on changing the November P.D. day from Election day to the day after Veteran's Day. **J. Konow withdrew his motion.** The revised calendar with suggested changes will be presented at the next Board meeting.

8. Act on Superintendent's Evaluation Document

Motion made by S. Haynes and seconded by A. Margerelli-Hussey to approve the Superintendent's Evaluation Document as presented. Discussion - W. Meese would like to know the anticipated implementation date of the program. J. Konow reported it will start midyear for 2018-2019, and fully implemented for 2019-2020. **Motion passed unanimously.**

9. Video Access to Meetings

Motion made by A. Margerelli-Hussey and seconded by S. Haynes to allocate \$1,000 from this year's budget to purchase the necessary equipment to live stream and record Board Meetings. Discussion – M. McCall expressed she does not like her picture being taken. Vote in Favor: A. Margerelli-Hussey, J. Konow, D. Whitcher, W. Meese, A. Dunnack. Opposed: M. McCall. Abstained: None. **Motion passed.**

10. Act on the authorization of the Superintendent to enter into a permanent single agreement (ED-099) to participate in the Child Nutrition Program

Motion made by A. Margerelli-Hussey and seconded by W. Meese to authorize the Superintendent to enter into a permanent single agreement to participate in the Child Nutrition Program. Discussion – Superintendent Angeli explained this is a State of CT mandated requirement as part of our participation with the National School Lunch Program. **Motion passed unanimously.**

XII. NEW BUSINESS

1. First Reading Policy #3160, Board Budget Procedures and Line Items - No Action
2. First Reading Policy #5123.2, LMHS Academic Progress, Grades 9-12

Motion made by M. McCall and seconded by A. Dunnack to approve the first reading of Revised Policy #5123.2. Motion passed unanimously.

XIII. ITEMS FOR NEXT AGENDA

Report on Security Audits performed at School last Spring.
Food Service (question on half day, time of lunch offerings).
For Communications Subcommittee – Communication surrounding High School NHS.

XIV. ADJOURNMENT

Meeting adjourned at 9:41 p.m.

Submitted by,

Chelsea Williams, Acting Board Clerk