

**LEBANON BOARD OF EDUCATION
LEBANON MIDDLE SCHOOL LIBRARY MEDIA CENTER
January 31, 2012 ~ SPECIAL SESSION ~7:00 P.M.
MINUTES**

ATTENDANCE

PRESENT: Melissa Hofmann, Chairman Darcy Battye, Vice Chairman
 James Mello, Secretary Donna Skaats (7:08PM)
 Judd Wardell Sandra Tremblay
 Lori Jahoda

ABSENT: Keith Wentworth, Steve Nelson

ALSO PRESENT: Superintendent of Schools Janet Tyler; Lebanon Special Education Interim Director Sandye Simon; Lebanon Middle School Principal Robert Laskarzewski; Lyman High School Principal Stephen Salisbury; Lebanon Elementary School Interim Principal Bonnie Hanna and Director of Facilities Kevin French.

I. CALL TO ORDER

Melissa Hofmann called the meeting to order at 7:00 PM at the Lebanon Middle School Media Center at 891 Exeter Road, Lebanon, CT.

II. ACTION ITEMS

1. A motion was made by D. Battye and seconded by L. Jahoda to approve the job description for Business Manager. **6:0:0 ~ motion passed unanimously.**
2. A motion was made by D. Battye and seconded by L. Jahoda to approve the job description for Information Technology Director. **6:0:0 ~ motion passed unanimously.**
3. A motion was made by D. Battye and seconded by L. Jahoda to approve the job description for Supervisor of Facilities and Custodial Services, with removal of 'Business Manager' (last page) under the Evaluation section replace with Superintendent. **6:0:0 ~ motion passed unanimously.**
4. A motion was made by D. Battye and seconded by L. Jahoda to approve an out of state field trip for approximately 30 LMHS students to New York City. J. Mello brought up point that this does not adhere to out-of state policy deadline of Oct 1. **6:1:0 ~ J. Mello opposed, motion passed.**

III. 2012-2013 Budget Workshop

1. Superintendent Tyler provided the Board with revised program sheets.
2. Superintendent Tyler provided the Board with a 'draft' document identifying possible areas of reduction if the Board chooses not to support the 11.7% compiled budget requests.

IV. ADJOURNMENT

Motion by L. Jahoda and seconded by D. Battye to adjourn at 7:49PM, motion passed unanimously.

Respectfully submitted,

Melissa Hofmann, Chair