

**LEBANON BOARD OF EDUCATION
ENROLLMENT SUBCOMMITTEE MEETING
HELD VIA TELECONFERENCE
JANUARY 20, 2022 – 7:15 PM**

MINUTES

IN ATTENDANCE: Bruce Calef (Chair), Nicole McGillicuddy, Danelle Person, Sarah Haynes (BOE Chair)

ALSO PRESENT: Superintendent Andrew Gonzalez, James Apicelli, LMHS Principal, Rita Quiles-Glover, Curriculum Director

- I. Call to Order**
Bruce Calef called the meeting to order at 7:16 p.m.
- II. Outreach to local school districts**
S. Haynes has reached out to some local BOE Chairs and is awaiting responses regarding schools of choice. Superintendent Gonzalez is looking at contracts regarding accepting students from sending schools mid-term.
- III. Operating as a partial Magnet school**
Superintendent Gonzalez is looking into State Regulations that would be required.
- IV. Marketing ideas**
 - A presentation to the BOF is needed to illustrate the need for taking care of facilities beyond “just doing enough to get by”. Upgrades and improvements are needed to have attractive facilities that will draw students and retain current students.
 - New programs were discussed to meet the needs and interests of students – i.e. Auto Mechanics, Carpentry, Electrical, Plumbing, IT. Discussed the potential to draw back some of the 67 students attending Magnet and Tech Schools as well as staff implications.
 - J. Apicelli made presentations to sending school boards and placed ads in 8th grade yearbooks.
 - Superintendent Gonzalez reached out to local universities for availability to do a survey to improve marketing.
 - Some discussion was had if Agriculture programs can be improved and also presented better.
- V. Student Exit Surveys**
Improvements and changes are needed to develop a form to capture important information to improve our schools. Climate Surveys are already being taken.
- VI. Progress on CT Grown 4 CT Kids Grant**
Grant request is submitted and follow up contact was made. Additional updates will be forthcoming.
- VII. Portrait of a Graduate video**
A video producer is needed. This will complement the portfolio of videos to use in presentations.

VIII. Discuss community communication

Signs limitations need to be researched and possible zoning changes.
Use Lebanon Life to promote schools to parents and the community.

IX. Next Steps

- B. Calef will reach out to Lebanon Life to find out if we can use them to improve our Communication to the Community
- Superintendent Gonzalez making contact with a potential video producer for "Portrait of a Graduate."
- S. Haynes will follow up on the potential of new sending schools with their BOE chairs.
- Superintendent Gonzalez is looking into improving exit surveys and will follow up on the potential of a community survey.
- Superintendent Gonzalez will bring sending school's contracts to the next meeting to see if they can send students mid-term.
- S. Haynes and Superintendent Gonzalez will make a presentation to the BOF on 2/15 about the need for improvement of facilities as opposed to just getting by.
- J. Apicelli is continuing to put ads in 8th grade yearbooks and make presentations to other BOE and parents as needed to demonstrate our pride in the good things Lebanon has to offer.

X. Adjournment

B. Calef adjourned the meeting at 8:19 p.m.

Submitted by,
Bruce Calef, Chair