

**LEBANON BOARD OF EDUCATION
LEBANON MIDDLE SCHOOL LIBRARY MEDIA CENTER
November 21, 2017 REGULAR SESSION – 7:30 P.M.
MINUTES**

ATTENDANCE:

PRESENT:	Albert Vertefeuille, Chairman	Nicole McGillicuddy
	James Mello, Vice Chairman	Jason Nowosad
	Bert Bosse	Keith Wentworth
	William Meese	Maureen McCall
	Silas Olsen, Student Representative	

ALSO PRESENT: Superintendent of Schools Robert Angeli, James Apicelli, LMHS, Principal, Ann Birrell, Assistant Principal, LMHS, Robert Laskarzewski, LMS Principal, Rita Quiles-Grover, LES Principal, Kathleen Mozak-Pezza, Director of Curriculum, Robert Sirpenski, Business Manager, Kevin French, Facilities Director, Jacques Dulac, Director of Information Technology. Kathleen Smith, teacher.

I. CALL TO ORDER

A. Vertefeuille called the meeting to order at 7:30 PM and led the audience in the Pledge of Allegiance. A. Vertefeuille introduced newly elected members William Meese and Maureen McCall.

II. CELEBRATION OF EXCELLENCE

1. CAPSS Award Recipients
Superintendent Angeli noted the LMS recipients; Maxwell Hussey and Rachael Springer. The high school recipients are Silas Olsen and Katee Meese who were present. Superintendent Angeli described the process for the award. He read a biography of each student. Refreshments were enjoyed by all.

III. BOARD REORGANIZATION

1. Election of BOE Officers
J. Mello as Board Vice Chairman asked for nomination for Chairman. B. Bosse nominated A. Vertefeuille for Chairman. A. Vertefeuille declined the nomination. B. Bosse expressed his appreciation for the work that A. Vertefeuille has done. N. McGillicuddy nominated J. Nowosad for Chairman. Nomination was seconded by B. Bosse. Nomination passed by unanimous vote.
K. Wentworth nominated N. McGillicuddy for Vice Chairman. Nomination was seconded by B. Bosse. Nomination passed by unanimous vote.
B. Bosse nominated J. Mello for Secretary. Nomination was seconded by A. Vertefeuille. Nomination passed by unanimous vote.
2. Subcommittee Assignment Input Form distribution
J. Nowosad distributed subcommittee assignment form and requested that each member complete the form with first, second and third choices. These are needed by the end of the meeting. J. Nowosad will make assignments this weekend. M. Call requested a

description of the subcommittees. J. Nowosad reviewed the subcommittees. A. Vertefeuille noted that the board attorney writes and advises the board on policies. A. Vertefeuille noted that a representative to Eastconn should be explored. There has been no representation from the board in the past.

IV. COMMUNICATION

1. Letters of resignation
Superintendent Angeli noted Patricia Nienmann who was a part-time French teacher at LMS had resigned effective October 13th. Superintendent read the letter of resignation from board member Mary Ellen Wieczorek that was sent to the Town Clerk.
2. Letter from First Selectman to Office of the State Traffic Administration.
Superintendent Angeli read the letter from the First Selectman regarding the request for an engineering review by DOT regarding the school zone in front of the middle school.
3. A. Vertefeuille noted he had received letters from the chairman of the Democratic and Republican Town Committees regarding the vacancy on the Board. The Republican Town Committee had submitted the name of Scott McCall to fill the vacancy. A. Vertefeuille noted that the board policy requires that three names be submitted.

V. PUBLIC PARTICIPATION – BYLAWS OF THE BOARD #9300

Public participation – 30 minutes; Individual speaker – 2 minutes
None.

VI. CONSENT AGENDA

- A. Approval of Minutes
 1. Physical Plant/Facilities – Finance/Budget Subcommittees – 10/10/17
 2. Policy Subcommittee – 10/10/17
 3. Regular Meeting – 10/10/17

Superintendent Angeli noted there were no budget transfers to consider this month.
Motion made by J. Mello and seconded by A. Vertefeuille to approve the Consent Agenda as presented. K. Wentworth requested that budget transfers be explained more clearly and concisely. J. Nowosad noted this would be on the next month's agenda.
Motion passed with M. McCall abstaining.

VII. REPORTS OF COMMITTEES

1. Finance/Budget Subcommittee – J. Nowosad reported they had not met
2. Communications Subcommittee – no report
3. Curriculum Subcommittee – no report
4. Transportation/Residency Subcommittee – no report
5. Goals/Strategic Planning Subcommittee – no report
6. Negotiations Subcommittee – Superintendent Angeli noted that the Secretaries have agreed to a contract and it is an action item tonight. The Instructional Assistant's union met this week, and there is a tentative agreement that will be presented at the December meeting.
7. Board Policy Subcommittee – B. Bosse noted there is a second reading of revised policy #5540 School Lunch Charging in the Action Items tonight.
8. Physical Plant/Facilities Subcommittee – no report

9. Superintendent's Evaluation Subcommittee – no report
10. VOAG Liaison Subcommittee – no report

VIII. ADMINISTRATORS' REPORTS

Principal Apicelli reported that Channel 3 News will be coming to the high school tomorrow morning at 7:15 a.m. to recognize teacher Kevin Brodie who was nominated by students for his support and mentoring.

Principal Laskarzewski reported that the Project O grant was approved, and 25 students will be going to the Manchester Iling Middle School for various meetings and boat trips to conduct experiments.

J. Mello asked about the flux of the TEAM program due to lack of State funding. K. Mozak-Pezza reported on the program and the three levels of certification. The program has not been funded in the newly adopted State budget. The district's Coordinating Committee will meet following the upcoming holiday to review legal obligations and to draft a plan.

IX. STUDENT REPRESENTATIVE'S REPORT

S. Olsen reviewed the fall sport season. Homecoming was held this past Saturday. There was a great turnout, and money was raised for the class of 2019. Twelve Angry Jurors was Lyman's latest drama presentation. Miss Lyman has been switched to December 1st. The quality of food has increased at the high school. The cafeteria now has make your own burger, lo mein and loaded macaroni and cheese. Response to the new schedule at the high school continues to be nearly overwhelmingly positive. The Student Council at the middle school consists of Samantha Thoma, of the 8th Grade as President, Trina Lee, 8th Grade as Vice President, Alexis Zimnoch 6th Grade as Secretary, and Abigail Kowalyshyn of 7th Grade as Treasurer. The LMS Student Council is organizing the annual food drive in December and is planning and will be voting for the school gift. The LES student body earned a school-wide sports spirit day reward for filling up their second bulletin with positive behavior paws. A musician came for a PTA sponsored assembly for LES. The musician was a folk singer and showed the kids how he overcame the challenge of learning how to play guitar with one hand.

X. REPORT OF SUPERINTENDENT

1. Enrollment – this has increased by seven students this month. Magnet school enrollment is the same.
2. Food Service Report – the Chartwells Newsletter was included in the board packet. A small profit was realized in October. R. Sirpenski noted that a kiosk is now open at the high school. He continues to meet with Chartwells.
3. 2017-2018 Budget – The Town budget was approved yesterday at a Town Meeting. A 0% increase to the Board of Education was approved. Items will need to be reduced to get to the 0%. This will be voted on at the December meeting. Savings have been realized through hiring and health benefits. 1.4 teaching positions were reduced. Some classes were lost through this process. Library books and materials have not been ordered. Principal Apicelli explained the class offerings. The Finance/Budget will be preparing for a December meeting. Superintendent Angeli noted that there are more shifts occurring at the State level. There may be additional holdbacks in funding. It was noted that the Town has a healthy Fund Balance at 19%. Educators will contribute an additional 1% to their retirement plan.

4. 2019-2019 Budget – A calendar has been received from the Town Board of Finance. The dates were reviewed. There will be budget presentations to staff and the community. J. Nowosad suggested that the dates be advertised in Lebanon Life as opposed to sending out postcards to residents.
5. 2018-2019 Preliminary Capital Requests – Spread sheets for the SIP, Athletic Programs and IT Department were reviewed. It was noted that the Town in previous years has allocated \$90,000.00 to IT. The Board of Finance has granted the Board request for funds to be deposited to the Non-Lapsing Account. It is hoped to build equity in that fund.
6. Solar Project Update – All panels have been installed. Meters are needed for the panels. J. Nowosad noted the holdup is Eversource. The rate is locked in. There were no issues during the recent storm.
7. Strategic Plan Update – This is the second year of implementation. Updates are made three times a year. The superintendent explained portions of the plan. N. McGillicuddy inquired about the student and parent input when the plan needs to be updated. There will be a needs assessment prior to revising the plan. A subcommittee will determine.
8. Superintendent Committee Involvement – the superintendent updated the Board on the committees that he is involved with.

XI. ACTION ITEMS

1. Accept letters of resignation
Motion made by K. Wentworth and seconded by N. McGillicuddy to accept the resignations with regret. J. Mello discussed the format and the date of the letter of resignation from Patricia Niemann. **The motion was withdrawn**
Motion made by K. Wentworth and seconded by N. McGillicuddy to accept the resignation of Mary Ellen Wieczorek with regret. B. Bosse noted that M. Wieczorek was an elected member, and she notified the Town Clerk as required. Motion was passed unanimously.
Motion made by K. Wentworth and seconded by N. McGillicuddy to accept the resignation of Patricia Niemann. Motion passed with J. Mello opposed and A. Vertefeulle abstaining.
2. Approve second reading of revised policy #5540 School Lunch Charging
Motion made by B. Bosse and seconded by N. McGillicuddy to approve revised policy #5540 as presented. It was noted that students at the high school could charge one meal. It was noted that changes to policies are posted for one month before approval. J. Mello questioned if there will be a list of delinquent students. It was noted that this would be reimbursed from the board general fund. This will need to be budgeted for next year.
Motion passed with M. McCall abstaining.
3. Approve 2018 Meeting Dates
Motion made by A. Vertefeulle and seconded by N. McGillicuddy to approve the 2018 meeting dates as presented. Motion passed unanimously.
4. Approve Title IV Grant Application
Motion made by B. Bosse and seconded by A. Vertefeulle to approve Title IV Grant Application. K. Mozak-Pezza explained the grant application. This would be for purchasing virtual reality experiences for LES and LMS. The application can be for \$10,000.00. This would include the equipment and professional development. There would be no funds from the board. J. Mello inquired if this information was learned from the national convention that members of the administration attended. K. Mozak-Pezza noted that it was. **Motion passed unanimously.**
5. Approve 2017-2020 Secretaries Contract.

K. Wentworth would like to table this item until members are supplied with information on the contract. Superintendent Angeli noted the confidentiality of negotiations and that this information is not a public document. J. Nowosad suggested an Executive Session to review the information on the Secretaries Contract.

Motion made by N. McGillicuddy and seconded by K. Wentworth to enter into Executive Session at 9:17 p.m. for the purpose of reviewing the Secretaries Contract. Motion was amended to invite the superintendent. Motion passed with J. Mello, A. Vertefeuille and B. Bosse opposed.

Returned to Regular Session at 9:45 p.m.

Motion by A. Vertefeuille and seconded by B. Bosse to approve the 2017-2020 Secretaries contract. Vote: Yes – 6, No -1 N. McGillicuddy. Motion passed.

XII. NEW BUSINESS

1. Fill Board Vacancy Discussion

J. Nowosad reviewed Board policy relating to filling vacancies. J. Nowosad to send a letter to the Republican Town Committee Chair to request three nominations.

XIII. ITEMS FOR NEXT AGENDA

1. Workshop for the Board

2. Cell Tower Project Update

XIV. ADJOURNMENT

Motion made by B. Bosse and seconded by A. Vertefeuille to adjourn the meeting at 10:05 p.m.

Submitted by,

Kathleen E. Chapman

Board Clerk