

**LEBANON BOARD OF EDUCATION  
LEBANON MIDDLE SCHOOL LIBRARY MEDIA CENTER  
MARCH 15, 2018 SPECIAL SESSION – 7:30 P.M.  
MINUTES**

**ATTENDANCE:**

**PRESENT:** Jason Nowosad, Chairman Bert Bosse  
Alexis Margerelli-Hussey Maureen McCall  
William Meese, Secretary Al Vertefeuille  
Keith Wentworth Dawn Whitcher  
Sarah Haynes

**ALSO PRESENT:** Superintendent of Schools Robert Angeli, Rita Quiles-Grover, LES Principal, Robert Sirpenski, Business Manager, Kevin French, Facilities Director, Kathleen Smith, teacher, Diane Ayer, teacher, Kerry Lynch, teacher, John Cote, teacher, Michelle Firestone, Willimantic Chronicle

**I. CALL TO ORDER**

J. Nowosad called the meeting to order at 7:32 PM and led the audience in the Pledge of Allegiance.

**II. COMMUNICATION**

1. Letters of resignation – Superintendent Angeli read the letters of resignation from James Mello, Board member, and Heather Dierberger, Instructional Assistant.
2. Letter of retirement – Superintendent Angeli read the letter of retirement from Administrative Assistant, Jody Waldron effective August 30, 2018.

**III. PUBLIC PARTICIPATION – BYLAWS OF THE BOARD #9300**

Public participation – 30 minutes; Individual speaker – 2 minutes

Diane Ayer, English Department Head, expressed that the Board has made a grievous error in cutting an English teacher at the high school. She identified possible impacts of having one fewer teacher. She spoke to reasonable class sizes, a 0% budget, and other budget items.

Kerry Lynch, English teacher at the high school addressed the cut of an English teacher, which would be her. She spoke to the decisions of the Board. She stated we should invest in people first.

**IV. CONSENT AGENDA**

A. Approval of minutes

W. Meese requested the Regular Meeting minutes of February 13, 2018 be removed from the Consent Agenda.

**Motion made by A. Vertefeuille and seconded by B.Bosse to approve the Consent Agenda with the minutes of Regular Meeting of February 13, 2018 removed. Motion passed unanimously.**

**Motion made by A. Vertefeuille and seconded by to approve the minutes of Regular Meeting of February 13, 2018 with the following corrections and additions; page 1, change secretary to Vice Chairman, add Secretary to W. Meese, add Dawn Whitcher in attendance, page 2 section VII change evaluation forms will be distributed in May, and need to be returned then, page 3 section 4 insert school**

**V. REPORTS OF COMMITTEES**

Facilities/Physical Plant – K. Wentworth reported they had met this evening and will be recommending replacement of the window cranks at the high school. An estimate/quote has been obtained for \$60,840.00. The subcommittee would like to move forward with this. An energy audit is being discussed. A vendor will be coming in.

Policy – M. McCall reported they met tonight and discussed updates to the policies on student discipline, hazing, bullying and sexual harassment. The superintendent will be discussing these changes with the Board attorney.

Budget/Finance – W. Meese reported they had met tonight and the superintendent addressed how the 2018-2019 budget may impact goals and the Strategic Plan for the district. Priorities were discussed. Staffing levels were discussed. There was a question on how staffing decisions are made. K. Wentworth noted that the Board should vote on any position being removed or added. J. Nowosad noted the policy gives ultimate responsibility for the budget to the Board. K. Wentworth noted that some things change in the budget and are fluid but major changes should be discussed with the Board. B. Bosse noted the budget will be approved or rejected at referendum. A. Vertefeuille noted that the policy of the Board has been to not eliminate positions based on dollars but based on need of students. B. Bosse noted the goal is to get students in the best type of program.

Goals/Strategic Plan/Communication – D. Whitcher noted they had met this evening. The Strategic Plan updates are on the website. They discussed budget impacts and missed opportunities. There will be an update to the plan in May. There will be a communication strategy going forward.

## **VI. ADMINISTRATORS' REPORTS – no additional information**

## **VII. STUDENT REPRESENTATIVE'S REPORT**

With all the snow days, students at the high school are essentially expecting that days will be taken off April vacation. Spring Fling had to be cancelled due to the last Nor'easter. Lyman girls' basketball ended a successful season that included trips to the ECC Division II championship game and the Class S quarter finals. Their record was 16-10. Lyman boys' basketball ended their season with a 10-13 record. Spring sports at Lyman start this week. A group of interested students worked with Lyman administration to plan an event to honor the victims of a school shooting in Parkland, Florida. Yesterday, students wore the school colors of Marjory Stoneman Douglas High School. An optional assembly was held at 10:00 a.m. where some student speakers shared a few words, again, to honor the victims. Attendance was superb at the assembly estimated at over 200. There was a banner that said MSD Strong, and an art student took pictures of the students and the banner and will send it to MSD High School in Parkland, Florida. Lyman Drama Department's spring production, Grease, is this weekend. Shows will be held on Friday and Saturday. Opening night on Friday is sold out, and tickets for the other days are going fast. Mr. Lyman is happening next month on April 16<sup>th</sup>. A baseball pasta dinner will also be held on Friday night.

## **VIII. REPORT OF THE SUPERINTENDENT**

1. Greenhouse update – the build date is scheduled for July 20<sup>th</sup> with a rain date of July 23<sup>rd</sup>. J. Nowosad, K. French and Superintendent Angeli met with Jeffrey Stober, the Eagle Scout candidate who will be assisting with the project.
2. School Safety – vulnerability assessments are planned for Lyman on March 22<sup>nd</sup>, LMS – March 28<sup>th</sup>. LES to be scheduled. Door hardware is being looked into. Several incidents have been investigated. Students are continuing to report incidents. No credible threats have been found.
3. Board of Education workshop – this will be held Monday evening at 6:00 p.m. with the Board attorney. An email reminder will be sent.

## **IX. FINANCE REPORT**

1. 2017-2018 Budget – R Sirpenski reported that he has reviewed certified salaries for year end. The actual is favorable at this point by \$35,000.00. Substitutes are \$10,000.00 favorable at this point. Health insurance is \$40,000.00 – 45,000.00 favorable. Monthly premiums for health insurance are between \$169,000.00 - \$186,000.00. The Excess Cost payment was received on February 28<sup>th</sup>. This was \$110,000.00 less than what was budgeted for. Tuition is approximately \$11,500.00 less than the budget. Should be ok at year end.
2. 2018-2019 Budget – R. Sirpenski reported that around the state transportation bids are coming in higher. This could be an issue. The bid process for copying and printing services is ongoing. W. Meese inquired about the health insurance milestones. The district is in constant contact with the broker. A MOU is being drafted for the unions. The district will pursue that CT Partnership 2.0 will be the vendor. The next step is to contact the union presidents.

## X. ACTION ITEMS

1. Act on letters of resignation

**Motion made by B. Bosse and seconded by M. McCall to accept with deep regret the resignation of James Mello. Motion passed unanimously.**

**Motion made by W. Meese and seconded by B. Bosse to accept with regret the resignation of Heather Dierberger. Motion passed unanimously.**

2. Act on letter of retirement

**Motion made by B. Bosse and seconded by K. Wentworth to accept letter of retirement of Jody Waldron effective August 30<sup>th</sup> with deep regret. Motion passed unanimously.**

3. Election of Vice Chair

**Motion made by A. Vertefeuille and seconded by M. McCall to nominate B. Bosse as Vice Chairman. Motion passed unanimously.**

4. Appointment of new Board member

J. Nowosad noted that three names had been received for the vacancy.

K. Wentworth nominated Melissa Hoffman. Nomination seconded by M. McCall.

A. Vertefeuille nominated Sarah Haynes. Nomination seconded by D. Whitcher. K. Wentworth and M. McCall voted for Melissa Hoffman. W. Meese, A. Vertefeuille, A. Margerelli-Hussey, B. Bosse, D. Whitcher voted for Sarah Haynes. She will fill the vacancy until the next regular election as noted by J. Nowosad. He thanked the town committees and the other nominees.

5. Act on replacement of window operators at Lyman Memorial High School

**Motion made by K. Wentworth and seconded by W. Meese to replace the window operators at Lyman Memorial High School for a cost of \$60,840.00. Vendor to be Window Repair Systems, Inc.** K. French outlined the project. J. Nowosad would like a better warranty negotiated as they are custom units. A. Vertefeuille noted the projects that have been completed by EMCOR. He also thanked the Board of Finance for SIP funds for the project. **Motion passed unanimously.**

6. Act on Tuition Agreement with Bozrah Board of Education

**Motion made by B. Bosse and seconded by W. Meese to approve the tuition agreement with the Bozrah Board of Education.** Superintendent Angeli noted this is similar to the agreement we have with Franklin and Sprague. How we would bill Bozrah was discussed. We will bill a year after the student attends the high school. Bozrah may be sending three students next year. **Motion passed unanimously.**

7. Act on out of state field trip

This field trip was already approved. It is just a different date. No action taken.

8. Act on 2017-2018 School Calendar

**Motion made by K. Wentworth and seconded by B. Bosse to act on change to 2017-2018 school calendar.** Superintendent Angeli noted that there have been 11 school cancellations. If all dates are made up the last day of school now would be June 27<sup>th</sup>. He is recommending a half day on Good Friday and use of April break. A directive from the State has been received that days cannot be made up on Saturday or Sunday, or by extending the school day. Amendment to the motion made by A. Vertefeuille to take days from the April vacation and hold a half day on Good Friday. D. Whitcher questioned how many students would be absent if classes were held on Good Friday. M. McCall supported students being in school prior to any spring testing. B. Bosse is opposed to having school on Good Friday. K. Wentworth suggested a special meeting to set graduation date as soon as legally possible. This cannot be done until April 2<sup>nd</sup>. A. Margerelli-Hussey is opposed to school on Good Friday, and noted that AP students are behind already. The superintendent has checked with staff on this issue. The first time 24 staff members were opposed to adding days in June, and 17 were opposed to taking days from the April vacation. The second time 13 were opposed to taking days in April. K. Smith noted that three staff members have contacted union presidents. **Amendment to the motion to remove the half day of school on Good Friday made by B. Bosse and seconded by A. Margerelli-**

**Hussey. In favor – B. Bosse, K. Wentworth, A. Margerelli-Hussey, D. Whitcher. Opposed W. Meese. Abstentions – M. McCall. A. Vertefeuille. More snow days will be taken from April vacation. Motion passed unanimously.**

**XI. NEW BUSINESS**

D. Whitcher suggested having a special meeting for the purpose of setting a date for graduation. A. Vertefeuille noted the superintendent has the authority to set a graduation date. J. Nowosad noted that there will also need to be further discussion by the Budget/Finance Subcommittee.

**XII. ITEMS FOR NEXT AGENDA – none**

**XIII. ADJOURNMENT**

**Motion made by K. Wentworth and seconded by M. McCall to adjourn the meeting at 8:48 p.m. Motion passed unanimously.**

Submitted by,

Kathleen E. Chapman

Board Clerk