

**LEBANON BOARD OF EDUCATION
LEBANON MIDDLE SCHOOL LIBRARY MEDIA CENTER
JUNE 12, 2018 REGULAR SESSION – 7:30 P.M.
MINUTES**

ATTENDANCE:

PRESENT: Jason Nowosad, Chairman
Bert Bosse, Vice Chairman
Maureen McCall
Sarah Haynes
Silas Olsen, Student Representative

William Meese, Secretary
Alexis Margerelli-Hussey
Al Vertefeuille
Dawn Whitcher

ABSENT: Keith Wentworth

ALSO PRESENT: Superintendent of Schools Robert Angeli, Robert Laskarzewski, LMS Principal, Kathleen Mozak-Pezza, Director of Curriculum, Cheryl Biekert, Director Pupil Services Robert Sirpenski, Business Manager, Jacques Dulac, Director of Information Technology, Kathleen Smith, teacher, Michelle Firestone, Chronicle Reporter, Lydia Nowosad, parent, Nikki Sieczkowski, teacher, Karen Serrenho, teacher, Kevin Brodie, teacher, Taylor Speight, Tyler Gendron, Piper Walker, Sidney Pankowski, Hazel DeLucia, Kayla Macha

I. CALL TO ORDER

J. Nowosad called the meeting to order at 7:30 PM and led the audience in the Pledge of Allegiance.

II. COMMUNICATION

J. Nowosad read a thank you note from Keith Wentworth.

1. Letter of resignation – Superintendent Angeli read portions of a letter of resignation from Kelly Pestey, Instructional Assistant.

III. PUBLIC PARTICIPATION – BYLAWS OF THE BOARD #9300

Public participation – 30 minutes; Individual speaker – 2 minutes
Lydia Nowosad, 884 Jonathan Trumbull Highway inquired as to how a group could be organized to play lacrosse. Her son who will be entering high school has played in Colchester and Norwich and would like to play in high school. Mr. Elliott had suggested the family reachout to other towns.

IV. CONSENT AGENDA/DISCUSS AND ACT UPON

A. Approval of minutes

Motion made by W. Meese and seconded by M. McCall to remove items 3 & 5 from the Consent Agenda. Motion passed unanimously. Several items were requested to be removed, so each item was considered separately.

1. Curriculum Subcommittee – 5/3/18 – **Motion made by D. Whitcher to approve as presented. Motion seconded by A. Margerelli-Hussey. Motion passed unanimously.**

2. Budget/Finance Subcommittee 5/8/18 – **Motion to approve with following correction; page 2, 1st paragraph, add Principal, Vice Principal, Administration set up. Motion passed unanimously.**
3. Policy Subcommittee – 5/8/18 – **Motion made by M. McCall to approve with the following correction; page 1, #2 change will to with, change and to the. Motion seconded by B. Bosse. Motion passed unanimously.**
4. Physical Plant/Facilities – 5/8/18 – **Motion made by A. Vertefeuille to approve the minutes as presented. Motion seconded by W. Meese. Motion passed unanimously.**
5. Regular Meeting – 5/8/18 – **Motion made by M. McCall to approve the minutes with the following correction; page 1 add D. Whitcher as present, page 4, item 7, change it is to we are listed, change name to additional. Motion passed unanimously.**
6. Special Meeting – **Motion made by B. Bosse to approve the minutes as presented. Motion seconded by A. Vertefeuille. Motion passed unanimously.**
7. Superintendent Evaluation Subcommittee – 6/6/18 - **Motion made by W. Meese to approve with the following correction; S. Haynes was not present. Motion seconded by M. McCall. Motion passed unanimously.**
8. Budget/Finance Subcommittee – 6/6/18 – **Motion made by A. Vertefeuille to approve as presented. Motion seconded by W. Meese. Motion passed unanimously.**
9. Budget Transfers – D. Whitcher questioned the transferring of funds from field trips to textbooks. Parents pay for field trips at the elementary school. Superintendent Angeli explained the difference between field trips for instructional education and supplemental instruction. **Motion passed with D. Whitcher abstaining.**

V. CELEBRATION OF EXCELLENCE

Nowosad noted this will be the last meeting for student representative Silas Olsen. He was thanked for his time on the board.

1. Retirees – Principal Laskarzewski noted that Rich Lurette retired after 24 years of service in the district as a custodian. He introduced teacher Karen Serrenho who is retiring after 28 years in the district. Principal Laskarzewski noted her accomplishments. They will both be missed. Each retiree was presented with a red geranium plant.
2. Lyman Memorial and Lebanon Elementary Art Students
Teacher Nikki Sieczkowski introduced students that had their art displayed at the CAEA Youth Art Celebration at Central Connecticut State University from March 5 – April 6. Each student present was given a certificate. All enjoyed refreshments.

VI. REPORT OF COMMITTEES

A. Vertefeuille reported the negotiations subcommittee is still negotiating the custodian's contract. The next session is June 27th.

VII. ADMINISTRATOR'S REPORTS

In packets. No additional information.

VIII. STUDENT REPRESENTATIVE'S REPORT

The Booster Club gave t-shirts to three sport athletes. Spring sports have all wrapped up at Lyman. Baseball finished third in the ECC Division III, and Ryan Skaff was All-Atate. Softball won a Class S state tournament game. Boy's track had three athletes medal at Class S States, including Michael Franchi in the long jump. Jack Anderson in the javelin and Silas Olsen in the 3200 meters. Franchi also set a school record in the long jump with a jump of over 22 feet. In girl's track Alison Powers finished 6th in the state in the javelin and qualified for New England's.

She competed at the University of New Hampshire, and finished 24th in New England. Finals are fast approaching for high schoolers and some middle schoolers. Seniors have been enjoying Senior Outing and Senior Banquet, both of which were a success and enjoyable. Every school had their field day. Michael Quick made a wonderful video of the field day using a small video drone for teachers to access. It can be found on YouTube. The Music Department at Lyman had a pops concert. In May the annual arts show, Mayfest, was a huge success. Kids from the middle and elementary schools went to Mayfest. The Mayfest was combined with the Ag Expo, so the elementary schoolers got to see the Ag Expo this year in addition to the middle schoolers. Graduation for the class of 2018 is just over a week away. Silas hopes members will come to the graduation.

IX. REPORT OF SUPERINTENDENT

1. Enrollment – the same
2. The Norwich Bully Busters – this is a volunteer group from Norwich that have donated three benches to the district. One more is to be received. The one for the middle school was displayed.
3. Reminders of year end ceremonies – LES Moving Up Ceremony – June 20 – 6:00 p.m.
LMS Promotion Ceremony – June 21 – 6:00 p.m.
Lyman Graduation – June 22 – 6:00 p.m.
4. There was a recent early dismissal at the high school. The building ran out of water. A surge test was being done and the circuit breaker from the well pump was tripped. A tanker was brought in for potable water while the problem was being fixed. A permanent fix is being worked on.

X. FINANCE REPORT

1. 2017-2018 Budget
R. Sirpenski noted that the last payroll will be this Thursday for 10 month employees. There will be one more substitute payment, and stipends will be paid. PO's are being closed. The budget is over on fuel oil. The Excess Cost payment has been received.

XI. DISCUSS

1. Discuss recording of BOE meetings
This would be recording of video and audio of meetings. The superintendent reported that equipment has been purchased for the a.m. news done by LMS students. Recording of meetings has been done before with students and a supervising teacher. D. Whitcher questioned if this would be recorded or livestream. The superintendent noted it could be either. It could be on the district website. It is up to the Board. J. Dulac noted we do have the equipment to do livestream. D. Whitcher suggested discussing with the Communications Subcommittee and having accessibility for parents and the community. The consensus was it is a good idea.

XII. DISCUSS AND ACT ON

1. Act on second reading of new textbook: AP Government – Government in America: People, Politics and Policy
Motion made by A. Vertefeuille to accept the second reading of new textbook: AP Government – Government in America: People, Politics and Policy. Motion seconded by B. Bosse. Kathleen Mozak-Pezza gave an outline of the textbook. The superintendent noted this has been on display at the public library for a month with no feedback. **Motion passed unanimously.**

2. Act on second reading of new textbook: ECE – The Big Question
Motion made by M. McCall to approve the second reading of new textbook: ECE – The Big Question. K. Mozak-Pezza explained the textbook. It is for an Early College Experience course through U-Conn. W. Meese questioned how many ECE courses there are. There are two new ones which brings the total close to ten. Motion passed unanimously.
3. Act on second reading of new Grade 7 Social Studies novel: Angel on the Square
Motion made by A. Vertefeuille to approve the second reading of new Grade 7 Social Studies novel; Angel on the Square. Motion seconded by M. McCall. K. Mozak-Pezza explained the textbook. Motion passed unanimously.
4. Act on second reading of policy #5114 Student Discipline
Motion made by M. McCall to approve the second reading of policy #5114 Student Discipline. Motion seconded by B. Bosse. The superintendent noted the changes, and there could be additional changes from the recent Legislative session. Motion passed unanimously.
5. Act on second reading of policy #9001 General Organization
Motion made by M. McCall to approve second reading of policy #9001 General Organization. Motion seconded by A. Vertefeuille. The superintendent explained the changes to the policy. Motion passed unanimously.
6. Act on second reading of policy #9221 Filing Vacancies on the Board
Motion made by M. McCall to approve the second reading of policy #9221 Filing Vacancies on the Board. Motion seconded by A. Vertefeuille. Motion passed unanimously.
7. Act on Revised Teacher Evaluation Plan
Motion made by A. Vertefeuille to approve the Revised Teacher Evaluation Plan. Motion seconded by B. Bosse. K. Mozak-Pezza went over the changes and explained the plan. Administration plan will be evaluated next year. S. Haynes asked for the composition of the committee that worked on the plan. The committee members were reviewed. J. Nowosad asked if it is consistent with union contracts. Yes it is. The State will be forwarded the revised plan once it is approved. The State will not be looking for the plan for the administration unless there are changes. Motion passed unanimously.
8. Act on staff member to take a semester sabbatical
Motion made by A. Vertefeuille to approve the semester sabbatical. Motion seconded by W. Meese. The superintendent discussed the timeline for UCONN. There is no specific deadline, but an answer is needed as soon as possible. Neither UCONN nor Lyman has the ability to change their schedule. Contract rules were reviewed. The amount of approximately \$22,000.00 would have to be found in the budget to cover the sabbatical. That amount was not budgeted for. Approximately a \$6,500.00 stipend would be received which would go back to the district. This involves a class and lab time, neither can be adjusted. Discussion of paying the salary, substitute salary and other costs. It would be a great opportunity for the teacher and would benefit students. B. Bosse questioned if approving would set a precedent. There have been other leaves requested that have been both approved and denied. Each one has been voted on. W. Meese expressed concern with the upcoming budget. It would be an investment in the AG program. D. Whitcher noted the budget is not yet approved. B. Bosse made a motion to table this item until action on item #12. Motion seconded by D. Whitcher. Motion passed with A. Vertefeuille opposed.
9. Act on Lyman painting bid
Motion made by M. McCall to approve the bid of Scholar Painting of \$32,320.00 for the painting at Lyman High School. Motion seconded by W. Meese. J. Nowosad noted that the subcommittee met this evening and is recommending Scholar Painting. The

superintendent explained the painting job. This is the same company as last year. There were some concerns last year but it is hoped to have an easier experience this summer.

Motion passed unanimously.

10. Act on food service contract with Chartwells

Motion made by A. Vertefeuille to approve the food service contract with Chartwells. Motion seconded by B. Bosse. The superintendent noted this contract is renewed on an annual basis. It has already been sent to the State. The fees are up minimally. The slight surplus that was projected for the year was not realized. Therefore, we will not be billed for the fees. R. Sirpenski noted there was a slight surplus in May when the criterion for free lunches was changed. The ending date of the contract was corrected. **Motion passed unanimously.**

11. Act on Superintendent's contract

Motion made by B. Bosse to enter into Executive Session at 9:08 p.m. for the purpose of negotiating the superintendent's contract, and to invite the superintendent. Motion seconded by W. Meese. Motion passed unanimously.

Returned to open session at 9:36 pm.

Motion made by B. Bosse to approve the Superintendent's contract for three years until July 1, 2020 with a salary increase of 1% of base salary and to increase life insurance to \$350,000.00. Motion seconded by A. Vertefeuille. Motion passed unanimously.

12. Act on resignation

Motion made by A. Vertefeuille to accept with regret the resignation of Kelly Pestey Instructional Assistant effective August 2, 2018. Motion seconded by B. Bosse. Motion passed unanimously.

13. Act on 2018-2019 Budget

Motion made by A. Vertefeuille to adopt the budget as presented. Motion seconded by Margerelli-Hussey. W. Meese noted the subcommittee met last week. He distributed two documents showing adjustments made to achieve the Town approved budget. The budget has a 0.66% increase to the bottom line. The superintendent reported on the changes to medical insurance from CT Partnership. The unions have agreed to the change. The savings were not as big as anticipated. Further cuts cannot be made without significantly impacting programs or staffing. Do not know about next year. S. Haynes questioned if more funds were received from the State and the amount for textbooks. The amount of \$1,000.00 more per student in the ASTE are anticipated to be received. This was not anticipated. They are being checked on to see if they will be available to the district. The Governor holdbacks and budget language was discussed. Discussion if the increased funds would go to the Town or the district. The Legislative language for the ASTE funds is not clear. J. Nowosad questioned the \$256,000.00 for a handyman and Facilities Director. This was discussed at length vs. hiring employees. D. Whitcher cannot support the budget. Need to look at how the administration is structured. A. Margerelli-Hussey feels she does not have enough information on funds possibly going back to the Town. She supports the superintendent and the proposed budget. B. Bosse noted that an alternate is needed to be explored a month or two before the budget. Comparison can't be done in two months. J. Nowosad noted one of the issues going forward is we can get by for this year. May have to reinstate cuts next year. D. Whitcher noted the short time frame. Other options were attempted. She noted the policy on adjourning at 10:00 p.m.

Motion to extend the meeting for 15 minutes made by B. Bosse. Motion seconded by W. Meese. Motion passed unanimously.

Further discussion on the budget. A. Margerelli-Hussey noted it was a very difficult process. R. Sirpenski noted the budget has been approved by the Town. There are eight days left for school. Everything will be done to purchase things now in this year's budget.
Motion passed with D. Whitcher opposed.

Motion made by A. Vertefeuille to remove item 8 from the table. Motion seconded by W. Meese. Motion passed unanimously.

B. Bosse suggested using the money from the State for the substitute.

A. Margerelli-Hussey suggested postponing until we know if we will be getting funds from the State. There is no idea when we would be receiving those. **Vote – yes – W.**

Meese, A. Vertefeuille, B. Bosse. No – M. McCall, A Margerelli-Hussey, S. Haynes. D. Whitcher abstained. J. Nowosad broke the tie and voted yes. Motion passed.

XIII. NEW BUSINESS

XIV. ITEMS OF NEXT AGENDA

XV. ADJOURNMENT

Motion made by J. Nowosad to adjourn the meeting at 10:13 p.m.

Submitted by,

Kathleen E. Chapman

Board Clerk