

**LEBANON BOARD OF EDUCATION  
LEBANON MIDDLE SCHOOL LIBRARY MEDIA CENTER  
OCTOBER 10, 2017 REGULAR SESSION – 7:30 P.M.  
MINUTES**

**ATTENDANCE:**

<b>PRESENT:</b>	Albert Vertefeuille, Chairman	Nicole McGillicuddy
	James Mello, Vice Chairman	Jason Nowosad
	Sandra Tremblay, Secretary	Bert Bosse
	Keith Wentworth	Stephen Nelson
	Silas Olsen, Student Representative	

**ABSENT:** Mary Ellen Wieczorek

**ALSO PRESENT:** Superintendent of Schools Robert Angeli, James Apicelli, LMHS Principal, Ann Birell, 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, Phil Chester, Town Planner, John Cote teacher, June Dunn, teacher, Melissa Orlando, teacher. Virginia DeLong, Guidance Counselor, Kate Tchelidze, Willimantic Chronicle

**I. CALL TO ORDER**

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

**II. CELEBRATION OF EXCELLENCE**

1. Teachers of the Year  
Ann Birell introduced the teachers of the year and explained the program. LES – June Dunn and Melissa Orlando. Ms. Birell outlined their accomplishments. LMS – Virginia DeLong. Ms. Birrell outlined their accomplishments, all were presented a plant. LMHS – Larry Strom who could not attend tonight.
2. Outgoing BOE members  
Board Chair Al Vertefeuille recognized Sandra Tremblay and Steve Nelson who are both leaving the Board. Superintendent Angeli noted their terms of office, and how they had served the Board on various subcommittees. They were each presented with a gift. Refreshments were enjoyed by all.

**III. COMMUNICATION**

1. Letters of resignation  
Superintendent Angeli read the letters of resignation from Carol Von Edwins , Instructional Assistant, effective October 11, 2017, Andrea Daniels, Instructional Assistant, effective September 29, 2017, Marissa Mackewicz, Instructional Assistant, effective October 2, 1017. Superintendent Angeli also read parts of a letter from Julie Culp, Library Director regarding the summer reading program.

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

Public participation – 30 minutes; Individual speaker – 2 minutes – none

#### **V. CONSENT AGENDA**

A. Approval of minutes

1. VOAG Advisory Liaison Subcommittee – 9/12/17
2. Regular Meeting – 9/12/17
3. Budget Transfers

**Motion made by S. Nelson and seconded by B. Bosse to approve the Consent Agenda as presented. Motion passed unanimously.**

#### **VI. REPORTS OF COMMITTEES**

1. Finance/Budget Subcommittee – J. Nowosad reported they had met jointly tonight with the Physical Plant/Facilities Subcommittee to review the bids for snow and ice control services, and to discuss participation in the Farm Viability Group Grant for the purchase of a greenhouse at Lebanon Middle School. These items will be in action items tonight.
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 – S. Tremblay reported they had met and negotiated with the Secretaries Union. It is hoped they will ratify their contract soon. They will be meeting with the Instructional Assistant’s union soon.
7. Board Policy Subcommittee – B. Bosse reported they had met earlier this evening and will be presenting Policy #5540 Lunch Charging as a first reading. There are some changes that are mandated by the State.
8. Physical Plant/Facilities Subcommittee – J. Mello reported they had met jointly tonight with the Finance/Budget Subcommittee. J. Mello requested that Item 4 under Action Items be moved up on the agenda.

**Motion made by K. Wentworth and seconded by J. Nowosad to move Action Items #4, up on the agenda. Motion passed unanimously.**

#### **ACTION ITEMS**

##### **4. Approve BOE participation in Farm Viability Group for greenhouse at Lebanon Middle School**

P. Chester discussed the Farm Viability Grant. Up to \$49,999.99 can be requested. The Town has used this for various agriculture projects. The Town has used this grant 11 times, and has received \$250,000.00. The application for the grant is due November 13<sup>th</sup>. P. Chester discussed the grant administration, and that it is a matching grant. J. Nowosad reported on the actual greenhouse that is being considered. It does not come with automatic irrigation. Electricity and water are in the vicinity of where the greenhouse would be placed. An Eagle Scout candidate is interested in the project. K. Wentworth inquired if this would be any expense to the Board. Superintendent Angeli noted that the greenhouse could be used right away. There would need to be someone in charge, would need a plan for a stipend. B. Bosse noted that this would get lower grades involved in agriculture. J. Mello noted that vegetables grown in the greenhouse could be used to augment the school lunch program. It was noted that the high school does a little of that now through the VOAG program.

**Motion made by B. Bosse and seconded by N. McGillicuddy to approve the Board of Education participation in the Farm Viability Group Grant for a greenhouse at the Lebanon Middle School. Motion passed unanimously.** Superintendent Angeli noted that Jeffry Stober is the Eagle Scout candidate interested in the project, and he is present tonight.

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

## **VII. ADMINISTRATOR'S REPORTS**

Principal Apicelli noted that Eve Nowosad, Librarian, noted that students have had positive comments about the new carpeting and furniture in the Library at the high school. On October 2<sup>nd</sup> the Girls Soccer Team hosted a military night. On October 14<sup>th</sup> a Breast Cancer Awareness night was held. On November 4<sup>th</sup> there will be a mattress fund raiser. The Lyman band and chorus will be performing at a Tree of Life Ceremony on November 5<sup>th</sup>. Members of the Band will be participating in the Charter Oak Music Festival which will be held at E.O. Smith this year. A Veteran's Day lunch will be held this year. Principal Apicelli reported that students have been meeting with administration regarding the school dress code and wearing hats in school. Superintendent Angeli noted that he has had conversations with students regarding the dress code, and urged students to propose language to change the policy. The theater production Twelve Angry Jurors will be held on October 27 and 28. This is the same night as the Town trunk or treat event. Principal Quiles-Grover reported that the elementary school now has a husky mascot. The increased participation of 4<sup>th</sup> grade students in the music program was also noted.

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

S. Olsen reported that the President of the Junior Class at Lyman is Avery Evans. The President of LMS Student Council is Samatha Thoma. Zach Allard of the LMHS Boys Soccer Team was an ECC Boy's Athlete of the Week. Leah Vichas of the volleyball team is nominated for ECC Girl's Athlete of the Week this week, you can vote for her at eccathletics.org. Katie Meese was girl's athlete of the week for The Chronicle. The boys' soccer team, boys' cross country team, and girls' volleyball team all have winning records. The football co-op is undefeated. The new schedule at the high school is becoming accepted by high schoolers, and the people Silas talks to are starting to enjoy it. Keeping track of your classes is much easier. CORE is starting to get utilized with help for senior projects, students meeting with teachers, and the first x-blocks are starting. Have reached out to LMS Student Council President to get student perspective. Students are loving the band at LES with over 2/3 of fourth graders participating. Morning announcements are being given by fourth graders and put on smart boards. LES is raising, observing and registering monarch butterflies to track migration. The school community is saddened by the loss of not just a peer, but a friend. Calling hours were this evening. Thoughts are with the family.

## **IX. REPORT OF SUPERINTENDENT**

1. Enrollment/Staffing

Superintendent Angeli noted the enrollment is down a few students. Figures from previous years were reviewed. Tuition students in 2011-2012 were 79. This year is 67. Tuition revenue figures were reviewed. K. Wentworth noted we have decreased over 200 students in five years. Indicators have projected to have an increase in population. Windham is expected to double. K. Wentworth noted that Lebanon is projected to decrease by 1,200 people. This should be taken into consideration. J. Mello noted that 3 million has come into the Town through tuition revenue over the past five years. This goes to the Town. The Board of Finance would like to attract more students. This is an

added benefit to the Town. S. Nelson noted that the increase in revenue is because of education and should offset the bottom line. Superintendent Angeli noted that revenue projections are used to build the budget. K. Wentworth noted that the Town supports education. A. Vertefeuille noted that the magnet schools are not included in enrollment. Magnet school enrolment has decreased. Superintendent Angeli noted that staffing has had minor fluctuations up and down.

2. Food Service Report

R. Sirpenski noted he will be meeting with Chartwells next week. Jesse has been a welcome addition. An Advisory Committee will be formed which is a State requirement. Jesse will be making a presentation soon to the Board. The kiosk in the atrium at the high school is almost ready.

3. 2017-2018 Budget

Superintendent Angeli noted that there still is no State budget. The Town Board of Finance has cancelled their Special Meeting. The Regular Meeting is next week. There may be action on the State budget next week. The 2% Teacher Retirement Contribution and the ECS formula are still being negotiated. Superintendent Angeli noted that spending is being controlled. Superintendent Angeli noted that some funds have been released to municipalities. Tax bills have been sent out. The First Selectmen and the Town Finance Director have both stated that the Town would be solvent through May without touching Fund Balance. R. Sirpenski noted that the ED001 system is being changed. There will be a new State Education Financial System by August. This system will look at expenses by school as opposed to the total.

4. Update on traffic on Rt. 207 near Lebanon Middle School

Superintendent Angeli noted that a parent during last month's meeting had discussed concern with accidents at the middle school. Superintendent contacted the Resident State Trooper and he had researched accidents reported to that address. In five years there were four accidents reported. One in the summer and three during the calendar year. No injuries in the first three. One accident reported this school year on September 12 there were injuries. There have been some complaints about speeding and congestion. The resident trooper has monitored speeding and traffic. He has no concerns. Directing traffic could not be done by constables. The resident trooper can monitor during school hours but he is not available every day, and his schedule rotates. He suggested that the First Selectmen request DOT to do a traffic study. The signage no longer complies with code. If flashing lights were installed, we would have to pay the electricity. B. Bosse noted there are signs that are powered by solar. Speed limits in the area were discussed. Superintendent Angeli will contact the First Selectmen to request DOT to do a traffic study. It was noted that these take a long time.

## **X. ACTION ITEMS**

1. Accept letters of resignation

**Motion made by K. Wentworth and seconded by N. McGillicuddy to accept the letters of resignation with regret. Motion passed unanimously.**

2. Approve Out of State Field Trip at Lyman Memorial  
**Motion made by K. Wentworth and seconded by J. Nowosad to approve the out of state field trip at Lyman Memorial. Motion passed unanimously.**
  
3. Approve bid for Snow and Ice Control Services  
**Motion made by J. Mello and seconded by K. Wentworth to approve the bid for snow and ice control services from Pondview Excavating & Trucking, LLC in the amount of \$76,850.00.** K. Wentworth noted that the Town has the equipment to plow the schools and given the budget situation we should try again with the Town. N. McGillicuddy noted that due to the State budget crisis, enrollment down 200 students we have to think about how we spend our money. Superintendent Angeli noted that he had met with A. Vertefeuille, the First Selectmen and the Board of Finance Chairman, and they asked that the Board take over the process. S. Nelson noted the town crew would have to be aware of the safety concerns for buses. J. Nowosad noted that the schools are secondary to Town roads. This is from the Town's budget. It needs to happen in January or February for next year. B. Bosse noted that unless we have a commitment from the Town we have no choice. K. Wentworth inquired about the insurance and bonding requirements. There is a hold back in the contract for damages. **Vote – yes – B. Bosse. J. Mello, S. Tremblay, J. Nowosad, A. Vertefeuille. No – K. Wentworth, N. McGillicuddy. Motion passes.** It was noted that a meeting needs to be held with the First Selectmen. The Facilities/Physical Plant would handle the contract.

**XI. NEW BUSINESS**

1. First Reading of revised policy #5540 School Lunch Charging  
 B. Bosse noted the changes in the policy.

**XII. ITEMS FOR NEXT AGENDA**

- Update on Strategic Plan
- Special Meeting/Workshop for newly elected members
- Board Responsibilities

**XIII. ADJOURNMENT**

- Motion made by B. Bosse and seconded by K. Wentworth to adjourn the meeting. Motion passed unanimously. Meeting adjourned at 9:10 p.m.**

Submitted by,

Kathleen E. Chapman

Board Clerk