

**LEBANON BOARD OF EDUCATION  
LEBANON MIDDLE SCHOOL LIBRARY MEDIA CENTER  
SPECIAL MEETING  
OCTOBER 30, 2019 – 7:30 P.M.**

**MINUTES**

**ATTENDANCE:**

<b>PRESENT:</b> Jason Nowosad, Chair	Maureen McCall, Secretary
Dawn Whitcher, Vice-Chair	Sarah Haynes
Alexis Margerelli-Hussey	William Meese
Matthew Smith	Alan Dunnack
John Konow	

**ALSO PRESENT:** Superintendent Robert Angeli, Kathleen Mozak-Pezza, Curriculum Director, James Apicelli, LMHS Principal, Robert Sirpenski, Business Manager, and Jacques Dulac, IT Director

**I. CALL TO ORDER**

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

**II. COMMUNICATION**

1. Membership letter from EASTCONN  
Superintendent Angeli reminded the Board that the district is eligible to have one seat on the EASTCONN Board of Directors.
2. Letter of Resignation  
Superintendent Angeli read portions of a resignation letter from John Cote who has accepted the position of Assistant Principal at Plainfield High School.
3. Letter from parent  
Superintendent Angeli read portions of a letter from Heidi Bailey regarding parent drop-off and pick-up at Lyman Memorial High School.

**III. PUBLIC PARTICIPATION – BYLAWS OF THE BOARD #9324**

Public participation – 30 minutes; Individual speaker – 2 minutes  
Kathleen Smith extended thanks (and regrets) from the union and all of the teachers to John Cote for his many years of service to the school.

**IV. CONSENT AGENDA**

- A. Approval of minutes
1. Physical Plant/Facilities Subcommittee Meeting – 9/5/2019
  2. Shared Services Subcommittee Meeting – 9/5/2019
  3. Superintendent's Evaluation Subcommittee Meeting – 9/10/2019
  4. Finance/Budget Subcommittee Meeting – 9/10/2019
  5. Physical Plant/Facilities Subcommittee Meeting – 9/10/2019
  6. LBOE Regular Meeting – 9/10/2019
  7. Policy Subcommittee Meeting – 9/16/2019
  8. LBOE Special Meeting – 9/30/2019
  9. Communication/S.P./Goals Subcommittee Meeting – 10/1/2019
  10. Superintendent's Evaluation Subcommittee Meeting – 10/8/2019
  11. Finance/Budget Subcommittee Meeting – 10/8/2019
  12. Physical Plant/Facilities Subcommittee Meeting – 10/8/2019
  13. Superintendent's Evaluation Subcommittee Meeting – 10/17/2019

14. Budget Transfers

**Motion made by W. Meese and seconded by M. Smith to approve the Consent Agenda as presented. The motion passed unanimously.**

**V. REPORTS OF COMMITTEES**

S. Haynes reported that Curriculum met this evening and was presented an action plan for Math improvement as well as a status update on the current curriculum rewrite in the core content courses and plans for a district assessment committee.

J. Konow reported that the Superintendent Evaluation Committee met three times on goal setting. Superintendent Angeli's planned goals for the 2019-2020 school year will be presented later tonight.

D. Whitcher said that Communications/S.P./Goals subcommittee met twice and will have a recommendation later for an updated mission statement.

M. McCall noted that the Policy full report was included in the meeting packet and the Board will be acting on quite a few policies under New Business.

W. Meese held his comments for the Finance Report.

A. Dunnack reported that Facilities had several meetings. They addressed SIP funding and at the Lebanon town meeting on Monday, \$100,000 was approved and as well as an additional \$75,000 for the fuel tank. Other capital requests reported on at the last meeting will be able to be funded as well. The subject of the needed repairs on the tennis courts was tabled for now. A. Dunnack distributed a long range maintenance plan keeping in mind that we want to keep the schools safe while spending the least amount of money possible and prioritizing the most important projects first. Focus is also on clean energy initiatives, finishing the upgrade to LED lighting and looking at the ECG Group again for savings there on major projects.

**VI. ADMINISTRATORS' REPORTS**

All reports were included in the packet. J. Apicelli added to the reports. From Emily MacKenzie, there are 18 chorus students and 2 band students participating in the Charter Oak Music Festival on November 4<sup>th</sup> and 6<sup>th</sup> in Coventry, CT. The Tri-M group will be serving lunch to the veterans on Monday, November 11<sup>th</sup> at the Lebanon Senior Center following a ceremony at the American Legion where the students will play taps and perform the National Anthem. High School Eastern Regional auditions are being held on Saturday, November 16<sup>th</sup>. We have 2 chorus students and 1 band student auditioning. From Mark Morello, the boys and girls soccer teams raised \$500 in their two games last week for Komen New England to fight breast cancer.

From Eve Nowosad, it was noted that the town library and our library are trying to collaborate on some programs.

Superintendent Angeli reported from Rita Quiles-Glover that LES will be holding their annual Veterans Day celebration on November 8<sup>th</sup> at 9:00 A.M. All are welcome to attend.

**VII. STUDENT REPRESENTATIVE'S REPORT**

The student representative was not available as she was in the middle of a volleyball game. Both teams won tonight against Hale-Ray.

**VIII. REPORT OF SUPERINTENDENT**

1. Monthly enrollment numbers distributed. While September was lower than June by five students, we are up three this month. The number of magnet student is down to thirty this year.
2. Class Size report was distributed detailing the numbers in each grade along with the teacher and scheduling statistics.
3. A letter from John Welch, the Bozrah Superintendent of Schools, was addressed. Superintendent Angeli will work with him and the School Resource Officer to come up with a game plan in the unlikely event that Fields Memorial School would have to be

- evacuated and a 'safe-house' needed to move those students for parent pickup. When the plan is in place, Superintendent Angeli will bring it to the Board.
4. A new Resource Officer, Kevin Slonski, has been hired. He is a 30-year state trooper and will begin on December 2<sup>nd</sup> after more training. He has previous teaching and DEP experience.
  5. Kiln Issue – There had been paper left on the kiln at the Elementary School which was set to automatically turn on after school hours. The paper began to smolder. The issue was addressed with the fire marshal and upgrades and improvements were made to make use of the kiln safer.
  6. Traffic letter – There was considerable discussion on the traffic issues at Lyman. Communication will go to the parents as to the best and safest traffic flow at all of the schools.

## **IX. FINANCE REPORT**

1. 2019-2020 Report – R. Sirpenski reported on those items that affect the budget. There was a significant reduction in Title 1 funding by \$57,382 but with the enrollment in magnet schools down and more from the state in the ESC grant we could be \$30,000 or \$40,000 to the good. It is too early to assess how the other variables such as utilities, heating and such will affect the bottom line. W. Meese noted that the merger of the IT positions could impact the salary line. The budget line transfers that he will be recommending in Action Items #9 will not affect any of the programming. W. Meese indicated the subcommittee would recommend to approve 3 motions to the full board; they were all listed as action items.

## **X. NEW BUSINESS**

1. First Reading, Policy #2002 – Uniform Treatment of Recruiters
2. First Reading, Policy #4000 – Abuse or Neglect of Disabled Adults
3. First Reading, Policy #4002 – Athletic Coaches (Evaluation & Termination)
4. First Reading, Policy #4003 – Child Abuse or Neglect Reporting
5. First Reading, Policy #4005 – Employee Use of the District's Computer Systems & Electronic Communications
6. First Reading, Policy #4006 – Employment Checks
7. First Reading, Policy #4007 – Plan for Minority Staff Recruitment
8. First Reading, Policy #4009 – Sex Discrimination & Sexual Harassment in the Workplace
9. First Reading, Policy #4010 – Social Media
10. First and Only Reading, Policy #3000 – Board Budget Procedures and Line Item Transfers
11. First and Only Reading, Policy #3005 – Purchasing
12. First and Only Reading, Policy #4001 – Alcohol, Tobacco and Drug-Free Workplace
13. First and Only Reading, Policy #4008 – Psychotropic Drugs
14. First and Only Reading, Policy #4011 – Sudden Cardiac Arrest Awareness

The First and Only Readings are those policies where we are only renumbering to go along with the new numbering or those policies where we are adopting Shipman & Goodwin policies that perhaps had only a reference or policy number change. This will move the process along faster.

## **XI. ACTION ITEMS**

1. Act on letter of resignation  
**Motion made by S. Haynes and seconded by A. Dunnack that we accept the letter with regret. The motion passed unanimously.**

**Motion made by M. McCall and seconded by M. Smith that we approve the policy updates in the following action items numbers 2 through 8. The motion passed unanimously.**

2. Act on Second Reading, Policy #1000 – AEDs
3. Act on Second Reading, Policy #1001 – Deadly Weapons or Firearms
4. Act on Second Reading, Policy #2000 – Hold on the Destruction of Records
5. Act on Second Reading, Policy #2001 – Retention of Electronic Records
6. Act on Second Reading, Policy #3001 – Disposal of Obsolete or Surplus Equipment/Materials
7. Act on Second Reading, Policy #3002 – Gifts, Grants and Bequests
8. Act on Second Reading, Policy #3003 – IDEA Fiscal Compliance
9. Act on correction of various line items for 2019-2020 Budget

**Motion by W. Meese and seconded by M. Smith that the Business Manager be authorized to realign line items as illustrated in the Board packet headed “...Summary of Budget Transfer Adjustments by Object”. The motion passed unanimously.**

10. Act on Snow and Ice Control Contract renewal  
**Motion made by W. Meese and seconded by A. Dunnack to offer a one-year extension to Pond View Farm Excavating & Trucking LLC. M. Smith, A. Dunnack, W. Meese, M. McCall, S. Haynes, J. Konow and D. Whitcher voted for. A. Margerelli-Hussey voted against. Motion passed.**
11. Act on Turf and Landscape Contract extension  
**Motion made by W. Meese and seconded by A. Dunnack to offer a one- year extension to Powers Outdoor Services, extending the contract to 7/1/2021. The motion passed unanimously.**
12. Act on donation of radio equipment  
**Motion made by M. Smith and seconded by W. Meese that we accept Robert Cady’s offer of the donation of used Motorola XPR8300, 100 watt radio equipment valued at about \$1,000. The motion passed unanimously.**
13. Act on Power Purchase Agreement for Lyman Solar Project  
**Motion made by A. Dunnack and second by S. Haynes that we move forward with the proposal by Titan Energy to install a free-standing solar unit in the parking lot at Lyman. This fired off a lot of discussion. Adam Teff was available to answer questions. S. Haynes, A. Dunnack and J. Nowosad voted for. M. Smith, W. Meese, M. McCall, J. Konow and A. Margerelli-Hussey voted against. D. Whitcher abstained. The motion failed.**
14. Revised Mission Statement  
**Motion made by D. Whitcher and seconded by S. Haynes that we adopt the revised mission statement. The motion passed unanimously.**

## **XII. ANTICIPATED EXECUTIVE SESSION**

For the purpose of reviewing teacher and administrator contract negotiations

**At 9:15 the motion made by S. Haynes and seconded by A. Dunnack to go into executive session to review the teacher and administrators contract negotiations. The motion passed unanimously.**

The Board came out of executive session a 9:58.

## **XIII. ACTION ITEMS**

1. Act on contract with Lebanon Administrators Association  
**Motion made by S. Haynes and seconded by A. Magerelli-Hussey to accept the contract. S. Haynes, M. Smith, A. Dunnack, A. Margerelli-Hussey, J. Konow, D. Whitcher voted for. W. Meese voted against. M. McCall abstained.**
2. Act on contract with Lebanon Educators Association

**Motion made by S. Haynes and seconded by A. Magerelli-Hussey to accept the contract. S. Haynes, M. Smith, A. Dunnack, A. Margerelli-Hussey, J. Konow, D. Whitcher voted for. W. Meese voted against. M. McCall abstained.**

**XIV. ANTICIPATED EXECUTIVE SESSION**

For the purpose of discussing the Superintendent's Evaluation

**At 10:01 the motion was made by M. McCall and seconded by W. Meese to go into executive session to discuss the Superintendent's Evaluation. The motion passed unanimously.**

The Board came out of executive session at 10:55.

**XV. BOARD CHAIR STATEMENT**

As this was his last meeting, the chair took the opportunity to thank the rest of the board for all of the hard work they did in the past two years of his leadership.

**XVI. ADJOURNMENT**

Meeting adjourned at 10:57.

Respectfully submitted,  
Maureen D. McCall, Secretary.