

**LEBANON BOARD OF EDUCATION
LEBANON MIDDLE SCHOOL LIBRARY MEDIA CENTER
SEPTEMBER 9, 2014 REGULAR SESSION – 7:30 P.M.
MINUTES**

ATTENDANCE:

PRESENT: Stephen Nelson , Chairman Sandra Tremblay Lori Jahoda Donna Skaats Bert Bosse	Jason Nowosad James Mello, Vice Chairman Albert Vertefeuille, Secretary Keith Wentworth
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ALSO PRESENT: Superintendent of Schools Janet Tyler, James Apicelli, LMHS, Principal, Robert Laskarzewski, LMS Principal, Andrew Gonzalez, LES Principal, Anne Axton-Jones, Director of Curriculum, Cheryl Biekert, Director Pupil Services, Don Neel, Business Manager, Kevin French, Director of Facilities

I. CALL TO ORDER

Stephen Nelson called the meeting to order at 7:41 P.M. and led the audience in the Pledge of Allegiance.

II. COMMUNICATION

1. LEA Letter

III. PUBLIC PARTICIPATION – BYLAWS OF THE BOARD #9300

Public participation – 30 minutes; Individual speaker – 2 minutes

George Gray, teacher began to read a letter from the LEA regarding the revised Department Head/Team Leader job description. Point of order by James Mello that this letter will be received under Communication. The letter was then read by Donna Skaats.

IV: CONSENT AGENDA/DISCUSS AND ACT UPON

1. Superintendent Search Subcommittee – 8/12/14
2. Physical Plant/Facilities Subcommittee – 8/12/14
3. Regular Meeting – 8/12/14

Motion by Al Vertefeuille and seconded by Bert Bosse to approve the Consent Agenda as presented. Motion passed with Lori Jahoda abstaining.

V. REPORTS OF COMMITTEES

1. Finance/Budget Subcommittee – no report
2. Communications Subcommittee – no report
3. Curriculum Subcommittee – no report
4. Transportation/Residency Subcommittee – Keith Wentworth reported still looking into one issue. Subcommittee will meet if necessary.

5. Goals/Strategic Planning Subcommittee – no report
6. Negotiations Subcommittee – Sandra Tremblay reported they are done for the year.
7. Board Policy Subcommittee – no report
8. Physical Plant/Facilities Subcommittee – James Mello reported they had met this evening and discussed Bailey's Garden. There are some concerns related to excavating and construction which will be further discussed and acted upon later in tonight's agenda with some caveats. Also discussed was a quote for the fire doors at LES which is an action item tonight also. No further information has been received from CRS Conservation through Technology.
9. Superintendent's Evaluation Subcommittee – no report
10. Superintendent Search Subcommittee – Bert Bosse reported they have received another proposal for consultant services, hope to get more. Janet Tyler offered to contact another group she is aware of. Stephen Nelson will contact the State Board of Education. Copies of any proposals received will be distributed to members of the subcommittee.

VI. REPORT OF SUPERINTENDENT

1. 2014-2015 Budget
Don Neel reported the budget is on target. Janet Tyler announced that Don is now the permanent Business Manager.

VII. ACTION ITEMS DISCUSS AND ACT UPON

1. Approve second reading of policy #5131.911 Bullying Prevention and Intervention
Donna Skaats gave an overview of changes.

Motion by Donna Skaats and seconded by Jason Nowosad to approve the second reading of policy #5131.911 Bullying Prevention and Intervention. Motion passed unanimously.

2. Approve first reading of policy #5540 School Lunch Charging

Motion by Donna Skaats and seconded by Jason Nowosad to approve the first reading of policy #5540 School Lunch Charging.

Discussion of alternate lunch choices which take into consideration dietary needs of the student. Motion passed unanimously.

3. Approve revised Department Head/Team Leader job description

Keith Wentworth suggested tabling this action in light of the communication received tonight. No consensus to do that.

Discussion that this document is separate from contract, and was negotiated and approved. The reduction of stipends was negotiated. The last revision of this document was August 2013. The only change to this document now is adding Principal/District Administrator, other changes were done in August 2013. There were no Department Head/Team Leaders last year.

Motion by Donna Skaats and seconded by Jason Nowosad to approve the revised Department Head/Team Leader job description. VOTE: Yes 7, No 1 (Jason Nowosad) Motion passed.

4. Approve Out of State Field Trips

Motion made by Al Vertefeuille and seconded by Keith Wentworth to approve the list of out of state field trips.

Donna Skaats discussed the value of some of the trips. Bert Bosse discussed that there should be an explanation of how these trips relate to curriculum. This could be done for future trips. James Mello noted that these trips have already been approved by the building principal. Discussion of liability of the Board of Education if not approved.

VOTE: Yes – 7, Abstaining – 1 (Donna Skaats) Motion passed.

5. Approve vendor for Lebanon Elementary School fire door replacement

Motion by Jason Nowosad and seconded by Keith Wentworth to approve the vendor Builders Hardware of West Hartford to install and replace fire doors at the Elementary School in the amount of \$8,038.30, SIP funds to be used. Motion passed unanimously.

6. Approve Phase III of Bailey's Garden

Motion by James Mello and seconded by Jason Nowosad to recommend to full Board approval completion of Phase III of Bailey's Garden with caveats including having BOE listed on certificate of insurance, electrical and water lines be located prior to excavation.

Design of project was reviewed. Suggestion that electrical and water lines be located before excavation. Not sure if contractor will do this as they are volunteering their time. Don Neel noted that CRMA insurance carrier had been contacted today and the project needs a certified playground inspector when completed and a certificate of insurance during construction. Volunteers would have to sign a release of liability. Sandra Tremblay questioned what access to the area would be during construction. The proposed dates of excavation would be 10/14-10/17/14 with building to be done on 10/18-19/14. If there is rain, the build would be the next weekend. Discussion of excavating work being done when school is in session. Coordination with Kevin French, building principal and superintendent would be done. Area would have to be secured. Mulch being provided by Facilities Department will be appropriate for playgrounds.

Motion by James Mello and seconded by Jason Nowosad to withdrawn motion.

Motion by Keith Wentworth and seconded by Jason Nowosad to recommend to the Board completion of Phase III of Bailey's Garden with the following caveats:

- **Electrical and water lines be located prior to construction.**
- **If any breakage of lines occurs would be liability of contractor.**
- **Valid insurance waiver be obtained.**
- **Construction area secured so students or others would be prevented from injury.**
- **All appropriate certificates and permits presented to Board of Education before project started.**

VOTE: Yes 7, No 1 (Donna Skaats)

VII. NEW BUSINESS/ITEMS FOR NEXT AGENDA

1. Update on speed limit signs

IX. ADJOURNMENT

Motion by Keith Wentworth and seconded by Jason Nowosad to adjourn the Regular Meeting at 8:45. Motion passed unanimously.

Submitted by,

Kathleen E. Chapman

Board Clerk