

**LEBANON BOARD OF EDUCATION  
LEBANON MIDDLE SCHOOL LIBRARY MEDIA CENTER  
December 11, 2012 ~ REGULAR SESSION ~ 7:30 P.M.**

**MINUTES**

**ATTENDANCE**

**PRESENT:** Darcy Battye, Chairman  
Lori Jahoda  
Sandra Tremblay  
Keith Wentworth  
Melissa Hofmann, Vice Chairman  
Stephen Nelson  
Donna Skaats

**ABSENT:** Judd Wardell, James Mello

**ALSO PRESENT:** Superintendent of Schools Janet Tyler; Lyman Memorial High School Principal Stephen Salisbury; Lyman Memorial High School Assistant Principal Carol Moore, Lebanon Middle School Principal Robert Laskarzewski, Lebanon Middle School Assistant Principal/District Curriculum Coordinator Kim Glazier, Lebanon Elementary School Principal Andy Gonzalez; Business Manager Eve Spencer

**I. CALL TO ORDER**

Darcy Battye called the meeting to order at 7:30PM at the Lebanon Middle School Media Center at 891 Exeter Road, Lebanon, CT and led the recitation of the Pledge of Allegiance.

**II. CELEBRATION OF EXCELLENCE**

Superintendent Tyler introduced the CAPT Award students present: Brenna Anderson, Levi Duhaime, Kaitlyn Sidman and Holt Sihvonen and shared information on each student noting how proud we are to celebrate their advanced levels of achievement. Each student expressed their feelings with reference to their testing. They felt they had received instruction and were prepared. In total, ten students attained this award.

**III. COMMUNICATION**

Letters of Retirement

**IV. PUBLIC PARTICIPATION**

David Yeo expressed his feeling that the system of communication among board and public is broken. He would like the Board to consider utilizing a consultant from CABA or a facilitator in order to alleviate the frustration about leadership and the fact that incorrect information is being leaked to newspapers.

Ron Cowles expressed his feeling that problems need to stay in house and the Chronicle is unfair to the Superintendent.

Jim Jahoda expressed his desire to hear more about the students. He felt there is unethical and inaccurate reporting by the Chronicle as it relates to the Superintendent.

**V. CONSENT AGENDA/DISCUSS AND ACT UPON**

**A. Approval of Minutes**

1. Regular Meeting – 11/13/12

Changes to minutes:

- **Motion to Amend Agenda made by M. Hofmann and seconded by D. Skaats. Motion passed unanimously.**
- **#19 Action Item: Keefe Property. Motion made by D. Skaats and seconded by S. Tremblay to send a letter to 1<sup>st</sup> Selectman's office expressing the Board's interest in**

having the Town of Lebanon investigate this land purchase. Aye – 5, Opposed – 2: J. Mello, K. Wentworth.

- Motion made by D. Skaats and seconded by S. Tremblay to enter Executive Session at 9:37 PM with Board members (M. Hofmann, D. Battye, J. Mello, S. Nelson, S. Tremblay, D. Skaats, J. Wardell, K. Wentworth, L. Jahoda and Superintendent Tyler for the purpose of discussion of the secretaries' contract. Motion passed unanimously.

2. Policy Subcommittee – 11/13/12

Motion made by K. Wentworth, seconded by M. Hofmann to accept the minutes. Motion passed unanimously.

Special Meeting – 12/3/12

Motion made by M. Hofmann, seconded by L. Jahoda to accept the minutes – Aye – 5, Abstain – 2 ; D. Skaats, K. Wentworth. Motion passed.

## VI. REPORTS OF COMMITTEES

1. Curriculum – Lori Jahoda

- Math: There are 50 books (\$4,290) aligned with common core curriculum. A book will be available in the public library for parents to review.
- Spanish text Vol. II – the textbook will be available in the public library for parents to review.
- Kindergarten Report Card: The report card has been revised to reflect a full-day Kindergarten. It will be piloted this school year.

## VII. ADMINISTRATORS' REPORTS/STUDENT REPRESENTATIVE REPORT

- There was no Student Representative report.
- Andy Gonzalez reported that the Grade 4 concert had a great turnout and Mrs. Shuman did a wonderful job.

**Motion to Amend Agenda made by M. Hofmann and seconded by S. Tremblay. Motion passed unanimously.**

**Motion made by M. Hofmann and seconded by L. Jahoda to include #7 Accountability and #8 Athletic Trainer Contract – Motion passed unanimously.**

## VIII. REPORT OF SUPERINTENDENT

### 1. Connecticut School Climate Surveys

Andy Gonzalez noted there is no staff data, and this will be discussed more at a future board meeting. It was noted that the survey shows an overall positive student climate with the exception of question #12 regarding bus safety issues from the student's perspective. This question had the lowest response and times will be scheduled to have bus drivers come together to go over rules for the New Year. The Parent's survey shows an overall positive climate. Parents were concerned with safety in the bathrooms.

R. Laskarzewski commented that the surveys were poorly designed to the fact that it was not known what individuals were commending about. It was hard to decipher what the results sincerely meant. While it was rewarding to see positive comments, it was very hard to distinguish because of the way the surveys were designed. Responders were very blunt.

S. Salisbury commented that there were no conclusive results due to the limited number of responses that were received. Lebanon needs to move into the 21<sup>st</sup> century with the surveys, they need to be refined so there is an opportunity to look at the trends.

M. Hofmann commented on the fact that staff and teacher's answers are varied between one school to the other.

### 2. Connecticut Teacher Evaluation and Support

Superintendent will attend a meeting at EASTCONN regarding data collection the new Teacher and Administrator Evaluation Plan. The evaluation plan of teachers and administrators must be decided on by

January 15<sup>th</sup>. A draft will be put together with what we feel mirrors the expectations. A great deal of work needs to be done to make this attainable. The information would be shared so there is a sense of where we are going to provide more professional development for teachers. There is a pilot going on in some CT districts. It is state mandated that we implement the plans in the 2013-2014 school year.

### 3. **Windham Regional STEM Academy**

The Willimantic STEM Academy will be opening this fall for grades K-1-2-5-6, year 2; grades 3-7 and year 3; grades 4-8. Lebanon has four student seats. There was discussion of whether the board is interested in purchasing seats, and what the costs of transportation and tuition might be. There is no state reimbursement for this program. It was thought that this is a good opportunity for students but very difficult for budget planning purposes. It was thought that this program drains from Lebanon's own school district and what it is doing for the core schools. There was further discussion about the tax implications for Lebanon residents. No further decision can be made at the present time.

### 4. **Enrollment**

There are 11 more students enrolled in the district than there were last month, and the numbers are steadily increasing this school year.

### 5. **2012-2013 Budget**

Eve Spencer reported that the financials are status quo, on target, and there were no areas where a problem is anticipated. There was short conversation about the State reimbursing for excess costs. Further discussion about oil was noted that the town purchased oil with the board last. If we do not use it, we can sell it back to the oil company or keep it and pay a storage fee. This year, we will purchase the oil as a member of the CREC consortium.

An actual school tuition breakout of Magnet schools was requested by M. Hofmann.

- \$35,007 – Magnet School has billed, CREC magnet schools have not yet been billed.
- \$50K still open in the budget for Magnet schools
- \$11,000 – Adult Education
- \$265,000 – Special Education paid, \$700,000 encumbered

### 6. **2013-2014 Budget**

The Business Manager has completed compiling the dollar amounts submitted by the Administrators, and The Finance Subcommittee, along with the Administrators and Superintendent will be working on proposed cuts.

### 7. **Accountability**

Superintendent Tyler discussed that the state is changing our student data reporting. The SCDE benchmark for each school is as follows:

- 80.7% – Elementary School
- 87.2% – Middle School
- 78.6% – High School
- Lebanon's graduation rates are up. All districts are expected to be on goal by 2018.
- The state must see achieved yearly growth.
- All data is tied together. Two years ago, Lebanon was red-flagged in Special Education but all concerns have been addressed.

### 8. **Athletic Trainer**

S. Salisbury reported that the services are status quo with the only change being in the price. The Board needs to see the current contract to compare them.

## **IX. ACTION ITEMS - DISCUSS AND ACT UPON**

1. Approve second reading of Policy #4147.1 Bloodborne Pathogens  
**Motion by M. Hofmann and seconded by L. Jahoda in favor as approving. Motion passed unanimously.**
2. Approve second reading of Policy #5141.21 Administration of Student Medications in the Schools  
**Motion by L. Jahoda and seconded by M. Hofmann in favor as approving. Motion passed unanimously**
3. Approve second reading of Policy #6146 High School Graduation Requirements

- Motion by L. Jahoda and seconded by M. Hofmann in favor as approving. Motion passed unanimously**
4. Approve second reading of Management and Guidelines for Students with Food Allergies and/or Glycogen Storage Disease and/or Diabetes

**Motion made by L. Jahoda, and seconded by M. Hofmann to enter Executive Session at 8:50 PM with Board members ( Battye, M. Hofmann, L. Jahoda, S. Tremblay, K. Wentworth, S. Nelson, D. Skaats) including Superintendent Tyler for the purpose of:**

- 1. Review and discussion of the Secretaries contract**
- 2. Discuss Superintendent's mid-year evaluation**

**Motion passed unanimously.**

**X. EXECUTIVE SESSION**

1. Discuss Secretaries' Contract Negotiations
2. Superintendent's Mid Year Evaluation

Return to Regular Session at 10:00 PM

**Motion made by D. Skaats and seconded by K. Wentworth to ammend the agenda. Motion passed unanimously.**

**Motion made by D. Skaats and seconded by K. Wentworth to ratify the secretaries' contract. Ayes – D. Skaats, L. Jahoda, S. Nelson, M. Hofmann, S. Tremblay; Abstained – K. Wentworth**

**XI. NEW BUSINESS/ITEMS FOR NEXT AGENDA**

**XII. ADJOURNMENT**

**Moved by D. Skaats and seconded by L. Jahoda to adjourn the Regular Meeting at 10:05 PM. Motion passed unanimously.**

Respectfully Submitted,  
Lynn Mastrangelo  
*Recording Secretary*