

Lisbon Board of Education

Lisbon, Connecticut 06351

Regular Board of Education Minutes

Monday, January 28, 2019

Board Members Present: I. Rogers, J. Jencks, M. Avery, M. Krauss, D. Nowakowski, J. Marshall, J. Lewerk and J. Danburg

Board Members Absent: S. McCabe

Administrators Present: S. Keating (Superintendent), D. Cormier (Business Manager), B. Apperson (Principal) M. Courter (Director of Special Education) and B. McGlew (Building and Grounds)

Administrators Absent: None

Student Ambassadors Present: S. Rebstock and B. Nowakowski

Student Ambassadors Absent: None

Others: Mrs. Megan Jenkins, Mr. Bob Browne

1. **Call to Order** – I. Rogers called the meeting to order at 6:30 p.m.

2. **Roll Call**

3. **Pledge of Allegiance**

4. **Public Comment**-Mr. Bob Browne addressed the Board of Education in regards to petitioning that Prep Schools be allowed to come to LCS to discuss Prep Schools as an option, for our high school students at no additional cost for tuition or transportation to the district. Mr. Ian Rogers thanked Mr. Browne for his comment.

Please note: The Lisbon Board of Education welcomes comments and suggestions from citizens of the Lisbon community. Citizens who wish to speak with the Board of Education about a particular subject or concern shall be recognized during the public comment portion of the meeting. Each citizen wishing to speak at that time shall be restricted to three (3) minutes. As provided in Robert's Rules of Order, speakers shall be courteous, avoid personal attacks and refrain from the use of vulgarity. Public comment is an opportunity for citizens to bring concerns to the attention of the Board, but not an appropriate time to engage the Board in conversation. The Board may choose to direct the Superintendent to follow up on a matter as warranted.

5. **Correspondence to Board of Education** – Mr. Ian Rogers received an email from the Lisbon Board of Finance Chairman, Mr. Michael Zelasky regarding the BOE Special Education Budget line item which exceeded the original budgeted amount. Mr. Ian Rogers' response was that Excess Cost reimbursement had not been received yet and that this was normal.

6. **Report from Lisbon Central School Student Ambassadors** –

S. Rebstock reported that the 7th grade students are learning the following: In Social Studies, she reported they are learning about Europe. In Language Arts, the teacher created topics and placed them in a hat. Each student then drew a topic from the hat and must now do a report on their selection. They also started a new book and finished reading "The Cay". In Math, they were finishing lessons on percentages and were beginning lessons about algebraic expressions. In Science, they just finished talking about viruses and they are beginning discussions about bacteria. In Spanish, they are learning how to conjugate "ar" verbs.

B. Nowakowski reported that the 6th grade students are learning the following: In Language Arts, they are starting a biographical essay on their chosen person. In Math, they are working on rates and ratios. In Science, they are learning about all of the properties and laws of matter. In Social Studies, they are learning about Syria and the countries around it. Lastly, he reported that Progress Reports came out today.

7. Approval of Minutes

Motion: M. Krauss moved to approve the minutes of the December 17, 2018 Regular Board of Education meeting; J. Marshall seconded

Vote: Unanimous

Motion Carried

8. Administrators' / Superintendent's Report

- a) Lisbon Central School – Mr. Brian Apperson provided information relating to the following: In Sports, the Boys' and Girls' Basketball teams are doing well and there has been a great community turn-out at their games. On February 1, LCS will be hosting the Cheerleading Competition. On January 11th, Mrs. Judy Fontaine-Higgins organized a "New Year's Dance for the 6th, 7th and 8th grade students. The students had a great time. Ms. Erin Quinn, our Media Specialist organized the December Book Fair which was a great success. Many thanks to Ms. Quinn and all of the volunteers. On January 10th, Mr. Miles LaFemina conducted CPR Training for our staff. Mr. Apperson also updated the Board on the ongoing Teacher Evaluations. Lastly, he updated the Board on the three Title Grants that LCS was awarded and are awaiting confirmation on the fourth Title Grant.
- b) Special Education –Mrs. Maggie Courter reported on Special Education Enrollment and supplied the Board with a chart of data, showing great results for the Flexible Resource Room Program. Ms. Courter stated that Mrs. Tammy Lerro and Mr. Eric Quinn are doing a great job in the Flexible Resource Rooms.
- c) Business Office – Mrs. Diana Cormier discussed the Medicaid Account. She also shared with the Board that Ms. Sonia Kaminsky with Brown & Brown Insurance, the agent for Anthem Medical has worked very hard on securing a negative increase on our medical premiums for the 2019-2020 budget.
- d) Building and Grounds –Mr. Brian McGlew provided an update regarding the LCS physical plant. He informed the Board that the solar panels have been removed and we are now waiting on the response of the roof warranty. He also reported the sprinkler system inspection went well.
- e) Information –Mrs. Sally Keating commented on reimbursement money from the State in relation to the LCS Oil Tank Replacement Project. The Town has received \$221,200 with approximately \$24,915, still coming to them. Additionally, she mentioned the Town Annual Report was filed with the Town Board of Finance Chairman, Mr. Mike Zelasky and she thanked Mr. Ian Rogers and Mrs. Joan Marshall for their input on the report. Mrs. Keating also commented on recent assistance/positive interactions with the Interim Resident State Trooper, Rob Adams. She stated he is doing an excellent job with the LCS staff and community. Lastly, she discussed the Legislative Breakfast she recently attended. The meeting was very informative. She stated that some of the topics were regarding the impact that the possible minimum wage increase would have on early childhood programs and also that the ECS funding cuts had hit many of the towns hard in this end of the State.

9. Consent Agenda

- a) Approval of Monthly Expenditures

Motion: J. Marshall moved to approve monthly expenditures for December 2018, Fiscal Year 2018-2019 in the amount of \$571,493.81; J. Lewerk seconded

Vote: Unanimous

Motion Carried

b) Financial Statement

Motion: M. Avery moved to approve the financial statement for December 2018, Fiscal Year 2018-2019 as presented by the Administration; J. Danburg seconded

Vote: Unanimous

Motion Carried

c) Transfer

Motion: J. Jencks moved to acknowledge the December 2018, Fiscal Year 2018-2019 transfer as presented by Administration; M. Avery seconded

Vote: Unanimous

Motion Carried

10. New Business / Old Business

- a) Acknowledgement and Acceptance of Employee's Letter of Retirement and Possible Action-Mrs. Phyllis Serra, one of our dedicated 1st grade teachers, is retiring, effective the end of this school year. I have included her letter regarding her retirement for the Board's action.

Motion: M. Avery moved to acknowledge and accept Mrs. Phyllis Serra's retirement letter with regret and to wish her much success in the future; J. Jencks seconded

Vote: Unanimous

Motion Carried

- b) Discussion re: Grades 5-8 Summary Math Grid-LCS Administration/Staff reviewed data/information relating to students' performance on math assessments. (Eighth grade data was reviewed at the last BOE meeting; a request was made to present similar information for grades 5-7.) Mrs. Megan Jenkins presented a PowerPoint presentation regarding the data results from math testing. With this data, lesson plans are being developed and resources to better target problem areas and to improve past scores.
- c) Discussion re: Math Action Plan-Mr. Brian Apperson, Ms. Maggie Courter, and Mrs. Sally Keating provided the Board with a Math Action Plan and supplementary information related to steps being taken to improve Math achievement.
- d) Discussion re: 2018 Budget Projections -Mrs. Diana Cormier provided the Board with this year's budget projection. Mrs. Keating stated they will continue cautious spending.
- e) Discussion re: Teacher Substitute Pay and Possible Action-Mrs. Diana Cormier provided substitute rates in the local districts. LCS currently pays non-certified substitutes \$75 per day, \$85 if certified. The Administration recommended an increase to attract more candidates.

Motion: J. Jencks moved to increase the substitute rates to \$80 per day for non-certified and \$90 per day for certified; J. Marshall seconded

Vote: Unanimous

Motion Carried

- f) Discussion re: Custodian Substitute Pay and Possible Action-Currently, LCS pays custodian substitutes \$10.10 per hour. Mrs. Diana Cormier again researched relevant information in the local districts. The Administration recommended an increase to attract more candidates.

Motion: J. Jencks moved to increase the custodian substitute rate starting at Step 1 from the MEUI contract custodian schedule; J. Marshall seconded

- g) Discussion re: Lisbon Town's Purchasing Policy and Possible Action-The Town forwarded copies of their new policy regarding purchases. This is for information only.

- h) Discussion re: Renewal of Contract with Novus and Possible Action-Mrs. Diana Cormier and Mrs. Sally Keating have had conversations with Novus regarding the possibility of extending their contract. Novus provided LCS with information regarding CRCOG's recent RFP document. This information will be referred to the Finance Committee for review.
- i) Discussion re: Renewal of Health Insurance Agent and Possible Action-Currently, Brown and Brown are the agents for LCS Health Insurance. The Administration stated the brokers' fee is built in to their premium. The Board requested Mrs. Cormier to get information on their brokers' fees.
- j) Discussion re: Renewal of General Liability/Property Insurance Agent and Possible Action-Currently, we utilize USI, Inc. Mrs. Diana Cormier and Mrs. Sally Keating would like the BOE Finance Committee to help research standard brokers' fees.
- k) Discussion re: Sharing of Resources Among Districts and Possible Action-Governor Lamont is contemplating possible regionalization for small districts. Mrs. Keating and Mrs. Diana Cormier provided the Board with resources, currently being shared with local districts such as: Transportation, Professional Development, Title Grants, School Readiness Grant, and shared equipment. Further discussions will take place about possible additional shared resources.
- l) Discussion re: Superintendent's Contract (Proposed Executive Session); Possible Action re: Superintendent's Contract -This agenda item needs to be moved, immediately after Public Comment #14.

Motion: M. Avery motioned to move agenda item 10(l)-Discussion re: Superintendent's Contract (Proposed Executive Session); Possible Action re: Superintendent's Contract, immediately following Public Comment #14; J. Marshall seconded

Vote: Unanimous

Motion Carried

- m) Discussion Concerning an Attorney-Client Communication Regarding the NFA Investigation (Proposed Executive Session); Possible Action Concerning the NFA Investigation -This agenda item needs to be moved, and to be held after agenda item 10(l).

Motion: J. Marshall motioned to move agenda item 10(m)-Discussion Concerning an Attorney-Client Communication Regarding the NFA Investigation (Proposed Executive Session); Possible Action Concerning the NFA Investigation, immediately following agenda item 10(l); M. Avery seconded

Vote: Unanimous

Motion Carried

- 11. **Committee Reports** – None
- 12. **Additions to the Agenda**-None
- 13. **Next Agenda Planning**-Discussion of Updates on the Board of Finance Purchasing Policy, Finance Committee Report re: USI and Brown & Brown Insurance Brokers' Fees
- 14. **Public Comment**-None

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Motion: J. Marshall motioned to enter into Executive Session and to invite Mrs. Sally Keating and Mrs. Diana Cormier to discuss Agenda Item 10(l) Discussion re: Superintendent's Contract and Agenda Item 10(m) Discussion Concerning an Attorney-Client Communication Regarding the NFA Investigation; M. Avery seconded

Vote: Unanimous

Motion Carried

The Board entered into Executive Session at 8:25 p.m. (Mrs. Diana Cormier left the meeting after discussion regarding the Superintendent's contract)

The Board ended Executive Session at 9:21 p.m.

Motion: J. Lewerk moved to approve the 2019-2021 contract for the Superintendent-Sally Keating; M. Krauss seconded

Vote: Unanimous

Motion Carried

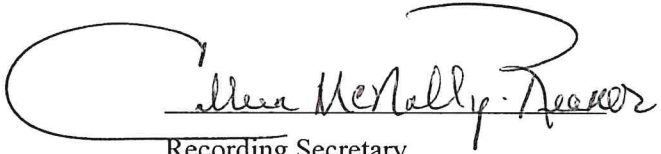
Motion: J. Lewerk moved to consult the Boards' attorney and to authorize the attorney to pursue the FOIA complaint; J. Jencks seconded

Vote: Unanimous

Motion Carried

15. **Adjournment** –The meeting adjourned at 9:25 p.m.

Approved


Recording Secretary

RECEIVED FOR RECORD AT LISBON
CT ON 02/04/2019 AT 12:10pm
ATTEST. LAURIE TIROCCHI, TOWN CLERK
