

# Lisbon Board of Education

Lisbon, Connecticut 06351

## Regular Board of Education Minutes

Monday, April 22, 2019

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

Board Members Absent: None

Administrators Present: S. Keating (Superintendent), D. Cormier (Business Manager), B. Apperson (Principal) and B. McGlew (Building and Grounds)

Administrators Absent: M. Courter (Director of Special Education)

Student Ambassadors Present: B. Nowakowski

Student Ambassadors Absent: S. Rebstock

Others: Mr. John Barry from the Norwich Bulletin

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**-None

**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** – None
6. **Report from Lisbon Central School Student Ambassadors** –

B. Nowakowski reported that the 6<sup>th</sup> grade students are learning the following: In Language Arts, they finished the SBAC test and they are starting on their final project, a persuasive presentation. In Math, they are learning about geometry and finding the area of shapes. In Science, they are learning about average and instantaneous speed. In Social Studies, they are continuing to learn about Africa and its countries. Lastly, he reported that baseball season has started and he may be late to some future meetings.

7. **Approval of Minutes**

**Motion:** J. Lewerk motioned to approve the minutes of the March 18, 2019-Regular Board of Education meeting; J. Marshall seconded

**Vote: Unanimous**

**Motion Carried**

8. **Administrators' / Superintendent's Report**

- a) Lisbon Central School – Mr. Brian Apperson reported on the following: Report Card work is continuing and drafts have been submitted to the committee. The ELA testing is completed and the Math testing will begin next week in 2-parts. Mr. Apperson read the names of the March Students of the Month. He also reported on the April 5<sup>th</sup> PTO Dance which was a great time with the students. The PTO did a great job organizing and decorating. Lastly he reported on the Spring Sports (Baseball, Softball and Track) and two Clubs (Technology and Garden Club).
- b) Special Education –Mrs. Sally Keating reported on the Special Education enrollment numbers which included two additional students. In regards to the Flexible Resource Rooms, both rooms continue to do well. The lower grade room has been doing well too. Lastly, Mrs. Keating reported the PreK registration screening will be held April 23<sup>rd</sup> from 9-12. They are expecting a good turn-out, approximately 27 for registrations.

- c) Business Office – Mrs. Diana Cormier discussed the Medicaid Revenue/Disbursement Report to the end of March. Discussions with Mrs. Keating, Mrs. Courter and Mrs. Cormier are underway regarding items that will be purchased with this account. She also reported on the March Quarterly Report for the Cafeteria and reported the program is doing well with a surplus of approximately \$10,000.00.
- d) Building and Grounds –Mr. Brian McGlew provided an update regarding the LCS physical plant. Mr. McGlew reported that the roof warrantee is in active status again. He also reported that the security system, refrigeration units, and sprinkler system were all serviced and inspected last week and are all working well.
- e) Information – Mrs. Sally Keating discussed a recent meeting that she attended with Superintendents within this region. During this meeting they touched base on many topics such as: regionalization and there was mention of our Flexible Resource Rooms. Mrs. Keating invited anyone interested in seeing how the program works to please contact her. She also briefly mentioned the National Jr. Honor Society Induction Ceremony on May 6<sup>th</sup> at 5:00 p.m. as well as the upcoming Superintendent’s Award Ceremony on May 30<sup>th</sup> at 5:00 p.m.

## 9. Consent Agenda

- a) Approval of Monthly Expenditures

**Motion:** M. Krauss motioned to approve monthly expenditures for March 2019, Fiscal Year 2018-2019 in the amount of \$647,104.02; M. Avery seconded

**Vote: Unanimous**

**Motion Carried**

- b) Financial Statement

**Motion:** M. Krauss motioned to approve the financial statement for March 2019, Fiscal Year 2018-2019 as presented by the Administration; J. Marshall seconded

**Vote: Unanimous**

**Motion Carried**

- c) Transfers – Mrs. Diana Cormier reported regarding transfers.

**Motion:** J. Lewerk motioned to acknowledge the March 2019, Fiscal Year 2018-2019 transfers as presented by Administration; M. Avery seconded

**Vote: Unanimous**

**Motion Carried**

## 10. New Business / Old Business

- a) **Discussion re: Amendment to Policy # 5132-Student – Dress and Grooming 5<sup>th</sup> through 8<sup>th</sup> Grade and Possible Action** – Policy Committee members have done an amendment to this policy based in part upon feedback from Administrators and community members. Motion(s) were made to waive the first read and to vote on the amended policy for approval and adoption.

**Motion:** J. Marshall moved to waive the 1<sup>st</sup> read of the amended Policy # 5132-Student – Dress and Grooming 5<sup>th</sup> through 8<sup>th</sup> Grade; J. Jencks seconded

**Vote: Unanimous**

**Motion Carried**

**Motion:** J. Marshall moved to approve the amendment of Policy # 5132-Student – Dress and Grooming 5<sup>th</sup> through 8<sup>th</sup> Grade; J. Lewerk seconded

**Vote: Unanimous**

**Motion Carried**

- b) **Discussion re: Policy #6163.32-Instruction – Live Animals in the Classroom and Possible Action** – Policy Committee members will summarize the highlights of this new policy. Motion(s) were made to waive the first read and to vote on this policy for approval and adoption.  
**Motion:** J. Marshall moved to waive the 1<sup>st</sup> read of Policy #6163.32-Instruction – Live Animals in the Classroom as presented; J. Lewerk seconded  
**Vote: Unanimous** **Motion Carried**
- Motion:** S. McCabe moved to approve Policy #6163.32-Instruction – Live Animals in the Classroom as presented; J. Marshall seconded  
**Vote: Unanimous** **Motion Carried**
- c) **Discussion re: Policy # 5145.12 - Search and Seizure and Possible Action** – Policy Committee members summarized the highlights of this new policy. Motion(s) were made to waive the first read and to vote on this policy for approval and adoption.
- Motion:** J. Marshall moved to waive the 1<sup>st</sup> read of Policy # 5145.12 - Search and Seizure; J. Lewerk seconded  
**Vote: Unanimous** **Motion Carried**
- Motion:** J. Marshall moved to approve the Policy # 5145.12 - Search and Seizure; J. Lewerk seconded  
**Vote: Unanimous** **Motion Carried**
- d) **Discussion re: The Extension of Brown and Brown Health/Life Insurance Agent and Possible Action** – As previously discussed with the Board of Education, Brown and Brown have completed the work needed for next year's rates. As a result, Mrs. Diana Cormier and Mrs. Sally Keating recommended extending Brown and Brown for one year.
- Motion:** J. Jencks moved to extend Brown and Brown Health/Life Insurance Agent for one year; M. Avery seconded
- e) **Discussion re: Natural Gas Proposal and Possible Action** – Mr. Ian Rogers, Mr. Brian McGlew, and Mrs. Sally Keating provided an update regarding this possible project. As information is provided, there will be future discussions. No motion was made.
- f) **Discussion re: 2018-2019 Budget Projections and Possible Action** – Mrs. Diana Cormier lead the discussion on this topic. Mrs. Sally Keating, Mr. Brian McGlew and Mrs. Diana Cormier provided a list of items. The Board reviewed the list of items needed and agreed to go forward with most of the items.
- g) **Update re: 2019 – 2020 Budget** – Mr. Ian Rogers, Mrs. Diana Cormier, and Mrs. Sally Keating provided a brief update regarding the status of our 2019-2020 budget. Our budget did not get cut as presented and it is moving forward for May 6<sup>th</sup>, the Annual Town Meeting, in the LCS cafeteria.
- h) **Discussion re: Singleton Contracts/Employment Agreements (Proposed Executive Session); Possible Action re: Singleton Contracts/Employment Agreements** – This agenda item was moved to Executive Session, immediately following Agenda Item #14 Public Comment.
- Possible Motion:** to move Agenda Item 10(h) Discussion re: Singleton Contracts/Employment Agreements (Proposed Executive Session); Possible Action regarding the Singleton Contracts/Employment Agreement, immediately following Agenda Item # 14 Public Comment

- i) **Discussion re: An Attorney-Client Communication Regarding the NFA Investigation (Proposed Executive Session); Possible Action Concerning the NFA Investigation** – This agenda item was moved to Executive Session, and to be held after agenda item 10(h).

**Motion:** M. Avery motioned to move Agenda Item 10(h) Discussion re: Singleton Contracts/Employment Agreements (Proposed Executive Session); Possible Action regarding the Singleton Contracts/Employment Agreement, immediately following Agenda Item # 14 Public Comment, and to move agenda item 10(i) – Discussion Concerning an Attorney-Client Communication Regarding the NFA Investigation (Proposed Executive Session); Possible Action Concerning the NFA investigation immediately following Agenda Item 10(h); J. Jencks seconded

11. **Committee Reports** – None
12. **Additions to the Agenda** - None
13. **Next Agenda Planning-** Invite BT Lindsay to the May BOE meeting to discuss the AC unit for the Kitchen; Natural Gas proposal and the use of the cafeteria for sports.
14. **Public Comment-** None

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**Motion:** M. Krauss motioned to enter into Executive Session and to invite Mrs. Sally Keating to discuss Agenda Item 10(i) Discussion re: An Attorney-Client Communication Regarding the NFA Investigation; M. Avery seconded

**Vote: Unanimous**

**Motion Carried**

The Board entered into Executive Session at 8:01 p.m.

The Board ended Executive Session at 8:30 p.m.

**No action taken; no motion made.**

**Motion:** J. Jencks moved to enter into Executive Session and to invite Ms. Colleen McNally-Reamer, Mrs. Sally Keating, Mrs. Diana Cormier, Mr. Brian McGlew, and Mr. Brian Apperson to discuss Agenda Item 10(h) Discussion re: Singleton Contracts/Employment Agreements; J. Danburg seconded

**Vote: Unanimous**

**Motion Carried**

The Board entered into Executive Session at 8:34 p.m.

The Board ended Executive Session at 8:55 p.m.

**Motion:** S. McCabe moved to accept as presented the Singleton Contract for Principal; J. Danburg seconded

**Vote: Unanimous**

**Motion Carried**

Director of Special Education/Early Childhood Coordinator-Tabled until next month

Director of Buildings and Grounds-Tabled until next month

**Motion:** S. McCabe moved to accept as presented the Singleton Contract for Business Manager;  
J. Danburg seconded

**Vote: Unanimous**

**Motion Carried**

**Motion:** S. McCabe moved to accept as presented the Employment Agreement for LSACC Program  
Manager; J. Danburg seconded

**Vote: Unanimous**

**Motion Carried**

**Motion:** S. McCabe moved to accept as presented the Employment Agreement for Administrative  
Assistant; J. Danburg seconded

**Vote: Unanimous**

**Motion Carried**

**Motion:** S. McCabe moved to accept as presented the Singleton Contract for the School Nurse;  
J. Danburg seconded

**Vote: Unanimous**

**Motion Carried**

**Motion:** S. McCabe moved to accept as presented the Employment Agreement for the Nurse's Aide;  
J. Danburg seconded

**Vote: Unanimous**

**Motion Carried**

**Motion:** S. McCabe moved to accept as amended the Employment Agreement for the Certified  
Occupational Therapy Assistant; J. Danburg seconded

**Vote: Unanimous**

**Motion Carried**

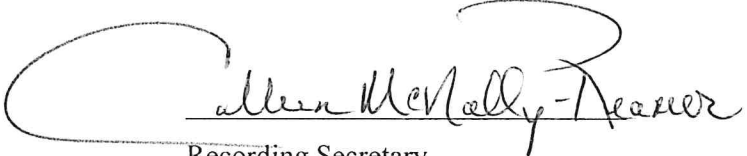
**Motion:** S. McCabe moved to accept as amended the Employment Agreement for the Business Office  
Clerk; J. Danburg seconded

**Vote: Unanimous**

**Motion Carried**

15. **Adjournment** – The meeting adjourned at 8:57 p.m.

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Approved

  
Recording Secretary

RECEIVED FOR RECORD AT LISBON  
CT ON 4/29/19 AT 11:10 am  
ATTEST. LAURIE TIROSCHI, TOWN CLERK  
