

Lisbon Board of Education

Lisbon, Connecticut 06351

Regular Board of Education Minutes

Monday May 21, 2018

Board Members Present: J. Jencks (Vice-Chair), J. Lewerk, D. Nowakowski, J. Marshall, S. McCabe, M. Krauss, M. Avery

Board Members Absent: I Rogers, J. Danburg

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

Administrators Absent: None

Student Ambassadors Present: P. Raposo and S. Rebstock

Student Ambassadors Absent: None

Others: Ms. Olivia Avery

1. **Call to Order** – J. Jencks called the meeting to order at 6:35 p.m.
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Public Comment** – The National Junior Honor Society Induction Ceremony was held this evening. Following the ceremony, the present and new members joined the Board of Education members in the Media Center for refreshments and conversation. Mr. Steve Brown introduced the new National Junior Honor Society (NJHS) inductees to the Board of Education. The new members are: Caden Haggerty, Ashlee Beckwith, Danika Brown, Katelyn Friday, Anna Gosselin, Natalia Grant, Gabriella Hood, Samantha Labonte, Ashlynn Miles, Rachel Orcutt and Gage Weber.

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**

P. Raposo reported that the 8th grade students are learning the following: In Math, they are learning Volume of Shapes in Geometry. In Language Arts, the class has their thesis papers due tomorrow. In Social Studies, they are learning about the Civil War. In Science, they are studying test rocket variables. In Spanish, they are studying for the year end finals.

S. Rebstock reported that the 6th grade students are learning the following: In History, she reported they are going on a New York field trip tomorrow and will be talking about their visit to the United Nations Building, Ellis Island, and the Statue of Liberty. In Language Arts, they are doing a Prezi Project about endangered animals. In Math, they are testing on equations. In Science, they are working on fake blood samples made from colored water, beads, sequences, and glitter.

7. **Approval of Minutes**

Motion: M. Krauss moved to approve the minutes of the April 23, 2018-Regular Board of Education meeting; J. Lewerk seconded

Vote: Unanimous

Motion Carried

Motion: J. Lewerk moved to approve the minutes of the May 10, 2018-Special Board of Education meeting; M. Avery seconded

Vote: Unanimous

Motion Carried

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

- a) Lisbon Central School – Mr. Brian Apperson reported on the April Students of the Month, Sports Activities; Baseball/Softball and Track, Field Trips, Spirit Day held May 18th and the recent Safe School Climate /School Safety and Security meeting. He also reported that the Parent survey was almost completed and he would report the results in the Fall. Lastly, he reported that students in grades 3-8 just completed the SMARTER Balance tests and grades 5 and 8 just completed the Science testing. He expressed his many thanks to Mr. Davidson for all of his support during these testing periods.
- b) Special Education –Mrs. Alison Orcutt reported on the recent CompuClaim Conference which she and her secretary, Mrs. Maria Davila, attended. She found the workshop to be very informative. She also discussed the enrollment numbers in Special Education.
- c) Business Office – Mrs. Diana Cormier discussed a recent workshop which she attended regarding the Chart of Accounts relating to the ED-01 reporting. She also discussed the end-of-the school year activities related to the Business office, such as, the closing of the budget year and opening the 2018-2019 budget year.
- d) Building and Grounds –Mr. Brian McGlew provided an update regarding the LCS physical plant. He reported that the boiler inspections were done and are good for two years and that the wheelchair lift was also inspected and serviced and is good for one year.
- e) Information – Mrs. Sally Keating discussed the upcoming Superintendent's Award Ceremony and how the students were chosen. This year the three students were Hannah Garvin, Paige Raposo, and Brianne Surfus. The award ceremony will take place May 31st at 5:00 p.m. in the cafeteria. She also commented on the CAPSS Legislative Committee Meeting which was scheduled today, May 21st in Hartford. She has requested to become a member on a subcommittee, addressing ECS and excess cost. Lastly, she commented on the upcoming negotiations with the LEA.

9. Consent Agenda

- a) Approval of Monthly Expenditures

Motion: M. Krauss moved to approve monthly expenditures for April 2018, Fiscal Year 2017-2018 in the amount of \$539,334.96; J. Marshall seconded

Vote: Unanimous

Motion Carried

- b) Financial Statement

Motion: S. McCabe moved to approve the financial statement for April 2018, Fiscal Year 2017-2018 as presented by the Administration; M. Avery seconded

Vote: Unanimous

Motion Carried

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

Motion: J. Marshall moved to acknowledge the May transfers as presented by Administration; M. Avery seconded

Vote: Unanimous

Motion Carried

10. New Business / Old Business

- a) Discussion re: Gifted and Talented Services and Possible Action-Mrs. Joan Marshall lead the discussion regarding this topic. She inquired as to how Administration determines gifted and talented students. Mr. Brian Apperson spoke about some of the guidelines that they use, such as, testing scores, PPTs and teacher observations and input. Once identified, the teachers set guidelines in enrichment classes. He also spoke about these conditions leading students towards the National Junior Honor Society in the later grades. He and other teachers will be going for training soon to further their knowledge on determining gifted and talented students which will include a focus on the arts in conjunction with other guidelines.

- b) Discussion re: Structure of Childcare Program and Possible Action-Mrs. Sally Keating and Mrs. Diana Cormier discussed the recommended structuring for the Childcare Program for next year. Many discussions were held by Mrs. Keating, Mrs. Cormier, Mrs. Orcutt and Mrs. Beams. They have plotted out some changes that will continue to supply great care to this program and possibly show a savings of \$21,000. These changes will not take effect until the Fall of 2018.

Motion: J. Lewerk moved to approve the proposed restructuring of the Childcare Program for next school year; M. Avery seconded

Vote: Unanimous

Motion Carried

- c) Discussion re: IT Managed Services and Hosting RFP and Possible Action-Mrs. Sally Keating and Mrs. Diana Cormier reported on the RFP process for IT Managed Services and Hosting at LCS. There were three companies that responded to the RFP posting. After careful consideration of all of the documents, it is recommended to the Board to renew the contract with Novus Insight for the 2018-2019 budget year.

Motion: J. Marshall moved to approve the contract renewal with Novus Insight for IT Manager Services and Hosting Services at LCS for 2018-2019 school year; M. Krauss seconded

Vote: Unanimous

Motion Carried

- d) Discussion re: 2017-2018 Budget Projections and Possible Action-Mrs. Diana Cormier discussed budget projections for the 2017-2018 budget.

Motion: M. Krauss moved to approve purchasing items/services not budgeted in the 2017-2018 Board of Education budget with projected non-expended funds remaining in this budget; J. Marshall seconded

Vote: Unanimous

Motion Carried

- e) Discussion re: Board of Education Finance Committee's Recommendations for Possible Purchases and Possible Action-The Board of Education Finance Committee recently met and discussed the projected non-expended funds in the 2017-2018 BOE budget. The committee recommended purchasing items/services on a prioritized basis with these funds if available. The Board made a slight change, making priority 5 to become Priority 4 and the original Priority 4 to become Priority 5. M. Krauss stated this change was because of the importance of the safety of the LCS kids verses an electronic sign in the front of the building .

Motion: J. Marshall moved to approve the BOE Finance Committee recommendations to purchase items/services as follows: Priority 1 stands as is, Priority 2-Fire Alarm Panel, Priority 3-(Three) A/C' with a priority of one, Priority 4-Bathroom Access Keys, and Priority 5-Electronic Sign for the front door; M. Krauss seconded

Vote: Unanimous

Motion Carried

- f) Amendment to Policy #5131.911-Students-Bullying and Possible Action-Policy Committee members Mrs. Missy Krauss and Mrs. Joan Marshall summarized the changes to this policy. These changes were made to bring the policy in-line with State Statutes.

Motion: J. Jencks moved to waive the 1st read of Policy #5131.911-Students-Bullying; M. Krauss seconded

Vote: Unanimous

Motion Carried

Motion: J. Jencks moved to approve the revisions to Policy #5131.911-Students-Bullying; M. Avery seconded

Vote: Unanimous

Motion Carried

- g) Discussion re: High School Agreement and Possible Action-Mrs. Sally Keating provided a brief summary regarding the reasons why the Board of Education may want to discuss re: negotiations, noting Item #11, page 4 of the NFA Agreement dated July 2015 to June 30, 2020. The Board asked Mrs. Keating to contact Mr. David Klein to discuss favorable rates for the next renewal, Sachem House rates and request of data collection before June 30, 2018.
- h) Update re: LCS Oil Tank Replacement Project-The LCS Oil Tank Replacement Project Building Committee provided an update regarding the status of the project. Mrs. Sally Keating led the discussion informing the Board that the State had approved the Project Manual and Drawings and that True Blue Environmental Inc. signed a contract and will begin the project on June 18th. She also wanted to thank the committee members and Board for all their participation and support. Lastly, she expressed her gratitude to Mr. Brian McGlew for all of his time and hard work coordinating with her on filling out all of the forms for the Project Manual.
- i) Discussion re: Singleton Contracts (Proposed Executive Session) and Possible Action-This item needs to be moved to Executive Session, following Agenda Item # 14 Public Comment.

Motion: J. Marshall moved to move Agenda Item 10 (i) Discussion re: Singleton Contracts to Executive Session, immediately following Agenda Item # 14 Public Comment; S. McCabe seconded

Vote: Unanimous

Motion Carried

11. **Committee Reports** – None
12. **Additions to the Agenda**-None
13. **Next Agenda Planning**-Video Conference
14. **Public Comment**- None

Motion: M. Krauss moved to enter into executive Session and to invite Mrs. Sally Keating and Mrs. Diana Cormier to discuss Agenda Item 10(i) Discussion re: Singleton Contracts; J. Marshall seconded

Vote: Unanimous

Motion Carried

The Board entered into Executive Session at 8:20 p.m.

The Board ended Executive Session at 8:25 p.m.

Motion: J. Marshall moved to accept as presented the Employment Agreement for Robin Gore;
M. Krauss seconded

Vote: Unanimous

Motion Carried

Motion: J. Lewerk moved to accept as presented the Employment Agreement for Ashley Beres;
M. Krauss seconded

Vote: Unanimous

Motion Carried

Motion: J. Marshall moved to accept as presented the Employment Agreement for Administrative Assistant;
J. Lewerk seconded

Vote: Unanimous

Motion Carried

Motion: J. Marshall moved to accept as presented the Employment Agreement for School Nurse;
M. Krauss seconded

Vote: Unanimous

Motion Carried

Motion: J. Lewerk moved to accept as presented the Employment Agreement for School Nurse Assistant;
M. Krauss seconded

Vote: Unanimous

Motion Carried

Motion: J. Marshall moved to accept as presented the Employment Agreement for Joseph Gracia;
M. Krauss seconded

Vote: Unanimous

Motion Carried

Motion: J. Marshall moved to accept as presented the Employment Agreement for Courtney Kinmonth;
M. Krauss seconded

Vote: Unanimous

Motion Carried

Motion: J. Marshall moved to accept as presented the Employment Agreement for Jacinta Blanchette;
M. Krauss seconded

Vote: Unanimous

Motion Carried

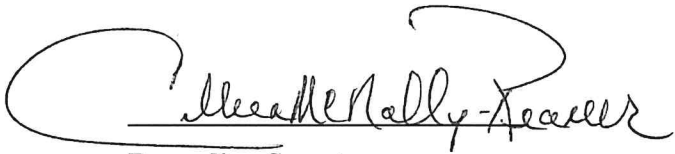
Motion: J. Marshall moved to accept as presented the Employment Agreement for Jamie Lagace;
M. Krauss seconded

Vote: Unanimous

Motion Carried

15. Adjournment-The meeting adjourned at 8:32 p.m.

Approved


Recording Secretary

RECEIVED FOR RECORD AT LISBON
CT ON 05/29/2018 AT 2:35pm
ATTEST. LAURIE TIROCCHI, TOWN CLERK
