

# **Lisbon Board of Education**

Lisbon, Connecticut 06351

## **Regular Board of Education Minutes**

Monday July 17, 2017

Board Members Present: I. Rogers (Chair), J. Jencks, J. Danburg, D. Nowakowski,  
J. Marshall, S. McCabe and M. Avery, D. Rickard

Board Members Absent: J. Lewerk

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

Administrators Absent: None

Student Ambassadors Present: None

Student Ambassadors Absent: A. Miles and P. Raposo

Others: None

1. **Call to Order** – I. Rogers called the meeting to order at 6:32 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** -None
7. **Approval of Minutes**

**Motion:** D. Rickard moved to approve the minutes of the June 19, 2017 Regular 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 status of the .4 FTE Educational Assistant/Aide position. Cantrell Hatch has been hired for this position. He also informed the Board that he completed forty Teacher Evaluations during the 2016-2017 school year. Additionally, he reported on the upcoming PTO Color Run, scheduled for the upcoming Fall Festival September 23, 2017. Lastly, he discussed a meeting with Mrs. Judy Jencks and Mrs. Sally Keating regarding Mrs. Jencks proposed enrichment support STEAM opportunity for students. Lisbon Central School will be asking the community for donations of old technology items to be utilized in this enrichment project.
- b) **Special Education** –Mrs. Alison Orcutt reported on her acclimation to her new position and her collaboration with Mr. Brian Apperson and Mrs. Sally Keating. She also provided the current status of the number of special education students in the Lisbon School District and any impending unanticipated needs for students. Lastly, she provided information of an upcoming training workshop which will be held by the Griswold School System.
- c) **Business Office** – Mrs. Diana Cormier spoke about the ED-001 Report due in September. She briefly discussed the eleven sections pertaining to this yearly report.
- d) **Building and Grounds** – Mr. Brian McGlew reported on the summer classroom cleaning. Over half of the classrooms are completed and they are ahead of schedule. A.L. Fire Protection , LLC. completed the yearly pump tests and they are working well. He also provided an update regarding the LED light project. An inventory of all lighting has been completed and the bulbs are ordered. This project should be completed in 2-3 weeks.
- e) **Information** – Mrs. Sally Keating provided an update regarding the recent Media Specialist position. There were five candidates and Mr. Matthew Puhlick was chosen for this position. Mrs. Keating informed the Board that the non-certified evaluations were done at the closing of the school year. She also updated the Board regarding the submission of our annual report to the Regional Emergency Management Director. This was completed by Mr. Brian McGlew and Mrs. Sally Keating.

## 9. Consent Agenda

### a) Approval of Monthly Expenditures

**Motion:** J. Marshall moved to approve monthly expenditures for June 2017, Fiscal Year 2016-2017 in the amount of \$1,155,809.83; S. McCabe seconded

**Vote:** Unanimous

**Motion Carried**

### b) Financial Statement

**Motion:** M. Avery moved to approve the financial statement for June 2017, Fiscal Year 2016-2017, as presented by the Administration; D. Rickard seconded

**Vote:** Unanimous

**Motion Carried**



**c) Transfers**

**Motion:** M. Avery moved to acknowledge the July 2017 transfers for Fiscal Year 2016-2017, as presented by Administration; J. Jencks seconded

**Vote:** Unanimous

**Motion Carried**

**10. New Business / Old Business**

- a) **Discussion re: End of Year Awards to High School Students-**Mrs. Colleen McNally-Reamer has collated a list of high school awards sent thus far to Mrs. Keating. This list will be sent out in the first newsletter to parents in August.
- b) **Discussion re: List of Staff Changes-** Mr. Brian Apperson led the discussion regarding staff changes. He and Mrs. Keating collaborated on these changes before finalization. These changes are partially due to budget restrictions, but also with the best interest of students foremost in mind.
- c) **Discussion re: Results of Student and Staff Surveys-**Mr. Brian Apperson led the discussion on student and staff surveys done at the end of this school year. This was compared to last year's surveys. Many of the results were very positive. The students included in this survey were from grades 3-8. These surveys are anonymous but give great insight in ways to continue improving the LCS environment.
- d) **Discussion re: Update re: Underground Storage Oil Tank Removal and Replacement Project and Possible Action-** Mr. Ian Rogers and LCS Administration led the discussion on this topic. A motion is needed by the Board to reaffirm in an official capacity their approval of this project. Approval has been obtained on an ongoing basis via discussions at past Board meetings. A cost breakdown will be submitted to the Board of Finance this week.

**Motion:** D. Rickard moved to reaffirm the Board of Education's approval of the Underground Storage Oil Tank Removal and Replacement project; M. Avery Seconded

**Vote:** Unanimous

**Motion Carried**

- e) **Discussion re: Educational Specifications for the Underground Storage Oil Tank Removal and Replacement Project and Possible Action** – Mr. Ian Rogers read the Educational Specifications for the Underground Storage Oil Tank Removal and Replacement project.

**Motion:** J. Marshall moved to approve the Educational Specifications for the Underground Storage Oil Tank Removal and Replacement Project; J. Jencks Seconded

**Vote:** Unanimous

**Motion Carried**

- f) **Discussion re: Lisbon Board of Education's Representation on EastConn's Board and Possible Action** – Mr. Joseph Lewerk has officially withdrawn his name as representative from the Lisbon Board of Education to the EastConn Executive Committee.

**Motion:** J. Jencks moved to table the appointment of another Lisbon Board of Education representative; D. Rickard Seconded

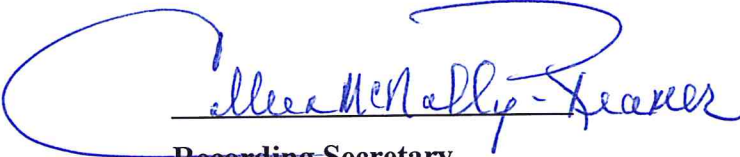
Vote: Unanimous

Motion Carried

11. Committee Reports – None
12. Additions to the Agenda – None
13. Next Agenda Planning – Attendance Policy and Homework
14. Public Comment – None
15. Adjournment-The meeting adjourned at 7:36 p.m.

---

Approved

  
Recording Secretary

RECEIVED FOR RECORD AT LISBON

CT ON 7/24/2017 AT 10:35am

ATTEST. LAURIE TIROCCHI, TOWN CLERK

