

# Lisbon Board of Education

Lisbon, Connecticut 06351

## Regular Board of Education Minutes

Monday August 21, 2017

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

Board Members Absent: D. Rickard and J. Danbury

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 6:30 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** –Mr. Ian Rogers read the letter received from the Lisbon Fire Marshall, Mr. Rick Hamel regarding our Annual Fire & Life Inspection. The inspection went well.
6. **Report from Lisbon Central School Student Ambassadors** -None
7. **Approval of Minutes**

**Motion:** S. McCabe moved to approve the minutes of the July 17, 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 that LCS applied for the Kajeet Homework Gap Grant and he should hear if the school was awarded this grant by the end of the month. He also updated the Board on the plans for the upcoming Professional Development days. And lastly, he briefly discussed the hiring of Ashley Roy, the new Kindergarten teacher.
- b) Special Education –Mrs. Alison Orcutt reported on the enrollment numbers in special education, Summer School Program, PMT Training, NAEYC Accreditation, Professional Development for the Special Education Department and the PTO's Color Run.
- c) Business Office – Mrs. Diana Cormier discussed the Cafeteria Quarterly Report.
- d) Building and Grounds – Mr. Brian McGlew provided an update regarding school maintenance. The generator has been serviced for any future power outages. The lighting project has begun today. The outdoor parking lot has been restriped and there are only a few hallways left to clean and wax. We are on schedule for the building to be ready next week.
- e) Information – Mrs. Sally Keating provided an update regarding high schoolers who received end-of-year awards for the 2016-2017 school year. Included was a Marine Magnet high school graduate who was named valedictorian. Mrs. Keating also provided a brief summary of the Commissioner's Back-to-School Meeting for Superintendents. Additionally, she commented on the recent CMT testing results. The Administrators are very proud of our two science teachers, Mr. Brown and Mr. Mlyniec as well as all of our teachers and our students for working hard in bringing the test scores up from previous years. Lastly, she commented regarding the status of the Business Office for the upcoming weeks. Mrs. Diana Cormier will be going out on leave for the next few weeks. Mr. Hugh Hunter will be filling in as needed.

## 9. Consent Agenda

### a) Approval of Monthly Expenditures

**Motion:** J. Jencks moved to approve monthly expenditures for July 2017, Fiscal Year 2016-2017 in the amount of \$23,385.10; J. Marshall seconded

**Vote:** Unanimous

**Motion Carried**

**Motion:** J. Jencks moved to approve monthly expenditures for July 2017, Fiscal Year 2017-2018 in the amount of \$306,703.58; J. Marshall seconded

**Vote:** Unanimous

**Motion Carried**

### b) Financial Statement

**Motion:** J. Lewerk moved to approve the financial statement for July 2017, Fiscal Year 2016-2017, as presented by the Administration; J. Marshall seconded

**Vote:** Unanimous

**Motion Carried**

**Motion:** M. Avery moved to approve the financial statement for July 2017, Fiscal Year 2017-2018, as presented by the Administration; J. Marshall seconded

**Vote:** Unanimous

**Motion Carried**

**c) Transfers**

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

**Vote:** **Unanimous** **Motion Carried**

**Motion:** S. McCabe moved to acknowledge the August 2017 transfers, Fiscal Year 2017-2018, as presented by Administration; J. Jencks seconded

**Vote:** **Unanimous** **Motion Carried**

**10. New Business / Old Business**

**a) Acceptance of Resignation and Possible Action** - Mrs. Mardy Pryor submitted her resignation in July, effective immediately upon receipt. Mr. Ian Rogers read her resignation aloud at the meeting.

**Motion:** M. Avery moved to accept Mrs. Mardy Pryor's resignation with regret and to wish her success in the future; J. Marshall seconded

**Vote:** **Unanimous** **Motion Carried**

**b) Discussion re: 2016-2017 Board of Education Budget, July Monthly Expenditures and Financial Statement**— Mrs. Diana Cormier and LCS Administration reviewed the 2016-2017 Board of Education Budget, Fiscal Year "closing of the books". There will be approximately 7500.00 returned to the Town.

**c) Discussion re: Amendments to Policies and Possible Action** – We have the following policies in place; however revisions are needed. The Policy Committee members summarized the changes.

- **Policy #6159-Instruction-Individualized Education Program/Special Education Program**

**Motion:** J. Jencks moved to waive the 1<sup>st</sup> read to Policy #6159 – Instruction- Individualized Education Program/Special Education Program; J. Marshall seconded

**Vote:** **Unanimous** **Motion Carried**

**Motion:** J. Marshall moved to adopt the amendments to Policy #6159 – Instruction- Individualized Education Program/Special Education Program; J. Jencks seconded

**Vote:** **Unanimous** **Motion Carried**

- **Policy #6171-Instruction-Special Education**

**Motion:** J. Jencks moved to waive the 1<sup>st</sup> read to Policy #6171 – Instruction- Special Education; J. Marshall seconded

**Vote:** **Unanimous** **Motion Carried**

**Motion:** J. Marshall moved to adopt the amendments to Policy #6171 – Instruction- Special Education; J. Jencks seconded

**Vote:** **Unanimous** **Motion Carried**



- **Policy #6171.2-Instruction-Preschool Special Education**

**Motion:** J. Jencks moved to waive the 1<sup>st</sup> read to Policy #6171.2 – Instruction- Preschool Special Education; J. Marshall seconded

**Vote:** Unanimous

**Motion Carried**

**Motion:** J. Marshall moved to adopt the amendments with modifications to Policy #6171.2 – Instruction- Preschool Special Education; J. Jencks seconded

**Vote:** Unanimous

**Motion Carried**

**d) First Read re: Amendment to Policy and Possible Action** – We have this policy in place but revisions are needed. The Policy Committee members summarized changes.

- **Policy #5113-Student-Attendance and Excuses**

**Motion:** J. Lewerk moved to waive the 1<sup>st</sup> read to Policy #5113 – Student- Attendance and Excuses; S. McCabe seconded

**Vote:** Unanimous

**Motion Carried**

**Motion:** J. Marshall moved to adopt the amendments with modifications to Policy #5113 – Student- Attendance and Excuses; J. Jencks seconded

**Vote:** Unanimous

**Motion Carried**

**e) First Read re: Adoption of Policy and Possible Action** – The Policy Committee members summarized the major points of this policy.

- **Policy #5113.2-Student-Truancy**

**Motion:** J. Lewerk moved to waive the 1<sup>st</sup> read to Policy #5113.2 – Student- Truancy; S. McCabe seconded

**Vote:** Unanimous

**Motion Carried**

**Motion:** J. Marshall moved to adopt Policy #5113.2 – Student- Truancy; J. Jencks seconded

**Vote:** Unanimous

**Motion Carried**

**f) Discussion re: Homework and Possible Action** – Mr. Brian Apperson and Members of the Board discussed the concerns of some grade levels having too much homework. Mr. Apperson has discussed these concerns with the staff and they are making every effort to make improvements.

**g) Discussion re: Lisbon Central School Oil Tank Replacement Project** – The Building Committee for this project provided an update regarding the status of the LCS Oil Tank Replacement Project. Mrs. Sally Keating and Mr. Brian McGlew have submitted the application with the help from Mr. Jon Arpin and Mr. Tom Sparkman. The application is now in progress with the State of CT-Department of Administrative Services.

**h) Discussion re: Renewal of CCAT Contract and Possible Action** – Mrs. Diana Cormier and Mrs. Sally Keating discussed the annual renewal of the CCAT Contract.

**Motion:** J. Marshall moved to approve the annual renewal of the CCAT Contract; J. Lewerk seconded

**Vote:** Unanimous

**Motion Carried**

i) **Discussion re: School Security Competitive Grant and Possible Action** – Mrs. Sally Keating summarized highlights regarding this grant application. There is a 53.57% reimbursement rate for this grant.

**Motion:** J. Jencks moved to pursue the application for the School Security Competitive Grant; J. Marshall seconded

**Vote:** Yes- J. Jencks, M. Avery, J. Lewerk, J. Marshall

No - I. Rogers

Abstained – D. Nowakowski; S. McCabe

**Motion Carried**

11. **Committee Reports** – None
12. **Additions to the Agenda** – None
13. **Next Agenda Planning** – None
14. **Public Comment** – None
15. **Adjournment**-The meeting adjourned at 8:20 p.m.

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**Approved**

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**Recording Secretary**

RECEIVED FOR RECORD AT LISBON  
CT ON 08/24/2017 AT 2:58pm  
ATTEST. LAURIE TIROCCHI, TOWN CLERK  
*Laurie Tirocchi*