

Lisbon Board of Education

Lisbon, Connecticut 06351

Regular Board of Education Minutes

Monday, July 18, 2016

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

Board Members Absent: J. Lewerk

Administrators Present: S. Keating (Superintendent), D. Cormier (Business Manager),
D. Yellen (Director of Special Education)

Administrators Absent: None

Student Ambassadors Present: P. Raposo

Student Ambassadors Absent: C. Siguencia

Others: Mrs. Raposo, Mr. Brian Apperson, Mrs. Shelley Apperson, Mrs. Alison Orcutt,
Mr. Chris Wardrop

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** –

P. Raposo reported that her 6th grade field trip was at the United Nations. Their group's tour guide was from South Korea. The guide showed them a website called freerice.com and explained to them that the site asks questions and for every correct answer, the website donates 10 grains of rice to end world hunger. Paige has visited this site a few times since the field trip and thought that it gives people a chance to help the world. She also reported that on this field trip they were able to see real meetings in progress. There were lots of people there from many different countries. Since they speak different languages, they each had translators so the people in the audience were able to understand the issues being discussed. Paige stated her favorite part of the trip was riding the ferry to Liberty Island to see the Statue of Liberty. All in all, she had a great time. Paige also reported to the Board that during the summer she has joined the Governor's Summer Reading Challenge and the 7th

grade assignment is to read "The Cay". This book is about German soldiers invading Curacao, the largest of the Dutch Islands off the coast of Venezuela. The story is told by a boy her age during World War II. Each chapter has questions to answer.

7. Approval of Minutes

Motion: J. Marshall moved to approve the minutes of the June 13, 2016 Special Board of Education; J. Jencks seconded

Vote: Unanimous

Motion Carried

8. Administrators' / Superintendent's Report

- a) Lisbon Central School – Administration reported on the summer tasks such as: inventorying and ordering supplies for next year, compiling packets of back-to-school information, revising the LCS handbook, completing State reports, assisting staff and parents as needs arise in terms of class lists, registration questions, moving of rooms, etc.
- b) Special Education –Mr. David Yellen reported that LCS has received the final information on the desk audit and LCS has passed all the requirements with a good rating.
- c) Business Office – Mrs. Diana Cormier updated the Board members on the upcoming annual ED-001 report due in September 2016 for the 2015-2016 budget. This report is extremely comprehensive and consumes most of the summer to complete.
- d) Information – Mrs. Sally Keating read the report from Mr. Brian McGlew, Director of Buildings and Grounds. Last Wednesday night the power went off in the building which triggered the fire alarm system. The Fire Department responded and found nothing wrong. The fire alarm panel was restored and everything is working well. The sprinkler system has been tested and the inspection went well also. The installation of the air conditioning units for rooms 9, 13, 37 and 42 will begin on July 22nd. Mrs. Keating gave a brief summary of the Student Data Privacy Act. Mrs. Keating also reported that there is no statute enacted that mandates consolidation of services or administration in public schools. Legislation does not encourage consolidation of anything. Lastly, Mrs. Sally Keating reported that the reports needed for review for the plaques of honor have been compiled. Many thanks to Ms. Anne Townsend for gathering information from the Town Hall. We will continue to update the Board of progress regarding this task.

9. Consent Agenda

a) Approval of Monthly Expenditures

Motion: S. McCabe moved to approve monthly expenditures for June, Fiscal Year 2015-2016 in the amount of \$1,051,941.58; J. Marshall seconded

Vote: Unanimous

Motion Carried

b) Financial Statement

Motion: J. Marshall moved to approve the financial statement for June 2016, Fiscal Year 2015-2016 as presented by the Administration; J. Jencks seconded

Vote: Unanimous

Motion Carried

c) Transfers

Motion: J. Jencks moved to acknowledge the June 2016 transfers as presented by Administration; J. Marshall seconded

Vote: Unanimous

Motion Carried

10. New Business / Old Business

a) Possible Action to Acknowledge Employee's Resignation, Dated July 1, 2016, as Accepted by Superintendent - Mrs. Sally Keating enclosed a copy of Mr. Andrew Tripaldi's resignation to the Board. She sent an email and a certified letter to him, accepting his resignation, effective immediately.

Motion: J. Marshall moved to acknowledge the resignation of Mr. Tripaldi as accepted by the Superintendent on behalf of the Board of Education; M. Avery seconded

Vote: Unanimous

Motion Carried

b) Possible Action to Acknowledge Employee's Resignation, Dated July 11, 2016, as Accepted by Superintendent - Mrs. Sally Keating enclosed a copy of Dr. KellyAnn Graves' resignation to the Board. She verbally accepted the resignation in a meeting with her, effective immediately. She also sent Dr. KellyAnn Graves a letter confirming the acceptance.

Motion: M. Avery moved to acknowledge the resignation of Dr. KellyAnn Graves as accepted by the Superintendent on behalf of the Board of Education. The Board acknowledges Dr. Graves' resignation with regret and wishes her much success in the future; S. McCabe seconded

Vote: Unanimous

Motion Carried

c) **Discussion re: Administrative Regulations – Policy#4112.8/4212.8 – Personnel – Certified and Non-Certified – Nepotism – Employment of Relatives and Possible Action** - Mrs. Sally Keating consulted Attorney Jessica Ritter regarding our policy concerning nepotism before and after the appointment of Mr. Brian Apperson. She stated that we are in compliance with the policy and have not violated it in appointing Mr. Apperson as Principal of LCS. However, at the advice of legal counsel, LCS has added guidelines/regulations to clearly delineate supervision/evaluation parameters to the policy.

Motion: J. Jencks moved to approve the regulations approved by legal counsel for Policy # 4112.8/4212.8 – Personnel – Certified and Non-Certified – Nepotism – Employment of Relatives; J. Marshall seconded

Vote: **Unanimous**

Motion Carried

d) **Introduction of Principal of Lisbon Central School and Possible Action** - Mrs. Sally Keating introduced Mr. Brian Apperson as the new Principal of LCS to the Board. A brief informal conversation occurred. The Board welcomed Mr. Brian Apperson as the Principal of Lisbon Central School.

Motion: S. McCabe moved to acknowledge the Superintendent's appointment of Mr. Brian Apperson as Principal of LCS; J. Marshall seconded

Vote: **Unanimous**

Motion Carried

e) **Discussion re: Sponsors' Advertisements for PTO's Color Run Event and Possible Action** – Mrs. Ali Orcutt, the LCS PTO President spoke about the Color Run Event scheduled for September 17, 2016. She gave details about the event, the fundraising activities allowed and their goals. One of the types of fundraising is allowing financial sponsors for the Color Run event to hang their advertisements on the fence on the back side of the playground. (Other districts have done this event and have allowed the advertisements.) Mrs. Orcutt requested the Board's support. The Board does support Mrs. Orcutt's request and has suggested that she contact Selectman Tom Sparkman and the Planning and Zoning Commissioner for further support. Mrs. Ali Orcutt also reported on a project related to the playground's blacktop.

Motion: J. Marshall moved to fully support PTO's request for sponsors for the PTO's Color Run event to hang advertisement banners on the fence on the back playground of LCS; J. Jencks seconded

Vote: **Unanimous**

Motion Carried

f) **Discussion re: Property-Casualty Insurance Renewal Marketing Review** – Mr. Chris Wardrop, our USI Agent, reviewed with the Board the cost savings by selecting **CIRMA** for workers' compensation, property-casualty, and all other insurance, excluding health insurance.

g) **Discussion re: Software for Cafeteria**– Mr. Ian Rogers and Administration provided the Board with a brief update regarding proposed software for the cafeteria.

h) **Discussion re: CCAT Contracts and Possible Action** – Mrs. Sally Keating and Mrs. Diana Cormier provided the Board with an update on CCAT contracts. The BOE attorney is in the process of reviewing the language of each new contract to make sure that the Privacy Act/confidentiality is fully covered. Administration will update the Board at a later date with this information. In the interim, LCS is covered and protected.

i) **Discussion re: Adoption of Policy #5145.53 – Students- Transgender and Gender Non-Conforming Youth and Possible Action** – Ms. Joan Marshall and Mr. Damian Rickard from the Policy committee provided a sample from CAGE to consider for a new policy. Board members can email questions to Ms. Marshall which will be forwarded to CAGE. Their questions and answers will be addressed at the September Board of Education meeting.

Motion: S. McCabe moved to table Policy #5145.53 – Students- Transgender and Gender Non-Conforming Youth to September's Agenda; M. Avery seconded

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

j) **Discussion re: Policy #1312.1 – Community Relations – Public Complaints and Possible Action** –Mrs. Sally Keating consulted Attorney Ritter regarding our proposed revised Public Complaints Policy. Attorney Ritter recommended that we do not have such a policy with the revisions as proposed. Attorney Ritter also felt that anonymous complaints which are not statute-related should be left to the discretion of the Superintendent. If the Board chooses to follow Attorney Ritter's advice, no action needs to be taken.

k) **Discussion re: Change of Time for Lisbon Board of Education Meetings and Possible Action** – It was mentioned at the last Board of Education meeting that we might want to consider changing the start time of the future Board meetings from 6:30 p.m. to 6:00 p.m. After further discussion, the Board meetings will continue to be held at 6:30 p.m.

11. **Committee Reports** – None

12. **Next Agenda Planning** - None

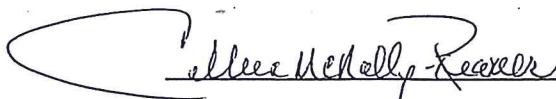
13. **Public Comment** - None

Please see statement above regarding Public Comment procedures/protocol.

14. **Adjournment**-The meeting adjourned 8:20 p.m.

RECEIVED FOR RECORD AT LISBON
CT ON 7/22/16 AT 10:00
ATTEST. LAURIE TIROCCHI, TOWN CLERK
Maryanne Wakely

Approved


Recording Secretary