

Lisbon Board of Education

Lisbon, Connecticut 06351

Regular Board of Education Minutes

Monday, August 15, 2016

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

Board Members Absent: J. Marshall, S. McCabe

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

Administrators Absent: None

Student Ambassadors Present: None

Student Ambassadors Absent: C. Siguencia, P. Raposo

Others: Mrs. Alison Orcutt, Mr. Michael Rossi

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** – Mrs. Alison Orcutt stated she met with Mr. Brian Apperson, Principal of LCS and students for the “Meet the Principal” today. There were approximately 25-28 students and parents that attended this event. The students painted “kindness rocks” with colorful and inspirational symbols and they will be distributed amongst the LCS property. Mrs. Orcutt also updated the Board regarding the “Color Run” fundraising event and stated they have raised approximately \$4,000.00.

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 July 18, 2016 Regular Board of Education; J. Danburg seconded

Vote: **Unanimous**

Motion Carried

8. Administrators' / Superintendent's Report

- a) Lisbon Central School – Mr. Brian Apperson stated his transition as Principal has been great. He spoke about the plans for the upcoming Professional Days being held August 29th and August 30th. He also spoke about a few accomplishments to date such as: sending out his first Parent and Friends letter, getting familiar with BlackBoard Connect and updating the student handbook and has begun creating a plan for opening more communication with the community. He also spoke about the “Meet the Principal” event that was held this afternoon.
- b) Special Education –Mr. David Yellen reported that LCS summer school went well. He also spoke about a scheduled orientation that will be held next week that will include teachers, substitutes, students and interns. During this event, there will be special education training.
- c) Business Office – Mrs. Diana Cormier updated the Board members on the last quarter cafeteria report. Mr. Michael Rossi did a great job and had a profit of approximately \$1,300.00.
- d) Information – Mrs. Sally Keating read the report from Mr. Brian McGlew, Director of Buildings and Grounds. The building is on schedule for the school opening in a few weeks. There are a few more halls to be waxed, the rugs are cleaned, the septic will be pumped out this week. She also reported that the All-Hazard School Security and Safety Plan will be distributed tomorrow to Jon Arpin, Damian Rickard and Trooper Browning for their review and comments. Lastly, Mrs. Keating reported that the SBAC and CMT testing results should be finalized soon and will inform the Board when the results are known to the Administration.

9. Consent Agenda

a) Approval of Monthly Expenditures

Motion: M. Avery moved to approve monthly expenditures for July, Fiscal Year 2016-2017 in the amount of \$214,952.96; J. Lewerk seconded

Vote: Unanimous

Motion Carried

b) Financial Statement

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

Vote: Unanimous

Motion Carried

c) Transfers

Motion: D. Rickard moved to acknowledge the August 2016 transfers as presented by Administration; J. Jencks seconded

Vote: Unanimous

Motion Carried

10. New Business / Old Business

a) Possible Action to Acknowledge Employee's Resignation, Dated July 18, 2016, as Accepted by Superintendent - Mrs. Sally Keating enclosed a copy of Mr. Mark Masterjoseph's resignation to the Board. She sent a letter accepting his resignation, effective August 1, 2016.

Motion: J. Jencks moved to acknowledge the resignation of Mr. Mark Masterjoseph as accepted by the Superintendent on behalf of the Board of Education and Mrs. Judy Jencks wished to add the statement that there has only been a decrease of 8 students since 2013; D. Rickard seconded

Vote: **Unanimous**

Motion Carried

b) PTO's Proposal of Weekend Backpack Program and Possible Action - Mrs. Orcutt spoke about the impact hunger has with student learning and about finding ways to decrease hunger in our community. One of the ideas that the PTO committee has been researching is a "Weekend Backpack Program" to help with student hunger. The PTO will continue to research ways of implementing this program.

c) Brief Presentation Regarding Google Docs and Google Classroom - Mr. Brian Apperson briefly discussed his plan for training staff and students to utilize Google Docs and Google Classroom for the purpose of management and instruction. There will be training done on Tuesday, August 30th during the Professional Day.

d) Discussion re: 2015-2016 Board of Education Budget, July Monthly Expenditures and Financial Statement - Mrs. Cormier reported on the status of the "closing of the books" for 2015-2016. The Board of Education will be returning approximately \$7,700.00 to the Town after all expenditures have been paid.

Motion: J. Jencks moved to approve monthly expenditures for July 2016, Fiscal Year 2015-2016 in the amount of \$19,091.00; M. Avery seconded

Vote: **Unanimous**

Motion Carried

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

Vote: **Unanimous**

Motion Carried

e) Discussion re: Agreements with CCAT and Possible Action – Mrs. Sally Keating lead the discussion regarding the Master Service Agreement and the Hosting Service Agreement with CCAT. She informed the Board that both contracts have been agreed upon and signed; however, language may be refined in the future as needed.

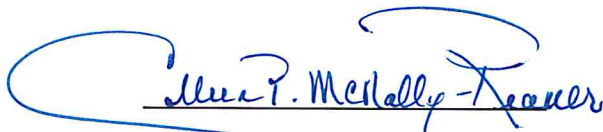
f) **Discussion re: Contract with Rediker for Cafeteria Software** – Mrs. Sally Keating, and Mrs. Diana Cormier updated the BOE on the new contract with Rediker for the cafeteria “Point of Sale” program. Mr. Michael Rossi reported this program interacts with the LCS student database and will increase the accuracy for state reporting. Parents/Guardians will be updated on the new breakfast/lunch payment program.

g) **Discussion re: Policy Committee’s Work and Possible Action**– The BOE Policy Committee member, Mr. Damien Rickard lead the discussion regarding future policy amendments and new policy adoptions. Further discussion, during September’s BOE meeting, will be held in determining the development of future policies based on CABA’s recommendation verses Shipman and Goodwin firm’s interpretation of said policies.

h) **Discussion re: Superintendent’s Evaluation and Possible Action** – The Board of Education will be addressing the Superintendent, Mrs. Sally Keating’s, evaluation in August.

11. **Committee Reports** – None
12. **Additions to the Agenda** - None
13. **Next Agenda Planning** – Policies (Legal advisement/CABA recommendations), Food Bank/Weekend Backpack Program, Rediker update and SBAC and CMT results, Five-Year Planning Committee
14. **Public Comment** – None
Please see statement above regarding Public Comment procedures/protocol.
15. **Adjournment**-The meeting adjourned 7:50 p.m.

Approved


Recording Secretary

RECEIVED FOR RECORD AT LISBON
CT ON 8/19/2016 AT 10:05am
ATTEST. LAURIE TIROCCHI, TOWN CLERK
