

Lisbon Board of Education
Lisbon, Connecticut 06351
Regular Board of Education Minutes
Monday, November 28, 2016

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

Board Members Absent: S. McCabe

Administrators Present: S. Keating (Superintendent), D. Cormier (Business Manager),
B. Apperson (Principal)

Administrators Absent: D. Yellen (Director of Special Education)

Student Ambassadors Present: A. Miles and P. Raposo

Student Ambassadors Absent: C. Siguencia

Others: Mrs. Raposo, Mrs. Ali Orcutt, Mr. Tom Dufort and Mr. Miles

1. **Call to Order** – I. Rogers called the meeting to order at 6:30 p.m.
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Election of Officers**

Motion: M. Avery moved to nominate I. Rogers as Board of Education Chairman; J. Lewerk seconded

Vote: Unanimous

Motion Carried

Motion: M. Avery moved to nominate J. Jencks as Board of Education Vice-Chair; I. Rogers seconded

Vote: Unanimous

Motion Carried

Motion: D. Rickard moved to nominate M. Avery as Board of Education Secretary; I. Rogers seconded

Vote: Unanimous

Motion Carried

5. **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.

6. **Correspondence to Board of Education** – Mr. Ian Rogers read two letters from the Board of Finance. One letter was dated October 17, 2016 re: Annual Report 2015-2016 due date and the second letter was dated October 24, 2016 re: FY 2017-2018 Budget Target
7. **Report from Lisbon Central School Student Ambassadors** –
A. Miles attended her first Board of Education meeting representing the 6th grade students. Mr. Ian Rogers introduced her and welcomed her to the Board of Education.

P. Raposo reported that the 7th grade students are learning the following: In Spanish, they are learning noun and adjective agreements. In Language Arts, they are involved in Worldly Wise Week activities. They are also doing Literature Circles discussing the novel "The Penderwicks". A packet is due next week and a book report is due Dec. 21st. In Science, they are learning about Taxonomy: Classifying living things. In Math, they are dividing and multiplying fractions.

C. Siguencia was absent but Mrs. Sally Keating read her report for the 8th grade students' learning activities: In Science, they are building dragsters and starting a new lesson on speed and velocity. In Social Studies, she reported they are studying the beginning of the American Revolution and they have a quiz tomorrow. In Language Arts, they are reading the book "The American Plague" and will have a book report due Wednesday. In Math, they are working on slope-intercept form. In Spanish, they are learning words related to community and have a quiz on Wednesday.

8. Approval of Minutes

Motion: D. Rickard moved to approve the minutes of the October 17, 2016 Regular Board of Education; M. Avery seconded

Vote: Unanimous

Motion Carried

9. Administrators' / Superintendent's Report

- a) Lisbon Central School – Mr. Brian Apperson reported on the recent Professional Development (PD) Day. He also reported on the existing interns and when three internships end at the end of December, we will be receiving three new interns in January. Mr. Apperson also spoke about the great things that our PTO are doing for LCS students such as: our new blacktop, Trick a Trunk, Monthly Movie Night and a dance coming in February.
- b) Special Education – Mrs. Sally Keating and Mrs. Diana Cormier spoke to the Board about the three State reports due the end of November and early December. The first report is the Timeline for Evaluations Report-This report is completed, the second report is the Special Education Data Application and Collection (SEDAC) – This report is due in December, and the third report is The Special Education Excess Cost Grant (SEECG)-This report is completed in two parts. Part one is completed.
- c) Business Office –Mrs. Diana Cormier spoke to the Board about the bank conversion that the Town underwent and the training that was involved.
- d) Information – Mrs. Sally Keating read the report from Mr. Brian McGlew, Director of Buildings and Grounds: A section of the new fence near the old Public Works building did not hold up well during the high winds last week. Atlas Fence has been contacted to repair the section that failed. Aqua Compliance Company was here on November 8th for the yearly cross connection survey. They tested several devices between the school, the Senior Center and the old Public Works building. All devices tested passed without issues. Mrs. Keating discussed the Connecticut Glossary of School Board Terms and she spoke about the CABA conference she attended last Friday. The workshop she attended spoke about demographics and economic factors effecting enrollment trends in Connecticut towns.

10. Consent Agenda

a) Approval of Monthly Expenditures

Motion: J. Lewerk moved to approve monthly expenditures for October, Fiscal Year 2015-2016 in the amount of \$3,774.00; M. Avery seconded

Vote: Unanimous

Motion Carried

Motion: M. Avery moved to approve monthly expenditures for October, Fiscal Year 2016-2017 in the amount of \$1,928,638.69; J. Lewerk seconded

Vote: Unanimous

Motion Carried

b) Financial Statement

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

Vote: Unanimous

Motion Carried

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

Vote: Unanimous

Motion Carried

c) Transfer

Motion: M. Avery moved to acknowledge the November 2016 transfer as presented by Administration; J. Jencks seconded

Vote: Unanimous

Motion Carried

11. New Business / Old Business

a) **Committee List of Appointments** – The committee list of appointments was updated.

b) **Approval of 2017 Schedule of Board of Education Meetings** – Mrs. Colleen McNally-Reamer, Administrative Assistant, has compiled the 2017 Schedule of Board of Education Meetings. This schedule has to be filed with the Town Clerk not later than December 15, 2016.

Motion: D. Rickard moved to approve the 2017 Schedule of Board of Education Meetings; J. Lewerk seconded

Vote: Unanimous

Motion Carried

c) **Presentation and Discussion re: Proposal by Norwich Transition Academy and Possible Action** – Mr. Tom Dufort, Special Education Transition Specialist and Mrs. Alison Orcutt, Special Education Transition Teacher presented a proposal regarding services which the Norwich Transition Academy (NTA) can offer LCS as well as those services which LCS can offer NTA via a cooperative partnership. They spoke about their program which teaches students about gainful employment opportunities, training skills, budget planning skills and constructive leisure activities.

- d) **Acknowledgement and Acceptance of Employee's Letter of Retirement and Possible Action** –Mrs. Didi Gauthier is retiring, effective the end of this school year. Mrs. Keating submitted her email re: her retirement for the Board's action.

Motion: J. Marshall moved to accept Mrs. Didi Gauthier's retirement letter with regret and to wish her much success in the future; I. Rogers seconded

Vote: Unanimous **Motion Carried**

- e) **Discussion re: Amendment to Bylaws #9120- Bylaws of the Board – Board of Education Officers and Possible Action-** The Policy Committee is recommending one change to the bylaw to clarify that the election of Board officers is done annually.

Motion: D. Rickard moved to waive the 1st read to Bylaws #9120- Bylaws of the Board – Board of Education Officers; J. Marshall seconded

Vote: Unanimous **Motion Carried**

Motion: D. Rickard moved to adopt the amendment to Bylaws #9120- Bylaws of the Board – Board of Education Officers; J. Lewerk seconded

Vote: Unanimous **Motion Carried**

- f) **Discussion re: Amendment to Policy #5111 – Student- Residency Requirements and Possible Action** – Shipman and Goodwin reviewed this policy and made revisions. The Policy Committee recommended the adoption of the revisions.

Motion: J. Marshall moved to waive the 1st read to Policy #5111 – Student- Residency Requirements; D. Rickard seconded

Vote: Unanimous **Motion Carried**

Motion: J. Jencks moved to adopt the amendments to Policy #5111 – Student- Residency Requirements; J. Lewerk seconded

Vote: Unanimous **Motion Carried**

- g) **Discussion re: 2017 School Calendar and Possible Action** – Administrators have developed the 2017-2018 school calendar, based upon the uniform regional calendar.

Motion: J. Lewerk moved to adopt the 2017-2018 LCS calendar as presented by Administration; J. Marshall seconded

- h) **Discussion re: Possible Change in Format for Delivery of Instruction** –Mr. Brian Apperson and Mrs. Sally Keating discussed a model of instruction, suggested by Mr. Dave Nowakowski, in the lower grades. The focus was for fifth grade in conjunction with 6th, 7th and 8th. There will be more discussions in the future.

- i) **Discussion re: Enrollment Projections and Possible Action** – A few of the Five Year Plan Subcommittees have requested enrollment projections. Mrs. Cormier and Mrs. Keating have researched options to accomplish this request. The option that fulfills the needs for LCS need will cost \$1600.00.

Motion: J. Marshall moved to approve the spending of 1,600.00 for current enrollment projection results; J. Lewerk seconded

Vote: Unanimous **Motion Carried**

TOWN OF LISBON 2017 SCHEDULE OF MEETINGS

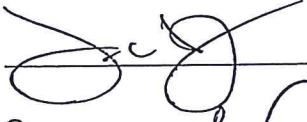
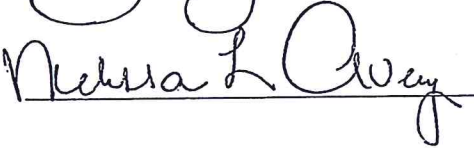
In accordance with the provisions of Connecticut State Statutes #1-225 notice is hereby given that the regularly scheduled meetings of the

Lisbon Board of Education

will be held on the following dates:

January	<u>01/23/17</u>	July	<u>07/17/17</u>
February	<u>02/27/17</u>	August	<u>08/21/17</u>
March	<u>03/20/17</u>	September	<u>09/18/17</u>
April	<u>04/17/17</u>	October	<u>10/16/17</u>
May	<u>05/15/17</u>	November	<u>11/27/17</u>
June	<u>06/19/17</u>	December	<u>12/18/17</u>

The above meetings will be held at 6:30 o'clock PM in the Lisbon Central School Library / Media Center in Lisbon.

Signed , Chairman
, Secretary

Notice:

Chairman and Secretary of all administrative and executive boards, commissions, agencies, bureaus of other bodies must file with the Town Clerk not later than January 31st of each year a schedule of regular meetings of such bodies for the ensuing year, and no such meeting may be held sooner than thirty (30) days after the schedule has been filed. Thus, it is imperative that the Chairman and Secretary of these respective bodies file with the Town Clerk not later than December 1, 2016 a schedule of the regular meetings that will be held in 2017.

**Lisbon School District
Lisbon, CT 06351**

**STANDING COMMITTEES
2017**

CHAIRMAN

VICE-CHAIR

SECRETARY

Ian Rogers

Judy Jencks

Melissa Avery

FINANCE COMMITTEE

Joan Marshall

Judy Jencks

Ian Rogers

Scott McCabe

HOT LUNCH COMMITTEE

Joseph Lewerk

Ian Rogers

CURRICULUM COMMITTEE

Melissa Avery

Judy Jencks

Joseph Lewerk

Ian Rogers

David Nowakowski

NEGOTIATION COMMITTEE

Jenny Danburg

Ian Rogers

Scott McCabe

Damian Rickard

TRANSPORTATION COMMITTEE

Jenny Danburg

Joseph Lewerk

Ian Rogers

Damien Rickard

POLICY REVISION COMMITTEE

Joan Marshall

Damian Rickard

BUILDING AND GROUNDS

Joseph Lewerk

Ian Rogers

TECHNOLOGY COMMITTEE

Jenny Danburg

Judy Jencks

David Nowakowski

Joan Marshall

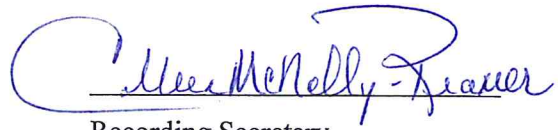
**The Board of Education Chairperson
is ex-officio for all committees.**

12. **Committee Reports** – None
13. **Additions to the Agenda** - None
14. **Next Agenda Planning** – AD-HOC Committees
15. **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.

16. **Adjournment** – The meeting adjourned at 8:17 p.m.

Respectfully Submitted,


Recording Secretary

Approved

RECEIVED FOR RECORD AT LISBON
CT ON 12/02/2016 AT 11:35 am
ATTEST. LAURIE TIROCCHI, TOWN CLERK
