

Lisbon Board of Education

Lisbon, Connecticut 06351

Regular Board of Education Minutes

Monday, August 19, 2019

Board Members Present: J. Jencks, M. Avery, M. Krauss, D. Nowakowski, J. Marshall, J. Danburg, S. McCabe and J. Lewerk

Board Members Absent: I. Rogers

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

Administrators Absent: M. Courter (Director of Special Education)

Student Ambassadors Present: None

Student Ambassadors Absent: S. Rebstock and B. Nowakowski due to Summer Vacation

Others: None

1. **Call to Order** – J. Jencks 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** – None
7. **Approval of Minutes**

Motion: M. Krauss motioned to approve the minutes of the July 15, 2019 Regular Board of Education meeting; M. Avery seconded

Vote: Unanimous

Motion Carried

8. **Administrators' / Superintendent's Report**

- a) Lisbon Central School – Mr. Brian Apperson provided an update regarding the hiring of new staff: Ms. Wilding (School Psychologist), Ms. DiRoma (K Teacher), Mrs. Hamel (Grade 1 Teacher) Mrs. Lacombe (Grade 2 Teacher), Mr. Boots (Grade 3 Teacher), Ms. Phaneuf (Grade 5-7 Social Studies), Ms. Georgian (Art Teacher), Mr. Valdini (Intern), Mr. Glennon (Intern), Ms. Bryant-Brockenberry (Intern) and Mrs. Ladouceur (Educational Assistant). There will be an Intern Orientation this Wednesday. He also updated the Board on the new report cards. Mr. Apperson presented a draft copy of the August PD plans. He also informed the Board of the upcoming PreK/K Orientation being held on August 23rd. Lastly, Mr. Apperson noted the Open House will be held September 5th.
- b) Special Education –Ms. Maggie Courter reported on the enrollment numbers in special education. She also reported that there were 33 students that received services during summer school. Lastly, Ms. Courter reported that there were 31 preschool/School Readiness enrollments.
- c) Business Office – Mrs. Diana Cormier provided an update regarding Medicaid. She also updated the Board about the status of the future financial system. An RFP has been posted to our website from LEARN. And lastly, the Educational Financial System (EFS) filing is due September 1st. Mrs. Cormier gave a brief summary of the process.

- d) Building and Grounds –Mr. Brian McGlew provided an update regarding the LCS physical plant. He was happy to report that from the list of items to do this summer, he is down to only few remaining items: Aqua Compliance will be coming to do the water treatment system, the gym bleachers should be completed in a few weeks. Lastly, he reported that the custodians have done a terrific job, even with the extreme hot weather, they have moved quickly throughout the school and are almost done.
- e) Information – Mrs. Sally Keating reported that she attended a nice ceremony at the Senior Center which was hosted by the Lions Club and we received a \$500 check which was very nice of them. She also discussed an initiative led by First Selectman Tom Sparkman regarding a Backpack and Collection drive held at the Lisbon Town hall until August 23rd. These Backpacks and School supplies will be distributed to students in Lisbon, Griswold and Voluntown. Mr. Apperson will be involved in the distribution. She also reported that Mr. Wayne Donaldson reached out to her regarding donations from Ledyard School System such as school furniture. Mr. McGlew and Mr. Apperson went down and selected the items they needed. Many thanks to Mr. Donaldson and Mr. Bouchard for their help in moving the items here to Lisbon. Lastly, Mrs. Keating reported that she will be going to the Commissioner's Back-to-School meeting on August 21st.

9. Consent Agenda

a) Approval of Monthly Expenditures

Motion: J. Marshall motioned to approve monthly expenditures for July 2019, Fiscal Year 2019-2020 in the amount of \$240,650.13; J. Lewerk seconded

Vote: Unanimous

Motion Carried

b) Financial Statement

Motion: M. Avery motioned to approve the financial statement for July 2019, Fiscal Year 2018-2019 as presented by the Administration; J. Danburg seconded

Vote: Unanimous

Motion Carried

Motion: J. Marshall motioned to approve the financial statement for July 2019, Fiscal Year 2019-2020 as presented by the Administration; M. Avery seconded

Vote: Unanimous

Motion Carried

c) Transfer – Mrs. Diana Cormier reported regarding a transfer.

Motion: M. Krauss motioned to acknowledge the June 2019, Fiscal Year 2018-2019 transfer as presented by Administration; J. Marshall seconded

Vote: Unanimous

Motion Carried

10. New Business / Old Business

- a) **Action re: Acceptance and Approval of Employee's Resignation Letter** - Mr. Tom Farrow, one of our Math teachers, submitted his resignation on August 8, 2019, effective for the 2019-2020 school year. Mrs. Judy Jencks read his letter aloud at the meeting.

Motion: J. Marshall motioned to accept and approve Mr. Tom Farrow's resignation with regret and to wish him much success in the future; J. Danburg seconded

Vote: Unanimous

Motion Carried

- b) Discussion re: Policy #5117.1-Students – Tuition Policy and Possible Action-**
Policy Committee members summarized the revisions to this policy. If there are no issues, motion(s) can be made to waive the first read and to vote on the amended policy for approval and adoption.
- Motion:** J. Marshall moved to waive the 1st read of Policy #5117.1-Students – Tuition Policy as presented; J. Lewerk seconded
Vote: Unanimous **Motion Carried**
- Motion:** J. Marshall moved to accept the Policy #5117.1-Students – Tuition Policy with format changes; J. Lewerk seconded
Vote: Unanimous **Motion Carried**
- c) Discussion re: CIRMA Check and Possible Action-** Mrs. Cormier was asked to consult with the auditors and their feeling was that the check can be used to offset the insurance account.
- Motion:** J. Marshall moved to approve the acceptance of the check from CIRMA to offset the expenditure line for insurance; J. Lewerk seconded
Vote: Unanimous **Motion Carried**
- d) Update re: Proposal for LCS Track and Possible Action-** Mrs. Melissa Krauss provided an update regarding the naming of the track at LCS after a former employee. She stated that at the Board of Selectmen meeting, August 12, 2019, this item was not approved. No further discussion is needed.
- e) Discussion re: Board Members' Email Accounts and Possible Action-** Mrs. Joan Marshall requested that this topic be placed on the Board Meeting agenda. She would like to research the possibility of the Board members having a lisbonschool.org email address.
- f) Discussion re: Possible Agreement with Designated High School and Possible Action-** Mrs. Keating included a preliminary draft of a proposed agreement between Griswold High School and Lisbon. Mr. Ian Rogers did some initial work on this draft, utilizing the NFA agreement as a “template”. Mrs. Keating will get the suggestions from Attorney Mooney on the NFA contract and send the Board a copy in the Lunch Box.
- g) Discussion re: Student's Project Proposal and Possible Action-** Miss Olivia Avery, one of our high school students is proposing a project to be done at LCS. Mrs. Missy Avery explained that her daughter is working towards her Gold Award with the Girl Scouts. Miss Olivia Avery is asking permission to place a bin in the main office to collect used sporting equipment which will be given to Mr. Ryan Aubin at the Griswold Youth Center. He will then distribute the equipment to kids in Griswold and Lisbon who cannot afford new sporting equipment.
- Motion:** M. Krauss moved to approve Miss Olivia Avery's project request; J. Lewerk seconded
Vote: Unanimous **Motion Carried**
- h) Discussion re: 2018-2019 Students' High School Awards and Recognition-** Mrs. Sally Keating briefly reviewed the list of High School Students' awards/recognition which Ms. Colleen McNally-Reamer obtained and collated for the Board. The list is impressive in the types of awards our students received and we can be very proud of all our students.
- i) Discussion re: Staffing Issue and Possible Action-** Mrs. Sally Keating lead the conversation regarding this topic. Briefly summarizing, we have a shortage of interns for this school year. As a result, Mrs. Keating proposed to employ 3.5 FTE temporary tutors to try to fill the void.
- Motion:** M. Krauss moved to approve the hiring of 3.5 FTE tutors on a temporary basis for the 2019-2020 school year; M. Avery seconded
Vote: Yes- J. Jencks, M. Avery, M. Krauss, J. Marshall, J. Lewerk, D. Nowakowski, J. Danburg
Abstain- S. McCabe **Motion Carried**

- j) **Update re: Natural Gas Line Project** –Mrs. Sally Keating updated the Board regarding this project. Mrs. Keating discussed a recent brief conversation held with the Town. We asked if the project was posted in the paper and the Town’s response was not yet and that it would be a while before that happens. The Town is doing some site work and they will keep us posted on the progress. Mr. McCabe requested that Eversource attend another meeting with any additional information on the gas line and the microgrid.
- k) **Discussion re: First Student Busses and Possible Action**–Mrs. Sally Keating wanted to begin with announcing that Ms. Kelly Dixon will be resigning from First Student and we will be sad to see her go because we had a good relationship with her. A few issues arose recently regarding our bus contract. They involve the possibility of having a few newer busses (by contract). Mrs. Diana Cormier and Mrs. Keating provided details at the Board Meeting.

Motion: J. Marshall moved to authorize Sally Keating to make an addendum to the First Student Contract to accept transit busses (flat nose style) in lieu of conventional busses that are equal or are comparable in capacity; J. Lewerk seconded

Vote: Unanimous


Motion Carried

11. **Committee Reports** – None
12. **Additions to the Agenda**- None
13. **Next Agenda Planning**- Designated High School Agreement and Eversource at the next meeting if possible.
14. **Public Comment** – None

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15. **Adjournment** – The meeting adjourned at 7:55 p.m.

Approved


Recording Secretary

RECEIVED FOR RECORD AT LISBON
CT ON 8/26/2019 AT 2:20pm
ATTEST. LAURIE TIROCCHI, TOWN CLERK
