

# Lisbon Board of Education

Lisbon, Connecticut 06351

## Regular Board of Education Minutes

Monday, September 16, 2019

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

Board Members Absent: None

Administrators Present: S. Keating (Superintendent), D. Cormier (Business Manager), B. Apperson (Principal), M. Courter (Director of Special Education), and B. McGlew (Building and Grounds)

Administrators Absent: None

Student Ambassadors Present: S. Rebstock and B. Nowakowski

Student Ambassadors Absent: None

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.

4. **Correspondence to Board of Education** – None
6. **Report from Lisbon Central School Student Ambassadors** –

S. Rebstock reported that the 8<sup>th</sup> grade students are learning the following: In Social Studies, she reported they are learning about Christopher Columbus and other explorers and they had a vocabulary test today. In Language Arts, they received their spelling packets, handbooks and the monthly book report list. In Math, they learned about heartbeat activity and reviewed the basic facts. In Science, they did an inertia experiment using cups, blocks and notecards. In Spanish, they are learning vocabulary words related to seasons, weather and, clothing.

B. Nowakowski reported that the 7<sup>th</sup> grade students are learning the following: In Social Studies, he reported they picked a country for their projects. In Language Arts, they finished their summer work and are reviewing punctuation and different types of sentences. In Math, they are preparing for Mrs. Nolan's arrival. In Science, they are doing team building activities and learning what energy drinks do to our bodies. In Spanish, they are learning class phrases, the countries of South and Central America, and the Spanish alphabet. Lastly, he noted they received their individual assessments from last year's SBAC test.

7. **Approval of Minutes**

**Motion:** J. Jencks motioned to approve the minutes of the August 19, 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 reported that the Open House was a great success; there were many families who turned out for the event. The new teachers and educational assistants attended the Board meeting and Mr. Apperson introduced them to the Board members.
- b) Special Education –Mrs. Maggie Courter reported on the special education enrollment numbers. She also reported on the number of students in the lower and upper FRR classroom and the continued benefit these rooms are for the students. Ms. Courter informed the Board about the increased participation in regards to CompuClaim. Lastly, Ms. Courter did a summary of the 2017-2018 Lisbon School District Annual Performance Report.
- c) Business Office – Mrs. Diana Cormier discussed the Medicaid Report. She also reported that Mrs. Keating, Mr. Rossi, Ms. McNally-Reamer and herself will be going to a training September 25<sup>th</sup> regarding the Child Nutrition Program Administrative Review audit which will be done sometime in January 2020.
- d) Building and Grounds –Mr. Brian McGlew provided an update regarding the LCS physical plant. He reported that the new bleachers have been installed in the gym. Mr. Ian Rogers asked about the sealant on the gym floors. Mr. McGlew stated that they were also done over the summer. Mr. Rogers suggested that in the next budget year, the Board should consider having the floors stripped down to the bare wood and then resealed.
- e) Information – Mrs. Sally Keating discussed a recent meeting held with two area Superintendents. She met with Griswold Superintendent Sean McKenna regarding the possible high school contract and he stated that their Board members were still interested in seeing a draft agreement for review. Mrs. Keating also met with the new Norwich Superintendent, Ms. Kristen Stringfellow. They discussed some topics such as NFA tuition costs and special education costs. Mrs. Keating stated it was a pleasure meeting with her. Mrs. Keating mentioned the CABA Policy Audit has been completed and the recommending findings report was given to the Policy Committee members, today, for review. She also discussed action taken regarding the Student Data Privacy Act in relation to a Model Terms of Service Addendum with vendors. Lastly, Mrs. Keating reported that Attorney Jessica Ritter or another trained Shipman and Goodwin employee will be doing a presentation during an upcoming Professional Development day relating to bullying.

## 9. Consent Agenda

- a) Approval of Monthly Expenditures

**Motion:** M. Krauss motioned to approve monthly expenditures for August 2019, Fiscal Year 2018-2019 in the amount of \$99,680.61; J. Marshall seconded

**Vote: Unanimous**

**Motion Carried**

**Motion:** M. Krauss motioned to approve monthly expenditures for August 2019, Fiscal Year 2019-2020 in the amount of \$465,727.85; M. Avery seconded

**Vote: Unanimous**

**Motion Carried**

- b) Financial Statement

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

**Vote: Unanimous**

**Motion Carried**

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

**Vote: Unanimous**

**Motion Carried**

10. **New Business / Old Business**

- a) **Acceptance and Approval of Employee's Resignation**-Ms. Colleen McNally-Reamer submitted her letter of resignation as Program Manager for the School Age Childcare Program. Mr. Ian Rogers read her resignation letter to the Board members.

**Motion:** J. Jencks motioned to accept and approve Ms. McNally-Reamer's resignation as Program Manager for the Lisbon SACC and thanked her for her service as Program Manager; J. Marshall seconded

- b) **Presentation and Discussion re: Natural Gas Line Project**-Ms. LuAnn Dinihanian with Eversource attended the BOE meeting. She provided an update on the Gas Line Project and answered questions. Ms. Dinihanian stated she would call the Town attorney to get an update on the Microgrid and would get back to Mrs. Keating with the information provided to her.
- c) **Discussion re: Possible Agreement with Designated High School and Possible Action**-The Board members discussed several options to incorporate into a draft agreement for Griswold High School. A sample of the NFA agreement, Attorney Mooney's comments and a draft agreement produced by Mr. Ian Rogers were discussed. Next month, at the October Board of Education meeting, a revised draft will be presented with the discussed changes for review and possible action.
- d) **Discussion re: Board Members' Email Accounts and Possible Action**-Mrs. Joan Marshall lead the discussion on this topic. Attorney Jessica Ritter feels strongly that the Board have a school email address. Mrs. Sally Keating will have a discussion with Novus to get a recommendation on the language to use in revising our policy, next month, relating to electronic Board email addresses.
- e) **Discussion re: 2019-2020 Budget and Possible Action**-Mrs. Diana Cormier lead this discussion on this topic. She presented the budget cost on some of the accounts to date. At this time, with the changes that have occurred since the adoption of this year's budget, it has been decided by the Superintendent, Mrs. Keating, to be on cautious spending for the time being.
- f) **Update re: New Financial System**-Mrs. Diana Cormier provided an update in regards to the purchasing of a new financial system. She will be going to another meeting at LEARN on September 23<sup>rd</sup> with other districts and will update the Board again next month.
- g) **Discussion re: Lisbon's TEVAL Plan and Possible Action**-The CT State Department of Education (CSDE) is requiring periodic approval by the Board of each district's Teacher Evaluation plan. There have been no changes to our plan since the last approval.

**Motion:** J. Lewerk motioned to approve Lisbon's TEVAL Plan for the 2019-2020 school year; M. Avery seconded

**Vote: Unanimous**

**Motion Carried**

- h) **Update re: Report Card Drafts**-Mr. Brian Apperson provided three grade level samples with the latest draft revisions for the Standard Report Cards and stated the implementation phase will be discussed with the teachers and staff during the an upcoming Professional Development day.

11. **Committee Reports – None**

12. **Additions to the Agenda -None**

13. **Next Agenda Planning – Draft Griswold High School Agreement with new language, a list of positions that will increase due to minimum wage requirements, policy related to electronic emails, and the SBAC results from the 2018-2019 school year.**

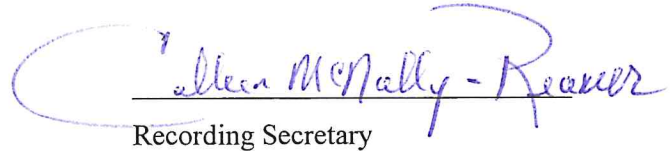
**14. Public Comment - None**

**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.

**15. Adjournment – 8:42 p.m.**

---

Approved

  
Recording Secretary

RECEIVED FOR RECORD AT LISBON

CT ON 09/23/2019 AT 9:55

ATTEST. LAURIE TIROCCHI, TOWN CLERK

