

Lisbon Board of Education

Lisbon, Connecticut 06351

Regular Board of Education Minutes

Monday, November 25, 2019

6:30 p.m.

Lisbon Central School

Library / Media Center

Board Members Present: J. Jencks (Vice-Chair), M. Avery, L. Baah, J. Danburg, M. Krauss, J. Lewerk, J. Marshall, S. McCabe and D. Nowakowski

Board Members Absent: None

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

Administrators Absent: None

Student Ambassadors Present: S. Rebstock and B. Nowakowski

Student Ambassadors Absent: D. Jeffs

Others: Ms. Stacey Guertin (LEA)

1. **Call to Order**-J. Jencks called the meeting to order at 6:32 p.m.
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Election of Officers –**

Motion: D. Nowakowski motioned to move Agenda Item #4-Election of Officers, following Agenda Item # 8-Approval of Minutes; S. McCabe 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 –** None
7. **Report from Lisbon Central School Student Ambassadors –**

S. Rebstock reported that the 8th grade students are learning the following: In Language Arts, she reported they are doing groups on specific books. Her groups' book is titled "The Winter of Red Snow". In Math, they are learning about hypotenuse formulas and they had a test today. In Science, they are learning how mass and velocity affect kinetic energy. In Social Studies, they are learning about the Boston Tea Party. In Spanish they are learning how to direct a person to do a task.

B. Nowakowski reported that the 7th grade students are learning the following: In Language Arts, he reported they are beginning their second book report. In Math, they are learning proportionality and finding unit rates. In Science, they are learning to use physical and chemical properties to separate iron filings, sand, and salt. In Social Studies, they are learning about Caribbean South American features and history. In Spanish, they are learning words for clothing, noun adjective agreements, and colors. Lastly, he reported that the 6th, 7th, and 8th grade dance was a great success and that he and E. Orcutt were the DJ's.

8. Approval of Minutes

Motion: J. Lewark moved to approve the minutes of the October 21, 2019 Regular Board of Education meeting; J. Danburg seconded

Vote: Unanimous

Motion Carried

4. Election of Officers

Motion: J. Jencks moved to nominate M. Krauss as Board of Education Chairperson; M. Avery seconded, and M. Avery moved to nominate J. Jencks as Board of Education Vice-Chair; J. Lewerk seconded, and J. Jencks moved to nominate M. Avery as Board of Education Secretary; S. McCabe seconded.

Vote: Unanimous

Motion Carried

9. Administrators' / Superintendent's Report

- a) Lisbon Central School – Mr. Brian Apperson provided information regarding the following: He announced the October students for the “Student of the Month”. He spoke about an A Cappella group called “A Completely Different Note” held here for our students, and everyone thoroughly enjoyed their performance. PTO supplied the transportation for them to appear. Many thanks to them for their continued support. He also mentioned additional support that the PTO has provided such as the PTO Trick or Trunk and Holiday Shopping Night. Both events were a great success. Again, we thank them for their support. Other events were mentioned - the 6th, 7th, and 8th graders greatly enjoyed the Fall Dance on November 8th. Mr. Apperson also updated the Board on the winter sports. Lastly, he updated the Board on the ongoing progress of the teacher evaluations.
- b) Special Education –Ms. Maggie Courter discussed the enrollment numbers in Special Education and provided an update regarding the FRR Program. She also briefly spoke about the Preschool-Rescreening, the early childhood CT DOTS training, a monthly newsletter which is sent to the Early childhood families and an upcoming In-Service day for Speech/Language Pathologists for her department to stay updated on current methods, guidelines and best practices.
- c) Business Office – Mrs. Diana Cormier provided updated information on the Medicaid Account. She also updated the Board regarding “Infinite Visions”, the new financial system. Mrs. Cormier will be speaking with the project manager, representing this new program, on Monday to review basic information. Mrs. Cormier also briefly updated the Board regarding the State Audit Report completed by the new Town Accountants. We had one issue, along with the Town, for not having a second person review the Bank Reconciliations. This action will be corrected immediately.
- d) Building and Grounds – Mr. Brian McGlew provided a report regarding the LCS physical plant. He informed the Board that Brooks Environmental came to do the six month asbestos inspection and their findings were good. They will return in six months. He also reported on the scheduled Aqua Compliance visit where they conducted the yearly cross connection survey on the LCS water. This too went well.
- e) Information – Mrs. Sally Keating provided an update re: Ms. Maggie Courter’s New Official Role as the Homeless Liaison for Lisbon students. Ms. Courter has received training and Mrs. Keating is positive that Ms. Courter will do a great job. Mrs. Keating also discussed upcoming training for staff such as compliance with the Americans with Disabilities Act (ADA), Sexual Harassment Awareness, anti-bullying, etc. These are mandated/highly recommended by the State. Mrs. Keating further discussed that there will be monthly meetings with LEA President Ms. Stacey Guertin to discuss any staff issues or concerns. Mrs. Keating and Mrs. Cormier are also reviewing other means for improving our pool of substitutes. She will have more information to provide to the Board next month. Lastly, Mrs. Keating reported on the recent FBI-Fingerprinting/Criminal Background Conference. We do not know if we will be randomly selected for an audit. She will keep the Board updated on any progress.

10. Consent Agenda

a) Approval of Monthly Expenditures

Motion: J. Marshall moved to approve monthly expenditures for October 2019, Fiscal Year 2018-2019 in the amount of \$3,645.00; J. Danburg seconded

Vote: Unanimous

Motion Carried

Motion: M. Avery moved to approve monthly expenditures for October 2019, Fiscal Year 2019-2020 in the amount of \$2,033,132.75; J. Marshall seconded

Vote: Unanimous

Motion Carried

b) Financial Statement

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

Vote: Unanimous

Motion Carried

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

Vote: Unanimous

Motion Carried

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

Motion: J. Marshall moved to acknowledge the October transfer as presented by Administration; M. Avery seconded

Vote: Unanimous

Motion Carried

11. New Business / Old Business

a) **Discussion re: Committee List of Appointments and Possible Action-** The committee list of appointments was updated and will be filed with the November minutes.

b) **Approval of 2020 Schedule of Board of Education Meetings-** The 2020 Schedule of Board of Education Meetings has been reviewed. Once approved, this schedule will be filed with the Town Clerk with the November minutes.

Motion: M. Avery moved to approve the 2020 Schedule of Board of Education Meetings; J. Jencks seconded

Vote: Unanimous

Motion Carried

c) **Discussion re: Additional Information re: Recent Math SBAC Scores-**Mr. Brian Apperson, Mrs. Megan Jenkins and Mrs. Sally Keating have provided further analyses of the Math SBAC Scores. Mr. Brian Apperson provided an update, including assessment examples and practices. He spoke of the targets, scores and growth. He also spoke about how the students will be given this information individually so they can understand the goals and their progress and procedures on achieving their targeted growth.

d) **Discussion re: Amendment to Policy#9327-Bylaws of the Board-Electronic Mail**

Communication and Possible Action- The Policy Committee members summarized the revisions.

Motion: J. Marshall moved to waive the 1st read of Policy#9327-Bylaws of the Board-Electronic Mail Communication; M. Avery seconded

Vote: Unanimous

Motion Carried

Motion: J. Marshall moved to amend and adopt Policy#9327-Bylaws of the Board-Electronic Mail Communication; J. Lewerk seconded

Vote: Unanimous

Motion Carried

- e) **Discussion re: Adoption of Bylaws/Policy and Possible Action**-The Policy Committee members summarized the new Bylaw and new policy.

- Bylaw # 0200-Mission-Goals-Objectives-Goals for the Public School

Motion: J. Marshall moved to waive the 1st read of Bylaw #0200-Mission-Goals-Objectives-Goals for the Public School; M. Avery seconded

Vote: Unanimous

Motion Carried

Motion: J. Marshall moved to approve and adopt Bylaw #0200-Mission-Goals-Objectives-Goals for the Public School; J. Jencks seconded

Vote: Unanimous

Motion Carried

- Policy# 4112.52/4212.52-Personnel-Certified/Non-Certified-Security Check/Fingerprinting

Motion: J. Marshall moved to waive the 1st read of Policy# 4112.52/4212.52-Personnel-Certified/Non-Certified-Security Check/Fingerprinting; M. Avery seconded

Vote: Unanimous

Motion Carried

Motion: J. Marshall moved to approve and adopt Policy# 4112.52/4212.52-Personnel-Certified/Non-Certified-Security Check/Fingerprinting; M. Avery seconded

Vote: Unanimous

Motion Carried

- f) **Discussion re: Amendment of Policy #1411-Community Relations-Law Enforcement Officials and Possible Action**-The Policy Committee members summarized the revisions to this policy.

Motion: J. Marshall moved to waive the 1st read of Policy #1411-Community Relations-Law Enforcement Officials; M. Avery seconded

Vote: Unanimous

Motion Carried

Motion: J. Lewerk moved to amend and adopt Policy #1411-Community Relations-Law Enforcement Officials; J. Jencks seconded

Vote: Unanimous

Motion Carried

- g) **Discussion re: Rescinding of Policy #1312.2-Community Relations-Transportation Complaints and Possible Action**-The Policy Committee members will summarize reason(s) for rescinding this policy. If there are no issues with rescinding this, members can vote on it, accordingly.

Motion: J. Marshall moved to waive the 1st read of Policy #1312.2-Community Relations-Transportation Complaints; J. Jencks seconded

Vote: Unanimous

Motion Carried

Motion: J. Marshall moved to rescind Policy #1312.2-Community Relations-Transportation Complaints; J. Jencks seconded

Vote: Unanimous

Motion Carried

- h) **Discussion re: Gifted and Talented Identification and Services**– Administration provided information regarding the Gifted and Talented at LCS. Several meetings with committee members have occurred. Mrs. Megan Jenkins has “taken the lead” on this topic with the G & T Committee. Mr. Brian Apperson and Mrs. Sally Keating did a summary report for her. Each student will have an Assessment Criteria form which is the first process in determining eligibility. If the student meets assessment criteria, the next form is filled out by his or her teacher as the next step towards eligibility. This is done for both the academic portion as well as the arts.

TOWN OF LISBON
2020 SCHEDULE OF MEETINGS

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

Lisbon Board of Education

Will be held on the following dates:

January	<u>01/27/20</u>	July	<u>07/20/20</u>
February	<u>02/24/20</u>	August	<u>08/17/20</u>
March	<u>03/16/20</u>	September	<u>09/21/20</u>
April	<u>04/20/20</u>	October	<u>10/19/20</u>
May	<u>05/18/20</u>	November	<u>11/30/20</u>
June	<u>06/15/20</u>	December	<u>12/21/20</u>

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

Signed Melinda Kraus, Chairperson
Melissa L. Avery, Secretary

Notice:

Chairperson 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 Chairperson and Secretary of these respective bodies file with the Town Clerk not later than December 15, 2019 a schedule of the regular meetings that will be held in 2020.

Lisbon School District

Lisbon, CT 06351

STANDING COMMITTEES

2020

CHAIRPERSON

VICE-CHAIR

SECRETARY

Melissa Krauss

Judy Jencks

Melissa Avery

FINANCE COMMITTEE

Joan Marshall

Judy Jencks

Melissa Krauss

Scott McCabe

HOT LUNCH COMMITTEE

Joseph Lewerk

Lauren Baah

CURRICULUM COMMITTEE

Melissa Avery

Judy Jencks

Joseph Lewerk

David Nowakowski

NEGOTIATION COMMITTEE

Jenny Danburg

Melissa Krauss

Scott McCabe

TRANSPORTATION COMMITTEE

Jenny Danburg

Joseph Lewerk

Melissa Avery

POLICY REVISION COMMITTEE

Joan Marshall

Missy Krauss

BUILDING AND GROUNDS

Joseph Lewerk

Lauren Baah

TECHNOLOGY COMMITTEE

Jenny Danburg

Judy Jencks

David Nowakowski

Joan Marshall

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

- i) Discussion re: Additional Data Relating to the Minimum Wage Increase and Possible Action – Mrs. Diana Cormier provided a brief report on the position currently making slightly more than the minimum wage. This agenda item is tabled and was requested to be brought back next month.
- j) Update re: 2019-2020 Budget-Mrs. Diana Cormier and Mrs. Sally Keating provided an update regarding the status of the 2019-2020 Budget. The Superintendent will continue to freeze certain budget items until further notice.
- k) Update re: Natural Gas Project and Possible Action-Mr. Brian McGlew and Mrs. Sally Keating reported on a recent meeting held with LuAnn Dinihanian of Eversource regarding the Natural Gas Project. There will be a meeting held at the Town Hall with First Selectman, Tom Sparkman, Mrs. Keating, Mr. McGlew, Mrs. Jencks and Ms. LuAnn Dinihanian to discuss updates from the Town for this project. Further information will be updated to the Board in the Lunch Box.

12. **Committee Reports** – None

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

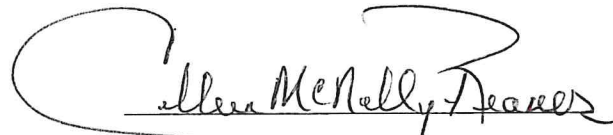
14. **Next Agenda Planning**-Annual Committee Reports, Additional Minimum Wage information, Substitute Services Update

15. **Public Comment**-None

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16. **Adjournment** – The meeting adjourned at 08:06 p.m.

Approved


Recording Secretary

RECEIVED FOR RECORD AT LISBON
CT ON 12/02/2019 AT 2:35pm
ATTEST. LAURIE TIROCCHI, TOWN CLERK
