

Lisbon Board of Education

Lisbon, Connecticut 06351

Regular Board of Education Minutes

Monday, January 27, 2020

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

Board Members Absent: S. McCabe

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

Administrators Absent: None

Student Ambassadors Present: B. Nowakowski

Student Ambassadors Absent: S. Rebstock and D. Jeffs

Others: Mr. Ian Rogers

1. **Call to Order** – M. Krauss called the meeting to order at 6:35 p.m.
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Public Comment**

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** –

B. Nowakowski reported that the 7th grade students are learning the following: In Social Studies, he reported that they are working on their Amazon presentation essay. In Language Arts, they are preparing for a large book report about fire safety. In Math, they are working on finding and comparing variables. In Science, they are undergoing a lab that tests variable in a lima bean growing experiment. In Spanish, they are learning the different ways to say, “to have”. Lastly, he noted the DJ dance is happening this Friday and he will be the DJ.

7. **Approval of Minutes**

Motion: J. Lewerk motioned to approve the minutes of the December 16, 2019- Regular Board of Education meeting; J. Marshall seconded

Vote: Unanimous

Motion Carried

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

- a) Lisbon Central School – Mr. Brian Apperson provided the names for the December Student-of-the-Month. He also reported on two PTO events: 1/17/20 Paint Night Fundraiser, 1/24/20 Movie Night which featured “Missing Link”. Our students enjoyed both events. He thanked the PTO for their continued support of our students. Lastly, Mr. Apperson reported that on 1/31/20 LCS would be hosting our Junior High Winter Dance. Many thanks to Ms. Phaneuf, Mrs. Fabry, other staff members and volunteers for organizing this event.

- b) Special Education –Mrs. Maggie Courter reported on the Special Education Enrollment Numbers. She also updated the Board on the Flexible Resource Room. She reported that both rooms continue to benefit our students. Lastly, she reported that there will be one staff member who will be training with the CT DOT program for preschool teachers. Once the training is completed, the staff member will train the other preschool staff.
- c) Business Office – Mrs. Diana Cormier updated the Board on the Medicaid Report. She also updated them on the training that should begin soon for the new financial system “Infinite Visions”.
- d) Building and Grounds –Mr. Brian McGlew provided an update regarding the LCS physical plant. He reported that the Fire Alarm and Sprinkler System were both tested and both are working, as they should.
- e) Information – Mrs. Sally Keating discussed the recent Safety and Security Meeting. She reported that the Annual meeting was attended by staff, the Town’s First Selectman and other Town officials, Board of Education Chairperson, and that the committee is pleased with the safety program. She further went on to clarify the Preschool Registration list. She specifically clarified that there was not a wait list for our PreK/School Readiness program or our Childcare program. Mrs. Keating discussed the Griswold School District tuition increase for next year, which is 2% for the Regular Education, and 1.75% increase for Special Education. She reported on the status of Sub Service Proposals and due to the high cost, this service will not be considered in the 2020-2021 budget. Lastly, Mrs. Keating reported on the Cafeteria Program Audit. The audit went fairly well. There are a few corrections to be made. The auditor complimented Mr. Rossi on the cafeteria environment and his accessibility to staff and students.

9. Consent Agenda

- a) Approval of Monthly Expenditures

Motion: J. Marshall motioned to approve monthly expenditures for December 2019, Fiscal Year 2019-2020 in the amount of \$565,860.49; M. Avery seconded

Vote: Unanimous

Motion Carried

- b) Financial Statement

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

Vote: Unanimous

Motion Carried

- c) Transfers – Mrs. Diana Cormier will report regarding transfers.

Motion: M. Avery motioned to acknowledge the December 2019, Fiscal Year 2019-2020 transfers as presented by Administration; J. Marshall seconded

Vote: Unanimous

Motion Carried

10. New Business / Old Business

- a) Acknowledgement and Acceptance of Employee’s Letter of Retirement and Possible Action- Mrs. Ellen Joly, one of our dedicated teachers, is retiring, effective the end of this school year. The Board Chair, Mrs. Krauss read her letter to the Board.

Motion: J. Jencks motioned to acknowledge and accept Mrs. Ellen Joly’s retirement letter with regret and to wish her much success in the future; J. Marshall seconded

Vote: Unanimous

Motion Carried

- b) Discussion re: Gifted and Talented Program-Mr. Brian Apperson and Mrs. Megan Jenkins have spearheaded a committee regarding revisions of the G and T identification procedures and services. They provided a brief presentation showing how data is collected and processed.
- c) Presentation re: Recent Next Generation Science Standards (NGSS) Test Scores-Mr. Brian Apperson provided a presentation regarding LCS' NGSS Test scores, including data, positive aspects and challenges.
- d) Progress re: Board Members' BOE Email Addresses-Mrs. Sally Keating provided an update regarding the status of the development of BOE Members' BOE email addresses. Novus did a great job of "getting this up and running" for us. All future emails will be sent to the new Board email addresses.
- e) Review of Snow Days and LEA Contract Language-Mrs. Sally Keating provided information on the current snow days. Thus far, we have had 3 snow days to make up. She also provided information from the LEA contract detailing what occurs when an excessive number of snow days have occurred within the school year, as a reminder to all of us.
- f) Discussion re: Amendment to Policies and Possible Action-Amendments are recommended to the policies listed below. Policy Committee members provided a brief summary of the revisions.

- Policy # 1330-4330-Community Relations/Staff Relations-Use of School Facilities

Motion: M. Avery moved to waive the 1st read of Policy # 1330-4330-Community Relations/Staff Relations-Use of School Facilities; J. Marshall seconded

Vote: Unanimous

Motion Carried

Motion: J. Marshall moved to amend and adopt Policy # 1330-4330-Community Relations/Staff Relations-Use of School Facilities; M. Avery seconded

Vote: Unanimous

Motion Carried

- Policy # 4111/4211-Personnel-Certified/Non-Certified-Recruitment and Selection

Motion: J. Marshall moved to waive the 1st read of Policy # 4111/4211-Personnel-Certified/Non-Certified-Recruitment and Selection; M. Avery seconded

Vote: Unanimous

Motion Carried

Motion: J. Marshall moved to amend and adopt Policy # 4111/4211-Personnel-Certified/Non-Certified-Recruitment and Selection; M. Avery seconded

Vote: Unanimous

Motion Carried

- Policy # 4115-Personnel-Certified -Evaluation and Support Program

Motion: J. Marshall moved to waive the 1st read of Policy # 4115-Personnel-Certified -Evaluation and Support Program; J. Danburg seconded

Vote: Unanimous

Motion Carried

Motion: J. Marshall moved to amend and adopt Policy # 4115-Personnel-Certified -Evaluation and Support Program; M. Avery seconded

Vote: Unanimous

Motion Carried

- Policy # 4131-Personnel-Certified-Staff Development

Motion: J. Marshall moved to waive the 1st read of Policy # 4131-Personnel-Certified-Staff Development; M. Avery seconded

Vote: Unanimous

Motion Carried

Motion: J. Marshall moved to amend and adopt Policy # 4131-Personnel-Certified-Staff Development; M. Avery seconded

Vote: Unanimous

Motion Carried

- g) Discussion re: 2019-2020 Budget Projections-Mrs. Diana Cormier and Mrs. Sally Keating provided updated information regarding the status of our 2019-2020 BOE Budget. Mrs. Keating will continue to freeze certain items until further notice.
- h) Discussion re: Proposed Non-Certified and Certified Substitute Rates for 2020-2021 and Possible Action-Mrs. Diana Cormier and Mrs. Sally Keating recommended to increase the non-certified substitute rate to \$85/day and the certified substitute rate to \$95/day, for the 2020-2021 school year due to the upcoming minimum wage increase.

Motion: J. Lewerk motioned to accept the recommendation to increase the non-certified substitute rate to \$85/day and the certified substitute rate to \$95/day, for the 2020-2021 school year due to the upcoming minimum wage increase; J. Jencks seconded

Vote: Unanimous

Motion Carried

- i) Discussion re: Salary Agreements (Proposed Executive Session); Possible Action re: Salary Agreements-This agenda item needs to be moved to Executive Session, immediately following Agenda Item # 14- Public Comment.

Motion: J. Lewerk motioned to move Agenda Item #10 (i) Discussion re: Salary Agreements (Proposed Executive Session) to Executive Session, immediately following Agenda Item # 14 – Public Comment; J. Marshall seconded

Vote: Unanimous

Motion Carried

- 11. **Committee Reports** – None
- 12. **Additions to the Agenda**- None
- 13. **Next Agenda Planning**- Additional Salary Agreements, Cafeteria Charge Policy and Possibly Griswold Tuition Agreement
- 14. **Public Comment**- Mr. Ian Rogers requested that there be specific detail posted on our website regarding registering for Preschool and childcare.

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Motion: J. Jencks motioned to enter into Executive Session and to invite Mrs. Sally Keating, Mrs. Diana Cormier and to invite each Administrator to attend to discuss Agenda Item 10 (i) Discussion re: Salary Agreements; J. Marshall seconded

Vote: Unanimous

Motion Carried

The Board entered into Executive Session at 7:30 p.m.

The Board ended Executive Session at 8:01 p.m.

Motion: M. Avery moved to accept as presented the Salary Agreement for Assistant Principal- Megan Jenkins; J. Danburg seconded

Vote: Unanimous

Motion Carried

Motion: J. Danburg moved to accept as presented the Salary Agreement for Director of Building and Grounds- Brian McGlew; J. Marshall seconded

Vote: Unanimous

Motion Carried

Motion: J. Marshall moved to accept as presented the Salary Agreement for Director of Special Education- Maggie Courter; J. Danburg seconded

Vote: Unanimous

Motion Carried

Motion: J. Danburg moved to accept as presented the Salary Agreement for Principal-Brian Apperson; J. Marshall seconded

Vote: Unanimous

Motion Carried

Motion: J. Danburg moved to accept as presented the Salary Agreement for Director of Food Services- Michael Rossi; J. Marshall seconded

Vote: Unanimous

Motion Carried

Motion: J. Marshall moved to accept as presented the Salary Agreement for Business Manager-Diana Cormier; J. Danburg seconded

Vote: Unanimous

Motion Carried

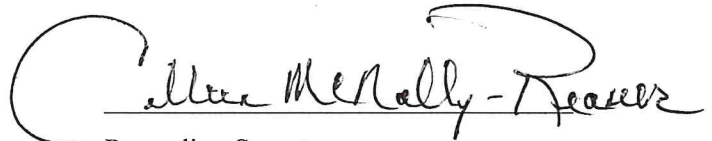
Motion: J. Danburg moved to accept as presented the Contract for Superintendent-Sally Keating; J. Marshall seconded

Vote: Unanimous


Motion Carried

15. **Adjournment:** 8:06 pm

Approved



Recording Secretary

RECEIVED FOR RECORD AT LISBON
CT ON 02/03/2020 AT 2:30pm
ATTEST, LAURIE TIROCCHI, TOWN CLERK
 Asst