

# **Lisbon Board of Education**

Lisbon, Connecticut 06351

## **Regular Meeting Minutes**

Monday, August 15, 2022

6:30 p.m.

Lisbon Central School

Library / Media Center

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

Board Members Absent: J. Marshall and I. Rogers

Administrators Present: S. Keating (Superintendent), C. Sheldon (Principal), C. Schofield (Business Manager),  
S. Trepanier (Director of Special Education/Early Childhood Coordinator) and  
B. McGlew (Building and Grounds)

Administrators Absent: None

Student Ambassadors Present: None – Summer Break

Student Ambassadors Absent: None

Others: Mrs. Holly Smelser, Mrs. Larkin, Ms. Guertin, Mr. Rossi, Trooper Adams and Lt. Gosselin

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**- Mrs. Smelser of Lisbon commented on the Ducharme donation that LCS received that the Board should consider using this money to directly benefit the students such as library updates or playground improvements or the computer room updates instead of an electronic sign.

**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-Summer Break
7. **Approval of Minutes**

**Motion:** L. Baah motioned to approve the minutes of the July 18, 2022- Regular Board of Education Meeting; M. Avery seconded

**Vote: Unanimous**

**Motion Carried**

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

- a) Lisbon Central School – Mr. Christopher Sheldon reported that the Meet and Greet letters have gone out to the PreK and Kindergarten families. This event will take place Friday, August 26<sup>th</sup>. The A.M. PreK will be held at 9:00, the P.M. PreK will be held at 10:00, and the kindergarten classes will begin at 10:00. He reported that they are finalizing the schedules for the new school year and is also finalizing the schedules for the Professional Days, August 25<sup>th</sup> and August 26<sup>th</sup>.
- b) Special Education –Mr. Scott Trepanier reported on the Special Education Enrollment Numbers for August. He also wanted to recognize two Special Education Teachers, Mrs. Ibbison and Ms. Knerr, who participated in expert training over the summer which is related to the new special education documentation system, CT-SEDS. Mrs. Sherry Lambert, the NAEYC Support Coordinator, came to LCS to

work with Mr. Trepanier, and Mrs. Overholt also came in during the summer regarding the NAEYC accreditation.

- c) Business Office – Mrs. Cynthia Schofield reported that she and Mrs. Diana Cormier are working on the EFS State report. This report is due at the end of August. She also reported on the list of projects that were discussed at previous meeting. She wanted to recognize that Mr. McGlew and his staff have been working hard at completing these projects. Some are completed and the balances of the list are work-in progress.
- d) Building and Grounds –Mr. Brian McGlew provided an update regarding the LCS Physical Plant: He reported that the cleaning of the fire suppression tanks is complete. It was recommended to do this process again in five years. The sinkhole in the parking lot has been repaired. The shades in the kitchen have been installed. Lastly, he reported that the summer cleaning is almost completed, thanks to the hard work of his staff.
- e) Information –Mrs. Sally Keating reported that the REAP grant has been received. This grant application was done by Mrs. Keating and Mrs. Jenkins. Next, she reported regarding the upcoming school year lunch program. LCS received \$58,314.00 from the State. This money will allow free breakfast and lunch for all students up to at least October/November. A notice will be issued to all parents, 30 days in advance, when this free program will end and full cost will begin. Mrs. Keating wanted to thank Mr. Rossi for coming to this meeting voluntarily to speak regarding the current typical pricing of the breakfast and lunch program. Mr. Rossi spoke of the State formula that determines this cost. He recommends that when/if full costs go into effect later in the school year that we keep our current pricing for the remaining year.

## 9. Consent Agenda

### a) Approval of Monthly Expenditures

**Motion:** L. Baah motioned to approve monthly expenditures for July 2022, Fiscal Year 2021-2022 in the amount of \$48,004.75; M. Avery seconded

**Vote: Unanimous**

**Motion Carried**

**Motion:** J. Lewerk motioned to approve monthly expenditures for July 2022, Fiscal Year 2022-2023 in the amount of \$599,141.72; L. Baah seconded

**Vote: Unanimous**

**Motion Carried**

### b) Financial Statement

**Motion:** L. Baah motioned to approve the financial statement for July 2022, Fiscal Year 2021-2022 as presented by the Administration; M. Avery seconded

**Vote: Unanimous**

**Motion Carried**

**Motion:** L. Baah motioned to approve the financial statement for July 2022, Fiscal Year 2022-2023 as presented by the Administration; M. Avery seconded

**Vote: Unanimous**

**Motion Carried**

## 10. New Business / Old Business

- a) Discussion re: School Security and Safety and Possible Action-Trooper Adams and Lt. Gosselin discussed a proposal regarding the provision of fobs to other police officers/troopers to enable them to access LCS in times of emergency. He stated that other schools in the area are discussing this proposal as well.

**Motion:** L. Baah motioned to proceed with using the key/fob for multiple schools for the State Troopers to have emergency access to LCS; M. Avery seconded

**Vote: Unanimous**

**Motion Carried**

- b) Discussion re: SBAC Scores – Mr. Christopher Sheldon received an email from the Department of Education regarding our math scores and neighboring districts' scores. It read that the math growth scores will be released within the next few weeks regarding all districts. Next Mr. Sheldon reviewed last year's ELA achievement scores and the growth for grades 3 - 8.
- c) Update re: Math Instruction and Curriculum at LCS – Mr. Christopher Sheldon discussed the Math PD days over the summer. Mr. Sheldon wanted to recognize Mrs. Nolan, Mr. Wheeler, Mrs. Gilgenbach who participated in the webinar for the new math program, Eureka Great Minds. They will participate again on August 25<sup>th</sup>.
- d) Discussion re: Math Award and Possible Action – It was mentioned at the last BOE Meeting that there should be a Math Award presented to a deserving student at the LCS 8<sup>th</sup> grade graduation. Mrs. Jencks recommended that there should be an Award Committee. Mrs. Vane and Mr. Lewerk volunteered to be on that committee. They will have discussions and bring suggestions to the September meeting.
- e) Discussion re: Ducharme Accounts and Possible Action – Mrs. Sally Keating informed the Board that she and Mrs. Cindy Schofield have been in contact with Attorney Schuyler from Shipman and Goodwin regarding Mrs. Ethel Ducharme's donation. Mrs. Keating stated that the attorney's recommendation was to put the decision to the guidance counselors at the high schools, with guidelines set by Mrs. Ethel Ducharme's instructions, for selecting top candidate(s) for a scholarship award from these funds. The attorney also stated that a set dollar amount be recommended for the scholarship award. Regarding Mr. Gerald Ducharme's donation, the attorney stated that the Board can do whatever the Board thinks best to do with this money. Mrs. Jencks asked Mrs. Keating to ask the attorney what types of accounts the money can be invested in that can earn the most interest. Mrs. Jencks would also like Mrs. Keating to ask the attorney for processes regarding the scholarship money. Lastly, Mrs. Jencks spoke about different ideas for spending Mr. Ducharme's donation account and asked for the Board to come up with ideas.
- f) Discussion re: Electronic Sign and Possible Action – Mrs. Jencks spoke to Mr. Robinson regarding the new firehouse project for Lisbon and Mrs. Jencks stated that the firehouse will have an electronic sign for their firehouse. Mr. Robinson checked the plans and it was approved for the sign. He will double check with the Zoning Committee to make sure the approval wasn't an oversight. Mrs. Jencks will update the Board after Mr. Robinson checks with the Planning and Zoning committee.
- g) Discussion re: New Policy # 4112-Personnel-Certified-Appointment and Possible Action – It was requested to table this agenda item until the September meeting.

**Motion:** M. Avery motioned to table this agenda item until next month; K. Vane seconded

**Vote: Unanimous**

**Motion Carried**

- h) Discussion re: Enrollments of Lisbon Students at High Schools – Mrs. Jencks discussed the summary of the high school location choices of our students. It was suggested to review this data yearly.

**11. Committee Reports – None**

**12. Additions to the Agenda – Mrs. Jencks would like to move the September meeting.**

**Motion:** K. Vane made the motion re: Additions to the Agenda-Moving the September Meeting; J. Lewerk seconded

**Vote: Unanimous**

**Motion Carried**

**Motion:** J. Lewerk motioned to move the September Meeting to September 12<sup>th</sup> as a Special Board Meeting; K. Vane seconded

**Vote: Unanimous**

**Motion Carried**

**13. Next Agenda Planning – Math Update, Ducharme Accounts, Award Committee Report, Policy #4112, Bus Update, Status of Fobs**

**14. Public Comment-** Mrs. Larkin of Lisbon asked the Administration/Board to consider that discussions of high school choices begin at the end of 7<sup>th</sup> grade rather than just in 8<sup>th</sup> grade so the parents have more time for discussion with their children and the application process.

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**15. Adjournment – 7:55 p.m.**

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**Approved**

  
**Recording Secretary**

RECEIVED FOR RECORD AT LISBON, CT  
ON 8/22/2022 AT 12:15pm  
ATTEST. MICHELLE GRANT, TOWN CLERK  
