

Lisbon Board of Education
Lisbon, Connecticut 06351
Regular Board of Education Minutes
Monday, August 21, 2023

Board Members Present: J. Jencks (Chair), J. Marshall , J. Danburg, J. Lewerk, D. Nowakowski, I. Rogers, K. Vane

Board Members Absent: M. Avery, L. Baah

Administrators Present: S. Keating (Superintendent), R. Ricard (Business Manager), S. Trepanier (Director of Special Education), C. Sheldon (Principal)

Administrators Absent: None

Student Ambassadors Present: None

Student Ambassadors Absent: None

Others:

1. **Call to Order** – J. Jencks called the meeting to order at 6:32 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** – Mrs. Judy Jencks recognized the Parish Hill letter.
6. **Report from Lisbon Central School Student Ambassadors** – None
7. **Approval of Minutes**
J. Lewerk motioned to approve the minutes of the June 26, 2023 Regular Board of Education Meeting; Joan Marshall seconded

Vote: **Unanimous**

Motion Carried

8. Administrators' / Superintendent's Report

- a) Lisbon Central School – Mr. Christopher Sheldon provided information regarding the Staff's and Parents' Climate Surveys and the Summer Math/Reading Challenge and the Kindergarten Orientation and Open House and the new parent pick up/drop off procedure.
- b) Special Education –Mr. Scott Trepanier reported on the Special Education Enrollment Numbers and the Conclusion of ESY and the Preschool Orientation.
- c) Business Office – Mrs. Rachel Ricard discussed the transition of the new Administrative Assistant to the Business Office and the Year-End State Reporting.

- d) Building & Grounds –Mr. Brian McGlew provided an update regarding the LCS physical plant. He reported Security Technologies inspected and tested our cameras; all passed. Our generators were serviced by Advanced Power; everything worked as it should. Aqua Pump completed our 10 year tank inspection and cleaning. The Tank was power washed and sanitized. While the building was without water, bottled water was provided to staff and childcare. We also provided a portable hand washing station and porta potty. Lastly, he recognized the custodial staff on a job well done getting the school ready.
- e) Information- Mrs. Sally Keating introduced Dr. Nate Quesnel, Headmaster of NFA. He talked about his background in education and his initial impressions/goals for NFA,

9. Consent Agenda

a) Approval of Monthly Expenditures

Motion: I. Rogers moved to approve the monthly expenditures for June 2023, Fiscal Year 2022-2023 in the amount of \$989,261.27; J. Lewerk seconded

Vote: **Unanimous** **Motion Carried**

Motion: I. Rogers moved to approve the monthly expenditures for July 2023, Fiscal Year 2022-2023 in the amount of \$64,739.40; J. Lewerk seconded

Vote: **Unanimous** **Motion Carried**

Motion: I. Rogers moved to approve the monthly expenditures for July 2023, Fiscal Year 2023-2024 in the amount of \$514,508.56; J. Lewerk seconded

Vote: **Unanimous** **Motion Carried**

b) Financial Statement

Motion: I. Rogers moved to approve the financial statement for June 2023, Fiscal Year 2022-2023 as presented by the Administration; J. Lewerk seconded

Vote: **Unanimous** **Motion Carried**

Motion: I. Rogers moved to approve the financial statement for July 2023, Fiscal Year 2022-2023 as presented by the Administration; J. Lewerk seconded

Vote: **Unanimous** **Motion Carried**

Motion: I. Rogers moved to approve the financial statement for July 2023, Fiscal Year 2023-2024 as presented by the Administration; J. Lewerk seconded

Vote: **Unanimous** **Motion Carried**

10. New Business / Old Business

- a) Discussion re: NFA Update - Mrs. Sally Keating briefly talked about her meeting with Dr. Quesnel and Dr. Seitsinger which occurred this past July. She shared her initial impressions of what future topics for collaboration may be with NFA personnel.

- b) Presentation re: Incident Response Plan - Mr. Dan Salazar, Mr. Calvin Brown and Mr. Darren Smith from NOVUS attended the meeting to discuss the concept and premise behind the IRP. LCS Administration will write this plan in collaboration with NOVUS.
- c) Discussion re: Walkway (ADA Accessible) to Track and Possible Action - Mrs. Sally Keating previously described the proposed walkway project in a newsletter. Mr. Brian McGlew and Mrs. Keating have been in contact with the Town's engineer and he provided to us a diagram of the location of the walkway. Currently, we are being requested to possibly fund approximately \$45,000 to \$50,000 of this project.

Motion: J. Marshall motioned to approve the use of the Ducharme Funds with a max of \$55,000.00; J. Lewerk seconded

Vote: 5-Approved

Motion Carried

1-Opposed

1-Abstained

- d) Discussion re: Ducharme Account and Possible Action - Mrs. Judy Jencks and Mrs. Joan Marshall lead the discussion on the topic. The topic was tabled until the walkway has been decided on an amount of money possibly allocated.
- e) Discussion re: Building Committee Results and Possible Action - The Building Committee met in July and made suggestions for "renovating" the middle school wing of LCS. Mr. Ian Rogers lead the discussion. Mrs. Sally Keating has contacted the State for possible grant funding. Mr. Brian McGlew is waiting to hear back from WR Allen on estimates for the project.
- f) Presentation re: Math SBAC Scores - Mrs. Sally Keating reported that the math scores are not allowed to be shared yet. The topic is tabled to the September BOE meeting.
- g) Update re: Science of Reading –Mrs. Sally Keating reported that she and Mrs. Megan Jenkins worked on the grant for \$12,000.00 and the grant was awarded. There will be another \$12,000.00 next year available. This will go towards the Math program.
Mr. Christopher Sheldon discussed how the selection of the program was done. There are two programs being looked at. The Committee plans to go to other districts to observe how the programs are used.
- h) Discussion re: 2023-2024 Evaluation Flexibilities and Possible Action – Mr. Christopher Sheldon addressed this topic. We are recommending that LCS continues with the current Evaluation Flexibilities.

Motion: K. Vane motioned to approve to continue to use the Flexibility Summary that was used last year; J. Lewerk seconded

Vote: Unanimous

Motion Carried

- i) Discussion re: Policy Service with Shipman & Goodwin and Possible Action – Mrs. Joan Marshall and Mrs. Sally Keating had a conversation with Shipman & Goodwin to discuss how to do the numbering of the new policies in conjunction with our current policies. Numbers cannot be reused, which means our numbers will need to be retired.

Motion: J. Marshall motioned to approve that we contract Shipman & Goodwin to do a Policy Crosswalk in the amount of \$1500-\$2500; K. Vane seconded

Vote: Unanimous

Motion Carried

- j) Acceptance and Approval of Employee's Resignation and Possible Action - Rachel Ricard, our dedicated Business Manager, has resigned, effective September 28, 2023. She has done a great job and will be missed.

Motion: I. Rogers motioned to accept and approve Rachel Ricard's Resignation; K. Vane seconded

Vote: Unanimous

Motion Carried

- k) Acceptance and Approval of Employee's Resignation and Possible Action- Mr. Christopher Boots, our hardworking 1st grade teacher, has resigned, effective immediately. He will be missed.

Motion: J. Lewerk motioned to accept and approve Mr. Christopher Boots' resignation; J. Marshall seconded

Vote: Unanimous

Motion Carried

- l) Discussion re: M & J Contract and Possible Action- Mrs. Judy Jencks suggested that the Lisbon Board of Ed have an RFP and go out to bid for bus company service.

Motion: I. Rogers motioned to go out to bid for the bus contract; K. Vane seconded

Vote: Unanimous

Motion Carried

- m) Discussion re: Singleton Contract/Salary Agreement (Proposed Executive Session) and Possible Action
This agenda item needs to be moved to Executive Session, immediately following Agenda Item # 14-
Public Comment.

Motion: J. Marshall motion to move Agenda Item #10 (m) Discussion re: Singleton Contract/Salary Agreement (Proposed Executive Session) to Executive Session, immediately following Agenda Item # 14 – Public Comment; J. Lewerk seconded

Vote: Unanimous

Motion Carried

11. **Committee Reports** – None
12. **Additions to the Agenda** –Mrs. Rachel Ricard reported on transfers.
13. **Next Agenda Planning** – SBAC, Ducharme Account, Building Committee, Parish Hill Letter, Progress on the ADA Walkway
14. **Public Comment** - None

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15. **Adjournment** The meeting adjourned at 8:33 p.m.

The Board entered into Executive Session at 8:38 p.m.

The Board ended Executive Session at 9:00 p.m.

Motion: I. Rogers motioned to extend Superintendents contract through June 30, 2026; J. Lewerk seconded

Vote: Unanimous

Motion Carried

Motion: J. Marshall motioned to suspend the Superintendent Search; K. Vane seconded

Vote: Unanimous

Motion Carried

Approved



Recording Secretary

RECEIVED FOR RECORD AT LISBON, CT
ON 8/24/23 AT 12:38
ATTEST. MICHELLE GRANT, TOWN CLERK

