

**LISBON BOARD OF EDUCATION**  
**Lisbon, Connecticut**

**Special Board of Education Minutes**  
**Wednesday, February 4, 2015**  
**6:30 p.m.**

Board Members Present: R. Baah (Chair), J. Danburg, J. Jencks, J. Lewerk, I. Rogers, R. Rogers, M. Avery

Board Members Absent: M. Krauss, M. Danieluk

Administrators Present: S. Keating (Superintendent), D. Cormier (Business Manager), D. Yellen (Special Education Director), K. Graves (Interim Principal)

Administrators Absent: None

Student Ambassadors Present: L. Lepage, O. Avery

Student Ambassadors Absent: C. Siquencia

Others: S. Kaminsky, M. Davidson, B. Gauthier

1. **CALL TO ORDER** – Chair R. Baah called the meeting to order at 6:32 p.m.

2. **ROLL CALL**

3. **PLEDGE OF ALLEGIANCE**

4. **PUBLIC COMMENT** – None

5. **CORRESPONDENCE** – None

6. **LISBON CENTRAL SCHOOL STUDENT AMBASSADORS REPORT**

L. Lepage reported that in 8<sup>th</sup> grade the students are learning about efficiency in Science and linear equations in Math. In Language Arts, the students just received the list of authors they can pick from for their February book report.

O. Avery reported that in 7<sup>th</sup> grade the students are learning about Ancient Egypt in Social Studies. In Spanish they just had a quiz on tener + que + infinite verbs. The students just completed a unit on algebraic expressions in Math and in Language Arts they are working on a biography book report.

7. **APPROVAL OF MINUTES**

**MOTION:** J. Lewerk moved to approve the minutes of the December 15, 2014 Regular Board of Education Meeting; M. Avery seconded.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

8. **ADMINISTRATORS' / SUPERINTENDENT'S REPORT**

a) K. Graves reported on the success of the Winter Coat Drive. She stated that the collection helped 8 families and 21 children. The January Food Drive was also a success with over 225 items collected for the Jewett City Food Bank. A Valentine Carnation fundraiser for the 8<sup>th</sup> graders has just finished. The flowers will be delivered on February 13<sup>th</sup>. All grades completed re-teaching of the Positive Behavior Intervention and Support (PBIS). This will be done again in the spring and helps to keep office referrals down. A STEM night is in the planning stages for late March.

- b) D. Yellen shared pictures of the LCS Chorus from January 21<sup>st</sup> when they sang the National Anthem at the Hartford Wolfpack hockey game. The students had a great time. He also reported on our membership with the New England Assistive Technology Services (NEAT). D. Yellen stated that this relationship has been a positive one.
- c) D. Cormier discussed the cafeteria's quarterly report.
- d) S. Keating read a report from Mr. Brian McGlew with regards to maintenance. In the nurse's station, the blower motor for the heating system failed. BT Lindsay was called and they replaced the motor. Yesterday, a walk-through was set up for any architectural firm interested in the window replacement project. One architectural firm showed, Silver and Petrucelli, and they were out of Hamden, CT. S. Keating stated she has met with Superintendents from small districts with regards to declining enrollment. She shared some of the ideas that have been discussed. The Legislative Breakfast has been re-scheduled to February 10<sup>th</sup> at Fitch High School. S. Keating stated that it is time to start the interview process for the Principal position. The team will consist of three administrators, two teachers and one Board of Education member. S. Keating reported that Lisbon has been awarded the Toshiba Grant in the amount of approximately \$5,000. This will go towards the purchase of a 3D printer. February 17<sup>th</sup> will now be a school day for staff and students. We have had three snow days as of today. S. Keating stated that she notified the staff and parents of this change.

## **9. CONSENT AGENDA**

**MOTION:** I. Rogers moved to approve the monthly expenditures for December 2014, Fiscal Year 2014-2015 in the amount of \$714,129.66; J. Lewerk seconded.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

**MOTION:** I. Rogers moved to approve the financial statement for December 2014, Fiscal Year 2014-2015 as presented by the Administration; J. Lewerk seconded.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

## **10. NEW BUSINESS / OLD BUSINESS**

- a) Discussion re: Health Insurance Rates and Options and Possible Action – Ms. Sonia Kaminsky from Brown and Brown Insurance provided a presentation regarding health insurance rates and options. Discussion was held.
- b) Discussion re: Social Studies Standards and Possible Action – S. Keating reviewed with the Board information regarding what is currently being addressed in Social Studies at each grade level at LCS and what the expectations are of the new standards. A brief summary of the new standards was provided by Mr. Steve Armstrong from the State Department of Education (CSDE). This topic is being planned for March professional development.
- c) Discussion re: Electronic Document Management and Possible Action – S. Keating discussed with the Board the concept of electronic document management and start-up costs.

**MOTION:** R. Rogers moved to approve the start-up of the electronic document management system at a cost of approximately \$8,000.00; M. Avery seconded

**VOTE:** UNANIMOUS

**MOTION CARRIED**

- d) Discussion re: Technology Grant and Possible Action – S. Keating and M. Davidson provided a brief presentation with regards to the Technology Grant. The Board was provided with an executive summary of the grant in their BOE packet. Discussion was held.



**MOTION:** R. Rogers moved to approve proceeding with the technology grant application with a total budget of \$120,180.00 incorporating matching district funds of \$48,072.00 combined with State funds of \$72,108.00; J. Lewerk seconded.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

- e) Discussion re: Security Laminate/Window Film and Possible Action – S. Keating discussed with the Board the need for some type of shatter-resistant glass for the front vestibule of the school, exterior doors windows and reception area. Financial information provided by B. McGlew was reviewed by the Board. Discussion was held.

**MOTION:** J. Jencks moved to approve the purchase of security laminate/window film for the front vestibule, exterior doors, windows and reception area in the amount of \$11,640; M. Avery seconded.

**VOTE:** Yes – J. Lewerk, I. Rogers, J. Jencks, M. Avery, J. Danburg, R. Baah  
No – R. Rogers

**MOTION CARRIED**

- f) Discussion re: Budget Topics and Possible Action – Discussion was held. This item will be moved to a Special meeting at a later date.

- g) Discussion re: Policies and Action

- #6141.327 – Instruction – Electronic Resources: Assistive Technology Devices
- #3514 – Business – Loan of District Equipment

This agenda item will be discussed at the next Board meeting.

- h) Discussion re: Financial Procedures for Childcare Program and Possible Action – D. Cormier reviewed with the Board a draft of the financial procedures in writing for the childcare program. This draft will be brought to the February Board of Finance meeting.

**MOTION:** I. Rogers moved to endorse the draft of the financial procedures for the childcare program; J. Lewerk seconded.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

- i) Acceptance of Retirement Letters – R. Baah read retirement letters submitted by Mrs. Linda Miner and Mr. Gary Warner.

**MOTION:** J. Lewerk moved to accept Mrs. Linda Miner's retirement letter and to wish her much success in the future; I. Rogers seconded.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

**MOTION:** J. Lewerk moved to accept Mr. Gary Warner's retirement letter and to wish him much success in the future; I. Rogers seconded.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

- j) Update re: 2015 – 2016 Budget – The Finance Subcommittee provided a brief summary of the status of the 2015 – 2016 Budget. The next meeting is scheduled for February 6<sup>th</sup> @ 4:00 pm in the Media Center.

- k) Discussion re: Confidential Attorney-Client Communication

**MOTION:** I. Rogers to move Agenda Item #10(k) Discussion re: Confidential Attorney-Client Communication to be held at the end of the Board meeting after Agenda Item #14 Public Comment; J. Lewerk seconded.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

11. COMMITTEE REPORTS – None

12. ADDITIONS TO THE AGENDA – None

13. NEXT AGENDA PLANNING – Policies #6141.327 – Instruction – Electronic Resources: Assistive Technology Devices and #3514 – Business – Loan of District Equipment

14. PUBLIC COMMENT – None

**MOTION:** J. Lewerk moved to enter into Executive Session and to invite Dr. KellyAnn Graves, Mr. Dave Yellen, Mrs. Diana Cormier and Mrs. Sally Keating to discuss Agenda Item #10(k) Discussion re: Confidential Attorney-Client Communication; I. Rogers seconded.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

The Board entered into Executive Session at 8:39 pm

The Board ended Executive Session at 8:49 pm

No motions were made and no votes were taken during Executive Session.

15. ADJOURNMENT

**MOTION:** I. Rogers moved to adjourn the meeting at 8:49 p.m.; J. Lewerk seconded.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

Respectfully Submitted,

  
Recording Secretary

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Approved

RECEIVED FOR RECORD AT LISBON  
CT ON 03/10/2015 AT 2:45pm  
ATTEST, LAURIE TIROCCHI, TOWN CLERK  
