

Lisbon Board of Education

Lisbon, Connecticut

Regular Board of Education Minutes

Monday, December 21, 2015

Board Members Present: I. Rogers (Chair), S. McCabe, J. Jencks, J. Lewerk, J. Danburg, M. Avery, D. Nowakowski, D. Rickard

Board Members Absent: None

Administrators Present: S. Keating (Superintendent), D. Cormier (Business Manager), D. Yellen (Director of Special Education/Interim Principal), M. Jenkins (Interim Principal)

Administrators Absent: None

Student Ambassadors Present: O. Avery, C. Siguencia

Student Ambassadors Absent: None

Others: A. Townsend, M. Rossi

1. **Call to Order** – Chair I. Rogers called the meeting to order at 6:30 p.m.
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Public Comment** - None
5. **Correspondence to Board of Education** – I. Rogers read E. Piper's resignation dated 12/1/15. He also read two letters from interested candidates for the vacancy position on the Board of Education and a memo from the Board of Finance regarding their request of information.
6. **Report from Lisbon Central School Student Ambassadors**

O. Avery reported that the 8th grade students have been watching a movie titled "Patriot" and the story line is about the Revolutionary War. In Language Arts, they are finishing up reading about the American Plague. In Science, they are learning about gravity and mass. In Spanish, they are learning about traveling to places.

C. Siguencia reported the 7th grade students are finishing units on Canadian studies, and will begin to study about India. In Science, they are learning about viruses and bacteria. In Spanish, they are working on a Family Tree project and learning holidays in Spanish. In Language Arts, they presented their recent book project. In Math, they are working on multi-step equations.
7. **Approval of Minutes**

Motion: J. Lewerk moved to approve the minutes of the November 30, 2015 Regular Board of Education Meeting; D. Rickard seconded

Vote: Unanimous

Motion Carried

8. Administrators' / Superintendent's Report

- a) Lisbon Central School – Mrs. Jenkins discussed the eighth grade caroling event for Wednesday, December 23rd. They will travel by bus to the homes of Lisbon Senior Citizens. She also discussed the Holiday Luncheon held at the Senior Center on December 10th. The event was a great success. A list of upcoming Field Trips for 2015-2016 was presented to the Board.
- b) Special Education – Mr. Yellen discussed the successful turnout of the 8th Grade Pancake Breakfast with Santa, held Saturday, December 5, 2015. He also reported the increased participation in LCS PTO events. Mr. Yellen reported on the newly revised special education schedules which benefit the students' needs.
- c) Business Office – Mrs. Cormier discussed the process of budget schedules. She presented to the Board a memo, from the Lisbon Board of Finance, which outlined timelines that need to be followed in the process.
- d) Information – Mrs. Keating updated the Board members on the report from Mr. Brian McGlew, Director of Building and Grounds. An inspection was done by the Department of Public Health. The inspector was very impressed by our facility. The inspector stated they would like to use our school as an example where all procedures were followed to their fullest extent. Mrs. Keating also discussed the importance of Art and Music in our school system. The children incorporate music and art skills with math and language arts. We have some very talented students whose passion is the arts. Many thanks to Ms. Townsend, Ms. Miller and Mrs. Curtiss for their hard work and dedication. Mrs. Keating also discussed with the Board the importance of our children learning about multicultural differences and the celebration of these differences.

9. Consent Agenda

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|----------------|---|-----------------------|
| Motion: | M. Avery moved to approve the monthly expenditures for November 2015, Fiscal Year 2014-2015 in the amount of \$15,082.20; J. Lewerk seconded | |
| Vote: | Unanimous | Motion Carried |
| Motion: | M. Avery moved to approve the monthly expenditures for November 2015, Fiscal Year 2015-2016 in the amount of \$382,229.99; J. Danburg seconded | |
| Vote: | Unanimous | Motion Carried |
| Motion: | J. Lewerk moved to approve the Financial Statement for November 2015, Fiscal Year 2014-2015 as presented by the Administration; M. Avery seconded | |
| Vote: | Unanimous | Motion Carried |
| Motion: | J. Lewerk moved to approve the Financial Statement for November 2015, Fiscal year 2015-2016 as presented by the Administration; J. Danburg seconded | |
| Vote: | Unanimous | Motion Carried |
| Motion: | J. Lewerk moved to acknowledge the December 2015 transfer as presented by the Administration; S. McCabe seconded | |
| Vote: | Unanimous | Motion Carried |

10. New Business / Old Business

a) Discussion re: Filling of Vacancy on the Board of Education and Possible Action –
The Board members voted by a show of hands for the two candidates. Voting results were: Joan Marshall-5; Anissa Starr-3. Joan Marshall will fill the vacancy.

b) Presentation re: Data Team Process – Mrs. Jenkins and Mrs. Keating did a presentation for the Board on the Data Team Process. Some of the Board members have seen improvement with their children's progress since the staff began their Data Team work and the increased focus on math. Further discussion will take place in late February and March of 2016 with more data results.

c) Information item re: Qualified Food Operator in Cafeteria– By state regulations, a Qualified Food Operator is needed for fundraising events involving the cafeteria. Mr. Michael Rossi and his staff have been doing these events voluntarily. A discussion on how to proceed with these events will be discussed in the Hot Lunch Committee meetings and will be brought back to the Board for further discussion.

Motion: I. Rogers moved to forward discussion of the QFO to the Hot Lunch Committee; S. McCabe seconded

Vote: Unanimous

Motion Carried

d) Discussion re: 2016-2017 School Calendar and Possible Action – Mrs. Colleen McNally-Reamer and Administration have developed the 2016-2017 school calendar, based upon the uniform regional calendar.

Motion: M. Avery moved to approve the 2016-2017 school calendar; J. Lewerk seconded

Vote: Unanimous

Motion Carried

e) Discussion re: Amendments to Policies and Possible Action – LCS Policy Committee recommended to the Board that five policies needing modifications.

Motion: J. Lewerk moved to waive the first read of Policy #1000 Community Relations – Concept, Goal and Roles in Community Relations; J. Jencks seconded

Vote: Unanimous

Motion Carried

Motion: D. Rickard moved to approve Policy #1000 Community Relations – Concept, Goal and Roles in Community Relations; M. Avery seconded

Vote: Unanimous

Motion Carried

Motion: D. Rickard moved to waive the first read of Policy #2250 Administration – Monitoring of Product and Process Goals; M. Avery seconded

Vote: Unanimous

Motion Carried

Motion: J. Lewerk moved to approve Policy #2250 Administration – Monitoring of Product and Process Goals; M. Avery seconded

Vote: Unanimous

Motion Carried

Motion: D. Rickard moved to waive the first read of Policy #4118.112/4218.112 – Personnel – Certified and Non-Certified – Sexual Harassment; M. Avery seconded

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

Motion: D. Rickard moved to approve Policy #4118.112/4218.112 – Personnel – Certified and Non-Certified – Sexual Harassment; J. Jencks seconded

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

Motion: J. Lewerk moved to waive the first read of Policy #4135/4235 – Personnel – Certified and Non-Certified – Organization / Unit; D. Rickard seconded

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

Motion: J. Lewerk moved to approve Policy #4135/4235 – Personnel – Certified and Non-Certified – Organization / Unit; J. Jencks seconded

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

Motion: J. Lewerk moved to waive the first read of Policy #4148/4248 – Personnel – Certified and Non-Certified – Employee Protection; M. Avery seconded

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

Motion: J. Lewerk moved to approve Policy #4148/4248 – Personnel – Certified and Non-Certified – Employee Protection; J. Jencks seconded

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

f) Discussion re: Window Replacement Project – Administration provided an update regarding the status of the window replacement project. There was a discussion about the punch list for this project.

g) Discussion re: 2015-2016 Budget and Possible Action – S. Keating and D. Cormier provided an update to the Board members on the new 2015-2016 budget projections based on new students and their educational needs. There will be further discussions at the next Board meeting.

11. **Committee Reports** - None

12. **Additions to the Agenda** – None

13. **Next Agenda Planning** – The yearbook photo for Board members

14. **Public Comment**- None

15. **Adjournment** - The meeting adjourned at 8:20 pm

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CT ON 12/23/2015 AT 2:2

ATTEST. LAURIE TIROCCHI, TOWN CLERK

Margaret W. Kelly, Asst

Respectfully Submitted,

Alleen J. McNally - Recorder
Recording Secretary

Approved