

LISBON BOARD OF EDUCATION
Lisbon, Connecticut

Board of Education Minutes
Monday, February 24, 2014
Regular Board Meeting – 6:30 p.m.

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

Board Members Absent: None

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

Administrators Absent: None

Student Ambassadors Present: L. Lepage, O. Avery

Student Ambassadors Absent: S. Way

Others: L. Gallagher, T. Hayes

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

2. **ROLL CALL**

3. **PLEDGE OF ALLEGIANCE** – Led by the Student Ambassadors

4. **PUBLIC COMMENT** – None

5. **CORRESPONDENCE**

Letter from the Lisbon Fire Marshall regarding the Annual Inspection

Letter from EastConn inviting Board members to the EastConn Board Meetings

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

L. Lepage reported that in 7th grade, the students are working on vocabulary in Spanish, classifying plants in Science and are just beginning to work on the Bag a Country project in Social Studies.

O. Avery reported that in 6th grade, the students are working on homophones in Language Arts, atoms in Science and Exponents in Math. The students are also studying battles of wars in Social Studies.

7. **APPROVAL OF MINUTES**

MOTION: J. Lewerk moved to approve the minutes of the January 27, 2014 Regular Board of Education Meeting as presented; J. Jencks seconded.

VOTE: UNANIMOUS

MOTION CARRIED

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

- a) M. Jenkins reported on upcoming events at LCS. The Reading is Fundamental (RIF) Breakfast will take place next week and is a great time for families to come and eat breakfast with their child and the student gets a free book. The Annual PTO Basket Raffle will be held on March 28th. M. Jenkins distributed the 2nd marking period honor roll list to the Board members. She also reported that Lisbon received a \$500 Book Grant from Target. Upcoming field trips for LCS students include: March 26th – Project O (7th Grade), March 31st – Old State House and Capitol Building (4th Grade). Lastly, M. Jenkins stated that students in grades 5 and 8 will be taking the Science CMT on March 12th.

- b) D. Yellen discussed the 2013 – 2014 Special Education tuition account.
- c) D. Cormier discussed the 2013 – 2014 Regular Education tuition account and Excess Cost.
- d) S. Keating read a report from Mr. Brian McGlew with regards to maintenance. A temporary repair was made to the expansion joint that opened up in the Media Center hallway. He is not sure as to what caused this to happen, but a flooring contractor will be contacted to get a price to make a permanent repair. The leak over the Media Center Connector has yet to show itself again since the first incident. When or if it happens again, the roofers will be contacted and will hopefully be able to make the necessary repairs. S. Keating discussed the status of the school makeup days. As of today, Lisbon Central School has 7 snow days to make up. The LEA (teacher's union) voted to use two of the makeup days on April 14th and April 15th. This corresponds to contract language.

MOTION: M. Krauss moved to add any additional snow days to the end of the school year; R. Rogers seconded.

VOTE: UNANIMOUS

MOTION CARRIED

S. Keating also reported on the health insurance rate for next year as provided by our broker as of February 21, 2014. M. Krauss contacted S. Keating regarding the update of some of our policies per update notifications she received from CABE. Safety is one area of focus. The Policy Committee will be working on these policies from now until June. Thank you to M. Krauss for her efforts as well as the entire Policy Committee in keeping abreast of policy changes.

9. CONSENT AGENDA

MOTION: I. Rogers moved to approve the monthly expenditures for January 2014, Fiscal Year 2013-2014 in the amount of \$704,729.05; J. Lewerk seconded.

VOTE: UNANIMOUS

MOTION CARRIED

MOTION: I. Rogers moved to approve the financial statement for January 2014, Fiscal Year 2013-2014 as presented by the Administration; M. Danieluk seconded.

VOTE: UNANIMOUS

MOTION CARRIED

10. NEW BUSINESS / OLD BUSINESS

- a) Discussion re: Revision to Lisbon Central School Teacher Evaluation Plan and Possible Action – S. Keating reported that the CT State Department of Education has recently provided flexibility to CT's new Teacher Evaluation Plan. As a result, a district's Teacher Evaluation / Professional Development Committee can revise its plan accordingly. S. Keating summarized the revisions to the LCS plan.

MOTION: J. Jencks moved to approve LCS' revised Teacher Evaluation Plan, dated 02/2014; J. Lewerk seconded.

VOTE: UNANIMOUS

MOTION CARRIED

- b) Discussion re: Approval of Leave of Absence and Possible Action – The Board reviewed a letter submitted by S. Coutu requesting a leave of absence.

MOTION: J. Jencks moved to approve S. Coutu's leave of absence, effective February 19, 2014; R. Rogers seconded.

VOTE: UNANIMOUS

MOTION CARRIED

- c) Discussion re: Healthy Food Certification Statement and Possible Action – S. Keating reported that the CT General Statutes require that each local Board of Education must certify each year in its annual application to the CSDE whether all food items made available for sale to students will meet the minimum standards.

MOTION: I. Rogers moved to approve the Healthy Food Certification Statement as presented by Administration; J. Lewerk seconded.

VOTE: UNANIMOUS

MOTION CARRIED

- d) Amendment to Policy #3323 – Business – Awarding of Contracts – S. Keating and D. Cormier stated that this policy is currently in place however, some revisions were needed.

MOTION: J. Lewerk moved to waive the First Read of Policy #3323 – Business – Awarding of Contracts; M. Krauss seconded.

VOTE: UNANIMOUS

MOTION CARRIED

MOTION: J. Lewerk moved to amend Policy #3323 – Business – Awarding of Contracts as presented; M. Danieluk seconded.

VOTE: UNANIMOUS

MOTION CARRIED

- e) Discussion re: Coach / Student Ratios and Other Practices and Possible Action – M. Krauss reported that there are no guidelines regarding this issue. Discussion was held and this item will be tabled to the March meeting so that information can be gathered on requirements/certifications of volunteers to help at athletic events.
- f) Discussion re: Minimum Wage Impact and Possible Action – I. Rogers summarized the discussion from the Finance Subcommittee regarding this issue and their recommendation. Discussion was held

MOTION: I. Rogers moved to accept the Finance Subcommittee's recommendation regarding the minimum wage increase for affected employees at LCS; J. Lewerk seconded.

VOTE: UNANIMOUS

MOTION CARRIED

- g) Discussion re: Proposed 2014- 2015 Board of Education Budget and Possible Action – The Finance Subcommittee and administration developed a proposed 2014-2015 Board of Education budget. A summary sheet of the highlights of the proposed budget was given to the Board Members. Discussion was held.

MOTION: R. Rogers moved to approve the 2014-2015 Board of Education budget as presented by administration; M. Avery seconded.

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

MOTION CARRIED

- h) Discussion re: Confidential Attorney – Client Communication (Anticipated Executive Session)

MOTION: R. Rogers to move Agenda Item #10(h) Discussion of Confidential Attorney – Client Communication to Executive Session 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 – R. Baah recommended that a committee be created to discuss student population.

MOTION: M. Krauss moved to create a subcommittee to discuss student population; J. Lewerk seconded.

VOTE: UNANIMOUS

MOTION CARRIED

13. NEXT AGENDA PLANNING – Policy Amendments

Feedback on Coach/Student Ratio and who can be on field legally

14. PUBLIC COMMENT

T. Hayes – 38 Preston Allen Road – asked why the school does not build snow days into the calendar.

MOTION: J. Lewerk moved to enter into Executive Session and to invite Mrs. Megan Jenkins, Mr. David Yellen, Mrs. Diana Cormier and Mrs. Sally Keating to discuss Agenda Item #10(h) Discussion re: Confidential Attorney – Client Communication; R. Rogers seconded.

VOTE: UNANIMOUS

MOTION CARRIED

The Board entered into Executive Session at 8:08 pm

The Board ended Executive Session @ 8:51 pm

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

15. ADJOURNMENT

MOTION: I. Rogers moved to adjourn the meeting at 8:52 p.m.; R. Rogers seconded.

VOTE: UNANIMOUS

MOTION CARRIED

Respectfully Submitted,


Recording Secretary

Approved

RECEIVED FOR RECORD AT LISBON
CT ON 02/25/14 AT 2:25pm
ATTEST. LAURIE TIROCCHI, TOWN CLERK
