

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

**Board of Education Minutes**  
**Monday, May 20, 2013**  
**Regular Board Meeting – 6:30 p.m.**

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

Board Members Absent: R. Rogers

Administrators Present: S. Keating (Superintendent), B. Austin (Principal), D. Cormier (Business Manager), L. Slocum (Special Education Director), K. Graves (CCHS Acting Director)

Administrators Absent: None

Student Ambassadors Present: B. Cormier, S. Way, L. LePage

Student Ambassadors Absent: None

Others: M. Jenkins, L. Gallagher

1. **CALL TO ORDER** – Chair R. Baah called the meeting to order at 6:30 p.m.

2. **ROLL CALL**

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

4. **PUBLIC COMMENT** – None

5. **LISBON CENTRAL SCHOOL STUDENT AMBASSADORS REPORT:**

B. Cormier reported that the Track League Championship is scheduled for Wednesday, May 22<sup>nd</sup> at NFA. The baseball and softball seasons are coming to a close as well with their championships within the next two weeks. The Boston trip for the 8<sup>th</sup> grade students is rapidly approaching and everyone is scrambling to get their projects done before the trip. The trip is scheduled for June 3<sup>rd</sup> and 4<sup>th</sup>. The 8<sup>th</sup> grade students will also be going to Holiday Hill on June 6<sup>th</sup>.

S. Way reported that the 7<sup>th</sup> grade students are getting ready for their Medieval Times Field Trip scheduled for Thursday, May 30<sup>th</sup>.

L. Lepage reported that the 6<sup>th</sup> grade students have just finished studying the digestive system in science. In social studies, units on the Holocaust and World War II have just been completed.

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

a) B. Austin congratulated the LCS Environmental Symposium Team. They won the award for presenting the project that created the most public awareness of an environmental issue. Fabian Cousteau (Jacques Cousteau's grandson) was the guest speaker for the Wheelabrator Science Symposium which was held in Florida. The fundraiser for Zac Gore was very successful and raised

\$7,000. B. Austin stated that he attended the 5<sup>th</sup> grade field trip to Sturbridge Village on May 10<sup>th</sup>. He was impressed with our students and the assignments our kids were given by R. Baldwin and B. Knieriem. B. Austin thanked the PTO for honoring the staff during Teacher Appreciation Day which was May 7<sup>th</sup>. We will have a RIF Picnic outside during regularly scheduled lunches on June 4<sup>th</sup>. M. Jenkins has been running the RIF program for years and has done a great job with it again this year. The National Junior Honor Society Induction was held on May 17<sup>th</sup>. There were 15 inductees. The 8<sup>th</sup> grade trip to Boston will be on June 3<sup>rd</sup> and 4<sup>th</sup>. B. Austin and L. Gallagher have met with the students to discuss expectations.

- b) K. Graves discussed the EastConn Interdistrict Grant: Skills For Success. She also gave each Board member an invitation to the Community Connections High School graduation scheduled for June 19, 2013 @ 3:00 pm in the courtyard.
- c) D. Cormier discussed the 2012 – 2013 budget projections.
- d) S. Keating read a report from Mr. Brian McGlew with regards to maintenance. A roof leak has appeared over the bathroom in the kitchen. This area of the roof was installed during the kitchen 2003 renovation project. The manufacturer (John Mansville) was contacted for warranty coverage and we are now waiting for a roofing contractor to inspect the roof and make the repairs. Depending on what they find will determine whether it is covered under warranty. John Dempsey was here over the weekend and installed the ground sleeve pipes for the discus cage. The cage was used at today's track meet. The cost to install was \$600.00. S. Keating stated that the National Junior Honor Society Induction Ceremony was a wonderful event and S. Brown's speech was outstanding. The Superintendent's Award speeches from the teachers were very well done. The cafeteria staff cooked a delicious meal. S. Keating introduced Mrs. Megan Jenkins, the "new" Principal of Lisbon Central School. M. Jenkins addressed the Board giving them a brief history of her duties / responsibilities since starting at Lisbon Central School. She also discussed her goals for LCS.

**MOTION:** J. Marshall moved to return to Agenda Item #6 Approval of Minutes. J. Lewerk seconded.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

#### **6. APPROVAL OF MINUTES**

**MOTION:** I. Rogers moved to approve the minutes of the April 22, 2013 Regular Board of Education Meeting as presented. J. Lewerk seconded.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

**MOTION:** J. Lewerk moved to approve the minutes of the April 29, 2013 Special Board of Education Meeting as presented. I. Rogers seconded.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

#### **8. CONSENT AGENDA**

**MOTION:** I. Rogers moved to approve the monthly expenditures for April 2013, Fiscal Year 2012-2013 in the amount of \$490,212.63; J. Lewerk seconded.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

**MOTION:** I. Rogers moved to approve the financial statement for April 2013, Fiscal Year 2012-2013 as presented by the Administration; J. Lewerk seconded.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

## **9. NEW BUSINESS / OLD BUSINESS**

- a) Discussion re: Staffing and Scheduling Changes at LCS – S. Keating, B. Austin, L. Gallagher and M. Jenkins provided a brief summary of the staffing and scheduling changes at LCS.
- b) Second Read of Policy #6153 – Instruction – Field Trips – Discussion was held.

**MOTION:** I. Rogers moved to adopt Policy #6153 – Instruction – Field Trips. J. Jencks seconded.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

- c) First Read of Amendment to Policy #4118.5/4218.5 – Personnel – Certified and Non-Certified – Rights, Responsibilities and Duties – Acceptable Technology Network Use. Discussion was held. This policy will be brought to the Board at the June meeting for a Second Read.
- d) Discussion re: Implementation of Policy #5132 – Students – Dress and Grooming 5<sup>th</sup> through 8<sup>th</sup> Grade and Policy #4132/4232 – Personnel – Certified and Non-Certified – Dress and Grooming – S. Keating informed the Board that she sent the policies out to staff and received very little feedback. Some kids forget to wear the proper footwear on Physical Education days, but other than that, things are going well.
- e) Discussion re: Possible Expenditures for 2012-2013 and Possible Action – D. Cormier and S. Keating reviewed a list of needs/recommendations for items to be purchased with money remaining in our 2012-2013 budget at the end of this fiscal year.
- f) Discussion re: Participation in the CT Municipal Employees Retirement System and Possible Action – D. Cormier reviewed a letter from Mr. William Cronin, an Officer for the Municipal Employees Retirement System. This letter contained information regarding costs associated with membership in the Municipal Employees Retirement System (MERS).

**MOTION:** M. Krauss moved to confirm membership intent and acceptance of the 2013 – 2014 cost of approximately \$15,769 to participate in MERS. J. Marshall seconded.

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

**MOTION CARRIED**

- g) Distribution of Information Relating to Non-Union, Non-Contractual Employees – S. Keating and D. Cormier distributed packets to the Board to review for the next meeting.
- h) Discussion re: Extension of Contract of Health/Life Insurance Agent and Possible Action – Our “contract” with Brown and Brown expires June 30, 2013.

**MOTION:** M. Krauss moved to recommend the extension of the Health/Life Insurance Agent for three (3) years. J. Marshall seconded.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

**MOTION:** J. Marshall moved to move Agenda Items #9(i) Discussion re: Students’ Issues of a Confidential Nature and #9(j) Negotiations re: Individual Contracts to be held at the end of the Board meeting after Agenda Item #13: J. Lewerk seconded.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

## **11. COMMITTEE REPORTS – None**

## **12. ADDITIONS TO THE AGENDA – None**

- 13. NEXT AGENDA PLANNING – 2<sup>nd</sup>** Read of Policy #4118.5/4218.5 – Personnel – Certified and Non-Certified – Rights, Responsibilities and Duties – Acceptable Technology Network Use  
Food Allergy Policy (For Review)  
Non-Union, Non-Contractual Employee Contracts

**14. PUBLIC COMMENT – None**

**MOTION:** M. Krauss moved to enter into Executive Session and to invite Mr. Bob Austin, Mrs. Lynn Slocum, Mrs. Diana Cormier and Mrs. Sally Keating to discuss Agenda Item #9(i) Discussion re: Students' Issues of a Confidential Nature and to invite Mrs. Megan Jenkins, Mrs. Diana Cormier and Sally Keating to discuss #9(j) Negotiations re: Individual Contracts. J. Marshall seconded.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

The Board entered into executive session at 7:43 pm.

The Board ended Executive session at 9:15 pm.

No motions were made and no votes were taken during executive session.

**MOTION:** J. Marshall moved to approve the Principal's contract as amended: M. Krauss seconded.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

**MOTION:** J. Marshall moved to approve the Special Education/Early Childhood Director's contract: J. Lewerk seconded.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

**MOTION:** J. Marshall moved to approve the School Nurse's contract: J. Lewerk seconded.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

**MOTION:** J. Marshall moved to approve the Director of Buildings and Ground's contract as amended: J. Lewerk seconded.

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

**MOTION CARRIED**

**MOTION:** J. Marshall moved to approve the Part Time Permanent Superintendent's contract: J. Lewerk seconded.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

**MOTION:** J. Marshall moved to approve the Business Manager's contract as amended: J. Lewerk seconded.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

**MOTION:** J. Marshall moved to approve the Administrative Assistant to the Business Manager/Superintendent's contract as amended: J. Lewerk seconded.

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

**MOTION CARRIED**

**15. ADJOURNMENT**

**MOTION:** M. Krauss moved to adjourn the meeting at 9:20 p.m.: R. Baah seconded.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

Respectfully Submitted,



Recording Secretary

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Approved

RECEIVED FOR RECORD AT LISBON  
CT ON 05/23/13 AT 10:55am  
ATTEST. LAURIE TIROCCHI TOWN CLERK  
*L. Tirocchi*