

LISBON BOARD OF EDUCATION
Lisbon, Connecticut

Board of Education Minutes
Monday, August 19, 2013
Regular Board Meeting – 6:30 p.m.

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

Board Members Absent: None

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

Administrators Absent: L. Slocum (Special Education Director)

Student Ambassadors Present: None

Student Ambassadors Absent: L. LePage, S. Way

Others: None

1. **CALL TO ORDER** – Chair R. Baah called the meeting to order at 6:31 p.m.

2. **ROLL CALL**

3. **PLEDGE OF ALLEGIANCE** – Led by the Board

4. **PUBLIC COMMENT** – None

5. **CORRESPONDENCE** – CABA Conference Letter
CABA Flyers
EASTCONN Packet

6. **LISBON CENTRAL SCHOOL STUDENT AMBASSADORS REPORT** – None

7. **APPROVAL OF MINUTES**

MOTION: J. Marshall moved to approve the minutes of the July 17, 2013 Regular Board of Education Meeting as presented; J. Jencks seconded.

VOTE: UNANIMOUS

MOTION CARRIED

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

- a) M. Jenkins reported on the Common Core of Teaching Rubric. She also reported on BloomBoard which is a tool for teachers to develop professional learning plans and for administrators to evaluate teachers.
- b) D. Cormier provided an update on the High Deductible Health Care Plan. Currently there are two staff members taking this plan. She also discussed changes in the budget due to retirements, resignations, changes with tuition, etc. Currently there is a total savings of \$48,006.00

- c) S. Keating read a report from Mr. Brian McGlew with regards to maintenance. The water tanks have been repaired. The Aqua Compliance Company started the project on August 9th and the system was returned to service today, August 19th. A water bacteria sample has been taken and we are waiting on the results. We should have them by Wednesday or Thursday of this week. In the front office, the wallpaper was removed in the Superintendent's office and the Secretary's office. The walls were spackled, primed and painted. The cost was \$800.00 and the work was done by the Donald Barrie Company out of Sterling, CT. The custodians have the school ready to go for another year. Pushing through the hottest July on record they are down to a few hallways left to wax and a little bit of painting in some of the hallways. The place looks great! Mrs. Keating also reported on some of the work that has been done by the Administrative Team over the summer such as new hires, staff moves, evaluation training sessions, scheduling and assignments for staff evaluation, grant submission and the revision of the Emergency Crisis Manual. The summer has been very productive

9. CONSENT AGENDA

MOTION: M. Krauss moved to approve the monthly expenditures for June 2013, Fiscal Year 2012-2013 in the amount of \$22,753.18; J. Lewerk seconded.

VOTE: UNANIMOUS **MOTION CARRIED**

MOTION: I. Rogers moved to approve the monthly expenditures for June 2013, Fiscal Year 2012-2013 in the amount of \$165,280.63; J. Lewerk seconded.

VOTE: UNANIMOUS **MOTION CARRIED**

MOTION: J. Lewerk moved to approve the financial statement for June 2013, Fiscal Year 2012-2013 as presented by the Administration; M. Krauss seconded.

VOTE: UNANIMOUS **MOTION CARRIED**

MOTION: J. Lewerk moved to approve the financial statement for June 2013, Fiscal Year 2012-2013 as presented by the Administration; M. Krauss seconded.

VOTE: UNANIMOUS **MOTION CARRIED**

10. NEW BUSINESS / OLD BUSINESS

- a) Acceptance of Resignation Letters – R. Baah read Mrs. Michelle Danieluk's letter regarding her resignation.

MOTION: R. Rogers moved to accept Mrs. Michelle Danieluk's letter regarding her resignation; M. Burelle seconded.

VOTE: UNANIMOUS **MOTION CARRIED**

Acceptance of Resignation Letter – R. Baah read Mrs. Kathleen Brown's letter regarding her resignation.

MOTION: M. Krauss moved to accept Mrs. Kathleen Brown's letter regarding her resignation with regret; J. Marshall seconded.

VOTE: UNANIMOUS **MOTION CARRIED**

- b) Discussion re: Property / Casualty Insurance – Mr. Chris Wardrop was present to discuss the state of insurance marketplace, the LCS renewal summary and risk management. He also answered questions asked by Board members.

- c) Discussion re: Renewal of CCAT Contract – The CCAT contract is ending soon. Discussion was held with regards to renewing the contract. D. Salazar was present from CCAT to answer questions.

MOTION: M. Krauss moved to approve and accept the CCAT contract for October 1, 2013 to June 30, 2016 as presented with the following changes: (1) the inclusion of on-site hours per week, (2) instead of 9 months, say 12 months per year for the second and third year of the contract; J. Lewerk seconded.

VOTE: UNANIMOUS

MOTION CARRIED

MOTION: M. Krauss moved to discuss Agenda Item #10(e) before #10(d); J. Marshall seconded.

VOTE: UNANIMOUS

MOTION CARRIED

- e) Discussion re: Technology Grant – The Board reviewed a grant application in the area of technology. Switches need to be replaced and this grant accommodates this.

MOTION: I. Rogers moved to formally accept the Technology Grant, as outlined on August 12, 2013 and as proposed by Administration; J. Lewerk seconded.

VOTE: UNANIMOUS

MOTION CARRIED

- d) Discussion re: Project Oceanology – Project Oceanology was cut from the budget and the Administrative Team, Mr. Brown and Mr. Mlyniec would like to have this program reinstated.

MOTION: J. Marshall moved to reinstate the Project Oceanology Program at the cost of \$3,384.00; J. Lewerk seconded.

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

MOTION CARRIED

- f) Discussion re: Science, Technology, Engineering and Math (STEM) Initiative – The Board was updated regarding the STEM initiative which will be occurring this year in grades 6, 7 and 8. S. Keating reported that CCAT, M. Davidson, M. Mlyniec and J. Gracia will be very involved and are very excited about the program. This initiative will take place during the Enrichment periods.

MOTION: J. Jencks moved to approve the purchase of 2 EV3 Getting Started Packs for approximately \$9,397.90; I. Rogers seconded.

VOTE: UNANIMOUS

MOTION CARRIED

At this point of the agenda, M. Burelle excused himself for the remainder of the meeting.

- g) Discussion re: Cafeteria Budget / Budget – I. Rogers, J. Jencks and M. Krauss discussed the cafeteria budget and roles of cafeteria employees. D. Cormier will do the accounting and possibly hire a bookkeeper. The next Cafeteria Committee meeting will be on Tuesday, August 27, 2013 at 5:30 pm in the Media Center.

MOTION: M. Krauss moved to enter into executive session and to invite Mrs. Megan Jenkins, Mrs. Diana Cormier and Mrs. Sally Keating to discuss Agenda Item #10(h) Discussion re: Students' Issues of a Confidential Nature and Agenda Item #10(i) Discussion re: Negotiations of Individual Contracts / Salary Agreements; J. Jencks seconded.

VOTE: UNANIMOUS

MOTION CARRIED

11. COMMITTEE REPORTS – None
12. ADDITIONS TO THE AGENDA – None
13. NEXT AGENDA PLANNING – None
14. PUBLIC COMMENT – None

The Board entered into executive session at 8:43 pm.

The Board ended Executive session at 9:46 pm.

MOTION: J. Marshall moved to approve the contract for Food Service Director as presented; J. Jencks seconded.

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

MOTION: J. Marshall moved to approve the employment agreement for BillieSue Burelle as presented; J. Jencks seconded.

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

MOTION: R. Rogers moved to authorize the administrative staff to take action in support of staff according to Lisbon Board of Education Policy #1316 – Community Relations – Relations Between Public and School Personnel; J. Marshall Seconded.

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

15. ADJOURNMENT

MOTION: J. Marshall moved to adjourn the meeting at 9:57 p.m.; J. Lewerk seconded.

VOTE: UNANIMOUS **MOTION CARRIED**

Respectfully Submitted,


Approved

Recording Secretary

RECEIVED FOR RECORD AT LISBON
CT ON 08/21/2013 AT 1:25pm
ATTEST. LAURIE TIROCCHI, TOWN CLERK
Mayorie Mabeley, asst