

# Lisbon Board of Education

Lisbon, Connecticut 06351

## Special Board of Education Minutes

Monday October 22, 2018

Board Members Present: I. Rogers, J. Jencks, M. Avery, M. Krauss, J. Lewerk, D. Nowakowski, and J. Danburg

Board Members Absent: J. Marshall and S. McCabe

Administrators Present: S. Keating (Superintendent), D. Cormier (Business Manager),  
B. Apperson (Principal), M. Courter (Director of Special Education)  
and B. McGlew (Building and Grounds)

Administrators Absent: None

Student Ambassadors Present: S. Rebstock

Student Ambassadors Absent: None

Others: Ms. Townsend

1. **Call to Order** – I. Rogers called the meeting to order at 6:29 p.m.
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Public Comment**-None

**Please note:** The Lisbon Board of Education welcomes comments and suggestions from citizens of the Lisbon community. Citizens who wish to speak with the Board of Education about a particular subject or concern shall be recognized during the public comment portion of the meeting. Each citizen wishing to speak at that time shall be restricted to three (3) minutes. As provided in Robert's Rules of Order, speakers shall be courteous, avoid personal attacks and refrain from the use of vulgarity. Public comment is an opportunity for citizens to bring concerns to the attention of the Board, but not an appropriate time to engage the Board in conversation. The Board may choose to direct the Superintendent to follow up on a matter as warranted.

5. **Correspondence to Board of Education** – None

6. **Report from Lisbon Central School Student Ambassadors** - S. Rebstock reported the 7<sup>th</sup> grade students are learning the following: In Social Studies, she reported they are doing group activities, creating islands. In Language Arts, they are reading Park's Quest. In Math, they are converting fractions in to decimals. In Science, they are learning about food webs and food chains. In Spanish, they are learning how to conjugate ser (to be). They have a quiz tomorrow.

7. **Approval of Minutes**

**Motion:** M. Avery moved to approve the minutes of the September 17, 2018 Regular Board of Education meeting; J. Jencks seconded

**Vote: Unanimous**

**Motion Carried**

8. **Administrators' / Superintendent's Report**

- a) Lisbon Central School – Mr. Brian Apperson provided information to the Board on activities this past month: The Fire Prevention Activities was held on October 11<sup>th</sup> and October 12<sup>th</sup> for grades PreK-3. The students thoroughly enjoy this event every year. He also updated the Board on the PTO Costume Run which raised approximately \$9,000. Mr. Apperson briefly spoke about the PBIS Assemblies, Summer Reading, and Student of the Month for September. Lastly, he discussed the SERC consultant visit on October 9<sup>th</sup>. This consultant spoke with staff and observed students in relation to PBIS. Overall we are doing well with our performance and he will also give some recommendations for additional improvements. Mr. Apperson will update the Board with this additional information at the next meeting.

- b) Special Education –Mrs. Maggie Courter reported on her transition to her position at Lisbon Central School. She has met with the staff and many of the parents since she has arrived here at LCS. People have been very welcoming. Mrs. Courter reported on the status of the Special Education tuition and transportation costs, based on October 1<sup>st</sup> data. Mrs. Keating briefly commented on the updated enrollment in Special Education for October.
- c) Business Office – Mrs. Diana Cormier provided the quarterly cafeteria report and the monthly Medicaid report. She also reported on the status of the Regular Education tuition and transportation costs, based on October 1<sup>st</sup> data.
- d) Building and Grounds –Mr. Brian McGlew will provide an update regarding the LCS physical plant. Last week BT Lindsay started up the boilers, and all are working without any issues. A roof leak was discovered during one of the hard driving rain storms. This roof is under warranty and the contractor has been contacted for an inspection. Mr. McGlew will update the Board when further information is available. Lastly, Mr. McGlew informed the Board that the Fire Marshall preformed his annual inspection, a few issues were found. Mr. McGlew has fixed these items, and the Fire Marshall has approved these fixes.
- e) Information – Mrs. Sally Keating provided an update regarding the Flexible Resource Rooms. Mr. Ian Rogers and Mrs. Judy Jencks suggested during Strategic Planning Meetings that Special Education programs be reviewed. As a result, Flexible Resource Room concept was studied and implemented by the LCS Administration and staff. Many thanks to the entire Board for their support. Mrs. Keating and the Administration are very pleased with the progress of these new programs. The students are greatly benefiting from these rooms. She also discussed recent and upcoming training/PD and possible grant opportunities. She will be attending a workshop at the Preston Elementary School, November 27<sup>th</sup>. This workshop is being hosted by CIRMA. They will be providing valuable information on the “Understanding the Basic of Cyber Risk”. Mrs. Keating and Mrs. Cormier attended a workshop in Hartford to further learn the new Core-CT program for grant payments. Mrs. Keating also updated the Board on the School Security Competitive Grant Program. We will be applying for the grant. She will keep the Board updated on the progress. Lastly, Mrs. Keating updated the Board re: recent hires and vacancies. Currently there is a vacancy for the School Psychologist position. As a temporary measure, services will be done by consultants/contractors.

## 9. Consent Agenda

### a) Approval of Monthly Expenditures

**Motion:** M. Krauss moved to approve monthly expenditures for September 2018, Fiscal Year 2017-2018 in the amount of \$24,498.00; J. Lewerk seconded

**Vote: Unanimous**

**Motion Carried**

**Motion:** M. Krauss moved to approve monthly expenditures for September 2018, Fiscal Year 2018-2019 in the amount of \$454,803.32; M. Avery seconded

**Vote: Unanimous**

**Motion Carried**

### b) Financial Statement

**Motion:** J. Lewerk moved to approve the final financial statement for September 2018, Fiscal Year 2017-2018 as presented by the Administration; J. Jencks seconded

**Vote: Unanimous**

**Motion Carried**

**Motion:** J. Jencks moved to approve the financial statement for September 2018, Fiscal Year 2018-2019 as presented by the Administration; J. Lewerk seconded

**Vote: Unanimous**

**Motion Carried**

**10. New Business / Old Business**

- a) **Acceptance of Employee's Resignation and Possible Action**-Mr. Ian Rogers read a letter of resignation from Mr. John Murch. Mr. Murch has taken a full-time position in a district near his home.

**Motion:** M. Avery moved to accept Mr. John Murch's resignation with regret and to wish him success in the future; J. Jencks seconded

**Vote: Unanimous**

**Motion Carried**

- b) **Acceptance of Employee's Resignation and Possible Action**-Mr. Ian Rogers read a letter of resignation from Mrs. Maria Davila. Mrs. Davila obtained a position in the Norwich School District, near to her home.

**Motion:** M. Avery moved to accept Mrs. Maria Davila's resignation with regret and to wish her success in the future; J. Jencks seconded

**Vote: Unanimous**

**Motion Carried**

- c) **Acceptance of Employee's Resignation and Possible Action**-Mr. Ian Rogers read a letter of resignation from Mrs. Kathy Edmond as the Lisbon Central School Nurse's Aide. Mrs. Edmond obtained a position as the new Secretary for the Lisbon Central School Special Education Department, effective October 29th.

**Motion:** M. Avery moved to accept Mrs. Kathy Edmond's resignation as the Nurse's Aide and to wish her success in her new position; J. Danburg seconded

**Vote: Unanimous**

**Motion Carried**

- d) **Permanent Single Agreement (ED-099) and Possible Action** -Because LCS wishes to continue its partnership with the Child Nutrition Program (CNP), the Board of Education must enter into a new agreement with the CSDE by providing designated signatures on the agreement.

**Motion:** J. Jencks moved to approve Sally Keating, Diana Cormier and Melissa Avery to sign the Permanent Single Agreement (ED099); J. Lewerk seconded

**Voted: Unanimous**

**Motion Carried**

- e) **Discussion re: Policy #5117-Students-Tuition Policy-Designated High School and Possible Action**-Discussion regarding this policy was tabled from last month's meeting. Policy Committee members summarized possible amendments to this policy again this month. No decision to amend this policy was made at this time. The Board would like to table this agenda item again and to discuss with the Board's attorney a few issues and to bring the policy back next month.

- f) **Discussion re: SBAC Scores and Possible Action**-Mr. Brian Apperson and Mrs. Sally Keating discussed additional data as well as some plans to address Math, particularly at the Middle School level. Mrs. Keating and Mr. Apperson expressed praise to all the teachers for students' performance in Language Arts and in the lower level grades for their students' performance in Math. Improvement is needed in Math in grades 5-8. There are plans to improve achievement such as: Use of Professional Days regarding performance analysis with Data Teams; Attendance at a Principal's workshop that focuses on Mathematics and its challenges with Standards; Visits to schools in the area whom performed well, and development of enrichment classes for students who need additional help or who need acceleration. Mrs. Keating and Mr. Apperson will update the Board next month with more information. Additionally, Mrs. Keating recommended to the Board to consider adding a part-time position for a SRBI coordinator for Math for next year's budget.

- g) **Discussion re: Standards Based Report Cards**-Mr. Brian Apperson, Mrs. Maggie Courter, and Mrs. Sally Keating provided a brief presentation regarding Standards Based Report Cards. The benefit of changing to the Standards Based Report Card is that it shows more information than the current report card. It provides specific feedback on students' progress, it helps parents understand what is expected of students at each grade level, it empowers students to take more ownership of their learning, and it helps parents to see their child's strengths and areas of needed improvement. In the near future, a committee will be formed to create a draft card. They are planning to educate the community this year regarding this change and to implement the new report card next year.
- h) **Discussion re: LED Light Project and Possible Action**-Mrs. Keating, Mrs. Cormier and Mr. McGlew presented the latest proposal by Eversource and JK Energy Solutions as a possible solution/compromise to our issues with the project. The parties agreed that there will not be an issue of prepaying off the loan sooner than outlined in their proposal.

**Motion:** J. Lewerk moved to accept the proposal as outlined in the email from Eversource, dated September 25, 2018, with the additional language from the original proposal which does not negate the recent terms; M. Krauss seconded

**Vote: Unanimous**

**Motion Carried**

- i) **Update re: Natural Gas Hook-up** -Mr. Brian McGlew provided an update regarding the natural gas hook-up in Lisbon. He spoke to First Selectman Thomas Sparkman and the First Selectman stated that there are no new updates to provide at this time in regards to this subject. He will provide the Board with any updates as they become available.
- j) **Update re: The LCS Oil Tank Replacement Project**-Mr. Brian McGlew provided an update regarding this project. Tom Walsh with True Blue Environment Inc., informed the Building Committee members there is no longer a need for a day tank. The contractor made the final connections to the boilers, a test was made and the system is working correctly. There are a few minor punch list items to complete within the week. This project is nearing its conclusion and overall, it has gone well.
- k) **Discussion re: An Attorney Client Communication re: Steps for Addressing a Secondary School Matter (Proposed Executive Session)** - This agenda item needs to be moved to Executive Session, immediately following Agenda Item #14 Public Comment.

**Motion:** J. Jencks moved to move Agenda Item 10 (k) Discussion re: An Attorney Client Communication re: Steps for Addressing a Secondary School Matter to Executive Session, immediately following Agenda Item # 14 Public Comment; J. Lewerk seconded

**Vote: Unanimous**

**Motion Carried**

11. **Committee Reports** – Optional
12. **Additions to the Agenda**-None-During this Special Board Meeting, no additions can be added.
13. **Next Agenda Planning**-Mrs. Sally Keating's evaluation, Math update and Policy #5117.1-Students-Tuition Policy- Designated High School
14. **Public Comment**-None

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**Motion:** M. Krauss moved to enter into Executive Session and to invite Mrs. Sally Keating to discuss Agenda Item 10(k) Discussion re: An Attorney Client Communication re: Steps for Addressing a Secondary School Matter; J. Jencks seconded

**Vote: Unanimous**

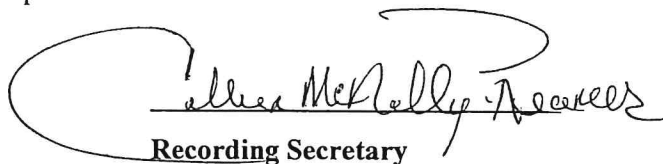
**Motion Carried**

The Board entered into Executive Session at 9:04 pm

The Board ended Executive Session at 9:11pm

15. **Adjournment**-The meeting adjourned at 9:12pm

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**Approved**

  
**Recording Secretary**

RECEIVED FOR RECORD AT LISBON

CT ON 10/29/2018 AT 2:10 pm

ATTEST. LAURIE TIROCCHI, TOWN CLERK

