

Lisbon Board of Education

Lisbon, Connecticut 06351

Special Board of Education Minutes

Monday, June 13, 2016

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

Board Members Absent: S. McCabe

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: P. Raposo

Student Ambassadors Absent: O. Avery and C. Siguencia

Others: Ms. Anne Townsend, Mr. Brian McGlew and Mr. Joyce from Kingspan

1. **Call to Order** – I. Rogers called the meeting to order at 6:30 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** –

P. Raposo reported that her summer has begun and she has been swimming in her pool.

7. **Approval of Minutes**

Motion: J. Lewerk moved to approve the minutes of the May 16, 2016 Regular Board of Education with the following correction noted: "The Board meeting minutes should be noted as Regular Board of Education Minutes instead of Special Board of Education Minutes; J. Marshall seconded

Vote: **Unanimous**

Motion Carried

8. Administrators' / Superintendent's Report

- a) Lisbon Central School – Mrs. Megan Jenkins reported to the Board of the great job Ms. Townsend, Mrs. Baldwin and mainly the 5th grade students did with the front entrance flower beds. They also repainted the sign at the front entrance. Mrs. Jenkins also discussed the Bridge Math training that was done during the last days of school. The teachers stated that the training was extremely helpful and the instructor was very knowledgeable.
- b) Special Education –Mr. David Yellen reported that the desk audit was complete. There are no violations and no recommendations to date. He is confident that the student files are in order and are compliant to the regulations. Mr. Yellen also reported that summer school will begin in a few weeks. There are approximately 28 students enrolled.
- c) Business Office – Mrs. Diana Cormier updated the Board members on the meeting with the LEA regarding the topic of health savings accounts.
- d) Information – Mrs. Sally Keating read the report from Mr. Brian McGlew, Director of Buildings and Grounds. The VAV in the Media Center was malfunctioning. Mr. McGlew called B.T. Lindsay to evaluate the problem. B.T. Lindsay discovered the motor needed to be replaced. There was no cost for this repair for it was under warranty. Mrs. Keating also reported that the well testing company came to collect a water sample after a pump was replaced a few months ago. During this sampling, they discovered a hole in the wall of the well casing. The test was sent out to be analyzed and it came back testing positive with bacteria. The well was treated, the hole is being repaired and the water will be retested in a few weeks. Mrs. Keating informed the Board that the plaque in honor of Mr. Leonard Goldberg has been moved to the Media Center. Mrs. Keating will invite Mr. Goldberg to view the new location. Mrs. Keating discussed the NFA honor test results with the Board. Math appeared to be an area of strength for our students. Mrs. Keating also reported to the Board that Mr. Ian Rogers was honored at the Volunteer Military Appreciation Breakfast last month, at the Coast Guard Academy. Mrs. Keating also asked the Board to consider meeting at 6:00 p.m. instead of 6:30 p.m. for future meetings. Lastly, Mrs. Keating wishes to thank Olivia Avery, Mrs. Megan Jenkins and Mr. Dave Yellen for their important service to the Board meetings this past year. She also thanked Mrs. Jenkins and Mr. Yellen for the good job they did in acting as Interim Principals.

9. Consent Agenda

a) Approval of Monthly Expenditures

Motion: M. Avery moved to approve monthly expenditures for May, Fiscal Year 2015-2016 in the amount of \$389,249.07; D. Rickard seconded

Vote: Unanimous **Motion Carried**

b) Financial Statement

Motion: M. Avery moved to approve the financial statement for May 2016, Fiscal Year 2015-2016 as presented by the Administration; J. Lewerk seconded

Vote: Unanimous **Motion Carried**

c) Transfers

Motion: J. Jencks moved to acknowledge the June 2016 transfer as presented by Administration; J. Marshall seconded

Vote: Unanimous **Motion Carried**

10. New Business / Old Business

- a) Discussion re: Kingspan Energy Solar Project Proposal and Possible Action –**
Mr. Joyce from Kingspan Energy was invited to the Board meeting to further discuss the solar project proposal associated with the CT Green Bank. It was clarified more thoroughly that there would be a cost to Lisbon Central School, if a performance assessment is done and there is a decision made not to proceed with the project. Mr. Joseph Lewerk, Mr. Ian Rogers and Mr. Damian Rickard will explore more options regarding solar projects.

Motion: J. Lewerk moved to rescind to proceed with the assessment with CT Green Bank; J. Marshall seconded

Vote: Unanimous **Motion Carried**

b) Discussion re: Amendments to Policies and Possible Action

- **Policy # 1312.1- Community Relations – Public Complaints**

Motion: J. Marshall moved to waive the 1st read for Policy # 1312.1- Community Relations – Public Complaints; J. Lewerk seconded

Vote: Unanimous **Motion Carried**

Motion: I. Rogers moved to table Policy # 1312.1- Community Relations – Public Complaints; J. Lewerk seconded

Vote: Unanimous **Motion Carried**

- **Policy # 5126 – Students – Awards for Achievement**

Motion: D. Rickard moved to waive the 1st read for Policy # 5126 – Students – Awards for Achievement; J. Lewerk seconded

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

Motion: J. Jencks moved to approve the amendment for Policy # 5126 – Students – Awards for Achievement; D. Rickard seconded

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

- **Policy # 5131.5 – Students – Vandalism**

Motion: J. Lewerk moved to waive the 1st read for Policy # 5131.5 – Students – Vandalism; J. Marshall seconded

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

Motion: J. Lewerk moved to approve the amendment for Policy # 5131.5 – Students – Vandalism; J. Marshall seconded

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

- **Policy # 5141.231/4118.231 – Students/Personnel –Certified and Non-Certified - Psychotropic Drug Use**

Motion: D. Rickard moved to waive the 1st read for Policy # 5141.231/4118.231 – Students/Personnel –Certified and Non-Certified – Psychotropic Drug Use; J. Marshall seconded

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

Motion: J. Lewerk moved to approve the amendment for Policy # 5141.231/4118.231 – Students/Personnel –Certified and Non-Certified – Psychotropic Drug Use; M. Avery seconded

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

- **Policy # 6000 – Instruction – Concepts and Roles in Instruction**

Motion: D. Rickard moved to waive the 1st read for Policy # 6000 – Instruction – Concepts and Roles in Instruction; J. Jencks seconded

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

Motion: J. Lewerk moved to approve the amendment for Policy # 6000 – Instruction – Concepts and Roles in Instruction; J. Jencks seconded

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

- c) **Discussion re: 2015-2016 Budget Projections and Possible Action** – Mrs. Diana Cormier discussed the projections for the 2015-2016 Budget. There are outstanding bills but Mrs. Cormier believes the projections are in line from previous discussions. There was also discussions between the Board and Administration, which resulted in a decision made by the Board members to purchase the following equipment in the following order: 1st – A/C classroom units, 2nd – Refrigerator for the kitchen and 3rd – Trane Unit for the roof.

Motion: J. Jencks moved to approve the purchase of the equipment in the order noted above; D. Rickard seconded

Vote: **Unanimous**

Motion Carried

- d) **Discussion re: 2016-2017 Budget and Possible Action** – Administration led the discussion regarding the unforeseen challenges that have already arisen for next year in terms of budget. There has already been movement of students mostly in the area of special education. This may influence tuitions and transportation. It is too soon to know the final impact these changes will have on the 2016-2017 budget.
- e) **Discussion re: 2017-2018 Budget and Possible Action** – Mrs. Judy Jencks led the discussion regarding the 2017-2018 budget. She asked the Board members to start thinking about future needs and support for the Lisbon School district. Mrs. Jencks agrees with the Five Year Plan Committee assisting with this plan for the district's future.
- f) **Discussion re: Plaques of Honor and Possible Action** – Mrs. Megan Jenkins updated the Board regarding the status of the plaques of honor proposal. She went to Town Hall and asked if the information was available in the Annual Town Reports. The information is available and data will be completed this summer accordingly.
- g) **Discussion re: CCAT Contracts and Possible Action** – The Managed Support Services contract with CCAT is scheduled for renewal. The annual contract cost for 07/01/16-06/30/17 is \$45,696.00. This is a 3% increase from last year's cost.

Motion: J. Lewerk moved to approve the renewal of the 07/01/16-06/30/17 Managed Support Services contract with CCAT at a cost of \$45,696.00; J. Marshall seconded

Vote: **Unanimous**

Motion Carried

Mr. Ian Rogers led the discussion relating to a renewal contract for hosting services with CCAT. There are program conflicts between Windows 7 and Lunch Box, the cafeteria program. CCAT is working on possible solutions to resolve this conflict. Future discussions will be held regarding the status of this work.

- h) **Discussion re: Addendum to the 2016-2019 Contract Between Lisbon Board of Education and the Lisbon Education Association and Possible Action** – The Board reviewed the addendum to the 2016-2019 contract between the Lisbon BOE and the LEA. This addendum addresses the amendment of Article VI - Fringe Benefits.

Motion: J. Lewerk moved to ratify the addendum to the 2016-2019 contract between the Lisbon BOE and the LEA which addresses the amendment of Article VI – Fringe Benefits; J. Marshall seconded

Vote: Unanimous Motion Carried

- i) **Discussion re: Singleton Contracts (Proposed Executive Session) and Possible Action** – This item needs to be moved to Executive Session, immediately following Public Comment.

Motion: D. Rickard moved to move Agenda Item 10 (i) Discussion re: Singleton Contracts to Executive Session, immediately following Public Comment M. Avery seconded

Vote: Unanimous Motion Carried

11. Committee Reports – None

12. Next Agenda Planning - None

13. Public Comment - None

Please see statement above regarding Public Comment procedures/protocol.

Motion: M. Avery moved to enter into executive Session and to invite Mrs. Sally Keating, Mr. David Yellen and Mrs. Diana Cormier to discuss Agenda Item (10i) Discussion re: Singleton Contracts; J. Jencks seconded

Vote: Unanimous Motion Carried

The Board entered into Executive Session at 8:35 p.m.

The Board ended Executive Session at 8:55 p.m.

Motion: J. Lewerk moved to accept as presented the contract for Michael Rossi; J. Jencks seconded

Vote: Unanimous Motion Carried

Motion: J. Marshall moved to accept as presented the contract for Linda Beams; J. Lewerk seconded

Vote: Unanimous Motion Carried

Motion: J. Marshall moved to accept as presented the contract for Courtney Kinmonth; J. Jencks seconded

Vote: Unanimous Motion Carried

Motion: J. Lewerk moved to accept as presented the contract for Laura Gray; J. Marshall seconded

Vote: Unanimous Motion Carried

Motion: D. Rickard moved to accept as presented the contract for Jasmine Barss; J. Marshall seconded

Vote: Unanimous

Motion Carried

Motion: D. Rickard moved to accept as presented the contract for Erica Reed; J. Marshall seconded

Vote: Unanimous

Motion Carried

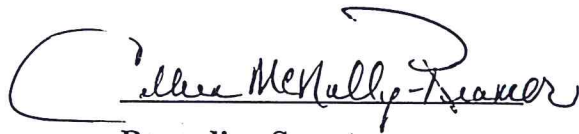
Motion: J. Lewerk moved to accept as presented the contract for Rebecca Lang; J. Marshall seconded

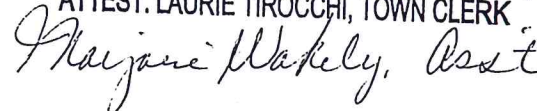
Vote: Unanimous

Motion Carried

14. **Adjournment**-The meeting adjourned 8:57 p.m.

Approved


Recording Secretary

RECEIVED FOR RECORD AT LISBON
CT ON 06/16/16 AT 12:45pm
ATTEST. LAURIE TIROCCHI, TOWN CLERK
 Asst