

Lisbon Board of Education

Lisbon, Connecticut 06351

Regular Board of Education Minutes

Monday January 22, 2017

Board Members Present: J. Jencks, J. Danburg, D. Nowakowski,
M. Avery, M. Krauss, J. Lewerk, S. McCabe and J. Marshall

Board Members Absent: I. Rogers

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

Administrators Absent: None

Student Ambassadors Present: P. Raposo and S. Rebstock

Student Ambassadors Absent: None

Others: Mr. Davidson

1. **Call to Order** – J. Jencks 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** –The Board reviewed correspondence received from Mr. Steve Brown which thanked the Board of Education for supporting the 2017-2018 Student Ambassador Program.

6. **Report from Lisbon Central School Student Ambassadors** –

P. Raposo reported the 8th grade students are learning the following: In Social Studies, she reported they are discussing the Constitution. They began a project by dividing their classroom into small groups and created their own nations with their own Constitutions. In Language Arts, they have a book report due January 31st, they are working on "Our City of Ember" packets and they did a research paper and timeline that was due last week. In Math, they are learning about functions. In Spanish, they are learning forms of "tener" (to have). In Science, she reported they are working on their first CER(Claim, Evidence, Reasoning) report and are learning about "does mass affect momentum"? Lastly, she reported there is the NFA registration due January 29th.

S. Rebstock reported the 6th grade students are learning the following: In Science, they are learning about matter and atoms and they just finished learning about density. In Math, she reported they are learning about ratios and proportions. In Language Arts, they are doing a book sharing project which is due Jan. 13th. They also had a project that they created a "hamburger" out of construction paper and lastly, they are working on story elements and punctuation. In History, she reported they watched the movie "The last Samurai" and are learning about Japan.

7. Approval of Minutes

Motion: S. McCabe moved to approve the minutes of the December 18, 2017 Regular Board of Education Meeting; J. Lewerk seconded

Vote: Unanimous

Motion Carried

8. Administrators' / Superintendent's Report

- a) Lisbon Central School – Mr. Brian Apperson reported on the new staff, interns and student teachers that began in January. He also provided a flyer that was created by staff and classrooms labeled “LCS Kind is Cool”. The students and staff have worked very hard on promoting kindness to others. The Administrators are very proud of these accomplishments.
- b) Special Education –Mrs. Alison Orcutt discussed the updated enrollment numbers in special education. She provided an update regarding NAEYC. There will be one site visit between January 29th and February 16th for the Accreditation process. She and her staff along with the Administrators have worked very hard in preparing for these visits and believe that it will go smoothly.
- c) Business Office – Mrs. Diana Cormier provided information on the quarterly cafeteria report. She and Mr. Rossi will continue to update the Board throughout the year.
- d) Building and Grounds – Mr. Brian McGlew provided an update regarding the physical plant at LCS. The Sprinkler and Fire Alarm inspection went well but the back-up batteries must all be replaced with an estimated cost of \$500.00. A pulley was replaced this week on the cafeteria equipment which cost \$95.00. Lastly, Mr. McGlew reported they also have been busy with winter snow removal.
- e) Information – Mrs. Sally Keating discussed the recent Partnership Meeting at NFA. She and other Superintendents asked NFA to consider tuition cost for the upcoming budget year to be between 1% to 2% over the 2017-2018 tuition. Mr. Klein stated that for now, 2% can be utilized for planning purposes. She also had a meeting in the Franklin District with other local Superintendents. This was an opportunity to meet the new Superintendents in the local districts and to discuss common topics such as budgets, resource sharing option ideas, etc. It was a very productive meeting. Lastly, Mr. Sean McKenna has invited all Administrators and Board members to the Griswold Board of Education meeting on Monday, February 12th at 6:00 p.m. They will host a presentation by the CT School Finance Project which aims “to build knowledge about how the current school funding system works”.

9. Consent Agenda

- a) Approval of Monthly Expenditures

Motion: M. Avery moved to approve monthly expenditures for December 2017, Fiscal Year 2017-2018 in the amount of \$844,118.21; J. Marshall seconded.

Vote: Unanimous

Motion Carried

- b) Financial Statement

Motion: M. Avery moved to approve the financial statement for December 2017, Fiscal Year 2017-2018 as presented by the Administration; M. Krauss seconded.

Vote: Unanimous

Motion Carried

10. New Business / Old Business

- a) **Presentation and Discussion re: Robot Mice** – Mr. Michael Davidson provided a brief informative presentation regarding Robot Mice, a STEAM activity, which he has been implementing with 1st grade teachers and student. During this presentation he expressed that the 1st grade students did extremely well with these activities. Part of this learning exercise, Mr. Davidson recruited older students to assist with these lessons and the collaboration went very well. He will begin working with the kindergarten students in the near future.

- b) **Acceptance of Employee Resignation and Possible Action** – Mr. Jonathan Coleman, a custodian, submitted his resignation, effective January 3, 2018.

Motion: M. Krauss moved to accept Mr. Jonathan Coleman's resignation with regret and to wish him success in the future; J. Marshall seconded

Vote: Unanimous

Motion Carried

- c) **Discussion re: 2017-2018 Budget Projections and Possible Action**– Mrs. Diana Cormier and Mrs. Sally Keating led this discussion. Mrs. Cormier presented information on the current budget situation. There have been some unanticipated changes which have affected the budget. Administration will continue to update the Board as the year progresses.
- d) **Discussion re: Possible Lisbon Purchasing and Competitive Bidding Ordinance and Possible Action** – Mrs. Sally Keating provided the Board with the Town's possible Lisbon Purchasing and Competitive Bidding Ordinance policy for discussion. The Board decided to wait for possible revisions from the Board of Finance before responding to this topic.
- e) **Update re: Trimester Scheduling and Possible Action** – Mrs. Sally Keating and Mr. Brian Apperson provided an update regarding the implementation of trimester scheduling beginning next year. They have presented the information to both staff and parents, via meetings and newsletters. There has been a positive response. They will present the 2018-2019 calendar, with trimester scheduling, at the next Board meeting for approval.
- f) **Update re: LCS Oil Tank Replacement Project** – Members of the LCS Oil Tank Replacement Project Building Committee issued a "Letter of Intent" to True Blue Environmental Services, Inc. regarding the utilization of their services. This was done this past week. The project is still projected to be done in June 2018.
- g) **Update re: Medicaid Account and Possible Action** – On behalf of Mr. Ian Rogers, Mrs. Sally Keating updated the Board regarding the status of the request made to the Town regarding setting up a Medicaid Account. Mrs. Ali Orcutt informed the Board regarding upcoming training re: Medicaid.
- Motion:** M. Krauss moved to have our Board Chair, Mr. Ian Rogers clarify with the Board of Finance Chair, that the Town set up a Medicaid Account, per CT State Statute, by March 15, 2018; J. Lewerk seconded.
- h) **Discussion re: Weather-Related Issues and Possible Action** – Mrs. Sally Keating reviewed the status of the current snow days. Mr. Brian Apperson and Mrs. Sally Keating provided a possible scenario for one make-up day. One of the possible make-up days may be to utilize March 9th which is currently a full Professional Day for teachers only and change this day to a half day for students and the remaining afternoon as a Professional Day. The Board agreed to leave this decision to the Administrators.

11. **Committee Reports** - None

12. **Additions to the Agenda**- None

13. **Next Agenda Planning** – Revisit the Possible Purchasing Ordinance and the Medicaid Account

14. **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.

15. **Adjournment** The meeting adjourned 7:45 p.m.

RECEIVED FOR RECORD AT LISBON

Approved

CT ON 1/25/18

AT 7:45pm

Recording Secretary

ATTEST. LAURIE TIROOCHI, TOWN CLERK

Laurie Tiroochi

Allen McNally-Reader