

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

**Board of Education Minutes**  
**Monday, November 27, 2012**  
**Regular Board Meeting – 6:30 p.m.**

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

Board Members Absent: None

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

Administrators Absent: None

Student Ambassadors Present: B. Cormier, S. Way

Student Ambassadors Absent: L. LePage

Others: K. Lang, LCS Girls Soccer Team, L. Gallagher, J. Kral, S. Taskoski, M. Lewerk, J. Yuen

1. **CALL TO ORDER** – Chair R. Baah called the meeting to order at 6:33 p.m.

2. **ROLL CALL**

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

4. **ELECTION OF OFFICERS**

**MOTION:** M. Krauss moved to nominate R. Baah as Board of Education Chairman. Seconded by J. Lewerk.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

**MOTION:** R. Rogers moved to nominate J. Marshall as Board of Education Vice-Chair. Seconded by I. Rogers.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

**MOTION:** R. Rogers moved to nominate M. Krauss as Board of Education Secretary. Seconded by M. Burelle.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

5. **PUBLIC COMMENT** – None

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

B. Cormier reported that in Environmental Science the students are brainstorming and discussing ideas for Florida. The top idea right now is the wood recycling problem at Home Depot where they do not recycle their leftover wood scraps. The second idea is about throwing away medicine down sinks and toilets. This is bad for the environment because of water contamination and some medicines can alter the way fish act. Parent/Teacher conferences were held on November 15<sup>th</sup> and 16<sup>th</sup>. The conferences went smoothly and quickly using the new format for students in 6<sup>th</sup> through 8<sup>th</sup> grade.

S. Way reported that the 7<sup>th</sup> grade students are learning about domains in Science, composite and prime numbers in Math and economics in Social Studies.

## **7. APPROVAL OF MINUTES**

**MOTION:** I. Rogers moved to approve the minutes of the October 15, 2012 Regular Board of Education Meeting as presented; J. Lewerk seconded.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

**MOTION:** I. Rogers moved to approve the minutes of the October 22, 2012 Special Board of Education Meeting as presented; J. Lewerk seconded.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

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

- a) B. Austin reported that LEARN will be running the CMT Jamboree for students in grades 3, 4 and 5 again this year. The CMT Jamboree seeks to improve students' CMT scores in math, reading and writing. They are giving LCS 30 spots like they did last year. There are 6 Saturdays that the students must attend. The SSP, which is the school success plan is an individual student driven plan that has been developed at LCS to address every student's needs and interests to help students stay connected to school and to achieve postsecondary educational and career goals. A part of this plan was to get our students in 6<sup>th</sup>, 7<sup>th</sup> and 8<sup>th</sup> grade involved and take ownership of the grades they earned. Therefore, we had a different format with regards to Parent/Teacher conferences this semester. The student was involved with the conference explaining to his/her parents why they received the grades they did. Also, the students set two goals that they will work towards for the second semester. Literacy Night was a huge success. It was held on the 26<sup>th</sup> of October. There was a packed house of students from PK through 5<sup>th</sup> grade. The evening ended with a professional storyteller. Thank you to all the teachers from those grades who came out and definitely Mrs. Jenkins who coordinated the program. Miss Snyder coordinated 3 Thanksgiving baskets for families in need. Money came from the office staff, administration and the Jeans money. We are beginning the Adopt a Family process for Christmas. B. Austin introduced the LCS Girls League Championship Soccer Team. They are coached by Mrs. Lang and Miss Nuesch. The team presented a plaque to the Board of Education to be placed in the trophy case. B. Austin introduced the 8<sup>th</sup> grade class officers to the Board. They are: Joyce Yuen – Treasurer, Margaret Lewerk – Secretary, Sara Taskoski – Vice President and Jacqueline Kral – President.
- b) K. Graves discussed AIMSWeb and the Data Team process.
- c) L. Slocum discussed IEP changes as well as family resources.
- d) D. Cormier discussed the 2013 – 2014 budget timeline and format.
- e) S. Keating read a report from Mr. Brian McGlew with regards to maintenance. Brooks Environmental will be here to do the five year radon testing. A letter was sent out to the staff letting them know that the testing will start on Tuesday, November 27<sup>th</sup> and end on Friday, November 30<sup>th</sup>. This is a state required test. S. Keating stated that the Director of Buildings and Grounds and the Custodians do a great job. S. Keating also updated the Board regarding Connecticut's System for Education Evaluation and Development (SEED). A detailed presentation will be given at the December Board of Education meeting. NFA held its 30<sup>th</sup> annual Spelling Bee on Tuesday, November 20<sup>th</sup>. Sydney Mauer – 11<sup>th</sup> grade, Olivia Krauss – 10<sup>th</sup> grade and Normand Manning – 10<sup>th</sup> grade competed along with Moira Lewerk who was the top 11<sup>th</sup> grade speller and Matthew Arremoy who was the top 10<sup>th</sup> grade speller. Congratulations!

## **9. CONSENT AGENDA**

**MOTION:** I. Rogers moved to approve the monthly expenditures for October 2012, Fiscal Year 2011-2012 in the amount of \$45,039.46; J. Lewerk seconded.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

**MOTION:** I. Rogers moved to approve the final expenditures for Fiscal Year 2011-2012 in the amount of \$1,466.00; J. Lewerk seconded.

**VOTE:** UNANIMOUS **MOTION CARRIED**

**MOTION:** I. Rogers moved to approve the monthly expenditures for October 2012, Fiscal Year 2012-2013 in the amount of \$692,743.33; J. Lewerk seconded.

**VOTE:** UNANIMOUS **MOTION CARRIED**

**MOTION:** I. Rogers moved to approve the financial statement for October 2012, Fiscal Year 2011-2012 as presented by the Administration; J. Lewerk seconded.

**VOTE:** UNANIMOUS **MOTION CARRIED**

**MOTION:** I. Rogers moved to approve the final financial statement for Fiscal Year 2011-2012 as presented by the Administration; J. Lewerk seconded.

**VOTE:** UNANIMOUS **MOTION CARRIED**

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

**VOTE:** UNANIMOUS **MOTION CARRIED**

#### **10. NEW BUSINESS / OLD BUSINESS**

- a) Committee List Appointments – The list of appointments to committees were reviewed and updated.
- b) Acceptance of Letter of Resignation – R. Baah read a letter from Penny Allyn indicating that she is stepping down from her position on the Board of Education.

**MOTION:** M. Krauss moved to accept with regret Penny Allyn's letter of resignation from her position on the Board of Education. J. Marshall seconded.

**VOTE:** UNANIMOUS **MOTION CARRIED**

- c) Discussion and Possible Action re: Pay Rate Increases for Cafeteria Staff – S. Keating discussed with the Board the recommendation of a pay increase for the cafeteria staff.

**MOTION:** R. Rogers moved to approve a 3% pay rate increase for the cafeteria staff for the 2012-2013 school year and to make this increase retroactive to the beginning of this school year. J. Marshall seconded.

**VOTE:** Yes – J. Lewerk, J. Marshall, R. Rogers, R. Baah, I. Rogers, M. Krauss, J. Jencks  
Abstain – M. Burelle **MOTION CARRIED**

- d) Discussion and Possible Action re: Pay Rate Increases for Daycare Staff – S. Keating discussed with the Board the recommendation of a pay increase for the daycare staff.

**MOTION:** J. Marshall moved to approve a 3% pay rate increase for the cafeteria staff for the 2012-2013 school year and to make this increase retroactive to the beginning of this school year. M. Krauss seconded.

**VOTE:** Yes – J. Lewerk, J. Marshall, M. Burelle, R. Baah, I. Rogers, M. Krauss, J. Jencks  
Abstain – R. Rogers **MOTION CARRIED**

- e) Policy Draft (Policy for Adoption) #1312.1 Community Relations – Public Complaints – Instructional and Personnel – M. Krauss reviewed the policy with the Board.

**MOTION:** J. Lewerk moved to waive the first read of Policy #1312.1 Community Relations – Public Complaints – Instructional and Personnel; I. Rogers seconded.

**VOTE:** UNANIMOUS **MOTION CARRIED**

**MOTION:** J. Lewerk moved to adopt Policy #1312.1 Community Relations – Public Complaints – Instructional and Personnel as presented; J. Marshall seconded.

**VOTE:** UNANIMOUS **MOTION CARRIED**

- f) Amendment to Policy #1312 Community Relations – Public Complaints – M. Krauss reviewed with the Board that this policy is being amended/changed to #1312.2 Community Relations – Transportation Complaints.

**MOTION:** J. Lewerk moved to waive the first read of Policy #1312.2 Community Relations – Transportation Complaints; J. Marshall seconded.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

**MOTION:** J. Lewerk moved to approve the amendment to Policy #1312.2 Community Relations – Transportation Complaints as presented; J. Marshall seconded.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

- g) Discussion and Possible Action re: HEART/WRERA Amendment – S. Keating explained to the Board certain changes are required to be made to our 403(b) plan document in accordance with recent IRS guidance concerning Heroes Earnings Assistance and Relief Tax Act of 2008 (HEART) and the Worker, Retiree and Employer Recovery Act of 2008 (WRERA).

**MOTION:** I. Rogers moved to approve the required changes to our 403(b) plan document, in accordance with recent IRS guidance concerning HEART and WRERA; M. Krauss seconded.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

- h) Attorney-Client Privilege Communication

**MOTION:** R. Rogers moved to move Agenda Item #10(h) Attorney-Client Privilege Communication to Executive Session to be held at the end of the Board meeting after Agenda Item #14; J. Lewerk seconded.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

- i) Discussion re: Board of Education Topic Related to Negotiations

**MOTION:** R. Rogers moved to move Agenda Item #10(i) Discussion re: Board of Education Topic Related to Negotiations to Executive Session to be held at the end of the Board meeting after Agenda Item #14; J. Lewerk seconded.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

11. COMMITTEE REPORTS – None

12. ADDITIONS TO THE AGENDA – None

13. NEXT AGENDA PLANNING – School Readiness  
CAPT Scores  
Committee Annual Reports

14. PUBLIC COMMENT – None

**MOTION:** M. Krauss move to enter into Executive Session and to invite L. Slocum and S. Keating to discuss Agenda Item #10(h) Attorney-Client Privilege Communication and to enter into Executive Session with Board members only to address Agenda Item #10(i) Discussion re: Board of Education Topic Related to Negotiations.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

The Board entered into executive session at 8:00 pm.

The Board ended Executive session at 8:45 pm.

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

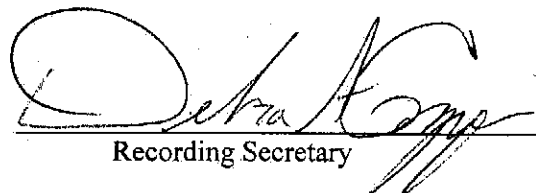
**15. ADJOURNMENT**

**MOTION:** M. Krauss moved to adjourn the meeting at 8:50 p.m.; J. Marshall seconded.

**VOTE:** UNANIMOUS

**MOTION CARRIED**

Respectfully Submitted,

  
Recording Secretary

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Approved

RECEIVED FOR RECORD AT LISBON  
CT ON 11/28/2012 AT 12:30pm  
ATTEST. LAURIE TIROCCHI, TOWN CLERK