

Lisbon Board of Education

Lisbon, Connecticut 06351

Regular Board of Education Minutes

Monday, November 30, 2020

6:30 p.m.

Lisbon Central School

Library / Media Center

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

Board Members Absent: L. Baah

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

Administrators Absent: None

Student Ambassadors Present: A. Cuff and B. Nowakowski

Student Ambassadors Absent: D. Jeffs

Others: Mr. Joseph Cuff

1. **Call to Order**-M. Krauss called the meeting to order at 6:30 p.m.

2. **Roll Call**

3. **Pledge of Allegiance**

4. **Election of Officers –**

Motion: M. Avery moved to nominate M. Krauss as Board of Education Chairperson; J. Jencks seconded

Vote: Unanimous

Motion Carried

Motion: M. Avery moved to nominate J. Jencks as Board of Education Vice-Chair; J. Lewerk seconded

Vote: Unanimous

Motion Carried

Motion: J. Marshall moved to nominate M. Avery as Board of Education Secretary; J. Lewerk seconded.

Vote: Unanimous

Motion Carried

5. **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.

6. **Correspondence to Board of Education –** Mrs. Melissa Krauss read Mr. Brown's letter to the Board thanking them for supporting the Student Ambassador Program.

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

B. Nowakowski reported that the 8th grade students are learning the following: In Language Arts, he reported they have just finished their first thesis and will start their December book report shortly. In Math, they are working on graphs and slopes. In Science, they are learning about speed and velocity. In Social Studies, they are learning about the Boston Massacre and other injustices in colonial times. In Spanish, they are working on weather. Lastly, he reported that the eighth grade class participated in a virtual meeting with two NFA representatives and most students cannot wait to join them next year.

A. Cuff reported that the 6th grade students are learning the following: In Language Arts, she reported they are reading the book “The Egypt Game”, which is about a creepy professor who owns an antique shop. In Math, they are learning how to divide mixed numbers, improper fractions, and fractions. She commented that it was hard at first, but she now understands it better. In Science, they are learning about the bones in their bodies. They are also finishing dissecting frogs, which at first, she thought would be gross, but now really enjoys it. In Social Studies, they are learning Ancient Greece and their Gods and Goddesses, including the heroes, such as Hercules. In Art, they are making Ancient Greece portraits. She is going to do Aphrodite, the goddess of love.

8. Approval of Minutes

Motion: J. Marshall moved to approve the minutes of the October 19, 2020 Regular Board of Education meeting; J. Lewerk seconded

Vote: Unanimous

Motion Carried

9. Administrators' / Superintendent's Report

- a) Lisbon Central School – Mr. Brian Apperson provided information regarding the following: The Parent/Teacher conferences will be done differently this year. The meetings will be done either by telephone or as a virtual meeting. He also discussed the Red Ribbon Spirit Week that took place Oct. 26th-Oct. 20th. This event teaches the students to make good decisions and encourages them to lead a healthy and drug free lifestyle. He credited Mrs. Fabry for doing a great job organizing the different events during that week. He also talked about the PTO sponsored Truck or Treat event held on Oct. 31st. This too was done differently this year due to COVID-19. It was a drive thru event and there was a good turnout. Next, he announced the October Student of the Month kids. Mr. Apperson also announced that one of our talented students, Fiona Hood, won the local Lisbon Lion Club Peace Poster contest. Lisbon is very proud of her. Mr. Apperson went on to say that, Resident State Trooper Adams came to our school to talk with our students about the importance of internet safety. The students were very engaged. Lastly, Mr. Apperson talked about our PBIS program. This program changed slightly regarding the awards given to students for positive behavior.
- b) Special Education –Mr. Scott Trepanier discussed the enrollment numbers in Special Education. He also discussed the PMT training for sixteen special education staff members.
- c) Business Office – Mrs. Diana Cormier provided updated information on the Medicaid Account. She also updated the Board regarding the training she and the Business Manager from Stonington did with Infinite Visions regarding budget accounts. She will be doing another two-day training at the end of December to process the 2020 W-2's and 1099 forms. She also reported that the auditors are still gathering information for the annual report. Lastly, Mrs. Cormier reported that she is doing research about rejoining the E-Rate Program. It will cost approximately \$2,000.00 to join and part of her research is to see if joining the E-Rate Program is cost effective when looking at the overall benefit.
- d) Building and Grounds – Mr. Brian McGlew provided a report regarding the LCS physical plant. He informed the Board that A.L. Fire Protection came to do the fuel pump inspection and their findings were good. He also reported on the scheduled Aqua Compliance visit that was conducted for the yearly cross connection survey on the LCS water. This too went well.
- e) Information – Mrs. Sally Keating provided a report on the following: Mrs. Sally Keating began by stating that of the 10 substitutes that we currently have, only 2 have been available to cover absences. There is a shortage of substitutes. Due to this shortage school closures may occur in addition to possible closure due to COVID-19 related issues. She next reported that we currently have 13.92% of fully remote students. All other students are attending in-person, 4 days a week. She also announced that there would not be any sports events during December due to COVID-19. She will revisit this topic in January based on DPH and CDC information. Lastly, Mrs. Keating informed the Board of an incident that took place during an NFA virtual meeting related to highlighting the high school as a choice for our eight grade students. Within this meeting, some inappropriate language took place. The parents of the students who attended this meeting were informed immediately.

10. **Consent Agenda**

a) Approval of Monthly Expenditures

Motion: J. Lewerk moved to approve monthly expenditures for October 2020, Fiscal Year 2019-2020 in the amount of \$14, 991.79; J. Marshall seconded

Vote: Unanimous

Motion Carried

Motion: J. Marshall moved to approve monthly expenditures for October 2020, Fiscal Year 2020-2021 in the amount of \$1,163,986.33; J. Lewerk seconded

Vote: Unanimous

Motion Carried

b) Financial Statement

Motion: M. Avery moved to approve the financial statement for October 2020, Fiscal Year 2019-2020 as presented by the Administration. This is the final report for this budget year, returning \$12,554.37 to the Town; J. Marshall seconded

Vote: Unanimous

Motion Carried

Motion: J. Lewerk moved to approve the financial statement for October 2020, Fiscal Year 2020-2021 as presented by the Administration; M. Avery seconded

Vote: Unanimous

Motion Carried

c) Transfers – Mrs. Diana Cormier reported regarding the transfers.

Motion: J. Lewerk moved to acknowledge the October 2020 transfers as presented by Administration; M. Avery seconded

Vote: Unanimous

Motion Carried

11. **New Business / Old Business**

a) **Discussion re: Committee List of Appointments and Possible Action-** The new committee list of appointments was updated and will be filed with the November minutes.

b) **Approval of 2020 Schedule of Board of Education Meetings-** The 2021 Schedule of Board of Education Meetings has been reviewed and approved. This schedule will be filed with the Town Clerk with the November minutes.

Motion: J. Lewerk moved to approve the 2021 Schedule of Board of Education Meetings; J. Jencks seconded

Vote: Unanimous

Motion Carried

c) **Discussion re: Technology Services and Possible Action** – Mrs. Sally Keating explained that the Administrators have begun a discussion with Novus regarding their services for next year. There were some issues/concerns that were addressed with Mr. Dan Salazer. Mrs. Keating discussed Lisbon Central School’s expectations. Mrs. Keating and Mr. Apperson will monitor that our concerns are addressed for the remaining school year, and into next school year.

d) **Discussion re: Revision of LCS Website** – Mrs. Megan Jenkins has been working with Mr. Scott McCabe on ideas regarding our website. She also has begun exploring other school websites. Mr. Brian Apperson and Mrs. Keating discussed with Novus regarding their assistance with this, but it would possibly be an added cost if Novus had the opportunity and time to do it. Mr. Scott McCabe also stated that there are many options to choose from which would small monthly fees. They will continue to update the Board of their progress in researching all options.

- e) **Discussion re: Marketing Brochure for Lisbon School District** – Mr. Brian Apperson and Mrs. Sally Keating have had one meeting with LEARN personnel regarding Marketing Brochure. Mr. Apperson summarized ideas discussed with LEARN to place in our brochure. Once a final draft is created, they will share it with the Board.
- f) **Discussion re: Make-Up of Snow Days and Possible Action** – Mrs. Sally Keating enclosed a memo from Commissioner Cardona regarding the make-up of snow days. In essence, snow days can be made up virtually/remote or in-person. The Board recommended that snow days not be used as virtually/remote learning days.
- g) **Update re: Agreement Between Ledyard School District and Lisbon School District and Possible Action**– Mrs. Sally Keating contacted Superintendent Jay Hartling several times to discuss recent revisions to their purposed Agreement. Mr. Hartling has to review these changes with his Board and will get back to Mrs. Keating soon. This agenda item is tabled until next month.
- h) **Update re: Distance Learning and Possible Action** – Mr. Brian Apperson took the lead on this discussion. He discussed a recent “trial run” for students on Wednesday, November 18th regarding live streaming. He also discussed when live streaming will be utilized and the reasons why. Additionally, he and Mrs. Keating addressed a proposal for remote learning, after the December break when students have returned full time. Mr. Apperson and Mrs. Keating are to keep the Board updated.
- i) **Update re: Funding Associated with COVID-19** – Mrs. Diana Cormier and Mrs. Sally Keating provided the latest update regarding our application for funding for items related to the COVID-19 impact. They reported that LCS received an additional \$88,845. This will be used for additional PPE supplies, temporary custodian staff and access points with Wi-Fi technology.
- j) **Update re: Status of the 2020-2021 Board of Education Budget** – Mrs. Diana Cormier provided a summary of how we are faring with the expenditures thus far concerning this year’s budget. In summary, the budget is in good standing.
- k) **Update re: Status of the Cafeteria Finances** – Mrs. Diana Cormier provided the latest information regarding the current status of the financial situation for our cafeteria. We are still running a deficit, but the future looks hopeful.
- l) **Discussion re: Superintendent’s Evaluation (Proposed Executive Session)** – This agenda item needs to be moved to Executive Session, immediately following Agenda Item # 15, Public Comment

Motion: J. Marshall motioned to move Agenda Item 10(l) Discussion re: Superintendent’s Evaluation (Proposed Executive Session); Approval of Superintendent’s Evaluation, immediately following Agenda Item # 15 Public Comment; J. Jencks seconded

Vote: Unanimous

Motion Carried

- 12. **Committee Reports** – Mrs. Melissa Krauss provided a review on the policies that were new and amended this year.
- 13. **Additions to the Agenda** - None
- 14. **Next Agenda Planning** – Two Policies and Ledyard High School Agreement
- 15. **Public Comment** - None

TOWN OF LISBON

2021 SCHEDULE OF MEETINGS

In accordance with the provisions of Connecticut State Statutes #1-225 notice is hereby given that the regularly scheduled meeting of the

Lisbon Board of Education

Will be held on the following dates:

January	<u>01/25/21</u>	July	<u>07/19/21</u>
February	<u>02/22/21</u>	August	<u>08/16/21</u>
March	<u>03/15/21</u>	September	<u>09/20/21</u>
April	<u>04/19/21</u>	October	<u>10/18/21</u>
May	<u>05/17/21</u>	November	<u>11/29/21</u>
June	<u>06/21/21</u>	December	<u>12/20/21</u>

The above meetings will be held at 6:30 PM in the Lisbon Central School-Library/Media Center in Lisbon.

Signed Melinda Krauss, Chairperson
Melissa Roey, Secretary

Notice:

Chairperson and Secretary of all administrative and executive Boards, Commissions, Agencies, Bureaus of other bodies must file with the Town Clerk not later than January 31st of each year a schedule of regular meetings of such bodies for the ensuing year, and no such meeting may be held sooner than thirty (30) days after the schedule has been filed. Thus, it is imperative that the Chairperson and Secretary of these respective bodies file with the Town Clerk not later than December 15, 2020 a schedule of the regular meetings that will be held in 2021.

**Lisbon School District
Lisbon, CT 06351**

STANDING COMMITTEES

2021

CHAIRPERSON

VICE-CHAIR

SECRETARY

Melissa Krauss

Judy Jencks

Melissa Avery

FINANCE COMMITTEE

Judy Jencks

Melissa Krauss

Joan Marshall

Scott McCabe

HOT LUNCH COMMITTEE

Lauren Baah

Joseph Lewerk

CURRICULUM COMMITTEE

Melissa Avery

Judy Jencks

Joseph Lewerk

David Nowakowski

NEGOTIATION COMMITTEE

Jenny Danburg

Melissa Krauss

Scott McCabe

TRANSPORTATION COMMITTEE

Melissa Avery

Jenny Danburg

Joseph Lewerk

POLICY REVISION COMMITTEE

Melissa Krauss

Joan Marshall

BUILDING AND GROUNDS

Lauren Baah

Joseph Lewerk

TECHNOLOGY COMMITTEE

Lauren Baah

Judy Jencks

Joan Marshall

Scott McCabe

**The Board of Education Chairperson
is ex-officio for all committees.**

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.

Motion: J. Lewerk motioned to enter into Executive Session and to invite Mrs. Sally Keating to discuss Agenda Item 10(l) Discussion re: Superintendent's Evaluation; J. Jencks seconded

Vote: Unanimous

Motion Carried

The Board entered into Executive Session at 8:37 p.m.

The Board ended Executive Session at 8:58 p.m.

16. Adjournment – The meeting adjourned at 8:59p.m.

Approved


Recording Secretary

RECEIVED FOR RECORD AT LISBON
CT ON 12/7/2020 AT 12:15 pm
ATTEST. LAURIE TIROCCHI, TOWN CLERK
Laurie Tirocchi