

Lisbon Board of Education

Lisbon, Connecticut 06351

Regular Board of Education Minutes

Monday, November 29, 2021

6:30 p.m.

Lisbon Central School

Library / Media Center

Board Members Present: J. Jencks, M. Avery, L. Baah, J. Danburg, J. Lewerk, J. Marshall, and D. Nowakowski

Board Members Absent: I. Rogers and K. Vane

Administrators Present: S. Keating (Superintendent), C. Schofield (Business Manager), B. Apperson (Principal), and B. McGlew (Director of Building and Grounds)

Administrators Absent: S. Trepanier (Director of Special Education)

Student Ambassadors Present: A. Cuff

Student Ambassadors Absent: D. Jeffs

Others: Mr. Cuff, Mrs. Jenkins, Mrs. Nolan and Mrs. Smelser

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

2. **Roll Call**

3. **Pledge of Allegiance**

4. **Election of Officers –**

Motion: J. Marshall motioned to postpone the election of officers until next month; L. Baah seconded

Vote: Unanimous

Motion Carried

Motion: J. Lewerk motioned to rescind the postponement of Election of Officers; M. Avery seconded

Vote: Unanimous

Motion Carried

Motion: D. Nowakowski motioned that the Election of Officers be limited to those who are present to accept the nomination or those who previously indicated either in writing or verbal to a fellow Board member, a desire to be nominated for an office; J. Lewerk seconded

Vote: Unanimous

Motion Carried

M. Avery nominated J. Jencks as Board of Education Chairperson. There were no other nominations for Chairperson.

L. Baah nominated J. Marshall as Board of Education Vice-Chair. There were no other nominations for Vice Chair

J. Danburg nominated M. Avery as Board of Education Secretary. There were no other nominations for Secretary.

Stated by J. Jencks, since the offices are uncontested, M. Avery was asked to cast one ballot for each office.

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 –None

7. Report from Lisbon Central School Student Ambassadors –

A. Cuff reported that the 7th grade students are learning the following: In Language Arts, we are reading a book called “The Cay”. The Cay is about a boy named Phillip who lives on an island during World War II. His mother doesn’t like the island they’re on, so she decides to escape to Virginia with Phillip. They get on a ship, and a German Submarine torpedoes the ship. Phillip ends up on a raft with a man in his 70s named Timothy. After being on the raft for a while, Phillip goes blind because of a severe headache he had. They end up finding a cay though, so now Phillip, Timothy, and Stew Cat have a place to set up camp. In Social Studies, we finished our review on the Caribbean islands. Today, we started our unit on the Caribbean South America countries. Caribbean South America consists of Colombia, Venezuela, Guyana, Suriname, and French Guiana. In Spanish, we are practicing their words to describe people. Some words to describe people on the outside are alto, which means tall, bajo, which means short, and rubio, which means blonde. Some words for personalities are simpatico, which means nice, inteligente, which means smart, and comico, which means funny. In Math, we are learning how to solve equations such as $x+45=32$. She thought it was going to be very hard at the beginning, but Mrs. Nolan taught them a great way to solve them! In Science, we are learning about the periodic table elements. They are also learning a lot about the reaction to methane with oxygen and fire.

8. Approval of Minutes

Motion: J. Marshall moved to approve the minutes of the October 18, 2021 Regular Board of Education meeting; M. Avery seconded

Vote: Unanimous

Motion Carried

9. Administrators’ / Superintendent’s Report

- a) Lisbon Central School – Mr. Brian Apperson provided information regarding October Students of the Month, December 9th & 10th P/T Conferences and Winter Sports Coaches: Mr. Fabry, Mrs. Nowakowski, Ms. Croughwell, Mr. Adams, Mrs. Ladouceur and Mrs. Apperson. The winter sports are basketball and cheerleading.
- b) Special Education –Mrs. Sally Keating did a summary regarding the enrollment numbers in Special Education.
- c) Business Office – Mrs. Cynthia Schofield provided an update regarding the Business Office. She is working on an RFP for transportation and gathering information for the 2021-2022 Budget.
- d) Building and Grounds – Mr. Brian McGlew provided a report regarding the LCS physical plant. The wells should be approved any day now. Both well samples were clean. The semi-annual inspection was done on the Ansul System in the kitchen. Lastly, the cross connection survey went well.
- e) Information – Mrs. Sally Keating provided information regarding the status of the agreement between LCS and Ledyard High School. This agreement will hopefully be a “go ahead” soon and this will be a new option for our students for High School. Lastly, she reported that the recent School Security and Safety Committee Meeting was held last week. The Authorities require two meeting per year.

10. Consent Agenda

- a) Approval of Monthly Expenditures

Motion: L. Baah moved to approve monthly expenditures for October 2021, Fiscal Year 2020-2021 in the amount of \$10,897.00; M. Avery seconded

Vote: Unanimous

Motion Carried

Motion: J. Marshall moved to approve monthly expenditures for October 2021, Fiscal Year 2021-2022 in the amount of \$1,205,257.07; J. Lewerk seconded

Vote: Unanimous

Motion Carried

b) Financial Statement

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

Vote: Unanimous

Motion Carried

Motion: J. Marshall moved to approve the financial statement for October 2021, Fiscal Year 2021-2022 as presented by the Administration; L. Baah seconded

Vote: Unanimous

Motion Carried

11. **New Business / Old Business**

- a) **Acceptance and Approval of Employee's Letter of Resignation and Possible Action-** Mrs. Kathy Edmond, one of our dedicated secretaries, has resigned effective November 24th. She will be greatly missed.

Motion: J. Marshall motioned to accept and approve Mrs. Edmond's letter of resignation and to wish her success in the future; J. Danburg seconded

Vote: Unanimous

Motion Carried

- b) **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.

- c) **Approval of 2022 Schedule of Board of Education Meetings-** The 2022 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. Marshall moved to approve the 2022 Schedule of Board of Education Meetings; M. Avery seconded

Vote: Unanimous

Motion Carried

- d) **Discussion re: Authorized Signature Change Form for the Nutrition Program and Possible Action** – The Board needs to approve the change for authorized signers of the ED-099 Agreement for the Child Nutrition Program. The signers are Sally Keating and Cynthia Schofield. The BOE Secretary certifies the Board action.

Motion: J. Marshall motioned to approve the revision of the authorized signers of the ED-099 Agreement as presented by Administration; J. Lewerk seconded

Vote: Unanimous

Motion Carried

- e) **Discussion re: Departmentalization of Math and Plans for Improvement and Possible Action** – Mr. Apperson and Mrs. Jenkins led the discussion regarding students' performance in math and plans for improvement including the possible termination of departmentalization of math at the 5th grade level. It is being proposed that 5th grade become self-contained similar to Grades PreK-4 next year. Grades 6-8 will be taught by our certified math teacher. The improvement plan was also discussed by Mr. Apperson, Mrs. Jenkins and Mrs. Keating. These plans include but are not limited to: New SRBI Groups, Math Labs, Skill & Drill Events, Goal Settings, Support Time for Grades 5-6, and Assessment Bench Marks.

- f) **Discussion re: October 1st Enrollments and Budget Impact** – Mrs. Cindy Schofield and Mrs. Sally Keating did a summary overview for the October 1st enrollments in terms of tuition and transportation cost. Currently, the budget is in good standing.

- g) **Discussion re: Building Administrator's Employment Contract (Proposed Executive Session)** – This agenda item needs to be moved to Executive Session, immediately following Agenda Item # 15, Public Comment

TOWN OF LISBON

2022 SCHEDULE OF MEETINGS


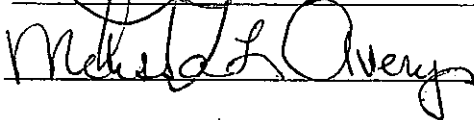
In accordance with the provisions of Connecticut State Statutes #1-225 notice is hereby given that the regularly scheduled meeting of the

Lisbon Board of Education

Will be held on the following dates:

January	<u>01/24/22</u>	July	<u>07/18/22</u>
February	<u>02/28/22</u>	August	<u>08/15/22</u>
March	<u>03/21/22</u>	September	<u>09/19/22</u>
April	<u>04/25/22</u>	October	<u>10/17/22</u>
May	<u>05/16/22</u>	November	<u>11/28/22</u>
June	<u>06/20/22</u>	December	<u>12/19/22</u>

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

Signed  _____, Chairperson
 _____, 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 1, 2021 a schedule of the regular meetings that will be held in 2022.

**Lisbon School District
Lisbon, CT 06351**

**STANDING COMMITTEES
2021-2022 (November 29, 2021)**

CHAIRPERSON

Judy Jencks

VICE-CHAIR

Joan Marshall

SECRETARY

Melissa Avery

FINANCE COMMITTEE

Joan Marshall

Judy Jencks

Ian Rogers

Lauren Baah

TRANSPORTATION COMMITTEE

Jenny Danburg

Judy Jencks

Joseph Lewerk

Ian Rogers

Melissa Avery

HOT LUNCH COMMITTEE

Joseph Lewerk

Ian Rogers

Judy Jencks

POLICY REVISION COMMITTEE

Joan Marshall

CURRICULUM COMMITTEE

Melissa Avery

Judy Jencks

Joseph Lewerk

Ian Rogers

David Nowakowski

BUILDING AND GROUNDS

Joseph Lewerk

Ian Rogers

Judy Jencks

NEGOTIATION COMMITTEE

Jenny Danburg

Ian Rogers

Judy Jencks

TECHNOLOGY COMMITTEE

Jenny Danburg

Lauren Baah

Judy Jencks

David Nowakowski

Joan Marshall

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

Motion: J. Lewerk motioned to move Agenda Item 11(g) Discussion re: Building Administrator's Employment Contract (Proposed Executive Session) to Executive Session, immediately following Agenda Item # 15 Public Comment; J. Marshall seconded

Vote: Unanimous

Motion Carried

12. **Committee Reports** – None
13. **Additions to the Agenda** - None
14. **Next Agenda Planning** – Bylaw #9121-Board of Education Officers, Discussion of Expanded Facility Use and Math
15. **Public Comment** – None

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Motion: J. Lewerk motioned to enter into Executive Session and to invite Mrs. Sally Keating to discuss Agenda Item 11(g) Discussion re: Building Administrator's Employment Contract; J. Marshall seconded

Vote: Unanimous

Motion Carried

The Board entered into Executive Session at 7:20 p.m.

The Board ended Executive Session at 7:50 p.m.

16. **Adjournment** – The meeting adjourned at 7:51 p.m.

Approved


Recording Secretary

RECEIVED FOR RECORD AT LISBON
CT ON 12/21/2021 AT 11:50am
ATTEST. LAURIE TIROCCHI, TOWN CLERK
