

# Lisbon Board of Education

Lisbon, Connecticut 06351

## Special Meeting Minutes

Monday, January 10, 2022

4:30 p.m.

Lisbon Central School

Library / Media Center

or

Please access ([https://www.youtube.com/channel/UC6wUqL2mLeziS\\_o0poj\\_wjA/live](https://www.youtube.com/channel/UC6wUqL2mLeziS_o0poj_wjA/live)) (Copy & Paste link) to listen to the BOE Mtg.

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), S. Trepanier (Director of Spec. Education) and B. McGlew (Director of Building and Grounds)

Administrators Absent: None

Student Ambassadors Present: None

Student Ambassadors Absent: A. Cuff and D. Jeffs

Others: Mrs. Smelser, Ms. Guertin

1. **Call to Order**-J. Jencks called the meeting to order at 4:35 p.m.
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Public Comment** – Mrs. Smelser briefly commented that over the last few Board meetings there was discussion on low math test scores and she wondered if more time could be utilized towards math and shorter times be spent on mindfulness classroom discussions.

**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** - None.
7. **Approval of Minutes**  
**Motion:** J. Lewerk motioned to approve the minutes of the November 29, 2021 Regular Board of Education meeting; L. Baah seconded  
**Vote: Unanimous** **Motion Carried**
8. **Administrators' / Superintendent's Report**

- a) Lisbon Central School – Mr. Brian Apperson provided information on the November Student of the Month and Parent-Teacher Conferences held in December by phone and virtually.
- b) Special Education –Mr. Scott Trepanier reported on the Enrollment Numbers in Special Education. He also discussed the Sparkler App that is being used by PreK students. He updated the Board regarding the McKinney-Vento Professional Development certificate of completion. Next, he informed the Board that in July 2022 the special education department will be moving

from using Frontline to a State programs for IEPs. Lastly, he provided an update regarding the position of the part-time Social Worker.

- c) Business Office – Mrs. Cynthia Schofield discussed Budget Preparation. She also mentioned that the RFP for Bus Transportation bids was posted in two newspapers and on our website.
- d) Building and Grounds –Mr. Brian McGlew provided an update regarding the LCS physical plant. He informed the Board of AC units installed. Also, the Fire Alarm and Sprinkler systems were tested and both are working well.
- e) Information – Mrs. Sally Keating discussed the recent COVID Vaccine Clinic. There were two clinics held. The first clinic had 34 attendees and the second clinic had 40 attendees, thanks to Mrs. Svab and Mr. Patrick McCormick. She updated the Board on the December Reopening of School Committee Meeting and the next meeting will be held in June. Lastly, Mrs. Keating discussed the Transportation of Students to Other Tech Schools.

## 9. Consent Agenda

- a) Approval of Monthly Expenditures

**Motion:** L. Baah motioned to approve monthly expenditures for November 2021, Fiscal Year 2020-2021 in the amount of \$9,224.00; J. Lewerk seconded

**Vote: Unanimous**

**Motion Carried**

**Motion:** L. Baah motioned to approve monthly expenditures for December 2021, Fiscal Year 2020-2021 in the amount of \$0.00; J. Lewerk seconded

**Vote: Unanimous**

**Motion Carried**

**Motion:** L. Baah motioned to approve monthly expenditures for November 2021, Fiscal Year 2021-2022 in the amount of \$623,376.51; J. Marshall seconded

**Vote: Unanimous**

**Motion Carried**

**Motion:** J. Lewerk motioned to approve monthly expenditures for December 2021, Fiscal Year 2021-2022 in the amount of \$1,404,171.20; J. Marshall seconded

**Vote: Unanimous**

**Motion Carried**

- b) Financial Statement

**Motion:** L. Baah motioned to approve the financial statement for November 2021, Fiscal Year 2020-2021 as presented by the Administration; J. Lewerk seconded

**Vote: Unanimous**

**Motion Carried**

**Motion:** L. Baah motioned to approve the financial statement for December 2021, Fiscal Year 2020-2021 as presented by the Administration; J. Danburg seconded

**Vote: Unanimous**

**Motion Carried**

**Motion:** J. Lewerk motioned to approve the financial statement for November 2021, Fiscal Year 2021-2022 as presented by the Administration; J. Marshall seconded

**Vote: Unanimous**

**Motion Carried**

**Motion:** J. Lewerk motioned to approve the financial statement for December 2021, Fiscal Year 2021-2022 as presented by the Administration; J. Marshall seconded

**Vote: Unanimous**

**Motion Carried**

10. **New Business / Old Business**

- a) Acceptance and Approval of Employee's Letter of Retirement and Possible Action -Mrs. Kim Lang, our dedicated 7<sup>th</sup>/8<sup>th</sup> grade Language Arts Teacher is retiring, effective the end of the school year. She will be greatly missed.

**Motion:** I. Rogers motioned to accept and approve Mrs. Lang's letter of retirement with regret, and to wish her much success in the future; J. Lewerk seconded

**Vote: Unanimous**

**Motion Carried**

- b) Acceptance and Approval of Employee's Letter of Resignation and Possible Action – Mr. Brian Apperson, our dedicated, hardworking Principal, is resigning. His last day is June 30, 2022.

**Motion:** I. Rogers motioned to accept and approve Mr. Apperson's letter of resignation with regret, and to wish him much success in the future; J. Lewerk seconded

**Vote: Unanimous**

**Motion Carried**

- c) Discussion re: Amendment to Bylaws of the Board - #9121-Board of Education Officers and Possible Action -Policy Committee members summarized the revision to the existing bylaw.

**Motion:** J. Lewerk motioned to waive the 1st read of Bylaws of the Board - #9121-Board of Education Officers; J. Marshall seconded

**Vote: Unanimous**

**Motion Carried**

**Motion:** J. Danburg motioned to amend and adopt Bylaws of the Board - #9121-Board of Education Officers; J. Marshall seconded

**Vote: 2-Opposed**

**4-Approved**

**Motion Carried**

- d) Discussion re: Expanded Facility Use and Possible Action – Board of Education member, Mr. Dave Nowakowski, placed this item on the agenda. He just wanted to mention, depending on the pandemic, he didn't want to lose sight of the goal to bring back more facility use when possible.

- e) Discussion re: Overtime and Coverage for the Nursing Department and Possible Action – Due to COVID related issues, overtime and coverage for the nursing office has been needed. A grant, for the most part, has covered costs, However, that portion of the grant money has been spent and money is needed from our budget to accommodate future needs.

**Motion:** I. Rogers motioned to keep the COVID related expenses for additional time in the nurses' department in a separate COVID expense account; L. Baah seconded

**Vote: Unanimous**

**Motion Carried**

- f) Discussion re: Time Allotted for Social Studies Instruction– Mr. Brian Apperson discussed how much time was allocated for social studies per grade levels.

- g) Discussion re: LCS Brochure and Possible Action – Mr. Apperson and Mrs. Keating have worked with LEARN on a public relations brochure for LCS. They discussed the draft brochure and will supply a final brochure copy for the Board for approval before it goes to print.

- h) Update re: Math Instruction and Plan for Improvement – Mr. Brian Apperson stated they are checking assessments, updating student accommodations and in January they administer the student benchmarks to make any adjustments if needed.
- i) Discussion re: Superintendent’s Evaluation (Proposed Executive Session); Approval of Superintendent’s Evaluation – This agenda item needs to be moved to Executive Session, immediately following Agenda Item # 13, Public Comment

**Motion:** I. Rogers motioned to move Agenda Item 10(i) Discussion re: Superintendent’s Evaluation (Proposed Executive Session); Approval of Superintendent’s Evaluation, immediately following Agenda Item # 13 Public Comment; J. Lewerk seconded

**Vote: Unanimous**

**Motion Carried**

- 11. **Committee Reports** – None
- 12. **Next Agenda Planning** – Bylaws of the Board #9121-Board of Education Officers, Ledyard High School, Math, Mindfulness, COVID Expenses, Bus Transportation update
- 13. **Public Comment** - None

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**Motion:** I. Rogers motioned to enter into Executive Session and to invite Mrs. Sally Keating to discuss Agenda Item 10(i) Discussion re: Superintendent’s Evaluation; J. Lewerk seconded

**Vote: Unanimous**

**Motion Carried**

The Board entered into Executive Session at 5:40 p.m.

The Board ended Executive Session at 6:01 p.m.

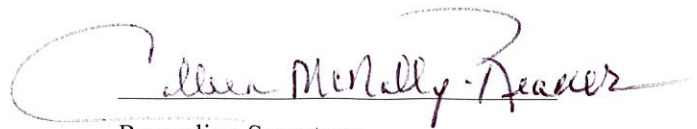
**Motion:** J. Lewerk motioned to accept the Superintendent’s Evaluation, with the amended date; J. Marshall seconded

**Vote: Unanimous**

**Motioned Carried**

- 14. **Adjournment** – The meeting adjourned at 6:02 p.m.

Approved

  
Recording Secretary

RECEIVED FOR RECORD AT LISBON  
CT ON 01/18/2022 AT 12:20pm  
ATTEST, LAURIE TIROCCHI, TOWN CLERK  
