

# Lisbon Board of Education

Lisbon, Connecticut 06351

## Regular Meeting Minutes

Monday, March 21, 2022

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,  
D. Nowakowski, and I. Rogers

Board Members Absent: K. Vane

Administrators Present: S. Keating (Superintendent), B. Apperson (Principal), C. Schofield (Business Manager),  
S. Trepanier (Director of Special Education/Early Childhood Coordinator) and  
B. McGlew (Building and Grounds)

Administrators Absent: None

Student Ambassadors Present: D. Jeffs

Student Ambassadors Absent: A. Cuff

Others: Ms. Guertin and Mrs. Jenkins

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** – Mrs. Jencks read correspondence from Mr. Brown, thanking the Board for supporting the Lisbon Central School Ambassador Program.

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

D. Jeffs reported that the 8th grade students are learning the following: In Language Arts, she reported they have completed their second literature circle and started on a new book called "The City of Ember". After they finish reading, they will be creating their own cities. The "Penultimate" book report is due March 31<sup>st</sup>. In Math, they are learning about the Pythagorean Theorem. They have completed several lessons and had a quiz today. In Science, they learned about trace fossils, and different prehistoric time periods and took a test on these subjects a few weeks ago. They are now learning about natural selection and generic variation. In Social Studies, they have a test tomorrow on the fifth through ninth presidencies and each of their specific terms. This includes the Monroe Doctrine, the Trail of Tears, The American System, and the build-up to the Civil War. In Spanish, they are learning about indirect object pronouns.

7. **Approval of Minutes**

**Motion:** I. Rogers motioned to approve the minutes of the February 28, 2022 Regular Board of Education Meeting; J. Lewerk seconded

**Vote: Unanimous**

**Motion Carried**

**8. Administrators' / Superintendent's Report**

- a) Lisbon Central School – Mr. Brian Apperson provided an update regarding the Professional Development on March 11<sup>th</sup>, the upcoming sports activities: Volleyball, Baseball, Softball, and Track and lastly, the Student of the Month.
- b) Special Education –Mr. Scott Trepanier reported on Enrollment in Special Education, and the PMT training by the staff.
- c) Business Office – Mrs. Cynthia Schofield reported on the Quarterly Cafeteria Report.
- d) Building and Grounds –Mr. Brian McGlew provided an update regarding the LCS Physical Plant. The overfill alarm had to be replaced on the diesel fuel tank. The cost for the alarm is approx. \$1,000. Also, AL Fire Protection came to do their quarterly inspection, which went well.
- e) Information – Mrs. Sally Keating reported on the Principal search. There were 14 applications received and the interview team has selected three to interview. The second level will be next Monday.

**9. Consent Agenda**

- a) Approval of Monthly Expenditures

**Motion:** I. Rogers motioned to approve monthly expenditures for February 2022, Fiscal Year 2020-2021 in the amount of \$35,681.12; J. Marshall seconded

**Vote: Unanimous**

**Motion Carried**

**Motion:** I. Rogers motioned to approve monthly expenditures for February 2022, Fiscal Year 2021-2022 in the amount of \$987,729.71; M. Avery seconded

**Vote: Unanimous**

**Motion Carried**

- b) Financial Statement

**Motion:** I. Rogers motioned to approve the financial statement for February 2022, Fiscal Year 2020-2021 as presented by the Administration; M. Avery seconded

**Vote: Unanimous**

**Motion Carried**

**Motion:** I. Rogers motioned to approve the financial statement for February 2022, Fiscal Year 2021-2022 as presented by the Administration; M. Avery seconded

**Vote: Unanimous**

**Motion Carried**

- c) Transfer – Mrs. Cindy Schofield reported regarding a transfer

**Motion:** I. Rogers motioned to acknowledge the February 2022, Fiscal Year 2021-2022 transfer as presented by Administration; J. Lewerk seconded

**Vote: Unanimous**

**Motion Carried**

**10. New Business / Old Business**

- a) Discussion re: Requirements for Submitting the Healthy Food Certification (HFC) Statement for School Year 2022-23 and Possible Action - Because we participate in the National School Lunch Program (NSLP), the Board needs to vote annually on the following motions in order to submit the 2022-2023 HFC Statement to the CT State Dept. of Education.

**Motion:** J. Marshall motioned to approve the implementation of the Healthy Food Option outlined and read below; J. Lewerk seconded

**Vote: Unanimous**

**Motion Carried**

**Healthy Food Option:** Pursuant to C.G.S. Section 10-215f, the Board of Education or governing authority certifies that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2022, through June 30, 2023. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to, school stores, vending machines, school cafeterias, culinary programs and any fundraising activities on school premises sponsored by the school or non-school organizations and groups.

If the Board votes “yes” to this motion, a second vote must take place to allow/not allow food and beverage exemptions.

**Motion:** J. Lewerk motioned to allow food and beverage exemptions, outlined and read below; M. Avery seconded

**Vote: Unanimous**

**Motion Carried**

**Food and Beverage Exemptions:** The Board of Education or governing authority will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards and beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food and beverage items are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The “regular school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held and must be the same place as the food and beverage sales.

- b) Discussion re: 2022-2023 LCS School Calendar and Possible Action – A draft of the proposed 2022-2023 School Calendar was reviewed.

**Motion:** J. Lewerk motioned to approve and adopt the 2022-2023 LCS School Calendar, as presented by Administration; M. Avery seconded

**Vote: Unanimous**

**Motion Carried**

- c) Update re: Lyman Memorial High School Option for School Year 2023-2024- Mrs. Keating provided a summary of the recent contacts with the Lebanon School District regarding the addition of Lyman Memorial High School as an option for our eighth grade students for 2023-2024. They were very excited about our decision.

- d) Update re: Ledyard High School and ASTE Program –Mrs. Keating provided a brief summary regarding her recent contact with Mr. Mackin from the CSDE regarding the transitioning of adding the Lyman Memorial High School ASTE Program and the possible impact on the Ledyard High School ASTE Program. Next year there will be 11 students at Ledyard VoAg: (4) 9<sup>th</sup> Graders, (2) 10<sup>th</sup> Graders, (5) 11<sup>th</sup> Graders, and (0) 12<sup>th</sup> Graders.
- e) Update re: LCS Math Curriculum – Mr. Brian Apperson provided an update regarding the status and plans for math curriculum and instruction at LCS.
- f) Discussion re: Salary Agreements (Proposed Executive Session); Possible Action re: Salary Agreements-This agenda item needs to be moved to Executive Session, immediately following Agenda Item # 14- Public Comment.

**Motion:** I. Rogers motioned to move Agenda Item #10 (f) Discussion re: Salary Agreements (Proposed Executive Session) to Executive Session, immediately following Agenda Item # 14 – Public Comment; J. Danburg seconded

**Vote: Unanimous**

**Motion Carried**

**11. Committee Reports – None**

**12. Additions to the Agenda –** Mr. Nowakowski wanted to mention that Mrs. Alyssa Fabry looked up information regarding NFA honor roll data and wanted to state he didn't know the percentage, but that there was a high percentage of LCS students on the list.

**13. Next Agenda Planning –** Cafeteria Prices and Counts, Singleton Contracts, Fire Department Project, Math

**14. Public Comment - None**

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**Motion:** I. Rogers motioned to enter into Executive Session and to invite Mrs. Sally Keating, Mrs. Cynthia Schofield and separately, each employee whose salary is being discussed re: Agenda Item 10 (f) Discussion re: Salary Agreements; J. Marshall seconded

**Vote: Unanimous**

**Motion Carried**

The Board entered into Executive Session at 7:16 p.m.

The Board ended Executive Session at 7:22 p.m.

**Motion:** I. Rogers moved to accept as presented the Salary Agreement for Assistant Principal -Megan Jenkins, for the School Year 2022-23; J. Danburg seconded

**Vote: Unanimous**

**Motion Carried**

**Motion:** I. Rogers moved to accept as presented the Contract for Superintendent-Sally Keating, for the School Year 2022-23; J. Lewerk seconded

**Vote: Unanimous**

**Motion Carried**

**15. Adjournment - 7:24 p.m.**

RECEIVED FOR RECORD AT LISBON  
 CT ON 03/28/2022 AT 11:39 AM  
 ATTEST. LAURIE TIROCCHI, TOWN CLERK

*Melissa Wakely, Asst*

*Colleen McNally-Reames*

Approved

Recording Secretary