

Lisbon Board of Education

Lisbon, Connecticut 06351

Regular Meeting Minutes

Monday, May 15, 2023

6:30 p.m.

Lisbon Central School

Library / Media Center

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

Board Members Absent: I. Rogers and K. Vane

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

Administrators Absent: None

Student Ambassadors Present: A. Cuff

Student Ambassadors Absent: T. Nowakowski

Others: Ms. Stacey Guertin

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** – The National Junior Honor Society Induction Ceremony was held this evening. Following the ceremony, the present and new members joined the Board of Education members in the Media Center. Mr. Steve Brown introduced the new National Junior Honor Society (NJHS) inductees to the Board of Education. The new members are: Eva LeSage, Ashley Paden, Karlie Roode, Alivia Bialowas, Jack Dempsey, Isabella McDonald, Connor Rothemeyer, Trent Smelser, Isabella Sylvestre, Yug Patel, Payton Smith, and Marleigh Tarlton.

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** –

C. Cuff reported that the 8th grade students are learning the following: In Math, they finished their SBAC and Aimsweb testing. They also are reviewing how to solve systems of equations. In Language Arts, they finished their SBAC and Aimsweb testing. Later this month they are going to read a book titled "Prisoner B". It is about the holocaust and the tragedies that occurred with it. In Science, they are learning about the planets. For example, they are learning about how much they would weigh on different planets and how old they would be. In Social Studies, they are learning about the Oregon Trail and the mountain men. The mountain men were fur trappers in the Northeast. In Spanish, they are designing the interior of houses with vocabulary words that they are learning. For example, "la cocina" means kitchen.

7. **Approval of Minutes**

Motion: J. Lewerk motioned to approve the minutes of the April 17, 2023- Regular Board of Education meeting; L. Baah seconded

Vote: Unanimous

Motion Carried

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

- a) Lisbon Central School Mr. Christopher Sheldon reported on Student of the Month. He also congratulated Felix Madrigal for advancing to the CT Invention Convention State finals on June 10th. His invention is an Ultra Bright Book Light V2. We wish him the best. Many thanks to Mrs. Jenkins for coordinating all of the details. Next, he reported that there is the PTO Fun Run next week. Lastly, he reported that this past week was Staff Appreciation Week. Many thanks to the PTO for supplying the wonderful daily items for the staff.
- b) Special Education – Mr. Scott Trepanier reported on Special Education enrollment numbers. He also reported on the high rating LCS received on the NAEYC Accreditation. He complemented all of the staff involved in this tedious process, especially Mrs. Overholt and Ms. Kinmonth for their hard work. Lastly, he reported that he completed the UCONN Leadership Program.
- c) Business Office – Mrs. Rachel Ricard discussed updated electronic grants management system (eGMS) drawdowns. This new system begins July 1, 2023 as a reimbursement system.
- d) Building and Grounds –Mr. Brian McGlew provided an update regarding the LCS physical plant. He reported that the asbestos inspection went well.
- e) Information –Mrs. Sally Keating discussed the status of the Auditor's Report. Their report was revised and is now in agreement to the \$46,250 originally reported by the Board of Education as to the amount of money given back to the Town. She also reported on the Superintendent's Award Ceremony, which will be held May 31st at 4:00 in the Cafeteria. The students selected by the teachers are: Christopher Derjue, Aria Rain, and Alyson Zinewicz. Lastly, she discussed topics related to the Norwich Free Academy contract, as well as an issue relating to the Bozrah School district and NFA.

9. **Consent Agenda**

- a) Approval of Monthly Expenditures

Motion: L. Baah motioned to approve monthly expenditures for April 2023, Fiscal Year 2021-2022 in the amount of \$19,600.00; J. Danburg seconded

Vote: Unanimous

Motion Carried

Motion: L. Baah motioned to approve monthly expenditures for April 2023, Fiscal Year 2022-2023 in the amount of \$633,959.62; J. Danburg seconded

Vote: Unanimous

Motion Carried

- b) Financial Statement

Motion: L. Baah motioned to approve the financial statement for April 2023, Fiscal Year 2021-2022 as presented by the Administration; J. Danburg seconded

Vote: Unanimous

Motion Carried

Motion: L. Baah motioned to approve the financial statement for April 2023, Fiscal Year 2022-2023 as presented by the Administration; J. Danburg seconded

Vote: Unanimous

Motion Carried

10. New Business / Old Business

- a) Acceptance and Approval re: Employee's Retirement Letter and Possible Action-Mrs. April Korytkowski, our dedicated Special Education Secretary, is resigning, effective June 16, 2023. We wish her the best. She will be missed!

Motion: L. Baah motioned to accept and approve Mrs. April Korytkowski's resignation letter with regret and to wish her much success in the future; M. Avery seconded

Vote: Unanimous

Motion Carried

- b) Discussion re: 2022-2023 Budget Projections and Possible Action-Mrs. Rachel Ricard and Administrators presented projections for the remaining budget year. It is predicted to have unexpended money and LCS Administrators have compiled a list of possible purchases with this money, due to great need.

Motion: J. Marshall motioned to approve the list of possible purchases with unexpended end-of-year money due to the need for such purchases; L. Baah seconded

Vote: Unanimous

Motion Carried

- c) Discussion re: Possible Transfers and Possible Action-Since the list of purchases mentioned under Agenda Item # 10 (b) were approved, transfers were recommended to be done. Mrs. Ricard provided details.

Motion: J. Lewerk motioned to approve transfers, as presented by LCS Administrators; L. Baah seconded

Vote: Unanimous

Motion Carried

- d) Discussion re: Capital Improvements and Possible Action-Mr. Ian Rogers placed this item on the agenda for discussion. He was not in attendance due to work, so this agenda item is tabled until the June meeting.

- e) Discussion re: Update on Science of Reading-Mr. Christopher Sheldon provided an update on the Science of Reading. He summarized progress made thus far by LCS staff and noted a memo sent to the Superintendents regarding funding for this initiative. The staff have reviewed four programs thus far.

- f) Update re: Math Curriculum/Instruction at LCS-Mr. Christopher Sheldon provided a brief update on Math at LCS. He reported on the current grades utilizing the Great Minds curriculum and stated that the lower grades will begin utilizing this program next year. This is the 2nd year using Great Minds and the staff are pleased with how it meets the standards.

- g) Discussion re: Safety Drill Policy and Possible Action-Mrs. Katie Vane placed this item on the agenda for discussion. Since the Policy Committee did not meet to discuss this topic, this agenda item is tabled until the June meeting.

- h) Discussion re: Survey Results for Mr. Gerald Ducharme's Account and Possible Action-Mrs. Judy Jencks and Mrs. Joan Marshall provided the survey results in relation to the Gerald Ducharme Account. The Board members reviewed all of the results and will go back to the survey participants of possible selected proposals for additional information. Any gathered information received by the potential survey participants will be discussed at the next Board meeting.

- i) Discussion re: Employment Agreements (Proposed Executive Session); Possible Action re: Employment/Salary Agreements

Motion: J. Danburg motioned to move Agenda Item #10 (i) Discussion re: Employment/Salary Agreements (Proposed Executive Session) to Executive Session, immediately following Agenda Item # 14 – Public Comment; J. Lewerk seconded

Vote: Unanimous

Motion Carried

11. **Committee Reports – None**

12. **Additions to the Agenda-None**

13. **Next Agenda Planning-**Gerald Ducharme Account, Capital Improvements, Safety Drill Policy, Discussion re: Special Education Special Services at the High School level, NFA Contract.

14. **Public Comment- Under this agenda item, comments are open to any new business under Robert’s Rules of Order noted below.-None**

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Motion: J. Danburg motioned to enter into Executive Session and to invite Mrs. Sally Keating, Mrs. Rachel Ricard, and Mr. Scott Trepanier to discuss re: Agenda Item 10 (i) Discussion re: Salary Agreements; J. Lewerk seconded

Vote: Unanimous

Motion Carried

The Board entered into Executive Session at 7:42 p.m.

The Board ended Executive Session at 8:00 p.m.

Motion: J. Danburg moved to accept as presented the Employment Agreement for Olivia Avery, for the School Year 2023-2024; L. Baah seconded

Vote: Unanimous

Motion Carried

Motion: J. Danburg moved to accept as presented the Employment Agreement for Kiah Beckwith, for the School Year 2023-2024; L. Baah seconded

Vote: Unanimous

Motion Carried

Motion: J. Danburg moved to accept as presented the Employment Agreement for Courtney Kinmonth, for the School Year 2023-2024; L. Baah seconded

Vote: Unanimous

Motion Carried

Motion: J. Danburg moved to accept as presented the Employment Agreement for Jeanette Coleman, for the School Year 2023-2024; L. Baah seconded

Vote: Unanimous

Motion Carried

15. **Adjournment – 8:02 p.m.**

Approved

RECEIVED FOR RECORD AT LISBON, CT
ON 5/18/23 AT 11:28pm
ATTEST: MICHELLE GRANT, TOWN CLERK

Recording Secretary

Colleen McNally-Ryan

[Signature]