

Lisbon Board of Education

Lisbon, Connecticut 06351

Regular Meeting Minutes

Monday, June 26, 2023

6:30 p.m.

Lisbon Central School

Library / Media Center

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

Board Members Absent: K. Vane and J. Danburg

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: None-Summer Break

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Others: None

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 - Under this agenda item, public comment will be limited to items on this meeting's agenda. Speakers must state the item about which they will speak. -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** – None
6. **Report from Lisbon Central School Student Ambassadors** – Due to Summer Break there were no Ambassadors.
7. **Approval of Minutes**

Motion: J. Lewerk motioned to approve the minutes of the May 15, 2023- Regular Board of Education meeting; L. Baah seconded

Vote: Unanimous

Motion Carried

Motion: J. Lewerk motioned to approve the minutes of the June 13, 2023-Special Board of Education meeting; L. Baah seconded

Vote: Unanimous

Motion Carried

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

- a) Lisbon Central School – Mr. Christopher Sheldon provided information on the following: End of the Year Events; Field day was June 2nd. The theme was “Passport-Around-the-World”. Thank you to Mrs. Fabry for organizing this fun day and to the 7th grade students, and various parents who volunteered to assist at the different stations. The 8th grade students had a class trip to Boston to follow the Freedom Trail. The 8th Grade Graduation was held June 8th in the LCS gymnasium. Best wishes to all of them transitioning to high school. May Student of the Month: Mr. Sheldon announced the May Students of the Month. Regarding Summer Reading, information on the Summer Reading and Summer Math was sent out in the last Dear Parents and Friends newsletter and is posted to our website.
- b) Special Education –Mr. Scott Trepanier reported on Enrollment Numbers for Special Education including actual and tentative outplacements. He also commented that Summer Childcare has begun. Lastly, he reported that ESY will begin July 6th through August 2nd. All of the teachers and staff are in place to support our students.
- c) Business Office – Mrs. Rachel Ricard discussed End-of Year Close-outs and Training with Tyler for the Rollover/preparation for the upcoming Fiscal Year.
- d) Building and Grounds –Mr. Brian McGlew provided an update regarding the LCS physical plant. He reported A.L. Fire & Equipment did the quarterly inspection of our sprinkler system and found two drain pipes need to be replaced. They also inspected the fire pumps; the test results passed with no issues. He also reported that the cafeteria work is going well by WR Allen. The summer cleaning by our custodians is going well and lastly, he reported that the water samples test came back clean.
- e) Information –Mrs. Sally Keating discussed the transitions of employees to different positions and commented on the transitions of employees new to the district. She also discussed the projects being done with the extra cafeteria money. This list was compiled with Mike Rossi, Brian McGlew, Rachel Ricard and herself. The money must be spent by this year otherwise it must be returned to the State.

9. **Consent Agenda**

- a) Approval of Monthly Expenditures

Motion: I. Rogers motioned to approve monthly expenditures for May 2023, Fiscal Year 2022-2023 in the amount of \$556,332.46; M. Avery seconded

Vote: Unanimous

Motion Carried

- b) Financial Statement

Motion: I. Rogers motioned to approve the financial statement for May 2023, Fiscal Year 2022-2023 as presented by the Administration; M. Avery seconded

Vote: Unanimous

Motion Carried

- c) Transfers

Motion: J. Lewerk motioned to approve the transfers recommended by the Administration; L. Baah seconded

Vote: Unanimous

Motion Carried

10. New Business / Old Business

- a) Discussion re: Title IX Policy and Possible Action – The Board had asked that this policy be placed on the agenda, in the event that members had any further questions/comments, particularly after reviewing the Shipman and Goodwin policies.

Motion: I. Rogers motioned to adopt Shipman and Goodwin’s Series 4000 Personnel and Series 5000 Student policies; M. Avery seconded

Vote: Unanimous

Motion Carried

- b) Discussion re: Policy and Possible Action – It is the recommendation of the Board to contract Shipman and Goodwin’s services for policy updates.

Motion: J. Lewerk motioned to approve contracting Shipman and Goodwin’s services for policy updates; J. Marshall seconded

Vote: Unanimous

Motion Carried

- c) Discussion re: Possible Safety Drill Policy and Possible Action – BOE member Mrs. Katie Vane requested that this topic be placed on the agenda for discussion. Since she was unable to attend this meeting, this agenda item was tabled.

- d) Discussion re: Capital Improvement and Possible Action – Mr. Ian Rogers placed this topic on the agenda. He would like to have a meeting with the BOE Building Committee to discuss capital improvements needed in the middle school wing. A meeting will be set up during July. The results of this meeting will be discussed at the August BOE meeting.

- e) Discussion re: Special Services at the High School Level and Possible Action – BOE member Mrs. Lauren Baah placed this topic on the agenda. Mr. Scott Trepanier and Mrs. Sally Keating aided in the discussion of this agenda item. There will be a meeting with NFA regarding this topic, to ensure more communication regarding the implementation of services.

- f) Update re: NFA Contract and Possible Action – Mrs. Sally Keating informed the Board that letters were sent to NFA regarding the desire to negotiate the terms of the next contract. She also reported that there is a meeting set for July 5th with the new NFA Head of School, Mr. Quesnel; Superintendent of Preston, Mr. Roy Sietsinger; and herself to discuss various topics.

- g) Discussion re: Gerald Ducharme Account and Possible Action – The Board reviewed the survey results and will discuss at the August BOE meeting each member’s top 3 selections of proposals. During this meeting, it was decided to vote on one survey request which is to set aside money for 8th grade graduation gifts in the amount of \$6000.00 to be used over a 10 year period. This fund would be put aside until principal and interest are exhausted. There will be 3 new annual awards in the name of Gerald Ducharme, one for achievement in ELA, and another for Spanish/World Languages, and the third for Math/Technology. Each award will have 2 recipients, a boy and a girl, at \$100.00 each, \$600.00/year.

Motion: J. Marshall motioned to set up an equity account of \$6,000.00 to be used over 10 years for three new 8th grade graduation awards; I. Rogers seconded

Vote: Unanimous

Motion Carried

- h) Update re: Science of Reading – Mr. Christopher Sheldon and Mrs. Sally Keating provided the status of the Science of Reading initiative at LCS. Mr. Sheldon stated that the staff continue to review the initiative options and have completed 5 of the 7 options. Mrs. Keating stated that she and Mrs. Jenkins will be writing an ARPA-Right to Read Grant, due by August 31st, to help defer the cost of the initiatives.

- i) Update re: Math at LCS– Mr. Christopher Sheldon provided commentary regarding the status of math curriculum, programming, professional development and instruction at LCS. By next year grades K-8 will all be using the “Great Minds” math program. There will be professional development and collaboration, utilizing this program in the newer grade levels next school year.

11. **Committee Reports** – None

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

13. **Next Agenda Planning** – SBAC, Gerald Ducharme Account, Building Committee Results, Policy Service Cost with Shipman and Goodwin, NFA Update.


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

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15. **Adjournment** – 8:00 p.m.

Approved


Recording Secretary

RECEIVED FOR RECORD AT LISBON, CT
ON 6/29/23 AT 12:17 pm
ATTEST. MICHELLE GRANT, TOWN CLERK
 Asst.