

Lisbon Board of Education

Lisbon, Connecticut 06351

Regular Board of Education Minutes

Monday, October 16, 2023

6:30 p.m.

Lisbon Central School

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Board Members Present: J. Jencks (Chair), J. Marshall, M. Avery, L. Baah, J. Danburg, J. Lewerk, D. Nowakowski, I. Rogers, K. Vane.

Board Members Absent: None

Administrators Present: S. Keating (Superintendent), D. Ladouceur (Business Manager), S. Trepanier (Director of Special Education), C. Sheldon (Principal), B. McGlew (Director of Building and Grounds)

Administrators Absent: None

Student Ambassadors Present T. Nowakowski, P. Contino

Student Ambassadors Absent: None

Others: Ms. Guertin, Attorney Jessica Ritter, Attorney Abby Booth, Mrs. Larkin, Mr. Verhagen, Mrs. Barber, 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. **Public Comment** Mrs. Larkin had concerns regarding Item #10 Series 6000 Parent-Teacher Communication and Mr. Hagen had concerns regarding Item #10 Series 1000 Non-Discrimination.

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** –

T. Nowakowski reported the 7th grade students are learning the following: In Language Arts: They are halfway through “City of Ember” and working on grammar questions almost every day and answering them in their notebooks. In Math: They are reviewing their unit on negative numbers, ratios and variables. They will have a test on this tomorrow. In Social Studies: they are studying for a Canada map quiz Thursday. In Science: They are finishing up their unit on chemical reaction. Last Saturday 7th and 8th Graders volunteered at the Haunted Hayride at Sunfox. They are planning on doing this again Saturday to earn a donation to the 8th Grade Class. In Cross Country: They have their Conference Championship November 2, 2023.

7. Approval of Minutes

I. Rogers moved to approve the minutes of the 9/18/23 Regular Board of Education Meeting; J. Lewerk seconded

Vote: Unanimous

Motion Carried

8. Administrators' / Superintendent's Report

- a) Lisbon Central School – Mr. Christopher Sheldon briefly discussed September Students of the Month, Fire Prevention and Mid-Trimester Grades.
- b) Special Education –Mr. Scott Trepanier reported on Special Education Enrollment Numbers
- c) Business Office – Mrs. Deborah Ladouceur reported on the Audit and Transition to the Business Manager Position.
- d) Building & Grounds –Mr. Brian McGlew provided an update on the following: Brooks Environmental was in for the asbestos inspection which went well, they will return in the winter to test radon. He also reported they repaired a couple of classroom door handles.
- e) Information- Mrs. Sally Keating spoke regarding a recent meeting with NFA Superintendent/Head of School, Mr. Nathan Quesnel and other partner district Superintendents on contract negotiations. Also in the meeting there were many topics that were addressed such as Special Education, need for additional data, etc. Mrs. Keating was pleased with the meeting and found Mr. Quesnel very accommodating. Lastly, Mrs. Keating addressed a recent bill from M & J Bus Company received at the end of August for expenses from our last fiscal year budget. Our last fiscal year budget is closed. We forwarded the bill to our attorney for advice. The attorney at this point felt that we aren't responsible for bill payment.

9. Consent Agenda

a) Approval of Monthly Expenditures

Motion: I. Rogers moved to approve monthly expenditures for September 2023, Fiscal Year 2023-2024 in the amount of \$923,968.69 M. Avery seconded.

Vote: Unanimous

Motion Carried

b) Financial Statement

Motion: I. Rogers moved to approve the financial statement for September 2023, Fiscal Year 2023-2024 as presented by the Administration J. Danburg seconded.

Vote: Unanimous

Motion Carried

10. New Business / Old Business

- a) Discussion and Possible Action concerning a Pending Legal Claim CHRO Case #2440131

Motion: J. Marshall motioned to move Agenda Item 10 (b)-Recognition of SBAC Honorees: Achievement and Growth before Agenda Item 10 (a); J. Lewerk seconded

Vote: Unanimous

Motion Carried

- b) Recognition of SBAC Honorees: Achievement and Growth

On behalf of the Board of Education, Mrs. Jenkins and Mr. Sheldon congratulated students on their performance on the Spring SBAC (ELA & Math) assessments and the Spring NGSS (Science) assessment. Seven students earned a perfect score on the SBAC assessment while one student scored perfect on the NGSS assessment. They also honored the top five students who showed the most growth on the SBAC assessments. Certificates and gift cards were distributed. We should be very proud of our students.

- a) Discussion and Possible Action concerning a Pending Legal Claim CHRO Case #2440131

Motion: J. Jencks motioned to enter into Executive Session and to invite S. Keating, M. Jenkins, C. Sheldon, Attorney Jessica Ritter and Attorney Abby Booth to discuss Agenda Item 10(a) Discussion re: Pending Legal Claim Case #2440131.

Vote: Unanimous

Motion Carried

The Board entered into Executive Session at 7:00 p.m.

The Board ended Executive Session at 7:54 p.m.

- c) Discussion re: ELA SBAC Scores and Possible Action

Motion: I. Rogers motioned to table Discussion re: ELA SBAC Scores until November; M. Avery seconded.

Vote: 5-Yes

3-No

1-Absent

Motion Carried

- d) Update re: Math instruction at LCS-Mr. Sheldon updated the Board on the status of Math instruction at LCS

- e) Discussion re: Policy Crosswalk Process and Possible Action- Mrs. Joan Marshall led the discussion on this topic. She informed the Board that she will not be on the Board next month. Currently Mrs. Vane and Mr. Nowakowski are policy committee members. If anyone else is interested in joining the Policy Committee, please let the Chair know. Mrs. Jencks, on behalf of the Board, thanked Mrs. Marshall for her 20 plus years of service and wishes her the best of luck in the future. Mrs. Marshall suggests that all future policies be sent via email, in PDF file format prior to monthly meetings if applicable.

Motion: J. Marshall motioned to have all future policies emailed to Board members in PDF format prior to all future monthly meetings, if applicable; I. Rogers Seconded.

Vote: Unanimous

Motion Carried

- f) Discussion re: Adoption of Mandated Policies and Possible Action-Mrs. Marshall and Mrs. Keating brought the Board up to date on discussions with Shipman & Goodwill about Policies and Procedures. There will be future talks about what is needed from the committee. The following are policies that need action:

- Series 6000- Curricular Exemptions
- Series 3000- Disposal of Obsolete or Surplus Equipment/Materials
- Series 1000- Policy Regarding Green Cleaning Programs
- Series 3000- Gifts, Grants and Bequests To the District

- Series 5000- Administrative Regulations Regarding Health Assessments/Screenings & Oral Health Assessments
- Series 6000- Individuals with Disabilities Education Act-Alternative Assessments For Students with Disabilities For Statewide & District-Wide Assessments
- Series 3000- Individuals with Disabilities Education Act Fiscal Compliance
- Series 1000- Non-Discrimination
- Series 6000- Parent-Teacher Communication
- Series 6000- Parental Access to Instructional Material
- Series 5000- The Pledge of Allegiance
- Series 1000- Administrative Regulations Regarding Sexual Offenders

Motion: I. Rogers motioned to approve and adopt the above mandated policies in Agenda Item 10 (f); J. Marshall seconded.

Vote: Unanimous

Motion Carried

- g) Discussion re: HVAC Indoor Air Quality Grant and Possible Action- Mr. Brian McGlew and Mrs. Sally Keating addressed a matching, partial reimbursable, HVAC Indoor Air Quality Grant. It is recommended, that if the Board would like to proceed with the application, a motion should be made to proceed.

Motion: I. Rogers motioned to proceed with application and to get additional quotes for the project J. Lewerk seconded.

Vote: Unanimous

Motion Carried

- h) Discussion re: Minimum Wage and Impact to Budget and Possible Action- Mrs. Deborah Ladouceur spoke about Minimum Wage increasing to \$15.69 per hour beginning January 1, 2024. This minimum wage increase will make a minimum impact on the current budget.
- i) Discussion re: ADA Walkway Project- Mr. Brian McGlew and Mrs. Sally Keating briefly summarized a conversation with First Selectman Tom Sparkman regarding the status of the project. Mr. Sparkman is conversing with the State of Connecticut regarding regulation procedures. Once the process is clarified, this project will begin this winter or early spring. This topic will be on the agenda next month with updates.
- j) Discussion re: The Ducharme Account- Mrs. Judy Jencks tabled this agenda item due to future clarification on the ADA Walkway Project.
- k) Discussion re: Building Committee Project- Mr. Brian McGlew and Mrs. Sally Keating provided an update on the status of the bathroom project. Mr. McGlew and Mrs. Keating are researching a State Grant for this project. Mrs. Keating will update the Board during this process.

11. Committee Reports – None

12. Additions to the Agenda- Mrs. Katie Vane requested consideration that the administration give a general notification to parents regarding safety issues, if they occur, as soon as possible. Mrs. Sally Keating is working with the Lisbon BOE attorney to address correspondence procedures for any future safety issues.

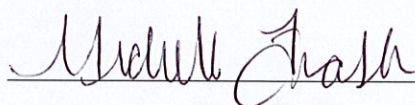
13. Next Agenda Planning- ELA SBAC, Busing RFP, ADA Walkway, Ducharme Account, Update on Bathroom Project and the NFA contract.

14. Public Comment - Under this agenda item, comments are open to any new business under the Robert's Rules of Order noted above. – Mrs. Karen Barber suggested an option for communication to parents concerning safety issues. Mrs. Holly Smelser stated that there was some confusion in the community about handbook language in regards to rules on safety.


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15. **Adjournment** The meeting adjourned at 8:49 p.m.

Approved



Recording Secretary

RECEIVED FOR RECORD AT LISBON, CT
ON 10/23/23 AT 11:27am
ATTEST. MICHELLE GRANT, TOWN CLERK
 Asst.