

Lisbon Board of Education

Lisbon, Connecticut 06351

Regular Meeting Agenda

Monday, January 22, 2024

6:30 p.m.

Lisbon Central School

Library / Media Center

or

Please access https://www.youtube.com/channel/UC6wUqL2mLeziS_o0poj_wjA/live or click link on our website- (BOE/Agenda/Minutes)

1. **Call to Order**
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.**

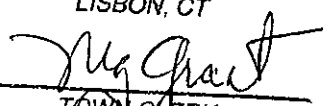
Please note: The Lisbon Board of Education welcomes comments and suggestions from citizens of the Lisbon community. Citizens who wish to speak with the Board of Education about a particular subject or concern shall be recognized during the public comment portion of the meeting. Each citizen wishing to 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**
6. **Report from Lisbon Central School Student Ambassadors**
7. **Approval of Minutes – Special Meeting January 2, 2024**
8. **Administrators' / Superintendent's Report**
 - a) Lisbon Central School – Mr. Christopher Sheldon
 - b) Special Education- Mr. Scott Trepanier
 - c) Business Office – Mrs. Deborah Ladouceur
 - d) Building and Grounds – Mr. Brian McGlew
 - e) Information – Mrs. Sally Keating
9. **Consent Agenda**
 - a) Approval of Monthly Expenditures
 - b) Financial Statement
10. **New Business / Old Business**
 - a) Acceptance and Approval of Employee's Resignation and Possible Action
 - b) Presentation and Discussion re: Middle College
 - c) Update re: Reading at Lisbon Central School
 - d) Update re: Board of Education Policies
 - Policy 3593.1 S Business- Individuals With Disabilities Education Act Fiscal Compliance
 - Policy 5515 S Students- The Pledge of Allegiance
 - Policy 6176 S Instruction- Individuals with Disabilities Education Act – Alternative Assessments for Students with Disabilities for Statewide and District-Wide Assessments
 - e) Discussion re: Amendment to the Board of Education Policies and Possible Action
 - Policy 1732 S- Community/Board Operations- Policy Regarding Green Cleaning Programs
 - Policy 3583.1 S Business- Gifts, Grants and Bequests to the District
 - Policy 6178 S Instruction- Parental Access to Instructional Materials

- f) Discussion re: Transportation Costs and Grants
 - g) Update/Discussion re: Future Bus Contract and Possible Action
 - h) Discussion re: Ducharme Accounts and Possible Action
 - i) Discussion re: Superintendent's Evaluation (Proposed Executive Session); Approval of Superintendent's Evaluation
- 11. **Committee Reports**
 - 12. **Additions to the Agenda**
 - 13. **Next Agenda Planning**
 - 14. **Public Comment - Under this agenda item, comments are open to any new business under the Robert's Rules of Order noted above.**
- Please see statement above regarding Public Comment procedures/protocol.
- 15. **Adjournment**


Michelle Fraser, Recording Secretary

Ian Rogers - Board of Education Chairperson

RECEIVED FOR FILING
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TOWN CLERK'S OFFICE
LISBON, CT

TOWN CLERK

Lisbon Board of Education

Lisbon, Connecticut 06351

Special Board of Education Minutes

Monday, January 2, 2024

6:00 p.m.

Lisbon Central School

Library / Media Center

Board Members Present: I. Rogers (Chair), J. Jencks, L. Baah, J. Lewerk, D. Nowakowski, J. Danburg, B. Larkin, K. Barber

Board Members Absent: K. Vane

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

Student Ambassadors Absent: P. Contino, (P. Contino's report was submitted to the Principal to read), N. Vane

Others: Phillip Kinslow, Attorney Jessica Ritter

1. **Call to Order** – I. Rogers called the meeting to order at 6:05 p.m.
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Public Comment** – None

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5. **Correspondence to Board of Education** – Mr. Ian Rogers read the letter from Mr. Thomas Sparkman that stated the LCS Indoor Air Quality Grant Program Committee was disbanded by unanimous vote at the December 11, 2023 Regular Board of Selectmen Meeting.

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

Mr. David Nowakowski read T. Nowakowski's 7th grade report. The following was reported: In Language Arts: They finished reading "A Christmas Carol" and are comparing it to "Scrooge" and "The Grinch". In Math: They are solving multiple variable equations. In Social Studies: They are studying different cultures brought to other countries. In Spanish: They are learning about a Spanish Christmas. In Science: They are learning about the periodic table of elements. Mr. Christopher Sheldon read P. Contino's 8th grade report. The following was reported: In Math: They are working on calculating the slope of graphs. In Language Arts: They are working on grammar and spelling packets chapters 12-13. In Spanish: They are learning about nature and weather. The 8th grade had the opportunity to apply for The National Junior Honor Society. Mrs. Alyssa Fabry organized a school dance which was reported to have been amazing.

7. Approval of Minutes

Motion: J. Lewerk moved to approve the minutes of the 11/27/23 Regular Board of Education Meeting; L. Baah seconded

Vote: Unanimous

Motion Carried

Motion: J. Lewerk moved to approve the minutes of the 12/1/23 Special Board of Education Meeting; L. Baah seconded

Vote: Unanimous

Motion Carried

8. Administrators' / Superintendent's Report

- a) Lisbon Central School – Mr. Christopher Sheldon congratulated the November Students of the Month on demonstrating the tenants of Cougar Pride, being respectful, responsible, safe and trustworthy. C. Sheldon reported that the LCS PTO Breakfast with Santa was very well attended and will help defray the cost of the 6th grade class trip to New York. C. Sheldon thanked Mrs. Rita Miller and Mrs. Ellen Joly for organizing the Holiday Music Concert; everyone did a great job. C. Sheldon also spoke about the 7th & 8th grade dance and that the kids had a lot of fun.
- b) Special Education –Mr. Scott Trepanier spoke about the Special Education Enrollment Numbers, the Co-Teaching Model as well as the benefits of implementing this model.
- c) Business Office – Mrs. Deborah Ladouceur spoke about the timelines for the development of next year's budget.
- d) Building & Grounds –Mr. Brian McGlew spoke about an update regarding the LCS physical plant.
- e) Information- Mrs. Sally Keating discussed the Right to Read Grant as well as the Small Town Right to Read Grant and that both grants were awarded by The CSDE. Mrs. Sally Keating and Mrs. Megan Jenkins wrote these grants and were very happy about the awards.

9. Consent Agenda

a) Approval of Monthly Expenditures

Motion: L. Baah moved to approve the monthly expenditures for November 2023, Fiscal Year 2023-2024 in the amount of \$1,647,450.38 due to an Accounts Payable posting; J. Lewerk seconded

Vote: Unanimous

Motion Carried

b) Financial Statement

Motion: B. Larkin moved to approve the financial statement for November 2023, Fiscal Year 2023-2024 as presented by the Administration; L. Baah seconded

Vote: Unanimous

Motion Carried

10. New Business / Old Business

- a) Attorney Jessica Ritter's Presentation re: Board of Education Responsibilities and Roles-Attorney Jessica Ritter distributed packets to the BOE Members to acquaint and review with BOE members the roles and responsibilities of the Board of Education. Any questions regarding this packet will be directed to I. Rogers.

Motion: J. Lewerk motioned to receive the presentation as a packet and refer any questions regarding this to I. Rogers; L. Baah seconded

Vote: Unanimous

Motion Carried

- b) Discussion Concerning an Attorney-Client Privileged Communication Related to Excess Cost Grant and Private Special Education Placements (Proposed Executive Session)

Motion: B. Larkin motioned to enter into Executive Session and to invite Attorney Jessica Ritter, Sally Keating, Scott Trepanier, Deborah Ladouceur and Christopher Sheldon, to discuss Agenda 10 (b) re: Discussion Concerning an Attorney-Client Privileged Communication Related to Excess Cost Grant and Private Special Education Placements (Proposed Executive Session).; L. Baah seconded

Vote: Unanimous

Motion Carried

The Board entered into Executive Session at 6:20 pm.

The Board ended Executive Session at 6:50 pm.

- c) Discussion re: Kindergarten Entry Date and Guidelines- Mr. Scott Trepanier spoke about the new Kindergarten Entry Date. Scott explained that parents can request a waiver; he is in the process of setting up benchmarks to coincide with this. He also stated the impact should be minimal for the upcoming year.
- d) Update re: HVAC Indoor Air Quality Grant for LCS- Mr. Ian Rogers and Mrs. Sally Keating spoke briefly about The Town Meeting held on December 6, 2023 regarding this Grant. The Grant is not moving forward. As a result Mr. Thomas Sparkman disbanded The Building Committee on December 11, 2023 at the Regular Meeting of the Board of Selectmen.
- e) Discussion re: October 1st Transportation Costs- Mrs. Deborah Ladouceur presented the October 1st Transportation Costs and possible budget impact. Mr. Scott Trepanier addressed some of the additional Transportation Costs due to changes in Special Education.
- f) Discussion re: Bathroom Project at LCS-Mr. Brian McGlew spoke about the changes in the application process and moving forward getting quotes from contractors.
- g) Update re: Draft NFA Contract-Mrs. Sally Keating gave an update of the Draft NFA Contract. When Shipman and Goodwin is done reviewing the draft, it will be presented to the Board of Education and this will be done under Executive Session.
- h) Update re: Ducharme Accounts and Possible Action- Mr. Ian Rogers and Mrs. Sally Keating gave an update on both the Gerald and the Ethel Ducharme Accounts. It was discussed that the Awards Committee will take over the responsibilities of the Ethel Ducharme Account. This will be discussed further at the next Board of Education Meeting on January 22, 2024.
- i) Update re: ADA Walkway- Mr. Brian McGlew reported that Mr. Thomas Sparkman is still waiting to hear from the State on this topic.


- j) Update re: Superintendent's Evaluation- Mr. Ian Rogers and Mrs. Sally Keating scheduled this agenda item for the next Board of Education Meeting,

11. **Committee Reports** – None
12. **Additions to the Agenda** - None
13. **Next Agenda Planning** – Middle College, Transportation Costs, Reading Update
14. **Public Comment** – Mr. Phillip Kinslow commented that he thought purchasing buses with neighboring towns may be an option to offset transportation costs. P. Kinslow also asked if money has been spent from the Ducharme Accounts. If so he would like to know how much and what it was used for.

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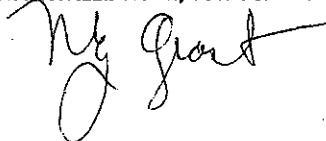
15. **Adjournment** The meeting adjourned at 7:42 p.m.

Approved



Recording Secretary

RECEIVED FOR RECORD AT LISBON, CT
ON 01/08/24 AT 12:59 pm
ATTEST. MICHELLE GRANT, TOWN CLERK



December Students of the Month

Congratulations to our December Students of the Month - Avery Lewis-Burr, Sophie Medberry, Millie Gauthier, Everly Guthrie, Maci Aubin, Karlianys Rivera, Evy Carroll, Lydia Gosselin, and Kelly Rodriguez-Gonzalez. Excellent Job to these students for demonstrating the tenants of Cougar Pride and being respectful, responsible, safe, and trustworthy.

Item # 8(b)

SPECIAL EDUCATION BOARD OF EDUCATION REPORT
LIBSON CENTRAL SCHOOL
Nov 2023

School Name	Jan 2023 # of Students	Feb 2023 # of Students	Mar 2023 # of Students	Apr 2023 # of Students	May 2023 # of Students	Jun 2023 # of Students	Jul 2023 # of Students	Aug 2023 # of Students	Sep 2023 # of Students	Oct 2023 # of Students	Nov 2023 # of Students	Dec 2023 # of Students	Jan 2024 # of Students
Libson Central School	86	85	84	85	87	88	84	84	85	86	80	80	81
Elementary:													
Bradley School	0	0	0	0	0	0	0	0	0	0	0	0	0
EASTCONN	2	2	2	2	2	2	2	2	2	2	2	2	2
RMMS	1	1	1	0	0	0	0	0	0	0	0	0	0
The Speech Academy	1	1	1	1	1	1	1	1	1	1	1	1	1
TLC (The Learning Clinic)	0	0	0	0	0	0	1	2	2	2	2	2	2
High School:													
Griswold Alternative School	1	1	1	1	1	1	0	0	0	0	0	0	0
Griswold High School	10	11	11	11	11	11	9	8	8	8	8	8	8
LEARN - Ocean Ave., New London	1	1	1	1	1	1	1	1	1	0	0	0	0
Ledyard High School	2	2	2	2	2	2	2	2	1	1	1	1	1
Marine Science Magnet School	1	1	1	1	1	1	0	0	0	0	0	0	0
Norwich Free Academy:													
ABLE	1	1	1	1	1	1	0	0	0	0	0	0	0
ACES	1	1	1	1	1	1	0	0	0	0	0	0	0
PACES	1	1	1	1	1	1	0	0	0	0	0	0	0
Main Campus	6	6	5	5	5	5	5	5	5	5	4	3	3
Bacon Academy (Colchester)	1	1	1	1	1	1	0	0	0	0	0	0	0
The Learning Clinic	0	0	0	0	0	0	1	2	2	2	2	2	2
Sharp Training													

Age 18-22 Transition:													
Griswold Transition Program	1	1	1	1	1	1	2	2	2	2	2	2	2
Learn Transition Academy													
The Lighthouse	1	1	1	1	1	1	2	2	2	2	2	2	2
State High School:													
Ella Grasso Technical School	2	2	2	2	2	2	2	2	2	2	2	2	2
Norwich Technical School	4	4	4	4	4	4	5	5	5	5	5	5	5

TOTAL STUDENTS 123 123 121 121 121 123 124 119 119 119 120 113 112 113

6/15/2023

School Security, Safety and Safe School Climate Committee Meeting

January 12, 2024

AGENDA

1. Introductions
2. Review and Feedback re: Updated 2023-24 All-Hazards School Security and Safety Plan
3. Roundtable and Questions re: Updated 2023-2024 Plan
4. Review and Feedback re: School Climate Surveys
5. Next Steps
6. Other
7. Adjournment

Town of Lisbon-Board of Education

Monthly Financial Report

Fiscal Year: 2023-2024

From Date: 12/1/2023 To Date: 12/31/2023

☐ Include pre encumbrance

☐ Print accounts with zero balance

☒ Filter Encumbrance Detail by Date Range

☐ Exclude inactive accounts with zero balance

Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal	% Rem
001.5.00.0000.00.111	Certified Salaries	\$3,729,410.00	\$0.00	\$3,729,410.00	\$281,369.37	\$1,485,731.87	\$2,283,878.13	\$2,183,652.11	\$80,026.02	2.15%
001.5.00.0000.00.112	Non-Certified Salaries	\$631,795.00	\$3,390.00	\$635,185.00	\$63,103.37	\$325,988.86	\$309,196.14	\$339,258.50	(\$30,062.36)	-4.73%
001.5.00.0000.00.113	Substitutes	\$63,015.00	(\$3,390.00)	\$59,625.00	\$3,743.75	\$15,584.56	\$44,040.44	\$4,408.61	\$33,633.83	66.47%
001.5.00.0000.00.115	Student Activities	\$40,325.00	\$0.00	\$40,325.00	\$0.00	\$7,400.00	\$32,925.00	\$12,075.00	\$20,850.00	51.70%
001.5.00.0000.00.120	Substitute Custodians	\$23,074.00	\$0.00	\$23,074.00	\$1,870.88	\$16,804.64	\$6,269.36	\$1,555.24	\$4,714.12	20.43%
001.5.00.0000.00.210	Anthem BC	\$1,134,882.00	\$0.00	\$1,134,882.00	\$93,241.17	\$711,351.31	\$423,530.69	\$30,500.00	\$393,030.69	34.83%
001.5.00.0000.00.220	FICA-Employer's Share	\$130,102.00	\$0.00	\$130,102.00	\$12,282.31	\$61,203.10	\$68,898.90	\$10,893.17	\$58,005.73	44.58%
001.5.00.0000.00.230	Retirement Contributions	\$35,562.00	\$0.00	\$35,562.00	\$1,302.12	\$16,638.33	\$18,923.87	\$1,135.27	\$17,788.40	50.02%
001.5.00.0000.00.231	Contractual Teacher 403b Contribution	\$10,080.00	\$0.00	\$10,080.00	\$10,080.00	\$10,080.00	\$0.00	\$0.00	\$0.00	0.00%
001.5.00.0000.00.250	Contractual Tuition Reimbursement	\$7,870.00	\$0.00	\$7,870.00	\$0.00	\$0.00	\$7,870.00	\$0.00	\$7,870.00	100.00%
001.5.00.0000.00.260	Unemployment Compensation	\$2,831.00	\$0.00	\$2,831.00	\$0.00	\$0.00	\$2,831.00	\$0.00	\$2,831.00	100.00%
001.5.00.0000.00.270	Workers' Compensation Insurance	\$36,571.00	\$0.00	\$36,571.00	\$0.00	\$34,723.00	\$1,848.00	\$0.00	\$1,848.00	5.06%
001.5.00.0000.00.290	Other Employee Benefits	\$53,048.00	\$0.00	\$53,048.00	\$3,072.45	\$22,547.82	\$30,500.08	\$6,795.96	\$23,704.12	44.68%
001.5.00.0000.00.322	Professional Development	\$19,200.00	\$0.00	\$19,200.00	\$241.00	\$3,441.00	\$15,759.00	\$145.00	\$15,614.00	81.32%
001.5.00.0000.00.324	Field Trips	\$0.00	\$0.00	\$0.00	\$586.33	\$586.33	(\$586.33)	\$0.00	(\$586.33)	0.00%
001.5.00.0000.00.340	Other Professional Services	\$8,850.00	(\$3,800.00)	\$3,250.00	\$0.00	\$600.00	\$2,450.00	\$100.00	\$2,350.00	72.31%
001.5.00.0000.00.341	Legal/Accounting Fees	\$59,181.00	\$0.00	\$59,191.00	\$8,346.00	\$41,509.10	\$17,681.90	\$27,809.50	(\$10,127.60)	-17.11%
001.5.00.0000.00.431	Contracted Building Repairs	\$39,571.00	\$0.00	\$39,571.00	\$876.08	\$15,011.96	\$24,559.04	\$13,500.00	\$11,059.04	27.85%
001.5.00.0000.00.510	Transportation	\$938,646.00	\$0.00	\$938,646.00	\$63,563.16	\$380,471.91	\$558,174.09	\$548,318.34	\$9,855.75	1.05%
001.5.00.0000.00.520	Property/Liability Insurance	\$61,785.00	\$0.00	\$61,785.00	\$0.00	\$59,378.00	\$2,409.00	\$0.00	\$2,409.00	3.90%
001.5.00.0000.00.530	Communications	\$10,833.00	\$0.00	\$10,833.00	\$380.20	\$3,570.60	\$7,262.40	\$3,743.52	\$3,518.88	32.48%
001.5.00.0000.00.532	Postage	\$3,950.00	\$0.00	\$3,950.00	\$0.00	\$1,379.68	\$2,570.34	\$1,081.38	\$1,488.96	37.70%
001.5.00.0000.00.540	Advertising	\$2,500.00	\$0.00	\$2,500.00	\$186.76	\$700.76	\$1,799.24	\$724.94	\$1,074.30	42.97%
001.5.00.0000.00.560	Special Education Tuition	\$828,945.00	\$0.00	\$828,945.00	\$57,924.58	\$719,480.23	\$110,454.77	\$683,579.58	(\$573,124.81)	-89.08%
001.5.00.0000.00.561	Regular Education Tuition	\$2,045,037.00	\$0.00	\$2,045,037.00	\$0.00	\$1,185,244.50	\$859,792.50	\$738,916.00	\$120,876.50	5.81%
001.5.00.0000.00.580	Travel Reimbursement	\$1,411.00	\$0.00	\$1,411.00	\$0.00	\$25.15	\$1,385.85	\$0.00	\$1,385.85	98.22%
001.5.00.0000.00.580	Contracted Services	\$393,225.00	\$0.00	\$393,225.00	\$15,425.64	\$189,033.28	\$204,191.74	\$65,457.52	\$138,734.22	35.28%
001.5.00.0000.00.592	Adult Education	\$15,000.00	\$0.00	\$15,000.00	\$15,000.00	\$15,000.00	\$0.00	\$0.00	\$0.00	0.00%
001.5.00.0000.00.593	Custodial Contracted Services	\$78,289.00	\$0.00	\$78,289.00	\$1,688.34	\$24,986.39	\$53,302.61	\$42,376.29	\$10,926.32	13.96%
001.5.00.0000.00.611	Instructional Supplies	\$52,179.00	\$0.00	\$52,179.00	\$94.95	\$41,645.74	\$10,533.28	\$1,563.59	\$8,979.67	17.21%
001.5.00.0000.00.612	Health Supplies	\$5,998.00	\$0.00	\$5,998.00	\$0.00	\$0.00	\$5,998.00	\$26.36	\$5,971.64	98.56%
001.5.00.0000.00.614	Custodial Supplies	\$26,664.00	\$0.00	\$26,664.00	\$0.00	\$3,282.90	\$23,381.10	\$6,399.73	\$16,981.37	63.65%
001.5.00.0000.00.615	Student Activity Supplies	\$4,107.00	\$0.00	\$4,107.00	\$1,275.00	\$2,687.67	\$1,269.33	\$0.00	\$1,269.33	30.91%
001.5.00.0000.00.622	Electricity	\$80,680.00	\$0.00	\$80,680.00	\$0.00	\$29,038.72	\$51,641.28	\$51,641.28	\$0.00	0.00%

Item # 9 (a+b)

Town of Lisbon-Board of Education

Monthly Financial Report

Fiscal Year: 2023-2024

From Date: 12/1/2023 To Date: 12/31/2023

☒ Filter Encumbrance Detail by Date Range

☐ Include pre encumbrance
☐ Exclude inactive accounts with zero balance

Account Number	Description	Budget	Adjustments	GL Budget	Current	YTD	Balance	Encumbrance	Budget Bal	% Rem
001.5.00.0000.00.623	Propane	\$2,492.00	\$0.00	\$2,492.00	\$0.00	\$0.00	\$2,492.00	\$0.00	\$2,492.00	100.00%
001.5.00.0000.00.624	Oil	\$64,670.00	\$0.00	\$64,670.00	\$0.00	\$81,780.94	\$2,889.06	\$2,670.00	\$219.06	0.34%
001.5.00.0000.00.642	Library Supplies/Materials	\$2,693.00	\$0.00	\$2,693.00	\$138.00	\$2,694.06	(\$1.06)	\$0.00	(\$1.06)	-0.04%
001.5.00.0000.00.650	Supplies-Technology Related	\$6,545.00	\$0.00	\$6,545.00	\$0.00	\$885.72	\$5,659.28	\$791.01	\$4,868.27	74.36%
001.5.00.0000.00.692	Other Supplies	\$19,952.00	\$0.00	\$19,952.00	\$1,167.16	\$10,892.84	\$9,059.16	\$3,192.97	\$5,866.19	29.40%
001.5.00.0000.00.720	Capital Improvements	\$2,280.00	\$0.00	\$2,280.00	\$0.00	\$0.00	\$2,280.00	\$0.00	\$2,280.00	100.00%
001.5.00.0000.00.739	Other Equipment	\$1,452.00	\$0.00	\$1,452.00	\$395.99	\$666.51	\$785.49	\$0.00	\$785.49	54.10%
001.5.00.0000.00.810	Dues & Fees	\$12,287.00	\$3,600.00	\$15,887.00	\$0.00	\$12,795.00	\$3,092.00	\$250.00	\$2,842.00	17.69%
Grand Total:		\$10,685,997.00	\$0.00	\$10,685,997.00	\$657,101.57	\$5,495,200.54	\$5,190,796.46	\$4,782,548.87	\$408,247.59	3.92%

End of Report

January 5, 2024

To the Lisbon Board of Education and Superintendent Mrs. Keating,

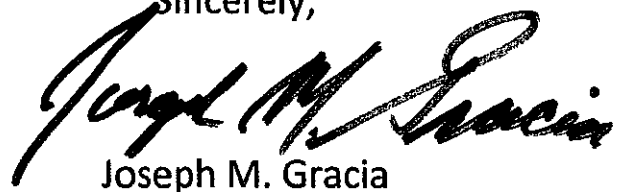
I am writing to inform you that I have decided to retire at the end of my 2023-2024 current contract. It is with emotion that I leave this wonderful school and amazing job in my career path.

I will be leaving with 22 years as a staff member given a great opportunity to work with great teachers and administrators during my years here. I will be leaving into a new stage in my life and spending time with my family and friends.

In the coming months ahead, I will continue to be the same man in caring for and assisting the students to be the best they can be. I am pleased with this new staff that will be leading our children into the next generation. It has been a pleasure to be one of many who have inspired and nurtured the many students that I have encountered in my many years here at Lisbon Central School.

It has been my pleasure and privilege to be an employee and more than that, a colleague to the staff, parents, and community.

Sincerely,

A handwritten signature in black ink, appearing to read "Joseph M. Gracia". The signature is fluid and cursive, with the first name "Joseph" being the most prominent.

Joseph M. Gracia

MMS/STEAM/Technology

Sally Keating

From: Sally Keating <skeating@lisbonschool.org>
Sent: Monday, January 8, 2024 6:57 AM
To: 'Edward Keleher'
Subject: RE: Interest in Presentation

We are meeting on January 22nd at 6:30 p.m. in the Lisbon Central School Library/Media Center. You will probably present by 6:45p.m. Do you need anything? Thank you very much.

Sally

From: Edward Keleher <EKeleher@eastconn.org>
Sent: Saturday, January 6, 2024 5:02 PM
To: S Keating <skeating@lisbonschool.org>
Cc: 'Christopher Sheldon' <csheldon@lisbonschool.org>
Subject: RE: Interest in Presentation

I would be happy to meet with your BOE. I have a presentation I used during recruiting that would be perfect! Please let me know where to be and I will see you on the 22nd!
Ted Keleher

From: Sally Keating <skeating@lisbonschool.org>
Sent: Saturday, January 6, 2024 9:54 AM
To: Edward Keleher <EKeleher@eastconn.org>
Cc: 'Christopher Sheldon' <csheldon@lisbonschool.org>
Subject: Interest in Presentation

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Hello,

I am the Superintendent in Lisbon. My name is Sally Keating. My Board of Education was interested in having someone come to our next BOE meeting on January 22nd at 6:30p.m. to provide an overview of your middle college. Maybe a 20 minute presentation and then questions? 30 minutes in all? Would you be able to do this? Please let me know at your earliest convenience. If you would like to talk, my number is 860 376 2403 –Ext. 200. Thank you.

Sally Keating

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3593.1 S
Business

**INDIVIDUALS WITH DISABILITIES EDUCATION ACT FISCAL
COMPLIANCE**

The Lisbon Board of Education (the “Board”) will, in all respects, comply with the requirements of state and federal law with regard to special education fiscal compliance. Pursuant to the Individuals with Disabilities Education Act, 20 U.S.C. § 1400 et seq. (“IDEA”) and its associated regulations, the Board shall specifically ensure compliance with the fiscal provisions of the IDEA, as they may be amended from time to time. The Superintendent or designee shall develop administrative regulations with regard to such fiscal compliance.

Legal References:

Individuals with Disabilities Education Act, 20 U.S.C. § 1400, et seq. (IDEA)
34 C.F.R. § 300.144
34 C.F.R. § 300.202(a)(3)
34 C.F.R. § 300.133(d)
34 C.F.R. § 300.172
34 C.F.R. § 300.205(d)
34 C.F.R. § 300.226(a)
34 C.F.R. § 300.209(b)
34 C.F.R. § 300.818, Appendix A

ADOPTED: 10/16/2023

THE PLEDGE OF ALLEGIANCE

In accordance with Conn. Gen. Stat. Section 10-230(c), the Board of Education shall ensure that a period of time is set aside each school day to allow those students who wish to do so the opportunity to recite the Pledge of Allegiance. This policy shall not be construed to require any person to recite the Pledge of Allegiance, should he or she choose not to do so.

Legal References:

Connecticut General Statutes Section 10-230

ADOPTED: 10/16/2023

**INDIVIDUALS WITH DISABILITIES EDUCATION ACT - ALTERNATIVE
ASSESSMENTS FOR STUDENTS WITH DISABILITIES FOR STATEWIDE
AND DISTRICT-WIDE ASSESSMENTS**

The Lisbon Board of Education will, in all respects, comply with the requirements of state and federal law with regard to the special education of students with disabilities. Decisions about whether a student with a disability eligible for special education and related services under the Individuals with Disabilities Education Act shall participate in alternative assessment(s) to particular statewide or district-wide assessments shall be made by each student's planning and placement team in accordance with applicable state and federal law.

Legal References:

Conn. Gen. Stat. § 10-14q

Individuals with Disabilities Education Act (IDEA), 20 U.S.C. § 1400 *et seq.*

34 C.F.R. § 300.320 *et seq.*

Connecticut Alternate Assessment (CTAA) Test Administration Manual, English Language Arts and Mathematics (Dec. 9, 2019), *available at* <https://ct.portal.cambiumast.com/core/fileparse.php/51/urlt/CTAA-Test-Administration-Manual-TAM.pdf>.

CTAA and Alternate Science Learner Characteristics Inventory (LCI), *available at* <https://portal.ct.gov/-/media/SDE/Student-Assessment/Special-Populations/LCI.pdf?la=en>.

ADOPTED: 10/16/2023

POLICY REGARDING GREEN CLEANING PROGRAMS

It is the policy of the Lisbon Board of Education (the "Board") to implement a green cleaning program in which the Board procures and properly uses environmentally preferable cleaning products in school buildings and facilities. Pursuant to subsection (a)(2)(A) of section 10-231g of the Connecticut General Statutes, any disinfectant, disinfecting cleaner, sanitizer or any other antimicrobial product approved by federal law may be used by the Board.

The Board shall provide the staff of each school and, upon request, the parents and guardians of each child enrolled in each school with a written statement of the school district's green cleaning program. Such notice shall include (1) the types and names of environmentally preferable cleaning products being applied in schools, (2) the location of the application of such cleaning products in the school buildings and facilities, (3) the schedule of when such cleaning products are applied in the school buildings and facilities, (4) the statement, "No parent, guardian, teacher or staff member may bring into the school facility any consumer product which is intended to clean, deodorize, sanitize or disinfect." and (5) the name of the school administrator, or a designee, who may be contacted for further information. Such notice shall be provided to the parents or guardians of any child who transfers to a school during the school year and to staff hired during the school year.

The Board shall make such notice, as well as the report submitted to the Department of Education pursuant to subsection (a) of section 10-220 of the Connecticut General Statutes (*i.e.*, required report on condition of facilities, action taken to implement the Board's long-term school building program, indoor air quality and green cleaning program), available on its web site and **will provide access to a link of all products in the school handbook** and the web site of each school under such board's jurisdiction. If no such web site exists, the Board shall make such notice otherwise publicly available.

Legal References:

Connecticut General Statutes:

- § 10-220(a) Duties of board of education.
- § 10-231g Green cleaning program at schools: Definitions. Implementation. Notice.

ADOPTED: 10/16/2023

Amended: _____

GIFTS, GRANTS, AND BEQUESTS TO THE DISTRICT

Gifts of personal property to the district, including monetary donations, that meet criteria set forth in the administrative regulations established in accordance with this policy are welcomed and encouraged.

The Superintendent of Schools shall develop administrative regulations governing the acceptance of gifts and the procedure for examining and evaluating offers of gifts to the district.

The school principal may approve gifts to a school that are valued at \$500 or under and meet criteria established by the administrative regulations established in accordance with this policy. The Superintendent of Schools must accept gifts that are valued over \$500 and meet criteria established by the administrative regulations established in accordance with this policy.

The Superintendent, in consultation with the principals and considering the wishes of the donor, may determine the school(s), program(s) or facility(ies) to which the gift shall go if it is valued at more than \$500. The Superintendent shall inform the Board of Education of any gift valued at more than \$500 that has been accepted by the district.

If the Superintendent determines that a gift fails to meet the criteria established in the administrative regulations, the Superintendent shall inform the Board of Education.

Any gift rejected by the **Superintendent in conjunction with the** Board of Education shall be returned to the donor or the donor's estate, with a statement indicating the reason for rejection of such gift.

Legal Reference:

Conn. Gen. Stat. § 10-237

ADOPTED: 10/16/2023

Amended: _____

PARENTAL ACCESS TO INSTRUCTIONAL MATERIAL

In accordance with federal law, state law, and Lisbon Board of Education (the “Board”) policy, parents or guardians shall be permitted access to instructional material used as part of the educational curriculum for any student and all curriculum approved by the Board’s curriculum committee established pursuant to section 10-220 of the Connecticut General Statutes and all associated curriculum materials (“Curriculum”). Curriculum does not include academic tests or academic assessments.

"Instructional Material" means any instructional content that is provided to a student, regardless of its format, including printed or representational materials, audio-visual materials, and materials in electronic or digital formats (such as materials accessible through the Internet). The term does not include academic tests or academic assessments.

Upon request, the district shall permit parents or guardians to inspect any Instructional Material and Curriculum. The district shall grant reasonable access to Instructional Material and Curriculum ~~within a reasonable period of time~~ **10 business days** after a request is received from a parent or guardian.

Legal Reference:

Federal Law:

Elementary and Secondary Education Act of 1965, 20 U.S.C. § 1232h, as amended by the Every Student Succeeds Act, Pub. L. 114-95

State Law:

Conn. Gen. Stat. § 10-220, Duties of Boards of Education

Public Act 23-160, “An Act Concerning Education Mandate Relief and Other Technical and Assorted Revisions and Additions to the Education and Early Childhood Education Statutes.”

ADOPTED: 10/16/2023

Amended: _____

Sally keating

From: Sally keating <skeating@lisbonschool.org>
Sent: Thursday, January 11, 2024 9:18 AM
To: 'Chambers, Kevin'
Subject: RE: Question

Thank you very much.

From: Chambers, Kevin <Kevin.Chambers@ct.gov>
Sent: Thursday, January 11, 2024 9:15 AM
To: Sally keating <skeating@lisbonschool.org>
Subject: RE: Question

No, the public and non-public transportation grants were discontinued quite a while ago regardless of priority or non-priority schools

From: Sally keating <skeating@lisbonschool.org>
Sent: Thursday, January 11, 2024 9:12 AM
To: Chambers, Kevin <Kevin.Chambers@ct.gov>
Subject: Question

[REDACTED]

Hi Mr. Chambers,

I left you a voice mail. Do you know of any bus transportation grants for non-priority districts? Thanks.

Sal



Ethel L. Ducharme Scholarship Fund
Fund ID: 4333
For the Period Ending November 30, 2023

Year-To-Date
1/1/2023 - 11/30/2023

Additions to Fund

Contributions	87,338.73
Net Investment Income	5,141.57

Disbursements

Foundation Administrative Fees	886.37
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Net Changes to Fund Balance	\$91,593.93
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Deb Ladouceur <dladouceur@lisbonschool.org>

Fw: Question from Deb Ladouceur

3 messages

Chris Maynard <cmaynard@lisbonct.com>
To: Deb Ladouceur <dladouceur@lisbonschool.org>

Sat, Jan 6, 2024 at 3:15 PM

Deb

See attached regarding the information that I have regarding the Ducharme funds.

Chris

From: Ashlee Bownas <ABownas@dime-bank.com>
Sent: Thursday, January 4, 2024 1:35 PM
To: Chris Maynard
Cc: Kayla Madrigal
Subject: Question from Deb Ladouceur

Good Afternoon Chris,

Deb Ladouceur reached out with questions about a Town of Lisbon account. The account ending in 3119, unfortunately she is not a signer on that account so I cannot directly provide her information. She is looking to provide answers to the Board of Education regarding questions they had about deposits from donations. I told her I would email you the information.

She was looking for 2 deposits:
\$74,000 deposited to act 3119, on 05/28/2021
\$37,469.45 deposited to act 3119, on 09/19/2022

She was also looking for the balance in the account ending in 3119:
As of 01/04/2024 the available balance is \$111,469.45

Please let me know if any additional information is needed.

Thank you,

Ashlee Bownas

Cash Management Relationship Manager

Dime Bank290 Salem Tpk
Norwich, CT 06360

Email.....: ABownas@dime-bank.com