

# Lisbon Board of Education

Lisbon, Connecticut 06351

## Regular Board of Education Minutes

Monday, May 18, 2020

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

Board Members Absent: None

Administrators Present: S. Keating (Superintendent), D. Cormier (Business Manager), B. Apperson (Principal), M. Courter (Director of Special Education), B. McGlew (Building and Grounds)

Administrators Absent: None

Student Ambassadors Present: B. Nowakowski

Student Ambassadors Absent: D. Jeffs and S. Rebstock

Others: None

1. **Call to Order** – M. Krauss called the meeting to order at 6:35 p.m.
2. **Roll Call**
3. **Pledge of Allegiance**
4. **Questions/Comments** – There were no questions/comments emailed to the Board of Education Chairperson at [mkrauss@boe.lisbonschool.org](mailto:mkrauss@boe.lisbonschool.org) 24 hours in advance of the Board Meeting.
5. **Correspondence to Board of Education** – Mrs. Melissa Krauss informed the Board of the thank you card received from the Administrators, office staff and custodian staff of LCS for the gift card for lunch.
6. **Report from Lisbon Central School Student Ambassadors:**

B. Nowakowski reported that the 7th grade students are learning the following: In Social Studies, he reported that they are learning about India. In Language Arts, they are doing several reports and they are working on persuasive reports on their opinion of reopening schools. In Math, they are writing proportions and equations of proportions. In Science, they are learning about the plates of Earth, and how the plates are constantly moving. In Spanish, they are learning new vocabulary including the translations of sports, animal, newspaper, and paint. Lastly, he asked, “Who else is having a great time with no social interaction?” His final note was, “I have been doing lots of work, so don’t worry.”
7. **Approval of Minutes**

**Motion:** J. Lewerk motioned to approve the minutes of the April 20, 2020 Regular Board of Education meeting; S. McCabe seconded

**Vote: Unanimous** **Motion Carried**
8. **Administrators’ / Superintendent’s Report**
  - a) Lisbon Central School – Mr. Brian Apperson provided an update regarding remote learning. He informed the Board that the teachers continue to supply parents with two weeks of planning. The plans are sent home remotely and are posted to our website home page per grade. The teachers reach out to parents/students with any questions/concerns.
  - b) Special Education –Mrs. Maggie Courter reported on enrollment numbers in Special Education and on the virtual related special education services. In regards to PPTs and IEPs, she has completed many of these by virtual meetings, which have gone very well. In addition, she reported that the virtual related services such as OT, PT, Speech and Counseling have also gone very well.

- c) Business Office – Mrs. Diana Cormier reported on the Medicaid Account up to April 30, 2020. She also reported on the cafeteria report as of March 31, 2020. She stated Mr. Rossi continues to collect outstanding balances. He also has been in contact with parents who have extra money on their child’s accounts. They were given the option to roll the account surplus to the next year or get a refund of the balance, as per our policy guidelines.
- d) Building and Grounds –Mr. Brian McGlew provided an update regarding the LCS physical plant. Technicians have been allowed into the building, with proper PPE, to inspect the sprinkler system. It was reported to be working correctly. He also reported that the six-month asbestos test has been done. It too is okay. Lastly he reported that the custodians have been working on ground pruning and trimming shrubs and making the grounds look good for the next fiscal year.
- e) Information – Mrs. Sally Keating discussed the amended bus contract. Mrs. Keating and Mrs. Diana Cormier worked with Mr. Ben Henry from First Student on the contract. Our Board of Education attorney stated we did well in negotiating our transportation contract. We have saved approximately \$61,000. Mrs. Keating went on to say Trooper Adams approached Mr. McGlew and herself regarding utilizing our school for training. The Montville Troop E barrack officers would be involved. They will review different procedures and protocols in response to specific situations in a school setting. We wanted to cooperate with them. The training for State Troopers at LCS will be done on May 19<sup>th</sup> and May 26<sup>th</sup> from 2:30 p.m.-5:30 p.m. Additionally, Mrs. Keating briefly commented on the latest communication with the Director of the Natchaug School Programs regarding the possibility of room rentals at LCS. The Director and Mrs. Keating will be meeting in the next school year. One factor that was discussed was that there are already many similar programs in this area of the State but they agreed that with the changes that may occur next year due to the COVID-19 impact, there might be further need in this area. Mrs. Keating will keep the Board updated after their meeting.

**Consent Agenda**

- a) Approval of Monthly Expenditures

**Motion:** J. Lewerk motioned to approve monthly expenditures for April 2020, Fiscal Year 2019-2020 in the amount of \$642,794.12; J. Marshall seconded

**Vote: Unanimous**

**Motion Carried**

- b) Financial Statement

**Motion:** J. Marshall motioned to approve the Financial Statement for April 2020, Fiscal Year 2019-2020 as presented by the Administration; J. Lewerk seconded

**Vote: Unanimous**

**Motion Carried**

- c) Transfers -Mrs. Diana Cormier reported regarding transfers. Mrs. Judy Jencks asked a question if we were utilizing substitutes during the school closer. Mr. McGlew stated he’s utilizing one sub. Mrs. Keating responded that we have one substitute working during the remote learning under the Special Education Department. This substitute has been working as a long-term sub since a staff member resigned earlier in the school year. Mr. Apperson said other than the long-term sub, he has not been informed of any needs.

**Motion:** J. Lewerk motioned to acknowledge the April 2020, Fiscal Year 2019-2020 transfers as presented by Administration; J. Marshall seconded

**Vote: Unanimous**

**Motion Carried**

10. **New Business / Old Business**

- a) Acceptance and Approval of Employee's Resignation/Retirement and Possible Action –Mrs. Melissa Krauss read a letter of resignation/retirement from one of our dedicated fourth grade teachers, Mrs. Christine Healey. She is taking what is known as a terminal leave of absence for the 2020-2021 school year and is resigning, effective the end of the 2020-2021 school year. Mr. Scott McCabe asked what the benefit was in doing so. Mrs. Sally Keating explained that Mrs. Healey will not be paid a salary during this leave and would not have health benefits. The plan is to hire a long-term sub to fill this position and this will save money in the budget.

**Motion:** J. Lewerk motioned to accept and approve Mrs. Christine Healey's resignation/retirement for June 2021 and to wish her much success in the future; M. Avery seconded

**Vote: Unanimous**

**Motion Carried**

- b) Discussion re: Amendment to Policy #5131.6 – Students – Alcohol Use, Drug, and Tobacco (including Performance Enhancing Substances) and Possible Action - The Policy Committee members provided a brief summary of the revisions.

**Motion:** J. Marshall motioned to move to waive the 1st read of Policy #5131.6 – Students – Alcohol Use, Drug, and Tobacco (including Performance Enhancing Substances); J. Lewerk seconded

**Vote: Unanimous**

**Motion Carried**

**Motion:** J. Marshall motioned to amend and adopt Policy #5131.6 – Students – Alcohol Use, Drug, and Tobacco (including Performance Enhancing Substances); J. Lewerk seconded

**Vote: Unanimous**

**Motion Carried**

- c) Discussion re: Adoption of Policy #6114.81 – Instruction – Emergencies and Disaster Preparedness-Pandemic/Epidemic Emergencies –Emergency Suspension of Policy During Pandemic and Possible Action - The Policy Committee members provided a brief summary of this new policy.

**Motion:** J. Marshall motioned to move to waive the 1st read of Policy #6114.81 – Instruction – Emergencies and Disaster Preparedness-Pandemic/Epidemic Emergencies –Emergency Suspension of Policy During Pandemic; J. Lewerk seconded

**Vote: Unanimous**

**Motion Carried**

**Motion:** J. Marshall motioned to accept and adopt Policy #6114.81 – Instruction – Emergencies and Disaster Preparedness-Pandemic/Epidemic Emergencies –Emergency Suspension of Policy During Pandemic; J. Lewerk seconded

**Vote: Unanimous**

**Motion Carried**

- d) Discussion re: Possible LCS Graduation Plans and Possible Action- Mrs. Sally Keating summarized, along with Mr. Brian Apperson's assistance, a possible idea regarding the eighth grade graduation ceremony. The Middle School staff presented the idea for a possible drive through graduation. Mrs. Keating and Mr. Apperson thought that this was an interesting idea. Mrs. Keating discussed this idea with one of Regional Committee Superintendents, Trooper Adams, First Selectman, Tom Sparkman, and Mr. Pat McCormack, the Public Health Director. The Commissioner had stipulated that graduation plans had to be discussed with local health officials. Mrs. Keating provided the Board with the details, protocols, and procedures that will be followed. The graduation will be held June 12<sup>th</sup> at 4:00 with a rain date of June 13<sup>th</sup>. It will be taped for viewing.

**Motion:** J. Jencks motioned to approve the plans for graduation for June 12, 2020; S. McCabe seconded

**Vote: Unanimous**

**Motion Carried**

- e) Discussion re: Brown and Brown Insurance Company-Mrs. Sally Keating informed the Board of our conversation with Brown and Brown, the agent for our health insurance. They did a RFP for a cooperative of districts for health insurance and Anthem was selected. Additionally, she and Mrs. Cormier would like to retain Brown and Brown as our broker for the next two years. We can utilize policy language to do this, such as the use of waivers and doing what needs to be done under a pandemic situation. The Board agreed.
- f) Discussion re: Additional High School Option and Possible Action- Mrs. Keating has talked with various people about different high schools in the area. Mrs. Keating has talked with Superintendent Jay Hartling on several occasions since our last Board meeting regarding the proposal of having Ledyard High School as an additional high school option for our eighth graders. She reviewed the SAT scores which are impressive in comparison with our other high schools, as well as, the different sports and after school activities which they also offer. They offer college prep courses as well as metal and woodworking shops. Mr. Joe Lewerk asked if Ledyard High School was willing to enter into an agreement and Mrs. Keating's response was yes, as we should have that in place.

**Motion:** J. Jencks made the motion to add Ledyard High School as an additional high school option for Lisbon students beginning with the LCS class of 2021; J. Lewerk seconded

**Vote: Unanimous**

**Motion Carried**

- g) Discussion re: 2019-2020 Budget Projections and Possible Action – Mrs. Diana Cormier lead the discussion on projections. She reviewed the current projections. In addition, Mrs. Keating, Mr. McGlew and Mrs. Cormier reviewed outstanding budgeted items, which were put on hold starting back in December. Since the money is available, they would like the Board's approval to move forward with these outstanding items before the end of this budget year. The remaining money will be returned to the Town.

**Motion:** J. Jencks motioned to accept the recommendations made by the Administration for the Fiscal year 2019-2020, for the use of the unexpended funds and including money for new sports uniforms as deemed necessary; J. Lewerk seconded

**Vote: Unanimous**

**Motioned Carried**

11. **Committee Reports** – None

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

13. **Next Agenda Planning**-Salary Agreements

14. **Questions/Comments** - There were no questions/comments emailed to the Board of Education Chairperson at [mkrauss@boe.lisbonschool.org](mailto:mkrauss@boe.lisbonschool.org) 24 hours in advance of the Board Meeting.

15. **Adjournment** – 7:41

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Approved

  
Recording Secretary

RECEIVED FOR RECORD AT LISBON  
CT ON 05/20/2020 AT 2:30 pm  
ATTEST. LAURIE TIROCCHI, TOWN CLERK  
*Marjorie Wakely, Asst*

# Lisbon Board of Education

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Monday, May 18, 2020

### Addendum to May 18, 2020 Regular Board of Education Minutes

The link to the YouTube video was incorrect on the agenda. The correct link to see the You Tube video is:

[https://m.youtube.com/channel/UC6wUqL2mLeziS\\_o0poj\\_wjA](https://m.youtube.com/channel/UC6wUqL2mLeziS_o0poj_wjA)

Please see our website under the Board of Education Tab/Agenda/Minutes/ re: May 18, 2020 minutes – click on: (YouTube Video).

  
Sally Keating-Superintendent

  
Dated

RECEIVED FOR RECORD AT LISBON  
CT ON 05/20/2020 AT 2:30pm  
ATTEST. LAURIE TIROCCHI, TOWN CLERK

