

LISBON

November 28, 2011

The regular meeting of the Lisbon Board of Education was held on Monday, November 28, 2011 and was called to order by Chairman, R. Baah at 6:30 pm.

Members Present: R. Baah, M. Krauss, R. Rogers, J. Marshall, M. Burelle, P. Allyn, J. Lewerk, I. Rogers

Members Absent: L. Herring-Sylvestre

Administrators Present: S. Keating, B. Austin, L. Slocum, K. Graves

Administrators Absent: D. Cormier

Student Ambassadors Present: K. Hong, B. Cormier, S. Way

Student Ambassadors Absent: None

Others: M. Jenkins, L. Gallagher, D. McMullen, M. Danieluk, J. Potts, D. Ryan

The Student Ambassadors led everyone in the Pledge of Allegiance.

Public Comments: None

Elections:

Motion by M. Krauss to nominate R. Baah as Board of Education Chairman. Seconded by R. Rogers. The Board voted unanimously to elect Randy Baah as Chairman for the ensuing year. Motion carried.

Motion by R. Rogers to nominate J. Marshall as Board of Education Vice-Chair. Seconded by P. Allyn. The Board voted unanimously to elect Joan Marshall as Vice-Chair for the ensuing year. Motion carried.

Motion by R. Rogers to nominate M. Krauss as Board of Education Secretary. Seconded by J. Marshall. The Board voted unanimously to elect Melissa Krauss as Secretary for the ensuing year. Motion carried.

Lisbon Central School Ambassadors Report:

B. Austin introduced the Student Ambassadors to the Board and gave a brief summary of the Lisbon Central School Service-Learning Team and the Student Ambassador Program.

K. Hong reported that the 4th and 8th grade students hosted an assembly on November 23rd about safety. In Science, the 8th grade students are learning about speed, velocity and acceleration. In Spanish, the students are working on soap operas. The students have finished 2 book packets and have a book report due on November 30th in Language Arts. In History, the topic is on battles of the American Revolution and in Algebra, the students are learning to solve equations with absolute values.

B. Cormier reported that in 7th Grade, the students are learning scientific naming in Science, "core concepts" in Geography, how to write expressions and equations in Math and learning lots of verbs and sayings in Spanish. Fall sports are over and ended with the boys' soccer team winning the championship and the cross-country team running some great races at Hammonasset State Park. Winter sports have started with basketball and indoor track. The 7th grade students are going on a field trip to the Garde Arts Theater to see a couple plays on December 13th.

Approval of Minutes:

Motion by M. Krauss to approve minutes of October 17, 2011 Board of Education Meeting as presented. Seconded by M. Burelle. Unanimously voted. Motion carried.

Administrators' / Superintendent's Report:

- a) B. Austin reported that in early November, Mrs. Vincent, our Spanish teacher, did an exciting activity with our kids. It was a scavenger hunt. Mr. Austin reported that he hears good things about how well prepared our students are in Spanish when they go into high school. Mr. Austin reported that he is in the process of videotaping teachers in their classroom using the smartboards and teaching dynamic lessons and would like to share them with staff. He stated that this is the beginning of making a compilation of good teaching techniques and lessons and having them in the media center for our teachers or new teachers that might come into our school system. LEARN, a regional education service center, in Old Lyme is sponsoring a program called CMT jamboree that seeks to improve students' CMT scores in math, reading and writing. These classes are on Saturdays and will run for seven consecutive weekends. A letter was drafted and sent out to students in grades 3 – 5. We have 10 spots open to students in our district. Mr. Austin also reported that the after school clubs are up and running and thanked Ms. Lerro for organizing this program. Lastly, Mr. Austin briefly discussed the new Public Act No. 11/135 which is called SSP – Student Success Plan. A workshop was held on November 14th and along with Mr. Austin it was attended by Mrs. Fontaine-Higgins, Mr. Apperson, Ms. Lang and Ms. Lerro. The plan will go into effect starting next school year. The plan is an individualized student driven plan that will be developed to address every student's needs and interests to help every student stay connected to school and to achieve postsecondary education and career goals. Students will start this plan in 6th grade and by the time they graduate will have a portfolio that will follow them to high school.
- b) K. Graves reported that the enrollment at CCHS is steady with 25 students. There is a possibility of 3 or 4 new students to begin in January 2012. These students will be shadowing in the next few weeks. Schedule changes have been made to accommodate peer tutoring. A breakfast was held on November 23rd for Guidance Counselors and Directors of Pupil Services. K. Graves also reported that Core Plus has offered an internship to a CCHS student to begin in January 2012.
- c) L. Slocum discussed the Special Education Data Application and Collection (SEDAC) system and her role in the reporting procedures.
- d) D. Cormier was not in attendance and will report at the next Board meeting.
- e) S. Keating stated that B. McGlew reported no major maintenance issues. The track project is progressing. The crew is planning to pave the finished coat of asphalt this coming week. The contractor has removed most of his equipment from the job site and will be back in April to complete the project. S. Keating also reported on professional development. Recently a workshop was held on Bullying presented by Gary Brochu of Shipman & Goodwin. Training was also provided regarding the Common Core State Standards. Additionally, data team training was held for one teacher from each grade level. Due to the regionalization efforts, some staff members were able to attend other workshops at area school districts which were very beneficial to them. The Math Curriculum Committee will be meeting next Monday to begin updating the curriculum. S. Keating also reported that preliminary meetings on the budget have begun.

Mrs. Gallagher introduced the 8th grade class officers: Taylor Smith – President, Jeremy Quercia – Vice President, Syndey Espinoza – Secretary and Camden Edmond – Treasurer. Each student spoke to the Board about the activities they are involved in.

Consent Agenda:

Motion by I. Rogers to approve monthly expenditures for October 2011, Fiscal Year 2010-2011 in the amount of \$50,226.88. Seconded by J. Marshall. Unanimously voted. Motion carried.

Motion by I. Rogers to approve monthly expenditures for October 2011, Fiscal Year 2011-2012 in the amount of \$452,821.09. Seconded by J. Marshall. Unanimously voted. Motion carried.

Motion by M. Burelle to approve the financial statement for October 2011, Fiscal Year 2010-2011 as presented. Seconded by I. Rogers. Unanimously voted. Motion carried.

Motion by J. Marshall to approve the financial statement for October 2011, Fiscal Year 2011-2012 as presented. Seconded by M. Burelle. Unanimously voted. Motion carried.

New Business / Old Business:

- a) Committee Appointments – The Standing Committees of the Lisbon Board of Education were reviewed and updated.
- b) Letter from the LEA re: Retirement Incentive – Mrs. Lorna Gallagher, President of the LEA, wrote a letter to Mr. Randy Baah on behalf of the LEA regarding if the Lisbon Board of Education were contemplating a retirement incentive for the year 2012-2013.

Motion by R. Rogers to send a letter to the LEA stating that the Board is not interested in a retirement incentive for the year 2012-2013 at this time. Seconded by I. Rogers. Unanimously voted. Motion carried.

- c) Common Core Standards Presentation – Mrs. Megan Jenkins and S. Keating presented a brief summary of the Common Core Standards and the correlating 2014-2015 standardized testing process.
- d) Quotes for MEUI and LEA Contract Negotiations – S. Keating reported that she has received quotes from Attorney Tom Mooney's firm and Attorney Dave Ryan's firm for negotiations for the MEUI contract and the LEA contract. These quotes were distributed to the Board members. The Negotiations Committee will meet with S. Keating on Tuesday, December 7th @ 4:00 pm to review.
- e) Amendment to Policies – The Board received the policies to be amended prior to the Board meeting for their review.

Motion by I. Rogers to accept the amended policy Students – 5111 – Registration of Resident Students. Seconded by P. Allyn. Votes: Yes – M. Krauss, J. Marshall, J. Lewerk, P. Allyn, M. Burelle, R. Baah. No – R. Rogers (because all fees incurred should be responsibility of parent/guardian proved to not be a resident). Motion carried.

The Board reviewed and held discussion on policy Students – 5131.911 – Bullying. This policy will be added to the December meeting. Any questions or concerns should be sent via e-mail to S. Keating to address before the December meeting.

- f) Policy Drafts – The Board received the policy drafts prior to the Board meeting for their review.

The Board reviewed and held discussion on policy Business and Non-Instructional Operations – 3320 – Purchasing Procedures. This policy will be added to the December meeting. Any questions or concerns should be sent via e-mail to S. Keating to address before the December meeting.

Motion by I. Rogers to waive the first read of policy Business and Non-Instructional Operations – 3324 – Ordering Goods and Services. Seconded by J. Marshall. Unanimously voted. Motion carried.

Motion by I. Rogers to approve the adoption of policy Business and Non-Instructional Operations – 3324 – Ordering Goods and Services. Seconded by J. Marshall. Unanimously voted. Motion carried.

The Board reviewed and held discussion on policy Business and Non-Instructional Operations – 3511 – Compliance with 504 Regulations. This policy will be added to the December meeting. Any questions or concerns should be sent via e-mail to S. Keating to address before the December meeting.

Motion by M. Krauss to waive the first read of policy Students – 5131.81 – Electronic Devices. Seconded by P. Allyn. Unanimously voted. Motion carried.

Motion by J. Marshall to approve the adoption of policy Students – 5131.81 – Electronic Devices. Seconded by M. Burelle. Unanimously voted. Motion carried.

- g) Pending Claims – Attorney David Ryan joined the Board of Education for discussion of this agenda item. Information packets were distributed to the Board of Education members. Per request of the MEUI this issue was initially held in open session. The MEUI agreed that the Board of Education could deliberate in executive session. Discussion was held between MEUI Representative Danielle McMullin on behalf of J. Potts and Attorney David Ryan on behalf of the Board. Attorney Ryan informed the Board that there are two grievances before the Board at the Step 3 level of the grievance procedure contained in the Union contract. The first grievance discussed concerned the verbal warning given to J. Potts for changing the pay rate on her employment agreement which had been signed by the Superintendent on August 23, 2011. D. McMullin reported that when J. Potts believed her pay rate was incorrect she contacted the Business Manager and was directed to speak to her union representative. This communication occurred in July of 2011 and the employment agreement was signed by J. Potts on September 7, 2011. Shortly after this communication D. McMullin had a telephone conversation with the Superintendent and the Business Manager. The Superintendent reported to the Board what transpired in the conversation between her and D. McMullin. The Superintendent reported that she felt Ms. McMullin had made admissions to her that supported the Superintendent's interpretation of the contractual pay issue. She also reported that at the conclusion of the phone conversation she felt that the issue was closed. Ms. McMullin stated that she did not agree with the Superintendent's version of the telephone call. Board member J. Marshall questioned Ms. McMullin as to when J. Potts was made aware of the Superintendent's position regarding the contractual pay issue. Attorney Ryan reported that J. Potts was aware in December 2010 when the contract was voted on by the Union. He also reported that her representative was made aware of the Superintendent's position in July of 2011. Attorney Ryan questioned Ms. McMullin concerning issues related to the grievance papers regarding signatures for the Union. Ms. McMullin stated that prior to signing the employment agreement she instructed J. Potts to cross off the typed hourly wage and make changes and initial the changes. Attorney Ryan noted that J. Potts did not seek input or additional initials from the Superintendent. Ms. McMullin passed an email to Attorney Ryan that she claimed justified J. Potts' actions. The Superintendent reported that the email did not support the actions taken by J. Potts regarding the employment agreement. D. McMullin concluded stating that J. Potts was not trying to falsify the document. The second grievance discussed was the pay rate for J. Potts. In the contract wage section (Listing of Employees w/pay rate) it states that J. Potts' salary for 2011/12 is \$16.52. The MEUI through Ms. McMullin stated that the pay rate for J. Potts was typed incorrectly and should have read \$16.85. The MEUI also stated that J. Potts' pay rate should be corrected and made retroactive to the first day of school. Attorney Ryan stated that the Union members voted on the contract in December 2010 and members have 10 days to review before the contract is ratified. He also reported that Ms. Potts voted on the contract. Attorney Ryan reported that the grievance was not timely filed in accordance with the contract. Attorney Ryan also reported that the rate next to the name of J. Potts was clear regarding what the parties intended her pay rate to be.

Motion by R. Rogers to enter into executive session to deliberate the MEUI grievances and to invite B. Austin, L. Slocum, the Superintendent and Attorney Ryan to join the session. Seconded by M. Krauss. Unanimously voted. Motion carried.

The Board entered into executive session at 8:20 pm.

The Board ended executive session at 9:04 pm.

No motions were made and no votes were taken during executive session.

Motion by R. Rogers that the Board deny MEUI Pending Claim #01-160. Seconded by R. Baah. Unanimously voted. Motion carried.

Motion by R. Rogers that the Board deny MEUI Pending Claim #01-161. Seconded by M. Burelle. Unanimously voted. Motion carried.

Motion by R. Rogers to move Agenda Item #10(h), #10(i) and #10(j) to follow Agenda Item #14. Seconded by M. Krauss. Unanimously voted. Motion carried.

Committee Report: None

Additions to the Agenda: None

Next Agenda Planning: Students – 5131.911 – Bullying Policy – 2nd Read
Business & Non-Instructional Operations – 3511 – Compliance with 504 Regulations – 2nd Read

Public Comments: None

Motion by R. Rogers to enter into executive session to discuss #10(h) Student Issue of a Confidential Nature, #10(i) Personnel Issue of a Confidential Nature, and to invite B. Austin and L. Slocum to join the session and to discuss #10(j) Pending Claim by Leo T. Sullivan and to invite B. Austin to join the session. Seconded by J. Lewerk. Unanimously voted. Motion carried.

The Board entered into executive session at 9:10 pm.

The Board ended executive session at 9:47 pm.

No motions were made and no votes were taken during executive session.

Motion by R. Rogers adjourn. Seconded by P. Allyn. Unanimously voted. Motion carried.

The Board adjourned at 9:48 p.m.

Respectfully Submitted,



Recording Secretary

Approved

RECEIVED FOR RECORD AT LISBON.
CT ON 11/30/2011 AT 1:20 pm
ATTEST. BETSY M. BARRETT, TOWN CLERK