

MINUTES OF THE LISBON SCHOOL COMMITTEE MEETING HELD MONDAY, FEBRUARY 11, 2008 AT 7:00 P.M. IN THE LISBON TOWN OFFICE MEETING ROOM. (NOTE: These Minutes are not official until approved by the School Committee. Such action, either to approve or amend and approve, is anticipated at the March 10, 2008 meeting.)

Members Present: Prudence Grant, Traci Austin, Deborah Danuski, Janice Comber, Fay Ingersoll; Shannon L. Welsh, Ed.D, Superintendent of Schools

Members Absent:

Administrators Present: James Churchill, Technology Director; Jim Damsgaard, School Nutrition Director; Richard Green, Principal; Kenneth Healey, Principal, Carlene Iverson, Principal; Susan Matthews, Special Education Director; Catherine Messmer, Business Manager; Darrell Orr, Interim Director of Facilities Maintenance and Pupil Transportation; Kate Race, Assistant Principal; and Alene Staley, Adult Education Director

Administrators Absent: Warren Galway, Assistant Principal and Jeff Ramich, Co-Curricular Director

Others Present: Staff, students and members of the public

CALLED TO ORDER:

Chairperson Grant called the meeting to order at 7:00 P.M. and the Pledge of Allegiance was recited.

4. MINUTES:

A. **VOTED: (1)** To receive and approve the Minutes of January 28, 2008, January 29, 2008, and February 04, 2008 meeting of the School Committee.
(Danuski – Austin) (5 – 0)

5. ADJUSTMENTS TO THE AGENDA:

None

6. GOOD NEWS & RECOGNITION:

A. Members of The Academic Advocate Staffs at Philip W. Sugg Middle School and Lisbon High School, along with their Advisor Monica Millhime, shared the rest of the “SCOOP” about the Academic Advocate coverage in our schools.

The Academic Advocate is a student driven news and information newspaper published by the Sun Journal newspaper group. Senior staff member Sierra Guay, a junior at LHS, facilitated the presentation by introducing students to share behind the scenes aspects of covering the WHO, WHAT, WHERE, WHEN, WHY and HOW in their stories. The Times Record has invited students to participate in a similar program. Staff members attending were PWS journalists Jordan Beuparlant, Devon Brewer, Justin Campbell, Paula Caron, Holly Hogan, Bethany Lemay, Emma Randall, Adam Thebeau; LHS staff members Sierra Guay, Meghan Craig, Tyler Campbell and Brian Craig. Other members not able to attend are Jamalyn Fowler, Brett Williams, Hannah Campbell, Morgan Hatherley and Kyrstin Ramich. Stories published by students are featured every other Wednesday in the Sun Journal and Mondays in the Times Record.

- B. PWS student Lily Dearing won the Maine Recycles Week Poster Contest
- C. The students of Mrs. Roy's French I class gave examples of student menus that they had created to the school committee members. Students Jordan Beuparlant, Katherine Lemieux, Morgan Reeves, James Stewart, Alexa Harmon, and Cody Williams presented their scripts of conversations between a waiter and a customer. Superintendent Welsh and committee members praised the students for their excellent work.
- D. Lee Price and 4 students from the 4th and 5th grade Civil Rights Club presented the Superintendent and School Committee Certificates of Appreciation and a rose for Random Acts of Kindness week. During this week they will be competing for prizes by making the most words from the word kindness, they also get to sign a banner after an act of kindness and receive treats on Valentines Day.

7. REPORTS FROM ADMINISTRATORS/EDUCATIONAL PRESENTATION:

- A. Catherine Messmer, Business Manager explained the Lisbon School Department Audit handing out three documents:
 - 1. The first item is addressed to the School Committee and it lists the responsibilities the Auditor has in the auditing process.
 - 2. The second item is addressed to the Management of the Lisbon School Department and it pertains to the Internal Controls of the Lisbon School Department. The Auditors did not find any Material Weaknesses with our Internal Controls but they did give suggestions on how to strengthen the Internal Controls and Operating Efficiency of two areas. One area was Student Activity Accounts and the other was Local Entitlement Excess Cash Balance. We are currently working on including their suggestions into our regular accounting procedures.
 - 3. The last item is the Financial Statements for the Fiscal Year Ended June 30, 2007. In the Auditor's opinion, except for one item, the Financial Statements do present fairly the financial position of the Lisbon School Department. That one item is the Accrued Teachers' summer salaries. These are the

salaries that the teachers earned during the year that aren't paid until the summer. Per Generally Accepted Accounting Principles those salaries should be charged to the year when they were earned, not when they were paid. Our goal is to increase the amount of Summer Salaries charged to the correct year until all the summer salaries are charged to the year they were earned.

- B. Kenneth Healey, Principal LHS presented a 35 minute video of Commissioner Gendron's Introduction for the Regional Forum on the proposed changes to High School diploma requirements.

Discussions followed with Principal Healey and the School Committee regarding the request for \$12,367 in the AP Line in the school budget for the costs of AP exams for students not covered by "free and reduced lunch". Three students spoke about their involvement with AP classes and how it has prepared them for college exams.

8. REPORT FROM SUPERINTENDENT:

- A. Legislative Update: Dr Welsh announced that there have been no Legislative votes taken yet regarding proposed Consolidation legislation. Secondly, they have announced a nearly \$200,000 shortfall in revenue for the biennium Budget.
- B. Consolidation Update: Superintendent Welsh stated that the School Committee will receive a draft Consolidation plan at the March 10, 2008 meeting. There will be a public meeting on March 15, 2008 at 10:00 a.m. at Lisbon Community School and at 1:00 p.m. at Mt Ararat Middle School. The purpose is to inform the public about the draft plan and to gain feedback. The Reorganization Planning Committee will consider the feedback and formalize the Plan. The final plan will be presented to the Lisbon School Committee for a final vote on March 24, 2008. The Department of Education requires submission of the plan or a report on the plan by March 28, 2008. A mailing will be sent in early March to inform the public of this timeline.

9. PUBLIC COMMENTS:

Lisbon Advisory Board Member - Layne Curtis shared information on Core Value Issues. They are working on the Town's budget and are looking at consolidating administration and reducing overtime funds by \$500,000 in order to increase spending in other areas:

\$300,000 ADA - Public Works; a full service community center; and re-evaluation of the town.

\$ 25,000 – General Assistance, salt & sidewalks

Traffic issues at LHS, Capital Avenue and Webster Street

10. UNFINISHED BUSINESS:

- A. **VOTED: (2)** To amend the Lisbon School Department budget for 2008-2009 by \$12,000 for the AP Line. (Comber– no second) Failed
- B. **VOTED: (3)** To approve an amendment to the Lisbon School Department budget for 2008-2009 to the AP Line. Each student’s first 1st AP exam will be fully paid for; all subsequent exams will be paid except for \$20.00 to be paid by student (with the exception of students who are free/reduced lunch or other college board criteria eligible). (Austin – Ingersoll) (4 – 1) (Danuski)
- C. **VOTED: (4)** To tentatively approve the Lisbon School Department budget for 2008-2009 as amended. (Danuski – Austin) (4 – 1) (Danuski)

11. NEW BUSINESS:

None

12. FINANCIAL REPORTS:

- A. Lisbon High School – Month Ending November 30, 2007 and December 31, 2007
- B. Philip W. Sugg Middle School – Month Ending December 31, 2007
- C. Lisbon Community School – December 31, 2007
- D. Lisbon School Department – As of February 7, 2008

13. COMMUNICATIONS (Consent Agenda):

- A. LCS Parent Teacher Conference Report
- B. Revised Lisbon Budget Process Calendar 2008-2009

14. COMMITTEE COMMENTS:

Member Danuski announced that she is a candidate for Maine State House of Representatives for Lisbon.

Member Ingersoll attended a play, “The Lion King” at the Lisbon Community School and said they did a wonderful job. She also had the pleasure of being a judge for the Dean Hall Oratory Contest.

Member Austin attended the Art Show for K-1 and thought they did a great job and the play was just fantastic. She complimented the administrators and Mr. Churchill for providing the Pinnacle grading system on-line. She finds it to be a great benefit for parents to keep in touch with their child’s progress.

Chair Grant said she also enjoyed the play.

15. PERSONNEL:

A. New Hires:

- 1) **VOTED: (4)** To employ April Gumprecht as a Late Bus Co-Supervisor at the Philip W. Sugg school for school year 2007-2008. (Danuski – Comber) (5 – 0)

B. Resignations:

None

1)

16. POLICY REVIEW:

- A. Policies 08 Packet #4 will be distributed for review with plans for 1st Read on March 10, 2008 and Final Adoption on April 14, 2008.

- B. 1st Read on the Following Policies: 08 Packet #3

- 1) AC Non Discrimination/Equal Opportunity and Affirmative Action
- 2) ACA Non-Sexist Language
- 3) ACAA Harassment and Sexual Harassment of Students
- 4) ACAA-R Student Discrimination and Harassment Complaint Procedure
- 5) ACAB Harassment and Sexual Harassment of School Employees
- 6) ACAB-R Employee Discrimination and Harassment Complaint Procedure
- 7) ACAD Hazing
- 8) AD Educational Philosophy/Mission
- 9) ADA School System Goals and Objectives
- 10) ADAA School System Commitment to Standards for Ethical and Responsible Behavior
- 11) ADC Tobacco Use and Possession
- 12) ADF School District Commitment to Learning Results
- 13) AEC Accountability – Reporting to the Public
- 14) KE Public Concerns and Complaints

- C. 2nd Read/Adoption on the Following Policies: 08 Packet #2 (Danuski – Comber) (5 – 0)

- 1) KB Parent Involvement in Education
- 2) KBF Parent Involvement with Title I
- 3) KDA Public Information Program
- 4) KF Community Use of School Facilities
- 5) KFF Use of School Facilities by Parks and Recreation Commission
- 6) KI Visitors to the Schools
- 7) KLG Relations with Law Enforcement Authorities

- 8) KLG-R Relations with Law Enforcement Authorities
Administrative Procedure
- 9) LDA Student Teaching and Internships

D. 08 Packet #2 was distributed for policy book update.

17. EXECUTIVE SESSION:

- A. **VOTED: (6)** To go into executive session to discuss LAA Negotiations, pursuant to Freedom of Access Statute, 1 M.R.S.A. Section 405(6)(D). (Danuski – Austin) (5 – 0) (9:50 p.m.)

18. GENERAL SESSION:

Returned to General Session at 10:25 p.m.

19. EXECUTIVE SESSION:

- A. **VOTED: (7)** To go into executive session to discuss labor contract proposal discussions for Lisbon Administrators, pursuant to Freedom of Access Statute, 1 M.R.S.A. Section 405(6)(D). (Austin – Danuski) (5 – 0) (10:26 p.m.)

20. GENERAL SESSION:

Returned to General Session at 10:50 p.m.

- A. **VOTED: (8)** To authorize the Superintendent of Schools to ratify the LAA Agreement as discussed. (Danuski – Austin) (3 – 1 (Comber) 1 (Ingersoll))

21. ADJOURNMENT:

VOTED: (9) To adjourn. (Austin – Danuski) (5 – 0) (10:52 p.m.)

Shannon L. Welsh
Secretary, Lisbon School Committee

SLW:sjc