

MINUTES OF THE LISBON SCHOOL COMMITTEE RETREAT HELD MONDAY, AUGUST 13, 2007 AT 4:00 P.M. IN THE CENTRAL OFFICE CONFERENCE 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 August 27, 2007 meeting.)

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

Members Absent:

CALLED TO ORDER:

Chairperson Grant called the meeting to order at 4:00 P.M. and the Pledge of Allegiance was recited.

4. LISBON SCHOOL COMMITTEE RETREAT:

The Lisbon School Committee reviewed the 2006-2007 goals report and work for the year. They then discussed work for the upcoming school year and drafted new goals for 2007-2008.

**LISBON SCHOOL COMMITTEE
GOALS for 2007-2008**

GOAL 1: TO IMPROVE ACADEMIC ACHIEVEMENT TO ENSURE SUCCESS FOR ALL STUDENTS.

Objective 1: The School Committee will support the alignment and implementation of all curricula and assessments with Maine's Learning Results.

- The School Committee will review and adopt any revisions to the Local Assessment System. (*School Committee responsibility*)
- Administration and staff will provide presentation(s) to the School Committee on updated curriculum and assessments. (*Administration and staff responsibility*)
- Students and staff will provide presentation(s) on the implementation of curriculum, assessments, and work students have completed to meet the Maine Learning Results. (*Administration and staff responsibility*)
- Administration and staff will provide presentation(s) to the School Committee on assessment results from the MEA, NWEA, and locally developed assessments. (*Administration and staff responsibility*)

Objective 2: The School Committee will ensure staff has the skills, knowledge and

materials necessary for the implementation of best practices in education by providing financial support for staff development and needed materials through the budget process and through grant applications.

- The School Committee will work with the community to provide appropriate levels of funding for professional development activities, which support the development of challenging and varied instructional strategies, assessments and curricula. Administration will continue to look at ways to provide quality professional development opportunities for staff on-site. *(School Committee responsibility)*
- Administration and staff will apply for NCLB (No Child Left Behind) grants from the Federal Government. They will actively seek additional grants to support professional development activities and other projects. *(Administration and staff responsibility)*
- Administration and staff will provide varied, meaningful, and challenging learning opportunities and assessments to ensure all students achieve at high levels. *(Administration and staff responsibility)*

Objective 3: The School Committee will support raising student aspirations related to post-secondary education.

- Administration and staff will continue to implement program elements that support raising student aspirations with the goal of increasing the number of students who are involved in post-secondary education following high school. *(Administration and staff responsibility)*
- Administration and staff will continue to make follow-up contacts with graduates to determine the actual number of students attending a post-secondary institution and the completion rate for those enrolled. The results of these contacts will be reported to the School Committee. *(Administration and staff responsibility)*

GOAL 2: TO DEVELOP A RESPECTFUL AND SUPPORTIVE CULTURE IN THE SCHOOLS AND THE LARGER COMMUNITY THAT BUILDS PRIDE IN OUR STUDENTS, OUR SCHOOLS, AND THE COMMUNITY.

Objective 1: The School Committee will include “Good News and Recognition” as an agenda item for each business meeting in an effort to acknowledge efforts on behalf of our students.

- Administration and staff will recognize administrators, staff and volunteers for efforts on behalf of our students and for honors received for exemplary practices and programs. *(Administration and staff responsibility)*
- Administration and staff will recognize individual students, alumni and team achievements. *(Administration and staff responsibility)*

Objective 2: The School Committee will continue to strengthen relationships with staff and the Association.

- The School Committee will recognize the achievements and accomplishments of individual staff members and teams of teachers. *(School Committee and Administration responsibility)*
- Administration will regularly contact the media to highlight the efforts of staff to

- improve our educational program. (*Administration responsibility*)
- The School Committee will encourage administration to continue to work collaboratively with the Association to resolve issues and recognize staff. (*Administration responsibility*)
- Administration will support new staff so employees can work effectively in their new positions. (*Administration responsibility*)

Objective 3: The School Committee will support the increased effectiveness of Homeroom or Advocacy programs that promote positive relationships between individual students and teachers.

- Administration will work with staff to consider ways to enhance the effectiveness of Homeroom or Advocacy programs. It is important for students and parents to feel that at least one adult in the school knows them well and will act as advocate for the student. (*Administration and staff responsibility*)
- Administration and staff will provide presentation(s) to the School Committee on this work and any possible changes to the program. (*Administration and staff responsibility*)

GOAL 3: TO PROVIDE EFFECTIVE TWO-WAY COMMUNICATION WITH ALL STAKEHOLDERS OF THE LISBON SCHOOL DEPARTMENT.

Objective 1: The School Committee will keep the larger community informed of educational progress, accomplishments, and needs of the system.

- The School Committee will hold open deliberations of issues at meetings and encourage public participation. (*School Committee responsibility*)
- The School Committee will hold focused public hearings/workshops to improve communications and understandings about educational issues and needs. (*Administration and School Committee*)
- Contacts with area newspapers will be made to increase published information about our schools. (*Administration responsibility*)

Objective 2: The School Committee will keep the community informed of budget needs.

- The School Committee will provide written information about proposed budget requests and the rationale for those requests at Town Council meetings. (*School Committee responsibility*)
- The School Committee will continue to explain budget requests and the “State of the Schools” to the community prior to the school budget considerations at Town Council meetings. (*School Committee responsibility*)

Objective 3: The School Committee will improve and enhance its website to ensure updated and accurate information is available to the public.

- The website will be revised to make it easier to find information needed by parents and the larger community. (*Administration and staff responsibility*)
- The information provided via the website will be updated on a regular basis to ensure it is pertinent and informative. (*Administration and staff responsibility*)

GOAL 4: TO PROVIDE AND MAINTAIN SECURE, SAFE, SPACIOUS, ACCESSIBLE FACILITIES.

Objective 1: The School Committee will ensure a 3-5 year maintenance plan is in place for facilities and grounds.

- Administration will update the 3-5 year maintenance plan for each facility and related grounds. (*Administration responsibility*)
- The School Committee will consider the maintenance plan as they draft the 08-09 budget. (*School Committee and administration responsibility*)
- The School Committee will support the development of a major capital improvement project application to the state to address Lisbon High School's facility needs. (*School Committee and administration responsibility*)

GOAL 5: TO CONTINUE TO PROVIDE A BUDGET THAT REFLECTS A FISCALLY RESPONSIBLE APPROACH

Objective 1: The School Committee will continue to adopt a budget that meets the needs of the organization while respecting the fiscal ability of the larger community.

- The School Committee will continue to adopt budget development goals that provide direction for the organization. (*School Committee and administration responsibility*)
- The School Committee will continue to encourage administration to analyze the use of existing resources and consider reallocation of funds for new programs or positions. (*School Committee and administration responsibility*)
- The School Committee will continue to consider the community's ability to pay as they consider adoption of a proposed 08-09 school department budget. (*School Committee and administration responsibility*)
- The School Committee will work with the Town Council to develop a budget process that provides adequate time for community involvement in the process and successful completion of the budget process by June 1, 2008. (*School Committee and administration responsibility*)
- The School Committee will meet the new legal requirements of a referendum vote for the School Department budget and the state-required budget reductions. (*School Committee and administration responsibility*)

GOAL 6: TO PROVIDE A SYSTEM OF ACCOUNTABILITY FOR ALL MEMBERS OF THE LISBON SCHOOL DEPARTMENT.

Objective 1: The State of the Schools Committee will continue to update the data presented in last year's report to the community that provides the public with information about the status of our educational program.

- The committee will gather updated data about the system's performance and provide an update to the School Committee. (*Administrative responsibility*)
- The State of the Schools Committee will publish a seventh annual report card to inform the School Committee and the community of the system's progress. (*Administrative responsibility*)



Objective 2: The School Committee will ensure staff evaluation systems are implemented with the goal of improved student achievement.

- Staff will meet professional standards and develop goals for the improvement of student achievement. (*Administrative responsibility*)
- Administrators will be trained to provide effective feedback to staff on their performance and to provide support for staff improvement, as needed. (*Administrative responsibility*)
- Teachers will be evaluated to ensure that all teachers are teaching the curriculum, using appropriate curriculum materials, and giving assessments as provided in the curriculum guides. (*Administrative responsibility*)

Objective 3: The School Committee will ensure the evaluation system for administrators is implemented with the goal of improved student achievement.

- Administration will meet professional standards and develop goals for the improvement of their leadership goals and the improvement of student achievement. (*Administration responsibility*)

Objective 4: The School Committee will continue to evaluate their own effectiveness as a committee.

- The School Committee will participate in a "Boardsmanship" workshop as they learn more about the role of a school committee member. (*School Committee and administration responsibility*)
- The School Committee recognizes that an effective committee requires members show respect for others and their ideas, even when they disagree. The School Committee will consider implementation or expansion of current policy to include possible sanctions for violations of policy. (*School Committee and administration responsibility*)
- The School Committee will continue to review these goals and objectives at least once annually. In addition, the School Committee will review these goals with new members following November elections with the intention of educating new members about the School Committee's on-going goal efforts. (*School Committee and administrative responsibility*)

Objective 5: The School Committee will support continued efforts to address the NEASC recommendations for Lisbon High School.

- The School Committee will receive reports about and have the opportunity to discuss the work the school department is doing to address the NEASC recommendations. (*Administration responsibility*)

GOAL 7: TO MEET STATE MANDATED CONSOLIDATION REQUIREMENTS

Objective 1: The School Committee will work through and meet the legal requirements within new state legislation on school consolidation

- The Committee will file a “Notice of Intent” by the August 31, 2007 deadline. *(Administrative responsibility)*
- The Committee will create a Regional Planning Committee (RPC) to develop a regionalization plan with an identified partner and submit the draft plan to the Commissioner by December 1, 2007. *(Administrative responsibility)*
- At an appropriate time, the School Committee will request the Town Council hold a referendum on the regionalization plan as approved by the Commissioner of Education. *(Administrative responsibility)*
- The School Committee will work to keep the public informed throughout the process. *(Administrative responsibility)*

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5. ADJOURNMENT:

VOTED: (1) To adjourn. (Austin--Danuski) (5 – 0) (7:42 p.m.)

Shannon L. Welsh
Secretary, Lisbon School Committee

SLW:sjc