

MINUTES OF THE LISBON SCHOOL COMMITTEE MEETING HELD TUESDAY, OCTOBER 09, 2007 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 November 13, 2007 meeting.)

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

Members Absent: Deborah Danuski, (excused)

Administrators Present: Jana Boody, Curriculum Director; Warren Galway, Assistant Principal; Richard Green, Principal; Kenneth Healey, Principal; Carlene Iverson, Principal; Susan Matthews, Special Education Director; Catherine Messmer, Business Manager and Jeff Ramich, Co-Curricular Director Stephen Doucette, Director of Facilities Maintenance and Pupil Transportation and Alene Staley, Adult Education Director

Administrators Absent: James Churchill, Technology Director; Jim Damsgaard, School Nutrition Director;

Others Present: Steve Schran, Officer McAllister, Officer Bernard, Officer St. Pierre and members of the staff and 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:

VOTED: (1) Upon the recommendation of the Superintendent of Schools to receive and approve the Minutes of June 11, 2007, August 21, 2007, August 27, 2007, September 10, 2007, and September 24, meetings of the School Committee with revisions as follows. (Reed – Austin) (4 – 0)

5. ADJUSTMENTS TO THE AGENDA:

15.A.5 . Candidate has removed her name as consideration of action to employ a MLTI Team Leader at the Philip W. Sugg Middle School for the 2007-2008 school year.

6. GOOD NEWS & RECOGNITION:

- A. Mr. Steve Schran, High School Music Teacher reported on the National Anthem Project this summer in Washington, D.C. He shared plaques and pictures with the School Committee and thanked Jonathan Carsley and Whitney Dorman for all their help with the organization. Mr. Schran also made reference to the great article in the Sun Journal about Lisbon being the only school system in Maine to participate in this historic event. The chorus performed at the Sylvan theatre on Flag Day next to the Washington Monument, and the band performed at the WWII Memorial. He wanted to give a special thanks to all the parents in their fundraising efforts, administrators, and the community. Special thank you pictures of the group were given to the School Committee and school principals.
- B. Ken Healey thanked Steve for all his hard work in the organization of the National Anthem Project.

Principal Healey explained how the High School Evacuation Drill and Canine Assisted Search was conducted on September 21, 2007 which was also Homecoming Friday. He gave special thanks to the 3 teams (Principal Green was one of the team members) that searched every room and every bag finding absolutely nothing. There was a collective effort from the Lisbon Police Department, Androscoggin Sheriff's Department and the District Attorney's Office. In fact, the Sheriff's Department left with a copy of our policy for their agency. They also commented on the reluctance by other schools to conduct searches.

A demonstration by the canine search team was conducted successfully. Mr. Healey presented the three officers with Greyhound Spirit tee shirts for their partnership with our schools.

7. REPORTS FROM ADMINISTRATORS/EDUCATIONAL PRESENTATION:

- A. Kenneth Healey – Building Level Goals:
- Building Initiatives
 - Curriculum
 - NEASC
 - Student Aspirations
 - School Spirit
 - Building Safety and Maintenance

Principal Healey spoke about attending the Dufours meeting and how productive he found it to be in helping students that are not successful. Mr. Healey spoke on the improvements for the Advocacy Program. He believes the literacy consultant will work with staff to help improve student achievement.

The Rotary still provides financial support for Student of the Month which gives them the opportunity to give out the “Got Spirit T-shirt” and this program will continue.

Chair Grant personally was thankful that the first two items on the list. She hopes improved Senior Exhibitions will allow for meaningful experiences and not just show-n-tell.

B. Richard Green – Building Level Goals:

- Student academic success will remain a school priority
- Encourage students to be self-directed, actively involved problem solvers
- Continue to celebrate student accomplishments, and continue to look at new and better ways of doing this. (on-going).
- Create a safe, nurturing learning environment that promotes responsibility, tolerance and respect
- Implement educational options to meet the individual needs of all students.
- Increase and engage parent and community awareness and support for school programs.
- Integrate technology with curriculum and instruction

Principal Green stated that the Advisor/Advisee Program to support students in the morning and two afternoons a week is ongoing. PWS is continuing to recognize student accomplishment through Student of the Month.

Mr. Green commented on the great job the Police and Fire departments have done to ensure safety in the school. Mrs. Thompson went through an emergency drill where he had been called from the building by them as a test and all went well.

Member Austin asked if academic planning is easier now that we have immediate response with NWEA? Principal Green confirmed that it is by helping to identify students right away that may be giving 100% and still be below grade level. The data enables the teachers to identify the students needing help while they’re still here and not after they’ve gone on to the high school.

C. Carlene Iverson – Building Level Goals:

- Increase student achievement in literacy at all grade levels
- Decrease instances of unacceptable student behavior
- To become a Professional Learning Community

- Respond to maintenance in a responsible manner; Follow all applicable safety rules and procedures
- Continue to follow a budget process that is based on equity and need; Support cost saving measures whenever possible
- Use a collaborative approach in dealing with challenge, i.e. SAT, Team Time, etc.; Continue to analyze assessment data looking for trends and patterns.

Principal Iverson stated that the team leaders were on fire after the Dufours. They came back and actually rewrote the goals from last year into SMART goals. This is new learning, content and process at the same time so will be going very slowly.

D. Susan Matthews – Departmental Goals:

- Assist and support continuing staff members in their new assignments
- Familiarize staff and become proficient with the new forms as well as regulations and their timelines
- Continue efforts to return Out of District students to the Lisbon Schools
- Maintain integrity of eligibility criteria when making decisions at IEP meetings
- Focus on least restrictive environment when making decisions about placement for students
- Continue emphasis on pre-referral interventions particularly in the area of behavioral interventions–behavior/autism consultant
- Continue focus of reducing failing grades of identified special ed students at Lisbon High School with active interventions when this occurs
- Be vigilant in meeting the needs of students with speech/language needs in these times of shortage of providers–stabilize the provider issue

E. Jana Boody – Curriculum Goals:

- To increase academic achievement and growth for all students with a focus on literacy.
- To develop meaningful tools for communicating student progress to parents and the community.
- To make curriculum clear, consistent, and aligned with local learning priorities and state standards.
- To make assessment fair, meaningful, and an accurate measure of local curriculum and state standards.
- To provide stakeholders and community with current information regarding teaching and learning in Lisbon Schools.

Ms Boody was pleased to affirm that the principals are using the same goals because the data is telling us literacy is where we need to spend more time. She feels the greatest challenge will be in adapting curriculum to students and the new standards.

8. REPORT FROM SUPERINTENDENT:

- A. Superintendent Welsh was contacted by the Lisbon Town Office regarding the use of LCS as the one “consolidated” polling place in Lisbon. Although the two teams met for two hours to discuss the issues nothing was decided except that they would each come back with more information at another meeting in January. Dr. Welsh pointed out that the State has passed a law that sex offenders cannot come on school property. The Town wanted to get citizens opinion on having only one polling place.

Member Austin pointed out that because of special referendums there could be several interruptions a year if LCS were used.

Member Reed was concerned that there would be a very small turnout for the November elections.

- B. Consolidation Update:
Superintendent Welsh reiterated that consolidation is not the choice of the School department but a law passed by the state that Maine schools would consolidate. The first organizational meeting was held and three subcommittees were formed: Finance, Governance, and Personnel. Several myths were dispelled by Dr. Welsh and Chair Grant.

9. PUBLIC COMMENTS:

Several questions were asked and answered regarding consolidation.

10. UNFINISHED BUSINESS:

None

11. NEW BUSINESS:

- A. **VOTED: (2)** To approve a Field Trip to Boston by train for the Lisbon D.A.R.E. Program for students and adults on October 14, 2007. (Reed – Comber) (4 – 0)

- B. **VOTED: (3)** To approve an Overnight Field Trip to Camp Kieve for the Lisbon High School SADD Chapter students on November 9 – November 11, 2007. (Austin – Reed) (4 – 0)
- C. **VOTED: (4)** To approve the Lisbon School Committee workshop topics for 2007-2008. (Reed – Comber) (4 – 0)
- D. **VOTED: (5)** To approve the proposed Lisbon Budget Calendar for the development of the 2008-2009 budget. (Comber – Reed) (4 – 0)

12. FINANCIAL REPORTS:

- A. Lisbon Community School - None
- B. Lisbon High School – Month Ending July 31, 2007
- C. Philip W. Sugg Middle School – Month Ending August 31, 2007
- D. Lisbon School Department – As of October 04, 2007

13. COMMUNICATIONS (Consent Agenda):

- A. Lisbon Committees for 2007-2008
- B. Lisbon School Committee Goals for 2007-2008

14. COMMITTEE COMMENTS:

Member Comber congratulated the Boys Soccer team. She also commented on the great coverage and all the wonderful pictures.

Chair Grant agreed with Member Comber and how wonderful it is to see them doing so well.

15. PERSONNEL:

- A. New Hires:

VOTED: (6) To employ Constance Wilson as Accounts Payable Coordinator for Union #30 at the Central Office effective October 12, 2007. (Comber – Reed) (4 – 0)

VOTED: (7) To employ Kate Race as Assistant Principal at the Lisbon Community School effective October 15, 2007. (Reed – Comber) (4 – 0)

VOTED: (8) To employ Kathy Wheat as a Late Bus Co-Supervisor at the Philip W. Sugg Middle School for the 2007-2008 school year. (Reed – Austin) (4 – 0)

VOTED: (9) To employ Jacquyn Young as a Late Bus Co-Supervisor at the Philip W. Sugg Middle School for the 2007-2008 school year. (Austin – Reed) (4 – 0)

VOTED: (10) To nominate Curriculum Team Leaders for the 2007-2008 school year. (Reed – Comber) (4 – 0)

VOTED: (11) To nominate members to the Certification Committee for the 2007-2008 school year. (Comber – Austin) (4 – 0)

VOTED: (12) To employ Terri Trudell as an 8th Grade Girls Basketball Coach for the 2007-2008 school year. (Reed – Austin) (4 – 0)

VOTED: (13) To employ Jennifer Hickey as an Educational Technician II for Lisbon Community School for the 2007-2008 school year. (Austin – Comber) (4 – 0)

VOTED: (14) To employ Brandy Brzozowski as Co-Advisor for Yearbook at the Lisbon High School for the 2007-2008 school year. (Reed – Austin) (4 – 0)

VOTED: (15) To employ Millie Rhodes as Co-Advisor for Yearbook at the Lisbon High School for the 2007-2008 school year. (Comber – Reed) (4 – 0)

B. Resignations:

None

16. POLICY REVIEW:

A. Policies 08 Packet #1 was distributed for review with plans for 1st Read on November 06, 2007 and Final Adoption on December 10, 2007.

1. JLCD Administration of Medication to Students
2. JLCDA Medical Alert List Policy
3. JLCD-E Medication Administration on School Field Trips
4. JLCE First Aid and Emergency Medical Care
5. JLCEE Do Not Resuscitate Requests
6. JLDBG Reintegration of Students from Juvenile Correctional Facilities
7. JLF Reporting Child Abuse and Neglect
8. JLF-E Suspected Child Abuse/Neglect Report Form
9. JLIB Student Dismissal Precautions
10. JRA Student Education Records and Information
11. JRA-E Notification of Rights Under FERPA

12. JRA-R Student Educational Records Administrative Procedure

16. EXECUTIVE SESSION:

- A. **VOTED: (16)** To enter Executive Session to discuss Superintendent's Evaluation Association pursuant to Freedom of Access Statue, Title I, Section 405.6A. (Austin – Reed) (4 – 0) (8:40 p.m.)

17. GENERAL SESSION:

Returned to General Session at 10:20 p.m.

18. ADJOURNMENT:

- VOTED: (17)** To adjourn. (Reed – Comber) (4 – 0) (10:21 p.m.)

Shannon L. Welsh
Secretary, Lisbon School Committee

SLW:sjc