

MINUTES OF THE LISBON SCHOOL COMMITTEE MEETING HELD MONDAY, NOVEMBER 13, 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 December 10, 2007 meeting.)

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

Members Absent:

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

Administrators Absent: James Churchill, Technology Director; and Kenneth Healey, Principal;

Others Present: Fay Ingersoll, LSC member-elect and Brian Hirst, LEA

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 October 09, 2007 and October 22, 2007 meeting of the School Committee. (Danuski – Reed) (5 – 0)

5. ADJUSTMENTS TO THE AGENDA:

None

6. GOOD NEWS & RECOGNITION:

- A. Steve Doucette gave special recognition to the PAG of PWS, the LCS PTO and LHS Athletic Boosters for purchasing GPS systems for 3 buses to help with field trips.
- B. Steve Doucette recognized and thanked International Door Corp for donating an overhead door for the snack shack at LHS.

7. REPORTS FROM ADMINISTRATORS/EDUCATIONAL PRESENTATION:

- A. Warren Galway – Administrative Update: Open House at Lisbon High School went very well. Attendance was 55% with 651 parent teacher conferences scheduled. This may be a little lower than last year because parents have access to student progress by using Pinnacle Internet Viewer. Mr. Galway gave a special thank you to the PAG for providing food for the faculty.

Assistant Principal Galway reported out on the subject of school safety and how it is reflected in all our goals, teachers, staff, students and visitors as well. Eight cameras help provide visual to all corridors and cafeteria. Principal Healy has the ability to look at any part of the building. They meet regularly with the police and fire departments and hold evacuation and fire drills.

- B. Richard Green – Administrative Update: Parent Teacher Conferences were recently held at the Philip W. Sugg Middle School. For the second year, all content area teams held student led conferences. For the fourth year, the PWS staff designated the library as a central meeting/greeting area and refreshments were served. Principal Green said that the conferences were well attended, 86% of 6th grade, 74% of 7th grade and 71% of the 8th grade. Those parents that did not attend will receive the report cards through the mail with homeroom teachers contacting parents to address any concerns.

Chair Grant asked if we could compare the 6th grade conference attendance last year from LCS to this year. The 6th grade wasn't broken out last year.

- C. Carlene Iverson – Administrative Update: Professional Day was fabulous – the teachers were all excited to learn they were on the right track to best practice.

Principal Iverson reported out on security that they continue to provide a safe environment for students and staff. The front doors are the only doors that are unlocked and used by the public to enter the building with the exception of recesses and dismissal. They have had 6 fire drills and an evacuation to date.

- D. Evacuation Drills – Richard Green: Lisbon High School and Philip W. Sugg Middle School reported that the Safety Committee has been working on an emergency plan for two years. The plan was distributed today to the principals and police department.

Steve Doucette thanked the administration, Lisbon Police and Fire Departments for all the work done with safety. Mr. Doucette felt the teachers and everyone did a fantastic job.

Chair Austin asked if the comprehensive plan entailed bus safety and it was confirmed by Director Doucette that it did include accidents and bus safety.

8. REPORT FROM SUPERINTENDENT:

- A. Consolidation Update: Superintendent Welsh reported that the December 1st deadline is coming soon. Lisbon/Topsham etc. have held productive meetings. We have developed a press release to share with Lisbon School Committee; Town Council; staff; and the press for public release.

We will write these elements into a reorganization plan and a State required cover checklist. These documents will be presented to the LSC at a workshop session scheduled for November 26 with a vote to follow. The plan will then be presented to the Commissioner by the December 1st deadline. The Commissioner will respond to the plan by December 15 indicating our level of compliance of the law. The next meeting of the full RPC is on December 5, 2007 to continue our plan development.

- B. Polling Place Update: The Lisbon School Committee directed Superintendent Welsh to contact the Town Office concerning the polling place issue. The voters indicated they do not support a consolidated polling place at Lisbon Community School. The School Committee believes no additional time needs to be spent on this issue. Member Austin stated she was pleased with the public response.

9. PUBLIC COMMENTS:

Mr. Galway thanked Mr. Reed for all his years of service for the Lisbon School Department.

10. UNFINISHED BUSINESS:

None

11. NEW BUSINESS:

- A. **VOTED: (2)** To approve Budget Priorities for 2008-2009.
(Danuski – Reed) (5 – 0)
- B. **VOTED: (3)** To approve the revised Budget Calendar for 2008-2009.
(Danuski – Reed) (5 – 0)

- C. **VOTED: (4)** To approve a Proposal for a 4th and 5th grade Chess Club at Lisbon Community School. (Reed – Danuski) (5 – 0)
- D. **VOTED: (5)** To approve a request from the Lisbon High School Wrestling Team to attend an out of state tournament, in Vermont on January 18 and 19, 2008 and again on February 29th and March 1, 2008, for the wrestlers that qualify for the New England Regional Tournament. (Danuski – Austin) (5 – 0)
- E. **VOTED: (6)** To approve Resolution on Mandated School District Consolidation. (Danuski – Comber) (5 – 0)

12. FINANCIAL REPORTS:

- A. Lisbon High School – Month Ending August 31, 2007
- B. Philip W. Sugg Middle School – Month Ending September 30, 2007 and October 31, 2007.
- C. Lisbon Community School – none
- D. Lisbon School Department – As of November 8, 2007

13. COMMUNICATIONS (Consent Agenda):

- A. Lisbon High School - NEASC Two Year Progress Report
- B. Lisbon School Committee 2007-2008 Workshop Topics

14. COMMITTEE COMMENTS:

Member Austin recognized the fall sports coaches and teams and wished the winter sports teams the best of luck. Thanked all the volunteers, adults and youth for their help. Congratulations to Ms. Race, she's heard great things and hope she's enjoying her job.

Member Comber attended the MSBA conference as the Lisbon delegate.

15. PERSONNEL:

- A. New Hires:
 - 1) **VOTED: (7)** To employ April Gumprecht as Special Education Technician I at Philip W Sugg School effective November 14, 2007. (Reed – Danuski) (5 – 0)
 - 2) **VOTED: (8)** To employ Barbara White as an ELA Content Area Leader at the Lisbon High School effective November 14, 2007. (Danuski – Reed) (5 – 0)

- 3) **VOTED: (9)** To employ Emily Morris as a Middle School Art Club Advisor at the Philip W. Sugg Middle School effective November 14, 2007. (Comber – Austin) (5 – 0)
- 4) **VOTED: (10)** To employ David Perry as an Assistant Varsity Middle School Girl’s Basketball coach at the Philip W. Sugg Middle School effective November 14, 2007. (Danuski – Reed) (5 – 0)
- 5) **VOTED: (11)** To employ Geoff Godo as an Assistant Varsity Middle School Boy’s Basketball coach at the Philip W. Sugg Middle School effective November 14, 2007. (Comber – Danuski) (5 – 0)
- 6) **VOTED: (12)** To employ Laurie Adams as a Drama Club Advisor at the Lisbon Community School effective November 14, 2007. (Danuski – Austin) (5 – 0)
- 7) **VOTED: (13)** To employ Scott Trach as a MLTI Teacher Leader at the Philip W. Sugg Middle School effective November 14, 2007. (Danuski – Reed) (5 – 0)

B. Resignations:

- 1) Paul Thibodeau as Bus Driver for the Lisbon School Department effective October 26, 2007.
- 2) Karin Dionne as 6-8 ELA team leader at the Philip W. Sugg Middle School effective November 07, 2007.
- 3) Scott Barden as head coach of the Boy’s Soccer Team for Lisbon High School effective November 08, 2007.

16. POLICY REVIEW:

- A. Policies 08 Packet #2 will be distributed for review with plans for 1st Read on December 10, 2007 and Final Adoption on January 14, 2008.

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| 1. | KB | Parent Involvement in Education |
| 2. | KBF | Parent Involvement with Title I |
| 3. | KDA | Public Information Program |
| 4. | KE | Public Concerns and Complaints |
| 5. | KF | Community Use of School Facilities |
| 6. | KFF | Use of School Facilities by Parks and Recreation Commission |

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| 7. | KI | Visitors to the Schools |
| 8. | KLG | Relations with Law Enforcement Authorities |
| 9. | KLG-R | Relations with Law Enforcement Authorities
Administrative Procedure |
| 10. | LDA | Student Teaching and Internships |

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

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| 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 |

17. EXECUTIVE SESSION:

- A. **VOTED: (14)** To enter Executive Session to consider a bus stop issue pursuant to 1 M.R.S.A. § 405(6)(A). (Austin –Reed) (5 – 0) (7:57 p.m. – 8:35 p.m.)

18. GENERAL SESSION:

- A. **VOTED: (15)** To uphold the Superintendent’s decision on the bus stop issue. (Reed – Austin) (4 – 1) (Danuski)

19. ADJOURNMENT:

- A. **VOTED: (16)** To adjourn. (Reed – Danuski) (5 – 0) (8:39 p.m.)

Shannon L. Welsh, Ed.D.
Secretary, Lisbon School Committee