

MINUTES OF THE LISBON SCHOOL COMMITTEE MEETING HELD MONDAY, DECEMBER 10, 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 January 14, 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: Jana Boody, Curriculum Director; James Churchill, Technology Director; Jim Damsgaard, School Nutrition Director; Richard Green, Principal; Kenneth Healey, Principal; Carlene Iverson, Principal; Tiffany Karnes, Assistant Principal; Susan Matthews, Special Education Director; Catherine Messmer, Business Manager; and Alene Staley, Adult Education Director

Administrators Absent: Stephen Doucette, Director of Facilities Maintenance and Pupil Transportation; Warren Galway, Assistant Principal and Jeff Ramich, Co-Curricular Director

Others Present: Darrell Orr

CALLED TO ORDER:

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

4. ELECTION OF CHAIRPERSON:

VOTED: (1) To nominate Prudence Grant as Lisbon School Committee Chair until the next annual organizational meeting. (Austin – Comber) (4 – 0 – 1) (Grant)

5. ELECTION OF VICE CHAIRPERSON:

VOTED: (2) To nominate Traci Austin for Lisbon School Committee Vice-Chair until the next annual organizational meeting. (Comber – Danuski) (5 – 0)

6. COMMITTEE MEMBERSHIP:

A. **VOTED: (3)** To confirm the following committee assignments:
(Danuski – Austin) (5 - 0)

- 1) LEA Negotiations Committee: (2) Grant, Austin
- 2) LESP Negotiations Committee: (2) Grant, Comber
- 3) LAA Negotiations Committee: (1) Danuski, Grant
- 4) Drop Out Prevention Committee: (1) Danuski
- 5) Building Needs Committee: (2) Austin, Ingersoll
- 6) Legislative Contact: (1) Danuski
- 7) Adult Education Advisory: (1) Comber
- 8) Sick Leave Bank: (1) Grant
- 9) Finance Committee: (3) Grant, Comber and Danuski
- 10) School Attorneys: Drummond, Woodsum & MacMahon
- 11) State of the Schools: (2) Austin, Ingersoll
- 12) Curriculum Steering Committee: (1) Austin
- 13) Comprehensive Education Plan: (1) Danuski
- 14) Local Advisory Council: (1) Comber
- 15) LRTC Committee: (1) Grant
- 16) Lisbon Technology Committee: (1) Austin
- 17) Union #30 School Safety Committee: (1) Danuski
- 18) Wellness Committee: (1) Grant

7. MINUTES:

A. **VOTED: (4)** To receive and approve the Minutes of November 13, 2006 (as corrected) and November 27, 2006 meeting of the School Committee.
(Comber – Danuski) (5 – 0)

November 13, 2007 correction: Chair Austin should have read Member Austin.

8. ADJUSTMENTS TO THE AGENDA:

None

9. GOOD NEWS & RECOGNITION:

A. Sportsmanship Awards – Ken Healey
Principal Healey acknowledged that the Augusta Chapter of Football officials has voted Lisbon High Football team as the winners of the 2007 Sportsmanship Award. Superintendent Welsh congratulated Coach Mynahan for his fine leadership style. She stated that it has had a significant impact on the way kids treat each other and expect to be treated and the award is reflective of this leadership.

Mr. Healey also recognized the Soccer program and Coach Barton. He announced that the South Board of Soccer Officials has awarded the Lisbon High Men's Soccer team with the 2007 Sportsmanship Award. The soccer team has won this award for the past 5 out of 7 years. Superintendent Welsh congratulated Coach Barton on having won the Coach of the Year award this year. Principal Healey announced that Coach Barton will be retiring after 15 years of dedicated service

Principal Healy congratulated Josh Sheehan for the Lighting of the Flag. Josh is responsible for illuminating the flag at Lisbon High School. Josh said he wanted the flag to be visible for more than just the day and that is why he chose this project for his Eagle Scout award.

B. Richard Green – Efficiency Maine

Principal Green praised Mrs. Curtis, Mrs. Stevens, Ms. Robitaille, (Ms. Coppens, Ms. Lemmings & Ms. Cornish could not be present) and in attendance were 6th grade students Colby Perron, Nathan Gamache, Ashley Stone, Cody Davis, Jacob Bremmer and Nichole Jones for coming together into a fantastic team. They decided to participate in the Recycling Week program. They made posters with tips on saving energy, not wasting food, and recycling. They have set up recycling boxes in the school. Although they did not win any awards, Lily Deering's poster will be on the recycling calendar coming out in January. There were eighty-nine schools participating in this project.

Chair Grant mentioned that Saturday at the transfer station she was told that they are pushing to recycle more at the schools because everything no longer has to be separated.

10. REPORTS FROM ADMINISTRATORS/EDUCATIONAL PRESENTATION:

A. Monica Millhime – Volunteer Program

Ms Millhime reported on volunteers and their Gift of Time. She shared several quotes from her volunteers. We now have over 400 adult volunteer force and 100 in the junior volunteer force. They help meet the mission of the School Committee in bringing together community and school. The many hours they give enable our teachers to spend more time teaching. Volunteers often become substitute teachers and some often further their education eventually becoming teachers in our school system. Ms Millhime announced that the Lisbon Rotary is now supporting all three schools and she's proud to say that many businesses have asked for the school newsletters.

B. Kenneth Healey – Community Service/Volunteerism

Mr. Healy congratulated the many, many organizations at the high school for giving back to the community in many different ways, as well as some individuals

who do their own projects. Principal Healey challenged all of us to give a little bit of ourselves this holiday season.

C. Richard Green – Community Service/Volunteerism

Mr. Green thanked Mr. Ramich and Mrs. Austin for Co-curricular procedures that were finalized and put into place at the middle school. He also thanked Darrell Orr for stepping in for transportation and operations.

Principal Green spoke about the Student Council and how active they've been in the community – they've had a food drive and this year and have asked for \$ Hat Day to raise money for the Animal Rescue. He commended the Dare Program and feels it is the best program and wishes to thank Detective McAllister for all they've done for the students. The program will sponsor an assembly in the cafeteria. He especially praised the Big Brothers/Big Sisters Program and Mrs. Thompson who coordinates it every year.

D. Carlene Iverson – Community Service/Volunteerism

Principal Iverson stated that at the elementary level they have three areas to be proud of, Civil Rights Teams, Student Council and Junior Volunteers. They have the largest elementary school Civil Rights Teams in the state with 35 members. One area of focus is having the Civil Rights Teams network with other Civil Rights Teams to meet and talk with students you might not otherwise interact within the school.

The Student Council gives students the opportunity for leadership, government, and community responsibility. This year they have partnered with the Lisbon Rotary Club in a first ever elementary and rotary sponsorship.

Ms. Iverson said that Junior Volunteers have the energy to do just about anything. They need to exhibit appropriate behaviors that indicate responsibility and dependability. Students are trained and assigned tasks based on their availability, such as reading or practicing a skill with a younger child.

11. REPORT FROM SUPERINTENDENT:

A. Consolidation Update

Superintendent Welsh explained that the RPC has been meeting and will be hosting a meeting on December 19th at LCS. We have submitted a plan to the State and expect to have feedback by Dec 15th. We expect all of our elements will be in compliance with the law. The work has gone smoothly thanks to a great committee. Dr. Welsh said that she and Mr. Wilhelm of SAD75 have been holding meetings focused on what a highly efficient and effective program might look like with 4500 students. By the middle of January they hope to have a plan for the structure of the new RSU. They are planning a series of public meetings throughout the communities in February to get feedback and answer questions.

They are on target for completion of the final plan to be ready in mid March and present to the voters in June.

The Superintendent said that Georgetown just contacted Lisbon and SAD75 asking to be considered in the new RSU. We agreed to compile initial financial data and present that to both School Committees for consideration.

B. Lisbon School Committee Goals:

Superintendent Welsh explained that School Committee goals are established in August with the requirement that we review goals after School Committee election. Dr. Welsh provided a brief overview of the Lisbon School Committee Goals for 2007-2008. She explained the new goal to meet the legal requirement of having to go to referendum with the school budget.

C. Update on operations and Transportation Supervision

Superintendent Welsh announced that the Director of Operations and Transportation is out on paid medical leave. As of this morning she met with people who will be helping us through this situation and has outlined a plan for the extended time necessary. The School Committee will be asked to consider approval of this coverage later in the meeting.

Chair Grant asked that Superintendent Welsh explain the problem with the odor at Lisbon Community School. Dr. Welsh said the odor was caused by a combination of several things that have all been addressed. There has been no odor since these repairs were made.

12. PUBLIC COMMENTS:

None

13. UNFINISHED BUSINESS:

- A. **VOTED: (5)** To approve the Lisbon School Department Capital Plan. (Danuski – Austin) (5 – 0)

14. NEW BUSINESS:

- A. **VOTED: (6)** To approve the Operations and Transportation personnel and financial recommendations as reported by the Superintendent. (Danuski – Comber) (5 – 0)

15. FINANCIAL REPORTS:

- A. Lisbon High School – None
B. Philip W. Sugg Middle School – None

- C. Lisbon Community School – Month Ending August 31, 2007, September 30, 2007 and October 31, 2007.
- D. Lisbon School Department – As of December 6, 2007

16. COMMUNICATIONS (Consent Agenda):

- A. Follow-up NEASC Information

17. COMMITTEE COMMENTS:

18. PERSONNEL:

- A. New Hires:

- 1) **VOTED: (7)** To employ April Lemmings as Grade 6-8 ELA Team Leader at Philip W. Sugg School and District for the 2007-2008 school year. (Comber – Danuski) (5 – 0)
- 2). **VOTED: (8)** To employ Jeff Harper as Social Studies Content Area Leader at the Lisbon High School for the 2007-2008 school year. (Danuski – Austin) (5 – 0)
3. **VOTED: (9)** To employ Keli Young as Drama Advisor at the Lisbon High School for the remainder of the 2007-2008 school year. (Danuski– Comber) (5 – 0)
4. **VOTED: (10)** To employ Debbie Weddle as Freshmen Class Advisor at the Lisbon High School for the remainder of the 2007-2008 school year. (Austin – Comber) (5 – 0)
5. **VOTED: (11)** To employ Brian Hirst as Chess Club Advisor at the Lisbon Community School for the 2007-2008 school year. (Danuski – Comber) (5 – 0)
6. **VOTED: (12)** To approve the nominations for the Grade 9-12 LHS Advocacy Team Leaders for the school year 2007-2008. (Danuski – Comber) (5 – 0)

- B. Resignations:

None

19. POLICY REVIEW:

A. Policies 08 Packet #3 will be distributed for review with plans for 1st Read on January 14, 2008 and Final Adoption on February 11, 2008.

B. 1st Read on the Following Policies: 08 Packet #2

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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 |
| 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 |

A. 2nd Read/Adoption on the Following Policies: 08 Packet #1
(Austin – Danuski) (5 – 0)

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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 |

20. EXECUTIVE SESSION:**21. GENERAL SESSION:**

22. ADJOURNMENT:

VOTED: (13) To adjourn. (Danuski – Comber) (5 – 0) (9:10 p.m.)

Shannon L. Welsh
Secretary, Lisbon School Committee

SLW:sjc