

MINUTES OF THE LISBON SCHOOL COMMITTEE MEETING HELD MONDAY, OCTOBER 14, 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 November 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; Sara Flowers, Adult Education Director; Warren Galway, Assistant Principal; Richard Green, Principal; Kenneth Healey, Principal; Carlene Iverson, Principal; Susan Matthews, Special Education Director; Darrell Orr, Interim Director of Facilities Maintenance and Pupil Transportation and Jeff Ramich, Co-Curricular Director

Administrators Absent: Catherine Messmer, Business Manager; Kate Race, Assistant Principal

Others Present: 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:

- A. **VOTED: (1)** To receive and approve the Minutes of September 08, 2008 and September 22, 2008 meeting of the School Committee.
(Danuski – Comber) (5 – 0)

5. ADJUSTMENTS TO THE AGENDA:

None

6. GOOD NEWS & RECOGNITION:

- A. Ken Healey – Principal Healey read excerpts from a letter received from parents of a student acknowledging the superior performance, knowledge and

professionalism that Mr. Nunery demonstrates in his role as Guidance Counselor at Lisbon High School. He has provided informative and detailed college preparation lectures to the parents and students at Lisbon High School. Not only does he present the lectures after the normal school hours to allow more parents to attend, but also provides outstanding assistance and follow-up. It is apparent that Mr. Nunery exceeds what is expected of a high school guidance counselor and provides a level of expertise and service that surpasses others in his field.

- B. Harvard Club Teacher Recognition: Principal Healey announced that Elaine Cyr was honored by the Harvard Club's Teacher Recognition Program. Mr. Healey acknowledged that Elaine has devoted her entire adult life to her pursuit of art and art education for students of all abilities. Mr. Healey noted she doesn't just teach art Elaine Cyr promotes it! Elaine has been an Art Educator in Maine for a total of 32 years and 22 of those years have been at Lisbon High School.

7. REPORTS FROM ADMINISTRATORS/EDUCATIONAL PRESENTATION:

- A. Warren Galway – Dropouts and Completer Rates: Mr. Galway distributed the LHS Dropout Prevention Plan to the School Committee. This plan is reviewed annually as part of the Comprehensive Education Plan and updated as needed. He gave feedback on where we are and what we look like. In 2007-2008 there were 16 students who dropped out and 9 students attending Adult Education to earn either a GED or AE diploma. Mr. Galway confirmed that they are not happy with these numbers. The goal is to have a 100% graduation rate with 0% dropout rate. In comparison with other schools in the area, it was noted that Lisbon is the second lowest in Androscoggin County.
- B. Ken Healey – AP: Principal Healey reviewed the AP Scores for the last three years. He reported that 46% more tests were taken last year and 53% received 2 or higher compared to 36% from a year ago. Follow up on college students who have received credit from the AP classes will be conducted in the future. This year a student earned 9 credits at college due to AP classes.

NEASC: In 2005 we had a visitation from NEASC. The staff is working to address all recommendations. Mr. Healey has asked a NEASC representative to speak to the School Committee in February for another update.

Safety Update: The high school has held 2 fire drills and one evacuation drill this fall.

- C. Rick Green – Safety Update: Principal Green stated that they had 5 fire drills completed, one evacuation drill, and a lock-down scheduled. He gave an overview of Academic Literacy (Literacy Specialist), and faculty evaluation and goals along with Student Fundraisers. PSW is working with the Lisbon Music association for the Rick Charette Concert on Saturday, May 9th.
- D. Carlene Iverson – Safety Update: Principal Iverson discussed the feedback received from a visit from Chief Galipeau and Detective McAllister during their fire drill. They found two things: not every teacher had their staff list inside a red folder and one staff member did not have on their yellow vest. They were very impressed with how orderly the 600 students and 100 adults left the building and waited in their designated areas with out talking.

Ms. Iverson stated that the building appears to be safe – unlocked doors and strangers are being watched. The staff is on duty all the time for unknown people in the building and continues to request identification of unknown adults.

Dr. Welsh thanked the staff and bus drivers for the way they handled a small fire recently with one of the buses. They handled the situation expertly. A follow up evaluation of the situation was conducted to determine if they could improve anything. They made small changes in the space between buses and parking.

8. REPORT FROM SUPERINTENDENT:

- A. Subsidy 2009-2010 Update – Superintendent Welsh reported that there is a shortfall at the State level for the next biennium state budget. Last week they talked about a \$600 million shortfall that may be increasing as high as \$800 million following the late November revenue forecast. What the State is looking at doing in the best case scenario is freezing the dollar amount that we receive for subsidy. They will confirm this information in November. Cost increases may impact us locally for next year's budget. The State will not be meeting their 55% under law or following the EPS guidelines. The school budget needs to be completed for the end of February for the Town Council.
- B. Construction Process: Dr. Welsh met with the Commissioner – the State is delaying the bond dates of current school construction projects to push it out into the following two year State budget. This will result in a further delay of the next round of Major Capital Improvement projects that will receive State funding. We had anticipated submitting an application because of the high rating the high school received in the last round. The School Committee had discussed this situation during goal setting this summer.

Their goal states that they will consider local funding of a project due to NEASC requirements if there is a delay in State funding. Administration will research the timeline for use of local funds and report back to the School Committee as part of the Capital Plan presentation in late November.

9. PUBLIC COMMENTS:

Rick Green announced that during their recent evacuation at PWS Middle School the Lisbon and Topsham Police Department conducted a canine search. They made a clean sweep of the locker rooms and entire building and found nothing.

10. UNFINISHED BUSINESS:

None

11. NEW BUSINESS:

- A. **VOTED: (2)** To approve the proposed MSBA Resolutions. (Danuski – Austin) (5 - 0)
- B. **VOTED: (3)** To approve an overnight Field Trip to Camp Susan Curtis for the 5th grade students on October 21-24. (Danuski – Comber) (5 – 0)
- C. **VOTED: (4)** To approve overnight Field Trip to Camp Kieve for the Lisbon High School SADD Chapter students on November 14 – 16. (Comber – Danuski) (5 – 0)

12. FINANCIAL REPORTS:

- A. Lisbon Community School – M/E September 30, 2008
- B. Lisbon High School – M/E August 31, 2008, September 30, 2008
- C. PWS Middle School – M/E August 31, 2008, September 30, 2008
- D. Lisbon School Department – As of October 08, 2008

13. COMMUNICATIONS (Consent Agenda):

- A. Lisbon School Committee Goals for 2008-2009

14. COMMITTEE COMMENTS:

Member Austin – Technology Committee report out: The members of the technology committee discussed the option that Lisbon has to possibly replace the current electronic grading system (Pinnacle) with a system that being offered by

the State (Infinite Campus). The State is replacing its current MEDMS system with Infinite Campus and schools have the option to start using Infinite Campus. Due to Lisbon's doughnut hole status, Lisbon has been added to the first wave of schools that are considering changing over to Infinite Campus. This is a partly free program as the State will provide the Student Information System, but schools may have to pay for the electronic grade book piece. There are concerns that Infinite Campus could be a step backwards. The Lisbon School Department will have a "core team" that will evaluate Infinite Campus and its functionality. scheduled for mid-November. If Infinite Campus is deemed usable it will take 5 to 6 months to change over and will require retraining of staff and parents as well.

Also during the meeting, the committee has begun to discuss the role of web 2.0 technologies in the lives of the students and the potentially impacts that the technologies can have in education. This conversation also included discussion around measuring technology literacy and what a technology curriculum might look like.

Member Austin and Superintendent Welsh held a meeting with the Town Manager and Council Member Mason to discuss cost sharing measures between the school department and town. These meetings will be continuing.

Member Comber complimented all the fall sports teams on their many unbelievable athletes.

15. PERSONNEL:

A. New Hires:

- 1) Cynthia Carter as Baker at the Lisbon Community School effective September 8, 2008.
- 2) Melissa Martin as Late Bus Co-Supervisor at Philip W. Sugg school effective September 18, 2008.
- 3) Scott Trach as Visual & Performing Arts Area Leader for Lisbon School Department effective September 19, 2008.
- 4) Scott Trach as MLTI Teach Leader at Philip W. Sugg School effective September 25, 2008.
- 5) Laurie Adams as Drama Coach at the Lisbon Community School effective September 30, 2008.
- 6) Wendy LeGiloahec as Ed-Tech III/Library at the Lisbon High School effective October 2, 2008.

- 7) Geoff Godo as Assistant Varsity Boy's Basketball Coach at Philip W. Sugg Middle School effective October 9, 2008.
- 8) Julie Wescott as Assistant Varsity Women's Basketball Coach at Lisbon High School effective October 9, 2008.
- 9) Eric Hall as Assistant Varsity Men's Basketball Coach at Lisbon High School effective October 9, 2008.

B. Resignations:

- 1) Sally Darling as Freshman Class Advisor at Lisbon High School effective October 10, 2008.

16. POLICY REVIEW:

- A. Policies 09 Packet #2 was distributed for review with plans for 1st Read on November 10, 2008 and Final Adoption on December 08, 2008.
- B. 1st Read on the Following Policies: 09 Packet #1
 1. AC Non Discrimination/Equal Opportunity and Affirmative Action
 2. DFF Income from School Sales and Services
 3. IJOC School Volunteers
 4. IKFA Early Graduation
 5. JICH Drug and Alcohol Use by Students
 6. JJE Student Fundraising Activities
 7. JJF Student Activities Funds Management
 8. JJIF Athletic Department Jackets

17. EXECITVE SESSION:

- A. **VOTED: (5)** To go into Executive Session to discuss the Superintendent's evaluation pursuant to 1 M.R.S.A. § 405(6)(A).
(Danuski – Austin) (5 – 0) (8:18 p.m.)

18. GENERAL SESSION:

Returned to General Session at 9:15 p.m.

19. **ADJOURNMENT:**

VOTED: (6) To adjourn. (Danuski – Austin) (5 – 0) (09:16 p.m.)

Shannon L. Welsh
Secretary, Lisbon School Committee

SLW:sjc