

MINUTES OF THE LISBON SCHOOL COMMITTEE MEETING HELD MONDAY, SEPTEMBER 14, 2009 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 October 13, 2009 meeting.)

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**Members Present:** Prudence Grant, Janice Comber, Traci Austin; Deb Danuski; Richard A. Green, Interim Superintendent of Schools

**Members Absent:** Robin Tupper (excused)

**Administrators Present:** James Churchill, Technology Director; Jim Damsgaard, School Nutrition Director; Sara Flowers, Adult Education Director; Kenneth Healey, Principal; Carlene Iverson, Principal; Thomas Landberg, Assistant Principal/Co-Curricular Director; Susan Matthews, Director of Student Services; Catherine Messmer, Business Manager; Christopher Moreau, Assistant Principal/Co-Curricular Director; Darrell Orr, Director of Operations and Transportation; Kate Race, Assistant Principal; and Jeff Ramich, Principal

**Administrators Absent:**

**Others Present:** Gail Carlson, ASL Teacher; Mary Ellen Bechard, PWS Nurse; students, parents and interpreter.

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**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 August 24, 2009 meeting of the School Committee. (Danuski – Austin) (4 – 0)

**5. ADJUSTMENTS TO THE AGENDA:**

15. A. 3 Fill co-curricular positions

**6. GOOD NEWS & RECOGNITION:**

- A. LHS American Sign Language (ASL) Program: Ms. Gail Carlson, ASL teacher and three of her students presented information on the ASL program and how it has transitioned in the last three years. Ms. Carlson's students demonstrated with great enthusiasm what this language class has meant to them and how it fits into their future plans. Ms. Carlson explained how the ASL program has successfully developed into 3 different levels, an Immersion program as well as a mentoring program.
- B. H1N1 (Mary Ellen Bechard): Nurse Bechard reported on the Flu Clinic scheduled for Saturday, September 19<sup>th</sup> at the Lisbon Community School. Ms. Bechard explained that the state contacted her that there may be a problem in receiving the vaccine in time for the clinic but the Lisbon students will be vaccinated. The clinic may have to be rescheduled.

Ms. Bechard explained the CDC recommendations for students with flu symptoms. Lisbon emergency has been notified. After the students have been vaccinated the staff will be offered the vaccine but there may be a small fee if the state does not provide the vaccine. Nurse Bechard thanked all those who have helped getting the information out and those working to educate students and staff.

Chair Grant extended a special thank you to Ms. Bechard and the other nurses who have volunteered their time to work Saturday to ensure our students are given the opportunity to have the flu vaccine with a lot less interruption to the student day.

**7. REPORTS FROM ADMINISTRATORS/EDUCATIONAL PRESENTATION:**

- A. Susan Matthews – RTI Update: Director of Student Services gave a brief overview of RTI (Response to Intervention or Instruction) Basics, to be implemented in 2010. Although a regular education initiative, it is driven by the Individuals with Disabilities Act (IDEA) coinciding with the No Child Left Behind (NCLB) Legislation. Director Matthews reported on the different components delivered for all students: School-wide Screening; Progress Monitoring; Tiered Instruction; High-Quality, Researched-Based Instruction and Interventions; Collaboration among School Staff Members and Fidelity of Implementation. Ms. Matthews confirmed that improving student progress will be put into our model of RTI.
- B. Jim Damsgaard – Summer Update: Director Damsgaard reported that during the summer time was spent doing preventative maintenance on the equipment. Mr. Damsgaard updated the numbers for Free and Reduced lunch. The state has approved funding again this year that all reduced students will get a free breakfast giving students two balanced meals a day to learn on.

- C. James Churchill – Summer Update: Director Churchill reported that he had 6 or 7 major projects this summer (whereas in a typical summer he'd only have 2 maybe 3). As the school year started for the students, he was busy tying up the loose ends and working to complete many of those projects. Changing the website and emails for everyone, upgrading the library software at LHS and the big project Pinnacle were accomplished. Mr. Churchill thanked Sybill Brewer for championing the Pinnacle upgrade and thanked the administrators and staff for their support during all of these changes.
- D. Sara Flowers – Summer Update: Director Flowers announced that Ms. Carlson will be teaching ASL this fall and several community members are very excited. Ms. Flowers announced summer enrollments total was 112: Academic 53; Enrichment 44; and Computer 15. Director Flowers gave a preview of Fall 2009.

#### **8. REPORT FROM SUPERINTENDENT:**

Interim Superintendent Green gave an update on the H1N1 Influenza process for the clinic. Mr. Green thanked Mrs. Bechard for her help to coordinate the vaccination schedule along with the other nurses.

Mr. Green reported on curriculum and announced the webpage is in the process of being revised/updated. Interim Superintendent Green gave an overview of the high school diploma requirement changes currently in legislation and the Maine Course Pathways Project. Mr. Green gave his recommendation to postpone the 09-10 graduation requirements until the actual legislation and guidelines have been determined (Policy IKF).

Interim Superintendent Green gave an update on the last Facilities Committee meeting and resulting action.

#### **9. PUBLIC COMMENTS:**

None

#### **10. UNFINISHED BUSINESS:**

- A. **VOTED: (2)** To ratify the Lisbon Education Association Agreement.  
(Danuski – Comber) (4 – 0)

#### **11. NEW BUSINESS:**

- A. **VOTED: (3)** To approve the Interim Superintendent's Goals for 2009-2010.  
(Danuski – Austin) (4 – 0)

- B. **VOTED: (4)** To nominate Traci Austin as School Committee member delegate and Prudence Grant as alternate to serve on the Maine School Boards Association Delegate Assembly. (Danuski – Comber) (4 – 0)
- C. **VOTED: (5)** To allow the Lamp Alzheimer's Residential Care Facility to use the Lisbon Community School in case of an evacuation or other emergency until June 30, 2010. (Austin – Danuski) (4 – 0)
- D. **VOTED: (6)** To approve free student only flu immunization clinics for Influenza and H1N1 for 2009-2010. (Danuski – Comber) (4 – 0)
- E. **VOTED: (7)** To approve the List of Lisbon Committees for 2009-2010. (Danuski – Austin) (4 – 0)

## 12. FINANCIAL REPORTS:

- A. Lisbon High School – M/E June 30, 2009 and M/E July 31, 2009
- B. Philip W. Sugg Middle School – M/E July 31, 2009
- C. Lisbon Community School – M/E June 30, 2009 and M/E July 31, 2009
- D. Lisbon School Department – As of September 09, 2009

## 13. COMMUNICATIONS (CONSENT AGENDA):

- A. Lisbon School Committee Goals 2009-2010
- B. School Handbooks:
  1. Philip W. Sugg Middle School
  2. Lisbon High School

## 14. COMMITTEE COMMENTS:

Member Austin thanked staff for their help on getting the flu shot information out to the public. She also announced the upcoming PreK story night.

## 15. PERSONNEL:

- A. New Hires:

- 1) **VOTED: (8)** To nominate Heather Goddu as Curriculum Team Leader for 3<sup>rd</sup> Grade for the 2009-2010 school year. (Danuski – Comber) (4 – 0)
- 2) **VOTED: (9)** To employ Kelly Byras secretary to the Director of Operations & Transportation and Central Office. (Danuski – Austin) (4 – 0)
- 3) **VOTED: (10)** To nominate Co-Curricular positions for PWS Middle School for the 2009-2010 school year. (Danuski – Comber) (4 – 0)
 

After School Art Club	Amy Crosby
Late Bus Monitor	Patti Mendelson

B. Resignations:

- 1) Roxanne M. Mooney as school nurse at Lisbon High School effective October 1, 2009.
- 2) Susan Desjardins as secretary to the Director of Operations & Transportation and Central Office effective September 03, 2009.

16. **POLICY REVIEW:**

- A. Policies 10 Packet #1 was distributed for review with plans for 1<sup>st</sup> Read on October 13, 2009 and Final Adoption on November 09, 2009.

17. **EXECUTIVE SESSION:**

- A. **VOTED: (11)** To enter executive session to discuss duties of employees, pursuant to Freedom of Access Statute, Title 1 M.R.S.A. § 405(6)(A). (Danuski – Austin) (4 – 0) (8:34 p.m.)

18. **GENERAL SESSION:**

Returned to general session. (9:28 p.m.)

19. **EXECUTIVE SESSION:**

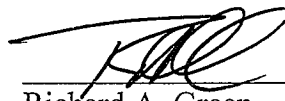
- A. **VOTED: (12)** To enter executive session to discuss Evaluation of the Interim Superintendent pursuant to Freedom of Access Statute, Title 1 M.R.S.A. § 405(6)(A). (Danuski – Comber) (4 – 0) (9:29 p.m.)

20. **GENERAL SESSION:**

Returned to general session. (9:40 p.m.)

21. **ADJOURNMENT:**

**VOTED: (13)** To adjourn. (Danuski – Comber) (4 – 0) (9:42 p.m.)



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Richard A. Green  
Secretary, Lisbon School Committee