

**LISBON SCHOOL COMMITTEE  
 AGENDA  
 Monday, December 12, 2011  
 Lisbon Town Office Meeting Room  
7:00 P.M.**

**MISSION**

Members of the Lisbon Community are committed to creating safe, respectful climates in which broad-based educational and cultural opportunities provide rich, diverse experiences for all learners. Within this environment, learners will become knowledgeable about themselves and others; develop strong academic, creative, technological, recreational, and practical life skills, preparing them for many options as life-long learners, effective problem solvers and capable communicators. These experiences will provide a solid basis for future responsibilities as family members, workers and citizens. As the community strives to improve the educational environment, necessary resources will be provided to secure safe, spacious, accessible facilities for a wide variety of learning activities. To this end, the schools will encourage practices which are respectful, open, fair and relevant.

**GOALS**

- To improve academic achievement to ensure success for all students
- To develop a respectful and supportive culture in the schools and the larger community that builds pride in our students, our schools, and the community
- To provide effective two-way communication with all stakeholders of the Lisbon School Department
- To provide and maintain secure, safe, spacious, accessible facilities
- To continue to provide a budget that reflects a fiscally responsible approach
- To provide a system of accountability for all members of the Lisbon School Department

**NORMS**

- Primary concern is what is in the best interest of the students
- Treat each other with respect
- Communication is key; listen to others' opinions and ask questions
- There's no "I" in teamwork
- Identify common issues and add these to the agenda; no surprises
- Follow the protocol for meetings and for getting information; attend consistently; be prepared; make educated decisions; support each other; be proactive; keep on task
- Keep a sense of humor
- Do our jobs with a passion

1. The meeting was called to order at \_\_\_ p.m. by Chairperson Traci Austin.
2. Pledge of Allegiance
3. Roll Call:        \_\_\_Traci Austin                                \_\_\_Pete Reed  
                          \_\_\_Kathi Yergin                                \_\_\_George Caron  
                          \_\_\_Marcey Crosskill

4. Nomination for Lisbon School Committee Chair:

Motion: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Vote: \_\_\_\_\_

5. Nomination for Lisbon School Committee Vice-Chair:

Motion: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Vote: \_\_\_\_\_

6. Committee Membership:

A. School Committee and Liaison appointments:

- 1) LEA Negotiations Committee: (2) (Austin, Caron ) \_\_\_\_\_
- 2) LESP Negotiations Committee: (2) (Austin, Reed) \_\_\_\_\_
- 3) LAA Negotiations Committee: (2) (Austin, Reed) \_\_\_\_\_
- 4) Drop Out Prevention Committee: (1) (Caron) \_\_\_\_\_
- 5) Building Needs Committee: (2) (Austin, Yergin ) \_\_\_\_\_
- 6) Legislative Contact: (1) (Caron) \_\_\_\_\_
- 7) Adult Education Advisory: (1) (Caron) \_\_\_\_\_
- 8) Sick Leave Bank: (1) (Yergin) \_\_\_\_\_
- 9) Finance Committee: (3) (Austin, Reed and Yergin) \_\_\_\_\_
  
- 10) Audit Committee: (2) (Caron, Reed) \_\_\_\_\_
- 11) School Attorneys: (Drummond, Woodsum & MacMahon) \_\_\_\_\_
- 12) Curriculum Steering Committee: (1) (Crosskill) \_\_\_\_\_
- 13) Comprehensive Education Plan: (1) (Caron) \_\_\_\_\_
- 14) LRTC Committee: (1) (Reed) \_\_\_\_\_
- 15) Technology Committee: (1) (Austin) \_\_\_\_\_
- 16) School Safety Committee: (1) (Yergin) \_\_\_\_\_
- 17) Wellness Committee: (1) (Crosskill) \_\_\_\_\_
- 18) Looping Committee Grades 5-6 (1) Crosskill \_\_\_\_\_
- 19) Looping Committee Grades 8-9 (1) Yergin \_\_\_\_\_

Motion: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Vote: \_\_\_\_\_

7. Consideration of Action on the Minutes of November 14, and November 28, 2011.

A. Recommend the Minutes of November 14, and November 28, 2011 be accepted as presented barring any errors or omissions.

Motion: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Vote: \_\_\_\_\_

8. Adjustments to the Agenda:

9. Good News and Recognition:

- A. LCS – College for Me
- B. Heather Wilmot – Safety Care
- C. LHS (Inclusion) –

10. Reports from Administrators/Educational Presentation:

- A. Heather Wilmot – Student Services Update:
- B. Catherine Messmer – TimeClock Plus:
- C. Jim Damsgaard – Nutrition Update:
- D. James Churchill – Technology Update:
- E. Sara Flowers – Gartley Street Program Update:

11. Report from Superintendent – Monthly Update

12. Public Comments:

13. Unfinished Business:

14. New Business:

- A. Upon the recommendation of the Superintendent consideration of action to appoint an alternate member to the Ethics Panel Committee for a three year term.

Motion: \_\_\_\_\_ 2nd: \_\_\_\_\_ Vote: \_\_\_\_\_

- B. Consideration of action to approve funding the LEAD program for the remainder of 2011-2012 school year approximately \$3900.

Motion: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Vote: \_\_\_\_\_

- C. Consideration of action to approve the Lisbon School Department Capital Improvement Plan.

Motion: \_\_\_\_\_ 2nd: \_\_\_\_\_ Vote: \_\_\_\_\_

- D. Consideration of action to authorize the Superintendent to accept Siemens’ proposal for re-piping of the domestic water heaters and storage tanks at Lisbon Community School not to exceed the amount of \$16,300.00.

Motion: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Vote: \_\_\_\_\_

- E. Consideration of action to approve the revised 2012-2013 Budget Process Calendar.

Motion: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Vote: \_\_\_\_\_

- F. Consideration of action to authorize the Superintendent to purchase a utility tractor with attachments not to exceed of \$32,900.

Motion: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Vote: \_\_\_\_\_

- G. Upon the recommendation of the Superintendent to approve the selection of architect/engineer to perform a cost analysis study for a community performing arts center and gymnasium at Lisbon High School not to exceed \$4,000.00

Motion: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Vote: \_\_\_\_\_

15. Financial Reports:

- A. Lisbon High School – M/E November 30, 2011
- B. Philip W. Sugg Middle School – M/E November 30, 2011
- C. Lisbon Community School – M/E November 30, 2011
- D. Lisbon School Department – As of December 8, 2011

16. Communications (Consent Agenda):

- A. Audit Report for Y/E June 30, 2011 (Distributed 12/6/11 Town Council Meeting)
- B. Lisbon Budget Priorities 2012-2013
- C. MSBA Executive Board of Directors Openings

17. Committee Comments (Report out on Sub Committee Meetings):

18. Personnel:

A. Retirees:

- 1. Barbara Thompson as Gifted & Talented teacher at the Lisbon Community School effective December 31, 2011.

19. Policy Review:

- A. Policies 12 Packet #3 will be distributed for review with plans for 1<sup>st</sup> Read on December 12, 2011 and Final Adoption on February 13, 2012.
- B. 1<sup>st</sup> Read on the Following Policies: 12 Packet #2
  - 1. BG School Committee Policy Process
  - 2. BG-R Policy Adoption Procedure
  - 3. BHC School Committee Communications with Staff
  - 4. BIA New School Committee Member Orientation
  - 5. BIB School Committee Member Development Opportunities
  - 6. BIC School Committee Member Freedom of Access Training
  - 7. BIC-E Certification of Completion of Freedom of Access Training

C. 2<sup>nd</sup> Read/Adoption on the Following Policies: 11 Packet #1

- 1. BEDB Agenda
- 2. BEDB-R Agenda Format
- 3. BEDC Quorum
- 4. BEDD Rules of Order
- 5. BEDF Voting Method
- 6. BEDFA Abstentions
- 7. BEDG Minutes
- 8. BEDH Public Participation at School Committee Meetings
- 9. BEDI School Committee Relations with the Media
- 10. BEDJ Broadcasting/Taping of School Committee Meetings by the Public
- 11. GCOA Supervision and Evaluation of Professional Staff
- 12. JEA Compulsory Attendance
- 13. JIAA Private School Students – Access to Public School Co-Curricular, Interscholastic and Extracurricular Activities
  - JIAA-1 Private School Student Application for Participation in Co-Curricular
  - JIAA-2 Private School Student Application for Participation in Extracurricular
  - JIAA-3 Verification of Student Eligibility for Participation in Co-Curricular
  - JIAA-4 Verification of Student Eligibility for Participation in Extracurricular

20. Executive Session:

A. To enter into Executive Session to discuss the Superintendent’s evaluation pursuant to Freedom of Access Statute, Title I to 1 M.R.S.A. § 405(6)(A).

Motion: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Vote: \_\_\_\_\_

Time In: \_\_\_\_\_ Time Out: \_\_\_\_\_

21. General Session:

22. Adjournment:

Motion: \_\_\_\_\_ 2<sup>nd</sup>: \_\_\_\_\_ Vote: \_\_\_\_\_ Time: \_\_\_\_\_