

MINUTES OF THE LISBON SCHOOL COMMITTEE MEETING HELD MONDAY, APRIL 13, 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 May 11, 2009 meeting.)

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

**Members Absent:** Janice Comber, Fay Ingersoll (excused)

**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; Catherine Messmer, Business Manager; Darrell Orr, Interim Director of Facilities Maintenance and Pupil Transportation; Kate Race, Assistant Principal and Jeff Ramich, Co-Curricular Director

**Administrators Absent:**

**Others Present:** Several staff and community members.

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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 March 09, 2009 and April 02, 2009 meeting of the School Committee. (Danuski – Austin (3 – 0)

**5. ADJUSTMENTS TO THE AGENDA:**

None

**6. GOOD NEWS & RECOGNITION:**

A. Kenneth Healey – National PLT Outstanding Educator  
Principal Healey announced that Olivia Griset has been named one of the nation’s top five outstanding educators for “Project Learning Tree” she is a National Outstanding Educator Award winner. Ms. Griset thanked the Lisbon School Department for the opportunity and was very excited about receiving the award.

**B. Richard Green – Science Olympiad Team**

6<sup>th</sup> Grade teachers Ms. Curtis and Ms. Robitaille along with several class members gave a brief overview of the newly formed Science Olympiad Team and their participation in the Science Olympiad held on March 7<sup>th</sup> at the Wynfleete School in Portland. Several members of the team shared their experiences and the medals they received. Although it was the team's first year they competed in all 16 events against students in 6-9<sup>th</sup> grade.

The Student Council continues to donate to the Lisbon Town "Keep Your Neighbors Warm Fund" with another generous gift of \$250.00.

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

- A. Kenneth Healey – Administrative Update: Principal Healey reported that at Parent/Teacher Conferences 43% of the 430 report cards issued were picked up. Staff contacted 412 parents compared to 383 last year.
- B. Richard Green – Administrative Update: Principal Green reported on curriculum, safety, faculty and student achievements. Parent/Teacher conferences were well attended and all parents were contacted by phone, email or letters in regards to their child's progress.
- C. Carlene Iverson – Administrative Update: Principal Iverson reported on Parent /Teacher Conferences, Professional Development Day Feedback, Kohl's Cares for Kids (\$500 grant) and NECAP. Ms. Iverson stated that 95% of the students were represented by at least one adult during conference time.
- D. James Churchill – Laptop Costs Update: Director Churchill explained the current State funding formula for targeted technology for grades 9-12 and the potential impact if Lisbon opts in with the Maine Learning Technology Initiative (MLTI) High School expansion. We are currently looking at the potential cost of the program and potential funding sources to limit local impact.
- E. Catherine Messmer – Stimulus & Recovery Update: Ms. Messmer detailed the three phases of the Plan: 1) Guiding Principals; 2) Balance Speed and Effectiveness; and 3) Implementation Timeline emphasizing that this is tentative but available on the Maine DOE website.

**8. REPORT FROM SUPERINTENDENT:**

- A. Superintendent Welsh reported that the School Department presented their budget to Town Council last week with a reduced tax impact. The Council is pleased with our work to date. There will be a Public hearing on the Municipal and School budgets on April 28, 2009. Dr. Welsh was hopeful the public will support the School Department's budget.

- B. Superintendent Welsh reminded everyone of the Referendum vote on Tuesday, April 21, 2009 and absentee ballots are available now. Tours of the High School are scheduled for Saturday, April 18<sup>th</sup> from 9 – 11 a.m. and the day of the referendum. Dr. Welsh stated that SAD 75 and Auburn both used local funds and each spent only \$20,000 to fund a new vs renovation analysis. They are currently holding public meetings to consider Board decision. Thus the majority of funds is spent on design & drawings for a new or renovated school.

**9. PUBLIC COMMENTS:**

**10. UNFINISHED BUSINESS:**

None

**11. NEW BUSINESS:**

- A. Draft 2009-2010 Lisbon School Department Calendar.
- B. **VOTED: (2)** To adopt the Lisbon School Department's Certification Plan.  
(Danuski – Austin) (3 – 0)
- C. **VOTED: (3)** To approve the job description for Lisbon Certification Chair.  
(Danuski – Austin) (3 – 0)
- D. **VOTED: (4)** To approve the job description for Lisbon Director of Student Services.  
(Danuski – Austin) (3 – 0)
- E. **VOTED: (5)** To approve a one-year leave of absence without pay for the 2009-2010 school year. (Danuski – Austin) (3 – 0)

**12. FINANCIAL REPORTS:**

- A. Lisbon High School – M/E March 31, 2009.
- B. Philip W. Sugg Middle School – M/E February 28, 2009 and March 31, 2009.
- C. Lisbon Community School – M/E March 31, 2009.
- D. Lisbon School Department – As of April 09, 2009.

**13. COMMUNICATIONS (CONSENT AGENDA):**

- A. LHS and PWS Spring Sport Schedule

**14. COMMITTEE COMMENTS: (REPORT OUT ON SUB COMMITTEE MEETINGS):**

Member Danuski complimented the LCS Chess team for a good job as well as the Science Olympiad Team.

Member Austin reminded everyone of upcoming events at LCS. Mrs. Austin also reviewed some information she gathered regarding the use of accreditation at USM and Bates colleges. She encouraged people to check out the MEA scores on the Maine DOE website as she feels Lisbon fairs very well in comparison and is headed in the right direction.

## 15. PERSONNEL:

### A. New Hires:

- 1) Georgia Ahlers as Varsity Women's Tennis Co-coach for the 2008-2009 school year.
- 2) Paul Giggey as Varsity Men's Tennis Coach for the 2008-2009 school year.
- 3) Geoff Godo as Varsity Middle School Baseball Coach for the 2008-2009 school year.
- 4) Katie Coppens as Varsity Women's Tennis Co-coach for the 2008-2009 school year.
- 5) Emily Morris as VPA Team Leader for the 2008-2009 school year.

### B. Resignations:

- 1) Katherine Freese Math Teacher at Lisbon High School effective at the end of 2008-2009 school year.

## 16. POLICY REVIEW:

- A. Policies 09 Packet #07 was distributed for review with plans for 1<sup>st</sup> Read on May 13, 2009 and Final Adoption on June 08, 2009.

- B. 1<sup>st</sup> Read on the Following Policies: 09 Packet #6

- |     |        |   |
|-----|--------|---|
| 1.  | EB     | Environmental and Safety Program  |
| 2.  | EBAA   | Chemical Hazards  |
| 3.  | EBCB   | Fire Drills   |
| 4.  | EBCC   | Bomb Threats  |
| 5.  | EBCD   | School Closing and Cancellations  |
| 6.  | ECAC   | Vandalism   |
| 7.  | ECB    | Pest Management in School Facilities and<br>on School Grounds               |
| 8.  | EEA    | Student Transportation Services   |
| 9.  | EEAEA  | Student Transportation Employ Requirements<br>Training and Responsibilities |
| 10. | EEAEAA | Drug and Alcohol Testing of School Bus Drivers                              |

- C. **VOTED: (6)** 2<sup>nd</sup> Read/Adoption on the Following Policies: 09 Packet #5  
(Danuski – Austin) (3 – 0)

- |     |     |                                  |
|-----|-----|----------------------------------|
| 1.  | CBI | Evaluation of the Superintendent |
| 2.  | DI  | Fiscal Accounting and Reporting  |
| 3.  | DID | Inventories                      |
| 4.  | DIE | Audits/Financial Monitoring      |
| 5.  | DJ  | Bidding/Purchasing Requirements  |
| 6.  | DJC | Petty Cash Accounts              |
| 7.  | DLB | Tax Sheltered Annuities          |
| 8.  | DM  | Cash in School Buildings         |
| 9.  | DN  | School Properties Disposition    |
| 10. | DO  | Approval For New Programs        |

D. 09 Packet #4 was distributed for policy book update.

**17. EXECUTIVE SESSION:**

- A. **VOTED: (7)** To enter into Executive Session to discuss a personnel issue pursuant to Freedom of Access Statute, 1 M.R.S.A. § 405(6)(A). (Danuski – Austin) (3 – 0) (8:14 p.m.)

Returned to general session at 8:30 p.m.

**18. EXECUTIVE SESSION:**

- A. **VOTED: (8)** To enter into Executive Session to consider an employee assignment pursuant to Freedom of Access Statute, 1 M.R.S.A. § 405(6)(A). (Danuski – Austin) (3 – 0) (8:31 p.m.)

**19. GENERAL SESSION:**

Returned to general session at 9:30 p.m.

- A. **VOTED: (9)** To elect Richard Green as Interim Superintendent for the 2009-2010 school year effective July 1, 2009. (Danuski – Austin) (3 – 0) (9:35 p.m.)

**20. EXECUTIVE SESSION:**

- A. **VOTED: (10)** To enter into Executive Session to discuss labor contract proposal discussions for Lisbon Directors pursuant to Freedom of Access Statute, 1 M.R.S.A. §405(6)(D). (Danuski – Austin) (3 – 0) (9:36 p.m.)


**21. GENERAL SESSION:**

Returned to general session (9:53 p.m.)

- A. **VOTED: (11)** To authorize the Superintendent of Schools to renew Director contracts as discussed in Executive Session. (Danuski – Austin) (3 – 0) (9:53 p.m.)

**22. ADJOURNMENT:**

**VOTED: (12)** To adjourn. (Austin – Danuski) (3 – 0) (9.54 p.m.)

  
Shannon L. Welsh <sup>4/21/09</sup>  
Secretary, Lisbon School Committee

SLW:sjc