

MINUTES OF THE LISBON SCHOOL COMMITTEE MEETING HELD MONDAY, MAY 11, 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 June 08, 2009 meeting.)

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

**Members Absent:** 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 members of Town Council, Budget Advisory Board, staff and the public.

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**CALLED TO ORDER:**

Chairperson Grant called the meeting to order at 7:01 P.M. and the Pledge of Allegiance was recited.

**4. MINUTES:**

- A. **VOTED: (1)** To receive and approve the Minutes of April 08, 2009, April 13, 2009 (1), April 13, 2009(2), April 27, 2009, and April 28, 2009 be accepted as presented barring any errors or omissions.  
(Danuski – Austin) (4 – 0)

**5. ADJUSTMENTS TO THE AGENDA:**

- 6. C. Postponed to June 8<sup>th</sup>
- 7. B. Postponed to June 8<sup>th</sup>
- 11.D. To declare, with regret, a vacancy for Fay Ingersoll's position on the Lisbon School Committee.
- 13.B. Charter No. 14 Received May 7, 2009

**6. GOOD NEWS & RECOGNITION:**

- A. Detective McAllister – JJAG Award: Detective McAllister announced that the Lisbon Police Department completed their evaluation and was one of two receiving the highest scores and will be receiving a grant of approximately \$8,000. Joanne Campbell, LE<sup>2</sup>AD Program Coordinator gave a brief overview of the Lisbon Education/Employment & Delinquency Program. Ms. Campbell explained that when her clients leave the program they are productive, have a job or college acceptance.
- B. Jim Damsgaard – Wellness Fair: Director Damsgaard publicly thanked the members of the 3<sup>rd</sup> Annual Wellness Fair committee and many volunteers; it was a fun and informative time for the 150 people of all ages who attended. This year the Wellness Fair was held in conjunction with the Family Fun Walk and the plan is to do the same next year on May 8<sup>th</sup>. He announced that there were representatives from health services, recreation agencies, food suppliers, local farms with lots of healthy foods, activities, information and door prizes.
- C. Patti Mucenski – MELMAC: Moved to June 8, 2009.

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

- A. Kate Race – Writing Benchmarks: Ms. Race gave a brief overview of the process used over the past 9 months to create the matrix for selecting Purpose and Genre for K-5. She explained how the matrix was divided and the purpose of each and the relationship between grades and school wide benchmarks.
- B. Science Curriculum Presentation: Moved to June 8, 2009.

**8. REPORT FROM SUPERINTENDENT:**

Devoted time to facilities update and budget.

**9. PUBLIC COMMENTS:**

None

**10. UNFINISHED BUSINESS:**

- A. Facilities Update: Superintendent Welsh explained that there has been a significant amount of work done over the last week. Member Austin will go over the discussions and reasoning for the decision on classrooms and changes made inside the school to try and keep us off probation. Ms.

Austin will give the timeline and what we need to do. The team will continue to meet to discuss progress and provide support.

Ken Healey NEASC – Principal Healey announced that the meetings have been fruitful and thought it would be seen as favorable steps toward addressing the NEASC visit.

Chair Grant asked why we have not done this work before. It was explained that most of these things were brought out during the NEASC visit.

Darrell Orr, Director of Facilities Maintenance reported on the work done to date. He shared revised drawings and cost estimates.

Business Manager, Cathy Messmer explained the costs and the financial impact on the school department. She provided handouts showing the cost reductions made by the School Department and how the State Fiscal Stabilization Funds would be used to offset the remainder of the project.

B. Lisbon School Department Proposed Budget 2009-2010

1. Budget Advisory Report on Recommendations: Member Don Fellows reported that the Advisory Board was impressed with what they've heard and agreed that the money should come out of this year's funding. They had even recommended adding an additional \$150,000 if necessary.

2. Deliberations on Proposed Budget and Recommendations:

None

**11. NEW BUSINESS:**

- A. **VOTED: (2)** To approve the Lisbon School Calendar for the 2009-2010 school year with the removal of testing dates. (Danuski – Austin) (4 – 0)
- B. **VOTED: (3)** To approve the Lisbon School Committee Meeting Schedule for the 2009-2010 school year. (Danuski – Comber) (4 – 0)
- C. **VOTED: (4)** To approve an out of state Field Trip to Boston, Massachusetts for the 5<sup>th</sup> grade students on Friday, June 5, 2009. (Danuski – Austin) (4 – 0)
- D. **VOTED: (5)** To declare, with regret, a vacancy for Fay Ingersoll's position on the Lisbon School Committee. (Danuski – Austin) (4 – 0)

**12. FINANCIAL REPORTS:**

- A. Lisbon High School – M/E April 30, 2009
- B. Philip W. Sugg Middle School – M/E April 30, 2009
- C. Lisbon Community School – M/E April 30, 2009
- D. Lisbon School Department – As of May 07, 2009

**13. COMMUNICATIONS (Consent Agenda):**

- A. Senior Privileges
- B. Charter Town of Lisbon (Nov 2008)

**14. COMMITTEE COMMENTS: (Report out on Sub Committee Meetings):**

Member Comber enjoyed the art show at the high school and the amazing talent that is out there – so diverse and unique. Ms. Comber complimented all those involved in the building effort; they made the process appear to be seamless.

Member Danuski also thought the art show was amazing and was impressed by the very large card in one corner for Mrs. Cyr, retiring art teacher.

Member Austin thought the talent at the art show was phenomenal and commented on how the program has grown. She thanked the facility team members that attended all the meetings. Ms. Austin reported that the revitalization committee is having a meeting tomorrow night regarding their feedback at meetings and the survey done on line. They have asked for input from the School Committee.

Chair grant echoed everything that has already been said by the other members and stated that the facility project is huge and she really hopes it will fly. Ms. Grant mentioned the recent passing of another of Lisbon's retired teachers.

**15. PERSONNEL:**

- A. NOMINATION of Teachers for the 2009-2010 School Year:

- 1) Nomination of Teachers for 2<sup>nd</sup> Year Probationary Contracts:

Nick Gannon  
Rebecca Belmore  
Laurie Lane  
Julie Wescott  
Amy Kissell

**(VOTED): (6)** To accept the nomination of the above personnel and to authorize the Superintendent of Schools to issue a contract for the 2009-2010 school year. (Danuski – Comber) (4 – 0)

2) Nomination of Teachers for 1<sup>st</sup> Year Continuing Contracts:

Judy Roy	Brandi Brzozowski
Sheri Morrow	Gail Carlson
Lori Cloutier	Mary McGovern
Lynn Gervais	Carie Weymouth
Emily Morris	Amanda Ridge
Phyllis St. Pierre	

**(VOTED): (7)** To accept the nomination of the above personnel and to authorize the Superintendent of Schools to issue a contract for the 2009-2010 school year. (Danuski – Austin) (4 – 0)

## B. RESIGNATIONS:

- 1) Kristen Clukey as Grade 1 Teacher at Lisbon Community School effective at the end of the 2008-2009 school year.
- 2) Catherine Hersey as BusDriver/Custodian for the Lisbon School Department effective May 15, 2009.

## 16. POLICY REVIEW:

A. 1<sup>st</sup> Read on the Following Policies: 09 Packet #7

- |    |       |   |
|----|-------|---|
| 1. | EEAEC | Student Conduct on School Buses   |
| 2. | EEAEF | Video Cameras on Transportation Vehicles  |
| 3. | EEBB  | Use of Private Vehicles on School Business  |
| 4. | EFBA  | Menu Development/Options-Offers vs. Serve Lunch Concept                                     |
| 5. | EFC   | Free and Reduced Price Food Services  |
| 6. | EFE   | Competitive Food Sales – Sales of Foods in Competition with the School Food Service Program |
| 7. | EGAD  | Copyright Compliance  |
| 8. | FF    | Naming Facilities   |

B. **VOTED: (8)** 2<sup>nd</sup> Read/Adoption on the Following Policies: 09 Packet #6 (Danuski – Comber) (4 – 0)

- |    |      |                                  |
|----|------|----------------------------------|
| 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  
On School Grounds
- 8. EEA Student Transportation Services
- 9. EEAEA Student Transportation Employee Requirements  
Training and Responsibilities
- 10. EEAEAA \* Drug and Alcohol Testing of School Bus Drivers

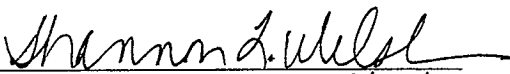
C. 09 Packet #5 was distributed for policy book update.

17. Executive Session:

18. General Session:

19. Adjournment:

**VOTED: (9)** To adjourn. (Danuski – Austin) (4 – 0) (8:12 p.m.)

  
Shannon L. Welsh 5/19/09  
Secretary, Lisbon School Committee

SLW:sjc