

MINUTES OF THE LISBON SCHOOL COMMITTEE MEETING HELD MONDAY, DECEMBER 08, 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 January 12, 2009 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; 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: Members of the community and staff.

CALLED TO ORDER:

Chairperson Grant called the meeting to order at 7:00 P.M. and the Pledge of Allegiance was recited.

4. ELECTION OF CHAIRPERSON:

VOTED: (1) To nominate Prudence Grant as Lisbon School Committee Chair until the next annual organizational meeting. (Austin –Danuski) (4 – 0 – 1) (Grant)

5. ELECTION OF VICE CHAIRPERSON:

- A.** Nominated Janice Comber for Lisbon School Committee Vice-Chair until the next annual organizational meeting. (Ingersoll – Danuski)
- B.** Nominated Traci Austin for Lisbon School Committee Vice-Chair until the next annual organizational meeting. (Grant - Comber)

C. **VOTED: (2)** To close nomination and vote by paper ballot for Lisbon School Committee Vice-Chair until the next annual organizational meeting.
(Danuski - Ingersoll) (5 - 0)

D. **VOTED: (3)** To accept paper ballot vote to elect Janice Comber for Lisbon School Committee Vice-Chair until the next annual organizational meeting.
(Danuski – Austin) (5 – 0)

6. COMMITTEE MEMBERSHIP:

A. **VOTED: (4)** To confirm the following committee assignments:
(Danuski – Austin) (5 - 0)

- 1) LEA Negotiations Committee: (2) Grant, Austin
- 2) LESP Negotiations Committee: (2) Grant, Comber
- 3) LAA Negotiations Committee: (1) Danuski, Grant
- 4) Drop Out Prevention Committee: (1) Danuski
- 5) Building Needs Committee: (2) Austin, Ingersoll
- 6) Legislative Contact: (1) Danuski
- 7) Adult Education Advisory: (1) Comber
- 8) Sick Leave Bank: (1) Grant
- 9) Finance Committee: (3) Grant, Comber and Danuski
- 10) School Attorneys: Drummond, Woodsum & MacMahon
- 11) Curriculum Steering Committee: (1) Austin
- 12) Comprehensive Education Plan: (1) Danuski
- 13) Local Advisory Council: (1) Comber
- 14) LRTC Committee: (1) Grant
- 15) Lisbon Technology Committee: (1) Austin
- 16) School Safety Committee (1) Danuski
- 17) Wellness Committee: (1) Grant

7. MINUTES:

A. **VOTED: (5)** To receive and approve the Minutes of November 10, 2008 and November 24, 2008 meeting of the School Committee.
(Danuski - Comber) (5 – 0)

8. ADJUSTMENTS TO THE AGENDA:

11. B. USA Today Article

9. GOOD NEWS & RECOGNITION:

- A. National Writing Project – Ken Healey: Principal Healey introduced English Teacher Seth Mitchell as being responsible for involving his students in this Professional Development Project called Literacy to the Next President. Mr. Mitchell explained that through his involvement with the National Writing projects he learned that they were sponsoring a writing project addressing the next President of the United States. Mr. Mitchell had his 11th grade writing class write persuasive letters on various subjects such as off shore drilling, taxes and church vs state. Nine students had their letters actually published on the website which provided a national audience. Lisbon was the only school in Maine to have participated.
- B. Richard Green – MAMLE: Principal Green referenced a letter he received from the Executive Director of Maine Association for Middle Level Education recognizing members of his staff for their participation at the 2008 Fall Conference.

10. REPORTS FROM ADMINISTRATORS/EDUCATIONAL PRESENTATION:

- A. MEA, NWEA, SAT, PSAT: Gil Peterson, Kenneth Healey, Richard Green, and Carlene Iverson
1. Gil Peterson – MEA: Maine Education Assessment was discussed by Mr. Peterson. His presentation was on the purposes and results of the assessment. He noted that students were at or near the State average.

Superintendent Welsh praised the staff for all their hard work and the administrators for their leadership for this outstanding achievement.
 2. Heather Wilmot – NWEA: Literacy Specialist Wilmot gave a presentation on how NWEA testing is used to evaluate growth patterns in the students. NWEA measures academic progress, success and adapts to the individual student's learning. She explained how the testing enables the teacher to target appropriate and relevant instruction for each student or groups of students.
 3. Edward Nunery – SAT, PSAT: Mr. Nunery reported on the results of the SAT and PSAT exams. He noted that all 3rd year students are required to take the SAT, in the past it was optional. Mr. Nunery explained that each 3rd and 4th year student is required to take the PSAT which allows them access to the College Board website. He explained that there is lots of free information available to the student on the website, such as feedback from their own test scores along with career matching and much more.

4. Ken Healey – AP Update: Principal Healey reported back on questions previously asked by the School Committee regarding Advanced Placement and graduate students. He noted that in 2008 students who scored 3 or higher on their AP tests earned 54 college credits. Mr. Healey also reported on the percent of the 2008 graduating seniors attending post secondary schools. (Of the 90 graduates 39% attended 4 year; 24% 2 year; 3% military, 7% certificated course of study, 7% vocational rehabilitation, 11% working, 7% gap and 2% unsure.)
5. Rick Green: Principal Green commended Heather Wilmot for the work she has done over the last year with Professional Development for literacy. He also noted that the 6th grade teams that were put together are ready to meet the challenges. Mr. Green is confident that reading strategies will show some significant growth in that area.
6. Carlene Iverson: Principal Iverson explained how the staff analyzed the information gathered from the test scores of the MEAs and NWEAs and how they used this information to influence academic success.

11. REPORT FROM SUPERINTENDENT:

- A. Proposed Central Office Structure: Superintendent Welsh reported that when Lisbon was approved as a stand alone school system the School Committee asked that the school department meet with the town to determine if there is a more cost effective way of working together. Meetings have been ongoing and it has been determined that the central office staff are currently working very efficiently given the amount of work asked of them. Dr. Welsh explained the proposal (handout) in great detail and how this proposal meets the challenge of being the most cost effective and efficient way to meet the School Committee's goal.
- B. USA Today Article: Superintendent Welsh talked about the article in USA Today regarding the danger of air quality near Lisbon Community School. She stated she was only made aware of the article this afternoon. Dr. Welsh reported on the in-depth research that she was able to do and how the information was gathered and its significance according to the Director of Maine Department of Environmental Protection. Superintendent Welsh reported on the conversation with Maine's Director Brooks who felt there is no reason for concern in the Lisbon area. Dr. Welsh reported that she was told that Maine has air monitoring stations throughout the state and would take steps if deemed necessary.

12. PUBLIC COMMENTS:

Roger Cote thanked the Superintendent for getting the policies posted on the website. As a parent he also wanted to compliment the coaches, players and others associated with the sports teams. He attended the All Star banquet and was very impressed with all those individuals representing the Lisbon School Department. He especially noted the camaraderie between Lisbon and the other school athletes and how highly his son spoke about his own experiences.

13. UNFINISHED BUSINESS:

- A. **VOTED: (5)** To approve the Lisbon School Department Capital Plan. (Danuski – Austin) (4 – 1) (Comber)

14. NEW BUSINESS:

- A. **VOTED: (6)** To approve Lisbon School Department 403b IRS Plan. (Danuski – Austin) (5 – 0)
- B. **VOTED: (7)** To approve the request for the Lisbon High Wrestling team to travel beyond the state border limit to compete and qualify for tournament competitions. (Danuski – Comber) (5 – 0)

15. FINANCIAL REPORTS:

- A. Lisbon High School – M/E November 30, 2008
B. Philip W. Sugg Middle School – None
C. Lisbon Community School – November 30, 2008
D. Lisbon School Department – As of December 4, 2008

16. COMMUNICATIONS (Consent Agenda):

- A. Lisbon Budget Process Calendar 2009-2010
B. Lisbon Budget Priorities 2009-2010

17. COMMITTEE COMMENTS:

Member Comber found the guidance website to be very helpful.
Member Danuski enjoyed her day reading to the Kindergarten class.
Member Austin wished good luck to the sports teams.
Chair Grant congratulated all the sports teams.

18. PERSONNEL:**A. New Hires:**

1. Kim Forney as Ed Tech II at the Lisbon High School for one year only.
2. Jim Reeves as Ed Tech II at the Lisbon Community School for one year only.
3. Karen Whitney as Freshman Class Advisor at the Lisbon High School.

B. Retirees:

1. Elaine J. Cyr as Art Teacher at Lisbon High School effective at the end of the 2008-2009 school year.

19. POLICY REVIEW:**A. 1st Read on the Following Policies: 09 Packet #3**

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| 1. | BEDG | Minutes |
| 2. | BEDH | Public Participation at School Committee Meetings |
| 3. | BEDI | School Committee Relations with the Media |
| 4. | BEDJ | Broadcasting/Taping of School Committee Meetings by the Public |
| 5. | BG | School Committee Policy Process |
| 6. | BG-R | Policy Adoption Procedure |
| 7. | BHC | School Committee Communications with Staff |
| 8. | BIB | School Committee Member Development Opportunities |
| 9. | CA | Administrative Goals/Priorities Objectives |

B. VOTED: (8) 2nd Read/Adoption on the Following Policies: 09 Packet #2 (Danuski – Comber) (5 – 0)

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| 1. | BEDB | Agenda |
| 2. | BEDBA | Agenda Format |
| 3. | BEDC | Quorum |
| 4. | BEDD | Rules of Order |
| 5. | BEDF | Voting Method |
| 6. | BEDFA | Abstentions |
| 7. | BIA | New School Committee Member Orientation |
| 8. | BIC | Board Member Freedom of Access Law Training |

- 9. BIC-E Certification of Completion of Freedom of Access Training Required By 1 M.R.S.A. § 412
- 10. JK Student Discipline
- 11. KDB Public's Right to Know/Freedom of Access

C. 09 Packet #1 was distributed for policy book update.

20. EXECUTIVE SESSION:

A. **VOTED: (9)** To enter Executive Session to discuss LEA Negotiations pursuant to 1 M.R.S.A. § 405(6)(D). (Danuski – Ingersoll) (5 – 0) (9:14 p.m.)

21. GENERAL SESSION:

Returned to general session (10:00 p.m.)

22. EXECUTIVE SESSION:

A. **VOTED: (10)** To enter Executive Session to meet with the Superintendent of Schools to discuss the re-election of the Superintendent, Wages, Benefits and terms of employment for 2009-2010 pursuant to 1 M.R.S.A. § 405(6)(D). (Austin – Danuski) (5 – 0) (10.02 p.m.)

Deb Danuski left at 10:50 p.m.

23. GENERAL SESSION:

Returned to general session 11:15 p.m.

A. **VOTED: (11)** To authorize the Lisbon School Committee Chair to issue the Superintendent's contract for 2009-2010, terms and conditions as discussed in Executive Session. (Austin – Comber) (4 – 0)

24. ADJOURNMENT:

VOTED: (12) To adjourn. (Austin – Comber) (4 – 0) (11:17 p.m.)

Shannon L. Welsh
Secretary, Lisbon School Committee