

**LISBON SCHOOL COMMITTEE**  
**AGENDA**  
Monday, March 12, 2018  
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                    \_\_\_Paula Jefferies  
                  \_\_\_Ross Cunningham

4. Consideration of Action on the Minutes of February 12<sup>th</sup>, February 26<sup>th</sup> and March 2, 2018.

A. Recommend the Minutes of February 12<sup>th</sup>, February 26<sup>th</sup> and March 2, 2018 be accepted as presented barring any errors or omissions.

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

5. **ADJUSTMENTS TO THE AGENDA:**

6. **GOOD NEWS & RECOGNITION:**

A. National Geography Bee –Darren Akerman -PWS

7. **REPORTS FROM ADMINISTRATORS/DIRECTORS:**

- A. Eric Hall – Winter Sports Update
- B. Darren Akerman – PWS Update
- C. Robert Kahler – LCS Update
- D. Kristie Morin – GSS Update

8. **REPORT FROM SUPERINTENDENT:**

A. Monthly Update

9. **PUBLIC COMMENTS:**

10. **UNFINISHED BUSINESS:**

11. **NEW BUSINESS:**

A. Consideration of action to tentatively approve the Lisbon School Budget for the 2018-2019 school year.

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

- B. Consideration of action to change the start time of the Lisbon School Committee Meetings to 6:00 P.M.

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

- C. Consideration of action to approve an out-of-state trip for the Lisbon High School Cheerleaders to attend the New England Cheering Championships at SNHU on March 17, 2018.

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

12. **FINANCIAL REPORTS:**

- A. Lisbon High School – M/E February 28, 2018
- B. Philip W. Sugg Middle School – M/E February 28, 2018
- C. Lisbon Community School – M/E February 28, 2018
- D. Lisbon School Department

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

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

15. **PERSONNEL:**

A. New Hires:

1. Upon Recommendation of the Superintendent, consideration of action to hire a 6<sup>th</sup> grade Literacy/Social Studies Teacher at Philip W. Sugg Middle School for the remainder of the year only, effective March 12, 2018.

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

B. Resignations:

1. Pamela Grant as Secretary at Philip W. Sugg Middle School effective March 2, 2018.
2. Carie Gauvin as Teacher at Philip W. Sugg Middle School effective March 16, 2018.

16. **POLICY REVIEW:**

- A. Policies **18 Packet #7** will be distributed for review with plans for 1<sup>st</sup> Read on March 12<sup>th</sup> and Final Adoption on April 9, 2018.

B. 1<sup>st</sup> Read on the Following Policies: **18 Packet #6**

- 1. DA Fiscal Management Goals/Priority Objectives
- 2. DB Annual Budget
- 3. DBG Budget Adoption Process
- 4. DD Grants
- 5. DFF Student Activities Funds
- 6. DI Fiscal Accounting and Reporting
- 7. DID Inventories
- 8. DIDA Fixed Assets
- 9. DIE Audits/Financial Monitoring
- 10. DJ\* Bidding/Purchasing Requirements *\*with changes*

C. 2<sup>nd</sup> Read/Adoption of the Following Policies: **18 Packet #5**

- 1. CA Administrative Goals/Priorities
- 2. CB School Superintendent
- 3. CB-R Superintendent of Schools Job Description
- 4. CBI Evaluation – Superintendent of Schools
- 5. CBI-E Evaluation Form – Superintendent of Schools
- 6. CC Administrative Organization
- 7. CCA Organization Chart *\* With Changes*
- 8. CHA Development of Administrative Procedures
- 9. CHD Administration in the Absence of Policy

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

D. Policies **18 Packet #4** has been updated and posted to the website.

17. **EXECUTIVE SESSION:**

A. To enter into executive session to discuss personnel issues, pursuant to Freedom of Access Statute, Title 1 M.R.S.A. § 405(6)(A).

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

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

18. **GENERAL SESSION:**

A. To concur with the Superintendent with what was discussed in Executive Session.

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