

LISBON SCHOOL COMMITTEE  
AGENDA  
Monday, December 11, 2017  
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. 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, Yergin)     \_\_\_\_\_
- 2) LESP Negotiations Committee: (2) (Austin, Reed)     \_\_\_\_\_
- 3) LAA Negotiations Committee: (2) (Austin, Reed)     \_\_\_\_\_
- 4) Drop Out Prevention Committee: (1) (Jefferies)     \_\_\_\_\_
- 5) Facility Needs Committee: (2) (Austin, Yergin )     \_\_\_\_\_
- 6) Legislative Contact: (1) (Jefferies)     \_\_\_\_\_
- 7) Adult Education Advisory: (1) (Jefferies)     \_\_\_\_\_
- 8) Sick Leave Bank: (1) (Yergin)     \_\_\_\_\_
- 9) Finance Committee: (3) (Austin, Reed and Yergin)     \_\_\_\_\_
- 10) Finance (Audit) Committee: (2) (Jefferies, Reed)     \_\_\_\_\_
- 11) School Attorneys: (Drummond, Woodsum & MacMahon)
- 12) Curriculum Steering Committee: (1) (Yergin)     \_\_\_\_\_
- 13) Comprehensive Education Plan: (1) (Jefferies)     \_\_\_\_\_
- 14) LRTC Committee: (1) (Reed)     \_\_\_\_\_
- 15) Technology Committee: (1) (Cunningham)     \_\_\_\_\_
- 16) School Safety Committee: (1) (Yergin)     \_\_\_\_\_

- 17) Wellness Committee: (1) (Cunningham) \_\_\_\_\_
- 18) Transitions Committee Grades 5-6 (1) (Cunningham) \_\_\_\_\_
- 19) Transitions Committee Grades 8-9 (1) (Yergin) \_\_\_\_\_
- 20) Lisbon Recreation Committee (1) (Cunningham) \_\_\_\_\_

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

7. Consideration of Action on the Minutes of November 13<sup>th</sup> and November 27, 2017.

- A. Recommend the Minutes of November 13<sup>th</sup> and November 27, 2017 be accepted as presented barring any errors or omissions.

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

8. Adjustments to the Agenda:

9. Good News & Recognition:

10. Reports from Administrators/Directors:

- A. Jim Palmer – Adult Education Update
- B. John Merrifield – Director of Student Services Update
- C. James Churchill – Technology Update
- D. Allen Ouellette – Facilities and Transportation Update
- E. Allison Leavitt – Nutrition Update
- F. Kristie Morin – GSS & Adult Education Update

11. Report from Superintendent:

- A. Monthly Update

12. Public Comments:

13. Unfinished Business:

14. New Business:

- A. Upon the recommendation of the Superintendent to approve the amended Co-operative renewal agreement between Mt. Ararat/Lisbon and Morse High School for 2017-2018.

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

- B. Upon the recommendation of the Superintendents to approve the revised Professional Growth and Development Plan.

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

- C. Consideration of action to authorize the Superintendent of Schools to request approval from the Town Council to expend Capital Reserve Funds in the amount not to exceed \$27,822.00 to update the video security system at Philip W. Sugg Middle School.

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

- D. Upon the recommendation of the Superintendent to approve an out of State Wrestling Trip to Hampton, New Hampshire on January 27, 2018.

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

15. Financial Reports:

- A. Lisbon High School – M/E November 30, 2017
- B. Philip W. Sugg Middle School – M/E November 30, 2017
- C. Lisbon Community School – M/E November 30, 2017
- D. Lisbon School Department

16. Communications (Consent Agenda):

- A. Special Education Letter

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

18. Personnel:

A. New Hires:

- |                    |                               |
|--------------------|-------------------------------|
| 1. Louise Levesque | Accounts Payable/Receptionist |
| 2. Erica Therrien  | Cafeteria Assistant           |
| 3. William Harvey  | Custodian/Bus Driver          |

19. Policy Review:

A. Policies **18 Packet #4** will be distributed for review with plans for 1<sup>st</sup> Read on January 8, 2018 and Final Adoption on February 12, 2018.

B. 1<sup>st</sup> Read on the Following Policies: **18 Packet #3**

- |     |         |   |
|-----|---------|---|
| 1.  | JLCB    | Immunization of Students – with changes   |
| 2.  | BEC     | Executive Sessions                        |
| 3.  | BEC-E   | Executive Session Law                     |
| 4.  | BEDA    | Notification of School Committee Meetings |
| 5.  | BEDB    | Agenda                                    |
| 6.  | BEDBR-R | Agenda Format                             |
| 7.  | BEDC    | Quorum                                    |
| 8.  | BEDD    | Rules of Order                            |
| 9.  | BEDF    | Voting Method                             |
| 10. | BEDFA   | Abstentions                               |

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

- |    |     |  |
|----|-----|--|
| 1. | BCC | Nepotism                                     |
| 2. | BDA | School Committee Organizational Meeting      |
| 3. | BDB | School Committee Officers                    |
| 4. | BDD | School Committee-Superintendent Relationship |
| 5. | BDE | School Committee Standing Committees         |
| 6. | BDF | Advisory Committees to the School Committee  |
| 7. | BDG | School Attorney/Legal Services               |
| 8. | BE  | School Committee Meetings                    |
| 9. | BEA | School Committee Use of Electronic Mail      |

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

D. Policies 18 Packet #1 was updated and posted to the website.

20. Adjournment:

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