

**LISBON SCHOOL COMMITTEE  
 AGENDA  
 Monday, May 14, 2018  
 Lisbon Town Office Meeting Room  
 6:00 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 April 9<sup>th</sup>, April 30<sup>th</sup> and May 8, 2018.

- A. Recommend the Minutes of April 9<sup>th</sup>, April 30<sup>th</sup>, and May 8, 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:

7. Reports from Administrators/Directors:

- A. Susan Magee – LHS Update
- B. Darren Akerman – PWS Update
- C. Robert Kahler – LCS Update
- D. Kristie Morin – GSS Update

8. Report from Superintendent:

- A. Budget Update

9. Public Comments:

10. Unfinished Business:

11. New Business:

- A. Upon the recommendation of the Superintendent of Schools to approve the 2018-2019 Lisbon School Committee Meeting Schedule.

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

- B. Consideration of action to approve the Lisbon Comprehensive Education Plan.

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

- C. Upon the recommendation of the Superintendent of Schools to approve and adopt the amended Cafeteria Plan including a Health Flexible Spending Account and Dependent Care Flexible Spending Account effective July 1, 2018, and authorize the Superintendent of Schools to execute and deliver the Plan documents.

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

- D. Consideration of action to allow the Lamp Memory Care Center to use the Lisbon Community School in case of an evacuation or other emergency until June 30, 2019.

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

- E. Consideration of action to approve an out of state field trip for the fifth grade to Boston, Massachusetts on May 31, 2018.

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

- F. Consideration of action to approve an overnight field trip to Unum, Portland, Maine on April 27 -28, 2018 and Maine Maritime Academy for ten 8<sup>th</sup> grade students interested in the Sciences of Engineering on May 8, 2018 for the JMG Students.

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

- G. Consideration of action to approve an overnight field trip to Waterville Junior High School for the JMG Students on May 18 - 19, 2018

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

- H. Consideration of action to transfer \$40,000 from the unassigned fund balance to the Capital Reserve Fund.

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

12. Financial Reports:

- A. Philip W. Sugg Middle School – M/E April 30, 2018
- B. Lisbon Community School – M/E April 30, 2018
- C. Lisbon High School – M/E April 30, 2018
- D. Lisbon School Department

13. Communications (Consent Agenda):

- A. Special Olympics Maine - Letter

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

15. Personnel:

- A. New Hires:

- A. Professional:

Troy Whitaker	Grade 9-12 Science Teacher
Elizabeth Graham	Special Education Teacher

Claudia Elwell	Grade 6-12 Spanish Teacher
Rhonda Giguere	Grade 7 Math / Science
Pauline McCarthy	Grade K-12 Technology Integration Teacher
Stacy-Lynn Rouleau	Grade 8 ELA / Social Studies Teacher
Britny Anderson	Grade K-8 Art Teacher
Karin Dionne	Grade 8 ELA / Social Studies
Allyson Blais	K-12 Literacy Specialist
Megan Rodrigue	Grade 3 Teacher
Kyle Beeton	Grade 5/6 Transition Teacher
Sean Moore	Grade 2 Teacher

**B. Support Staff/Co-Curricular**

Anthony Minor	PWS Softball Coach
Paul Giggey	LHS Boys Tennis Coach
Lucille Nadeau	Part Time Bus Driver
David Judd Jr.	Custodian / Bus Driver

**C. Summer Custodial Help**

Barbara Hutton	Custodian/Maintenance/Grounds
Jim Reeves	Custodian/Maintenance/Grounds
Dan Sylvester	Custodian/Maintenance/Grounds
Susan Weeks	Part Time Bus Driver / Custodian
Vincent Hess	Part Time Van Driver
Debra LaGue	Part Time Van Driver
H. George Robitaille	Part Time Bus Driver

**B. Resignations:**

1. Samantha Allshouse as Life Science Teacher at Lisbon Lisbon High School effective June 29, 2018
2. Andrea Tapley as Secretary for P.W. Sugg Middle School effective May 4, 2018.
3. Preston Dunning as Bus Driver / Custodian for Lisbon School Department effective April 27, 2018.
4. Leanne Swilly as Bus Driver for Lisbon School Department effective April 9, 2018.
5. Julie Collins as Softball Coach for P.W. Sugg Middle School effective April 5, 2018.

C. Nomination of Teachers for the 2018-2019 School Year:

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

Melissa Bodwell	PK-8 Teacher
Brittany Garcia	PK-8 Teacher
Christina LeBlanc	7-12 English
Kamis Ley	PK-8 Special Education
Suzanne Nelson	PK-8 Special Education
Kimberly Roberge	K-12 Nurse
Catherine Rogers	K-12 Speech Pathologist
Duane Simonds	7-12 Math
Leanna Spungen	PK-8 Teacher
Megan Braley	PK-8 Teacher
Kyle Beeton	PK-8 Teacher
Jenny Everhart	K-12 Social Worker
Lori Huot	K-12 Nurse

Consideration of Action to accept the nomination of the above personnel and to authorize the Superintendent of Schools to issue a contract for the 2018-2019 school year.

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

2. Nomination of Teachers for 3<sup>rd</sup> Year Probationary Contracts:

Sandra Baur	PE/Health K-12
Scott Donahue	Special Education 7-12
Anne Farrell	PK-8
Ken Fowler	Science 7-12
Andrew Michel	PE/Health K-12
Ashley Nault	Nurse
Lisa Polakowski	Social Worker
Danielle Sylvia	English – 7-12

Consideration of action to accept the nomination of the above personnel and to authorize the Superintendent of Schools to issue a contract for the 2018-2019 school year.

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

3. Nomination of Teachers for 1<sup>st</sup> Year Continuing Contracts:

Tina Demers Speech  
Katherine Liscovitz K-8

Consideration of action to accept the nomination of the above personnel and to authorize the Superintendent of Schools to issue a contract for the 2018-2019 school year.

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

16. Policy Review:

A. 1<sup>st</sup> Read on the Following Policies: **18 Packet #8**

B. 2<sup>nd</sup> Read/Adoption of the Following Policies: **18 Packet #7**

- 1. DJC Petty Cash Account
- 2. DJH Purchasing & Contracting: Procurement/Staff code of conduct
- 3. DLB Tax Sheltered Annuities
- 4. DM Cash in School Buildings
- 5. DN School Properties Disposition
- 6. DO Approval for New Programs
- 7. EB Environmental & Safety Program
- 8. EBAA Chemical Hazards
- 9. EBCA Comprehensive Emergency Management Plan

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

C. Policies **18 Packet #6** was updated and posted to the website.

17. Adjournment:

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