

MINUTES OF THE LISBON SCHOOL COMMITTEE MEETING HELD AT THE LISBON TOWN OFFICE ON TUESDAY, OCTOBER 10, 2017 AT 7:00 P.M. (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 November 13, 2017 meeting.)

Members Present: Traci Austin; Pete Reed; Kathi Yergin; Paula Jefferies and Superintendent Green

Members Excused:

Administrators Present: James Churchill, Technology Director; Robert Kahler, Principal; John LaPerriere, Assistant Principal; Allison Leavitt, School Nutrition Director; Haley McCrater, Business Manager; Susan Magee, Principal; John Merrifield, Director of Student Services; Kristie Morin, Director GSS and Allen Ouellette, Director of Operations Transportation

Administrators Excused: Darren Akerman, Principal; Eric Hall, Assistant Principal/Activities Director and Ryan McKenney, Assistant Principal/Activities Director

Others Present: Members of the community

CALLED TO ORDER:

Chairperson Austin called the meeting to order at 7:00 P.M...

4. **VOTED (1)** To accept the minutes of September 11th and September 25, 2017 as presented barring any errors or omissions. (Reed-Yergin) (4-0)
5. Adjustment to the Agenda: None.
6. Good News & Recognition:
 - A. Summer Rodeo – (Tabled from last meeting) - Director Ouellette shared that 13 drivers, his secretary and he attended the 46th annual student transportation safety conference. Conference topics were, Step Up for Safety; School Busses & Rail Safety; Leading, Supporting & Developing World Class Professionals; Federal Drug Testing Program & Marijuana and Trans-Finder, ask the expert.

- B. Wellness Committee - Business Manager Haley McCrater - shared that she and the Nutrition Director attended the wellness ambassador training in Augusta which is sponsored through the MEA Benefits Trust through our insurance. For those attending the training the district received a check for \$500 to be used for health and wellness initiatives in their district. Ms. McCrater shared that this is a great opportunity to help the Wellness Committee reach some of the goals that were set for this year.

7. Reports from Administrators/Directors:

- A. John Merrifield – Director of Student Services - Director Merrifield reviewed the District Census as of March 13, 2017. The DOE Certification review Cohort will be meeting on Thursday from 3:00 – 6:00 to prepare for the first submission of documentation. Director Merrifield shared that for the 2017-2018 school year, the Lisbon School Department is in partnership with RSU 4 to receive all of their Day Treatment level students. Director Merrifield reported that several staff members will be attending the MADSEC Conference on November 2nd and 3rd. Lastly, Director Merrifield gave an overview of the New Teacher Induction that takes place for all new staff members before the start of school in August.
- B. James Churchill – Technology Update - Director Churchill reported that the new website is up and running and he is working on training all staff to be able to update changes as needed. Director Churchill also gave updates on the MLTI Laptop Program; Security Camera Systems and also shared that Lisbon is exploring the possibility of hosting another district yard sale later this fall.
- C. Allen Ouellette – Transportation Update - Director Ouellette reviewed the mileage and repairs on each of the school vehicles. Director Ouellette stated that we need to start looking at trading in the vans and buses with the highest mileage and cost of repairs. Director Ouellette shared that the school bus purchase program opens November 1st to submit an application for bus replacements. Several discussions were held regarding the process of replacement of the busses. *Member Reed and Member Yergin both expressed concerns regarding the mileage and amount of repairs being spent on the school vehicles.* Director Ouellette also asked the board for permission to sell the retired 99 bus the same way the old 98 was. *Chair Austin proposed adding this to Item 10C on the agenda when the time comes.*
- D. Allison Leavitt – Nutrition Update - Director Leavitt reviewed Free and Reduced lunch numbers and the Recycling & Composting Program. Director Leavitt shared that 10 out of 14 staff attended a day long ServSafe training class. All staff members passed and are certified for 5 more years. Director Leavitt also

shared that over the summer several staff members spent a few days painting the cafeteria at the high school. A few new equipment items were purchased including an open air cold unit, pizza warming unit and new salad bar. Signs were also purchased for the cafeteria deeming the space "Greyhound Café". Lastly Director Leavitt shared that several new lunch items have been introduced to give more options to vegetarian eaters. The results of the changes have received positive feedback from staff and students and there has been an increase in meal participation.

- E. Kristie Morin – Gartley Street School Update - Director Morin reported on enrollment and shared that the Day Treatment Students went on a field trip to Rocky Ridge Apple Orchard; the K-2 classroom had a play production of The Three Little Pigs which they enjoyed putting on. Safety Care Training / Recertification for staff was held on October 6th. Full certification for staff is being held on the next four Fridays. Director Morin reported that attendance at the Alternative Education School is up. She believes this is due to the implementation of a modified schedule, blended instruction, small classroom sizes and engaging relatable curriculum. The students did community service at the Cumberland Fair; they did so well that the Director sent the students free passes and they were offered paid positions for the next year.

8. Report from Superintendent:

- A. Monthly Update – Superintendent Green reported on enrollment and gave a budget update. Superintendent Green shared that there has been more and more talks around state funding as it is related to the School Management and Leadership Centers. There is a lot of legal language related to these talks and Drummond & Woodsum will have a few different sessions around this topic at the MSBA Conference being held at the end of the month. Drummond & Woodsum is cautioning school districts that once you are in one of these agreements; the only way to get out of one is that all the systems that are in that agreement or in that center cannot lose any money. So it cannot cost any of the other systems money if you withdraw for whatever reason. It is a tricky situation because if your needs change your pretty much in that center for the time being. There are a lot of unknowns related to these leadership centers, so moving forward Superintendent Green stated that he will be sharing what it would look like for us. The Western Maine Educational Collaborative is an organization that Lisbon belongs to and does a lot of professional development through them; the Executive Director there believes that Western Maine Collaborative could apply to be a center. We could then become part of that center and do all of our professional development through them. This could be one option. The financial impact currently with this legislation in our State Subsidy is that we would be charged \$46.00 per student that has to be sent to a leadership center in 2018-19 and \$94.00 per student in 2019-20.

Superintendent Green shared that Gartley Street School could actually be considered a center and we could apply because we are saving money locally and the community has spent a lot of money and is now seeing revenue as out of district students are coming here. Superintendent Green shared that what the Commissioner has told him directly is that we would not get any credit for that; this is crazy as we are not only saving Lisbon money but also three other communities by providing services. Superintendent Green shared that we are working very closely with RSU 4. They are already working with our Adult Education and some co-curricular programs.

Curriculum Update – The Planning Team Meeting will be held in January. The CTL Meeting was held this afternoon and they worked with Competency Based Education Solutions and worked on Unit Review / Design.

Facilities Update – Discussion are progressing on the Performing Arts Center / Music Room. We are still waiting to hear back on the lights. An Informational Workshop will be held on the Performance Contract during your workshop meeting on October 24th. Siemens will come in and do a presentation. Shortly thereafter, we will send out flyers prior to the election to let the community know that this is a self-funded lease purchase proposal to do a lot of work through our infrastructure. Superintendent Green shared that we have had on site visit with the DOE and it went very well.

Transportation - Director Ouellette has shared the need for vehicle replacement. Superintendent Green suggested looking at one of the grounds / facilities lines to see if there is money in there to offset the cost of a vehicle and then we could replace one of those vans and get the cycle going.

Other – Superintendent Green reported that he has touched base with the Administrators as their negotiations are due this year as is the LEA Association and they should be contacting us at any time to start those negotiations.

9. Public Comment: None.

10. New Business:

- A. **VOTED (2)** To support the 2017-2018 Proposed MSBA Resolutions. (Yergin-Reed) (4-0)
- B. **VOTED (3)** To accept the fuel bid as presented for the period of 10/01/2017 to September 09/30/2018 for the Lisbon School Department. (Reed-Jefferies) (4-0)

- C. **VOTED (4)** To authorize the Superintendent to direct the Transportation Director to sell our experienced bus in a closed bid. (Jefferies-Reed) (4-0)

11. Financial Reports:

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

12. Communications (Consent Agenda):

- A. Lisbon Mentors, Mentor Assignments and Certification Committee Representatives 2017-2018.

13. Committee Comments: (Report out on Sub Committee Meetings): - None.

14. Personnel:

- A. **VOTED (5)** To hire an Ed Tech III district wide effective October 2, 2017. (Yergin-Jefferies) (4-0)
- B. **VOTED (6)** To hire a 7th grade Science/Math Teacher at Philip W. Sugg Middle School effective September 25, 2017. (Reed-Jefferies) (4-0)
- C. **VOTED (7)** To hire a Ed Tech II district wide effective October 16, 2017. (Reed-Yergin) (4-0)
- D. **VOTED (8)** To hire an Ed Tech III district wide effective October 16, 2017. (Reed-Jefferies) (4-0)
- E. **VOTED (9)** To hire a School Nurse at Philip W. Sugg Middle School effective October 11, 2017. (Reed-Yergin) (4-0)
- F. **VOTED (10)** To hire the following co-curricular positions effective September 25, 2017. (Reed-Jefferies) (4-0)

Co-Advisor – National Honor Society	LHS
Yearbook Advisor	LHS
Student Government Advisor	LHS
Art Club Advisor	LHS
Late Bus Advisor	PWS

Drama Coach	LCS
Art Club Advisor	PWS
Yearbook Advisor	PWS

G. **VOTED (11)** Upon Recommendation of the Superintendent, consideration of action to hire the following Curriculum Team Leader positions: (Reed-Yergin) (4-0)

Grade 5	Deb Antl
Grade 6	Nicole Sautter
Grade 7	Kara Boudway
Grade 8	Maddy Cornish
PE/Health	Jacob Gentle
Special Education	Barb Morris
English 9-12	Caleb Collins

H. Resignations:

- A. April Lemmings as Grade 5 Curriculum Team Lead effective September 11, 2017.
- B. Carrie Pelletier as School Nurse at Philip W. Sugg Middle School effective October 11, 2017.

15. Policy Review:

A. Policies 18 Packet #2 will be distributed for review with plans for a 1st read on November 13, 2017 and final adoption on December 11, 2017.

B. 1st read on the following policies: 18 Packet #1

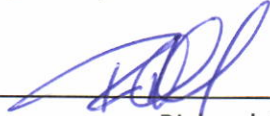
- 1. ADC* Tobacco Use and Possession
- 2. ADF School District Commitment to Learning Results
- 3. AEC Accountability Reporting to the Public
- 4. BBA School Committee Powers and Responsibilities
- 5. BBAA School Committee Member Authority & Responsibilities
- 6. BBBDA School Committee-Declared Vacancy Caused by Absenteeism
- 7. BBBE Unexpired Term Fulfillment/Vacancies
- 8. BCB School Committee Member Conflict of Interest *Changes

C. Policies 17 Packet #9 was updated and posted to the web.

16. Executive Session:

A. **VOTED (12)** To enter into executive session to discuss personnel issues, pursuant to Freedom of Access Statute, Title 1 M.R.S.A. § 405(6)(A). (Reed-Jefferies) (4-0)
Time In – 8:05 PM / Time Out – 8:18 PM

17. **VOTED (13)** To Adjourn: (Reed-Jefferies) (4-0) (8:19 PM)



Richard A. Green, Ed.D.
Secretary, Lisbon School Committee

RAG/llr