

Lisbon School Committee Minutes  
April 6, 2020

Minutes of the Lisbon School Committee held remotely via Zoom on Monday, April 6, 2020 at 6:00 P.M. (Note: These minutes are not official until approved by the School Committee. Such action, to either approve or amend and approve, is anticipated at the April 13, 2020 meeting.)

**Members Present:** Traci Austin, Ross Cunningham, Kim Labbe-Poisson, Kelli Rogers, Kathi Yergin and Richard A. Green, Superintendent of Schools

**Members Excused:**

**Administrators Present:** Julie Colello, Kathleen Glennon, Robert Kahler and Debra Rodrigue

**Administrators Excused:** James Churchill, Eric Hall, Allison Leavitt, Haley McCrater, Susan Magee, Ryan McKenney, Barbara Morris and Allen Ouellette

**Called to Order:**

Chair Austin called the meeting to order at 6:00 P.M. and shared the rules to remote public comments while conducting Zoom Meetings. Participants wishing to make public comments are asked to email them the Lisbon School Committee Chair at [taustin@lisbonschoolsme.org](mailto:taustin@lisbonschoolsme.org) prior to the Public Comment section of the agenda.

**4. Workshop:**

A. Budget: Superintendent Green gave the following budget update:

- Budget Overview
  - The updated Subsidy Comparison Report dated 4/6/2020 has the most recent figures as a result of our insurance rates. Currently the budget has an increase to the local taxes of \$516,837 with the following variables still remaining.
- Budget Goals/Focus
  - Our primary goal is to maintain our current student programs and services which are currently included in this preliminary budget including funds to decrease classroom sizes and increase district/building supports for staff and student services. Additional increases associated with Curriculum, Nutrition and Special Education are also contributing factors to the total increase. As always, we will continue to look at our current programs and services to make sure that we are operating in the most efficient manner and we will consider additional restructuring through attrition as needed.
- Additional Areas of Potential Savings/Costs (Variables)
  - Anticipated/Actual Resignations
  - Anticipated/Actual Retirements (March 1<sup>st</sup>)
  - Capital Reserve
  - Gartley Street School Revenue

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- Restructuring
- Salaries/Benefits/Insurance 9%
- Service Center Penalty (Legislation)
- Special Education (Enrollment)
- Unassigned Amount
- Unanticipated Revenue
  
- Notable Increases, Decreases and Transfers
  - Curriculum
  - L.C.S. Regular Instruction (Student Support Nutrition Services)
  - Special Education
  
- Short and Long-Term Concerns
  - State Subsidy
  - Local Contribution
  - Nutrition
  - Gartley Street Revenue

*Chair Austin shared that there has been a lot of talks in Augusta regarding the schools budgets could look like and the impact on budgets should voting not be able to occur.*

*Member Cunningham thanked the folks who have been putting together lunches for the students and asked Superintendent Green if the costs of serving the meals has gone down due to not as many meals being served. Superintendent Green responded reporting that we are still paying salaries and benefits to all so the savings are minimal.*

*Member Rogers questioned if there have been savings in the transportation department. Superintendent Green shared that indeed has been some savings due to fuel cost, vehicle repairs and a general budget freeze that he has put in effect as of today.*

*Member Yergin asked if the insurance numbers are in and if so, what the savings is. Superintendent Green replied that the cost had come in for a total of approximately \$150,000 less than budgeted for.*

*Member Rogers next asked what would happen if we are not able to meet the budget timeline. Chair Austin replied that we would work off the last approved budget. Superintendent Green shared as a reminder, last year's budget was 1.1 million less than this year's purposed budget.*

- B. Distance Learning Plan – Superintendent Green shared the details of the plan with the committee and public.

*Member Rogers stated that the plan indicates “continuous learning” and she would like to see that transition to new lessons versus the current plan of reviewing already taught work. She would like to see learning happening consistently in all grade levels. Member Rogers also suggested that work be / look similar and stated perhaps using Google Classroom would have more options.*

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*Member Yergin agreed with Member Rogers and would like to see age appropriate work assigned to students.*

*Chair Austin stated that we need to be mindful of time as teachers are trying to figure out what works.*

Superintendent Green stated that Staff has done an incredible job making contact with students however there is approximately 20% that are still not responding. The plan is to focus on Parent/Teacher Conferences within the next two weeks. The high school is allowing students who were missing work to make up the work in attempt to bring those at risk students back and caught up. Superintendent Green stated that after April Vacation we should have a better understanding of what the remaining school year will look like and if we are in need to continue with distance learning.

**5. New Business:**

- A. **VOTED (1)** to approve the change in date for the French Club trip to Quebec from April 2020 to April 2021 due to the COVID-19 Pandemic. (Labbe-Poisson-Rogers) (5-0)
- B. **VOTED (2)** to approve the Distance Learning Plan and submit a waiver request to the Department of Education for all of the missed school days as a result of the mandated school closure. (Yergin-Cunningham) (5-0)

**6. Personnel:**

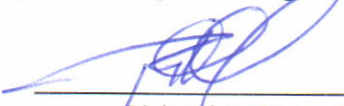
- A. **VOTED (3)** to employ a Special Education Functional Life Skills Teacher at Philip W. Sugg Middle School. (Labbe-Poisson-Roger) (5-0)

**7. Public Comment:**

- A. None.

**8. Adjournment:**

**VOTED (4)** to adjourn. (Yergin-Cunningham) (5-0) (6:48 p.m.)

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