

MINUTES OF THE LISBON SCHOOL COMMITTEE MEETING HELD AT THE LISBON TOWN OFFICE ON MONDAY September 11, 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 October 10, 2017 meeting.)

Members Present: Traci Austin; Pete Reed; Kathi Yergin; Richard A. Green, Superintendent of Schools and Paula Jefferies

Members Excused:

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

Administrators Excused: Eric Hall, Assistant Principal/Activities Director; Ryan McKenney, Assistant Principal/Activities Director; Allen Ouellette, Director of Operations and Transportation

Others Present: Members of the community

CALLED TO ORDER:

Chairperson Austin called the meeting to order at 7:00 P.M. and the Pledge of Allegiance was recited. A moment of silence was held for former School Committee Member, Gina Mason.

4. **VOTED (1)** To accept the Minutes of June 12th, June 26th, July 17th and August 7, 2017 as presented barring any errors or omissions. (Reed-Yergin) (5-0)
5. Adjustments to the Agenda: None.
6. Good News & Recognition:
 - A. Summer Rodeo – Tabled until next meeting.
7. Reports from Administrators/Directors:
 - A. Susan Magee – Summer Update – Principle Magee reviewed enrollment, summer hires and work that had been completed over the summer. Principal Magee then reviewed the new Attendance Protocol in conjunction with “Count Me In”. This protocol is being put in effect to increase student

attendance, engagement and academic achievement through data-driven strategies so all children can learn and succeed in school.

- B. Darren Akerman – Summer Update – Principal Akerman reviewed enrollment, new hires/transfers and thanked all summer staff for their hard work.
- C. Bob Kahler – Summer Update – Principal Kahler reviewed enrollment, new hires/transfers. Principal Kahler went on to give updates on the PTO and Professional Development. Principal Kahler also shared the report from Maine Department of Education (ESSA) Title I Priority/Focus School Exit Criteria report. *Chair Austin recognized all the staff for their hard work and dedication for getting off the Focus School List.*
- D. Kristie Morin – Summer Update – Director Morin reviewed enrollment in the Day Treatment and Alternative Education Programs as well as reviewed summer work that was completed. *Chair Austin reminded the audience that Alternative Education is for at risk students that have come from the high school. This program is a safety net for those students so that we don't lose them and they drop out. They continue to learn through Alternative Education.*

8. Report from Superintendent:

- A. Enrollment Update: Superintendent Green reviewed enrollment as of 9/11/2017. Enrollment is up by eight from last spring. Superintendent Green also reviews current staff opening due to late registrations.

Budget Update:

- State Funding - Not much has changed and there has been no direct feedback received from the state regarding the school management and leadership centers.
- Capital Reserve & Undesignated/ Unassigned – Funds are still available.
- Salaries/Benefits (\$250,000 Increase)
- Gartley Street School Revenue – Is in the positive and we are in the process of bringing back a couple of our own students. As mentioned before, you can't build the budget on revenue as last year we had one student who was tuition to the school and the family ended up moving here.

Curriculum Update:

- Planning Team Meeting in January – We would like to put together a Future Search Committee and invite members of the community as

well as past members to be part of this committee to discuss goals for the future and present the work that has been completed.

- CTL Meeting Tuesday, September 12th. We will be working with Competency Based Education Solutions.

Facilities Update:

- A Facilities Committee Meeting was held earlier this evening and discussions were held on the Performing Arts Center and moving the music room. There were several good ideas, one of them being moving the music classes from the high school to the middle school because during the time they are offered at the high school there is nobody using the band room at the middle school and all of the equipment is already there. This will be looked in to further.
- The Performance Contract – Phase II – the Public Hearing is set for September 19th. The majority of the work is focused on the middle school. At the high school the boiler and hot water in the kitchen will be fixed. Superintendent Green then outlined the cost details.

Transportation Update:

- We will be looking at van replacement over the next few of months. The vans are used to transport our Gartley Street Students as well as others.

9. Public Comments: None.

10. Unfinished Business: None.

11. New Business:

- A. **VOTED (2)** To approve the Lisbon School Committee Goals with Indicators for 2017-2018. (Yergin-Reed) (4-0)
- B. **VOTED (3)** To delegate a School Committee member to serve on the Maine School Boards Association Delegate Assembly. (Reed-Jefferies)(4-0)
(Delegate, Paula Jefferies, Alternate, Kathy Yergin)
- C. **VOTED (4)** To approve the Lisbon School Committee Workshop Topics for 2017-2018. (Reed-Jefferies) (4-0)
- D. **VOTED (5)** To approve the List of Lisbon Committees for 2017-2018. (Yergin-Jefferies) (4-0)

- E. **VOTED (6)** To approve the Lisbon Budget Priorities for 2018-2019. (Yergin-Reed) (4-0)
- F. **VOTED (7)** To amend motion to add trip to British Isles in 2019 as well as the trip to China in 2018.(Paula-Yergin)
- VOTED (8)** To approve an out of country trip to China in 2018 and British Isle in 2019 with the Lisbon Explorers. *Member Reed expressed that in his opinion only a select few will be able to attend and many would be left out. "There is plenty to see in the U.S."* (Jefferies-Yergin) (3-1)
- G. **VOTED (9)** To declare, with regret, a vacancy for Gina Mason's position on the Lisbon School Committee. (Yergin-Reed) (4-0)
- *September 11th – Vacancy declared*
 - *September 12th – Post/Advertise Vacancy*
 - *September 29th – Deadline for letter of interest*
 - *Interview and elect a candidate to fill the seat until November 2017*
12. Financial Reports:
- A. Lisbon High School – M/E June, July, August 2017
 - B. Philip W. Sugg Middle School – M/E June, July, August 2017
 - C. Lisbon Community School – M/E June, July, August 2017
 - D. Lisbon School Department – September 2, 2017
13. Communications (Consent Agenda):
- A. Accidental Death and Dismemberment Insurance Policy Year – Chair Austin reminded everyone to fill out the form and return to Lolita.
 - B. Maine Principals' Association Application for the Establishment of a Cooperative Team – Chair Austin reviewed the letter from MPA.
 - C. Maine Department of Education ESSA Title I Priority/Focus School Exit Criteria – Chair Austin advised that this is the letter that was also reviewed during Principal Kahler's LCS Update.
14. Committee Comments: (Report out on Sub Committee Meetings): - Chair Austin shared that again this year she was able to address the freshman at Lisbon High School as well as talk with staff during opening day. Chair Austin also shared that the Kelly family has offered to donate lights that are coming off a project at Colby College and discussions will be held regarding this generous donation.

15. Personnel:

A. New Hires:

1. Professional Staff:

LCS Grade 1 Teacher	Megan Braley
LCS Grade 3 Teacher	Brittany Garcia
LCS Kindergarten Teacher	Melissa Bodwell
LCS K-5 Special Education Teacher	Elizabeth Graham
LCS Special Education Teacher	Suzanne Nelson
PWS/LCS Art Teacher	Britny Anderson
PWS/LHS Spanish Teacher	Claudia Elwell
OT ESY	Leah Lavoie
LCS Special Education Teacher	Kamis Ley
LCS Grade 2 Teacher	Rachel Stein
LCS/GSS Social Worker	Elizabeth Sommo
LHS English Teacher	Christina LeBlanc
LCS Grade 4 Teacher	Leanna Spungen
LCS Grade 3 Teacher	Natalie Webber
LCS Nurse	Kimberly Roberge
PWS/LCS Grade 4-8 Technology	Pauline McCarthy
LCS & GSS Speech & Language	Catherine Rogers
PWS Grade 8 Teacher	Stacy-Lynn Rouleau
LHS Math Teacher	Duane Simonds
District Part Time Adult Ed Director	James Palmer
PWS 5/6 Teacher	Kyle Beeton

2. Support Staff:

Part Time Van/Bus Driver	Janice Sargent
PWS Cafeteria Assistant	Mary Ann Adams
Bus Driver / Custodian	Dale Lawrence
LCS School Secretary	Chelsea Blouin
LHS Cafeteria Assistant	Kelsey Woodbury
LHS Cafeteria Assistant	Carol Coburn
LHS Ed Tech III	Sean Winstead
Part Time Bus Driver / Custodian	Preston Dunning
GSS Ed Tech II	Samantha Varney
LHS Secretary	Michelle Huston
LHS Ed Tech III	Samantha Purcell
LCS Ed Tech III	Angela Falso
PWS Ed Tech III	Justin Onofrio
PWS Ed Tech III	Anthony Miner
LHS Ed Tech III	Kelly Larson
PWS Ed Tech II	Natasha Onofrio
District Wide Ed Tech III	Elaine Blier

District Wide Ed Tech III

Brooke Stewart

3. LHS Co-curricular:

Advocacy Leader 2018	Judy Roy
Advocacy Leader 2019	Rita Newell
Advocacy Leader 2020	Delora Hutchinson
Advocacy Leader 2021	Samantha Allshouse
Varsity Fall Cheering:	Michelle Barker
Class Advisor 2018:	Amy Austin
Class Advisor 2021:	Judy Roy
Cross Country:	Jeremy Williams
Varsity Field Hockey:	Julie Petrie
Assistant Varsity Field Hockey:	Jessica Porter
Assistant Coaches Football:	Dave Moulton
National Honor Society-Co- Advisor	Rita Newell
Science Olympiad:	Rita Newell
Science Olympiad Assistant:	Dee Hutchinson
Varsity Men's Soccer:	Dan Sylvester
JV Men's Soccer	Mark Sylvester
Varsity Women's Soccer:	Jennifer Perron
Assistant Varsity Women's Soccer:	Doug Sautter
Students against Destructive Decisions:	Michelle Huston
Head Coach Varsity Track:	Dean Hall
Assistant Track Coach	Doug Sautter
Assistant Track Coach	Hank Fuller
Assistant Track Coach	Dan Sylvester
Wrestling Coach	Ted Albasini
Varsity Boys Basketball Coach	Jake Gentle
JV Boys Basketball Coach	Jeremy Williams
Girls Tennis Coach	Georgia Ahlers
Varsity Girls Basketball Coach	Julie Petrie
JV Girls Basketball Coach	Randy Ridley
Varsity Baseball Coach	Randy Ridley
Tech Club	Paul Giggey
LHS Drama Advisor	Jennifer Fox

Curriculum / Content Team Leaders:

Math 7-12:	Gretchen Ward
Science 9-12:	Delora Hutchinson
Social Studies 7-12:	Paul Giggey
English 9-12	Caleb Collins

Grade K:	Mandy Pinard
Grade 1:	Susan Hardison
Grade 2:	Sheri Morrow
Grade 3:	Kathy Dow
Grade 4:	Marcia Bickford
Grade 5:	April Lemmings
Performing Arts	Jennifer Fox
World Languages	Judy Roy

4. PWS Co-curricular

Asst. Track Coach	Jennifer Perron
Baseball Coach	Payton Austin
Wrestling Coach	Mike Bolduc
Softball Coach	Julie Collins
Girls Basketball Coach	Julie Collins
Boys Basketball Coach	Nick Collins
Girls Soccer	Steve Curtis
Boys Soccer	Jim Reeves
Boys Basketball	Dan Sylvester
Head Track Coach	Jeremy Williams
Civil Rights Club Advisor	Amy O'Brien-Brown
Late Bus Advisor	Karen Hinkley

B. Resignations:

1. Ashley Swift as teacher at Lisbon Community School effective June 23, 2017.
2. Kayla Washburn as Ed Tech at Lisbon Community School effective July 26, 2017.
3. Michelle Hutchings as Ed Tech at Lisbon High School effective August 1, 2017.
4. Jude Levasseur as teacher at Lisbon High School effective August 7, 2017.
5. Brian Dube as teacher at Lisbon High school effective August 8, 2017.
6. Jamey Martin as teacher at Lisbon Community school effective August 8, 2017.

7. Lorraine Bard as secretary at Lisbon High School effective August 8, 2017.
8. Patricia (Grace) Dube as Ed Tech at Lisbon Community School effective August 10, 2017
9. Amelia Tuplin as Bus Driver / Custodian effective August 25, 2017.
10. Leslie Stewart as Ed Tech at Lisbon School Department effective August 21, 2017.
11. Kathleen Littlefield as teacher at Philip W. Sugg Middle School effective August 28, 2017.
12. Nancy Craig as school nurse for Lisbon Community School effective June 16, 2017.
13. Jennifer Chick as teacher at Lisbon High School effective June 19, 2017.
14. Ashley LaCroix as teacher for the Lisbon Community School effective July 6, 2017.

16. Policy Review:

- A. Policies **18 Packet #1** will be distributed for review with plans for 1st Read on October 10, 2017 and Final Adoption on November 13, 2017.

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| 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 and Responsibilities |
| 6. BBBA | School Committee Member Qualifications |
| 7. BBBDA | School Committee-Declared Vacancy Caused by Absenteeism |
| 8. BBBE | Unexpired Term Fulfillment / Vacancies |
| 9. BCA | School Committee Member Code of Ethics |
| 10. BCB | School Committee Member Conflict of Interest |

* Changes

- D. 2nd Read and Adoption of the following polices: Packet 17 #9


1. LDA Student Teaching & Internships

- 2. AC Action Non Discrimination/Equal Opportunity & Affirmative
- 3. ACA Non-Sexist Language
- 4. ACAA Harassment & Sexual Harassment of Students
- 5. ACAA-R* Student Discrimination & Harassment Complaint
Procedure
- 6. ACAB Harassment & Sexual Harassment of School Employees
- 7. ACAB-R* Employee Discrimination & Harassment Complaint
Procedure
- 8. ACAD Hazing
- 9. AD Educational Vision
- 10. ADA School System Goals & Objectives
- 11. ADAA School System Commitment to Standards for Ethical &
Responsible Behavior

VOTED (10) To adopt Policy Packet 17 #9 Reed-Jefferies (4-0)

17. Adjournment:

VOTED (11) To adjourn (Reed-Yergin) (4-0) (8:00 p.m.)



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

RAG/llr