

LISBON SCHOOL COMMITTEE
AGENDA
Monday, February 12, 2018
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. Consideration of Action on the Minutes of January 8th (Workshop), January 8th (Business Meeting), January 22nd and February 5, 2018.
 - A. Recommend the Minutes of January 8th (Workshop), January 8th (Business Meeting), January 22nd and February 5, 2018 be accepted as presented barring any errors or omissions.

Motion: _____ 2nd: _____ Vote: _____

5. **ADJUSTMENTS TO THE AGENDA:**

6. **GOOD NEWS & RECOGNITION:**

7. **REPORTS FROM ADMINISTRATORS/DIRECTORS:**

- A. Allison Leavitt – Nutrition Update
- B. Allen Ouellette – Facilities and Transportation Update
- C. John Merrifield – Student Services Update
- D. James Churchill – Technology Update

8. **REPORT FROM SUPERINTENDENT:**

- A. Monthly Update

9. **PUBLIC COMMENTS:**

10. **UNFINISHED BUSINESS:**

11. **NEW BUSINESS:**

- A. Consideration of action to allow Susanne Mornea's Child Care Center to use the Gartley Street School in case of an evacuation or other emergency until June 30, 2018.

Motion: _____ 2nd: _____ Vote: _____

- B. Upon the recommendation of the Superintendent of Schools to approve the revised job description for Lead Cafeteria Assistant at LCS & LHS.

Motion: _____ 2nd: _____ Vote: _____

- C. Upon the recommendation of the Facilities Committee, consideration of action to authorize the Superintendent to move forward with a Request for Qualifications and interviews for an architectural firm who will later be hired to complete a structural review, preliminary design and cost analysis for the construction/renovation of the Performing Arts Center at Lisbon High School.

Motion: _____ 2nd: _____ Vote: _____

- D. Upon the recommendation of the Superintendent of Schools to approve an out-of-state fieldtrip for the music department to participate in the Great East Festival & go to Canobie Lake Park in New Hampshire on May 25, 2018.

Motion: _____ 2nd: _____ Vote: _____

12. **FINANCIAL REPORTS:**

- A. Lisbon High School – M/E January 31, 2018
- B. Philip W. Sugg Middle School – M/E January 31, 2018
- C. Lisbon Community School – M/E January 31, 2018
- D. Lisbon School Department

13. **COMMUNICATIONS** (Consent Agenda):

- A. Draft CTE Model Components (Proposed Legislation)

14. **COMMITTEE COMMENTS** (Report out on Sub Committee Meetings):

15. **PERSONNEL:**

- A. New Hires:

- 1. Upon the recommendation of the Superintendent consideration of action to hire a Social Worker at Gartley Street School effective February 12, 2018.

Motion: _____ 2nd: _____ Vote: _____

- 2. Support Staff / Co-Curricular Hires:

Irene Tefft
Debra LaGue

Cafeteria Assistant
Part Time Van Driver

John Reeves
Nicole Adams
Gretchen Ward

Substitute Bus Driver / Trip Driver
Competition Cheering Coach
Class of 2020 Advisor

B. Resignations:

1. Dave Moulton as Football Coach at Lisbon High School effective January 25, 2018.
2. Alishia Campbell as Ed Tech III at Gartley Street School effective February 2, 2018.
3. Carol Coburn as Cafeteria Assistant at Philip W. Sugg Middle School effective January 17, 2018.

16. **POLICY REVIEW:**

A. Policies **18 Packet #6** will be distributed for review with plans for 1st Read on March 12th and Final Adoption on April 9, 2018.

B. 1st Read on the Following Policies: **18 Packet #5**

- | | |
|----------|---|
| 1. CA | Administrative Goals/Priorities |
| 2. CB | School Superintendent |
| 3. CB-R | Superintendent of Schools Job Description |
| 4. CBI | Evaluation – Superintendent of Schools |
| 5. CBI-E | Evaluation Form – Superintendent of Schools |
| 6. CC | Administrative Organization |
| 7. CCA | Organization Chart * With Changes |
| 8. CHA | Development of Administrative Procedures |
| 9. CHD | Administration in the Absence of Policy |

C. 2nd Read/Adoption of the Following Policies: **18 Packet #4**

- | | |
|---------|---|
| 1. BEDG | Minutes |
| 2. BEDH | Public Participation At School Committee Meetings |
| 3. BEDI | School Committee Relations With The Media |
| 4. BEDJ | Broadcasting/Taping of The School Committee Meeting By The Public |
| 5. BG | School Committee Policy |
| 6. BG-R | Policy Adoption Procedure |
| 7. BHC | School Committee Communications With Staff |
| 8. BIA | New School Committee Member Orientation |
| 9. BIB | School Committee Member Development Opportunities |
| 10. BIC | School Committee Member Freedom Of Access Training |

- 11. BIC-E Certification Of Completion Of Freedom Of Access Training
- 12. JLC Student Health Requirements And Services ***With Changes**

Motion: _____ 2nd: _____ Vote: _____

D. Policies **18 Packet #3** has been updated and posted to the website.

17. **EXECUTIVE SESSION:**

- A. To enter into executive session to discuss personnel issues, pursuant to Freedom of Access Statute, Title 1 M.R.S.A. § 405(6)(A).

Motion: _____ 2nd: _____ Vote: _____

Time In: _____ Time Out: _____

18. **GENERAL SESSION:**

- A. To concur with the Superintendent with what was discussed in Executive Session.

Motion: _____ 2nd: _____ Vote: _____

18. **ADJOURNMENT:**

Motion: _____ 2nd: _____ Vote: _____ Time: _____