

Lisbon School Committee Minutes  
December 11, 2023

Minutes of the Lisbon School Committee Meeting held on Monday, December 11, 2023 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 January 8, 2024 meeting.)

**Members Present:** Margaret Galligan-Schmoll, Len Lednum, Laura Craig, Kim Labbe-Poisson and Richard A. Green, Superintendent of Schools

**Members Excused:**

**Administrators Present:** Susan Magee and Lisa Polakowski

**Administrators Excused:** All other members excused due to limited audience seating

**Called to Order:**

Chair Galligan-Schmoll called the meeting to order at 6:00 PM and the Pledge of Allegiance was recited.

Participants wishing to make public comments are asked to email them to Lisbon School Committee Chair Galligan-Schmoll at [mgalliganschmoll@lisbonschoolsme.org](mailto:mgalliganschmoll@lisbonschoolsme.org) prior to the Public Comment section of the agenda.

4. **VOTED (1)** to nominate Margaret Galligan-Schmoll as School Committee Chair. (Labbe-Poisson - Lednum) (4-0)
5. **VOTED (2)** to nominate Kim Labbe-Poisson as School Committee Vice Chair. (Galligan-Schmoll – Lednum) (4-0)
6. **VOTED (3)** School Committee and Liaison Appointments. (Lednum – Labbe-Poisson) (4-0)
  - 1) LEA Negotiations Committee (Galligan-Schmoll, Craig)
  - 2) LESP Negotiations Committee (Galligan-Schmoll, Craig)
  - 3) LAA Negotiations Committee (Galligan-Schmoll, Labbe-Poisson)
  - 4) Drop Out Prevention Committee (Lednum)
  - 5) Facility Needs Committee (Lednum, Labbe-Poisson)
  - 6) Legislative Contact (Lednum)
  - 7) Adult Education Advisory (Craig)
  - 8) Sick Leave Bank (Craig)
  - 9) Finance Committee (Lednum, Galligan-Schmoll, Labbe-Poisson)
  - 10) Finance (Audit) Committee (Lednum, Labbe-Poisson)
  - 11) School Attorneys (Drummond, Woodsum & MacMahon)
  - 12) Curriculum Steering Committee (Craig)
  - 13) Comprehensive Education Plan (Vacant)
  - 14) LRTC Committee (Labbe-Poisson)
  - 15) Technology Committee (Lednum)
  - 16) School Safety Committee (Galligan-Schmoll)

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- 17) Wellness Committee (Lednum)
  - 18) Transitions Committee Grades 5-6 (Labbe-Poisson)
  - 19) Transitions Committee Grades 8-9 (Craig)
  - 20) Lisbon Recreation Committee – Lednum
  - 21) Positive Change Lisbon Committee (Lednum, Craig)
7. **VOTED (4)** to approve the minutes of November 13<sup>th</sup>, November 14<sup>th</sup> and November 27, 2023 as presented. (Labbe-Poisson – Lednum) (4-0)
8. **Adjustment to the Agenda:**
- A. Table Item 10B (LCS Update)
  - B. Table Item 10C (PWS Update)
9. **Good News & Recognition**
- A. SADD – Members of SADD shared their experience and thanked the board for approving them to attend the Camp Kieve Retreat.
  - B. Play for a Cure – Teacher Kerstin Kenney reported on the Fundraiser “Play for a Cure”.
10. **Reports from Administrators:**
- A. Susan Magee, LHS Principal reported on the following:
    - Enrollment - 337
    - Safety
      - Lisbon High School has completed 5 fire drills and two secure protocols per our district “In an Emergency Take Action” procedures.
    - Academic/Assessments:
      - Quarter 2 - First Semester will end on January 19<sup>th</sup>.
      - Midterms will not follow an alternate schedule. These assessments will be embedded within the final week of semester 1 for all Academic and Honors level courses for all Sophomore, Junior and Senior students.
    - Highlights
      - Parent Teacher Conferences – November 16<sup>th</sup> – Thanks to the Parent Group for supporting our teachers.
      - The Big Greyhound / Little Greyhounds Mentor Group
        - Big Greyhounds, Little Greyhounds is a school-based program that match high school (Big Greyhound) students with the middle school (Little Greyhound) students who could benefit from having a peer mentor.
        - The first meet & greet is on December 14<sup>th</sup>! There are currently 6 high school students who will be matched up with students from the middle school. Guidance completed the Big

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Greyhound mentor training two weeks ago. Based on student interest to become mentors, we may be able to offer another session/mentor group later in the school year!

- EMBARK (Support for the college journey)
  - Embark is a high school to college transition program. These students may receive scholarships if they attend a Maine Community College after high school, which is up to \$2,000 over 2 years.
- Non Profit Summit – Lisbon
  - Several members of National Honor Society and Key Club attended the Non-profit Summit hosted by Ross Cunningham at the end of November. The students were able to interact with members of various community non-profit organizations and groups, and make connections to facilitate future service projects. NHS is already planning to write letters to veterans for Honor Flight Maine and to help the Lisbon Artist Collective decorate their art classroom. Key Club learned about great opportunities for volunteering.
- National Honor Society
  - NHS will be holding the Worumbo Chapter Induction Ceremony on December 18<sup>th</sup> at 6:00pm in the library. Congratulations to all inductees.
- Yellow Tulip Project
  - The core mission of the Yellow Tulip Project is to smash the stigma associated with mental illness and to build a community to remind people that there is help and hope for those living with mental illness. Lisbon High School's "Work to be Well" committee planted yellow tulips that will bloom in the spring.
- Attendance Celebration
  - On November 17<sup>th</sup>, we recognized and celebrated students that had perfect attendance during quarter 1. Each student received a certificate, was highlighted in our announcements and attended a recognition ceremony during advocacy time where they enjoyed cocoa and cookies and the chance to win raffle prizes.

B. Kristie Morin – LCS Update - Tabled:

C. Ryan McKenney – PWS Update - Tabled:

D. Lisa Polakowski – Director of GSS gave the following update:

- Current Census as of December 11, 2023
  - Day Treatment – 22

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- Alternative Ed - 15
- Staff Openings –
  - Alternative Ed Teacher – 1
  - Ed Tech III / BHP - 2
- Fire Drills & Evacuations
  - Fire Drills – 3
  - Evacuations – 0

**11. Report from Superintendent:**

- Enrollment – 1308
- Budget Update
  - Budget Goal Setting (Workshop)
  - Initial Budget Presentation (February 5<sup>th</sup> & 6<sup>th</sup>)
  - Audit Extension Requested
  - Insurance Loss Ratio (85.29%)
  - State Subsidy (ED-279)
  - ESSER / ARF Funds (\$58,560)
  - Unassigned Fund Balance
  - LEA Negotiations
  - Regular Instructions Reserve Account Transfer
  - Bus Purchases (3 New)
- Facilities/Transportation
  - PWS Concept Design (Stephen Blatt Architects)
  - Bathrooms Upper Floor 200 Wing (December Break)
  - Paving CO/GSS (Spring)
  - LCS Playground Equipment (Ordered)
  - District Vehicles (Mini-Van and Focus)
- Other
  - School Committee Vacancy
  - Memorial Tree (Izzer)
  - School Calendar (Waiver/Makeup)
    - October 26<sup>th</sup> & 27<sup>th</sup> (Waiver)
    - Exchange October 30<sup>th</sup> Professional Day with March 15<sup>th</sup>)

**12. Public Comment:**

A. None.

**13. Unfinished Business:**

A. None.

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**14. New Business:**

- A. **VOTED (5)** to declare a vacancy on the Lisbon School Committee. (Lednum – Labbe-Poisson) (4-0)
- B. **VOTED (6)** to approve the updated Lisbon School Departments Eligibility Policy to take effect in the 2024-2025 School Year. (Craig – Labbe-Poisson) (4-0)
- C. **VOTED (7)** to approve the revised Lisbon School Committee Workshop Topics (Lednum – Labbe-Poisson) (4-0)

**15. Financials Reports:**

- A. Lisbon High School – M/E November 2023
- B. Philip W. Sugg Middle School – M/E November 2023
- C. Lisbon Community School - M/E November 2023
- D. Lisbon School Department

**16. Communications (Consent Agenda):**

- A. None.

**17. Committee Comments (Report out on Sub Committee Meetings):**

- A. None.

**18. Personnel:**

A. New Hire:

- |                     |                                    |
|---------------------|------------------------------------|
| • Rebecca Champagne | PWS Girls Basketball               |
| • Angelia Murray    | Ed Tech LCS                        |
| • Nicole Adams      | LHS Varsity Cheering Coach         |
| • Clyde Tibbetts    | LHS Varsity Wrestling Coach        |
| • Jeremy Williams   | LHS Varsity Girls Basketball Coach |
| • Thomas McGrath    | LHS JV Girls Basketball Coach      |
| • Shaun Fleck       | PWS Boys Basketball Coach          |
| • Randy Ridley      | LHS JV Boys Basketball Coach       |
| • Jake Gentle       | LHS Varsity Boys Basketball Coach  |

B. Resignations:

- |              |                          |
|--------------|--------------------------|
| • Deb Hewitt | Transportation Secretary |
|--------------|--------------------------|

**19. Policy Review:**

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- A. Policy Packet 24 # 5 – Distributed for review
- B. Policy Packet 24 #4 – First Read
- C. **VOTED (8)** Policy Packet 24 #3 – Second Read and Adoption (Labbe-Poisson - Craig) (4-0)

**20. Executive Session:**

- A. **VOTED (9)** to enter into executive session to discuss personnel issues, pursuant to Freedom of Access Statute, Title 1 M.R.S.A. § 405(6)(A). (Lednum - Labbe-Poisson) (4-0)  
Time in: 6:52 PM / Time out 7:25PM
- B. **VOTED (10)** to enter into executive session to discuss LEA Negotiations, pursuant to Freedom of Access Statute, Title 1 M.R.S.A. § 405(6)(D). (Labbe-Poisson – Craig) (4-0)  
Time in: 7:26PM – Time out: 7:42PM

**21. Adjournment:**

**VOTED (11)** to adjourn. (Labbe-Poisson - Craig) (4-0) (7:43 PM)

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