

Lisbon School Committee Minutes
March 11, 2024

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

Members Present: Len Lednum, Laura Craig, Kim Labbe-Poisson, Christopher Rugullies and Richard A. Green, Superintendent of Schools

Members Excused: Margaret Galligan-Schmoll

Administrators Present: Susan Magee, Barbara Morris, Allison Leavitt, James Churchill, Allen Ouellette and Zach Lutick

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

Called to Order:

Vice Chair Labbe-Poisson 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 Vice Chair Labbe-Poisson at kpoisson@lisbonschoolsme.org prior to the Public Comment section of the agenda.

4. **VOTED (1)** to approve the minutes of February 12th, February 13th, February 26th and March 7, 2024 as presented. (Lednum - Rugullies) (4-0)

5. **Adjustment to the Agenda:**

A. Add item 17A – Executive Session

6. **Good News & Recognition**

A. PWS – Captains Council

- Captain Council Advisor/Assistant Principal Mr. Toomey as well as student members shared with the committee a slideshow and examples of items that were made for the two service projects completed. The first project was a Pet Toy and Blanket Project. The entire student body had the opportunity to create pet toys and blankets that will be donated to the Androscoggin and Mid Coast Humane Societies. The second project was creating Care Kits for the New Beginning Emergency Shelter. Mr. Toomey shared that these projects would not have been possible without the efforts of Donors Choose Projects. Lastly several students shared items that they had made for the Pet Toy and Blanket Project.

7. Reports from Administrators:

A. Student Services Update – Director Morris reported on the following:

- Special Education Census as of March 8, 2024
 - LHS – 46
 - PWS – 53
 - LCS – 114
 - GSS & Day Treatment – 17 & 3 Alt Ed (4 Tuition Students in Day Treatment)
- Out of District Placements
 - Margaret Murphy Children Center – 1 (PWS)
 - Woodfords Family Services – 1 (LCS)
 - Collaborative School – 1 (LHS)
 - Pathways Merrymeeting Learning Center – 1 (LCS)
 - Androscoggin Learning & Transition Center 2 – (LCS & LHS)
 - Western Maine Regional Program for Children with Exceptionalities – 1 (LHS)
 - East End Community School – 1 (LCS)
- Legislative Update:
 - LD345 – An act to Transition the Responsibility of Providing a Free, Appropriate Public Education from Child Development Services (CDS) to School Administrative Units. The bill passed in the Education Committee on Thursday, March 7th, with significant amendments to the second draft of the bill, which were concerting to some. The text of these amendments are not pubic yet. The bill would transfer all aspects of special education for three and four year olds to the local districts. The impact on districts can be substantial, but will vary each year. We would need to develop a program in house or pay for those placements under this law.

B. Nutrition Update – Director Leavitt gave the following Update:

- Equipment
 - Oven at LCS
 - Cafeteria tables at LHS, old tables in good condition will be moved to PWS.
- USDA Update
 - Child Nutrition Programs are federally regulated by the USDA. All of the rules and processes that we are required to follow are set forth by the USDA. They subsidize our program so we are able to operate without much additional financial support from the town. They are in the process of further restricting nutritional guidelines within our programs. Nutrition Directors across the US are concerned with the palatability of these new requirements and financial impact it could have on our

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programs. We will know within a couple of months if these regulations are approved.

- Legislative Action Conference – As President Elect of the Maine School Nutrition Program, Director Leavitt was able to attend the Washington, DC Legislative Action Conference at no cost to the Lisbon School Department. This conference allows us to gain insight and information from the USDA on any changes that may be coming to Child Nutrition.

C. Technology Update – Director Churchill gave the following Update:

- Grants
 - We are still working with the federal grants to purchase 26 ClearTouch Panels for the Lisbon Community School. The paperwork to finalize all this is nearing completion and we are expecting order the devices soon. In the meantime, we found that there were some technology funds available and ordered 5 ClearTouch Panels for the Gartley Street School program. This purchase should help us continue to address all their teaching spaces and make sure they have the same access to technology as the rest of the district.
- MLTI
 - As of last week, we began to hear information about the Maine Learning Technology Initiative (MLTI). The MLTI will be providing another grade level worth of devices this coming summer. We as the school department will choose the grade level that we want to address. The state will be providing more information about this over the next couple of weeks.

D. Operations / Transportation Update – Director Ouellette gave the following update:

- LHS
 - Finishing up the last set of student bathrooms in the 200 wing
- GSS
 - Obtaining quotes on the generator project
- PWS
 - Quotes are in the process of being obtained for upgrading the staff bathrooms
- LCS
 - Working with a contractor on removing carpets in the classrooms and replacing with tile.
 - Two of the playground apparatuses that are being installed have been received; we are waiting on scheduling to have them installed.
 - Materials have been ordered for the Pre-K playground.
 - Outdoor classrooms have been put on pause as the ESSER Funds have been rerouted to other more pressing projects.

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E. Co-Curricular/Athletic Update: Director Lutick gave the following update:

Current Census March 11, 2024

<p>Athletics: Baseball: Softball: Track & Field: Lacrosse (Boys Co-Op with OH):</p> <p>Signups are now open via JotForm. Link in announcements and PS. Flyers posted throughout the school.</p> <p>Changes:</p> <p>Staff openings: Spring Openings: NONE</p>	<p>Co-Curricular: 109</p> <p>Drama 25 Technology Club 0 Student Voice 15 Yearbook 11 Key Club 12 Dungeons/Dragons SADD Club 17 Work to be Well 12 Art Club 17 Science Olympiad 0</p> <p>(Signups are open and on PS announcements)</p> <p>Changes:</p> <p>Staff Openings: Science Olympiad Technology Club</p>
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- Registration Process: For Spring Registration we are using a free version of JOTFORM to pilot how the process goes compared to using a Google Form.
- Eligibility: Students are aware that Q3 Grades will determine eligibility for spring sports and Q4 will determine eligibility for playoffs. Students are aware that there will be a change starting in Fall 2024.
- Transportation: Spring Schedules are being finalized and a report of how many trips/which team/where they are going will be provided to Allen Ouellette by the end of the week.
- Winter Sports: Winter sports has concluded and we will be having a winter sports banquet this Wednesday 3/13/24 6PM to commemorate the season.
 - We have two boys and two girls who received honorable mentions in the MVC for basketball. (Delaney McGrath, Deanna Adams, Owen Booker, DeSean Trufant)
 - Cheering won yet another STATE CHAMPIONSHIP, making it three years in a row.
- Co-Curricular: Drama performed their ONE ACT play at Freeport High School this past Saturday 3/9/24. While they were not selected for States, due to the clear audience approval, I have dubbed them the PEOPLE'S CHAMPIONS.
 - Drama is looking at a couple dates for hosting their spring showcase. Possibly 5/18 or 5/19



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- SADD: Has completed their sticker shock campaign recently and is working on figuring out another excursion. More details to come in a future presentation.
- Student Voice: Successfully held Winter Carnival where the Seniors were announced the 2024 winners of the Winter Carnival Trophy.
- Lisbon Explorers: Has booked their transportation to Boston for their Italy trip and are now counting down the days to takeoff.
 - Two teachers held an informational parent night about an EF Tours trip they are thinking about planning. One to the Galapagos and the other to London/Paris. Teachers will now present dates and itinerary to Dr. Green before being approved to present to the school board.
- Student Job Shadow: I have two students job shadowing me on period four red days learning the ins and outs of being an athletic director. They have learned how to create/submit invoices, fill out nomination forms, and have worked on a couple projects relating to LHS sports over the first couple weeks of Quarter 3. These students recently spearheaded the SPREAD THE WORD campaign for LHS. This years word is inclusion and Spread the Word day took place on March 7, 2024.

Current Census March 11, 2024

<p>Athletics: Baseball: Softball: Track:</p> <p>Changes: Payton Austin will be stepping down as the <u>boys</u> baseball coach, waiting for a letter of resignation.</p> <p>Staff openings: Spring Openings: Baseball</p>	<p>Co-Curricular: 61 Yearbook: 3 Art Club: 27 Rock Band: 4 Civil Rights: 4 Dungeons/Dragons: 13 Newspaper/Magazine: 4 Drama: 0</p> <p>(Signups are open and on PS announcements)</p> <p>Changes: None</p> <p>Staff Openings: Drama</p>
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- Transportation: Spring Track Schedule is still being finalized for the CAL league. Allen will be given what I have so far and then updated with any changes.
- Basketball: Boys and Girls finished strong, Boys competed in playoffs and lost a close game to MV. Banquets have already been hosted.
- Wrestling: Has competed in a few tournaments and meets so far. They have four meets left: 3/13 @ Mt. Ararat, 3/16 @ Edward Little, 3/23 @ Bath, 3/30, @ Mt. Valley
- Spring Sports: CAL league sports will start on 4/1.

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8. Report from Superintendent:

- Enrollment – 1299
- Budget Update
 - Insurance (9%)
 - State Subsidy (Preliminary ED-279)
 - ESSER / ARF Funds (\$58,560 decrease in revenue)
 - Unassigned Fund Balance
 - Regular Instructions Reserve Account
 - Bus Purchases (3 New)
 - Recreation Department Programs for P.W.S. (Football, Field Hockey)
 - Paid Family Leave Act (October 2023)
 - Anticipated/Actual Resignations/Retirements
 - Student Enrollment
 - Special Education
 - Unanticipated Revenue
 - LRTC
 - LD 974 (Minimum wage for Support Staff)
- Facilities/Transportation
 - NEASC
 - PWS Concept Design (Stephen Blatt Architects)
 - Bathrooms Upper Floor 200 Wing
 - LCS Playground Equipment (Spring)
- Other
 - April 8th Solar Eclipse (Safety and Educational Reminders)
 - LHS Trees (April Break)
 - Capital Reserve (Generator at Central Office)
 - School Calendar (Friday, March 15, 2024)

9. Public Comment:

A. None.

10. Unfinished Business:

A. None.

11. New Business:

A. **VOTED (2)** to approve the 2024-2025 Lisbon School Calendar. (Craig - Rugullies) (4-0)

12. Financials Reports:

- A. Lisbon High School – M/E February 2024
- B. Philip W. Sugg Middle School – M/E February 2024
- C. Lisbon Community School - M/E February 2024
- D. Lisbon School Department

13. Communications (Consent Agenda):

- A. None.

14. Committee Comments (Report out on Sub Committee Meetings):

- A. Member Craig shared that the sick bank met this past week.

15. Personnel:

A. New Hire:

- Deborah Ranta Cafeteria Assistant
- Karen Dall Cafeteria Assistant

B. Resignations:

- Christine Severy Cafeteria Assistant
- Rayleen Berry Teacher PWS
- Larissa Smith Ed Tech III

C. Retirements:

- Roxanne Blethen Ed Tech III

16. Policy Review:

- A. Policy Packet 24 #8 – Distributed for review
- B. Policy Packet 24 #7 – First Read
- C. **VOTED (3)** Policy Packet 24 #6 – Second Read and Adoption (Lednum - Craig) (4-0)

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17. Executive Session:

- A. **VOTED (4)** to enter into executive session to discuss student issues, pursuant to Freedom of Access Statute, Title 1 M.R.S.A. § 405(6)(A). (Lednum - Rugullies) (4-0)
Time in: 7:21 PM / Time out 8:54 PM

18. Adjournment:

VOTED (5) to adjourn. (Rugullies - Craig) (4-0) (8:54 PM)



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