

Lisbon School Committee Minutes
August 28, 2023

Minutes of the Lisbon School Committee Meeting held on Monday, August 28, 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 October 10, 2023 meeting.)

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

Members Excused:

Administrators Present: Ryan McKenney, Kristie Morin, 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 6:08 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 prior to the Public Comment section of the agenda.

4. **VOTED (1)** to accept the minutes of June 12th, June 20th, June 22nd, June 27th, June 30th, July 20th, August 1st, August 7th and August 24, 2023 as presented. (Lednum - Labbe-Poisson) (5-0)

- Board Member Craig stated that she was contacted after the August 7th meeting stating that the reported number of voters for the vote of no confidence were inaccurate. The numbers provided to Member Craig were actually 55 Members and 52 nonmembers who voted.

5. **Adjustment to the Agenda:**

- A. Add Item 11E (New Business)

6. **Good News & Recognition:**

- A. None.

7. **Reports from Administrators/Directors:**

- A. Susan Magee – LHS Update: Principal Magee was out and LCS Principal Morin reported for her on the following:

- Enrollment
 - Grade 9 – 93, Grade 10 – 90, Grade 11 – 104, Grade 12 – 79, Home-Schooled – 3, Alternative Ed – 14 and Day Treatment – 6.

Lisbon School Committee Minutes
August 28, 2023

- New Staff:
 - Principal Magee announced new staff to the district and also reported that there is one opening for a FLS Teacher.
- Safety
 - Lisbon High School will be working with the students within their advocacy groups to train students on the ALICE protocol at the High School within the first couple of weeks of school.
- Summer Update/Preparations
 - Preparations
 - New Assistant Principal and Athletic/Co-Curricular Director
 - Hiring and nominations
 - New registrations and transfer of students
 - Ordering of instructional materials and supplies
 - Meeting Schedules (Committees and Groups)
 - Student Handbook/Faculty Manual – Update policies and procedures
 - New Initiatives
 - ❖ Attendance Protocols
 - ❖ First Year Focus (Freshman)
 - Technology Distribution Plan
 - Facilities Updates
 - Redesign/Update the 300 wing girls and boy's bathrooms
 - Gymnasium floor has been stripped and repainted
 - Single stall bathrooms beside the elevator and the staff bathroom
 - Developed – “Cornish Corner” (support an increase in culture/climate)
 - Eligibility for Athletics/Co-Curricular Activities
 - Coming soon – Online lunch ordering

B. Ryan McKenney – Philip W. Sugg Middle School Update:

- Enrollment
 - Grade 6 – 96, Grade 7 – 94 and Grade 8 –101
- New Staff
 - Principal McKenney announced new teachers to the team.

Lisbon School Committee Minutes
August 28, 2023

- Summer Updates and Preparations:
 - Retooled Schedule – continued a multi-year process of establishing a new daily schedule. The new schedule changes this year create longer advisory, language/grammar instruction, and a new exploratory rotation to reflect the seven exploratory classes.
 - Reviewed 504 plans and IEPs and communicated with parents regarding incoming students
 - Updated Student and Staff Handbooks and assigned updated evaluation schedules for staff
 - Completed the Administrator Evaluation Schedule to ensure accurate 5-year recertification timeline for administrators.

- Facilities
 - Built new cedar benches for new outdoor classroom spaces
 - Created an SRO Office in the center of the building moving Officer Kenney out of the old kiln room
 - A new classroom was repurposed for our new STEM/8th grade teacher and our new special education teacher

- Donors Choose
 - Since the last time it was presented, teachers at PWS had three projects funded raising over \$60,000 as the second highest funded middle school in the State of Maine. Projects included 3D printing supplies X2, Drone supplies, books and classroom supplies X4

- Technology Improvements
 - We have partnered with the technology company Securly to integrate a digital hall pass system and Chromebook monitoring program at PWS. This gives the school accurate information as to how often students may be out of the classroom and better control areas such as the hallway and bathroom. Teachers will also now have live oversight of their students' Chromebook screens, improving supervision.

Board member Lednum questioned if this new technology program was part of Google Classroom or is it a separate program? Principal McKenney stated that it is a separate program. Chair Galligan-Schmoll asked if students no longer had to raise their hand to use the restroom? Principal McKenney stated that teacher can determine how much and how little control they wish to have. It will be up to individual teachers.

Lisbon School Committee Minutes
August 28, 2023

C. Kristie Morin – Lisbon Community School Update:

- Enrollment is at 653
- Safety
 - 0 Fire Drills
- Staff/Summer update
 - Principal Morin announced new staff that will be part of the team as well as internal team member shifts
- Tier 1 Behavior
 - Ms. Bartash and Mrs. Cloutier worked on professional development for Tier 1 support

D. Lisa Polakowski – Gartley Street School Update:

- Enrollment
 - Day Treatment – 22 and Alternative Ed – 13. Changes from last year in Day Treatment, 3 student added. Changes from last year in Alternative Ed, 1 senior's graduated, 1 student earned a DOE diploma, 1 student transferred to an out of district placement and 2 students started during the summer program
- Safety
 - 0 Fire Drills
- Staff Openings
 - 2 Ed Tech III/BHP Positions
 - 1 Special Education Teacher
- Other News:
 - Day Treatment ESY – We had 7 student participate in our ESY Program. This was a great opportunity for the students to have some more individualized and hands on activities in a smaller setting
 - Alt Ed Summer Session had 7 students participate, which gave them the opportunity to earn a credit they needed, that they otherwise wouldn't have had the chance to earn during the regular school year

8. Report from Superintendent:

- Enrollment (As of 08/28/2023)
 - L.C.S. (615, Does not include Pre-K)

Lisbon School Committee Minutes
August 28, 2023

- P.W.S. (291)
- L.H.S. (366)
- 1272 (1330) Total Enrollment
- 56 (69) Homeschool
- Grade L (117) Grade 4 (110), Grade 6 (96) and Grade 8 (101)

- Budget Update
 - ESSER Funds (\$50,667 for K Position in 2023-2024 Budget)
 - Regular Instruction Reserve Account Transfer (\$394,733)

- Facilities/Transportation
 - Paving @ Tennis Courts (Complete)
 - Bathrooms 300 Wing @ LHS (Complete)
 - Upper Floor 200 Wing (Estimates)
 - Gym Floor @ LHS (Complete)
 - PWS Concept Design (Item 12D)

- Other
 - School Calendar (Item #12.B.)
 - Graduation Requirements Policy IKF (Packet 24-1)
 - Multi-Language Learners- Schedule has been worked out with the ESL Teacher who will be in each building once a day. We have a consultant who will do screenings and intake for new students as needed

9. Public Comment:

- A. Norm Albert – Lisbon Falls – Mr. Albert stated that in light of the challenges being faced in many districts including Lisbon; how are we not looking at salaries to entice folks to want to not only come to Lisbon but to stay in Lisbon. Is this something that we need to be creative with and take a second look at? Superintendent Green commented that we are in hopes to get the contract settled within the next few weeks and when this happens we will be more competitive.

10. Unfinished Business:

- A. None.

11. New Business:

- A. **VOTED (2)** to delegate Laura Craig to serve on the Maine School Boards Association Delegate Assembly. (Labbe-Poisson - Lednum) (5-0)
- B. **VOTED (3)** to approve the revised 2023-2024 Lisbon School District Calendar. (Labbe-Poisson – Lednum) (5-0)

Lisbon School Committee Minutes
August 28, 2023

- C. **VOTED (4)** to approve the 2023-2024 Lisbon School Committee Meeting Dates. (Labbe-Poisson – Craig) (5-0)
- D. **VOTED (5)** to hire an architect firm to do the Philip W. Sugg Middle School concept design. (Lednum – Craig) (5-0)
- E. **VOTED (6)** to approve the Draft Amendment to the Lisbon Town Charter in regards to the Lisbon School Committee Election Dates. (Lednum – Labbe-Poisson) (5-0)

12. Financial Reports:

- A. Lisbon High School – M/E June, July 2023
- B. Philip W. Sugg Middle School – M/E June, July 2023
- C. Lisbon Community School – M/E June, July 2023

13. Communications (Consent Agenda):

- A. None.

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

15. New Hires:

- A. New Hires:

1. Support Staff / Summer Hires / Co-Curricular / CTL:

- | | |
|--------------------------|--------------------------------|
| • Debra Brissette | Summer Support |
| • Karen Durisko | Summer Support |
| • Jean Larochele | Summer Support |
| • Linda Guay | Summer Support |
| • Nancy Carville | Summer Support |
| • Elaine Blier | Ed Tech III LHS |
| • Charlotte Ann LaVallee | ESY Special Education |
| • Jolene McKay | ESY Sub |
| • Amanda Stearns | Summer PT Van Driver |
| • Chelsea Marquis | Summer PT Custodian |
| • Larissa Smith | ESY Sub |
| • Jenny Everhart | Lead Clinician |
| • Laura Mills | Study Hall Monitor/Ed Tech I |
| • Lana Smith | Bus Driver |
| • Pam Bois | Art Club Director |
| • Richard Card | Varsity Girls Soccer Coach |
| • Kathren Greenlaw | Class of 2025 Advisor |
| • Kathren Greenlaw | Advocacy Team Leader Gr. 11/12 |
| • Brad Harriman | Assistant Football Coach |

Lisbon School Committee Minutes
August 28, 2023

- Dee Hutchinson Advocacy Team Leader Gr. 9/10
- Dee Hutchinson Class of 2026 Advisor
- Chris Kates Head Football Coach
- Christina Morse LHS Yearbook Advisor
- Christina Morse National Honor Society
- Julie Petrie Varsity Field Hockey Coach
- Shawn Rhoda Varsity Boys Soccer Coach
- Jon Tefft Assistant Football Coach
- Nicole Sautter Class of 2024 Advisor
- Joe Schreiber Assistant Football Coach
- Jeremy Williams LHS XC Coach
- Lana Smith Bus Driver
- Gary Hauger LHS Drama Coach
- Mallory Fairbanks JV Field Hockey Coach

B. Resignation:

- Jacob Gentle JV Boys Soccer Coach
- Jennifer Gagnon JV Field Hockey Coach
- Aaron Thomas LHS Social Studies Teacher
- Rebecca Trott PWS FLS Teacher
- Chris Raymond Custodian
- Joe Furrow Ed Tech III
- Katy DeBlois Speech-Language Pathologist
- Sara Lamb Grade 1 Teacher
- Ryan Spence LHS Science Teacher
- Ana Petroulis LCS Special Education Teacher
- Lana Smith Bus Driver

16. Policy Review:

- A. Policy Packet 24 Packet 1 was distributed for review. First read will take place on October 10, 2023.

17. Executive Session:

- A. **VOTED (7)** 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) (5-0)

Time in: 6:55 PM / Time out: 7:34 PM

Lisbon School Committee Minutes
August 28, 2023

18. Adjournment:

VOTED (8) to adjourn. (Labbe-Poisson - Yergin) (5-0) (7:35 PM)



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