

Lisbon School Committee Minutes
August 7, 2023

Minutes of the Lisbon School Committee Meeting held on Monday, August 7, 2023 at 5:00 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 September Business Meeting.)

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

Members Excused:

Administrators Present: Julie Nichols

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

Called to Order:

Chair Galligan-Schmoll called the meeting to order at 5:00 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 prior to the Public Comment section of the agenda.

4. Adjustment to the Agenda:

A. Add Item 5A

5. New Business:

A. **VOTED (1)** to elect Kathi Yergin to fill the Lisbon School Committee Vacancy until the next election in November 2023. (Labbe-Poisson – Lednum) (4-0)

6. Public Comment:

A. None.

7. Workshop (Lisbon School Committee Retreat):

A. Superintendent Green welcomed everyone and reviewed the 2023-2024 Goals and Objectives from the prior school year. Superintendent Green reminded the board that each year they have the opportunity to change goals or priorities, which has been done several times over the years.

- Discussion regarding Goals/Objectives:

- Goal 3 – Objective 2 – Member Lednum reminded Superintendent Green that the district Webpage needs to be updated with the current Transportation Secretary's information.
- Goal 4 – Objective 1 – Member Lednum questioned if there was an update for the Drama Club Advisor yet. Superintendent Green stated that he would check in the Co-Curricular/Athletic Director. Member Craig asked if there was a separate committee for the Performing Arts Center made up of staff members? Superintendent Green stated that the committee is made up of community members, a prior board member and other interested members. Superintendent Green stated that the committee is in place, however it has not been very active.

- Superintendents Update:

- Staff Openings:
 - Professional Staff
Guidance (2)
Music
Psychologist
Special Ed (2)
Speech & Language
Science
 - Support Staff
Custodian/Bus Driver
Ed Tech's
- Budget Update:
 - LD974 (\$180,000)
 - Adult Education

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- Curriculum
 - Julie Nichols (Director of Curriculum, Instruction & Assessment)
 - Summer Programming
 - Curriculum Work related to School Committee Goals
 - Curriculum Goal setting

- Facilities
 - Paving (August 11, 2023)
 - LHS Gym Floor (August 11, 2023)
 - LHS 300 Wing Bathrooms (August 18, 2023)
 - PWS RFQ's Deadline (August 7, 2023)
 - Expiring Bonds LCS & Track (\$97,000)

- Transportation
 - Lifecycle Plan (Vans)

- Proposals
 - Charter Amendment Request
 - LCS Playground
 - Substitute Pay (Ed-Tech \$110, Teacher \$125, Licensed Professional \$222.22)
 - Affirmative Action Stipend
 - Metal Detector Wands
 - Opening Day Luncheon (11:30 AM on Monday, August 28, 2023 at LCS)
 - Business Meeting (Monday, August 28, 2023)

- Other
 - LES Negotiations (Fact Finding)
 - Navigate 360 Training
 - New Teacher Induction Luncheon (Tuesday, August 15 @ 12PM)
 - Ethics Committee Opening
 - Workshop Topics (Draft)
 - Expiring Terms (Lednum and Rogers)

Member Craig would like more discussion to happen prior to the consideration of purchasing Metal Detector Wands. Chair Galligan-Schmoll asked if this would be just done at the high school? Superintendent Green

stated that they would also be available at the middle school as there have been issues in the past.

B. Curriculum Update – Julie Nichols

I. Summer Credit Recovery at LHS

A. 73 Students were placed on the original Summer Credit Recovery list.

- 25 did not qualify because they passed or the grade was too low to recover credit in that class
- 48 Students were called and offered the opportunity to participate in our program.
- 30 attended across multiple subjects
- 24 completed & passed
- 3 students are still to be determined by content teachers
- 3 dropped subjects (electing to retake fully)

Member Lednum asked if the number of students that elected to not participate would be starting fresh in the fall? Director Nichols stated yes, that is the case. Member Lednum next asked if since they did not succeed last year will there be more effort to watch their progress this year? Director Nichols stated this year they are starting something new; on the Professional Thursdays, staff will be taking a fine look at the students' progress by grade level. So Advocacy teachers at the high school for example will be taking a close look at their attendance, social emotional/wellness and scores to make sure we are catching kids as quickly and early as we can to provide the extra support.

B. By content

Health:

- 5 offered
- 4 attended
- 3 passed

Math:

- 23 offered
- 11 attended
- 10 passed

Social Studies:

- 8 offered

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- 3 attended
- 2 passed

Science:

- 3 offered
- 2 attended & passed

English:

- 20 offered
- 10 attended
- 7 passed
- 2 TBD - if they submit a final assignment from home

II. Summer Explorer Program

A. Enrollment

- Bridge Program 5 students, 99% attendance
- K 13 students, 91% attendance
- 1st 13 students, 87% attendance
- 2nd 12 students, 88% attendance
- 3rd 11 students, 88% attendance
- 4th/5th 13 students, 91% attendance
- Wednesday Rec Field Trip- 72 absent events on Wednesdays

B. Staff Feedback and Data Review

- will be completed by Sept 30th when the performance report is due.

III. Reflection on 22-23 School Committee Goals

A. GOAL 1: TO IMPROVE ACADEMIC ACHIEVEMENT TO ENSURE SUCCESS FOR ALL STUDENTS.

1. Objectives 1 and 2:

- Between June 16th and August 25th, an estimated 585 hours of optional, requested and paid professional curriculum work time will have been completed by Lisbon School Department teachers ranging from Kindergarten to High School. This curriculum work included the creation of or revision to the current curriculum to align with the newest MLR and best practices.

- LCS is undergoing a curriculum change building wide to address the needs of our learners. PWS is continuing commitment to their current programs while completing alignments and assessment updates to ensure student learning is directly aligned to the MLR. LHS is continuing to monitor instructional units and curriculum used and will be addressing engagement and 21st Century Assessments in the upcoming year.
- Through the ongoing work of CTL, Teacher Learning Institute, curriculum focused PD days, ongoing training, and availability of specialists teachers are afforded with year-long professional development.
- Embedded professional development work is completed through CTL as teachers use the UbD style template to create units, calling for the intentional identification of lower level and higher level taxonomy skills and the correlation of those skills to formative and summative assessments.
- The curriculum office continues to apply for grants as they become available to support staff development and continues to leverage Title funds to support the needs of all PreK-12 educators and students in the district.
- With continued use of local common assessments and fall and winter NWEA administration we can observe individual student growth. We will learn to use the new Spring ME Through Year to compare future achievement progress.

2. Objective 3:

- Continue to provide career and job fairs
- Increased the number of college trips we take interested students on
- Incorporated a 'Community Day' at LCS to bring awareness to Life and Career Readiness
- 'Meaningful Learner Outcomes' area on the new curriculum maps
- Rethinking of the LCS daily schedule allowed for the intentional inclusion of weekly science, and at 5th grade, SS to ensure that students are being exposed to contents which excite and motivate them.

Chair Galligan-Schmoll asked how often colleges actually come to the high school? Director Nichols stated that Jill Piker guidance counselor handles that portion as well as the college fair. Director Nichols stated that she would check in with her to find out how many college visits occur.

B. GOAL 2: TO PROVIDE EFFECTIVE TWO-WAY COMMUNICATION WITH ALL STAKEHOLDERS OF THE LISBON SCHOOL DEPARTMENT.

1. Objective 2:

- Together, the Director of Student Services and the Director of Curriculum, reimagined the New Teacher Induction program to provide timely, relevant and supportive oversight to all new staff. This was a collaborative effort with the administration, secretaries, and local police dept.
- In order to support the School Committee's involvement in events with the schools, please find calendars listed below:
- [2023 Lisbon's Teacher Learning Institute](#)
- [Professional Meetings Schedules 23-24](#)
- [2023 Opening Days' Agenda](#)
- [23-24 Lisbon Assessment and RTI Calendar .docx](#)

C. GOAL 3: TO PROVIDE EFFECTIVE TWO-WAY COMMUNICATION WITH ALL STAKEHOLDERS OF THE LISBON SCHOOL DEPARTMENT.

1. Objective 1:

- The curriculum director continues to provide personalized district-wide calls, emails and website postings of all educationally related functions, upcoming events, and ESEA/ESSER work.
- Annual calendars for assessment, reporting and conferencing are created and communicated as well as a restructuring of Open Houses so that students can take the lead in introducing their families to their teachers. Doing this after the start of the year has not only provided teachers with breathing room at the start of the year, but has naturally provided a 3rd touchpoint for parents to meaningfully check in with their children's teachers.
- Annually, the curriculum director collects feedback from Lisbon families, teachers and ed techs regarding programming,

other components of the CNA document and professional development opportunities.

2. Objective 2:

- As curriculum is updated and approved, it is added to the website for parents to view, with the exception of actual assessments. This has just begun with LHS for the upcoming school year.

D. GOAL 6: TO PROVIDE A SYSTEM OF ACCOUNTABILITY FOR ALL MEMBERS OF THE LISBON SCHOOL DEPARTMENT.

1. Objective 1:

- The curriculum director maintains a link to the ESSA Report Card website on the department's page.
- The page also includes links to Title Funding, additional programming, and any curriculum or assessment related notifications required by the state or federal government.



2. Objective 2:

- The PEPG Steering Committee has been blended with the CTL group to ensure that feedback from teachers is a natural part of the steering committee, which formerly had poor attendance.
- The curriculum director has been supporting administration during the evaluation process to discuss best practices within instructional components of the Marzano framework.
- Conversations of authentic and curriculum related student "engagement" will be ongoing conversations to continue ensuring expectations are of excellence and to focus engagement on interaction and production rather than compliance.

E. GOAL 7: THE SCHOOL COMMITTEE IS COMMITTED TO BEING INFORMED ABOUT AND MAINTAINING CLASS SIZES CONDUCIVE TO MEASURABLE STUDENT GROWTH.

1. Objective 1:

- As ESEA Coordinator, funds have been leveraged to support classroom-size reduction as a response to poor student

achievement in the primary grades as a direct result of the COVID-impact.

IV. Lisbon Curriculum Goals for School Year 2023-2024

A. Student Individualized Growth

- a. 75% of students in grades 2-11, will meet or exceed their individual annual reading growth goal from Spring 2023 to Spring 2024 as set by NWEA or the Local Benchmarking assessment FPBA.

B. Student Achievement

- a. We will increase the percentage of students on grade level by 5% from the Winter 2023 percentage as determined by the Spring 2024 Math and Reading NWEA.

C. Attendance Improvement

- a. We will decrease the percentage of students chronically absent by 5% (from the 2022-2023 figure) 36.12% to 31.12%. That is 23 students.
- b. Opportunity for focus: 4th Thursday Professional meetings

D. Professional Learning

- a. 100% of staff will be provided with professional development that is relevant to their craft, content, or district goals. 80% of staff will report that at least one strategy learned during this professional development was used in their classroom.

Member Lednum asked what the feedback from parents and students has been? Director Nichols stated that she sent out a survey in January and she had a far better response for the opportunity to provide anonymous feedback. The in person sessions were not well attended. Director Nichols stated that she is always brainstorming on ways to have more parent engagement. Member Lednum asked if there was a way to do something at open house or parent teacher conferences? Director Nichols stated that this is a great option as the information gathered is very important. Member Labbe-Poisson stated that she appreciates all of the data provided.

School Committee Comments:

- Member Lednum stated he would like to see the community more involved with bullying. It would be nice to have a public forum where concerns about bullying can be discussed. There are issues and if we could get more than 5 people at a meeting we could seriously discuss this subject.

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- Member Lednum shared that it would be nice to see what types of club's students would be interested in. There are stipends set aside for these clubs, we should give them some choices. This could also encourage kids to keep their grades up to be a part of something that they are interested in.
- Member Lednum next stated that he would like to see us be as transparent as possible, for example staff transfers. Superintendent Green stated that as far as transfers go, we were found to not be in violation of any transfers that we have ever done. We did reword the assignment letters by adding a paragraph that states that assignments are based on student need and can be changed at any point. There is a lot of contractual stuff that also plays in to this. We do follow the contract. Member Lednum stated that he does understand this and was wondering if there is a way to soften the blow when the letters happen, Member Lednum stated that we have heard many times last year that the culture in Lisbon is bad. Superintendent Green stated that culture is a term that is used whenever there are issues; culture becomes a topic and is blamed. We have however hired outside agencies to come in and do surveys and it has contradicted everything you have heard. When surveys are held it is strongly driven by whomever is conducting the survey but when you bring in outside people in there is no opportunity for one person to put in five responses for example. Member Lednum stated that he understands this and just dislikes the thought that anyone would think that the Superintendent or the Curriculum Director are doing anything out of retaliation. We know this is not happening and we are trying to do what is best for the students.
- Member Craig stated that she would like to see an independent survey of staff because there was some unhappiness with administration last year and a lot of people feel as though the school committee did not vote in ways that they wanted. Member Craig said that there is so much to it that taking a third party to go out to the staff in their second year of not having a contract and finding out what the pulse is. "I know culture gets spoken of a lot and I don't know what would be in that survey but it seems like a good idea to get some of that data". "There was a vote of no confidence against the superintendent, is that just because there is no contract or is there more to it? If there

is, we need to know about it". Member Craig stated that people are not reaching out to the Board Chair and we can't fix what we don't know. Superintendent Green stated that an independent study was done approximately 3-4 years ago and just for clarification, the vote of no confidence was mentioned a couple of times during this meeting, was not the majority of staff. The percentages were very misleading and I want to be clear that when you are talking about 26 people voting that is a big difference than 350 people. Member Lednum stated that the biggest thing he has heard from staff members is that they want a contract. Superintendent Green stated that there have been many delays and it is out of his control. Member Craig stated that there was a lot going on in management; there were personnel issues and a lot of other things. "This is why I am wondering if it is just the contract". Member Craig noted that this is why we need to get actual outside information to make sure staff are happy and want to stay in Lisbon. We need to make sure they continue to have faith in the Superintendent and the School Committee.

- Chair Galligan-Schmoll stated that there was a lot of emotion and it was difficult hearing for the first time publically. We were all put in these seats to listen to the needs of the staff, students and families. Not hearing anything until the public forum was extremely frustrating. Chair Galligan-Schmoll stated that she did feel it would be helpful to have an outside company asking the right questions. This also means buy-in by the people asking the questions because you have to be honest about what you want from all of this moving forward. Superintendent Green stated that we could have MSMA come in and administer this during one of our professional days so that everyone has the chance to participate. Chair Galligan-Schmoll asked that since we have used MSMA before, can we suggest other local companies? Superintendent Green stated that he could look in to it, but there was significant cost difference. Member Craig stated that MSMA is an affiliate of us correct? Superintendent Green stated that they do our insurance. Member Craig stated that she wants it to be totally neutral and is not sure having someone affiliated with us would portray that. Maybe the responses will be contract related or maybe they won't be and we can fix them and make Lisbon a great place to work.

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- Member Craig asked if we could update policy NSBA to give employees the opportunity to have an exit interview with the school committee.
- Chair Galligan-Schmoll also stated that she would like to update the Superintendents Evaluation and remove the Curriculum piece as there is now a Curriculum Director in place.
- Member Craig stated that she would like to see us be more proactive vs. reactive around things such as vaping and vandalizing bathrooms. Can we do some type of restorative circle to talk about why for example they wrote on the bathroom stall.
- Curriculum Director Nichols shared that on the Lens of being proactive not reactive; we are partnering with Heathy Androscoggin this year in program called "Catch My Breath" which is around the proactive education on why vaping is not healthy. There is a middle school and a high school component and they will be setting up at our Open Houses. There is a component for the nurses and community as well.

8. Adjournment:

VOTED (2) to adjourn. (Labbe-Poisson - Craig) (4-0) (7:08 PM)



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