

# Lisbon School Department

Teacher Exchange Day Reminder  
*November 21, 2017*

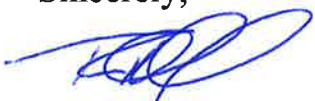
Dear Parent/Guardian(s):

In a continuing effort to provide you with the most accurate information, we wanted to take this opportunity to provide you with a reminder of our two “Teacher Exchange Days” that will occur tomorrow **Wednesday, November 22, 2017, and Friday, March 16, 2018**. As you know, each year we hold Parent/Teacher Conferences to allow families the opportunity to meet with staff and discuss the academic progress of their children. Prior to last year, we utilized four “Half Days”, where we dismissed students mid-day to compensate our professional teaching staff for the time they spent meeting with families during Parent/Teacher Conferences.

In the spring of 2016, all of the schools associated with the Lewiston Regional Technical Center (LRTC) were directed by the Maine Department of Education (MDOE) to create a schedule that had fewer dissimilar days. As a result of this directive, the Lisbon School Department adopted a schedule that was similar to the other LRTC schools. One of the significant changes was the use of two full “Teacher Exchange Days” as compensation instead of the four “Half Days”.

We are hoping that this reminder will provide you with specific details related to the change and allow you to ask any questions. Please feel free to contact me directly at [rgreen@lisbonschoolsme.org](mailto:rgreen@lisbonschoolsme.org) or 353-6711 X 1005 if you have any questions.

Sincerely,



Richard Green, Ed. D.  
Superintendent of Schools  
Lisbon School Department

