

OFFICE OF SUPERINTENDENT OF SCHOOLS

Lisbon School Department
Richard A. Green, Superintendent

January 29, 2010

Ms. Amy O'Brien-Brown, President
Lisbon Education Association

Dear Amy,

Each year as we develop our budget for the next school year, we analyze student need and available resources. As you are aware, this year we are faced with significant reductions in state subsidy and we will be required to look very closely at all K-12 programming. Our goal is to maintain our existing programs but this will only be accomplished if we continue to maintain our collaborative working relationship. Communication is critical and I want to make sure that you are aware of our discussions throughout the entire development of our budget. As part of the 2010-2011 budget development process, we have determined the potential for reductions in the following positions and support services.

The following impact area positions are potential reductions in force:

5 K-8 positions

8 K-8 Ed Tech positions

(7) ~~8~~ 7-12 positions

1 7-12 position (Reduced to ½ Time)

1 7-12 Ed Tech position

3 Student Services positions

5 VPA/FL positions

1 Custodian/Maintenance position

This letter constitutes formal notification that the Lisbon School Committee is contemplating the elimination of bargaining unit positions. The School Committee will be deliberating the proposed budget over the next several weeks. Under the new Town Charter, the School Committee prepares a tentative budget during January-February, which it presents to the Town Council and Budget Advisory Committee on March 16, 2010. The Town Council will then hold a public hearing to gain public input on the overall budget. During April and May, the Town Council will deliberate the proposed Town and School budgets. The Town Council usually has the school budget finalized by June 1st. At any time, the Town Council may decide to make reductions or increases in the bottom line of the school budget. If the final budget approved by the Town Council requires a layoff of employees, I will then formally contact you to discuss the impacted personnel and positions.

Reassignments will be made in the summer as we do every year. We will attempt to gain input from staff about their preferences for working with different ages of students in different buildings. Final assignments will be decided by administration before the August 1st deadline for notification. Our first priority is to meet the needs of the students but we plan to consider employee preferences as we make these decisions.

An anticipated Reduction in Force is always difficult. I look forward to working with the Association to do what we can for any employee impacted by these difficult decisions.

Sincerely,

A handwritten signature in black ink, appearing to be 'R. Green', written in a cursive style.

Richard Green
Superintendent of Schools