

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES
SHS Room A228, 100 Alumni Boulevard, Sanford, Maine
Monday, March 15, 2021 ~ 6:00 pm**

Note: This was a combination VIRTUAL and in-person meeting with members attending via Zoom Video Conferencing and in-person

Members present: Don Jamison, Paula Cote, Jon Mapes, John Roux, Amy Sevigny

Student Reps present: Juliana Levesque, Isabella Farrington

Staff present: Matt Nelson, Superintendent
Steve Bussiere, Assistant Superintendent
Cheryl Fournier, Business Manager
Bethany Lambert, Curriculum Director
Nichole Ivey, SCAE Director

A. Call to Order Time: 6:00 pm

B. Pledge of Allegiance Said

C. Adjustments

Motion by Mr. Jamison: **To remove Old Business K.1.Sabbatical Request**
Motion seconded by Mr. Roux. Motion carried 5 – 0.

D. Approval of Minutes

(Attachment D)

1. Monday, February 22, 2021 Budget Meeting, 4 pm
 2. Monday, February 22, 2021 Regular Meeting, 6 pm
- Motion by Mr. Jamison: **To approve the minutes as presented.**
Motion seconded by Mr. Roux. Motion carried 5 – 0.

E. Public Comments None

F. Communications None

G. Committee Reports

1. SHS Construction (Mr. Nelson)
 - i. Hutter will add foam insulation at the Main Entrance
 - ii. Punchlist remains at \$50,000; HVAC remains unbalanced
 - iii. Arbitration remains ongoing in the Warren (subcontractor) and Hutter (contractor) failed mediation
2. CES Construction (Mr. Nelson)
 - i. Project is behind schedule by a few weeks; Structure tone is updating the project schedule
 - ii. Currently under discussion are technology driven changes, owner requested items, signage, entrance colors and escalation costs
3. SPAC (Mrs. Cote)
 - i. Bookings are started up again
 - ii. Limited increased capacity based on Governor Mills' updated restrictions
4. WSSR-TV (no report)
5. SCAE (no report)

School Committee Meeting Minutes

March 15, 2021

H. Superintendent's Report

1. Student Representative Reports
 - i. Isabella reported on upcoming "The Show Must Go On" musical and the student survey regarding high school scheduling
2. School Announcements
 - i. SHS
 - With COVID restrictions easing, the school is looking forward to an outside graduation in Alumni Stadium
 - Recognition of 60 "Staff Members of the Month" and over 200 students (Students of the Month, High Five Awards, Spartan Pride Awards)
 - ii. MCS
 - Modeled after March Madness, the school community has participated in Book Madness: A Tournament of Books designed to narrow down 16 texts to an Elite 8 and Final 4.
 - iii. CJL
 - Compassionate Month Kindness Connects Us Challenge
 - Core Value of Courage (March)
 - School Librarian Mrs. Miliano is challenging students to recognize courageous people using Pebble Go autobiographies
 - Kindness Club is writing thank you notes and "Lucky to Know You" shamrocks.
 - iv. Willard
 - Book Bistro in Mrs. Payeur's Grade 1 classroom
 - v. SRTC
 - 85 of 233 seniors at SRTC have completed FAFSA
 - Landscape/Horticulture Program visited McDougal Orchards
 - Fire Science students participated in Jaws of Life training
 - vi. SMS
 - Weekly school spirit themes
 - New books in the library
 - Full band hosted by Band Instructors Dee Ames and Kayla Burke
 - Winter Luau –thank you PTA!
 - vii. SCAE
 - Student enrollment has decreased due to pandemic
 - Anecdote regarding an English Language Learner at SCAE and her success as a result of SCAE English and computer instruction

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3. COVID-19 – Return to In-Person Learning Update
 - i. York County remains in “green” status
 - ii. Public space capacities increasing per Governor Mills
 - iii. Sanford schools with the exception of Sanford Middle School returned to 4 days/week in person attendance today
 - iv. Sanford Middle School received approximately 300 requests to return to in person learning 4 days/week. SMS can accommodate 260 of these requests, starting March 22, 2021 and will allow additional in person learning as space allows
 - v. It is anticipated that spring sports will begin on schedule under MPA guidelines
 - vi. COVID-19 outbreak at SHS has temporarily ended

I. Directors’ Reports

1. Nichole Ivey, Director of Sanford Community Adult Education
 - i. SCAE Update
 - 29 diplomas awarded last year
 - 2,000 adult community members without diplomas
 - Working with Attendance Officer Mike Fallon regarding SHS students who have withdrawn from school
 - Working with YCCAC, York County Shelters and Sanford Housing Authority on a HUD initiative “Envision Center”
 - Programs include new Welding program; hope to add EMT and HVAC programs
 - English Language Learners supported at SCAE
 - SCAE Food Pantry through Backpack Program
 - Credit Recovery Program
2. Steve Bussiere, Assistant Superintendent
 - i. Summer School Nutrition waiver extended through summer
 - Food can now be consumed off site
 - ii. YMCA Distance Learning Academy
 - Discontinued for elementary students except on Wednesdays and for grades 5-8
 - iii. Wellness Team
 - Student mental health initiatives at building level
 - March: National Student Nutrition Month
 - iv. Transportation
 - Thank you to Ledgemere in the move back to 4 days/week
 - Driver shortage
 - v. Title I Parent Event
 - Tuesday, 3/23/21 at 5:30 pm (virtual)
 - vi. Drop Out Prevention Committee
 - Tuesday, 4/6/21 at 3:15 pm

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3. Bethany Lambert, Curriculum Director
 - i. MEA Update
 - State has contracted with NWEA – reading & math, grades 3-8 and grade 11
 - State has contracted with New Meridian – science, grades 5, 8 and grade 11
 - 2 year contracts; less assessment time, more instructional time

J. New Business

1. School Committee Schedule for 21/22 – Matt Nelson ([Attachment J.1.](#))
Motion by Mr. Jamison: **To approve the 2021/2022 School Committee schedule as presented.**
Motion seconded by Mr. Roux. Motion carried 5 – 0.
2. COVID-19 Sick Leave Benefits – Matt Nelson ([Attachment J.2.](#))
3. COVID-19 Sick Bank – Matt Nelson ([Attachment J.3](#))
4. COVID-19 Compensation Schedule – Matt Nelson ([Attachment J.4.](#))
Motion by Mr. Jamison: **To approve item 2 COVID Sick Leave Benefits, item 3 COVID Sick Bank and item 4 COVID Compensation Schedule as presented.**
Motion seconded by Mrs. Cote. Motion carried 5 – 0.
5. Winter Athletic Stipends – Matt Nelson
Motion by Mr. Jamison: **To authorize payment of winter athletic stipends per Schedule B.2. of the Sanford Federation of Teachers bargaining agreement.**
Motion seconded by Mrs. Seigny. Motion carried 5 – 0.
6. School Committee Meeting Virtual Platform Format – Don Jamison
No vote; discussion only.

K. Old Business

Item rescinded during C. Adjustments

1. Sabbatical Request – Matt Nelson ([Attachment K.1.](#))

L. Resignations

1. Superintendent Nelson announced the following resignations:

Adams, Pat	Foodservice	SHS	Eff. 3/8/21
Brewer, Amanda	Health Teacher	SMS	Eff. 8/31/21
Shaw, Crystal	COVID sub	District	Eff. 3/5/21
Sheppard, Scott	Gr. 8 Softball Coach	SMS	Eff. 2019
Velandry, Lisa	Girls Tennis coach	SHS	Eff. 2019

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M. Staff Appointments

1. Superintendent Nelson announced the following appointments:

Baker, Tasha	Special Education Ed Tech I	CJL	Replacement	Eff. 3/22/21
Beach, Ashleigh	30 hour/Week COVID Sub	District	Replacement	Eff. 3/15/21
Labier, Nyla	30 Hour/Week COVID Sub	District	Replacement	Eff. 3/8/21
McGinn, Caitlynn	Special Education Ed Tech I	CJL	Replacement	Eff. TBD
Minke, Kasandra	40 Hour/Week COVID Sub	District	Replacement	Eff. TBD
Smith, Vicki	Long Term Sub – K Literacy Ed Tech	CJL	Sub	Eff. 2/22/21
Vieira, Shaina	30 Hour/.Week COVID Sub	District	Replacement	Eff. TBD

2. Superintendent Nelson announced the following spring athletic appointments:

Varsity JV Baseball	Shane O'Connell
Junior Varsity HS Baseball	Ryan Camire
First Team Baseball	Nate Mann
8 th Grade Baseball	Scott Robitaille
7 th Grade Baseball	Mark Boissonneault
Varsity HS Softball	Lindsey Tibbetts
7 th Grade Softball	Vickie Thomas
Head Coach HS Boys Track	Kevin Way
Assistant Coach Boys Track	Nate Smith
Head Coach HS Girls Track	Steve Walker
Assistant Coach Girls Track	Nicholas Ericson
Girls SMS Track	Diana Allen
Boys Tennis	Rossie Kearson
Girls Lacrosse	Kelley Foley
Girls JV Lacrosse	Ellie Arsenaault
Boys Lacrosse	Nate McLellan

N. Staff Transfers

1. Superintendent Nelson announced the following transfers:

Alston, Kevin	From 2 nd shift custodian at SMS	To Maintenance for the District	Eff. TBD
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O. Staff Nominations: None

P. Policies:

[Attachment P](#)

1. First Reading – Policy IKF – Graduation Policy
Motion by Mr. Jamison: **To accept the first reading of Policy IKF as presented.**
Motion seconded by Mrs. Cote. Motion carried 5 – 0.

School Committee Meeting Minutes

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Q. Items for Future Agenda(s)

1. JMG

R. Calendar Announcements

Wednesday, 3/17/21, 2:30 pm	WSSR-TV Sub Committee	TBD	Possibly rescheduled
Wednesday, 3/17/21, 3 pm	Teacher Negotiations	TBD	
Thursday, 3/18/21, 6 pm	City Budget Committee	Zoom	Discussion of City Budget AND Joint Public Hearing
Friday, 3/19/21, 9 am	SRTC Advisory Committee	Zoom	
Monday, 3/22/21, 4 pm	Executive Session	Zoom	
Monday, 3/22/21, 5 pm	Budget Workshop	Zoom	
Thursday, 3/25/21, 6 pm	City Budget Committee	Zoom	Continued: Budget Committee Discussion
Thursday, 4/1/21, 6 pm	City Budget Committee	Zoom	
Monday, 4/5/21	Safety Committee Meeting		
Monday, 4/5/21, 6 pm	Sanford School Committee	Zoom	Regular Meeting
Tuesday, 4/6/21, 6 pm	City Budget Committee	Zoom	
Monday, 4/12/21	Wellness Committee Meeting		
Monday, 4/26/21, 6 pm	Sanford School Committee	Zoom	Regular Meeting
Friday, 4/30/21, 9 am	SRTC Advisory Committee		

Superintendent Nelson also announced the following

- Teacher negotiations planning meeting on 3/16/21 at 9:00 am (Zoom)
- Teacher negotiations on 3/17/21 at 3:00 pm (Zoom)
- Executive Session student hearing on 3/22/21 at 4:00 pm
- Potential School Committee meeting to finalize budget 3/22/21 if needed

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Adjournment

Motion by Mr. Roux: **To adjourn Regular Meeting at 7:49 pm.**
Motion seconded by Mr. Mapes. Motion carried 5 - 0.

Respectfully submitted,

Don Jamison, School Committee Chair

Matt Nelson, Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES – REGULAR MEETING
SHS Room A228, 100 Alumni Boulevard, Sanford, Maine
Monday, April 5, 2021 ~ 6:00 pm**

Note: This was a combination VIRTUAL and in-person meeting with members attending via Zoom Video Conferencing and in-person

Members present: Don Jamison, Paula Cote, Jonathan Mapes, John Roux, Amy Sevigny

Student Reps present: Juliana Levesque, Grace Davie, Isabella Farrington

Staff present: Matt Nelson, Superintendent
Steve Bussiere, Assistant Superintendent
Cheryl Fournier, Business Manager
Bethany Lambert, Curriculum Director
Matt Petermann, SHS Principal
Tara Houle, SMS JMG Specialist
Cheryl Gifford, SHS JMG Specialist
Brent Coleman, Outreach Worker

A. Call to Order Time: 6:00 pm

B. Pledge of Allegiance Said

C. Adjustments None

D. Approval of Minutes **(Attachment D)**
1. Monday, March 1, 2021 Regular Meeting, 6 pm
2. Monday, March 22, 2021 Executive Session, 4 pm
3. Monday, March 22, 2021 Executive Session, 4:45 pm
Motion by Mr. Jamison: **To approve the minutes as presented.**
Motion seconded by Mr. Roux. Motion carried 5 – 0.

E. Public Comments
1. SHS Principal Matt Petermann, as the Chair of the MPA Cheer Committee, thanked Sarah Schnell for broadcasting all four state championships virtually for 68 teams on March 27, 2021.

F. Communications None

G. Committee Reports
1. SHS/SRTC Construction Project – Superintendent Nelson
i. Friday, 4.2.21 conference call
ii. Intent to self-perform critical punch list items

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2. Elementary Construction Projects – Superintendent Nelson
 - i. Pride
 - Structure Tone issued updated construction schedule last Friday
 - Substantial completion expected by end of June, 2021
 - Current plan for School Dept. to move into completed areas as available
 - Awaiting input from contractors regarding gym flooring and the front paneling on the building
3. Sanford PAC – Mrs. Cote
 - i. Dance competitions scheduled (positive economic driver)
 - ii. Live student performances start May 6th involving 35 students
 - iii. Can seat up to 300 under updated protocols
4. WSSR-TV – Mr. Jamison
 - i. Leadership Meeting - discussion needed regarding direction of WSSR and funding
5. SCAE – Mr. Mapes
 - i. Live graduation planned for June 2, 2021 at 7 pm
 - ii. Driver Ed Program under consideration

H. Superintendent's Report

1. Student Representative Reports
 - i. Juliana Levesque – Civil Rights Team update
 - ii. Bella Farrington – Upcoming student musical rehearsals to start next week, participation with another student in Sanford Farmers Market
 - iii. Grace Davie – Echoing excitement surrounding upcoming spring musical, survey for student and staff survey regarding SHS schedule
2. COVID-19 – Return to In-Person Learning Update
 - i. Transition for increasing in person learning from 2 to 4 days per week has gone well
 - ii. Students are also coming back from home schooling and full remote learning
 - iii. Space is an issue at CJL and SHS; SMS is using “satellite” classrooms with students accessing classes via Zoom from supervised school spaces
 - iv. Credit to families and staff for their efforts in making this happen
3. Ocean State Job Lots PPE Donation
 - i. Recognition and thank you for donation of 80 boxes of PPE including gloves, shields, masks, sanitizer
4. Sanford School News 4.5.21 reviewed

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I. Directors' Reports

1. JMG Presentation – Cheryl Gifford, Tara Houle
 - i. Non-profit offering continuum of support to students from middle school to college and beyond
 - ii. Student centered, student led – Sanford benchmarks include attendance, behavior referrals, GPA and graduation rate
 - iii. Partnerships with 500+ Maine businesses and resources
 - iv. Curriculum focus including character building, self-esteem/self-confidence, career exploration, job attainment/skills, leadership opportunities, financial literacy, community connections and social emotional development.
 - v. Special guest Brent Coleman, Sanford Outreach Worker – comments regarding value of JMG at SMS and SHS for some of his students.

2. Assistant Superintendent Steve Bussiere
 - i. Remote Learning Food Distribution update
 - Monday – Friday at SHS and Lafayette since September
 - Wednesdays – distribution at bus stops
 - Closed Lafayette starting today due to low numbers now that some students are back in person
 - Also serving meals to some day care sites in Sanford
 - ii. March Safety Committee report
 - No lost time WC claims in March
 - Recently completed Safety Committee projects include new AED at MCS gym, new intercom at SMS, cracked stairs at Willard
 - No student accidents year to date
 - iii. Summer Programming update with Bethany Lambert
 - Goal is to provide options for parents/students
 - Planning meeting scheduled next week with school staff, Sanford Parks & Rec, School Nutrition, School Maintenance
 - Already hired Title I, Jumpstart and Extended School Year staff for programs starting in July
 - Transportation, breakfast & lunch will be provided for all students
 - Exploring option of incorporating learning opportunities into established Sanford Parks & Recs camps
 - Curriculum Director Bethany Lambert noted her work with establishing pathways for grade specific summer programming options (library, music, interactive platforms)
 - Students will be able to keep technology over the summer to assist with summer programs

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3. Curriculum Director Bethany Lambert
 - i. Summer professional development planning
 - Surveyed administrators, department chairs, GLLs, math & literacy coaches for professional development needs
 - Will review these responses to create appropriate staff development opportunities for this August.

J. New Business

1. Substitute Rates – Matt Nelson ([Attachment J.1.](#))
Motion by Mr. Jamison: **To approve the substitute rates as presented.**
Motion seconded by Mrs. Cote. Motion carried 5 – 0.
2. February 2021 Financials – Cheryl Fournier ([Attachment J.2.](#))
Motion by Mr. Jamison: **To approve the February 2021 Financials as presented.**
Motion seconded by Mr. Roux. Motion carried 5 – 0.
3. COVID-19 Sick Leave Benefits – Matt Nelson ([Attachment J.3.](#))
4. COVID-19 Sick Bank – Matt Nelson ([Attachment J.4.](#))
5. COVID-19 Compensation Schedule – Matt Nelson ([Attachment J.5.](#))
Motion by Mr. Jamison: **To approve COVID-19 Sick Leave Benefits, the amended COVID-19 Sick Bank for SFT Collective Bargaining Agreement under Article IX-Sick Leave and the amended COVID-19 Compensation Schedule for SFT Collective Bargaining Agreement, Article XIII, as presented.**
Motion seconded by Mr. Roux. Motion carried 5 – 0.

K. Old Business

1. Amended 2021/2022 Budget – Matt Nelson ([Attachment K.1.](#))
Motion by Mr. Jamison: **To approve the amended 2021/2022 School Department budget in the amount of \$ 56,439,808 for presentation to Sanford City Council.**
Motion seconded by Mrs. Sevigny. Motion carried 5 – 0.

L. Resignations

1. Superintendent Nelson announced the following resignations:

Allen, Diana	Girls Track Coach	SMS	Eff. 2019
Arsenault, Elizabeth	Kindergarten teacher	CJL	Eff. 3/31/21
Lafrance, Brianna	Kitchen Personnel	Central Kitchen	Eff. 3/13/20
Malone, Gail	Title I teacher	MCS	Eff. 8/31/21
Sanborn, Brock	Boys Track Coach	SMS	Eff. 2019
Potter, Chuck	Principal	MCS	Eff. 6/30/21

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M. Staff Appointments

1. Superintendent Nelson announced the following appointments:

Arsenault, Ian	ESY Ed Tech	District	TBD	Replacement
Bernier, Lisa	Title I Summer School Teacher	District	Eff. 7/5/21	Replacement
Bissell, Jennifer	ESY Ed Tech	District	TBD	Replacement
Bodkin, Riley	ESY Ed Tech	District	TBD	Replacement
Campbell, Erin	Title I Summer School Ed Tech	District	Eff. 7/5/21	Replacement
Deschambault, Sara	Title I Summer School Teacher	District	Eff. 7/5/21	Replacement
Dumont, Barb	ESY Ed Tech	District	TBD	Replacement
Fernandez-Phelps, Daniel	Title I Summer School Teacher	District	Eff. 7/5/21	Replacement
Frohloff, Gordon	ESY Ed Tech	District	TBD	Replacement
Gagnon, Suzanne	Title I Summer School Teacher	District	Eff. 7/5/21	Replacement
Godin, Jordan	ESY Ed Tech	District	TBD	Replacement
Hamilton, John	JV Softball Coach	SHS	Eff. 3/17/21	Replacement
Hammerle, Patti	ESY Ed Tech	District	TBD	Replacement
Hand, Connie	ESY Ed Tech	District	TBD	Replacement
Joy, Kim	STEAM Staff	SMS	Eff. 3/15/21	Replacement
Joy, Kim	Title I Summer School Teacher	District	Eff. 7/5/21	Replacement
Kantolak, Karen	Title I Summer School Teacher	District	Eff. 7/5/21	Replacement
Kaplowitz, Pat	Title I Summer School Ed Tech	District	Eff. 7/5/21	Replacement
Lamb, Amy	ESY Teacher	District	TBD	Replacement
Look, Meghan	STEAM Staff	SMS	Eff. 3/15/21	Replacement
Maxwell, Heather	Long term sub, grade 1	Willard	Eff. 3/31/21	replacement
McAllister, Nicole	Title I Summer School Teacher	District	Eff. 7/5/21	Replacement
Melnik, Melissa	Title I Summer School Teacher	District	Eff. 7/5/21	Replacement
Merrick, Eleanor	Title I Summer School Coordinator	District	Eff. 4/5/21	Replacement
Miller, Lisa	ESY Teacher	District	TBD	Replacement
Mills, Sarah	Title I Summer School Teacher	District	Eff. 7/5/21	Replacement
Mueller, Carla	Long term sub, sp ed	SMS	Eff. 4/15/21	Replacement
Preston, Sarah	Varsity Girls Tennis Coach	SHS	Eff. 3/17/21	Replacement
Sclafani, Marie	Title I Summer School Teacher	District	Eff. 7/5/21	Replacement
Stillberger, Sierra	ESY Ed Tech	District	TBD	Replacement
Stone, Jason	Title I Summer School Teacher	District	Eff. 7/5/21	Replacement
Thompson, Sandra	ESY Teacher	District	TBD	Replacement
Weltin, Marilyn	ESY Ed Tech	District	TBD	Replacement
Williams, Amy	ESY Teacher	District	TBD	Replacement
Williams, Julie	STEAM Leader	SMS	Eff. 3/15/21	Replacement
Wyman, Ashley	ESY Teacher	District	TBD	Replacement

N. Staff Transfers

1. Superintendent Nelson announced the following transfer(s):

May, Daniel	From SMS Custodian	To Willard Head Custodian	Eff. 3/15/21
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School Committee Meeting Minutes

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O. Staff Nominations:

1. Superintendent Nelson nominated the following professional for first year probationary teaching contract:

Allen, Alice Marie	Sp Ed Teacher	CJL	New	Eff. 3/29/21
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Motion by Mr. Jamison: **To approve the nomination as presented.**

Motion seconded by Mrs. Cote. Motion carried 5 – 0.

P. Policies

(Attachment P)

1. Second Reading - Policy IKF – Graduation Policy – Steve Bussiere

Motion by Mr. Jamison: **To adopt Policy IKF as presented.**

Motion seconded by Mrs. Cote. Motion carried 5 – 0.

2. First Reading – Procedure DJE-R - Federal Procurement Administrative Procedure

Motion by Mr. Jamison: **To accept the first reading of Procedure DJE-R as presented.**

Motion seconded by Mrs. Cote. Motion carried 5 – 0.

Q. Items for Future Agenda(s)

1. Workshop on May 3, 2021: 5 year vision, COVID funds, summer programming and 2021/2022 school planning

R. Calendar Announcements

Date/Time	Meeting	Venue	Presentation
Tuesday, 4/6/21, 6 pm	City Budget Committee	Zoom	
Monday, 4/12/21	Wellness Committee Meeting		
Monday, 4/26/21, 6 pm	Sanford School Committee	Zoom	<i>Regular Meeting</i>
Friday, 4/30/21, 9 am	SRTC Advisory Committee		

Additional dates from Superintendent Nelson:

- Dropout Prevention Meeting on 4/6/21 at 2:45 pm
- Teacher negotiations on 4/7/21 at 12:00 pm
- Custodian negotiations on 4/7/21 at 2:15 pm
- Custodian fact finding on 4/28/21 at 2 pm
- Legacy Foundation meeting on 4/7/21 at 4:00 pm
- Southern Maine Regional Service Center meeting on 4/8/21 at 8:30 am (Zoom)
- Leadership Team meeting with City on 4/8/21 at 10:00 am (Zoom)
- SPAC Advisor Committee on 4/12/21 at 3:15 pm
- Student Disciplinary Hearing on April 14 at 4:30 pm

S. Adjournment

Motion by Mr. Jamison: **To adjourn Regular Meeting at 8:40 pm.**

Motion seconded by Mrs. Cote. Motion carried 5 - 0.

Respectfully submitted,

Don Jamison, School Committee Chair

Matt Nelson, Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES – REGULAR MEETING
SHS Room A228, 100 Alumni Boulevard, Sanford, Maine
Monday, April 26, 2021 ~ 6:00 pm**

Note: This was a combination VIRTUAL and in-person meeting with members attending via Zoom Video Conferencing and in-person

Members present: Paula Cote, Jonathan Mapes, John Roux, Amy Sevigny

Student Reps present: Grace Davie, Isabella Farrington

Staff present: Matt Nelson, Superintendent
Steve Bussiere, Assistant Superintendent
Cheryl Fournier, Business Manager
Bethany Lambert, Curriculum Director

A. Call to Order Time: 6:01 pm

B. Pledge of Allegiance Said

C. Adjustments None

D. Approval of Minutes None

E. Public Comments

1. (Sophomore) John Paul Alexandre – advocated for survey addressing scheduling at Sanford High School/Sanford Regional Technical Center

F. Communications

1. E-mail from SHS Class of 2019 Graduate Sam Mercer ([Attachment F.1.](#))
Recently named 2021 Goldwater Scholar

G. Committee Reports

1. SHS/SRTC Construction Project – Superintendent Nelson
 - i. Notified Hutter on 4/5/21 of Owner’s intent to perform work and back charge Hutter’s retainage
 - ii. Retainage remains at roughly \$300,000
 - iii. Warren Mechanical claim headed for arbitration
2. Elementary Construction Projects – Superintendent Nelson
 - i. MCS
 - \$10,400 credit offered by Shaw Bros. for seeding project
 - ii. Pride
 - Site work has resumed
 - Schedule is still on track
 - Escalation cost issues are ongoing; a meeting has been scheduled with legal counsel and Maine Dept. of Education
3. Sanford PAC – Mrs. Cote
 - i. “Show Must Go On” performance scheduled for May 6-8, 2021
 - ii. SPAC open for business

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4. WSSR-TV – Mr. Nelson
 - i. Seeking support for Sarah and the program
 - ii. City Leadership Team on Thursday, 5/13/21
5. SCAE – no report

H. Superintendent's Report

1. Student Representative Reports
 - i. Bella – SATs tomorrow, AP tests next week, Show Must Go On rehearsals ongoing, Sanford Farmers Market starts this weekend
 - ii. Grace – Back from vacation break so back to COVID protocols for safety; happy to be back to 4 days in person, NHS Induction scheduled for Wednesday (live stream available), Show Must Go On starts next week
2. Sanford School News 4.26.21 reviewed
3. In-Person Learning Update
 - i. 8 positive COVID tests today; no close contacts, no school transmissions
 - ii. Kids are busy building up stamina as we've moved from two to four days in person learning
4. Return to In Person Learning - 21/22 Planning
 - i. Goal is for in person learning 5 days per week
 - ii. ESSR funds will be used to meet this goal
 - iii. Many new postings for additional staff using ESSR funds
 - iv. Advisory Committee created to meet weekly to continue 21/22 planning
 - v. Upcoming workshop (Monday, 5/3/21) covering 21/22 planning and summer programming

I. Directors' Reports

1. Sanford High School Principal Matt Petermann
 - i. SHS Prom
 - “Not So Prom – Prom”
 - Prom will be held on campus (both gyms) as a socially distanced, dress up, social event on Saturday, May 15, 2021
 - May use Rapid Binax COVID testing
 - ii. SHS Graduation, Senior Week
 - Monday night - Awards Night in SPAC, appropriately spaced, including meal and comedian
 - Tuesday night – Senior Banquet including food, slide show and hypnotist
 - June 9, 2021 Graduation on Alumni Field (students, staff)
 - 224 graduates
 - Will observe 6 ft social distancing throughout
 - Live streamed
 - Ticketed event

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- iii. Diversity and Inclusion
 - 27 member Diversity Committee (students and staff) created in September
 - Goals established, student and staff surveys reviewed
 - Additional professional development necessary
 - Importance of civil discourse
 - Long term goals: Diversifying curriculum, addressing climate/culture, normalizing language and terminology, distributing initiatives district wide
 - Lessons proposed during Spartan Time
2. Assistant Superintendent Steve Bussiere
- i. Changes in Immunization Law, Effective 9/1/21
 - Eliminates exemptions for philosophical and religious reasons
 - 65 signed exemptions on file in district currently
 - Per MDOE, students in violation of immunization law are not eligible for remote learning or school sponsored activities
 - ii. Drop Out Prevention Committee Update
 - Meeting on 4/6/21 to study data and make recommendations
 - Data appears similar to 18/19 data (last pre COVID data available)
 - Expect to have full report and recommendations for next School Committee meeting - May 24, 2021
 - iii. Title Preliminary Allocations – Grant Planning
 - Title I - \$1,094,000
 - Title 2 - \$203,604
 - Title 4 - \$112,189
 - This represents approximately \$30,000 less attributed to fewer free/reduced lunch applications and smaller enrollment

J. New Business

1. March 2021 Financials - Cheryl Fournier ([Attachment J.1.](#))
Motion by Mr. Mapes: **To approve the March 2021 Financials as presented.**
Motion seconded by Mrs. Sevigny. Motion carried 4 – 0.
2. MOU for SCAE and Flanagan's Driving School – Nichole Ivey ([Attachment J.2.](#))
Group agreed to **table the MOU for SCAE and Flanagan's Driving School until May 10, 2021.**

K. Old Business

None

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April 26, 2021

L. Resignations

1. Superintendent Nelson announced the following resignations:

Badger, Jeanne	Kitchen Personnel	SHS	Eff. 4/8/21
Cote, Starr	Kitchen Personnel	CJL	Eff. 4/2/21
David, Sheryl	Grade 5 Teacher	SMS	Eff. 8/31/21
Kizer, Molly	Science Teacher	SHS	Eff. 8/31/21

M. Staff Appointments

1. Superintendent Nelson announced the following appointments:

Allen, Josh	Coach, boys track	SMS	4/10/21	Replacement
Bendel, Toni	ESY Ed Tech	Summer School	7/5/21	Annual appointment
Bolduc, Linda	Kitchen Personnel	SHS	4/26/221	Replacement
Brown, Lindsay	SPAC theater technician	SPAC	TBD	replacement
Bruttomesso, Brittany	ESY Teacher	Summer School	7/5/21	Annual appointment
Burr, Graydon	SPAC theater technician	SPAC	TBD	replacement
Clementi, James	COVID custodial sub 30 hours	District	TBD	Replacement
Daly, Liam	SPAC theater technician	SPAC	TBD	replacement
Doiron, Armand	COVID custodial sub 40 hours	District	TBD	Replacement
Hilton, Tammy	Title I JumpStart Teacher	Summer School	Eff. 7/5/21	Annual appointment
Jankowski, Ben	SPAC theater technician	SPAC	TBD	replacement
Labbe, Angie	Title I JumpStart Coordinator	Summer School	Eff. 7/5/21	Annual appointment
McLendon, Jenny	Title I Ed Tech	Summer School	Eff. 7/5/21	Annual appointment
Mead, Angela	Ed Tech LTS	CJL	4/12/21	New
O'Sullivan, Moira	Title I Ed Tech	Summer School	Eff. 7/5/21	Annual appointment
Peters, Kristi	Coach, girls track	SMS	4/10/21	Replacement
Sleboda, Alisha	Coach, 8 th grade softball	SMS	4/26/21	Replacement
Trouwborst, Scot	SPAC theater technician	SPAC	TBD	replacement
Walsh, Deidre	Title I Ed Tech	Summer School	Eff. 7/5/21	Annual appointment
Wechter, Kristen	Title I JumpStart Teacher	Summer School	Eff. 7/5/21	Annual appointment
Whitehouse, Buddy	Coach, JV boys lacrosse	SHS	4/7/21	Replacement

School Committee Meeting Minutes

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N. Staff Transfers

1. Superintendent Nelson announced the following transfer(s):

Bright, Janet	From SHS 5 hour Kitchen Personnel	To SHS 6.25 hour Kitchen personnel	Eff. 3/31/21
Bright, Janet	From 6.25 hour Foodservice at SHS	To 5.5 hour Foodservice at CJL	Eff. 4/15/21
Corriveau, Tracey	From SHS 6.25 hour Kitchen Personnel	To SHS 5.0 hour Kitchen personnel	Eff. 4/13/21
Labier, Nyla	From 40 hour COVID sub	To SMS second shift custodian	Eff. 4/26/21
Lamb, Mona	From SHS 5 hour Kitchen Personnel	To SHS 6.75 hour Kitchen Personnel	Eff. 3/31/21
Landry, Joelle	From SMS 5.0 hour Foodservice	To SHS 6.5 hour Foodservice	Eff. 4/15/21
Minke, Cassandra	From 40 hour COVID sub	To SHS second shift custodian	Eff. 4/26/21
Turner, Audrey	From 40 hour COVID sub	To 5.5 hour/day CJL Kitchen Personnel	Eff. 4/26/21

O. Staff Nominations: None

P. Policies

1. Second Reading – Procedure DJE-R Federal Procurement Administrative Procedure Motion by Mr. Mapes: **To adopt Procedure DJE-R as presented.**
Motion seconded by Mr. Roux. Motion carried 4 – 0.

Q. Items for Future Agenda(s)

1. Diversity and Inclusion Committee
2. SCAE MOU – Driving School Agreement

R. Calendar Announcements

Date/Time	Meeting	Time	Venue
Friday, 4/30/21	SRTC Advisory Committee	9 am	
Monday, 5/3/21	Safety Committee		
Monday, 5/3/21	Sanford School Committee Workshop Meeting	4 pm	
Monday, 5/10/21	Wellness Committee		
Monday, 5/10/21	Sanford School Committee Regular Meeting	6 pm	TBD
Tuesday, 5/11/21	City Council – Budget	5 pm	Zoom
Monday, 5/24/21	Sanford School Committee Regular Meeting	6 pm	TBD
Wednesday, 5/26/21	SRTC Recognition Night	5:45 pm	

School Committee Meeting Minutes

April 26, 2021

S. Adjournment

Motion by Mr. Roux: **To adjourn Regular Meeting at 8:03 pm.**
Motion seconded by Mr. Mapes. Motion carried 4 - 0.

Respectfully submitted,

Paula Cote, School Committee Vice Chair

Matt Nelson, Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES – WORKSHOP
SHS Room A228, 100 Alumni Boulevard, Sanford, Maine
Monday, May 3, 2021 ~ 4:30 pm**

Note: This was a combination VIRTUAL and in-person meeting with members attending via Zoom Video Conferencing and in-person.

Members present: Don Jamison, Paula Cote, Jon Mapes, John Roux, Amy Sevigny

Student Reps present: None

Staff present: Matt Nelson, Superintendent
Steve Bussiere, Assistant Superintendent
Bethany Lambert, Curriculum Director
Cheryl Fournier, Business Manager
Paul Auger, Teacher
Matt Petermann, SHS Principal

A. Call to Order Time: 4:33 pm

B. Workshop

1. 2021/2022 Planning for Safe Return to In-Person Learning and Continuity of Instruction Plan
2. 2021 Summer Programming
3. ESSR Funds
4. Process to Examine SHS Schedule

C. Adjournment

Motion by Mr. Roux: **To adjourn Workshop Meeting at 6:50 pm.**
Motion seconded by Mr. Mapes. Motion carried 5 - 0.

Respectfully submitted,

Don Jamison, School Committee Chair

Matt Nelson, Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
EXECUTIVE SESSION - MINUTES
Monday, May 3, 2021 ~ 6:00 pm**

Attachment D

Note: This was in in-person meeting held in SHS Room A228, 100 Alumni Boulevard, Sanford, Maine

Members present: Don Jamison Paula Cote, Jonathan Mapes, John Roux, Amy Sevigny

Staff present: Matt Nelson, Superintendent
Steve Bussiere, Assistant Superintendent
Cheryl Fournier, Business Manager

Guests present: none

A. Call to Order Time: 7:03 pm

B. Executive Session Labor Contract Discussions

1. Motion by Mr. Jamison: **To enter Executive Session at 7:03 pm to consider labor contract negotiations for the Sanford Custodial Unit – Maine Education Association, Sanford Federation of Teachers, Sanford Federation of Administrative Assistants, Sanford Federation of Ed Techs, Sanford Federation of Teachers Food Service Employees Unit and the Sanford School Administrators Association pursuant to 1 MRSA § 405(6)(D).**

Motion seconded by Mr. Mapes. Motion carried 5 to 0.

2. Motion by Mr. Jamison: **To exit Executive Session at 7:42 pm.**

Motion seconded by Mrs. Cote. Motion carried 5 to 0.

C. Adjournment

Mr. Jamison made a motion **to adjourn at 7:44 pm.**
Mr. Roux seconded the motion. Motion carried 5 - 0.

Respectfully submitted,

Don Jamison, School Committee Chair

Matt Nelson, Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES – REGULAR MEETING
SHS Room A228, 100 Alumni Boulevard, Sanford, Maine
Monday, May 10, 2021 ~ 6:00 pm**

Note: This was a combination VIRTUAL and in-person meeting with members attending via Zoom Video Conferencing and in-person

Members present: Don Jamison, Paula Cote, Jonathan Mapes, John Roux, Amy Sevigny

Student Reps present: Juliana Levesque, Grace Davie, Isabella Farrington

Staff present: Matt Nelson, Superintendent
Steve Bussiere, Assistant Superintendent
Cheryl Fournier, Business Manager
Bethany Lambert, Curriculum Director
Nichole Ivey, SCAE Director

A. Call to Order Time: 6:00 pm

B. Pledge of Allegiance Said

C. Adjustments

Motion by Mr. Jamison: **To move New Business Item J.1 (MOU for SCAE and Flanagan’s Driving School) forward, to update Attachment J.1, to add New Business Item 5 (RFQ for Sanford Pride Elementary) and to add and amend Item O. Staff Nominations per addendum.**

Motion seconded by Mr. Roux. Motion carried 5 – 0.

J. New Business *addressed out of order*

1. MOU for SCAE and Flanagan’s Driving School – Nichole Ivey (**AMENDED Attachment J.1.**)

Motion by Mr. Mapes: To approve the amended MOU as presented.

Motion seconded by Mr. Jamison. Motion carried 5 – 0.

D. Approval of Minutes

1. April 14, 2021 Executive Session, 4:30 pm (**Attachment D.1**)

Motion by Mr. Jamison: **To approve the minutes as presented.**

Motion seconded by Mr. Mapes. Motion carried 5 – 0.

E. Public Comments

1. Mr. Mapes reviewed Code of Ethics regarding scheduling issue “to base decisions on the best interests of the students”

F. Communications None

G. Committee Reports

1. SHS/SRTC Construction Project – Superintendent Nelson

i. Update on Warren Mechanical Arbitration

ii. SHS/SRTC Project has won two American Institute of Architects (AIA) Design Awards

iii. Owner performed work continues surrounding exhaust fans, air compressors, HVAC controls and roofing concerns

School Committee Meeting Minutes

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2. Elementary Construction Projects – Superintendent Nelson
 - i. MCS
 - Agreement reached with PC Construction regarding lawn
 - ii. Pride
 - Update on Structure Tone escalation claims
 - Project is ongoing and on schedule
3. Sanford PAC – Mrs. Cote
 - i. “Show Must Go On” – 21 student performers, 6 student technicians, 6 student musicians, 626 attendees over 3 nights, 650 live stream views
 - ii. Band camp in July
 - iii. SPAC hosting dance recitals and multiple end of year school events
4. WSSR-TV – Mr. Jamison
 - i. Continuing to work with City for marketing
5. SCAE – Mr. Mapes
 - i. SCAE graduation on June 2, 2021

H. Superintendent’s Report

1. Student Representative Reports
 - i. Grace Davie: Awesome to be at SPAC with “Show Must Go On”
2. Sanford School News 5.10.21 reviewed
3. Update – Safe Return to In-Person Learning and Continuity of Instruction Plan for 2021 2022
 - i. Discussed in depth at Workshop on Monday, May 3, 2021 (recorded)
 - ii. Goal established to return students to school in person, 5 days per week
 - iii. Review of additional space, necessary staff and funding
 - iv. Social Emotional Learning (SEL) component discussed

I. Directors’ Reports

1. Sanford Regional Technical Center, Director Kathy Sargent
 - i. SRTC Update
 - NTHS ceremony on WSSR-TV
 - SkillsUSA and FIRST Robotics accolades – virtual competition
 - C.N.A., Welding exams taking place
 - Recognition Night on Wednesday, 5/26/21 – 2 sessions
 - Step-Up Day events will occur this spring and summer
 - Seeking instructor for new Plumbing Program
2. Assistant Superintendent Steve Bussiere
 - i. ESEA Federal Programs Monitoring cycle (Attachment I.2.)
 - MDOE completed audit
 - ii. Transportation update
 - Athletics – Appreciation to Ledgemere for being accommodating
 - Summer transportation routes being planned
 - Concern surrounding staffing for bus drivers
 - iii. May Safety Committee Report
 - April -4 staff injuries reviewed
 - April – 1 student injury

School Committee Meeting Minutes

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- iv. Summer Program Collaboration Update
 - Working with Sanford Parks & Rec to add educational component to their summer camp program
 - Met with Andy Orazio, Matt Ouellete (YMCA) to explore adding an educational component to their programming this summer
 - Hiring six educational directors this summer for these programs
- 3. Curriculum Director Bethany Lambert
 - i. Summer Programming
 - Goal – keep kids connected through fun activities
 - Demonstrated brochure under construction with activities sorted by grade levels K-4, 5-8 and 9-12
 - Brochure to be sent to families soon

J. New Business

1. MOU for SCAE and Flanagan's Driving School – Nichole Ivey *addressed out of order*
2. COVID-19 Sick Leave Benefits – Matt Nelson (Attachment J.2.)
3. COVID-19 Sick Bank – Matt Nelson (Attachment J.3)
4. COVID-19 Compensation Schedule – Matt Nelson (Attachment J.4.)

Motion by Mr. Jamison: **To approve COVID-19 Sick Leave Benefits, the amended COVID-19 Sick Bank for SFT Collective Bargaining Agreement under Article IX-Sick Leave and the amended COVID-19 Compensation Schedule for SFT Collective Bargaining Agreement, Article XIII as presented.**

Motion seconded by Mr. Mapes. Motion carried 5 – 0.

5. Awards for Sanford Pride Elementary Furniture Bids (See added Attachment J.5.)

- i. Desk & Chairs

Motion by Mr. Jamison: **To award a Goods/Service Agreement to WB Mason for \$72,412.12 as presented with the understanding that the amount could change slightly due to installation cost breakout.**

Motion seconded by Mr. Roux. Motion carried 5 – 0.

- ii. Cabinets/Shelves

Motion by Mr. Jamison: **To award a Goods/Service Agreement to Warren's Office Supplies for \$115,079.76 as presented.**

Motion seconded by Mr. Roux. Motion carried 5 – 0.

K. Old Business

None

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L. Resignations

1. Superintendent Nelson announced the following resignations:

Brink, Samantha	Career Exploration Manager	SHS/SRTC	Eff. 8/31/21
Brown, Megan	Grade 4	MCS	Eff. 8/31/21
Burke, Kayla	Band	SMS	Eff. 8/31/21
Camire, Mark	Math Teacher	SHS	Eff. 4/30/21
Dompkouski, Susanne	Library Media	Willard	Eff. 8/31/21
Dunlap, Amos	ELA	SHS	Eff. 8/31/21
Glaude, Nathaniel	Special Ed – Ed Tech II	Willard	Eff. 5/17/21
Labbe, Mary	Foodservice	SMS	Eff. 8/5/20
Tomlinson, Alaina	Science Teacher	SHS	Eff. 8/31/21

M. Staff Appointments

1. Superintendent Nelson announced the following appointments:

Randall, Linea	Special Ed ET II	MCS	Eff. 4/28/21	Replacement
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N. Staff Transfers

1. Superintendent Nelson announced the following transfer(s):

Arnold, Ann	From MCS grade 2 teacher	To MCS Title I teacher	Eff. 9/1/21
Bolduc, Linda	From SHS Foodservice Personnel (5 hr/day)	To SHS Foodservice Personnel (6.25 hr/day)	Eff. 4/28/21
Eaton, Andrea	From Foodservice Sub	To SMS Foodservice Personnel (5 hr/day)	Eff. 4/28/21

O. Staff Nominations:

1. Superintendent Nelson nominated the following professional staff for second year probationary contracts:

First Name	Last Name	School
JENNIFER	BARTLETT	SRTC
KIMBERLY	BATE	CJL
HUNTER	BRANNAN	WILLARD
BRITTANY	BRUTTOMESSO	MCS
TYLER	COLEMAN	SMS
BRODY	FORD	SHS

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KATHLEEN	GUPTILL	BRIDGE
MARTHA	KANE	SMS
VALERIE	LEMELIN	SHS
ROISIN	MCGUCKIN	CJL
SARA	MEEHL	CJL
ANNE	MONROE	SHS
ERIN	MURPHY-PUTNAM	SHS
MARK	SHEVORY	SMS
RENEE	ST LAURENT	MCS
DANIEL	STEFANILO	SMS
LAUREN	SWIFT	SHS
LAUREN	SYPHERS	SMS
SHANNON	TRACY	SMS
GENEVIEVE	TRAFELET	SHS
KATHLEEN	TURGEON	CJL
ASHLEY	WALKER	CJL

Motion by Mr. Jamison: **To approve the nominations as presented.**

Motion seconded by Mr. Roux. Motion carried 5 – 0.

2. Superintendent Nelson nominated the following professional staff for third year probationary contracts:

First Name	Last Name	School
JOSHUA	ALLEN	SMS
KAREN	BELANGER	CJL
CELESTE	BEMIS	WILLARD
JASON	BROWN	SRTC
JANET	BUTLER	MCS
EMILY	CARTER	MCS
DARCIE	DREW	SHS

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PAMELA	DURACK	SRTC
DANIEL	FERNANDEZ-PHELPS	WILLARD
FREDIC	GLUCK	SRTC
JAIME	HUMBER	CJL
LAURIE	KEENE	WILLARD
KATHLEEN	MAIER	WILLARD
MEAGHAN	MANNINO	CJL
TARA	OMOIGIADE	CJL
CINDY	PHINNEY	SMS
JUSTIN	PIETRUCH	SMS
JASON	RICHARD	SRTC
ERICA	SCARANO	SHS
STEPHANIE	SIMPSON	WILLARD
LINDSAY	STROUT	SHS
GWYNNE	TOUNGE	CJL
KIMBERLEE	WATSON	SHS

Motion by Mr. Jamison: To approve the nominations as presented.
 Motion seconded by Mrs. Sevigny. Motion carried 5 – 0.

3. Superintendent nominated the following professional staff for continuing contracts:

First Name	Last Name	School
ELLEN	BARRY	SRTC
KYLEANN	BRICKETT	SHS
JENNIFER	BROWN	SMS
JANET	CARTER	SMS
KRISTAN	CURTIS	WILLARD
BRITTANY	EATON	SRTC
DIANE	EMERSON-HOLM	SRTC
KELLY	FOLEY	SHS
ETHAN	GOUIN	SMS
AMY	GREENE LAMB	SMS
AMY	HUMPHREY	CJL
CHRSTOPHER	JENEY	SHS
NATHAN	MCLELLAN	SMS
SAMANTHA	ORCHARD	SMS
KATIE	PERREault	SMS
AMY	POLITANO	SMS
PAUL	SANTAMORE	SHS

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ALISHA	SLOBEDA	SMS
KATIE	STRAIT	SMS
CHRISTEN	SURATT	WILLARD
DEVYN	THOMSON	MCS
THERESA	WEBBER	DISTRICT
KRISTEN	WECHTER	CJL
ALEX	WELCH	WILLARD
ASHLEY	WYMAN	SMS

Motion by Mr. Jamison: To approve the nominations as presented.
Motion seconded by Mr. Roux. Motion carried 5 – 0.

4. Superintendent Nelson nominated the following professional staff for an administrative contract

Hallissey, Tracie	Principal	MCS	Eff. 7/1/21	Replacement
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Motion by Mr. Jamison: To approve the nominations as presented.
Motion seconded by Mr. Mapes. Motion carried 5 – 0.

P. Policies None

Q. Items for Future Agenda(s)

R. Calendar Announcements

Date/Time	Meeting	Time	Venue
Tuesday, 5/11/21	City Council – Budget	6 pm	Zoom
Wednesday, 5/19/21	WSSR-TV	2:30 pm	Zoom
Monday, 5/24/21	Sanford School Committee Regular Meeting	6 pm	TBD
Wednesday, 5/26/21 (Rain date 5/27/21)	SRTC Recognition Night	TBD	TBD

S. Adjournment

Motion by Mr. Roux: **To adjourn Regular Meeting at 7:54 pm.**
Motion seconded by Mr. Jamison. Motion carried 5 - 0.

Respectfully submitted,

Don Jamison, School Committee Chair

Matt Nelson, Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES – REGULAR MEETING
SHS Room A228, 100 Alumni Boulevard, Sanford, Maine
Monday, May 24, 2021 ~ 6:00 pm**

Note: This was a combination VIRTUAL and in-person meeting with members attending via Zoom Video Conferencing and in-person

Members present: Don Jamison, Paula Cote, Jonathan Mapes, John Roux, Amy Sevigny

Student Reps present: Grace Davie, Isabella Farrington

Staff present: Matt Nelson, Superintendent
Steve Bussiere, Assistant Superintendent
Cheryl Fournier, Business Manager
Bethany Lambert, Curriculum Director

A. Call to Order Time: 6:00 pm

B. Pledge of Allegiance Said

C. Adjustments None

D. Approval of Minutes None

E. Public Comments

1. John Paul Alexandre (student) thanked the School Committee for agreeing to review SHS/SRTC schedule.

F. Communications None

G. Committee Reports

1. SHS/SRTC Construction Project – Superintendent Nelson
 - i. School Department is continuing to address punch list items directly and tracking time and costs to withhold from Hutter’s final payment
 - ii. All parties are continuing to work through tripping issues with the air units; a meeting will be scheduled.
2. Elementary Construction Projects – Superintendent Nelson
 - i. Sanford Pride Elementary
 - Core Building Committee and legal counsel will pursue a potential settlement regarding escalation claims
 - Schedule has slipped due to electrical work backlog
3. Sanford PAC – Mrs. Cote
 - i. Positive feedback with in person programming
4. WSSR-TV – Sarah Schnell via Mr. Jamison
 - i. 9800 views of WSSR YouTube channel in the last 28 days
 - 1200 hours watched
 - 59 new subscribers
 - ii. Busy - Full roster of events live streamed and many more scheduled
 - iii. Also working on video for kindergarten screening, Concert of Hope (SHS chorus), Jazz Band music, SMS May mental health awareness video, SCAE promotional videos, Jazz Tappin’ Dance Academy recitals

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5. SCAE – Mr. Mapes
 - i. Solidified MOU with Flanagan’s Driving School
 - ii. Graduation scheduled for June 2, 2021 – 7 pm
 - iii. Summer Session scheduled to begin July 5, 2022

H. Superintendent’s Report

1. Student Representative Reports –
 - i. Bella Farrington: This is Us event this Friday
 - ii. Grace Davie: Summer sports will begin in June, NHS will hold Senior Night tomorrow night
2. Sanford School News 5.24.21 reviewed
3. Update – Return to In Person Learning for 21/22 school year
 - i. Updated guidance reviewed surrounding masking, social distancing, room occupancy and building visitors

Meeting was temporarily suspended when Mr. Nelson experienced technical difficulties.

Meeting resumed out of order.

I. Directors’ Reports

1. Curriculum Director Bethany Lambert
 - i. Update – Testing
 - State has moved to NWEA for testing
 - New Meridian Science test administered to juniors at SHS
 - Upcoming Curriculum Sub-Committee meeting with Mrs. Cote and Mrs. Sevigny
2. Assistant Superintendent Steve Bussiere
 - i. Drop Out Prevention Report
 - Committee met twice, as required by state law
 - Goals established: review data, identify trends and make recommendations
 - Dropout rate decreasing locally over last decade
 - Reviewed comparison data for local and/or similar districts
 - Reviewed current support systems
 - Recommendations underway include: increase elementary counselors & social workers, implement Support/Transition Programs, continue Restorative Practices, implement after school academic supports & transportation and expand Pre K district wide
 - Recommendations for consideration include: strengthen transitions, reinstate Co-op at SHS, increase JMG and increased parent support/training

School Committee Meeting Minutes

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- ii. Summer Meals and Meals for 21/22
 - Children birth - 18
 - Closed sites at: CJL, Curtis Lake, MCS, Memorial Gym, Nasson, Springvale Park and YMCA for designated families
 - Open sites at Carpentier Park and Sanford High School for anyone
 - Free meals for all students next (school) year

Mr. Nelson returned to the meeting, meeting order was adjusted.

H. Superintendent's Report – continued (***addressed out of order due to technical difficulties***)

- 3. Update – Return to In Person Learning for 21/22 school year - *continued*
 - ii. Pooled testing available through MDOE currently under review by Sanford's Advisory Committee
 - iii. Social Emotional Learning – currently advertising for additional school counselors and social workers
 - Second Step curriculum continues K-8
 - Piloting “Character Strong” in grades K-12
 - Professional Development opportunities forthcoming
- 4. Update – Hiring
 - i. Nominations tonight; more anticipated for June 7, 2021 meeting
- 5. End of Year School Activities
 - i. SRTC Recognition Event on Wednesday – Kathy Sargent
 - Increased from 2 to 4 tickets per student
 - Visitor bleachers will be opened
 - Visitor masks not required outside
 - Event will also be live streamed and available on tape post-event
 - ii. SHS Graduation – Matt Petermann
 - Increased tickets from 4 to 6 tickets per student (bleachers)
 - Visitor bleachers will be opened; field seating for students/staff only for contact tracing purposes
 - Visitor masks not required outside
 - Students will be distanced on field but may remove their masks
 - Event will also be live streamed and available on tape post-event
 - All senior activities will be closely monitored hopefully culminating in a “normal” graduation

J. New Business

- 1. Recognition of Juliana Levesque – Matt Nelson
 Motion by Mr. Jamison: **To table this item until a future meeting.**
 Motion seconded by Mr. Roux. Motion carried 5 – 0.

School Committee Meeting Minutes

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2. Summer Nominations – Matt Nelson
 Motion by Mr. Jamison: **To allow the Superintendent to offer teaching contracts during June, July and August 2021 for unfilled positions for the 2021/2022 school year.**
 Motion seconded by Mrs. Sevigny. Motion carried 5 – 0.
3. SHS/SRTC Scheduling Sub-Committee – Matt Nelson
- Fair representation needed for all parties, including different student populations
 - Lengthy discussion regarding next steps, process, timeline
 - Mr. Jamison appointed Mr. Jamison and Mrs. Cote to the SHS/SRTC Scheduling Sub-Committee with Mrs. Sevigny as an alternate.

K. Old Business None

L. Resignations

1. Superintendent Nelson announced the following resignations:

Bate, Kimberly	Kindergarten	CJL	Eff. 8.31.21
Blanchard, Elaine	Administrative Assistant	SMS	Eff. 9.21.21
Look, Meghan	Grade 6	SMS	Eff. 8.31.21
Wilbar, Shelly	Grade 2	Willard	Eff. 8.31.21
Wilbar, Shelly	Grade 2 GLL	District	Eff. 8.31.21

M. Staff Appointments

1. Superintendent Nelson announced the following appointments:

Brooks, Janelle	Ed Tech, Summer	ESY	Eff. 7.6.21	Annual replacement
Coffin, Sara	Foodservice	SHS	Eff. 5.24.21	Replacement
Dore, Rachael	Ed Tech, Summer	ESY	Eff. 7.6.21	Annual replacement
Hemenway, Helen	Foodservice	SHS	Eff. 5.13.21	Replacement
Kelley, Christine	Ed Tech, Summer	ESY	Eff. 7.6.21	Annual replacement
McGinn, Caitlynn	Ed Tech, Summer	ESY	Eff. 7.6.21	Annual replacement
Williams, Lauren	Foodservice	SMS	Eff. 5.17.21	Replacement

N. Staff Transfers

1. Superintendent Nelson announced the following transfer(s):

Vermette, Diana	From Resource Room teacher at Willard	To (new) IEP Coordinator at Willard/Pride	Eff. 9/1/21
Carman, Bonnie	From Grade 1 teacher at CJL	To K teacher at CJL	Eff. 9/1/21

School Committee Meeting Minutes

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O. Staff Nominations:

1. Superintendent Nelson nominated the following professional staff for 1st year probationary contracts:

Colbeth, Kailee	Math teacher	SHS	Replacement	Eff. 9/1/21
Collop, Paige	Grade 2	MCS	Replacement	Eff. 9/1/21
Daniels, Leah	Grade 5	SMS	New	Eff. 9/1/21
Gaare, Jillian	Art	SMS	New	Eff. 9/1/21
Goodwin, Kayla	Grade 4	MCS	Replacement	Eff. 9/1/21
Grant, Hanna	Grade 3	CJL	New	Eff. 9/1/21
Moore, Derek	Grade 7	SMS	New	Eff. 9/1/21
Ouellette, Gregory	Grade 5	SMS	New	Eff. 9/1/21
Smye, Allie	Health teacher	Willard/Pride	Replacement	Eff. 9/1/21
Young, Melissa	SEAL Team teacher	SMS	New	Eff. 9/1/21

Motion by Mr. Jamison: **To approve the nominations as presented.**

Motion seconded by Mrs. Cote. Motion carried 5 – 0.

2. Superintendent Nelson nominated the following administrators for renewal contracts:

Bailey, Mike	Sanford Junior High School Assistant Principal
Baron, Sherri	Carl J. Lamb School Principal
Bissell, Stacey	District Special Ed Director
Daly, Kristin	Willard/Pride Assistant Principal
Delaney, Tammy	District Assistant Special Ed Director
Hallissey, Tracie	Margaret Chase Smith School Principal (5.10.21)
Inman, Susan	Willard/Pride Principal
Lambert, Bethany	Director of Curriculum
Leet, Patricia	Carl J. Lamb School Assistant Principal
Lydon, Pam	Sanford Junior High School Principal
Mastraccio, Joe	Sanford Junior High School Assistant Principal
Petermann, Matt	Sanford High School Principal
Redmond, Michael	Sanford Regional Technical Center Asst. Director
Salls, Gordon	District Athletic Director
Sargent, Kathy	Sanford Regional Technical Center Director
TBD	Margaret Chase Smith School Assistant Principal
Tremblay, Aaron	Sanford High School Assistant Principal
Watts, Troy	Sanford High School Assistant Principal

Motion by Mr. Jamison: **To approve the nominations as presented.**

Motion seconded by Mr. Roux. Motion carried 5 – 0.

P. Policies

None

Q. Items for Future Agenda(s)

1. Voice of the Staff
2. Leadership Retreat – School Committee and Administration
3. Director position for all school counselors to improve communication

School Committee Meeting Minutes

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R. Calendar Announcements

Date/Time	Meeting	Time	Venue
Wednesday, 5/26/21 (Rain date 5/27/21)	SRTC Recognition Night	5:00 & 7:00 pm	Alumni Stadium
Friday, 5/28/21	This is Us Celebration		SHS
Wednesday, 6/2/21	SCAE 2020 and 2021 Graduation	7:00 pm	SPAC
Monday, 6/7/21	SPAC Meeting	3:00 pm	Zoom
Monday, 6/7/21	School Committee Meeting	6:00 pm	Zoom and in person
Monday, 6/7/21	Senior Awards		
Tuesday, 6/8/21	Budget Referendum	n/a	n/a
Tuesday, 6/8/21	8 th Grade Graduation		
Wednesday, 6/9/21	SHS Graduation		
Thursday, 6/10/21	Last Day of School	n/a	n/a
Wednesday, 6/16/21	WSSR Meeting	2:30 pm	TBD
Monday, 6/21/21	School Committee Meeting	6:00 pm	Zoom and in person

S. Adjournment

Motion by Mr. Roux: **To adjourn Regular Meeting at 8:04 pm.**
 Motion seconded by Mrs. Cote. Motion carried 5 - 0.

Respectfully submitted,

 Don Jamison, School Committee Chair

 Matt Nelson, Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
EXECUTIVE SESSION - MINUTES
Monday, June 7, 2021 ~ 5:00 pm**

Attachment D

Note: Meeting was held in SHS Room A228, 100 Alumni Boulevard, Sanford, Maine

Members present: Don Jamison, Paula Cote, Jonathan Mapes, John Roux, Amy Sevigny

Staff present: Matt Nelson, Superintendent
Steve Bussiere, Assistant Superintendent
Cheryl Fournier, Business Manager

Guests present: none

A. Call to Order Time: 5:21 pm

B. Executive Session Labor Contract Discussions

1. Motion by Mr. Roux: **To enter Executive Session at 5:21 pm to consider labor contract discussions for the Sanford Custodial Union – Maine Education Association, Sanford Federation of Teachers, Sanford Federation of Administrative Assistants, Sanford Federation of Ed Techs, Sanford Federation of Teachers - Food Service Employees Unit and Sanford School Administrators Association pursuant to 1 MRSA § 405(6)(D).**

Motion seconded by Mr. Mapes. Motion carried 5 to 0.

2. Motion by Mr. Roux: **To exit Executive Session at 6:09 pm.**

Motion seconded by Mr. Mapes. Motion carried 5 to 0.

C. Adjournment

Mr. Roux made a motion **to adjourn at 6:09 pm.**

Mr. Mapes seconded the motion. Motion carried 5 - 0.

Respectfully submitted,

Don Jamison, School Committee Chair

Matt Nelson, Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
EXECUTIVE SESSION - MINUTES
Monday, June 7, 2021 ~ 4:45 pm**

Attachment D

Note: Meeting was held in SHS Room A228, 100 Alumni Boulevard, Sanford, Maine

Members present: Don Jamison, Paula Cote, Jonathan Mapes, John Roux, Amy Sevigny

Staff present: Matt Nelson, Superintendent
Steve Bussiere, Assistant Superintendent
Cheryl Fournier, Business Manager

Guests present: none

A. Call to Order Time: 4:58 pm

B. Executive Session Personnel Matter

1. Motion by Mrs. Cote: **To enter Executive Session at 4:59 pm to consider a personnel matter pursuant to 1 MRSA § 405(6)(A).**
Motion seconded by Mr. Roux. Motion carried 5 to 0.
2. Motion by Mr. Roux: **To exit Executive Session at 5:20 pm.**
Motion seconded by Mr. Mapes. Motion carried 5 to 0.

C. Adjournment

Mr. Roux made a motion **to adjourn at 5:20 pm.**
Mr. Mapes seconded the motion. Motion carried 5 - 0.

Respectfully submitted,

Paula Cote, School Committee Vice Chair

Matt Nelson, Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES – REGULAR MEETING
SHS Room A228, 100 Alumni Boulevard, Sanford, Maine
Monday, June 7, 2021 ~ 6:00 pm**

Note: This was a combination VIRTUAL and in-person meeting with members attending via Zoom Video Conferencing and in-person

Members present: Don Jamison, Paula Cote, Jonathan Mapes, John Roux, Amy Sevigny

Student Reps present: None

Staff present: Matt Nelson, Superintendent
Steve Bussiere, Assistant Superintendent
Cheryl Fournier, Business Manager
Bethany Lambert, Curriculum Director

A. Call to Order Time: 6:14 pm

B. Pledge of Allegiance Said

C. Adjustments Motion by Mr. Jamison: **To hear Amended Items M, N, and O per Addendum (see added Attachment).**
Motion seconded by Mrs. Cote. Motion carried 5 – 0.

D. Approval of Minutes None

E. Public Comments None

F. Communications
1. Thank you from Class of 2022 for assistance with prom

G. Committee Reports
1. SHS/SRTC Construction Project – no report
2. Elementary Construction Projects – Superintendent Nelson
i. Sanford Pride
• Site work 95% complete
• Contractor to schedule temporary Certificate of Occupancy walkthrough with building officials soon for areas A and B
• On track for substantial completion for areas A and B at the end of June; and area C in mid-July
3. Sanford PAC – Mrs. Cote
i. Hosting end of year activities for SHS/SRTC
ii. Exceeded anticipated revenue from dance events
iii. Physical distancing and masks requirements will be relaxed later this week in accordance with CDC
4. WSSR-TV – Mr. Jamison
i. Busy with end of year activities
5. SCAE – Mr. Mapes
i. Graduation 6.2.21

School Committee Meeting Minutes

June 7, 2021

H. Superintendent's Report

1. Student Representative Reports -none
2. Sanford School News 6.7.21 reviewed
3. Kelly Tibbetts' AP Capstone Research Program at SHS - final symposium held 6.1.21
4. Rotary scholarships presented last week
5. BRIDGE graduation last week for four students
6. Thanks and recognition to students and staff for working through recent high temperatures and technology issues
7. Update – Return to In Person Learning for 21/22 school year
 - i. Planning continues on the 21/22 Return to In Person Learning - 5 days/week
8. Update – Hiring
 - i. 20 teacher contract positions to fill including 2 school nurse positions
 - ii. 7 ed tech positions to fill
 - iii. 1 assistant principal and 1 Career Exploration Counselor to fill
9. Summer Athletics Programming
 - i. Indoor activities will include: daily screenings, a site supervisor, mandatory masking for players and coaches, no locker rooms, single entrance, no spectators, no bleachers
 - ii. Outdoor activities will include: daily screenings, mask requirement only when indoors for restrooms & busses, no locker rooms, limited physical closeness
 - iii. Screening protocol established for indoor and outdoor activities
 - iv. Summer programming staff will include athletic administrator, coaches, COVID-19 Indoor Supervisors, SMHC Athletic Trainer COVID-19 Coordinator
10. Donations announced:
 - i. Electric Piano (Southern Maine Health Care)
 - ii. Computers (Hussey Seating)

I. Directors' Reports

1. Assistant Superintendent Steve Bussiere
 - i. Pooled testing overview
 - Additional mitigation strategy
 1. Eliminates 3 foot distancing if 30% participate
 2. Eliminates need to quarantine when identified as a close contact AND asymptomatic
 - Pool sizes vary from 5 to 25 participants
 - Binax Rapid Tests administered to individuals if pool tests positive
 - Concerns: additional staff required, community buy in for parent permission
 - Cost of testing would be covered by MDOE through December 2021; cost of additional staff would be covered by COVID funds

School Committee Meeting Minutes

June 7, 2021

- ii. MCV4/Tdap Immunization Clinic
 - New law eliminating certain exemptions goes into effect 9/1/21
 - MCV4/Tdap critical for students entering grades 7 and 12
 - MCV4/Tdap Immunization Clinic scheduled for 7.24.21 (aligned with sports physicals) at SHS
- iii. Kindergarten ends today
 - Incoming K screening will take place later this week at MCS, CJL and Memorial Gym
- iv. Jumpstart for identified incoming kindergartners will start this summer; anticipating 32 students
- v. Elementary school placements will be available this Thursday
- vi. Online Student Registration
 - Pilot program testing complete, plan to go live in July
- vii. Technology available to students this summer upon request

2. Business Manager Cheryl Fournier

- i. Year End Estimate – under budget
 - Approximately \$1 million (1.8% of total \$55 million budget)
 - Primarily salary and benefit savings due to staffing changes, Federal COVID funds for remote teachers and a budget freeze initiated early on.

J. New Business

- 1. SCAE/SAD 60 MOU Renewal – Matt Nelson ([Attachment J.1.](#))
Motion by Mr. Jamison: **To approve the extension of the Adult Education Director Memorandum of Understanding with SAD 60 through the 2021/2022 school year.**
Motion seconded by Mrs. Sevigny. Motion carried 5 – 0.
- 2. April 2021 Financials – Cheryl Fournier ([Attachment J.2.](#))
Motion by Mr. Jamison: **To accept the April 2021 Financials as presented.**
Motion seconded by Mr. Mapes. Motion carried 5 – 0.
- 3. Contracts – Matt Nelson
Motion by Mr. Jamison: **To ratify the contract for the Food Service Employees Unit of the Sanford Federation of Teachers for July 1, 2021 – June 30, 2022 as presented.**
Motion seconded by Mr. Roux. Motion carried 5 – 0.

K. Old Business

None

School Committee Meeting Minutes

June 7, 2021

L. Resignations

1. Superintendent Nelson announced the following resignations:

Lapointe, Shawnda	School Nurse	SMS	Eff. 8/31/21
Politano, Amy	Resource Room Teacher	SMS	Eff. 8/31/21
Tibbetts, Lindsay	Health Teacher	MCS	Eff. 8/31/21

M. Staff Appointments

1. Superintendent Nelson announced the following appointments:

Brunelle, Kaitlin	Jumpstart Teacher	Replacement	Eff. 7/6/21
Humphrey, Amy	Summer School Nurse	New	Eff. 6/14/21
Murray, Kelsey	ESY Teacher	Replacement	Eff. 7/6/21
St. Laurent, Kaylee	Summer Camp Educational Director	New	Eff. 5/24/21
Waller, Lindsay	Summer Camp Educational Director	New	Eff. 5/24/21
McLure, Brittany	Summer Camp Educational Director	New	Eff. 5/24/21
Chalifour, Lillian	Summer Camp Educational Director	New	Eff. 5/24/21
Ledue, Annie	Summer Camp Educational Director	New	Eff. 5/24/21
Stone, Linda	Summer Foodservice Manager	Annual replacement	Eff. 6/11/21
Belanger, Judy	Summer Foodservice Personnel	Annual replacement	Eff. 6/11/21
Bright, Janet	Summer Foodservice Personnel	Annual replacement	Eff. 6/21/21
Corriveau, Tracey	Summer Foodservice Personnel	Annual replacement	Eff. 7/6/21
Landry, Joelle	Summer Foodservice Personnel	Annual replacement	Eff. 7/6/21
Mello, Debra	Summer Foodservice Personnel	Annual replacement	Eff. 6/21/21
Mitchell, Angela	Summer Foodservice Personnel	Annual replacement	Eff. 6/11/21
Patenaude, Christine	Summer Foodservice Personnel	Annual replacement	Eff. 6/11/21
Turner, Audrey	Summer Foodservice Personnel	Annual replacement	Eff. 7/6/21

N. Staff Transfers

1. Superintendent Nelson announced the following transfer(s):

Sullivan, Valerie	From Grade 2 Teacher at CJL	To Library Media Specialist at Pride	Eff. 9/1/21
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School Committee Meeting Minutes

June 7, 2021

O. Staff Nominations:

1. Superintendent Nelson nominated the following professional staff for 1st year probationary contracts:

Adam, Philippa	Visual Arts teacher	SHS	New	Eff. 9/1/21
Adams, Bridget	K teacher	CJL	Replacement	Eff. 9/1/21
Avery, Angela	Counselor	SMS	New	Eff. 9/1/21
Beidelman, Conner	Math teacher	SHS	New	Eff. 9/1/21
Brown, Holly	Grade 2 teacher	MCS	New	Eff. 9/1/21
Bushnell, Mariah	Science teacher	SHS	Replacement	Eff. 9/1/21
Case, Elizabeth	K teacher	Pride	New	Eff. 9/1/21
Collupy, Megan	Life Skills teacher	SMS	New	Eff. 9/1/21
Combs, Bethany	Special Ed teacher	MCS	New	Eff. 9/1/21
Cote, Maria	K teacher	MCS	Replacement	Eff. 9/1/21
Echavarri, Katharine	Grade 7 teacher	SMS	New	Eff. 9/1/21
Griese, Samuel	Sp Ed Social Worker, one yr	CJL	Replacement	Eff. 9/1/21
Guilfoyle, Erin	Grade 2 teacher	Pride	Replacement	Eff. 9/1/21
Kearns, Felicia	Grade 6 teacher	SMS	Replacement	Eff. 9/1/21
Lachance, Corryn	Grade 3 teacher	CJL	New	Eff. 9/1/21
Lane, Anna	ELA teacher	SHS	New	Eff. 9/1/21
Leedberg, Kat	Grade 1 teacher	CJL	Replacement	Eff. 9/1/21
Lepage, Brooke	Resource Room teacher	Pride	Replacement	Eff. 9/1/21
Levesque, Lauren	ELA teacher	SHS	Replacement	Eff. 9/1/21
Maxwell, Heather	Grade 1 teacher	Pride	New	Eff. 9/1/21
McLean, Alyssa	Social Studies teacher	SHS	New	Eff. 9/1/21
Morrow, Deanna	K teacher	MCS	New	Eff. 9/1/21
Phalen, Mecedaidh (Williams, Cady)	Grade 8 teacher	SMS	New	Eff. 9/1/21
Reynolds, Shannon	Grade 4 teacher	CJL	New	Eff. 9/1/21
Smith, Krystyna	Health Teacher	MCS	Replacement	Eff. 9/1/21
Tarr, Taylor	Grade 8 teacher	SMS	New	Eff. 9/1/21
Tinkham, Sally	Grade 4 teacher	MCS	Replacement	Eff. 9/1/21
Van Zant, Gabby	Sp Ed teacher	CJL	New	Eff. 9/1/21
Weaver, Heather	ELA teacher	SHS	New	Eff. 9/1/21
Woodard, Catrina	Science teacher	SHS	Replacement	Eff. 9/1/21

2. Superintendent Nelson nominated the following professional staff for an administrative contract:

Bisson, Marc	Assistant Principal	MCS	Eff. 7/1/21	Replacement
Ivey, Nichole	Director	SCAE	Eff. 7/1/21	Replacement

Motion by Mr. Jamison: **To approve the nominations as presented.**

Motion seconded by Mrs. Cote. Motion carried 5 – 0.

P. Policies

Attachment P Steve Bussiere

1. First Reading of Policy JLCB – Immunization of Students

Motion by Mr. Jamison: **To accept the first reading of policy JLCB as presented.**

Motion seconded by Mrs. Seigny. Motion carried 5 – 0.

School Committee Meeting Minutes

June 7, 2021

Q. Items for Future Agenda(s)

1. Scheduling Committee Representation (6/21/21)
2. Pandemic Exit Strategy
3. Voice of Staff

R. Calendar Announcements

Tuesday, June 8, 2021	Budget Referendum	All Day	n/a
Monday, June 28, 2021	Executive Session	Noon	TBD

S. Adjournment

Motion by Mr. Roux: **To adjourn Regular Meeting at 7:30 pm.**
 Motion seconded by Mrs. Cote. Motion carried 5 - 0.

Respectfully submitted,

 Don Jamison, School Committee Chair

 Matt Nelson, Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
EXECUTIVE SESSION - MINUTES
Monday, June 21, 2021 ~ 5:00 pm**

Attachment D

Note: Meeting was held in SHS Room A224, 100 Alumni Boulevard, Sanford, Maine

Members present: Paula Cote, Jonathan Mapes (late), John Roux, Amy Sevigny

Staff present: Matt Nelson, Superintendent
Steve Bussiere, Assistant Superintendent
Cheryl Fournier, Business Manager

Guests present: none

A. Call to Order Time: 5:08 pm

B. Executive Session Labor Contract Discussions

1. Motion by Mrs. Cote: **To enter Executive Session at 5:09 pm to consider labor contract negotiations for the Sanford Custodial Unit – Maine Education Association, Sanford Federation of Teachers, Sanford Federation of Administrative Assistants, Sanford Federation of Ed Techs, Sanford Federation of Teachers Food Service Employees Unit and the Sanford School Administrators Association pursuant to 1 MRSA § 405(6)(D).**

Motion seconded by Mr. Roux. Motion carried 3 to 0.

2. Motion by Mrs. Cote: **To exit Executive Session at 5:56 pm.**
Motion seconded by Mrs. Sevigny. Motion carried 4 to 0.

C. Adjournment

Mrs. Cote made a motion **to adjourn at 5:56 pm.**
Mr. Mapes seconded the motion. Motion carried 4 - 0.

Respectfully submitted,

Paula Cote, School Committee Vice Chair

Matt Nelson, Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES – REGULAR MEETING
SHS Room A224, 100 Alumni Boulevard, Sanford, Maine
Monday, June 21, 2021 ~ 6:00 pm**

Note: This was a combination VIRTUAL and in-person meeting with members attending via Zoom Video Conferencing and in-person

Members present: Paula Cote, Jonathan Mapes, John Roux, Amy Sevigny

Student Reps present: Juliana Levesque

Staff present: Matt Nelson, Superintendent
Steve Bussiere, Assistant Superintendent
Cheryl Fournier, Business Manager
Bethany Lambert, Curriculum Director

A. Call to Order Time: 6:06 pm

B. Pledge of Allegiance Said

C. Adjustments Motion by Mrs. Cote: **To hear Item H.2 “Recognition of Juliana Levesque next.**
Motion seconded by Mr. Mapes. Motion carried 4 – 0.

*H. Superintendent’s Report, Item H.2. (*heard out of order*)

1. Recognition of graduating Student Representative Juliana Levesque
The Sanford School Committee and Superintendent Nelson thanked Juliana for her contributions. Juliana will be attending USM this fall.

D. Approval of Minutes None

E. Public Comments None

F. Communications None

G. Committee Reports

1. SHS/SRTC Construction Project
 - i. Approximately \$300,000 retainage
 - ii. Issues remain regarding roof top units tripping
2. Elementary Construction Projects
 - i. MCS
 - i. Final walk through 6/11/21
 - ii. Minor items remain
 - ii. Sanford Pride
 - i. School furniture can begin moving in
 - ii. Site work nearly completed
 - iii. Power lines need to be raised
 - iv. Target date for completion is second week in July
 - v. Punch lists forthcoming

School Committee Meeting Minutes

June 21, 2021

3. Sanford PAC – Mrs. Cote
 - i. Upcoming events under consideration for broad spectrum programming
 - ii. New lights being installed
4. WSSR-TV – Sarah Schnell
 - i. Great end of year programming completed – see WSSR-TV You Tube channel
5. SCAE – no report
6. Curriculum Sub-Committee – Bethany Lambert
 - i. New math curriculum grade 6-12 for next year
 - ii. Handwriting without Tears expanding to grade 3
 - iii. Adding READ 180 as a special education resource

H. Superintendent's Report

1. Student Representative Reports - None
2. Recognition of Julian Levesque (heard out of order)
3. Update – Return to In Person Learning for 21/22 school year
 - i. MDOE expects full time in person learning
 - ii. MDOE hopes to relax social distancing requirements
 - iii. Maine's State of Civil Emergency will end 6/30/21
 - Face coverings recommended (not required) for unvaccinated indoors
 - Schools will adopt their own mask requirements
 - Staff and students are encouraged to get vaccinated against COVID-19
 - Asymptomatic, vaccinated people will not be required to quarantine in the event of a close contact
 - iv. Not sending home technology K-4
 - v. Focus on in person with application process for remote learning
 - vi. Standard Operating Protocols under consideration
 - vii. No pool testing at this time
 - viii. No intent at this time to use Willard or Lafayette School buildings
4. Update – Hiring
 - i. 17 open positions as of 6.21.21
 - ii. 37 new positions funded through COVID monies have already been filled

School Committee Meeting Minutes

June 21, 2021

5. Summer School

- i. Band Camp for 50 students, grades 5-12
- ii. SRTC programs for SMS students and sending schools
- iii. Credit Recovery classes (two sessions) at SHS with math and science courses in person and English, social studies, health and personal finance classes online
- iv. Jumpstart and Title I Programs will start 7.6.21
- v. New Instructional Camp Directors will also begin working with the Sanford Rec Summer Camp Program
- vi. STEM Camp and Theater Camp at SMS
- vii. Grab and Go Summer Meals started 6.21.21 (no eligibility or application requirements)

I. Directors' Reports

1. Assistant Superintendent Steve Bussiere

i. Pool testing

- Not moving forward with pool testing now that Governor Mills has relaxed masking and social distancing requirement; may revisit if conditions change

ii. ESEA

- June and July - application due dates
- ESEA Advisory Team oversight
- Sanford will receive approximately \$1.2 million (K-8) for Title I
 1. Most funds are used for staffing (including summer programs)
- Sanford will receive approximately \$203,000 (K-8) for Title II
 1. Most of these funds are used for professional development

2. Curriculum Director Bethany Lambert

i. NWEA

- Assessment tool to monitor student progress
- Maine State Assessment for 21/22 and 22/23
- Reviewed comparison of Fall 2020 to Spring 2021 scores for Sanford grades K-8 and SHS

J. New Business

1. Legacy Naming Rights – Matt Nelson ([Attachment J.1.](#))
 Naming Rights – Friends and Family of Stephen J. Cutter– Fire Apparatus Bay at SHS/SRTC
 Motion by Mr. Mapes: **To accept a \$25,447.00 donation from Friends and Family of Stephen J. Cutter through the Sanford Legacy Foundation and grant lifetime naming rights to the Fire Apparatus Bay at SHS/SRTC.**
 Motion seconded by Mr. Roux. Motion carried 3 – 1 (Mapes).

School Committee Meeting Minutes

June 21, 2021

2. Legacy Re-Naming Rights – Matt Nelson ([Attachment J.2.](#))
Re-Naming Rights – Pratt and Whitney – Engineering and Robotics Room at SRTC
Motion by Mr. Roux: **To approve a request from the Sanford Legacy Foundation on behalf of Pratt and Whitney to relocate their space allocation from the SRTC Fire Science area to the SRTC Engineering and Robotics area.**
Motion seconded by Mrs. Sevigny. Motion carried 4 – 0.
3. Photography RFP – Cheryl Fournier ([Attachment J.3.](#))
Motion by Mrs. Cote: **To award the 2021-2024 Student & Staff Photography Services bid to Studio by the Pond; and to award the 2021-2024 Sports Photography Services bid to Don Twombly Photography.**
Motion seconded by Mr. Roux. Motion carried 4 – 0.
4. Contracts – Matt Nelson
 - i. Sanford Federation of Teachers for September 1, 2021 – August 31, 2024
 - ii. Sanford Federation of Administrative Assistants for July 1, 2021 – June 30, 2023
 - iii. Sanford Federation of Ed Techs for September 1, 2021 – August 31, 2024
 Motion by Mr. Roux: **To ratify the contracts as presented.**
Motion seconded by Mrs. Sevigny. Motion carried 4 – 0.
5. Reserve Funds Fuel Cost Stabilization Fund – Cheryl Fournier ([Attachment J.5.](#))
 - i. Fuel Cost Stabilization Fund - \$81,429
 - ii. Capital Reserve Fund - \$88,696
 - iii. Health Insurance Reserve Fund - \$187,864
 Motion by Mr. Mapes: **To approving reserving \$81,429 into the Fuel Cost Stabilization Fund, \$88,696 into the Capital Reserve Fund and \$187,864 into the Health Insurance Reserve Fund.**
Motion seconded by Mr. Roux. Motion carried 4 – 0.
6. SHS/SRTC Scheduling Sub-Committee
 - i. Superintendent Nelson suggested the following as members of this sub-committee: Don Jamison, Paula Cote, Matt Nelson, Steve Bussiere, Bethany Lambert, Matt Petermann, Kathy Sargent, Beth Letourneau and representation from parents, Union, teachers and students.
 - ii. Initial meeting to be scheduled in August, 2021

K. Old Business None

L. Resignations

1. Superintendent Nelson announced the following resignations:

Bernardo, Nelson	2 nd Shift Custodian	SHS	Eff. 6/18/21
Donahoe, Kevin	Art Teacher	Willard/CJL	Eff. 8/31/21
Garabedian, Devon	Social Worker	CJL	1 year leave of absence
Martin, Judy	Grade 8 Field Hockey Coach	Athletics	Eff. 7/1/21
Murray, Kelsey	ESY Teacher	ESY	Declined position
Turner, Audrey	Foodservice	CJL	Eff. 6/8/21

School Committee Meeting Minutes

June 21, 2021

M. Staff Appointments

1. Superintendent Nelson announced the following appointments:

Ames, Diane	Band Camp Instructors	SHS	Eff. 6/14/21
Barry, Sandy	Band Camp Instructors	SHS	Eff. 6/14/21
Boggs, Veronica	Band Camp Instructors	SHS	Eff. 6/14/21
Bolduc, Joseph	SRTC Summer Camp	SRTC SS	Eff. 6/14/21
Brown, Jason	SRTC Summer Camp	SRTC SS	Eff. 6/14/21
Burke, Kayla	Band Camp Instructors	SHS	Eff. 6/14/21
Dumas, Valerie	ESY (Summer School) Ed Tech	ESY	Eff. 7/6/21
Farrell, Deanna	SRTC Summer Camp	SRTC SS	Eff. 6/14/21
Francoeur, Hailey	Band Camp Instructors	SHS	Eff. 6/14/21
Gould, Melissa	Title I Summer School Ed Tech	Title I	Eff. 7/6/21
Harmon, James	SRTC Summer Camp	SRTC SS	Eff. 6/14/21
Joy, Erica	ESY (Summer School) Ed Tech	ESY	Eff. 7/6/21
Lamoreau, Susan	SRTC Summer Camp	SRTC SS	Eff. 6/14/21
Lavigne, Anita	SRTC Summer Camp	SRTC SS	Eff. 6/14/21
Moore, Monica	Band Camp Instructors	SHS	Eff. 6/14/21
Reed, Gabriel	Band Camp Instructors	SHS	Eff. 6/14/21
Russell, Jed	ESY (Summer School) Director	ESY	Eff. 7/1/21
Russell, Jed	Summer School teacher	SHS	Eff. 6/14/21
Scarano, Erica	Band Camp Instructors	SHS	Eff. 6/14/21
Smith, Harold	SRTC Summer Camp	SRTC SS	Eff. 6/14/21
Thornton, Tipper	SRTC Summer Camp	SRTC SS	Eff. 6/14/21
Tibbetts, Kelly	Summer School teacher	SHS	Eff. 6/14/21
Turgeon, Amy	Summer School teacher	SHS	Eff. 6/14/21
Vaillencourt, Linda	Band Camp Instructors	SHS	Eff. 6/14/21
Works, Laurie	Summer School teacher	SHS	Eff. 6/14/21

N. Staff Transfers

1. Superintendent Nelson announced the following transfer(s):

Flannery, Laurie	From Grade 1 teacher at Willard	To Kindergarten teacher at Pride	Eff. 9/1/21
Fraser, Erin	From Grade 7 Field Hockey Coach	To Grade 8 Field Hockey Coach	Eff. 7/1/21
Gallagher, Rachel	From Grade 4 Teacher at CJL	To Kindergarten Literacy Ed Tech II at CJL	Eff. 9/1/21
Spring-McDermott, Joanne	From MCS Counselor	To MCS special education Social Worker	Eff. 9/1/21

School Committee Meeting Minutes

June 21, 2021

O. Staff Nominations:

1. Superintendent Nelson nominated the following professional staff for 1st year probationary contracts:

Korper, Geoffrey	Science	SHS	New	9/1/21
Gardner, Ivy	Grade 6 ELA	SMS	New	9/1/21
Hampton, Sasha	Grade 3	Pride	New	9/1/21
Talbot, Devyn	Social Worker	CJL	New	9/1/21

Motion by Mr. Mapes: **To approve the nominations as presented.**

Motion seconded by Mr. Roux. Motion carried 4 – 0.

P. Policies

Attachment P Steve Bussiere

1. Second Reading of Policy JLCB – Immunization of Students

Motion by Mrs. Cote: **To adopt policy JLCB as presented.**

Motion seconded by Mr. Roux. Motion carried 4 – 0.

Q. Items for Future Agenda(s)

1. Administrator and Custodial Contracts

R. Calendar Announcements

Monday, June 28, 2021	Executive Session	Noon	Central Office
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S. Adjournment

Motion by Mr. Mapes: **To adjourn Regular Meeting at 7:40 pm.**

Motion seconded by Mr. Roux. Motion carried 4 - 0.

Respectfully submitted,

Paula Cote, School Committee Vice Chair

Matt Nelson, Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES**

Attachment D

Monday, June 28, 2021 ~ 2:00 pm*
(*Time approximate following earlier meetings)

Note: Meeting was held in the Superintendent's Conference Room, 2nd Floor, City Hall Annex

Members present: Don Jamison recused himself, Paula Cote, Jonathan Mapes, John Roux, Amy Sevigny

Staff present: Matt Nelson, Superintendent

Guests present: none

A. Call to Order Time: 12:17 pm

B. Executive Session Personnel Matter

1. Motion by Mr. Mapes: **To enter Executive Session at 12:17 pm to consider a personnel matter pursuant to 1 MRSA § 405(6)(A).**
Motion seconded by Mr. Roux. Motion carried 4 to 0.
2. Motion by Mr. Roux: **To exit Executive Session at 1:32 pm.**
Motion seconded by Mr. Mapes. Motion carried 4 to 0.

C. Adjournment

Mr. Roux made a motion **to adjourn at 1:32 pm.**
Mr. Mapes seconded the motion. Motion carried 4 - 0.

Respectfully submitted,

Paula Cote, School Committee Vice Chair

Matt Nelson, Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES**

Attachment D

Monday, June 28, 2021 ~ 12:15 pm*
(*Time approximate following earlier meetings)

Note: Meeting was held in the Superintendent's Conference Room, 2nd Floor, City Hall Annex

Members present: Don Jamison, Paula Cote, Jonathan Mapes, John Roux, Amy Sevigny

Staff present: Matt Nelson, Superintendent

Guests present: none

A. Call to Order Time: 1:34 pm

B. Executive Session Personnel Matter

1. Motion by Mr. Jamison: **To enter Executive Session at 1:34 pm to conduct a mid-year review of the Superintendent pursuant to 1 MRSA § 405(6)(A).**
Motion seconded by Mr. Roux. Motion carried 5 to 0.
2. Motion by Mrs. Cote: **To exit Executive Session at 3:37 pm.**
Motion seconded by Mrs. Sevigny. Motion carried 5 to 0.

C. Adjournment

Mr. Roux made a motion **to adjourn at 3:38 pm.**
Mr. Mapes seconded the motion. Motion carried 5 - 0.

Respectfully submitted,

Don Jamison, School Committee Chair

Matt Nelson, Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES – SPECIAL MEETING
Superintendent’s Conference Room, 2nd Floor, City Hall Annex
Monday, June 28, 2021 ~ 12:00 pm**

Note: This was a combination VIRTUAL and in-person meeting with members attending via Zoom Video Conferencing and in-person

Members present: Don Jamison, Paula Cote, Jonathan Mapes, John Roux, Amy Sevigny

Student Reps present: None

Staff present: Matt Nelson, Superintendent
Cheryl Fournier, Business Manager

A. Call to Order Time: 12:00 pm

B. Pledge of Allegiance Said

C. Adjustments None

D. Approval of Minutes None

E. Public Comments None

F. Communications None

G. Committee Reports None

H. Superintendent’s Report None

I. Directors’ Reports None

J. New Business

1. Contracts – Matt Nelson
Motion by Mr. Jamison: **To ratify the Sanford School Administrators Association Contract for July 1, 2021 – June 30, 2023 as presented.**
Motion seconded by Mrs. Cote. Motion carried 5 – 0.

K. Old Business None

School Committee Meeting Minutes

August 11, 2021

L. Resignations

1. Superintendent Nelson announced the following resignations:

Brown, Steve	Head Custodian	MCS	Eff. 6/26/21
Camire, Ryan	Math Teacher	SHS	Eff. 8/31/21
Frohloff, Gordon	Summer Program Ed Tech	ESY	Declined position
Godin, Jordan	Summer Program Ed Tech	ESY	Declined position
Nadeau, Kari	Foodservice	SHS	Eff. 3/13/20
Neubert, Nancy	JV Field Hockey Coach	SHS	Eff. 6/16/21
Stillberger, Sierra	Summer Program Ed Tech	ESY	Declined position

M. Staff Appointments

1. Superintendent Nelson announced the following appointments:

Tremblay, Kayla	Summer Program Ed Tech	ESY	Eff. 7/6/21	Summer
Hayday, Chris	Summer Program Teacher	ESY	Eff. 7/6/21	Summer
Lincoln, Susan	Library Ed Tech I	SMS	Eff. 9/1/21	New
O'Keefe, Jodie	Summer Program Teacher	ESY	Eff. 7/6/21	Summer
Roy, Michelle	Summer Program Ed Tech	ESY	Eff. 7/6/21	Summer
Vanhout, Samantha	Summer Program Teacher	ESY	Eff. 7/6/21	Summer

N. Staff Transfers

1. Superintendent Nelson announced the following transfer(s):

Coleman, Lori	From G/T Teacher	To (new) elementary counselor	Eff. 9/1/21
Lantagne, Carol	From K Ed Tech I at CJL	To K Ed Tech I at Pride	Eff. 9/1/21
Plumpton, Stephanie	From K Teacher at MCS	To K Teacher at CJL	Eff. 9/1/21
Ross, Wendy	From K Ed Tech II at CJL	To K Ed Tech II at Pride	Eff. 9/1/21
Thomson, Devyn	From K Teacher at MCS	To K Teacher at Pride	Eff. 9/1/21
Toungue, Gwynne	From K Teacher at CJL	To K Teacher at Pride	Eff. 9/1/21

Staff Nominations:

- Per School Committee vote on May 24, 2021 allowing the Superintendent to offer contracts to teachers to fill vacancies during the summer of 2021, contracts have been extended to the candidates listed below:

Dubois, Renee	Social Worker	MCS	Eff. 9/1/21	New
Gray, Katelyn	School Nurse	SMS	Eff. 9/1/21	Replacement
Jackson, Sharon	EMS Instructor	SRTC	Eff. 9/1/21	Replacement
Kyriakoutsakos, Andy	Resource Room Teacher	CJL	Eff. 9/1/21	New
Levasseur, Hazel	Grade 6 Social Studies Teacher	SMS	Eff. 9/1/21	New
McLure, Brittany	School Counselor	MCS	Eff. 9/1/21	Replacement
Sawyer, Gabrielle	Social Worker	Pride	Eff. 9/1/21	New
Wilson, Denise	Grade 5 Teacher	SMS	Eff. 9/1/21	Replacement

School Committee Meeting Minutes

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O. Policies: None

P. Items for Future Agenda(s): None

Q. Calendar Announcements:

R. Adjournment:

Motion by Mr. Roux: **To adjourn Regular Meeting at 12:11 pm.**
Motion seconded by Mrs. Sevigny. Motion carried 5 - 0.

Respectfully submitted,

Don Jamison, School Committee Chair

Matt Nelson, Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES**

Attachment D

Wednesday, August 11, 2021 ~ 5:00 pm

Note: Meeting was held in the Superintendent's Conference Room, 2nd Floor, City Hall Annex

Members present: Don Jamison, Paula Cote, Jonathan Mapes (late) John Roux, Amy Sevigny

Staff present: Matt Nelson, Superintendent
Cheryl Fournier, Business Manager

Guests present: none

A. Call to Order Time: 5:01 pm

B. Executive Session Labor Contract Discussions

1. Motion by Mr. Jamison: **To enter Executive Session to consider labor contract negotiations for the Sanford Custodial Unit – Maine Education Association pursuant to 1 MRSA § 405(6)(D) at 5:02 pm.**
Motion seconded by Mr. Roux. Motion carried 5 to 0.
2. Motion by Mr. Jamison: **To exit Executive Session at 6:03 pm.**
Motion seconded by Mr. Mapes. Motion carried 5 to 0.

C. Adjournment

Mr. Roux made a motion **to adjourn at 6:03 pm.**
Mr. Mapes seconded the motion. Motion carried 5 - 0.

Respectfully submitted,

Don Jamison, School Committee Chair

Matt Nelson, Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES – SUMMER MEETING
City Council Chambers, 3rd Floor, City Hall Annex
Wednesday, August 11, 2021 ~ 6:00 pm**

Note: This was a combination VIRTUAL and in-person meeting with members attending via Zoom Video Conferencing and in-person

Members present: Don Jamison, Paula Cote, Jonathan Mapes, John Roux, Amy Sevigny

Student Reps present: Grace Davie

Staff present: Matt Nelson, Superintendent
Steve Bussiere, Assistant Superintendent
Cheryl Fournier, Business Manager
Bethany Lambert, Curriculum Director

A. Call to Order Time: 6:08 pm

B. Pledge of Allegiance Said

C. Adjustments Motion by Mr. Jamison: **To hear Item J.1, following Item D. Approval of Minutes and to address Items J.2. and J.3 in reverse order during New Business.**
Motion seconded by Mr. Roux. Motion carried 5 – 0.

D. Approval of Minutes

1. July 26, 2021 Emergency Meeting, 12 pm (**Attachment D.1.**)
Motion by Mr. Jamison: **To accept the minutes as presented.**
Motion seconded by Mr. Mapes. Motion carried 5 – 0.

*J. New Business (heard out of order)

1. Sanford High School 21/22 Prom Venue (**Attachment J.3.**)
Principal Matt Petermann, Junior Class Advisor Mike Kane, Junior Class President Ana Cote via Zoom
Motion by Mr. Jamison: **To approve River Mill/Dover Landing (Dover, NH) as the venue for the 2021/2022 Sanford High School Prom on May 14, 2022 as presented.**
Motion seconded by Mr. Mapes. Motion carried 5 – 0.

E. Public Comments

1. Audience members, including Zoom attendees
 - i. 10 members pro choice
 - ii. 3 members pro mask
2. Emailed comments to schoolinfo@sanford.org
 - i. 18 emails pro choice
 - ii. 4 emails pro mask

F. Communications None

G. Committee Reports None

School Committee Meeting Minutes

August 11, 2021

H. Superintendent's Report

1. Negotiated contracts update
 - i. All negotiated bargaining agreements have been settled with the exception of the Custodial Contract
 - Next steps for custodians is a meeting with union leadership to discuss fact finding
2. SHS School Resource Officer update
 - i. Appreciation extended to Mike Gordon who has left this position, returning to patrol duties
 - ii. Paul Goldsmith will be transitioning to this position

I. Directors' Reports None

J. New Business

2. Sanford School Department Safe Return to School and Continuity of Instruction Plan 2021-2022 (**Attachment J.2.**) Matt Nelson
 - i. Fluid plan created by Administrators and Advisory Committee based on Maine Dept. of Education, CDC, York and Cumberland County Superintendent Groups
 - ii. Goal of returning students to classrooms 5 days per week
 - iii. Focus on student safety, academics, social emotional learning and physical well being
 - iv. Plan safety precautions include health screenings, masks, hand hygiene, physical distancing, staying home when sick, contact tracing, appropriate ventilation, distancing on busses and during meals and limited building access for volunteers and visitors.
 - v. Plan educational components include assessments and educational recovery, remote learning requests, social emotional learning and school schedules
 - vi. Plan extra-curricular components include extra-curricular activities and athletics

Motion by Mr. Jamison: **To approve the Sanford School Department Safe Return to School and Continuity of Instruction Plan 2021-2022 as presented.**

Motion seconded by Mr. Roux. Motion carried 3 (Jamison, Mapes, Roux) to 2 (Cote, Sevigny).

1. Legacy Naming Rights – Tennis Courts at SHS/SRTC (**Attachment J.1.**)

Motion by Mr. Jamison: **To accept a donation through the Sanford Legacy Foundation to grant lifetime naming rights for the Tennis Courts at SHS/SRTC as per Attachment J.1.**

Motion seconded by Mrs. Sevigny. Motion carried 3 (Jamison, Roux, Sevigny) to 1 (Mapes). Mrs. Cote abstained.

School Committee Meeting Minutes

August 11, 2021

K. Old Business None

L. Resignations

1. Superintendent Nelson announced the following resignations:

Desrochers, Linda	Kitchen Manager	Pride	6/30/21
Doiron, Joe	Project Manager	SRTC	8/31/21
Gardner, Ivy	Grade 6 ELA	SMS	Declined after nomination
Greene, Luba	Grade 5	SMS	8/31/21
Gregoire, Kim	Administrative Assistant, year round	Special Education	7/30/21
Hilton, Tammy	Literacy Coach	SMS	8/31/21
Ivey, Nichole	Director	SCAE	6/30/21
O'Connell, Shane	Varsity Baseball Coach	SHS	8/31/21
Omoigiade, Tara	Grade 2 teacher	CJL	8/31/21
Reynolds, Shannon	Grade 4 teacher	CJL	Declined after nomination
Santamore, Paul	Counselor	SHS	8/31/21
Schoepp, Carla	Library Info Technology Specialist	MCS	8/31/21
Strait, Katie	Science teacher	SMS	8/21/21

M. Staff Appointments

1. Superintendent Nelson announced the following appointments:

Beattie, Jennifer	Special Education ETII	MCS	New	9/1/21
Boucher, Beverly	2 nd Shift Custodian	SHS	Replacement	8/23/21
Bourque, Tiffani	ETIII, Support/Transition	CJL	New	9/1/21
Brannan, Hunter	JV Volleyball Coach	SHS	Replacement	8/2/21
Buonanno, Sharon	ETII for kindergarten	MCS	New	9/1/21
Cole, Brenda	Literacy ETII	Pride	New	9/1/21
Covey, Katrina	Kitchen Personnel	MCS	New	8/23/21
Frechette, Marie	Kitchen Personnel	Pride	Replacement	8/23/21
Gagne, Heather	Foodservice	Pride	New	8/23/21
Gillis, Holly	Grade 2 GLL	District	Replacement	9/1/21
Graffam, Chelsea	Kitchen Manager	Pride	Replacement	8/16/21
Hanson, Kerry	Asst. Technology Director	District	New	TBD
Kaeppel, Jennifer	Administrative Assist, year round	Sp Ed	Replacement	TBD
Kane, Martha	JV Field Hockey Coach	SHS	Replacement	8/2/21
Lepage, Brooke	ESY teacher (hourly)	ESY	Replacement	7/6/21
Madison, Anjuli	Administrative Assistant, Nurse's Office, school year	SMS	Replacement	9/1/21
McLellan, Nate	Summer Athletic Supervisor	Athletics	New	6/30/21
Mello, Cynthia	ESY ET (hourly)	ESY	Replacement	7/6/21

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Moulton, Kayla	Administrative Assistant, School year	SMS	New	8/2/21
Sheldon, Audree	Administrative Assistant, year round	SMS	Replacement	8/1/21
Suratt, Christen	ESY teacher (hourly)	ESY	Replacement	7/6/21
Tibbetts, Nicole	Head Custodian	MCS	Replacement	8/9/21
Vo, Patrica	ESY ET (hourly)	ESY	Replacement	7/7/21
Williams, Justine	Special Education ETII	MCS	New	9/1/21

2. Superintendent Nelson announced the following coaching appointments:

Agreste, Ellie	SHS Girls Soccer Coach
Allen, Diana	SMS Cross Country Coach
Allen, Josh	SMS 7 th Grade Boys Soccer Coach
Boissonneault, Mark	SHS Assistant Football Coach
Fallon, Mike	SHS Head Football Coach
Fecteau, Tim	SHS Boys Soccer Coach
Foley, Kelly	SHS Girls Asst/JV Soccer Coach
Fraser, Erin	SMS 8 th Grade Field Hockey Coach
Hill, Gerard	SHS Girls Volleyball Coach
Kane, Mike	SHS Freshmen Football Coach
Kearson, Rossie	SHS Golf Coach
Kerrigan, Laken	SHS Cross Country Coach
Lapham, Bruce	SHS Assistant Freshmen Football Coach
Lemelin, Zach	SHS Assistant Football Coach
Levasseur, Pete	SMS 8 th Grade Boys Soccer Coach
Mann, Nate	SMS 8 th Grade Girls Soccer Coach
Mann, Nate	SMS Athletic Liaison
McCall, Dave	SMS 7 th Grade Girls Soccer Coach
McLellan, Nate	SHS Assistant Football Coach
O'Connell, Kendra	SHS Fall Cheerleading Coach
Smith, Nate	SHS Assistant Cross Country Coach
Voter, Patrick	SHS Boys Asst/JV Soccer Coach
Walker, Diana	SHS Head Field Hockey Coach

N. Staff Transfers

1. Superintendent Nelson announced the following transfer(s):

Bolduc, Linda	From SHS Kitchen Personnel	To CACFP Project Manager	Replacement	8/3/21
Cheche, Karen	From Pride Kitchen Personnel (3.75 hrs)	To Pride Kitchen Personnel (4.25 hrs)	Replacement	8/3/21
Coleman, Brent	From SHS/SMS Outreach Worker	To SMS Social Worker	New	
Coleman, Tyler	Grade 8 ELA teacher at SMS	To Grade 7 math teacher at SMS	Replacement	9/1/21
Doiron, Armand	From COVID custodial sub	To 2 nd shift SMS custodian	Replacement	8/9/21

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Dubois Bresnahan, Renee	From MCS social worker	To SHS school counselor	Replacement	9/1/21
Durant, Brenda	From CACFP Project Manager	To SHS Kitchen Personnel	Replacement	7/27/21
Gaare, Jillian	From SMS Art teacher	To Pride Art teacher	Replacement	9/1/21
Lovejoy, Jamie	From MCS Sp Ed ETII	To MCS ETIII Support & Transition	New	9/1/21
Maxwell, Heather	From Pride Gr 1 teacher (new)	To Pride Gr 1 teacher	Replacement	9/1/21
McLellan, Nate	From SMS math teacher	To SHS math teacher	Replacement	9/1/21
Merrick, Eleanor	From 1 FTE Title I (District)	To 3/5 Title I (District)	Replacement	9/1/21
Perez, Courtney	From CJL Kitchen Personnel 2.5 hr/day	To CJL Kitchen Personnel 5.0 hr/day	Replacement	7/29/21
Pheleen, Mecedaidh	From SMS Grade 8 COVID funded position	To SMS Grade 8 locally funded position	Replacement	9/1/21
Scarano, Erica	From SHS Band Director	To SMS Band Director	Replacement	9/1/21
Zienkiewicz, Michelle	From CJL Sp Ed ETII	To CJL K Literacy ETII	Replacement	9/1/21

O. Staff Nominations:

- Per School Committee vote on May 24, 2021 allowing the Superintendent to offer contracts to teachers to fill vacancies during the summer of 2021, contracts have been extended to the candidates listed below:

Camire, Chloe	Grade 2 teacher	CJL	Replacement	9/1/21
Clark, Ashley	Grade 4 teacher	CJL	Replacement	9/1/21
Doyle, Amanda	Assistant Principal	SHS	Replacement	8/1/21
Ekram, Davis	Special Ed Behavior Coach	District	New	9/1/21
Francoeur, Hailey	Band teacher	SHS	Replacement	9/1/21
Gonthier, Kellie	Grade 4 teacher	CJL	Replacement	9/1/21
Herzig, Lindsey	Grade 2 teacher	CJL	Replacement	9/1/21
Kumka, Chambrá	Gifted/Talented teacher grades 5-12	SHS/SMS	Replacement	9/1/21
Kumka, Chris	Grade 5 teacher	SMS	Replacement	9/1/21
Levasseur, Pete	Health/PE teacher	SMS	Replacement	9/1/21
Lynn, Samantha	Art teacher	SMS	New	9/1/21
Melnik, Melissa	Grade 6 Resource Room	SMS	New	9/1/21
Phillips, Melissa	Floating Nurse	District	New	9/1/21

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Richetelli, Penelope	Resource Room (7/8) teacher	SMS	Replacement	9/1/21
Schindler, Katie	Career Exploration Coordinator	SHS/SRTC	Replacement	9/1/21

P. Policies

Attachment P Steve Bussiere

1. First Reading of Policy BED – Remote Participation in School Committee Meetings
Motion by Mr. Jamison: **To accept the first reading of policy BED as presented.**
Motion seconded by Mr. Mapes. Motion carried 5 – 0.

Q. Items for Future Agenda(s)

1. New SRO Paul Goldsmith
2. Mask update (including arts)
3. Fall sports (Mr. Salls)
4. Communications director position

R. Calendar Announcements

Wednesday, August 18, 2021	Workshop Meeting - Goals	11:00 am	City Council Chambers
Monday, August 30, 2021	Summer Meeting	<i>Tentative:</i> 6:00 pm	<i>Tentative:</i> City Council Chambers and via Zoom

S. Adjournment

Motion by Mr. Roux: **To adjourn Regular Meeting at 8:37 pm.**
Motion seconded by Mr. Mapes. Motion carried 5 - 0.

Respectfully submitted,

 Don Jamison, School Committee Chair

 Matt Nelson, Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES – WORKSHOP
SHS Cafeteria, 100 Alumni Boulevard, Sanford, Maine
Wednesday, August 18, 2021 ~ 11:00 am**

Note: This was an in-person meeting.

Members present: Paula Cote, Jon Mapes (late), Amy Sevigny

Student Reps present: None

Staff present: Matt Nelson, Superintendent
Steve Bussiere, Assistant Superintendent
Bethany Lambert, Curriculum Director
Sanford Administrators (A-Team Plus)

A. Call to Order Time: 11:09 am

B. Workshop Sanford School Department Goal Setting for 2021/2022

C. Adjournment
Motion by Mrs. Cote: **To adjourn Workshop Meeting at 2:02 pm.**
Motion seconded by Mr. Mapes. Motion carried 3 - 0.

Respectfully submitted,

Paula Cote, School Committee Vice Chair

Matt Nelson, Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES**

Attachment D

Monday, August 30, 2021 ~ 5:00 pm

Note: Meeting was held in the Superintendent's Conference Room, 2nd Floor, City Hall Annex

Members present: Don Jamison, Paula Cote, John Roux, Amy Sevigny

Staff present: Matt Nelson, Superintendent
Cheryl Fournier, Business Manager

Guests present: none

A. Call to Order Time: 5:03 pm

B. Executive Session Labor Contract Discussions

1. Motion by Mr. Jamison: **To enter Executive Session to consider labor contract negotiations for the Sanford Custodial Unit – Maine Education Association pursuant to 1 MRSA § 405(6)(D) at 5:03 pm.**
Motion seconded by Mr. Roux. Motion carried 4 to 0.
2. Motion by Mr. Jamison: **To exit Executive Session at 5:59 pm.**
Motion seconded by Mrs. Cote. Motion carried 4 to 0.

C. Adjournment

Mr. Jamison made a motion **to adjourn at 5:59 pm.**
Mrs. Cote seconded the motion. Motion carried 4 - 0.

Respectfully submitted,

Don Jamison, School Committee Chair

Matt Nelson, Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES – SUMMER MEETING
City Council Chambers, 3rd Floor, City Hall Annex
Monday, August 30, 2021 ~ 6:00 pm**

Note: This was a combination VIRTUAL and in-person meeting with members attending via Zoom Video Conferencing and in-person

Members present: Don Jamison, Paula Cote, John Roux, Amy Sevigny

Student Reps present: Grace Davie, Isabella Farrington

Staff present: Matt Nelson, Superintendent
Steve Bussiere, Assistant Superintendent
Cheryl Fournier, Business Manager
Bethany Lambert, Curriculum Director
Stacey Bissell, Special Education Director

A. Call to Order Time: 6:05 pm

B. Pledge of Allegiance Said

C. Adjustments None

D. Approval of Minutes None

E. Public Comments

1. Shawnda Williams:
 - i. Advocate for masks in school
2. Michael Termath
 - i. Advocate for mask choice in school
3. Tonya Pickering
 - i. Questioned how mask issue/rules will be reviewed and updated

F. Communications

1. Emailed comments to schoolinfo@sanford.org
 - i. Seven comments advocating for masks in school
 - ii. Four comments advocating for mask choice in school

G. Committee Reports

1. Construction Projects – Matt Nelson
 - i. Pride Elementary opened today
 - ii. Short punch list
 - iii. Appreciation expressed for all staff involved in opening this new school
 - iv. Playground delayed; equipment to arrive week of September 13, 2021
2. SHS/SRTC Schedule Advisory Committee – Matt Nelson
 - i. August 20, 2021 Organizational Meeting
 - i. Identified: purpose, ideal schedule components, committee members, norms/expectations, a timeline and meeting schedule
 - ii. Next meeting is Monday, September 20th

School Committee Meeting Minutes

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3. Performing Arts Center Advisory Committee – Paula Cote
 - i. Great season planned; mailers will go out, positive revenue anticipated
 - ii. Looking for volunteers and sponsors
4. Sanford Community Adult Ed Advisory Committee – Matt Nelson
 - i. Process ongoing to hire new Director

H. Superintendent's Report

1. Introduction – Paul Goldsmith, SHS School Resource Officer
 - i. Community service oriented
 - ii. Completed 80 hours of SRO training
2. New Teacher Orientation and In-service Days Update
 - i. New Teacher Orientation Day held last week
 - ii. 41 new teachers – replacing existing positions
 - iii. 31 new teachers – added positions from Federal funds
3. Goal Setting Workshop Update
 - i. School Committee Workshop with Administrative Team took place August 18, 2021
 - ii. Goals identified
 - Student Achievement - meet students where they are at and create paths for student success
 - Climate & Culture – support social emotional well-being of students and staff
 - Capacity Building – create structures to provide staff with ongoing support and opportunities for professional growth
4. Sanford School Department Safe Return to School and Continuity of Instruction Plan 2021-2022 Update
 - i. This will be a regular agenda item
 - ii. Local decision(s) based on multiple metrics; community prevalence is the leading metric
 - iii. Vaccination rates: Sanford 84%, Springvale 83%
 - iv. Estimated vaccination rate for Sanford students, ages 12-18: 45% to 49%
 - v. Vaccination clinics scheduled for SMS and SHS/SRTC
 - vi. Staff vaccination rate: Of 557 staff, 438 responded – vaccinated rate is 89.7%
 - vii. York County stats: 14,664 cases overall, 143 deaths, 520 active cases, 416 hospitalizations. York County's vaccination rate is 61.74%.
 - viii. School doctor (York Hospital) continues to recommend universal masking
 - ix. York County Emergency Management reports today that community transmission rate is “high” with 5.24% positivity

School Committee Meeting Minutes

August 30, 2021

I. Directors' Reports

1. Athletic Director Gordie Salls

i. Athletics Update

- Summer programs were able to “reclaim” students
- Free “Speed Camp” this summer through SMHC served 365 students and targeted flexibility, agility, strength and conditioning
- Fall season practices started August 16th with 235 student participants
- Fall season games start September 2nd
- Homecoming games scheduled for the week of September 27th
- Fall Awards Ceremony will take place on November 3rd at SPAC
- August 22, 2021 – High School Tennis Courts dedicated to long time teacher, coach and committee member Roland Cote
- Kids have been “tremendous” following COVID recommendations
- Protocol for “progressive return to play” for students who have tested positive for COVID
- Sports is a great SEL component
- Challenges include bussing and running games when staffing is an issue

2. Assistant Superintendent Steve Bussiere

i. Transportation Update

- Process to become a bus driver (CDL) includes written test, practice and road test
- Appreciate family patience as we get used to new bus schedules
- Delays may occur as we begin the new school year
- Versatrans online platform now available
- Safestop will be available soon
- Shortage of bus drivers and monitors may impact service
- Monitors (small busses) oversee behavior and safety

ii. Pooled testing

- Application completed with Maine DOE
- Testing will be done by 3rd party - Concentric (MA)
- Will schedule Zoom Parent Info night when more info is available
- This will be voluntary; registration will be online – dates TBD

School Committee Meeting Minutes

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3. Director of Curriculum Bethany Lambert

i. Summer Professional Development

- Wrapped up last Tuesday
- Over 200 staff took advantage of over 235 hours of professional development
- Topics included SEL, math, differentiation, Promethean Boards, diversity, culture & climate, disengaged students, READ 180, phonics and small group instruction

J. New Business None

K. Old Business None

L. Resignations

1. Superintendent Nelson announced the following resignations:

Cole, Brenda	Literacy ETII (withdrawn)	Pride	8/31/21
Coleman, Lori	School Counselor (withdrawn)	Elementary	8/31/21
Covey, Katrina	Foodservice (withdrawn)	MCS	8/31/21
Daley, Ed	Sp Ed Teacher	SHS	8/31/21
Godin, Jordan	Sp Ed ETII	SMS	8/31/21
Landry, Morgan	Special Ed ETII	CJL	8/31/21
Lapham, Bruce	Freshmen Football Coach	Athletics	8/20/21
Minke, Kasandra	2 nd Shift Custodian	SHS/CO	9/1/21
West, Valerie	Science Teacher	SHS	8/31/21

M. Staff Appointments

1. Superintendent Nelson announced the following appointments:

Baldwin, Andrea	Library ETI	SHS	New	9/1/21
Bleakney, Cayla	Sp Ed ETII	CJL	Replacement	9/1/21
Covey, Katrina	Sp Ed ETI	SMS	Replacement	9/1/21
Deschambault, Sara	Certification Committee Member	MCS	Replacement	9/1/21
Gallant, Danielle	Foodservice	MCS	New	8/30/21
Gould, Melissa	ETII Kindergarten Literacy	Pride	New	9/1/21
Hathaway, Troy	Certification Committee Member	SHS	Replacement	9/1/21
Jarochym, Linda	Ed Tech III Math Interventionist	SMS	New	9/1/21
Kaplowitz, Pat	Sp Ed ETII	MCS	Replacement	9/1/21
Letourneau, Beth	K-12 Director of School Counseling	District	New	9/1/21
Little, Danielle	Sp Ed ETII	MCS	Replacement	9/1/21
Martin, Carrie	Foodservice	CJL	Replacement	8/23/21
Mellow, Cynthia	Sp Ed ETII	SMS	Replacement	9/1/21
Merrill, Krista	Foodservice	MCS	New	9/1/21

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Minchin, Kim	Certification Committee Member	CJL	Replacement	9/1/21
Murphy, Christina	Foodservice	MCS	New	8/23/21
Scremin, Jen	K-4 School Counselor GLL	Elementary	New	9/1/21
Spulick, Katie	Foodservice	Pride	Replacement	8/23/21
Turgeon, Carol	Sp Ed ETII	CJL	New	9/1/21
Vachon, Sarah	Foodservice	Pride	Replacement	8/23/21
Wyman, Ashley	Gr 7 Field Hockey Coach	Athletics	Replacement	9/1/21

N. Staff Transfers

1. Superintendent Nelson announced the following transfer(s):

Allaire, Jessica	From Gr 3 teacher at MCS	To Library Specialist at MCS	Replacement	9/1/21
Carlson, Jerry	From Mem. Gym Flex Custodian	To SHS Gym & PAC Flex Custodian	School transfer	8/23/21
Coffin, Sara	From SHS Foodservice 5 hours	To SHS Foodservice 6.5 hours	Replacement	8/12/21
Eaton, Arthurlene	From Sp Ed ETIII at MCS	To Sp Ed ETIII at SMS	School transfer	9/1/21
Merrill, Jennifer	From MCS sp ed ETII	To CJL sp ed ETII	Replacement	9/1/21
Rowe, Shaun	From 2 nd shift custodian at SHS	To Sp Ed ETI at SMS	Replacement	TBD

O. Staff Nominations:

1. Per School Committee vote on May 24, 2021 allowing the Superintendent to offer contracts to teachers to fill vacancies during the summer of 2021, contracts have been extended to the candidates listed below:

Allocco, Anna	Spanish teacher	SHS	New	9/1/21
Booker, Adam (Mark)	Grade 8 teacher	SMS	New	9/1/21
Crabtree, Sara	Grade 6 teacher	SMS	New	9/1/21
Donatelli, Nicola	Special Ed teacher	SMS	Replacement	9/1/21
Hafenecker, Melissa	Science teacher	SHS	Replacement	9/1/21
Mesics, Joseph	Grade 8 teacher	SMS	Replacement	9/1/21
Murphy, Jennifer	Grade 3 teacher	MCS	Replacement	9/1/21
Snyder, Brianna	Sp Ed teacher	CJL	New	9/1/21
Townsend, Delani	Social Worker	MCS	New	9/1/21

P. Policies

Attachment P

1. Second Reading of Policy BED – Remote Participation in School Committee Meetings
Motion by Mr. Jamison: **To adopt policy BED as presented.**
Motion seconded by Mr. Roux. Motion carried 4 – 0.

School Committee Meeting Minutes

August 30, 2021

Q. Items for Future Agenda(s)

1. Workshop for masking metrics, pooled testing

R. Calendar Announcements

Monday, September 13, 2021	Regular Meeting	6:00 pm	<i>Tentative:</i> City Council Chambers and via Zoom
Monday, September 20, 2021	Regular Meeting	6:00 pm	<i>Tentative:</i> City Council Chambers and via Zoom

S. Adjournment

Motion by Mr. Roux: **To adjourn Regular Meeting at 7:56 pm.**

Motion seconded by Mrs. Cote. Motion carried 4 - 0.

Respectfully submitted,

Don Jamison, School Committee Chair

Matt Nelson, Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES**
City Council Chambers, 3rd Floor, City Hall Annex
Monday, September 13, 2021 ~ 6:00 pm

Note: This was a combination VIRTUAL and in-person meeting with members attending via Zoom Video Conferencing and in-person

Members present: Don Jamison, Paula Cote, Jon Mapes (remote), John Roux, Amy Sevigny

Student Reps present: Isabella Farrington, Grace Davie

Staff present: Matt Nelson, Superintendent
Steve Bussiere, Assistant Superintendent
Cheryl Fournier, Business Manager
Bethany Lambert, Curriculum Director
Susan Inman, Pride Elementary Principal
Jayne Perkins, SCAE Director
Matt Petermann, SHS Principal (remote)
Pam Lydon, SMS Principal (remote)

- A. Call to Order Time: 6:00 pm
- B. Pledge of Allegiance Said
- C. Adjustments Motion by Mr. Jamison: **To move Item O. Staff Nominations forward, to be heard following Item I. Directors's Reports**
Motion seconded by Mr. Roux. Motion carried 5 – 0.
- D. Approval of Minutes None
- E. Public Comments
1. Comments from Leah Pelletier
 - i. Insufficient mask breaks and inappropriate consequences
- F. Communications
1. Emails
 - i. Masks – some in favor, some not in favor, some promoting student choice
 - ii. Water availability in classrooms concerns
 - iii. New resident expressing appreciation to Sanford Middle School for being welcomed into the school community
 - iv. Proposed Spartan logo for elementary
- G. Committee Reports
1. Construction Projects
 - i. SHS/SRTC meeting scheduled for 9/24/21 to review mechanical system issues
 - ii. SMS one year warranty meeting to be scheduled 9/21/21 or 9/22/21
 - iii. Pride walk through meeting to be scheduled
 - iv. Pride playground installation to begin 9/20/21
 2. Performing Arts Center Advisory Committee –no report

School Committee Meeting Minutes

September 13, 2021

H. Superintendent's Report

1. Sanford School Department Safe Return to School and Continuity of Instruction Plan 2021-2022 Update
 - i. 20 positive cases since school started
 - ii. Exceptions for vaccinations, masks and assigned seating have reduced number of close contacts
 - iii. Pooled testing tentative scheduled to begin the week of September 27th
 - iv. Estimated staff vaccination rate currently 74.9%
 - v. 6 fully remote students due to medical exemptions
 - vi. Preliminary plans for SHS Homecoming announced, subject to change
 - vii. Per York Hospital, universal masking is still recommended by the CDC
 - viii. CJL School currently in outbreak status
 - ix. Vaccination clinics scheduled later this month at SHS and SMS
 - x. Water issue explained – if space warrants it, students are asked to go to the doorway of the classroom to pull masks down to drink
 - xi. Mask break issue will require continued monitoring/feedback
2. Field Trips
 - i. SHS Boys Soccer to Foxboro, MA on 11/7/21
 - Athletic Director Gordie Salls has given initial approval; masks required during transportation in accordance with Federal regulations and current conditions will factor into actual trip in November.

I. Directors' Reports

1. Sanford High School Principal Matt Petermann
 - i. School Opening Update
 - School and athletics in full swing
 - Approximately 1100 students plus 200 AM session SRTC students and 200 PM session SRTC students
 - 160 staff
 - Staff focused on making connections with students
 - Breakfast & lunch numbers rising
 - Technology distributed
 - Routine of 5 days/week in-person learning returning; clubs will start soon
 - Homecoming looms – outdoor activities planned as much as possible

School Committee Meeting Minutes

September 13, 2021

2. Sanford Middle School Principal Pamela Lydon
 - i. School Opening Update
 - Positive, inspirational staff meeting to kick off the year
 - Focus on social emotional learning
 - Very successful Open House
 - Staff employing icebreakers, team building, restorative practices to forge connections with students
 - Student voices positive overall “great to be at school...excited to participate in after school activities...happy for band and chorus...actually get to do hands on learning”
 - Random acts of kindness include PTA sprucing up landscaping in front of the school and 8th graders Spencer Jourdain and Nick Miscio volunteering to mow the front grass area
3. Sanford Pride Elementary Principal Susan Inman
 - i. School Opening Update
 - Moved into beautiful new facility on 8/6/21
 - 311 students, 75 staff
 - Added kindergarten this year (85 students)
 - One kindergarten class and one third grade class “looping”
 - High attendance at Open House
 - Service dogs in building, READ Program starting soon
 - Focus on SEL and morning meetings
 - Combined PTA with MCS
 - 4th grade chorus and juggling starting soon; 4th graders instrumental, volunteering to help with kindergarteners
 - Coming soon: playground, cafeteria tables, library circulation desk
4. Assistant Superintendent Steve Bussiere
 - i. PEPG Update
 - Increased number of evaluations necessary this year due to added new staff
 - Department Chairs will once again assist with evaluations; training on new system forthcoming
 - Central Office staff will assist at the elementary level
 - ii. Pre-K Update
 - Students screened on August 30-31, 2021
 - Students started on September 7, 2021
 - Slots still available

School Committee Meeting Minutes

September 13, 2021

- iii. Pooled Testing
 - Key personnel recently completed training with Concentric
 - Supplies arrived today
 - Currently securing staff to support program
 - Upcoming presentation for students and staff; will schedule a virtual parents night
 - Online registration will open soon
- 5. Business Manager Cheryl Fournier
 - i. Year End Update
 - Preliminary report of approximately \$2 million in unassigned funds
 - Savings attributed to our hybrid education model, budget freeze, inability to procure certain items and savings in athletic and special education transportation costs
 - Potential workshop may be necessary regarding reserves
- 6. Director of Curriculum Bethany Lambert
 - i. Curriculum Update
 - Maine Curriculum Leaders Association (MCLA)
 - Equity centered teaching practices cohort
 - Sanford has established a six member committee which will meet five times between August and April
 - Goal is to identify strengths, areas where growth is needed and create resources to fit diversity, equity and inclusions needs of our district

O. Staff Nominations: *addressed out of order per Agenda Adjustment*

1. Per School Committee vote on May 24, 2021 allowing the Superintendent to offer contracts to teachers to fill vacancies during the summer of 2021, contracts have been extended to the candidates listed below:

Hamilton, John	Sp Ed Teacher	SHS	Eff. 9/1/21	Replacement
McGuckin, Neisha	ESOL Teacher	District	Eff. 9/1/21	New
Zahn, William	Plumbing Instructor	SRTC	Eff. 9/1/21	New

2. Superintendent Nelson will nominate the following professional staff for an administrative contract:

Perkins, Jayne	Director	SCAE	Replacement	Eff. 10/12/21
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Ms. Perkins introduced herself to the School Committee and stated her philosophy to ensure that every adult learner has access to a relevant, respectful and safe learning environment.

Motion by Mr. Jamison: **To approve the nomination of Jayne Perkins as presented.**

Motion seconded by Mr. Roux. Motion carried 5 – 0.

J. New Business None

School Committee Meeting Minutes

September 13, 2021

K. Old Business None

L. Resignations

1. Superintendent Nelson announced the following resignations:

Gammon, Sarah	Sp Ed ETII	Pride	Eff. 8/31/21
Trott, Louis	Custodian	SHS	Eff. 11/5/21

M. Staff Appointments

1. Superintendent Nelson announced the following appointments:

Kloock, Andrew	Sp Ed ETII	Pride	Replacement	9/1/21
Nash, Victoria	Long Term Sub	SMS	Replacement	9/1/21
Nguyen, Anthony	Asst. Freshman Football Coach	Athletics	Replacement	9/8/21
Quarto, Nicole	Counseling Dept. Chair	SMS	New	9/1/21

2. Superintendent Nelson announced the following Schedule C1 and Schedule D appointments:

School	Position	Appointment
SRTC	FIRST Robotics	Sirois, Brent
SRTC	Liaison to Dept. Chair	Couture, Richard
SRTC	Liaison to Dept. Chair	Hathaway, Troy
SRTC	NTHS Advisor	Bartlett, Jennifer
SRTC	Skills Co-Advisor	Fecteau, Tim
SRTC	Skills Co-Advisor	Bolduc, Joseph
SHS	Art Club	Dietsch, Meghan
SHS	Junior Class Advisor	Baker, Kristie
SHS	Junior Class Advisor	Kane, Mike
SHS	Senior Class Advisor	Williams, Melinda
SHS	Senior Class Advisor	Hall, Ann
SHS	Future Educators of America	Tibbetts, Kelly
SHS	Future Educators of America	Baker, Kristie
SHS	Drama	Baker, Kristie
SHS	Drama	Williams, Brett
SHS	Math Team	Soule, Adam
SHS	Band Director	Francoeur, Hailey
SHS	Jazz Band	Francoeur, Hailey
SHS	Marching Band	Francoeur, Hailey
SHS	Colorguard	Halpin-Desmaris, Eric
SHS	Asst. Marching Band	Scarano, Erica
SHS	Marching Band Percussion	Painchaud, Chuck
SHS	Pep Band	Francoeur, Hailey
SHS	Winter Percussion	Francoeur, Hailey
SHS	Winter Guard	Epperson, Madeline
SHS	Chorus	Kirton, Jane
SHS	Musical Director	Kirton, Jane
SHS	Musical Business Manager	Baker, Kristie
SHS	Musical Business Manager	Williams, Brett
SHS	National Honor Society	Thompson, Sandra

School Committee Meeting Minutes

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SHS	National Honor Society	Works, Laurie
SHS	Pep Club	Roy, Lauren
SHS	Student Council	Smith, Nate
SHS	Peer Helpers	Letourneau, Beth
SHS	Distaff Advisor	Tibbetts, Kelly
SHS	Distaff Business Manager	Cormier, Donna
SHS	Environmental Club	Trafelet, Genevieve
SHS	Civil Rights Club	Whitney, Heidi
SHS	Civil Rights Club	Kearson, Rossie
SHS	Civil Rights Club	Trafelet, Genevieve
SHS	Civil Rights Club	Raymond, Jen
SHS	Health & Wellness	Way, Kevin
SHS	Early Hall Monitor	Arsenault, Lisa
SHS	Early Hall Monitor	White, Kerrie
SHS	School Treasurer	Soule, Adam
SHS	PLP Assistant	Preston, Sarah
SHS	PLP Assistant	Quarles, Sally
SHS	ELA Department Chair	Tibbetts, Kelly
SHS	ELA Department Chair	White, Elizabeth
SHS	Health/PE Department Chair	Walker, Diana
SHS	Math Department Chair	Ericson, Nick
SHS	Languages Department Chair	Clement, Josh
SHS	Science/Technology Dept. Chair	Walker, Steve
SHS	Social Studies Dept. Chair	O'Connell, Shane
SHS	Family/Consumer Science & VPA Dept. Chair	Warner, Maggie
SHS	Counseling Dept. Chair	Letourneau, Beth
SHS	Special Ed Dept. Chair	Munro, Alex
SHS	Alternative Dept. Chair	Webb, Karen
District	Grade K Grade Level Leader	Thomson, Devyn
District	Grade 1 Grade Level Leader	Deschambault, Sara
District	Grade 2 Grade Level Leader	Gillis, Holly
District	Grade 3 Grade Level Leader	Goad, Danielle
District	Grade 4 Grade Level Leader	LaPointe, Kim
District	Grade 5 Grade Level Leader	Peters, Kristy
District	VPA Grade Level Leader	Hastings, Heather
District	Sp Ed Grade Level Leader (MCS)	Hussey, Patricia
District	Sp Ed Grade Level Leader (Pride)	Suratt, Christen
District	Sp Ed Grade Level Leader (CJL)	McCall, Kathy
District	Elementary Counselors Grade Level Leader	Scremin, Jennifer

N. Staff Transfers

1. Superintendent Nelson announced the following transfer(s):

Rowe, Shaun	From 2 nd shift custodian at SHS	To Sp Ed ETI at SMS	TRANSFER WITHDRAWN
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O. Staff Nominations: *Addressed out of Order per Agenda Adjustment*

School Committee Meeting Minutes

September 13, 2021

P. Policies None

Q. Items for Future Agenda(s) None

R. Calendar Announcements

Tuesday, September 14, 2021	Wellness Committee Meeting	3:15 pm	Zoom
Thursday, September 16, 2021	SRTC Open House	6:00 pm	SRTC
Monday, September 20, 2021	SHS/SRTC Schedule Advisory Committee	2:30 pm	SHS
Monday, September 20, 2021	School Committee Regular Meeting	6:00 pm	<i>Tentative: City Council Chambers and via Zoom</i>
Monday, October 4, 2021	Safety Committee Meeting	3:15 pm	Superintendent's Conference Room
Monday, October 4, 2021	School Committee Regular Meeting	6:00 pm	<i>Tentative: City Council Chambers and via Zoom</i>
Monday, October 18, 2021	School Committee Regular Meeting	6:00 pm	<i>Tentative: City Council Chambers and via Zoom</i>

S. Adjournment

Motion by Mr. Roux: **To adjourn Regular Meeting at 7:45 pm.**
 Motion seconded by Mrs. Sevigny. Motion carried 5 - 0.

Respectfully submitted,

 Don Jamison, School Committee Chair

 Matt Nelson, Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES**

Attachment D

Monday, September 20, 2021 ~ 5:15 pm

Note: Meeting was held in the Superintendent's Conference Room, 2nd Floor, City Hall Annex

Members present: Paula Cote, Jonathan Mapes, John Roux, Amy Sevigny

Staff present: Matt Nelson, Superintendent
Steve Bussiere, Assistant Superintendent
Cheryl Fournier, Business Manager

Guests present: none

A. Call to Order Time: 5:18 pm

B. Executive Session Personnel Matter

1. Motion by Mrs. Cote: **To enter Executive Session to consider labor contract negotiations for the Sanford Custodial Unit – Maine Education Association pursuant to 1 MRSA § 405(6)(D) at 5:18 pm.**
Motion seconded by Mr. Roux. Motion carried 4 to 0.
2. Motion by Mrs. Cote: **To exit Executive Session at 6:03 pm.**
Motion seconded by Mr. Roux. Motion carried 4 to 0.

C. Adjournment

Mrs. Cote made a motion **to adjourn at 6:03 pm.**
Mr. Roux seconded the motion. Motion carried 4 - 0.

Respectfully submitted,

Paula Cote, School Committee Vice Chair

Matt Nelson, Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES**
City Council Chambers, 3rd Floor, City Hall Annex
Monday, September 20, 2021 ~ 6:00 pm

Note: This was a combination VIRTUAL and in-person meeting with members attending via Zoom Video Conferencing and in-person

Members present: Paula Cote, Jon Mapes, John Roux, Amy Sevigny

Student Reps present:

Staff present: Matt Nelson, Superintendent
Steve Bussiere, Assistant Superintendent
Cheryl Fournier, Business Manager
Bethany Lambert, Curriculum Director
Tracie Hallissey, MCS Principal
Sherri Baron, CJL Principal (remote)
Stacey Bissell, Special Education Director (remote)
Kathy Sargent, SRTC Director (remote)

- A. Call to Order Time: 6:18 pm
- B. Pledge of Allegiance Said
- C. Adjustments None
- D. Approval of Minutes None
- E. Public Comments
1. Comment from Tammy Hills requesting Mr. Nelson address the issue of mandated mask breaks during this meeting.
- F. Communications None
- G. Committee Reports
1. Construction Projects
 - i. Recent one year walk through for Sanford Middle School Project for warrantee purposes
 - i. Small list of remaining issues including flooring in multipurpose room
 - ii. Scheduling a walk through for Sanford Pride Elementary
 - iii. MCS punch list is minimal
 - iv. Meeting scheduled this Friday to review mechanical systems at SHS again
 2. SHS/SRTC Schedule Advisory Committee
 - i. Second meeting earlier today, focused on history of this project
 - ii. Will meet every 3 weeks; next meeting is Tuesday, 10/12/21
 - iii. Added additional representation from teachers, special education, and students
 - iv. Focus of next meeting will be Spartan Time
 - v. Future topics: Study halls, schedule structure, graduation requirements, impact on SRTC, brainstorming session surrounding scheduling

School Committee Meeting Minutes

September 20, 2021

H. Superintendent's Report

1. Sanford School Department Safe Return to School and Continuity of Instruction Plan 2021-2022 update (see added attachments)
 - i. Reviewed latest metrics from York County Emergency Management Agency
 - ii. Reviewed latest Sanford School Department data
 - iii. Reviewed meeting held 9.15.21 with CDC regarding school outbreaks
 - iv. Reviewed masking requirements and mask breaks; will continue to monitor and encourage mask breaks appropriate to grade level
 - v. Shared thoughts from Dr. Evangeline Thibodeau, who specializes in Infectious Diseases at York Hospital
 - Current York County positivity rate is 5.7% and climbing
 - Monitoring hospitalization rates including ICU capacity, availability of ventilators and staff
 - Continues to recommend universal masking K-12
 - vi. COVID Vaccination Clinic scheduled for 9/22/21 (first dose) and 10/13/23 (second dose) at SMS
 - vii. COVID Vaccination Clinic scheduled for 9/24/21 (first dose) and 10/15/21 (second dose) at SHS
 - viii. President Biden's Emergency Temporary Standard announced 9/16/21 will apply to Maine public sector employers with 100 or more employees once adopted. This will mandate that employees will need to be fully vaccinated by a certain date or produce a negative COVID-19 test result on at least a weekly basis
2. Enrollment Update (see added attachment)
 - i. Current total enrollment stands at 3,151; this represents an increase of 69 students.

I. Directors' Reports

1. Sanford Regional Technical Center Director Kathy Sargent
 - i. School Opening Update
 - 594 students currently enrolled in SRTC
 - New Plumbing Program
 - Successful in person Open House on 9/16/21 was held in two sessions, in-person
 - Upcoming FAFSA assistance through FAME (Finance Authority of Maine)
 - 131 SRTC students currently enrolled in dual enrollment programs earning high school AND college credits through York County Community College, Southern Maine Community College and Thomas College
 - Ongoing state and local initiatives to market technical programs to younger students

School Committee Meeting Minutes

September 20, 2021

2. Margaret Chase Smith Elementary School Principal Tracie Hallissey
 - i. School Opening Update
 - 377 students, 70 staff (including 18 new staff)
 - 80% attendance at Open House
 - Focused on building relationships, assisted by new social worker and new Support & Transition Room
 - Responsibility is this month's school theme
 - Grade 4 Student Ambassadors assisting younger students
 - "Character Strong" curriculum piloted in six classrooms
 - Breakfast and lunch together in reconfigured cafeteria is popular
 - All students will engage in an assortment of clubs shortly
 - Combined PTA with Pride Elementary – approximately 60 participants
 - MCS theme for the year "Keep going, keep growing"
3. Carl J. Lamb Elementary School Principal Sherri Baron
 - i. School Opening Update
 - 400 students, 93 staff (including 17 new staff)
 - Average class size 18
 - Two additional self-contained special education classrooms, one additional resource room, a new social worker and a new Support and Transition Room/Program
 - Expressed appreciation to the entire School Department staff as well as Ledgemere
 - Huge turnout for Open House
 - Building relationships, restorative practices, "Respect" as the school's core value
 - New sound systems in cafeteria & gym, new electronic display in main hallway, new outdoor sign, keyless entry and safety cameras
 - Upcoming clubs include chorus, drama, Girls on the Run and Kindness Club
4. BRIDGE Program Director Stacey Bissell
 - i. School Opening Update
 - Currently 20 students enrolled, including 3 tuition students
 - 4 students graduated from the BRIDGE last year
 - No staff turnover
 - Students maintained reading and math Lexile's
 - Focus on executive functioning skills
 - BRIDGE Program is 10 years old

School Committee Meeting Minutes

September 20, 2021

5. Assistant Superintendent Steve Bussiere
 - i. Pooled testing update
 - No cost mitigation strategy, simple swab test
 - Classrooms are cohorts; anticipated testing time per classroom is 15 minutes or less
 - Positive cohorts will be re-tested individually using rapid BinaxNow
 - SHS and MCS cohorts will be tested on Mondays
 - SMS, Pride and CJL cohorts will be tested on Tuesdays
 - This is a voluntary program for staff and students
 - Participants will not be required to quarantined if identified as a close contact due to school exposure IF asymptomatic
 - Public is invited to participate in Zoom meeting Tuesday at 6 pm for more information
6. Director of Curriculum Bethany Lambert
 - i. Testing Update
 - 20th year of NWEA testing in Sanford
 - State of Maine adopted NWEA as Maine's educational assessment tool in January 2021, discontinuing former tests (including SATs)
 - Modules include reading, mathematics and language arts for grades 3-8 and third year high school; each testing module takes from 45 minutes to 1 hour to complete
 - Testing windows this year are October 4-29, 2021 and May 2 – 27, 2022
 - Benefit of NWEA testing is quicker feedback to inform lessons

J. New Business

1. May 2021 Financials – Business Manager Cheryl Fournier ([Attachment J.1.](#))
Motion by Mrs. Cote: **To accept the May 2021 financials as presented.**
Motion seconded by Mr. Roux. Motion carried 4 – 0.

K. Old Business

None

L. Resignations

1. Superintendent Nelson announced the following resignations:

Merrill, Krista	Foodservice	MCS	Eff. 9/10/21
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School Committee Meeting Minutes

September 20, 2021

M. Staff Appointments

1. Superintendent Nelson announced the following appointments:

Fallon, Gayle	Social Work Grade Level Leader (stipend position)	New	Eff. 9/1/21
Williams, Julie	STEAM Team Leader (hourly)	Posted annually	Eff. 9/1/21
Joy, Kim	STEAM teacher (hourly)	Posted annually	Eff. 9/1/21
Labbe, Angie	STEAM teacher (hourly)	Posted annually	Eff. 9/1/21

2. Superintendent Nelson announced the following Schedule C1 and Schedule D appointments:

School	Position	Appointment
SHS	Sophomore Class Advisor	Boissonneault, Stephanie
SHS	Sophomore Class Advisor	Preston, Sarah
District	Certification/Authorization Committee Chairperson	Labbe, Angie
District	Certification/Authorization Committee Chairperson	Ericson, Nick
Pride	Certification/Authorization Committee Building Level Coordinator	Vermette, Diana
Pride	Certification/Authorization Committee Building Level Coordinator	Boivin, Tricia
SMS	Certification/Authorization Committee Building Level Coordinator	Labbe, Angie
SMS	Certification/Authorization Committee Building Level Coordinator	Birch, Karen
SMS	Certification/Authorization Committee Building Level Coordinator	Fraser, Erin
MCS	Certification/Authorization Committee Building Level Coordinator	Deschambault, Sara
MCS	Certification/Authorization Committee Building Level Coordinator	Werner, Dawna
CJL	Certification/Authorization Committee Building Level Coordinator	Minchin, Kim
CJL	Certification/Authorization Committee Building Level Coordinator	McCall, Kathy
SHS	Certification/Authorization Committee Building Level Coordinator	Hathaway, Troy
SHS	Certification/Authorization Committee Building Level Coordinator	Tibbetts, Kelly
SHS	Certification/Authorization Committee Building Level Coordinator	Ericson, Nick
District	Ed Tech Reauthorization Committee Member	Miller, Lisa
District	Ed Tech Reauthorization Committee Member	Payeur, Vicki
CJL	Mentor – 1 teacher	Smith, Deb
CJL	Mentor – 1 teacher	Garabedian, Devon
CJL	Mentor – 1 teacher	Gillis, Holly

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CJL	Mentor – 1 teacher	Humber,Jaime
CJL	Mentor – 1 teacher	Brunelle, Kaitlin
CJL	Mentor – 1 teacher	Belanger, Karen
CJL	Mentor – 1 teacher	McCall, Kathy
CJL	Mentor – 1 teacher	Lapointe, Kim
CJL	Mentor – 1 teacher	Minchin, Kim
CJL	Mentor – 1 teacher	Richards, Kristy
CJL	Mentor – 1 teacher	Giberti, Leanne
CJL	Mentor – 1 teacher	McGuckin, Roisin
CJL	Mentor – 1 teacher	Adams, Samantha
MCS	Mentor – 1 teacher	Arnold, Ann
MCS	Mentor – 1 teacher	Goad, Danielle
MCS	Mentor – 1 teacher	Hastings, Heather
MCS	Mentor – 1 teacher	Smith, Heidi
MCS	Mentor – 1 teacher	Spring McDermott, Joanne
MCS	Mentor – 1 teacher	Boone, Mary
MCS	Mentor – 2 teachers	Parnham, Missy
MCS	Mentor – 3 teachers	Patricia Hussey
MCS	Mentor – 1 teacher	Deschambault, Sara
Pride	Mentor – 1 teacher	McGuiggin, Colleen
Pride	Mentor – 1 teacher	Thompson, Devyn
Pride	Mentor – 1 teacher	Vermette, Diana
Pride	Mentor – 1 teacher	Stone, Jason
Pride	Mentor – 1 teacher	Miliano, Karen
Pride	Mentor – 1 teacher	Flannery, Laurie
Pride	Mentor – 1 teacher	Mannino, Meaghan
Pride	Mentor – 1 teacher	Plumpton, Stephanie
SHS	Mentor – 1 teacher	Soule, Adam
SHS	Mentor – 1 teacher	Coleman, Brent
SHS	Mentor – 1 teacher	Eaton, Brittany
SHS	Mentor – 1 teacher	Gifford, Cheryl
SHS	Mentor – 1 teacher	Whitehouse, Danika
SHS	Mentor – 1 teacher	Drew, Darcie
SHS	Mentor – 1 teacher	Farrell, Deanna
SHS	Mentor – 1 teacher	Smith, Hannah
SHS	Mentor – 1 teacher	Smith, Harold
SHS	Mentor – 1 teacher	English, Heather
SHS	Mentor – 1 teacher	Whitney, Heidi
SHS	Mentor – 1 teacher	Boudreau, Kathryn (Peppe)

School Committee Meeting Minutes

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SHS	Mentor – 1 teacher	Baker, Kristie
SHS	Mentor – 1 teacher	Brickett, Kyle-Ann
SHS	Mentor – 1 teacher	White, Liz
SHS	Mentor – 1 teacher	Warner, Maggie
SHS	Mentor – 1 teacher	Gillis, Meghan
SHS	Mentor – 1 teacher	Ericson, Nicholas
SHS	Mentor – 1 teacher	Kearson, Rossie
SHS	Mentor – 1 teacher	Quarles, Sally
SHS	Mentor – 1 teacher	Thompson, Sandy
SHS	Mentor – 1 teacher	Fecteau, Tim
SMS	Mentor – 1 teacher	Larson, Anders
SMS	Mentor – 1 teacher	Camire, Angel
SMS	Mentor – 1 teacher	Labbe, Angie
SMS	Mentor – 1 teacher	Sweeney, Ashlee
SMS	Mentor – 1 teacher	Wyman, Ashley
SMS	Mentor – 1 teacher	Noone, Barb
SMS	Mentor – 1 teacher	Currier, Beth
SMS	Mentor – 1 teacher	Weston, Dani
SMS	Mentor – 1 teacher	Allaire, Denise
SMS	Mentor – 1 teacher	Fraser, Erin
SMS	Mentor – 1 teacher	Cantara, James
SMS	Mentor – 1 teacher	Allen, Jess
SMS	Mentor – 1 teacher	Williams, Julie
SMS	Mentor – 1 teacher	Birch, Karen
SMS	Mentor – 1 teacher	Perreault, Katie
SMS	Mentor – 1 teacher	Peters, Kristi
SMS	Mentor – 1 teacher	Signore, Lynn
SMS	Mentor – 1 teacher	Quarto, Nicole
SMS	Mentor – 1 teacher	White, Rachel
SMS	Mentor – 1 teacher	Hilt – Coleman, Samantha
SMS	Mentor – 1 teacher	Nason, Sara
SMS	Mentor – 1 teacher	Coveney, Sue
SMS	Science Department Chair	Cantata, James
SMS	Social Studies Department Chair	Barry, Erin
SMS	ELA Department Co Chair	Shorey, Kim
SMS	ELA Department Co Chair	Sawyer, Kayla
SMS	Special Education Department Chair	Foley, Matt
SMS	PE/Health Department Chair	Roy, Amanda
SMS	VP Arts Department Chair	Orchard, Samantha

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SMS	Math Department Chair	White, Rachel
SMS	Math Club Advisor	White, Rachel
SMS	Band Advisor, Grades 5/6	Ames, Dee
SMS	Art Club Advisor	Orchard, Samantha
SMS	Band Advisor, Grades 7/8	Scarano, Erica
SMS	Yearbook Advisor	White, Rachel
SMS	Chorus Director	Pietruck, Justin
SMS	Mechanical Advantage Advisor	Nason, Sara
SHS	Ocean Bowl Advisor	Marass, Beth
SMS	Drama Club Advisor	Bellefeuille, Adam
SMS	Student Council Advisor	Sawyer, Kayla
SMS	Jazz Band Advisor	Scarano, Erica

N. Staff Transfers

1. Superintendent Nelson announced the following transfer(s):

Rancourt, Nathan	From 3 rd shift SHS Custodian	To 2 nd shift SHS and CO custodian	Eff. 9/20/21
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O. Staff Nominations: None

P. Policies None

Q. Items for Future Agenda(s)

1. Pre-K

R. Calendar Announcements

Monday, October 4, 2021	School Committee Regular Meeting	6:00 pm	<i>Tentative:</i> City Council Chambers and via Zoom
Monday, October 18, 2021	School Committee Regular Meeting	6:00 pm	<i>Tentative:</i> City Council Chambers and via Zoom

S. Adjournment

Motion by Mrs. Cote: **To adjourn Regular Meeting at 8:29 pm.**

Motion seconded by Mr. Mapes. Motion carried 4 - 0.

Respectfully submitted,

Paula Cote, School Committee Vice Chair

Matt Nelson, Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES**

Attachment D

Monday, October 4, 2021 ~ 5:00 pm

Note: Meeting was held in the Superintendent's Conference Room, 2nd Floor, City Hall Annex

Members present: Don Jamison, Paula Cote, John Roux, Amy Sevigny

Staff present: Matt Nelson, Superintendent
Steve Bussiere, Assistant Superintendent
Brent Coleman, Former Outreach Worker
Cecilia Sirianni, Outreach Worker

Guests present: Student, mother

A. Call to Order Time: 5:14 pm

B. Executive Session Student Matter

1. Motion by Mr. Jamison: **To enter Executive Session to consider re-admission of a student to Sanford schools pursuant to 1 MRSA § 405(6)(B) at 5:14 pm.**
Motion seconded by Mr. Roux. Motion carried 4 to 0.
2. Motion by Mr. Jamison: **To exit Executive Session at 5:33 pm.**
Motion seconded by Mrs. Cote. Motion carried 4 to 0.
Public Session:
3. Motion by Mr. Jamison: **The School Committee has discussed the information presented regarding the student's request. Based on that information and pending successful intake and admission to the BRIDGE Program, the student's expulsion will be held in abeyance while the student receives counselling services mandated in the student's December 2, 2020 Re-entry Plan AND resumes academic studies at the BRIDGE program. Upon successful completion of the student's December 2, 2020 Re-entry Plan, the student may request another re-entry hearing with the School Committee for readmission to Sanford schools.**
Motion seconded by Mrs. Cote. Motion carried 4 to 0.

C. Adjournment

Mr. Jamison made a motion **to adjourn at 5:36 pm.**
Mr. Roux seconded the motion. Motion carried 4 - 0.

Respectfully submitted,

Don Jamison, School Committee Chair

Matt Nelson, Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES
City Council Chambers, 3rd Floor, City Hall Annex
Monday, October 4, 2021 ~ 6:00 pm**

Note: This was a combination VIRTUAL and in-person meeting with members attending via Zoom Video Conferencing and in-person

Members present: Don Jamison, Paula Cote, John Roux, Amy Sevigny

Student Reps present: Grace Davie

Staff present: Matt Nelson, Superintendent
Steve Bussiere, Assistant Superintendent
Cheryl Fournier, Business Manager
Bethany Lambert, Curriculum Director
Brett Williams, SPAC Director

A. Call to Order Time: 6:05 pm

B. Pledge of Allegiance Said

C. Adjustments None

D. Approval of Minutes None

E. Public Comments
1. Comments from Leah Pelletier regarding masks

F. Communications
1. "Let's Go!" email dated 9.22.21 ([Attachment F.1.](#))

G. Committee Reports
1. Construction Projects
i. Sanford Pride Elementary
i. 1 month walk through scheduled for Thursday. 10/7/21
ii. Work is ongoing regarding a number of identified issues
iii. "Back" playground is almost complete; "Front" playground should be complete this week
iv. Sewer issues identified
ii. SHS/SRTC
i. Meeting held 9/24/21 regarding air handlers "tripping"; follow up meeting tentatively set for 10/13/21
2. SHS/SRTC Schedule Advisory Committee
i. Reminder of upcoming meeting on 10/12/21 at SPAC
ii. Focus of meeting: Spartan Time

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H. Superintendent's Report

1. Student Representative Reports
 - i. Grace Davie: Attended "After School Super Snack Meeting" – snack boxes for after school activities, only requirement is signing in
2. Field Trip
 - i. SkillsUSA Leadership Training for State Officer in Bangor (9/16/21-9/18/21) and Washington, DC (9/18/21 – 9/25/21)
3. Sanford School Department Safe Return to School and Continuity of Instruction Plan 2021-2022 update (see added attachment)
 - i. Sanford School Department has had 59 COVID-19 cases to date
 - ii. SHS, SMS, CJL, MCS in outbreak status
 - iii. No school transmission
 - iv. Pooled testing – Mr. Bussiere
 - Pooled testing is going well, participation is increasing
 - Kudos to School Nurse Amy Humphrey for assistance
 - 3 C.N.A.s subcontracted to assist
 - No make-up testing for Indigenous Peoples Day on Monday
 - v. Maine has not yet enacted OSHA rule for schools to mandate staff vaccinations or weekly testing
 - vi. Review of Advisory Committee work to date
 - vii. Acknowledgement of conflicting/confusing information; ;noted we are obligated to follow Maine CDC which is the expectation of Maine DOE
4. Enrollment as of 10.1.21
 - i. Elementary numbers are up, SMS is approximately the same and SHS is up
 - ii. October 1, 2020 total enrollment = 3011; October 1, 2021 total enrollment = 3161
5. Positive News for 10.4.21 (see added attachment)
6. Advertising Initiative (Attachment H.5.)
 - i. Flyer distributed
 - ii. PSA video by WSSR-TV

I. Directors' Reports

1. Sanford Performing Arts Center (SPAC) –Brett Williams
 - i. SPAC update
 - Presentation information included: mission, committee make-up, monthly meetings, 8 staff, 50+ volunteers, event categories, funding sources, overview of changes to fee structure
 - Currently booked solid from February through 4th of July

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- COVID-19 at SPAC
 1. Live-streaming through partnership with WSSR-TV
 2. SPAC hosted meetings, classes, Free for All series, spring musical, modified dance recitals and end of year ceremonies
 3. COVID-19 protocols established
 - a. COVID-19 Safety Specialist
 - b. Masks required for audience and staff; masks optional for vaccinated performers while on stage
 - c. Modified traffic flow
 - d. Abbreviated intermissions
 - e. Enhance cleaning/air filtration
 4. Upcoming rentals: Dance performances, YCCC, Safe Haven Ballet, Alpha PRC
 5. Upcoming Spotlight Series: Buddy Holly Story, Carole King Songbook, Holiday Pops, Portland Ballet Victorian Nutcracker, Sing We Noel, Classic Rock, Maine Piano Festival, Portland Piano Trio, Powell Piano Competition, Daniel Hsu Classical Piano Concert, Broadway's Next Hit Musical, Marsalis Big Brass, Savion Glover & Reg E. Gaines Tap Shoe Performance
 6. Student performances: Turning 15 on the Road to Freedom, Dog Man the Musical, Almost Maine, Mamma Mia
 7. Brochures will be mailed to all Sanford/Springvale residents
- 2. Assistant Superintendent Steve Bussiere
 - i. Pre-Kindergarten
 - Overview of current Pre-K offerings including Head Start
 1. Current programs include ELL services
 2. Special ed is provided by CDS
 3. Parents provide transportation
 - 2022/2023 target is two Pre-K programs in each elementary school
 1. All day programs
 2. Would require additional 6 teachers, 6 ed techs
 3. Would require additional special ed services, transportation and curriculum
 4. Seeking funding through MDOE expansion grant – upcoming webinar
 5. Elementary administrators have started discussions surrounding implementation of expanded Pre-K in our schools

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3. Director of Curriculum Bethany Lambert

i. Johns Hopkins survey

- School community survey including all staff and students grade 6-12
- Elements of school life for success including academic life, administration, communality, organizational identity
- Core group in District to review results

J. New Business None

K. Old Business None

L. Resignations

1. Superintendent Nelson announced the following resignations:

Lincoln, Susan	Ed Tech I – Library	SMS	Eff. 10.1.21
Martineau, Richard	2 nd shift Custodian	Pride	Eff. 11.1.21

M. Staff Appointments

1. Superintendent Nelson announced the following appointments:

Baker, Ashley	ETIII	SRTC	New	Eff. TBD
Bernier, Kyle	Varsity baseball coach	SHS	replacement	Eff. March 2022
Coleman, Tyler	STEAM teacher	After school STEAM Program at SMS	Annual replacement	Eff. 9/1/21
Davie, Jen	Long term sub – ELA	SMS	replacement	Eff. 9/20/21
Wilson, Denise	STEAM teacher	After school STEAM Program at SMS	Annual replacement	Eff. 9/1/21

2. Superintendent Nelson announced the following Schedule C1 and Schedule D appointments:

School	Position	Appointment
Pride	Mentor – 1 teacher	Cyr, Liz
CJL	Mentor – 1 teacher	Garabedian, Devon
MCS	Mentor – 1 teacher	Spring-McDermott, Joanne

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N. Staff Transfers

1. Superintendent Nelson announced the following transfer(s):

Murphy, Christina	From 3 hr/day Foodservice at MCS	To (replacement) 4.25 hr/day Foodservice at SMS	Eff. 9/27/21
Pepin, Mike	From 1 st shift custodian at SHS	To head custodian at SHS	Eff. 9/22/21
Selfridge, Deborah	From 5 hr/day Foodservice at SMS	To (new) 6.5 hr/day Foodservice at SMS	Eff. 9/20/21

O. Staff Nominations: None

P. Policies

Attachment P

1. First Reading – Policy JKAA – Use of Physical Restraint and Seclusion
Motion by Mr. Jamison: **To accept the first reading of Policy JKAA as presented.**
Motion seconded by Mr. Roux. Motion carried 4 – 0.
2. First Reading – Procedure JKAA-R – Procedures on Physical Restraint and Seclusion
Motion by Mr. Jamison: **To accept the first reading of Procedure JKAA-R as presented.**
Motion seconded by Mr. Roux. Motion carried 4 – 0.

Q. Items for Future Agenda(s)

R. Calendar Announcements

Friday, October 8, 2021	Teacher In-service Workshop		
Monday, October 18, 2021	School Committee Regular Meeting	6:00 pm	<i>Tentative: City Council Chambers and via Zoom</i>
Monday, November 1, 2021	School Committee Regular Meeting	6:00 pm	<i>Tentative: City Council Chambers and via Zoom</i>
Monday, November 15, 2021	School Committee Regular Meeting	6:00 pm	<i>Tentative: City Council Chambers and via Zoom</i>

S. Adjournment

Motion by Mr. Roux: **To adjourn Regular Meeting at 7:53 pm.**
Motion seconded by Mr. Jamison. Motion carried 4 - 0.

Respectfully submitted,

Don Jamison, School Committee Chair

Matt Nelson, Superintendent