

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES**

ATTACHMENT D

Monday, October 18, 2021~ 4:00 pm

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

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

Staff present: Matt Nelson, Superintendent
Steve Bussiere, Assistant Superintendent
Troy Watts, SHS Assistant Principal
Cecilia Sirianni, SHS Outreach Worker
Paul Goldsmith, SHS School Resource Officer

Guests present: Student, parent

A. Call to Order Time: 4:04 pm

B. Executive Session Student Matter

1. Motion by Mr. Jamison: **To enter Executive Session to consider disciplinary action for a student at Sanford High School pursuant to 1 MRSA § 405(6)(B) at 4:04 pm.**
Motion seconded by Mr. Roux. Motion carried 5 to 0.
2. Motion by Mr. Jamison: **To exit Executive Session at 4:51 pm.**
Motion seconded by Mr. Roux. Motion carried 5 to 0.
Public Session:
3. Motion by Mr. Jamison: **The School Committee has discussed the testimony and evidence presented and has found the student under consideration to be deliberately disobedient, disorderly and engaging in infractions of Sanford School Department's JICH Policy. The student's removal from school is necessary for the peace and usefulness of the school and as a result, the student will be expelled from Sanford High School indefinitely. As an expelled student, the student will not be permitted to attend school-sponsored events or to be otherwise present on school property. To establish satisfactory evidence that the behavior that resulted in the expulsion will not likely recur, a re-entry plan meeting will be held in the Superintendent's Office. Upon successful completion of the re-entry plan, the student may request a re-entry hearing with the School Committee to return to Sanford High School. The Superintendent will provide the student and parents with written notice of the School Committee's findings and conclusions.**
Motion seconded by Mrs. Cote. Motion carried 5 to 0.

C. Adjournment

Mr. Jamison made a motion **to adjourn at 4:54 pm.**
Mr. Roux seconded the motion. Motion carried 5 - 0.

Respectfully submitted,

Don Jamison, School Committee Chair

Matt Nelson, Superintendent

**SANFORD SCHOOL DEPARTMENT
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ATTACHMENT D

Monday, October 18, 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, John Roux, Amy Sevigny

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

Guests present: none

A. Call to Order Time: 4:57 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 4:57 pm.**
Motion seconded by Mr. Roux. Motion carried 5 to 0.
2. Motion by Mr. Jamison: **To exit Executive Session at 5:54 pm.**
Motion seconded by Mr. Roux. Motion carried 5 to 0.

C. Adjournment

Mr. Jamison made a motion **to adjourn at 5:55 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
City Council Chambers, 3rd Floor, City Hall Annex
Monday, October 18, 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
Beth Letourneau, SHS Director of Counseling
Matt Petermann, SHS Principal

A. Call to Order Time: 6:03 pm

B. Pledge of Allegiance Said

C. Adjustments None

A moment of silence was held to recognize the October 8th passing of beloved, long time PE teacher Rich Wilkins.

School Committee Meeting Minutes

October 18, 2021

D. Approval of Minutes

1. Monday, March 15, 2021, Regular Meeting, 6 pm
 2. Monday, April 5, 2021, Regular Meeting, 6 pm
 3. Monday, April 26, 2021, Regular Meeting, 6 pm
 4. Monday, May 3, 2021, Executive Session, 6 pm
 5. Monday, May 3, Workshop, 4:30 pm
 6. Monday, May 10, 2021, Regular Meeting, 6 pm
 7. Monday, May 24, 2021 Regular Meeting, 6 pm
 8. Monday, June 7, 2021, Executive Session, 4:45 pm
 9. Monday, June 7, 2021, Executive Session, 5:00 pm
 10. Monday, June 7, 2021, Regular Meeting, 6 pm
 11. Monday, June 21, 2021, Executive Session, 5 pm
 12. Monday, June 21, 2021, Regular Meeting, 6 pm
 13. Monday, June 28, 2021, Special Meeting, 12 pm
 14. Monday, June 28, 2021, Executive Session, 12:15 pm
 15. Monday, June 28, 2021, Executive Session, 2 pm
 16. Wednesday, August 11, 2021, Executive Session, 5 pm
 17. Wednesday, August 11, 2021 Summer Meeting, 6 pm
 18. Wednesday, August 18, 2021, Workshop, 11 am
 19. Monday, August 30, 2021, Executive Session, 5 pm
 20. Monday, August 30, 2021, Summer Meeting, 6 pm
 21. Monday, September 13, 2021, Regular Meeting, 5 pm
 22. Monday, September 20, 2021, Executive Session, 5:15 pm
 23. Monday, September 20, 2021, Regular Meeting, 6 pm
 24. Monday, October 4, 2021, Executive Session, 5 pm
 25. Monday, October 4, 2021, Regular Meeting, 6 pm
- Motion by Mr. Jamison: **To approve the minutes as presented.**
Motion seconded by Mrs. Sevigny. Motion carried 5 – 0.

E. Public Comments

1. Comments/questions from Kevin Eaton regarding inconsistencies surrounding close contacts and COVID testing

F. Communications

None

School Committee Meeting Minutes

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G. Committee Reports

1. Construction Projects
 - i. SHS/SRTC
 - i. October 13th meeting for HVAC units has been postponed until mid-November
 - ii. MCS
 - i. Outstanding items completed and boiler issues resolved and confirmed by commissioning agents
 - iii. SMS
 - i. Air flow sounds remain; Trane will be returning to investigate
 - iv. Pride
 - i. Successful one month walk through completed
 - ii. Kitchen hot water issue under investigation
 - iii. Both playgrounds are finished
2. SHS/SRTC Schedule Advisory Committee – Matt Nelson
 - i. Meeting held October 12th
 - ii. Focus was Spartan Time
 - iii. Next meeting is Monday, November 8, 2021 at 2:30 pm; topic expected to be graduation requirements and electives

H. Superintendent's Report

1. Student Representative Reports – none
2. Field Trip
 - i. SHS Senior Trip Proposal - February 2023 – Matt Peterman, Kelly Foley
 - Institute annual Senior Trip during February vacations
 - First trip proposed for current Junior Class in February '23
 - 8 day excursion
 - All expenses included except lunch & spending money
 - Monthly payment plan over 15 months
 - "Pandemic pending – COVID Peace of Mind"

Motion by Mr. Jamison: **To support a Senior Trip in February 2023 as proposed.**

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

3. Sanford School Department Safe Return to School and Continuity of Instruction Plan 2021-2022 update
 - i. Review of meeting earlier today with York County Superintendents and Maine's Dr. Shah
 - SOPs developed by Maine CDC
 - Goal to keep kids in classroom, minimize spread of COVID and avoid introducing new risk to schools
 - Pool testing versus home testing variables
 - Potential for younger children to receive COVID vaccinations in early November; planning underway for school based clinics

School Committee Meeting Minutes

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- ii. York County transmission rate is high
 - 1819 cumulative COVID cases in Sanford; 456 in Springvale
 - 116 cumulative COVID cases in Sanford schools since 8/30/21
 - 88% vaccinated in Sanford; 87% vaccinated in Springvale
 - 80.09% vaccination rate School Dept. staff
 - 673 participants (staff and students) in pooled testing
- iii. Social Emotional Learning update (see added attachment)
 - Elementary
 1. Weekly or biweekly SEL lessons – school counselors
 2. New SEL teacher will start working with elementary population this month
 3. Weekly “Second Step” lessons – classroom teachers
 4. Support & Transition Rooms in each elementary school
 - SMS
 1. Grade 5: Second Step and Mutt-i-greets curriculum
 2. Grades 6-8: Second Step plus counselor supported implementation and lessons
 3. Character Strong lessons with monthly themes
 4. New staff trained on suicide prevention and child awareness
 5. Support & Transition room added
 - SHS
 1. Character Strong curriculum – Spartan Time homerooms
 2. Counselors meeting with students (1:1, small/large groups)
 3. Monthly awareness themes with guest speakers
 4. Support & Transition room
 - District
 1. Added social workers
 - Mrs. Letourneau addressed questions regarding how school counselors are identifying students who are struggling
- 4. Positive News for 10.18.21 (see added attachment)

School Committee Meeting Minutes

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I. Directors' Reports

1. Assistant Superintendent Steve Bussiere (**see added attachment**)
 - i. English Language Learners (ELL) Program update
 - ESOL – English Speakers of Other Languages
 - Mr. Bussiere reviewed processes for identification
 - 40 students currently receiving direct service representing 9 languages; numbers are increasing
 - ESOL Personal Learning Plan identifying goals and services
 - Annual WIDA assessments – listening, speaking, reading, writing
 - Theresa Webber and Neisha McGuckin currently providing service district wide
2. Director of Curriculum Bethany Lambert
 - i. 10/8/21 Teacher Workshop Day Update
 - Teachers requested time to understand the needs of students and how to adjust instruction accordingly
 - Time was spent in K-12 silos, with math and literacy coaches, exploring “Pioneer Learning”, “Reveal Math”, “Gizmo”, and “Read 180” trainings as well as reviewing standards/common assessments and intervention strategies
 - Positive feedback – next step is finding more time to implement these takeaways

J. New Business

1. August 2021 Financials – Cheryl Fournier (**Attachment J.1.**)
 Motion by Mr. Jamison: **To approve the August 2021 financials as presented.**
 Motion seconded by Mrs. Cote. Motion carried 5 – 0.

K. Old Business

None

L. Resignations

1. Superintendent Nelson announced the following resignations:

Preston, Sarah	SHS Girls Varsity Tennis Coach	Athletics	Eff. 8/31/21
Kearson, Rossie	SHS Boys Varsity Tennis Coach	Athletics	Eff. 8/31/21
Kloock, Andrew	Special Education ETII	Pride	Eff. 10/5/21

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M. Staff Appointments

1. Superintendent Nelson announced the following appointments:

Barry, William	Special Education ETII	CJL	Replacement	Eff. TBD
Lederer, Brooke	Long term sub (Grade 4)	CJL	Replacement	Eff. 11/22/21

N. Staff Transfers None

O. Staff Nominations:

1. Superintendent Nelson nominated the following professional staff for a probationary contract:

Gagnon, Shaylynn	Elementary SEL Teacher	District	Eff. 10/18/21
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Motion by Mr. Jamison: **To approve the nomination as presented.**

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

P. Policies

Attachment P

1. Second Reading – Policy JKAA – Use of Physical Restraint and Seclusion
2. Second Reading – Procedure JKAA-R – Procedures on Physical Restraint and Seclusion
 Motion by Mr. Jamison: **To adopt Policy JKAA and Procedure JKAA-R as presented.**
 Motion seconded by Mr. Mapes. Motion carried 5 – 0.

Q. Items for Future Agenda(s)

- i. Pre-K Planning Workshop

R. Calendar Announcements

Monday, November 1, 2021	School Committee Regular Meeting	6:00 pm	<i>Tentative:</i> City Council Chambers and via Zoom
Monday, November 15, 2021	School Committee Regular Meeting	6:00 pm	<i>Tentative:</i> City Council Chambers and via Zoom

Additional dates announced:

Saturday, October 30, 2021, 5 pm – Marching Band State Finals at Alumni Stadium

Tuesday, October 19, 2021 – 3:30 pm – Wellness Committee Meeting

Monday, November 8, 2021 – 2:30 pm – SHS/SRTC Scheduling Advisory Meeting

Week of October 18 – 22, 2021 is Bus Driver Appreciation Week

S. Adjournment

Motion by Mr. Roux: **To adjourn Regular Meeting at 7:50 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
MINUTES – WORKSHOP
Cafeteria, SHS/SRTC, 100 Alumni Boulevard, Sanford, Maine
Monday, October 25, 2021 ~ 5:00 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: None

Staff present: Matt Nelson, Superintendent
Steve Bussiere, Assistant Superintendent
Bethany Lambert, Curriculum Director
Cheryl Fournier, Business Manager
Susan Inman, Principal, Pride Elementary
Sherri Baron, Principal, CJL Elementary
Tracie Hallissey, Principal, MCS Elementary

A. Call to Order Time: 5:02 pm

B. Workshop
1. Pre-Kindergarten Planning

C. Adjournment
Motion by Mrs. Cote: **To adjourn Workshop Meeting at 6:15 pm.**
Motion seconded by Mr. Roux. Motion carried 4 - 0.

Respectfully submitted,

Paula Cote, School Committee Vice Chair

Matt Nelson, Superintendent