

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES**
City Council Chambers, 3rd Floor, City Hall Annex
Monday, November 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, Jonathan Mapes, 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
Beth Letourneau, SHS Director of Counseling
Amy Humphrey, CJL School Nurse
Lynne Signore, SHS School Nurse
Katelyn Gray, SMS School Nurse (via Zoom)
Gordie Salls, Athletic Director (via Zoom)

A. Call to Order Time: 6:05 pm

B. Pledge of Allegiance Said

C. Adjustments None

D. Approval of Minutes

1. Monday, November 1, 2021, Regular Meeting, 6 pm
Motion by Mr. Jamison: **To approve the minutes as presented.**
Motion seconded by Mr. Mapes. Motion carried 4– 0.

E. Public Comments None

F. Communications None

G. Committee Reports

1. Construction Projects
 - i. SHS/SRTC
 - i. Core Building Committee meeting scheduled for 11/18/21 to discuss:
 1. Arbitration with Hutter/Warren Mechanical
 2. Project updates
 3. Local bond spending
 - ii. Meetings scheduled for 12/1/21 and 12/2/21 to discuss air handling unit issues

School Committee Meeting Minutes

November 15, 2021

- ii. Pride Elementary
 - i. Scheduling a meeting with playground rep to discuss issues with zip line, monkey bars and tea cup structure
2. SHS/SRTC Scheduling Advisory Committee
 - i. Meeting was held on 11/8/21
 - i. Finalized discussion surrounding Spartan Time
 - ii. Discussed requirements surrounding lunch and SRTC
 - ii. Next meeting will be held 11/30/21
 - i. Topics will include AP, electives, graduation requirements, options for classes/credits outside SHS schedule
 - iii. Meeting scheduled 12/14/21 during Spartan Time
 - i. Topics to include skinny block discussion
3. Sanford Performing Arts Committee – Mrs. Cote
 - i. Season opened with Buddy Holly Story last weekend
 - ii. Both student reps were involved in the professional production of Buddy Holly Story
 - iii. Carole King Tribute will be held this weekend
 - iv. Promoted tickets for upcoming Nutcracker Production
 - v. Invited local businesses to partner with SPAC productions
 - vi. Season brochures have been mailed to Sanford/Springvale residences

H. Superintendent's Report

1. Student Representative Reports
 - i. Grace: Almost Maine production update, fall sports have wrapped up, Box of Joy initiative for the Backpack Program is in process
 - ii. Isabella: Christmas Tree Auction, Peer Helpers Thanksgiving baskets
2. School Nurses Recognition – Congratulations for recent recognition via Maine School Board Association Distinguished Service Award
 - i. Mr. Bussiere chronicled a day in the life of a school nurse during COVID
3. Upward Bound – Beth Letourneau, Alyssa West
 - i. Grant Program (Trio) originated in 1960's
 - ii. Program designed for students interested in post-secondary education
 - iii. Recruitment criteria and process reviewed
 - iv. Services provided during academic year and summer
 - v. Currently serving 43 students at SHS
 - vi. Student Mia Noon shared her experience as an Upward Bound student at SHS

4. Sanford School Department Safe Return to School and Continuity of Instruction Plan 2021-2022 Update
 - i. Supt. Nelson reviewed current COVID-19 statistics. York County community transmission remains high, Sanford student and staff vaccination rates are slowly increasing as are pooled testing numbers.
 - ii. Supt. Nelson met recently with a small group of school superintendents from York and Cumberland Counties for a preliminary discussion regarding metrics for students and staff for a “build a COVID exit ramp” strategy
 - iii. COVID Vaccination Clinics for Sanford students aged 5-11 began today. Pre-registration numbers are low.
 - iv. Maine state law changed on 9/1/21 eliminating religious/philosophical exemptions for all mandatory (non-COVID) vaccinations. November 30, 2021 is the compliance deadline for Sanford students to be fully vaccinated.

5. Acton School Department Workshop Update
 - i. Recent joint workshop meeting held in Acton on 11/4/21
 - ii. Workshop reviewed current 10 year agreement (expires 6/30/23) for Sanford to educate Acton’s grade 9-12 students at SHS
 - iii. Next step: establish a joint sub-committee to review current arrangement

6. Town and Country Federal Credit Union donation acknowledged
(Attachment H.6.)

7. Positive News for 11.15.21 reviewed

I. Directors' Reports

1. Athletic Director Gordie Salls

i. Athletic Update

- Fall season awards night(s) this week
- Season was successful overall but affected by COVID cases and quarantines
- This was a successful season for the new (season3) volleyball program
- Student participation: 250 at SHS, 110 at SMS
- Appreciation expressed for perseverance by coaches, students, nurses, athletic trainers and office staff
- Thank you to Southern Maine Collaborative Regional Service for supplying 35 athletic bus trips
- Winter season underway; meetings have been held and tryouts start 11/22/21
- Anticipated challenges include COVID and staffing
- All athletes would be masked (except swimming when in water) at all times including during competition
- Strongly recommend vaccination and/or pool testing
- If a school does not follow the recommendations the competing school can opt not to play, no penalty, no game status, not forfeit
- Default to home-team guidance concerning spectators, concessions, etc.
- Outside venues may have more stringent guidelines, venue guidelines must be adhered to during competition

2. Assistant Superintendent Steve Bussiere

i. Transportation

- Staffing challenges remain
- Some routes have been combined; some have been temporarily suspended on a day to day basis
- Increased sign on bonus (\$2500)
- Athletic bus staffing remain challenging
- Mr. Bussiere expressed great appreciation to the bus drivers for their tireless efforts

ii. McKinney Vento Update

- Unfunded mandate to assist homeless students
- Reviewed qualifying definition of homeless students
- Transportation is the largest expense surrounding identified homeless students
- Received two recent grant awards (\$35,000 and \$29,242)
- Grant funds will be used to cover transportation costs, student supplies, mental health support for students and training for our staff
- 31 homeless students identified last year; 37 to date in 21/22

J. New Business

1. September 2021 Financials – Cheryl Fournier ([Attachment J.1.](#))
Motion by Mr. Jamison: **To approve the September 2021 financials as presented.**
Motion seconded by Mrs. Cote. Motion carried 4 - 0.
2. Reserve Accounts – Cheryl Fournier
Motion by Mr. Jamison: **To approve reserving \$363,293 into the Unexpected Special Education Costs Reserve Fund, \$32,572 into the Capital Reserve Fund and \$234,319 into the Health Insurance Reserve Fund.**
Motion seconded by Mrs. Sevigny. Motion carried 4 – 0.
3. Substitute Rates – Cheryl Fournier ([Attachment J.3.](#))
Motion by Mr. Jamison: **To approve the amended substitute rates as presented.**
Motion seconded by Mrs. Cote. Motion carried 4 – 0.
4. Compensation Schedule for Additional COVID-19 Related Duties ([Attachment J.4.](#))
Motion by Mr. Jamison: **To approve the proposed Compensation Schedule for Additional COVID-10 Related Duties as presented.**
Motion seconded by Mrs. Cote. Motion carried 4 – 0.
5. Truck Purchase – Cheryl Fournier ([Attachment J.5.](#))
Motion by Mr. Jamison: **To approve the purchase of a 2022 GMC as presented.**
Motion seconded by Ms. Sevigny. Motion carried 4 – 0.

K. Old Business

None

School Committee Meeting Minutes

November 15, 2021

L. Resignations

1. Superintendent Nelson announced the following resignations:

Durant, Brenda	Foodservice personnel	SHS	Eff. 10/25/21
Foley, Matthew	Wrestling Coach	SMS	Eff. 11/8/21

M. Staff Appointments

1. Superintendent Nelson announced the following appointments:

Brown, Steve	3 rd shift custodian	SHS	Replacement	Eff. 11/21/21
Drisko, Cheryl	Executive Administrative Assistant	Central Office	Replacement	Eff. TBD
Elie, Andrea	2 nd shift custodian	MCS/SMS	New	Eff. TBD
Lane, Priscilla	Foodservice personnel	Pride	Replacement	Eff. 11/8/21
Lantagne, Jamie	Foodservice personnel	SMS	New	Eff. 11/1/21
Walker, Ashley	Special Ed ETI	SMS	New	Eff. TBD

2. Superintendent Nelson announced the following winter coaching appointments:

Allen, Joshua	First Team Boys Basketball
Boissonneault, Mark	JV Girls Basketball
Coleman, Brent	Assistant HS Wrestling
Hammerle, Heidi	Assistant Swimming
Kearson, Rossie	Head HS Girls Basketball
Lovejoy, Jamie	7 th Grade Girls Basketball
Mann, Nate	7 th grade Boys Basketball
McCall, Dave	8 th Grade Girls Basketball
Mills, Jacob	Head HS Boys Basketball
Morrow, Aaron	Varsity Swimming
O'Connell, Kendra	Head HS Cheering
O'Sullivan, Moira	SMS Cheering
Ouellette, Matthew	JV Boys Basketball
Smith, Nate	Head HS Wrestling

School Committee Meeting Minutes

November 15, 2021

N. Staff Transfers None

Allen, Joshua	From JV Boys Basketball Coach	To Freshmen Boys Basketball Coach	Replacement	Eff. 11/1/21
Cheche, Karen	From 4.25 hour per day foodservice at Pride	To 4.25 hour per day foodservice at SHS	New	Eff. 11/1/21
Greve, Michelle	From ESSR funded Grade 1 teacher at Pride	To locally funded Grade 1 teacher at Pride	Replacement	Eff. 11/9/21
Ouellette, Matt	From Grade 8 Boys Basketball Coach	To JV Boys Basketball Coach	Replacement	Eff. 11/1/21
Rowe, Shaun	From 3 rd shift custodian at SHS	To 1 st shift custodian at SHS	Replacement	Eff. 11/8/21
Spulick, Katie	From 3.75 hour per day foodservice at Pride	To 4.25 hour per day foodservice at Pride	Replacement	Eff. 11/1/21

O. Staff Nominations: None

P. Policies None

Q. Items for Future Agenda(s)

R. Calendar Announcements

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

Additional dates announced:

- Wellness Committee on 11/16/21 at 3:30 pm
- Core Building Committee on 11/18/21 at 4:00 pm
- SHS/SRTC Schedule Advisory Committee on 11/30/21 at 2:30 pm
- SRTC Advisory Committee Meeting on 12/3/21 at 9:00 am

S. Adjournment

Motion by Mr. Jamison: **To adjourn Regular Meeting at 7:50 pm**
 Motion seconded by Mrs. Cote. Motion carried 4 – 0.

Respectfully submitted,

 Don Jamison, School Committee Chair

 Matt Nelson, Superintendent