

SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
WORKSHOP MINUTES
SHS Small Cafeteria
Wednesday, February 2, 2022 ~ 4:00 pm

Note: This is a combination VIRTUAL and IN-PERSON meeting, with members attending via Zoom Video Conferencing and in-person.

Pursuant to Federal and State guidelines to address widespread transmission of the COVID-19 Delta variant, **all in-person attendees will be asked to wear masks regardless of vaccination status.**

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

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

Guests present:

A. Call to Order Paula Cote, Chair called the meeting to order at 4:08 pm.

B. Workshop*

2022-2023 School Budget Review

*Information covered included:

- ESSER funds
- Articles 1 – 11: Regular Instruction, Special Education, Career & Technical Education, Other Instruction, Student & Staff Support, System & School Administration, Transportation, Facilities, Debts, All Other and Adult Education.

C. Adjournment

Ms. Cote motioned to adjourn the meeting at 5:52 pm.
Motion was seconded by Mr. Roux. Motion carried 5 – 0.

Respectfully submitted,

Paula Cote, School Committee Chairperson

Matt Nelson, Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
WORKSHOP AGENDA
City Council Chambers, 3rd Floor, City Hall Annex
Monday, February 7, 2022 ~ 4:00 pm**

Note: This is a combination **VIRTUAL** and **IN-PERSON** meeting, with members attending via Zoom Video Conferencing and in-person.

Pursuant to Federal and State guidelines to address widespread transmission of the COVID-19 Delta variant, **all in-person attendees will be asked to wear masks regardless of vaccination status.**

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

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

Guests present:

A. Call to Order Paula Cote, Chair called the meeting to order at 4:05 pm.;

B. Workshop*

2022-2023 School Budget Review

*Information covered included:

- Pre-K Expansion
- Review of Overall School Budget and discussion of potential revisions
- Articles 1 – 11: Regular Instruction, Special Education, Career & Technical Education, Other Instruction, Student & Staff Support, System & School Administration, Transportation, Facilities, Debts, All Other and Adult Education.

C. Adjournment

Motion by Mrs. Cote: To adjourn the meeting at 6:00 pm.

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

Respectfully submitted,

Paula Cote, School Committee Chairperson

Matt Nelson, Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
REGULAR MEETING MINUTES
City Council Chambers, 3rd Floor, City Hall Annex
Monday, February 7, 2022 ~ 6:30 pm**

Note: This is a combination **VIRTUAL** and **IN-PERSON** meeting, with members attending via Zoom Video Conferencing and in-person.

Pursuant to Federal and State guidelines to address widespread transmission of the COVID-19 Delta variant, **all in-person attendees will be asked to wear masks regardless of vaccination status.**

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

Student Reps present: Grace Davie, Isabella Farrington, John Paul Alexandre

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

A. **Call to Order** Paula Cote, Chair called meeting to order at 6:30 pm.

B. **Pledge of Allegiance** Said

C. **Adjustments** None

D. **Approval of Minutes (ATTACHMENT D)**

1. Monday, January 24, 2022, Budget Work Shop, 4 pm
2. Monday, January 24, 2022, School Committee Meeting, 6:30 PM
3. Wednesday, January 26, 2022, Budget Work Shop, 4 pm
4. Monday, January 31, 2022, Executive Session, 4 pm
5. Monday, January 31, 2022, Executive Session, 4:45 pm

Motion by Mr. Mapes: To approve the minutes as presented.

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

E. **Public Comments**

1. Kendra Williams – Advocated for Pre-K

F. **Communications** None

Sanford School Committee Meeting Minutes

02.07.22

G. Committee Reports

1. Construction Projects
 - i. Outcome of meeting held on 2.4.22 to review the SHS/SRTC project and arbitrator's decision was that we will comply with decision and release \$60,000 of the remaining \$300,000 in retainage. An addition to requisition language will be done to protect us for work not completed; a punch list with assigned values is being updated.
 - ii. Work continues on Air Handler tripping issues.
2. SHS/SRTC Scheduling Advisory Committee
 - i. Supt. Nelson reviewed items discussed at 2.2.22 meeting. Topics were:
 - What Don't We Like About Our Current Schedule
 - What Do We Like About Our Current Schedule
 - ii. Next meeting, Tues., March 1st at 2:30 pm in the SHS Cafeteria.
 - Continue to work on like/dislikes of current schedule and review of other schedule modules and skinny block survey.
 - Subcommittee to review skinny block improvements.
 - iii. Sanford Performing Arts Committee
 - Mrs. Cote recapped offerings and performances including dance competitions and recitals which generate revenue; encouraged all to attend and support.

H. Superintendent's Report

1. Student Representative Reports
 - i. Isabella shared her excitement for the upcoming Mamma Mia production and the Valentine's Day activities scheduled to boost School Spirit. Isabella also reported that students are expressing a good start to their 2nd semester.
 - ii. John Paul Alexandre spoke about a project graduation fundraiser ice skating event to be held on 2.12.22 from 6 to 9 pm at Westbrook Ice Skating Rink and all were invited.
 - iii. Grace was also excited for the Mamma Mia production and encouraged all to attend. Grace further informed the Committee about a large event for the Backpack program whereas 100,00 lbs. of food will be handled and distributed on 2.17.22; all of York County is invited to participate. Volunteers are welcome.
2. Sanford School Department Safe Return to School and Continuity of Instruction Plan 2021-2022 Update
 - i. Supt. Nelson presented Sanford and MMA's COVID metrics and everything is trending in the right direction; this has proven the same for not only the other districts but NH and MA too.
 - ii. Discussions with the Deputy Commissioner of MEDOE will be started after February break regarding off ramp for face coverings and SOP support.
3. Sanford School News for 2.7.22

I. Directors' Reports

1. Steve Bussiere –
 - i. Safety Committee Meeting Update items covered were:
 - Focus on Winter Safety to prevent slips, trips and fall.
 - Second Quarter Lockdown Drills have been completed.

Sanford School Committee Meeting Minutes

02.07.22

J. New Business

1. Second Reading of 2022-2023 School Calendar (**ATTACHMENT J.1**)
Motion by Mrs. Cote: To approve the 2022-2023 School Calendar as presented.
Motion seconded by Mr. Mapes. Motion carried 5-0.

K. Old Business None

L. Resignations/Retirements*

1. Superintendent Nelson will announce the following resignations/retirements*:

Linda Bolduc	CACFP Project Manager	SHS		01/24/2022
Scott Robitaille	8 th Grade Boys Baseball Coach	SMS		01/24/2022
*Diana Walker	Physical Education Teacher (9 – 12)	SHS		08/31/2022
*Steven Walker	Science Teacher (9-12)	SHS		08/31/2022

M. Staff Appointments

1. Superintendent Nelson will announce the following appointments:

Matthew Toth	JV Baseball Coach	SHS	Replacement	01/25/2022
Lindsay Strout	Varsity Girls Tennis coach	SHS	Replacement	01/27/2022
Nate Smith	Varsity Cross Country Coach	SHS	Replacement	01/28/2022
Anthony Nguyen	JV Boys Lacrosse	SHS	Replacement	01/31/2022

N. Staff Transfers

1. Superintendent Nelson will announce the following transfers:

Mark Boissoneault	7 th Grade Baseball Coach	SMS	Replacement	03/2022
Nathan Rancourt	2 nd Shift Custodian	CO/SCAE/Bridge	New	TBD

O. Staff Nominations - None

P. Policies and Procedures (ATTACHMENT P**)**

1. First Reading – **Student Discipline – JK**
Motion by Mrs. Cote: To accept the first reading of the new Policy JK as presented.
Motion seconded by Mr. Mapes. Motion carried 5-0.

Q. Items for Future Agenda(s)

1. Information on Virtual Academy

Sanford School Committee Meeting Minutes

02.07.22

R. Calendar Announcements

Wed., 2.09.22	School Committee Budget Workshop: Bridge Program Expansion/Special Education	4:00 pm - 6:30 pm	City Council Chambers and via Zoom
Mon., 2.14.22	School Committee Budget Workshop: Finalize school budget	4:00 pm - 6:30 pm	City Council Chambers and via Zoom
Wed., 2.16.22	School Committee Budget Workshop: If needed to finalize school budget	4:00 pm - 6:30 pm	City Council Chambers and via Zoom
Mon., 2.28.22	School Committee Regular Meeting: Agenda including motion to adopt final 2022/2023 school budget.	6:00 pm	City Council Chambers and via Zoom

S. Adjournment

Motion by Mrs. Cote: To adjourn at 7:19 pm.
Motion seconded by Mr. Roux. Motion carried 5-0.

Respectfully submitted,

Paula Cote, School Committee Chair

Matt Nelson, Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MEETING MINUTES
EXECUTIVE SESSION
Superintendent's Conference Room, 2nd Floor, City Hall Annex
Wednesday, February 9, 2022 ~ 3:00 pm**

Note: This is a combination **VIRTUAL** and **IN-PERSON** meeting, with members attending via Zoom Video Conferencing and in-person.

Pursuant to Federal and State guidelines to address widespread transmission of the COVID-19 Delta variant, **all in-person attendees will be asked to wear masks regardless of vaccination status.**

Members present: Paula Cote, Jennifer Davie and John Roux

Staff present: Matt Nelson, Superintendent
Steve Bussiere, Assistant Superintendent
Stacey Bissell, Special Education Director
Troy Watts, Assistant Principal

Guests present: Student, parent

A. Call to Order Time: 3:00 pm

B. Executive Session Student Matter

1. **Motion by Mr. Roux:** To enter Executive Session at 3:13 pm to consider disciplinary action for student at Sanford High School pursuant to 1 MRSA §405(6) (B).
Motion seconded by Mrs. Davie. Motion carried 3 to 0.
2. **Motion by Mr. Roux:** To exit Executive Session at 3:39 pm.
Motion seconded by Mrs. Davie. Motion carried 3 to 0.
3. **Expulsion Motion by Mrs. Cote:** 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 the Sanford School Department's JICIA – Weapons, Violence and School Safety 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 **EXPULLED** from school **indefinitely**. The Superintendent of Schools will provide the student and the student's parent(s) written notice of the Sanford School Committee's findings and conclusions along with the conditions for re-entry if expelled indefinitely.
Motion seconded by: Mr. Roux. Motion carried 3 to 0.

C. Adjournment

Mr. Roux made a motion to adjourn at 3:47 pm.
Mrs. Davie seconded the motion. Motion carried 3 - 0.

Respectfully submitted,

Paula Cote, School Committee Chair

Matt Nelson, Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
WORKSHOP MINUTES
City Council Chambers, 3rd Floor, City Hall Annex
Wednesday, February 9, 2022 ~ 4:00 pm**

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Pursuant to Federal and State guidelines to address widespread transmission of the COVID-19 Delta variant, **all in-person attendees will be asked to wear masks regardless of vaccination status.**

Members present: Paula Cote, John Roux, Amy Sevigny, Jennifer Davie

Staff present: Matt Nelson, Superintendent
Steve Bussiere, Assistant Superintendent
Cheryl Fournier, Business Administrator
Bethany Lambert, Curriculum Director
Stacey Bissell, Special Education Director
C.R. Huntley – Bridge
Aisha Naimey – Bridge
Charlie Whitehead

A. Call to Order Paula Cote, Chair called the meeting to order at 4:10 pm.

B. Workshop*

2022-2023 School Budget Review

*Information covered included:

- Bridge Program Expansion
- Special Education
- Articles 1 – 11: Regular Instruction, Special Education, Career & Technical Education, Other Instruction, Student & Staff Support, System & School Administration, Transportation, Facilities, Debts, All Other and Adult Education.

C. Adjournment

Motion by Mr. Roux: To adjourn the meeting at 6:15 pm.

Motion was seconded by Mrs. Davie. Motion carried 4 – 0.

Respectfully submitted,

Paula Cote, School Committee Chairperson

Matt Nelson, Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MEETING MINUTES
EXECUTIVE SESSION
Council Chambers, 2nd Floor, City Hall Annex
Monday, February 14, 2022 ~ 3:00 pm**

Note: This was an **IN-PERSON** meeting.

Pursuant to Federal and State guidelines to address widespread transmission of the COVID-19 Delta variant, **all in-person attendees will be asked to wear masks regardless of vaccination status.**

Members present: Paula Cote, Amy Sevigny, Jennifer Davie, and Jonathan Mapes

Staff present: Matt Nelson, Superintendent
Steve Bussiere, Assistant Superintendent
Stacey Bissell, Special Education Director
Joe Mastraccio, SMS Assistant Principal
Cecilia Siriani, Outreach

Guests present: Student, grandparents

A. Call to Order Time: 3:00 pm

B. Executive Session Student Matter

1. **Motion by Ms. Cote: To enter Executive Session at 3:05 pm to consider disciplinary action for student at Sanford Middle School pursuant to 1 MRSA §405(6) (B).**
Motion seconded by Mr. Mapes. Motion carried 4 to 0.
2. **Motion by Ms. Sevigny: To exit Executive Session at 4:08 pm.**
Motion seconded by Ms. Davie. Motion carried 4 to 0.
3. **Suspension Motion by Ms. Sevigny: 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 the Sanford School Department's JICIA – Weapons, Violence and School Safety 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 **SUSPENDED** from school for a total of 17 days. The student will be permitted to return to school after serving a total of 17 days with 10 days initial suspension, and after a successful re-entry meeting with Sanford Middle School Administration provided the student is continuing recommended counseling and medication prior to the end of this period of time. The Superintendent of Schools will provide the student and the student's grandparents written notice of the Sanford School Committee's findings and conclusions.**
Motion seconded by: Mr. Mapes. Motion carried 4 to 0.

C. Adjournment

Ms. Cote made a motion to adjourn at 4:13 pm.
Mr. Mapes seconded the motion. Motion carried 4 - 0.

Respectfully submitted,

Paula Cote, School Committee Chair

Matt Nelson, Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
WORKSHOP MINUTES
City Council Chambers, 3rd Floor, City Hall Annex
Monday, February 14, 2022 ~ 4:00 pm**

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Pursuant to Federal and State guidelines to address widespread transmission of the COVID-19 Delta variant, **all in-person attendees will be asked to wear masks regardless of vaccination status.**

Members present: Paula Cote, Jonathan Mapes, Amy Sevigny, Jennifer Davie

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

Guests present:

A. Call to Order Paula Cote, Chair called the meeting to order at 4:23 pm.

B.

C. Workshop*

2022-2023 School Budget Review

*Information covered included:

- Finalize school budget

- Articles 1 – 11: Regular Instruction, Special Education, Career & Technical Education, Other Instruction, Student & Staff Support, System & School Administration, Transportation, Facilities, Debts, All Other and Adult Education.

D. Adjournment

Ms. Cote motioned to adjourn the meeting at 5:30 pm.

Motion was seconded by Ms. Sevigny. Motion carried 5 – 0.

Respectfully submitted,

Paula Cote, School Committee Chair

Matt Nelson, Superintendent