

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES
Monday, April 3, 2017 ~ 6:00 pm**

Note: Meeting was held in City Council Chambers, 3rd Floor, City Hall Annex

Members present: John Roux, Scott Sheppard, Jonathan Mapes, Thomas Miscio, Kendra Williams

Student Reps present: Cole A. Jones

Staff present: David Theoharides, Superintendent
Matt Nelson, Assistant Superintendent
Gwen Bedell, Business Administrator
Bernie Flynn, Curriculum Director
Matt Petermann, SRTC Assistant Director/SHS Assistant Principal
Sue Lamoreau, SHS Teacher

Guests present: None

A. Call to Order Time: 6:34 pm

B. Pledge of Allegiance Said

C. Adjustments None

D. Approval of Minutes None

E. Public Comments None

F. Communications

1. Maine School Board Association Meeting – Region 9
Thursday, April 27, 2017 at 6:00 pm – Kennebunk Elementary School
2. District Art Show
 - April 10, 2017: 6:00 to 8:00 pm
 - April 11 & 12, 2017: 8:00 am to 3:00 pm and 6:00 to 8:00 pm
 - April 13, 2017: 8:00 am to 11:00 am

School Committee Meeting Minutes

April 3, 2017

G. Committee Reports

1. Construction Update
 - i. SHS/SRTC Project
 1. Performing Arts Advisory Committee job description
(Attachment G.1.i)
 - a. Performing Arts Manager job description developed by Performing Arts Committee; recommendation to hire Performing Arts Manager in January, 2018.
- Mr. Miscio made a motion **to approve the job description as presented.**
- Mr. Mapes seconded the motion. Motion carried 5 – 0.
2. Superintendent toured site today; project is well underway with approximately 40% of the building structure in place. Mechanical systems, electrical, ductwork, interior walls and stairs are being installed.
 3. Project is slightly behind schedule due to weather; General Contractor believes improving weather will get things back on schedule.
- ii. Elementary Construction Projects
 1. Meeting on Tuesday, April 4, 2017 to review initial budget estimate for project
 2. Core Building Committee2 meeting on Thursday, April 6, 2017 to discuss information meeting & straw poll on May 3, 2017 and referendum vote on June 13, 2017.
 3. Met with City Manager and architect to discuss phasing options for the elementary projects

H. Superintendent's Report

1. Student Representatives' Reports
 - i. SRTC participated in 1st robotics competition
2. Field trip announcements
 - i. Sanford Alternative High School – MYAN Conference in Bangor, ME on March 28, 29,30, 2017
 - ii. Lafayette EcoMaine trip to Boston Science Museum on April 13, 2017
 - iii. SHS French Club trip to Quebec City on April 19, 20, 21, 2017
 - iv. SJHS JMG 8th graders Urban Adventure in Portland on April 28, 29, 2017
 - v. SJHS Gifted/Talented writers to The Telling Room in Portland on May 12, 2017

April 3, 2017

I. Directors' Reports

1. Business Administrator Gwen Bedell

i. Final 2017/2018 Budget for City Council ([Attachment I.1.i](#))
Motion by Mr. Miscio: **to approve revised 2017/2018 School Department budget in the amount of \$43,326,566.00 for presentation to Sanford City Council.**
Motion seconded by Mr. Mapes. Motion carried 5 – 0.

ii. School Revolving Renovation Funds ([Attachment I.1.ii](#))
Discussion: 62% covered by state; 0% interest to be paid back by 10 years
Motion by Mr. Miscio: **to approve School Revolving Renovation Projects in the amount of \$117,257.00 for Sanford Junior High School and \$488,456.00 for Sanford High School as presented.**
Motion seconded by Mr. Sheppard. Motion carried 5 – 0.

iii. Additional Subsidy
Motion by Mrs. Williams: **In the event that the Sanford School Department receives more state education subsidy than the amount included in its budget, the School Board shall be authorized, in its discretion, to use all or part of the additional subsidy to (i) increase expenditures for school purposes in cost center categories approved by the School Board; (ii) increase the allocation to the capital reserve fund, the health insurance reserve fund, the especial education reserve fund and/or other reserve funds created subsequent; and/or (iii) decrease the local cost share expectation for local property taxpayers for funding public education."**
Motion seconded by Mr. Mapes. Motion carried 5 – 0.

iv. Special Reserve Accounts
Motion by Mr. Miscio: **The School Board hereby authorizes the creation of special reserve accounts by the Sanford School Department to provide funding for separate reserve accounts, including but not limited to school construction projects, capital improvements, capital equipment, maintenance of plants, minor remodeling, fuel cost stabilization, special education and health insurance. Funding for each of those separate reserve accounts will be created from saved general operating expenses in the existing school budget and/or undesignated fund balance.**
Motion seconded by Mr. Sheppard. Motion carried 5 – 0.

2. Assistant Superintendent Matt Nelson

- i. University of Maine Chancellor visited Sanford High School and spoke to staff & students regarding University of Maine system and early college programs
- ii. Met with Pat Adams from Maine Dept. of Transportation regarding pedestrian crashes and a proposal to form a community initiative to educate the public.

School Committee Meeting Minutes

April 3, 2017

- iii. Met with “Let’s Go” York County regarding Sanford School Department Wellness Policy.

- 3. Director of Curriculum Bernie Flynn – no report

J. New Business

- 1. Academy of Business update – Sue Lamoreau (Added Attachment J.1.)
- 2. Financial Literacy Requirement – Bernie Flynn (Attachment J.2.)
Motion by Mr. Mapes: **To accept the financial literacy requirement for SHS graduation as proposed.**
Motion seconded by Mr. Miscio. Motion carried 5 – 0.

K. Old Business

None

L. Resignations

- 1. Superintendent Theoharides announced the following resignations:

| | | | |
|---------------|-------------------------------|--------------------|--------------|
| Becky Frey | Foodservice | Central Kitchen | Eff. 3.22.17 |
| Judith Martin | Health/PE Teacher | SJHS | Eff. 8.31.17 |
| Paul Nolette | Varsity Boys Basketball Coach | SHS | Eff. 2.16.17 |
| Seth Sprague | KIDS Club | Homework Assistant | Eff. 2.8.17 |

M. Staff Appointments

- 1. Superintendent Theoharides announced the following appointments:

| | | | |
|-----------------|--------------------------------------|-------------------|--------------|
| Linda Bolduc | Kitchen Personnel | CJL | Eff. 3.13.17 |
| Jerry Carlson | 2 nd shift custodian | Memorial Gym | Eff. 3.15.17 |
| Brent Coleman | 7 th Grade Baseball Coach | SJHS | Eff. 4.3.17 |
| Sam Gallagher | JV Girls Soccer Coach | SHS | Eff. 8.14.17 |
| Brianna Parland | KIDS Club | Student assistant | Eff. 3.20.17 |

N. Staff Transfers

None

O. Staff Nominations

None

School Committee Meeting Minutes

April 3, 2017

P. Policies

Motion by Mr. Miscio: **To table first readings for Policies IMGA, IMG and IKE until April 24, 2017.**

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

Q. Items for Future Agenda(s)

None

R. Calendar Announcements

1. Upcoming School Committee meetings are as follows:

| | | | |
|------------------------|-----------------|---------|-----------------------|
| Monday, April 24, 2017 | Regular Meeting | 6:00 pm | City Council Chambers |
| Monday, May 1, 2017 | Regular Meeting | 6:00 pm | City Council Chambers |
| Monday, May 15, 2017 | Regular Meeting | 6:00 pm | City Council Chambers |

S. Adjournment

Mr. Sheppard made a motion to adjourn at 7:54 pm.

Mr. Miscio seconded the motion. Motion carried 5 – 0.

Respectfully submitted,

John Roux, School Committee Chair

David Theoharides, Superintendent