

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES
Tuesday, August 15, 2017 ~ 6:30 pm**

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

Members present: John Roux, Scott Sheppard, Kendra Williams

Student Reps present: None

Staff present: David Theoharides, Superintendent
Matt Nelson, Assistant Superintendent
Bernie Flynn, Curriculum Director
Matt Petermann, SHS Principal
Sherri Baron, Teacher Leader

Guests present: None

A. Call to Order Time: 6:41 pm

B. Pledge of Allegiance Said

C. Adjustments None

D. Approval of Minutes

1. Monday, May 15, 2017 Regular Meeting, 6:00 pm (Attachment D.1.)
 2. Monday, May 15, 2017 Workshop Meeting, 7:00 pm (Attachment D.2.)
 3. Monday, June 5, 2017 Executive Session, 5:15 pm (Attachment D.3.)
 4. Monday, June 19, 2017 Executive Session, 5:00 pm (Attachment D.4.)
 5. Monday, June 19, 2017 Regular Meeting, 6:00 pm (Attachment D.5.)
 6. Monday, June 19, 2017 Workshop Meeting, 6:30 pm (Attachment D.6.)
- Mr. Sheppard made a motion **to approve the minutes as presented.**
Mrs. Williams seconded the motion. Motion carried 3 – 0.

E. Public Comments None

F. Communications

1. Summer food Service Program Administrative Review (Attachment F.1.)

G. Committee Reports

1. Construction Updates
 - i. SHS/SRTC Construction Project
 1. Biweekly Construction Administration meeting held today
 2. Additional masons needed
 - ii. Elementary Construction Projects
 1. Site Design Review meeting
 2. Reviewed phasing plan 2018-2020

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H. Superintendent's Report

1. School Committee vacancies for 2018 calendar year
2. Opening Day activities
 - a. New Staff Orientation – 8:00 am on 8/30/17 at SHS
 - b. Teacher Workshop/Welcoming – 8:00 am on 8/31/17 at SHS
 - c. School opens for Grades 1-12 on Tuesday, 9/5/17
 - d. School opens for Pre-K and Kindergarten on Thursday, 9/7/17
 - e. Open Houses have been scheduled for all buildings
 - f. Freshmen Orientation sessions have been scheduled for 8/23/17

I. Directors' Reports

1. Business Administrator Gwen Bedell – no report
2. Assistant Superintendent Matt Nelson
 - i. Pre-K Program update
 - ii. School Physician proposal with York Hospital
3. Director of Curriculum Bernie Flynn
 - i. Freshmen Academy held this summer for 9th grade teachers
 - ii. Title I, II and IV applications have been submitted
 - iii. 51 students were able to attend Y Camp through a grant program from local businesses

J. New Business

1. 2017/2018 School Committee Meeting Schedule (**Attachment J.1.**)
Mr. Sheppard made a motion **to approve the schedule as presented.**
Mrs. Williams seconded the motion. Motion carried 3 – 0.

K. Old Business

1. 2018 SHS Graduation Date
Mrs. Williams made a motion **to approve Wednesday, June 13, 2018 as the amended SHS graduation date.**
Mr. Sheppard seconded the motion. Motion carried 3 – 0.
2. Proficiency Based Learning Implementation Plan (**Attachment K.2.**)
Mrs. Williams made a motion **to approve the Proficiency Based Learning Implementation Plan as presented.**
Mr. Sheppard seconded the motion. Motion carried 3 – 0.
3. NEASC Report – Matt Petermann (**Attachment K.3.**)
Site visit conducted April 2- 5, 2017; final determination not yet received. There were many commendations for staff and programs along with recommendations. No deficiencies reported to date. Progress Reports will be due years 2 and 5.

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L. Resignations

1. Superintendent Theoharides announced the following resignations:

Michael Bacon Jr.	2 nd Shift Custodian	SJHS	Resigned	Eff. 7/21/17
Stephanie Berry	Social Worker – Special Ed	SHS	Resigned	Eff. 8/31/17
Kendra Brown	Heath/PE Teacher	SHS	Resigned	Eff. 8/31/17
Chris Coleman	Varsity Girls Soccer Coach	SHS	Resigned	Eff. November, 2016
Penny Dillane	Kindergarten Teacher	CJL	Retired	Eff. 8/31/17
Benjamin Ely	Social Studies Teacher (Gr 6)	SJHS	Resigned	Eff. 8/31/17
Sam Gallagher	JV Girls Soccer Coach	SHS	Resigned	Eff. November, 2016
Corey Leach	Ed Tech I – Special Ed	SJHS	Resigned	Eff. 8/31/17
Ryan Legere	Ed Tech III – Special Ed	SHS	Resigned	Eff. 8/31/17
Kevin Maguire	French Teacher	SHS	Resigned	Eff. 8/31/17
Chelsea McGown	Kitchen Foodservice	MCS	Resigned	Eff. 6/22/17
Matthew McKeown	Cross Country Coach	SHS	Resigned	Eff. November, 2016
Heather Murley	Ed Tech III – Special Ed	CJL	Resigned	Eff. 8/31/17
Amanda Richer	Ed Tech III – Special Ed	SJHS	Resigned	Eff. 8/31/17
Cindy Sands	ELA Teacher	SJHS	One Year Leave of Absence	Eff. 9/1/17
Lauren Torch	Social Worker – Special Ed	CJL	One Year Leave of Absence	Eff. 9/1/17

M. Staff Appointments

1. Superintendent Theoharides announced the following appointments:

	Ed Techs		
Carla Kelly	Ed Tech III – sp ed	CJL	Eff. 8/31/17
Sarah Mills	Ed Tech II – literacy, gr 1	CJL	Eff. 8/31/17
Ethan Morrow	Ed Tech I – sp ed	SJHS	Eff. 8/31/17
Kimmarie Normand	Ed Tech I – sp ed	CJL	Eff. 8/31/17
Gwen Tounge	Ed Tech II – literacy, kindergarten	CJL	Eff. 8/31/17
	Athletics		
Sam Gallagher	Varsity Girls Soccer Coach	SHS	Eff. 8/14/17

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Scott Keeney	JV Boys Soccer Coach	SHS	Eff. 8/14/17
Laken Kerrigan	Varsity Cross Country Coach	SHS	Eff. 8/14/17
Keith Noel	Athletic Liaison	SJHS	Eff. 9/1/17
Robert Rothwell	JV Girls Basketball Coach	SHS	Eff. 11/1/17
	Miscellaneous		
Debra Briggs	Admin. Asst. – school year	Willard	Eff. 8/28/17
Karen Cheche	Kitchen Personnel	SHS	Eff. 8/28/17
Deborah Toothaker	C.N.A. Instructor	SCAE	Eff. 9/5/17
Rachel White	Math Dept. Chair	SJHS	Eff. 9/1/17
	Summer		
Ashley Allino	Teacher	ESY Summer School	Eff. 6/30/17
Kristin Daly	Teacher	ESY Summer School	Eff. 6/30/17
Matthew Foley	Teacher	ESY Summer School	Eff. 6/30/17
Suzanne Gagnon	Teacher	ESY Summer School	Eff. 6/30/17
Kathy Hally	Teacher	Title 1 Summer School	Eff. 7/10/17
Lisa Lansing	Teacher	ESY Summer School	Eff. 6/30/17
Lisa Miller	Teacher	ESY Summer School	Eff. 6/30/17
Ann Pelchat-Savoie	Teacher	ESY Summer School	Eff. 6/30/17
Amy Williams	Teacher	ESY Summer School	Eff. 6/30/17
Danielle Weston	Teacher	ESY Summer School	Eff. 6/30/17
Jackie Belanger	Ed Tech III	ESY Summer School	Eff. 7/5/17
Jennifer Bissell	Ed Tech III	ESY Summer School	Eff. 7/5/17
Erin Campbell	Ed Tech II	ESY Summer School	Eff. 7/5/17
Dale Dow	Ed Tech III	ESY Summer School	Eff. 7/5/17
Christopher Duquette	Ed Tech II	Title 1 Summer School	Eff. 7/10/17
Ann Fitzpatrick	Ed Tech III	ESY Summer School	Eff. 7/5/17
Lisa Garmon	Ed Tech I	ESY Summer School	Eff. 7/5/17
Jennifer Goodine	Ed Tech III	ESY Summer School	Eff. 7/5/17
Connie Hand	Ed Tech II	ESY Summer School	Eff. 7/5/17
David Hird	Ed Tech III	ESY Summer School	Eff. 7/5/17
Corey Leach	Ed Tech I	ESY Summer School	Eff. 7/5/17
Cynthia Magill	Ed Tech I	ESY Summer School	Eff. 7/5/17
Jed Russell	Ed Tech III	ESY Summer School	Eff. 7/5/17
Appointments, continued			
Brianne Ryan	Ed Tech I	ESY Summer School	Eff. 7/5/17
Nicole Santamore	Ed Tech III	ESY Summer School	Eff. 7/5/17
Janelle Schulkind	Ed Tech II	ESY Summer School	Eff. 7/5/17
Lisa Silva	Ed Tech III	ESY Summer School	Eff. 7/5/17
Meaghan Stewart	Ed Tech III	ESY Summer School	Eff. 7/5/17
Vicky Treadwell	Ed Tech II	ESY Summer School	Eff. 7/5/17
Ashley Walker	Ed Tech III	ESY Summer School	Eff. 7/5/17
Kari Zielke	Ed Tech II	ESY Summer School	Eff. 7/18/17

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N. Staff Transfers

1. Superintendent Theoharides announced the following appointments:

Angie Taylor	From Grade 1 Teacher at CJL	To Grade 3 Teacher at CJL	Eff. 9/1/17
Sherri Baron	From Grade 2 Teacher at CJL	To Teacher Leader at District for ONE YEAR	Eff. 8/31/17
Marguerite Cannon	From Foodservice 4.25 hours/day at SHS	To Foodservice 4.25 hours/day at MCS	Eff. 8/8/17
Maria Cote	From Grade 1 Teacher at CJL	To Grade 2 Teacher at CJL	Eff. 9/1/17
Sarah Castle	From Resource Room Teacher at Willard School	To Resource Room Teacher at Lafayette School	Eff. 9/1/17
Jeff Enman	From Resource Room Teacher at Lafayette School	To Resource Room Teacher at Willard School	Eff. 9/1/17
Angie Labbe	From Grade 3 Teacher at CJL School	To Title I Teacher at CJL School	Eff. 9/1/17
Rebecca Labor-Smith	From School Psychologist 3 days/week at SHS	To School Psychologist 4 days/week at SHS	Eff. 8/31/17
Fred Legro	From 2 nd Shift Custodian 5 hours/day at SJHS	To 2 nd Shift Custodian 8 hours/day at SJHS	Eff. 6/26/17
Nate Mann	From 8 th Grade Boys Soccer Coach	To 7 th Grade Girls Soccer Coach	Eff. 9/1/17
Kim Rutherford	From IEP Coordinator 5 days/week at MCS and Willard	To IEP Coordinator 4 days/week at MCS and Willard	Eff. 8/31/17
Patrick Voter	From 7 th Grade Boys Soccer Coach	To 8 th Grade Boys Soccer Coach	Eff. 9/1/17

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O. Staff Nominations

1. Per School Committee vote on June 19, 2017 allowing the Superintendent to offer contracts to teachers to fill vacancies during the summer of 2017, contracts have been extended to the candidates listed below:

Samantha Adams	Grade 1 Teacher	CJL	Eff. 9/1/17	Replacement
Elizabeth Arsenault	Kindergarten Teacher	CJL	Eff. 9/1/17	Replacement
Ellie Arsenault	Health/PE Teacher	SHS	Eff. 9/1/17	Replacement
Erik Benham	GT Teacher	K-5	Eff. 9/1/17	Replacement
Nicole Breton	Guidance Counselor	CJL/Willard	Eff. 9/1/17	New
Ryan Camire	Math Teacher	SHS	Eff. 9/1/17	Replacement
Allyson Canario	Special Ed Social Worker	SHS	Eff. 9/1/17	Replacement
Joshua Clement	French Teacher	SHS	Eff. 9/1/17	Replacement
Dale Dow	Pre K Teacher	SRTC	Eff. 9/1/17	New Program
Will Ethridge	ELA Teacher	SJHS	Eff. 9/1/17	Replacement
Devon Garabedian	Social Worker – one year	CJL	Eff. 9/1/17	Replacement
Samantha Hilt	Math Teacher	SJHS	Eff. 9/1/17	Replacement
Haleigh Hudson	Grade 2 Teacher – one year	CJL	Eff. 9/1/17	Replacement
Michelle Johnson	Early Childhood Education	SRTC	Eff. 9/1/17	Previously a satellite program
Molly Kizer	Science Teacher	SHS	Eff. 9/1/17	Replacement
Bethany Lambert	Assistant Principal	SHS	Eff. 7/10/17	Replacement
Nicole Quarto	Guidance Counselor	SHS	Eff. 9/1/17	Replacement
Michael Redmond	Assistant Director	SRTC	Eff. 7/1/17	Replacement
Amanda Roy	Heath/PE Teacher	SJHS	Eff. 9/1/17	Replacement
Andrew “Jed” Russell	Math Teacher – one year	SHS	Eff. 9/1/17	Replacement
Lynn Signore	School Nurse	SHS	Eff. 9/1/17	Replacement
Aaron Tremblay	Assistant Principal	SHS	Eff. 7/10/17	Replacement

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P. Policies

(Attachment P.1. Summary and proposed Policies JJIAA, JJIAAE1, JJIAAE2, JJIAAE3, JJIAAE4)

1. First Reading – JJIAA – Private School Students Access to Public School Co-curricular, Interscholastic and Extracurricular Activities
Mr. Sheppard made a motion **to accept the first reading of policy JJIAA as amended.**
Mrs. Williams seconded the motion. Motion carried 3 – 0.
 2. First Reading – JJIAA E1 – Private School Student Application for Participation in Sanford School Department Cocurricular Activities
Mr. Sheppard made a motion **to accept the first reading of policy JJIAAE1 as presented.**
Mrs. Williams seconded the motion. Motion carried 3 – 0.
 3. First Reading – JJIAA E2 – Private School Student Application for Participation in Sanford School Department Extracurricular Activities
Mr. Sheppard made a motion **to accept the first reading of policy JJIAAE2 as presented.**
Mrs. Williams seconded the motion. Motion carried 3 – 0.
 4. First Reading – JJIAA E3 – Verification of Private School Student Eligibility for Participation in Sanford School Department Cocurricular Activities
Mr. Sheppard made a motion **to accept the first reading of policy JJIAAE3 as presented.**
Mrs. Williams seconded the motion. Motion carried 3 – 0.
 5. First Reading – JJIAA E4 – Verification of Private School Student Eligibility for Participation in Sanford School Department Extracurricular Activities
Mr. Sheppard made a motion **to accept the first reading of policy JJIAAE4 as presented.**
Mrs. Williams seconded the motion. Motion carried 3 – 0.
 6. First Reading – EFB-R - Free and Reduced Price Food Services Procedures
Mr. Sheppard made a motion **to accept the first reading of policy EFB-R as presented.**
Mrs. Williams seconded the motion. Motion carried 3 – 0.
- (Attachment P.2. Summary and proposed Policy IKF)
7. First Reading – IKF – Graduation Requirements
Mr. Sheppard made a motion **to accept the first reading of policy IKF as amended to include financial literacy.**
Mrs. Williams seconded the motion. Motion carried 3 – 0.

Q. Items for Future Agenda(s)

None

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R. Calendar Announcements

Regular School Committee Meetings:

Monday, 9/11/17	6:00 pm	City Council Chambers
Monday, 9/18/17	6:00 pm	City Council Chambers

S. Adjournment

Mr. Sheppard made a motion **to adjourn at 7:52 pm.**

Mrs. Williams seconded the motion. Motion carried 3 - 0.

Respectfully submitted,

John Roux, School Committee Chair

David Theoharides, Superintendent