

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES
Monday, December 5, 2016 ~ 6:00 pm**

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

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

Student Reps present: Summer Korpaczewski
Cole Jones

Staff present: David Theoharides, Superintendent
Matt Nelson, Assistant Superintendent
Demetria McKaig, SHS Guidance Director
Matt Petermann, SHS/SRTC Asst. Principal/Director

Guests present: Shawn Sullivan, Sanford News
Sherri Miscio
Christina O'Connell
Cheryl Camire

A. Call to Order Time: 6:10 pm

B. Pledge of Allegiance Said

C. Adjustments None

D. Approval of Minutes None

E. Public Comments None

F. Communications

1. Jackson Laboratory letter (**Attachment F.1.**)
2. SRTC FFA Thank You letter (**Attachment F.2.**)

G. Committee Reports

1. Construction Update
 - i. Check "School Construction News" on our website (www.sanford.org) for more information
 - ii. SHS/SRTC Construction Project
 1. On schedule but colder weather and rain are starting to impact schedule
 2. CMP has pulled electrical lines from Mayflower to the building
 3. Natural gas line installed from the building to Mayflower; awaiting connection with Unitil in the summer of 2017

School Committee Meeting Minutes

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iii. Elementary Construction Projects

1. Public information session and Straw Poll were held November 29, 2016. There was overwhelming support for these projects from the 64 people in attendance.
2. Committee met with the Dept. of Education Facilities Group last week to review site application. Will attend State School Board meeting in January 2017 to present the application.

H. Superintendent's Report

1. Student Representatives' Reports
 - i. First semester is ending; final exams will be held soon
2. Field trips
 - i. SRTC Automotive Competition in Norwood, MA on 12/3/16
 - ii. SRTC SkillsUSA meeting in Bangor, ME on 12/8 and 12/9/16
3. Snow Day protocols
 - i. Information posted on our website
 - ii. Parents reminded to sign up for Instant Alert
4. Report on the joint meeting with Acton School Department on Thursday, December 1, 2016

I. Directors' Reports

1. Business Administrator Gwen Bedell – no report
2. Assistant Superintendent Matt Nelson
 - i. Thanksgiving Luncheon at BRIDGE
 - ii. Safety Committee – monthly meetings
 1. More employee accidents this year; issues are being addressed
 2. Lockdown drills are being held regularly
 3. District Emergency Plan is currently under review (per State law, must be reviewed annually)
 - iii. Commended bus drivers on their great team work
3. Director of Curriculum Bernie Flynn – no report

J. New Business

None

K. Old Business

1. Class Rank discussion and possible action
Mrs. Williams made a motion **to adopt the new class rank policy as presented at the November 21, 2016 meeting beginning with the Class of 2018 (current junior class).**
Mr. Miscio seconded the motion. Motion carried 4 – 1.

L. Resignations

1. Superintendent Theoharides announced the following resignations:

Jenna Pivin	Foodservice	Central Kitchen	Eff. 11.22.16
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M. Staff Appointments

1. Superintendent Theoharides announced the following appointments:

Toni Bendel	KIDS Club	CJL	Eff. 11.22.16
Karen Birch	PLP Stipend	SJHS	2016/2017
Pam Cote	PLP Stipend	SJHS	2016/2017
Kendra Brown	PLP Stipend	SHS	2016/2017
Sarah Preston	PLP Stipend	SHS	2016/2017
Mike Bacon	Custodian, 2 nd shift	SJHS	Eff. 11/28/16

N. Staff Transfers None

O. Staff Nominations None

P. Policies (Attachment P)

1. First Reading – GBEC – Drug-Free Workplace, revised
Mr. Sheppard made a motion **to accept the first reading of revised policy GBEC as presented.**
Mr. Miscio seconded the motion. Motion carried 5 - 0.

Q. Items for Future Agenda(s)

1. Workshop on expanding athletics and co-curricular activities – tentative date 12/19/16
2. Executive Session for Superintendent's Annual Evaluation & Certification – tentative date 12/19/16
3. Technology Plan – tentative date 1/9/17

R. Calendar Announcements

1. Upcoming School Committee meetings are as follows:

Monday, December 19, 2016	Regular Meeting	6:00 PM	City Council Chambers
Monday, January 9, 2017	Organizational Meeting	6:00 PM	City Council Chambers
Monday, January 23, 2017	Regular Meeting	6:00 PM	City Council Chambers

S. Adjournment

Mr. Sheppard made a motion **to adjourn at 6:50 pm.**
Mr. Roux seconded the motion. Motion carried 5 - 0.

Respectfully submitted,

Jonathan Mapes, School Committee Chair

David Theoharides, Superintendent