

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES
Monday, March 20, 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
Marianne Sylvain, SHS Principal
Tracy Gibson, Alternative School Teacher
Beth Lambert, Curriculum Assistant
Martin McKeon, SHS Teacher

Guests present: Bryce Lambert
Sean Cogswell
Patty Cogswell
Connor Cogswell

A. Call to Order Time: 6:10 pm

B. Pledge of Allegiance Said

C. Adjustments None

D. Approval of Minutes

1. February 27, 2017 Budget Workshop, 5 pm ([Attachment D.1.](#))
2. February 27, 2017 Regular Meeting, 7:30 pm ([Attachment D.2.](#))
3. March 6, 2017 Executive Session, 5:30 pm ([Attachment D.3.](#))

Mr. Miscio made a motion **to approve the minutes as presented.**
Mrs. Williams seconded the motion. Motion carried 5 – 0.

E. Public Comments

1. Sean Cogswell spoke in favor of starting a high school lacrosse team.

F. Communications

1. School Nutrition Program Audit affirmation dated 2.27.17
([Attachment F.1.](#))
2. Letter of thanks from Acton School Department dated 2.28.17
([Attachment F.2.](#))

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G. Committee Reports

1. Construction Update
 - i. SHS/SRTC Construction Project
 - ii. Elementary Construction Projects
 1. Reviewed dates
 - a. 3/21/17 Presentation to City Council
 - b. 4/28/17 Presentation to State School Board Sub Committee
 - c. 5/3/17 Straw Poll for Concept Approval
 - d. 5/10/17 State School Board Final Concept Approval
 - e. 6/13/17 Referendum Vote

H. Superintendent's Report

1. Student Representatives' Reports – Cole A. Jones
 - i. Noted 2017 graduation date changed to 6/14/17
 - ii. Noted pre-engineering trip to MA to compete in First Robotics competition
2. Calendar Update (Added Attachment H.2.)
 - i. Last day of school in 2016/2017 will be 6/21/17
 - ii. 2017 Graduation has been moved to 6/14/17
 - iii. 2018 Graduation tentatively scheduled for 6/8/18

Mrs. Williams made a motion **to amend the 2017/2018 calendar with the tentative graduation date of 6/8/18**

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

3. Field Trips announced
 - i. SHS Wrestling Championship in Providence, RI on March 3-4, 2017
 - ii. SHS Girls Basketball celebration in Boston on March 15, 2017
 - iii. SRTC Building Trades Conference in Providence, RI on March 24, 2017
 - iv. SHS Peer Helpers MYAN Conference in Bangor on March 28-30, 2017
 - v. SHS Varsity Baseball pre-season trip in East Granby, CT on March 31-April 1, 2017

I. Directors' Reports

1. Business Administrator Gwen Bedell – no report

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2. Assistant Superintendent Matt Nelson
 - i. Met with Ledgemere regarding student management training
 - ii. Annual ESL testing took place in January
 - iii. Process initiated for new School Committee Student Representatives
 - iv. Upcoming policies: Animals in Schools, Proficiency Based Learning
 - v. Immunization update
 - vi. Gathering Grounds Coffee House for SJHS students after school through Stronger Sanford Coalition
 - vii. Attendance/truancy update including meeting with Assistant DA to establish protocol
 - viii. ERD time used for comprehensive guidance program and proficiency based learning for school counselors
 - ix. Still advertising for substitutes
3. Director of Curriculum Bernie Flynn
 - i. Photo of G/T student's art work and options available for students with identified talents
 - ii. "Walk throughs" performed in multiple classrooms to gauge progression of new curriculum
 - iii. MEA testing is underway
 - iv. Finalizing graduation requirements for Class of 2021
 - v. Updating current Program of Studies

J. New Business

1. Financials – Gwen Bedell
 - i. January 31, 2017 Expenses (**Attachment J.1.i**)
 - ii. January 31, 2017 Reconciliation (**Attachment J.1.ii**)
 - iii. February 28, 2017 Expenses (**Attachment J.1.iii**)
 - iv. February 28, 2017 Reconciliation (**Attachment J.1.iv**)

Mr. Miscio made a motion **to approve the monthly reconciliation and expense reports for January and February 2017 as presented.**
Mr. Sheppard seconded the motion. Motion carried 5 – 0.
2. SHS NEASC Accreditation Review – Marianne Sylvain, Tracy Gibson (**Added Attachment J.2.**)
 - i. Meetings have been scheduled for the first week of April, 2017.
 - ii. NEASC Team has provided questions in advance
 - iii. Closing remarks scheduled for 2:30 pm on Wednesday, April 5, 2017 in the SHS cafeteria.

K. Old Business

None

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L. Resignations

1. Superintendent Theoharides announced the following resignations:

Karen Brine	Ed Tech I – Grade 1 Literacy	CJL	Retiring eff. 8/31/17
Ashley Burton	Ed Tech II – special education	CJL	Eff. 2.17.17
Martin McKeon	Social Studies teacher	SHS	Retiring eff. 6.30.17

It was noted that Mr. McKeon is retiring per MePERS but will be rehired as a probationary teacher effective 9/1/17.

M. Staff Appointments

1. Superintendent Theoharides announced the following appointments and reappointments:

Varsity Baseball	Mark Boissonneault
JV Baseball	Shane O'Connell
Varsity Softball	Mike Bailey
JV Softball	Kendra Brown
Boys Track, Head Coach	Kevin Way
Boys Track, Asst. Coach	Nate Smith
Girls Track, Head Coach	Steve Walker
Girls Track, Asst. Coach	Nicholas Ericson
Boys Tennis	Rossie Kearson
Girls Tennis	Lisa Velandry
Lacrosse	Diana Walker
JV Lacrosse	Jennifer Burgess
8 th Grade Baseball	Jason Lamontagne
7 th Grade Baseball	Open
8 th Grade Softball	Jennifer Theriault
7 th Grade Softball	Amanda Phinney
SJHS Boys Track	James Cantara
SJHS Girls Track	Diana Allen

Valerie Sherman	Foodservice – MCS Kitchen Manager	Ms. Sherman rescinded her January 2017 resignation.
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N. Staff Transfers

None

O. Staff Nominations

1. Superintendent Theoharides nominated the following professional staff:

Martin McKeon	History teacher	SHS	Eff. 9/1/17
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Mr. Sheppard made a motion **to accept the nomination as presented.**
Mr. Miscio seconded the motion. Motion carried 5 – 0.

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P. Policies None

Q. Items for Future Agenda(s)

1. Performing Arts Advisory Committee with job description, requested by Mrs. Williams

R. Calendar Announcements

1. Upcoming School Committee meetings are as follows:

Thursday, March 23, 2017	City Budget Committee Meeting	6:00 pm	City Council Chambers
Thursday, March 30, 2017	City Budget Committee Meeting	6:00 pm	City Council Chambers
Monday, April 3, 2017	Regular Meeting	6:00 pm	City Council Chambers
Monday, April 24, 2017	Regular Meeting	6:00 pm	City Council Chambers

S. Adjournment

Mr. Sheppard made a motion **to adjourn at 7:38 pm.**
Mr. Miscio seconded the motion. Motion carried 5 – 0.

Respectfully submitted,

John Roux, School Committee Chair

David Theoharides, Superintendent