

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES
Monday, November 7, 2016 ~ 6:00 pm**

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

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

Student Reps present: Summer Korpaczewski
Cole A. Jones

Staff present: David Theoharides, Superintendent
Matt Nelson, Assistant Superintendent
Gwen Bedell, Business Administrator
Bernie Flynn, Curriculum Director
Kristin Daly, Teacher

Guests present: Christian Smith, Macpage
Dan Cecil, Harriman
Lisa Sawin, Harriman
Heidi Gardner, Harriman

A. Call to Order Time: 6:12 pm

B. Pledge of Allegiance Said

C. Adjustments

1. Mr. Miscio made a motion **to move Item J.1. Audit Report forward, to be heard following Public Comments.**
Mr. Sheppard seconded the motion. Motion carried 4 – 0.

D. Approval of Minutes

1. October 17, 2016 Regular Meeting, 6:00 pm (**Attachment D.1.**)
Mr. Sheppard made a motion **to approve the minutes as presented.**
Mrs. Williams seconded the motion. Motion carried 4 – 0.

E. Public Comments None

*J New Business (**addressed out of order**)

1. Audit Report
Christian Smith of MacPage gave a report on the annual school audit. It was noted that there have been significant improvements in financial operations. There were no significant deficiencies or material weaknesses. The School Department posted a positive fund balance for the 2cond year, offsetting a negative balance that had been carried for several years.
Mr. Miscio made a motion **to accept the audit report as presented.**
Mrs. Williams seconded the motion. Motion carried 4 – 0.

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F. Communications

1. Voya Unsung Heroes Grant Award for Lafayette School (Attachment F.1.)

G. Committee Reports

1. Construction Update
 - i. Elementary Construction Projects
 1. Presentation by Dan Cecil of Harriman
(Added Attachment G.1.i.1)
 - ii. SHS/SRTC Construction Project
 1. Project update
 - a. Project report on website
 - b. Steel erection began last week in the Arts & Communication wing
 - c. Gas line being installed from boiler room to Mayflower Drive
 - d. Entrance construction on Main Street
 - e. Base paving of roads will begin next week
 2. Certificate of Final Funding approve for School Construction (Attachment G.1.ii.2)

H. Superintendent's Report

1. Student Representatives' Reports
 - i. Students reported on the seminars they attended at recent MSMA Conference.
2. Superintendent reported on recent Maine School Board Association Conference
3. Field Trips
 - i. Willard School Grade 5 students to Boston Museum of Science on 11/9/16
4. Congratulations to SHS Spartan Football team and coaches on an excellent (6-3) season. Sanford played first place ranked Bonney Eagle last Friday; final score is not indicative of how well the students actually played. Coach Fallon was quoted in the Portland Press Herald, stating "Our kids came out and played their tails off. We wanted to make it a football game and we did that for three quarters".
5. "Soldier Coming Home" publication regarding 1st Lieutenant Ralph L. Hanson acknowledged. This was published through the efforts of the Fallen Veterans Project headed by Joe Doiron and has involved students at all grade levels in Sanford, including several programs at SRTC.

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I. Directors' Reports

1. Business Administrator Gwen Bedell

- i. Acknowledgement of Conversion Products donation of materials to the SRTC Building Trades Program (Added attachment I.1.i)
- ii. School Budgets are being developed
- iii. Substitute pay adjustment proposal

Short term substitutes:

Educational Background	Half Day	Full Day
HS Diploma or Assoc. Degree	\$30.00	\$60.00
Bachelor's Degree	\$35.00	\$70.00
Certified Current or Retired Teacher*	\$37.50	\$75.00

Long term substitutes:

HS Diploma or Assoc. Degree	Per diem rate based upon 80% of Teacher's Scale, Step 0, BA Level
Bachelor's Degree	Per diem rate based upon 90% of Teacher's Scale, Step 0, BA Level
Certified Current or Retired Teacher*	Per diem rate based upon 100% of Teacher's Scale, Step 0, BA Level

* A copy of your Teacher Certification must be filed with Central Office.

Mrs. Williams made a motion **to adopt the substitute pay rates as proposed.**

Mr. Sheppard seconded the motion. Motion carried 4 – 0.

iv. Bleacher Repairs at Cobb Stadium

A quote of \$39K has been received to repair and bring the bleachers up to code. Work will be done in the spring before graduation.

2. Assistant Superintendent Matt Nelson

- i. Snow Day information on website (Added attachment I.2.i.)
- ii. Recent meeting with the City regarding snow removal
- iii. Sanford Youth Summit at SCAE on 11/8/16
- iv. Early Release Day – YMCA is now providing activities for SJHS students waiting for afternoon sports
- v. Day One treatment services will be expanding to SHS

3. Director of Curriculum Bernie Flynn

- i. Professional development update (Added attachment I.3.i.)

J. New Business

1. Audit Report (**addressed out of order**)

K. Old Business

1. Class Rank update

- i. School Committee members Scott Sheppard and Tom Miscio provided an update on proposed class rank revisions discussed by the Sub-Committee
- ii. Proposed levels and descriptors were discussed (Added Attachment K.1.ii)

Sanford High School Course Descriptors

General (G) - A curriculum that allows students to acquire basic proficiency in all content areas and 21st Century Skills. These courses are designed to educate the student to become diploma ready.

College/Career Prep (CCP) - A curriculum that allows students to acquire proficiency in all content areas and 21st Century Skills. These courses will prepare students for either college or career.

Honors (H) - A curriculum that allows students to acquire proficiency in all content areas and 21st Century Skills. The pace of these course offerings, along with in depth examination of text, provides students with a deeper level of understanding of topics. Participation in honors classes offers opportunities for students to exceed standards.

Advanced Placement (AP) – Advanced Placement courses are college level courses designed by the College Board. The curriculum is based on rigorous in-depth study of complex text and an accelerated pace of instruction.

- iii. Weighting proposals have been discussed and are being evaluated to see the impact of different values. Recommendation to increase original proposal weightings. Will continue to run models of various weight values with previous year's classes to see how new values impact order.
- iv. Department chairs have reviewed and validated current levels of courses
- v. CTE Director has recommended that CTE courses count as CP level and that dual enrollment CTE courses count as Honors level.
- vi. World Language teachers have recommended that all levels of foreign language count as CP level.
- vii. PE teachers requested that PE be categorized as Basic level and health as CP level.
- viii. The question surrounding when to implement is still under discussion.

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L. Resignations

1. Superintendent Theoharides announced the following resignations:

Edie Davis Quinn	Ed Tech II Literacy	MCS	Eff. 11/4/16
Lisa Carpenter	Ed Tech II Technology	SJHS	Eff. 11/25/16

M. Staff Appointments

1. Superintendent Theoharides announced the following appointments:

Jennifer Cote	Ed Tech I, Special Education	SHS	Eff. 10/31/16
Lien Fajardo	Accounts Payable Specialist	Central Office	Eff. 10/31/16
Katie Hoagland	FFA Advisor	SRTC	Eff. Fall, 2016
Susan Williams	National Technology Honor Society	SRTC	Eff. Fall, 2016
Joe Bolduc	Skills USA Advisor	SRTC	Eff. Fall, 2016
Tim Fecteau	Skills USA Advisor	SRTC	Eff. Fall, 2016
Scott Keeney	Varsity Swim Coach	SHS	Eff. 11/1/16
Harry Spiliopoulos	Asst. Varsity Swim Coach	SHS	Eff. 11/1/16
Amanda Richer	Head Cheerleading Coach	SJHS	Eff. 11/1/16
Kendra O'Connell	Head Cheerleading Coach	SHS	Eff. 11/1/16
Nate Mann	7 th Grade Boys Basketball Coach	SJHS	Eff. 11/1/16
James Cantara	8 th Grade Girls Basketball Coach	SJHS	Eff. 11/1/16
Kristy Parent	Head Girls Basketball Coach	SHS	Eff. 11/1/16
Jacob Mills	JV Boys Basketball Coach	SHS	Eff. 11/1/16
Paul Nolette	Head Boys Basketball Coach	SHS	Eff. 11/1/16
Paul Rivard	Head Wrestling Coach	SJHS	Eff. 11/1/16
Paul Rivard	Asst. Varsity Wrestling Coach	SHS	Eff. 11/1/16
Thomas Ledue	JV Girls Basketball Coach	SHS	Eff. 11/1/16
Heather Lopes	7 th Grade Girls Basketball Coach	SJHS	Eff. 11/7/16
Kevin Way	Intramural/Weight Room	SHS	Eff. Fall, 2016
Brent Coleman	Intramural/Weight Room	SHS	Eff. Fall, 2016
Jed Russell	Intramural/Weight Room	SHS	Eff. Fall, 2016
Zachary Lemelin	8 th Grade Boys Basketball Coach	SJHS	Eff. 11/1/16
Valerie Sherman	Interim Kitchen Manager	MCS	Eff. 10/11/16
Lisa Arsenault Miller	Math Club teacher	Title I	Eff. 10/17/16
Ellen Pattee	Math Club teacher	Title I	Eff. 11/21/16
Celeste Bemis	Math Club teacher	Title I	Eff. 10/17/16
Amy Williams Costa	Math Club teacher	Title I	Eff. 10/17/16
Julie Williams	Math Club teacher	Title I	Eff. 1/9/17
Sarah Shelley	Math Club teacher	Title I	Eff. 10/17/16
Bridget Farrell	Math Club teacher	Title I	Eff. 10/17/16
Beth Currier	Math Club teacher	Title I	Eff. 10/17/16
Karly Davis Moulton	Math Club teacher	Title I	Eff. 10/17/16
Danielle Perrin	Math Club teacher	Title I	Eff. 10/17/16
Pete Levasseur	PLCSS Co-Chair	District	Fall 2016
Barb Noone	PLCSS Co-Chair	District	Fall 2016
Chris Aronson	PLCSS Ed Tech Teacher Rep	District	Fall 2016
Kendra Brown	PLCSS Member	SHS	Fall 2016
Nick Ericson	PLCSS Member	SHS	Fall 2016

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Erin Fraser	PLCSS Member	SJHS	Fall 2016
Karen Birch	PLCSS Member	SJHS	Fall 2016
Barb Noone	PLCSS Member	Willard	Fall 2016
Pete Levasseur	PLCSS Member	Willard	Fall 2016
Kathryn McCall	PLCSS Member	CJL	Fall 2016
Angie Labbe	PLCSS Member	CJL	Fall 2016
Kristin Daly	PLCSS Member	MCS	Fall 2016
Dawna Werner	PLCSS Member	MCS	Fall 2016

N. Staff Transfers

1. Superintendent Theoharides announced the following transfers:

Michael Deshaies	Temporary transfer from SHS 1 st Shift Custodian	Temporarily transferred to SJHS Head Custodian	Eff. 10/18/16
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O. Staff Nominations

1. Superintendent Theoharides nominated the following professional staff:

Carla Schoepp	Library Media Specialist	MCS	Effective 10/20/16	Replacement
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Mrs. Williams made a motion **to accept the nomination as presented.**

Mr. Miscio seconded the motion. Motion carried 4 – 0.

P. Policies

(Attachment P)

1. First Reading – ECB – Pest Management in School Facilities

Mr. Miscio made a motion **to accept the first reading of revised policy ECB as presented.**

Mrs. Williams seconded the motion. Motion carried 4 - 0.

2. First Reading – ECB-E1 – Pest Management Notification

Mr. Miscio made a motion **to delete policy ECB-E1 as presented.**

Mr. Sheppard seconded the motion. Motion carried 4 - 0.

3. First Reading – ECB-E2 – Universal Notice Option

Mr. Miscio made a motion **to delete policy ECB-E2 as presented.**

Mr. Sheppard seconded the motion. Motion carried 4 – 0.

4. First Reading – ECB-E3 – Notice of Planned Pesticide Application

Mr. Miscio made a motion **to accept the first reading of revised policy ECB-E3 as presented.**

Mr. Sheppard seconded the motion. Motion carried 4 – 0.

Q. Items for Future Agenda(s)

1. Class Rank – November 21, 2016
2. Technology Plan – December 5, 2016
3. Joint Meeting with Acton School Department – December 1, 2016

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R. Calendar Announcements

1. Upcoming School Committee meetings are as follows:

Monday, November 21, 2016	Regular Meeting	6:00 pm	City Council Chambers
Thursday, December 1, 2016	Joint Meeting with Acton School Dept.	6:00 pm	Superintendent's Conference Room
Monday, December 5, 2016	Regular Meeting	6:00 pm	City Council Chambers
Monday, December 19, 2016	Regular Meeting	6:00 pm	City Council Chambers

S. Adjournment

Mr. Sheppard made a motion **to adjourn at 8:28 pm.**

Mrs. Williams seconded the motion. Motion carried 4 - 0.

Respectfully submitted,

Jonathan Mapes, School Committee Chair

David Theoharides, Superintendent