

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES
Monday, November 21, 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: Cole A. Jones

Staff present: David Theoharides, Superintendent
Matt Nelson, Assistant Superintendent
Gwen Bedell, Business Administrator
Demetria McKaig, SHS Guidance Director

Guests present: Sherri Miscio
Jessica Jourdain

A. Call to Order Time: 6:19 pm

B. Pledge of Allegiance Said

C. Adjustments

Mr. Miscio made a motion **to add “Maine DOE Momentum Pilot” to New Business.**

Mrs. Williams seconded the motion. Motion carried 5 – 0.

D. Approval of Minutes

1. November 7, 2016 Workshop 5:30 pm (Attachment D.1.)
 2. November 7, 2016 Regular Meeting 6 pm (Attachment D.2.)
 3. November 14, 2016 Executive Session 5 pm (Attachment D.3.)
- Mr. Sheppard made a motion **to adopt the minutes as presented.**
Mr. Miscio seconded the motion. Motion carried 5 – 0.

E. Public Comments None

F. Communications None

School Committee Meeting Minutes

November 21, 2016

G. Committee Reports

1. Construction Update
 - i. SHS/SRTC Project
 1. Base paving of access road and parking areas
 2. Steel being erected in Arts Wing, Performing Arts Center and Gym/Locker rooms
 3. Natural gas line, electric and water lines have been installed from utility room to Mayflower for connection
 4. Entrance on Main Street created; telephone pole will be removed
 5. Site tour for SHS/SRTC Staff on Monday, 12/5/16 at 2:30 pm
 - ii. Elementary Projects
 1. Straw Poll – Tuesday, November 29, 2016 at 7:00 pm at SJHS

H. Superintendent's Report

1. Student Representatives' Reports
 - i. School vacation
 - ii. College recommendations
 - iii. Swim team
2. Snow Day information

I. Directors' Reports

1. Business Administrator Gwen Bedell
 - i. Audit is complete
 - ii. 2017/2018 budget preparation has begun
2. Assistant Superintendent Matt Nelson
 - i. Bus time changes at SHS and SJHS; select buses moved back 5 minutes to better match school schedules
 - ii. USM Upward Bound Program renewed
 1. Helps prepare high school students for success in college
 2. Work with students at SHS
 - iii. Updating school zone blinking lights to accommodate early release days

J. New Business

1. October, 2016 Financials – Gwen Bedell
 - i. October 31, 2016 Expenses ([Attachment J.2.i](#))
Mr. Miscio made a motion **to accept the 10/31/16 Expenses as presented.**
Mrs. Williams seconded the motion. Motion carried 5 – 0.
 - ii. October 31, 2016 Reconciliation ([Attachment J.2.ii](#))
Mr. Miscio made a motion **to accept the 10/31/16 Reconciliation as presented.**
Mrs. Williams seconded the motion. Motion carried 5 – 0.

2. Maine DOE Momentum Pilot - *from Item C. Adjustments* (Added Attachment J.2.)

- i. Carl Lamb School has been selected by the Maine Department of Education, along with 8 other schools from Maine, to participate in a two year pilot project that will use technology to help improve literacy in grades K-3. The pilot will provide 1:1 iPads along with a suite of applications for all CJL kindergarten and grade one students and teachers; and 2:1 iPads for grades two and three students and teachers. The pilot will also provide on-site support for using technology to improve student literacy and funds needed for substitutes, travel and other incidental expenses. There are no local expenses attached to the pilot; once completed the equipment remains with the Sanford School Department.

Mr. Sheppard made a motion **to participate in the two year Momentum Pilot with the Maine Department of Education at Carl J. Lamb School grades K – 3, contingent upon satisfactory responses to the School Committee's concerns.**

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

K. Old Business

1. Class Rank Proposal – Update (Added Attachment K.1.)

Report from the Class Rank Sub-committee on their recommendations for changes to the current class rank formula. No action will be taken by the School Committee on class rank until a future meeting in December. The Sub-committee has met several times over the past month to fine tune their recommendations to the School Committee. Recommendations include changing the current way that class rank is calculated for graduating seniors to include all course work from a student's high school career, rather than just selected courses. The current calculation does not include course work from technical school classes, foreign languages, and dual enrollment college classes, and only includes one visual and performing art course.

The recommendation for the new calculation also includes using a weighted grade point average of G.P.A., where AP courses will be weighted 1.3, Honors and Dual Enrollment Courses at 1.2, Career and College Prep courses at 1.1 and General Courses at 1.0. The Sub-committee ran multiple scenarios with various weighting systems and determined that the proposed weighting system represented a similar outcome to the previous class rank system while including all courses. All courses at Sanford High School and Sanford Regional Technical Center were reviewed by the faculty and were assigned a weighting. The Sub-committee also recommended that the new system be started with the Class of 2020 (current freshmen).

The School Committee will review the recommendations and if needed, request additional information. The goal of updating the current class rank calculation is to include all course work from a student's high school career while also using a similar calculation used in area high schools.

School Committee Meeting Minutes

November 21, 2016

L. Resignations None

M. Staff Appointments

1. Superintendent Theoharides announced the following appointments:

Scott Folsom	KIDS Club	Willard School	Eff. 11/14/16
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N. Staff Transfers None

O. Staff Nominations None

P. Policies

(Attachment P.)

1. Second Reading – ECB – Pest Management in School Facilities
Mr. Sheppard made a motion **to adopt revised policy ECB as presented.**
Mr. Miscio seconded the motion. Motion carried 5 - 0.

2. Second Reading – ECB-E3 – Notice of Planned Pesticide Application
Mr. Sheppard made a motion **to adopt revised policy ECB-E3 as presented.**
Mr. Miscio seconded the motion. Motion carried 5 - 0.

Q. Items for Future Agenda(s)

1. Executive Session (student matter) – November 28, 2016
2. Joint Meeting with Acton School Department – December 1, 2016
3. Technology Plan – December 5, 2016

R. Calendar Announcements

1. Upcoming School Committee meetings are as follows:

Monday, November 28, 2016	Executive Session	5:30 pm (tentative)	Superintendent's Conference Room
Thursday, December 1, 2016	Joint Meeting with Acton School Department	6:00 pm	(Moved to) SHS Library
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. Miscio made a motion **to adjourn at 8:10 pm.**
Mr. Sheppard seconded the motion. Motion carried 5 - 0.

Respectfully submitted,

Jonathan Mapes, School Committee Chair

David Theoharides, Superintendent