

**SANFORD SCHOOL DEPARTMENT  
SANFORD SCHOOL COMMITTEE  
MINUTES  
Monday, October 3, 2016 ~ 6:00 pm**

Note: Meeting was held in City Council Chambers, 3<sup>rd</sup> Floor, City Hall Annex

Members present: Jon Mapes, John Roux, 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  
Matt Petermann, SHS Assistant Principal/SRTC Assistant Director  
Marianne Sylvain, SHS Principal  
Kathy Sargent, SRTC Director  
Demetria McKaig, SHS Guidance  
Russell Clark, SRTC Instructor  
Richard Couture, SRTC Instructor  
Brent Sirois, SRTC Instructor  
Jen Hunter, SHS Teacher

Guests present: Diane Hoenig  
Sarah Ouellette  
Pamela Cote  
Sophie Cote  
Summer Camire  
Cherylan Camire  
Emily Sheffield  
Aileen Darragh  
Elizabeth Darragh  
Don Jamison  
Jodi Savage-Wilson  
Sharlene Troop  
Angel Martineau  
Donald Troop  
Jessica Jourdain  
Sherri Miscio  
Robert Nohr  
Christina O'Connell

A. Call to Order Time: 6:05 pm

B. Pledge of Allegiance Said

C. Adjustments None

## School Committee Meeting Minutes

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### D. Approval of Minutes

1. September 26, 2016 Executive Session, 5:30 pm (Attachment D.1.)
2. September 26, 2016 Regular Meeting, 6:00 pm (Attachment D.2.)

Motion by Mr. Miscio: **To accept the minutes as presented.**

Motion seconded by Mr. Roux. Motion carried 4 – 0 with Mr. Mapes abstaining.

E. Public Comments           None

F. Communications           None

### G. Committee Reports

1. Construction Update
  - i. Superintendent reported that construction is continuing on SHS/SRTC building project. Block walls are currently being installed in gym and auditorium wing. Steel should arrive next week. Goal is to have roof on this section by winter. All exterior frost walls except small section by front are completed.
  - ii. Tentative CBC Meeting has been scheduled for 10/20 at 3:00 pm (waiting to confirm with CBC).
  - iii. The architect on the Elementary Project is meeting with school staff members to gather more data on specific class and building needs.
  - iv. We hope to have a straw poll in November on the Elementary Project.

### H. Superintendent's Report

1. Student Representatives' Reports – no reports
2. Field Trips
  - i. SJHS JMG Leadership Conference in Rome, ME on October 18<sup>th</sup> and 19<sup>th</sup>, 2016
3. Maine School Board Association annual conference will be held in August on October 27-28, 2016.

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I. Directors' Reports

1. Business Administrator Gwen Bedell
  - i. Transition Grant for Adult Ed - this year's award is \$43,242, and includes funding for collaborative work with Massabesic Adult Ed. This award is slightly less than last year's award of \$45,000 and follows the pattern we are seeing across the state for adult ed funding.
  - ii. School Revolving Renovation Loans – Sanford School  
Department has applied for two Priority One Project Loans with the DOE for asbestos removal from SJHS and SHS. The SJHS application is for approximately \$100K to remove asbestos in the hallways and to install new flooring. The SHS application is for approximately \$500K to remove asbestos in all of the classrooms and install new flooring. These applications are reviewed by DOE over the fall, and notification given to the schools in January. The state pays a portion of the project at the same rate it shares in EPS funding. Our most recent EPS was allocated 65% to the state and 35% to the local taxpayers which means a loan for \$500K would be paid 65% by the state and 35% by the local district. If DOE awards the funding, we do not necessarily have to take it because it is a loan. However, DOE strongly encouraged us to apply for these loans because asbestos would not be covered by the state under either of the construction projects. It is on our CIP 5+ Year Plan.
  - iii. October 1st Enrollment Numbers
    1. Similar numbers as April 2016
  - iv. Change in the number of Pre-K classrooms from 3 classrooms to 2 resulted in the loss of 20 or so Pre-K students. Final enrollment numbers will be available by October 31st
  - v. Maintenance will be overseeing the replacement of sewage pumps at SJHS this weekend, beginning Friday and continuing through Monday, when students and staff are not in the building.

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2. Assistant Superintendent Matt Nelson
  - i. Safety Committee Update
    1. 1st meeting was held on Monday, September 26<sup>th</sup>.
    2. Currently conducting school audits
    3. Safety Drills (Lockdowns / Fire Drills / Evacuations)
      - a. All schools have held two fire drills and a lockdown drill to comply with school policy and state law. SRTC Fire Science students assisted with the fire drills at SHS and SRTC Law Enforcement students assisted with the lockdown drill at SHS.
      - b. Lockdowns will be held quarterly
      - c. Fire Prevention week is October 10-14, 2016.
      - d. Smoke House will be available at elementary schools for training students per Fire Marshall
      - e. Received kudos from MSMA for safety committee activities
      - f. Bus Safety Week - evacuation drills will take place October 17 with all students (even non-bus riders)
3. Director of Curriculum Bernie Flynn – no report

### J. New Business

1. August 2016 Financials – Gwen Bedell (**Attachments J.1.i. and J.1.ii**)
  - i. August 31, 2016 Expenses  
Motion by Mr. Miscio **to accept the August 31, 2016 expenses as presented.**  
Motion seconded by Mr. Sheppard. Motion carried 5 – 0.
  - ii. August 31, 2016 Reconciliation  
Motion by Mr. Miscio **to accept the August 31, 2016 reconciliation as presented.**  
Motion seconded by Mr. Sheppard. Motion carried 5 – 0.
2. Sabbatical Request – Jen Hunter, SHS teacher
  - i. Ms. Hunter presented a proposal to the School Committee for a half year sabbatical (September 2017 – January 2018) from her position at SHS teaching Spanish.  
Motion by Mr. Roux **to grant Ms. Hunter a half year sabbatical as requested.**  
Motion seconded by Mr. Miscio. Motion carried 5 – 0.

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### K. Old Business

1. New Class Rank Proposal for Sanford High School (tabled on 9/26/16; missing 2 School Committee Members)
  - i. Discussion led by Demetria McKaig regarding process and creation of proposed new class rank system
  - ii. Several staff members and parents spoke about the proposal.Motion by Mrs. Williams **to table any vote or further discussion of this issue until the November 7, 2016 School Committee meeting when more information will be made available.**

Motion seconded by Mr. Sheppard. Motion carried 5 – 0.

Motion by Mrs. Williams **to rescind previous motion to table any vote or further discussion of this issue until the November 7, 2016 School Committee meeting.**

Motion seconded by Mr. Roux. Motion carried 5 – 0.

Motion by Mr. Roux **to table further discussion of this issue until the November 21, 2016 School Committee meeting with the understanding that the additional information requested tonight will be made available for the November 7, 2016 School Committee meeting and included with the November 7, 2016 agenda.**

Motion seconded by Mr. Miscio. Motion carried 5 – 0.

### L. Resignations

1. Superintendent Theoharides announced the following resignations:

Brent Coleman	Asst. Wrestling Coach	SHS	Eff. 9/20/16
Samantha Hamlyn	Ed Tech III	CJL	Eff. 10/7/16

M. Staff Appointments      None

N. Staff Transfers      None

O. Staff Nominations      None

### P. Policies

(Attachment P)

1. First Reading – KK – Naming Rights

Mrs. Williams made a motion **to accept the first reading of policy KK as presented.**

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

2. First Reading – KH – Public Gifts to the Schools

Mr. Miscio made a motion **to delete policy KH as presented.**

Mr. Sheppard seconded the motion. Motion carried 5 - 0.

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### Q. Items for Future Agenda(s)

1. Performing Arts Group Presentation – tentative date 10/17/16
2. Class Rank – 11/21/16
3. Technology Plan – tentative date 12/5/16

### R. Calendar Announcements

1. Upcoming School Committee meetings are as follows:

Monday, October 17, 2016	Regular Meeting	6:00 pm	City Council Chambers
Monday, November 7, 2016	Regular Meeting	6:00 pm	City Council Chambers
Monday, November 21, 2016	Regular Meeting	6:00 pm	City Council Chambers

### S. Adjournment

Mrs. Williams made a motion **to adjourn at 8:55 pm.**  
Mr. Sheppard seconded the motion. Motion carried 5 – 0.

Respectfully submitted,

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Jonathan Mapes, School Committee Chair

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David Theoharides, Superintendent