

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES
Monday, September 26, 2016 ~ 6:00 pm**

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

Members present: John Roux, Thomas Miscio, 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
Stacey Bissell, Special Education Director
Julie Williams, Library Media Specialist – Willard
Sheila English, Library Media Specialist – SJHS
Jen Raymond, Library Media Specialist – SHS
Karen Miliano, Library Media Specialist - CJL

Guests present:

A. Call to Order Time: 6:08 pm

B. Pledge of Allegiance Said

C. Adjustments

1. In light of the absence of two School Committee Members (Mapes, Sheppard) Mr. Miscio made a motion **to table Old Business item “New Class Rank Proposal for SHS” until the October 3, 2016 meeting.** Mrs. Williams seconded the motion. Motion carried 3 – 0.
2. Mr. Miscio made a motion **to move Directors Report item “Presentation by Sanford schools’ library media specialists” to follow Public Comments.** Mrs. Williams seconded the motion. Motion carried 3 – 0.

D. Approval of Minutes

1. September 12, 2016, Regular Meeting, 6 pm (**Attachment D.1.**) Mrs. Williams made a motion **to approve the minutes as presented.** Mr. Miscio seconded the motion. Motion carried 3 – 0.

E. Public Comments None

F. Communications None

*I. Directors’ Reports (**addressed out of order**)

3. Director of Curriculum Bernie Flynn
 - a. Presentation by Sanford schools’ Library Media Specialists

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G. Committee Reports

1. Construction Update
 - i. High School Project
 1. Mayor Cote visited the site last week
 2. Block walls are being constructed in auditorium and gym with block provided by local Genest Concrete
 3. Construction Administration meeting today, 9/26/16
 - a. Approved invoices for approximately \$2.7 million; all invoices approved by architect, DOE and BGS.
 - b. Construction is on schedule; steel will arrive week of 10/10/16
 - c. Easements have been completed for Mayflower Drive for gas, electric, cable and water
 - d. Radon mitigation layer is currently being installed
 - e. Performing Arts Sub-Committee has been meeting regularly regarding facility management. They will be visiting Gorham later this week.
 - f. Videos available on website
 - ii. Elementary Project
 1. Successful public information meeting held on 9/1/16
 2. Architect has been meeting with staff at MCS and SJHS to refine plans
 3. Anticipate a Straw Poll vote in November, 2016

H. Superintendent's Report

1. Student Representatives' Reports
 - i. Summer noted homecoming activities planned in October
 - ii. School Committee questioned student reps regarding plans after high school and what they hoped to gain from their time as student representatives
2. Field trips announced
 - i. SRTC FFA to Indianapolis, Indiana from 10/18 – 10/23/16
 - ii. SHS Boys Soccer Team to USM on 10/2/16
3. Maine School Board Association Conference is scheduled for 10/27/16 and 10/28/16

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I. Directors' Reports

1. Business Administrator Gwen Bedell
 - i. Donation of \$1250 to SRTC on behalf of Clarence Hartley to be used to support SRTC students in need of specialized clothing or equipment
 - ii. Donation of \$1200 to Legacy Foundation on behalf of SHS Class of 2016
 - iii. Special Ed transportation – staff consolidating transportation needs to reduce expenses
2. Assistant Superintendent Matt Nelson
 - i. Attendance Protocols and Forms (**Attachment I.2.i.**)
 1. Discussed impact of chronic absenteeism
 2. Parents of students with previous chronic absenteeism are contacted at the beginning of the school year to collaborate on strategies to improve attendance
3. Director of Curriculum Bernie Flynn (**addressed out of order**)
4. Director of Special Education Stacey Bissell
 - i. Math Worlds Program data (**Attachment I.4.i.**)
 1. Progress in students' conceptual knowledge
 - Student conceptual understanding increased by an overall mean of 27.8%
 - The median percent increase in scores was 11.5%
 - The average (mean) improvement in scores by grade were
 - Grade 1 145.2%
 - Grade 2 39.2%
 - Grade 3 20.7%
 - Grade 4 2.5%
 - Grade 5 28.3%
 - Grade 6 8.1%
 - Grade 7 -2.5%
 - Grade 8 -3.5%
 - From 2014-15 to 2015-16, 63% of the students increased their raw scores.

J. New Business None

K. Old Business **Tabled, see Item C. Adjustments**

1. New Class Rank Proposed for Sanford High School

L. Resignations

1. Superintendent Theoharides announced the following resignations:

Lynn Gnade	Foodservice District Manager	District	Eff. 10/19/16
Patricia Fougere	Childcare worker	SCAE	Eff. 10/10/16

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M. Staff Appointments

1. Superintendent Theoharides announced the following appointments:

Tiffani Bourque	KIDS Club	Activities/Homework	Eff. 9/20/16
Hannah Burgess	KIDS Club	Activities/Homework	Eff. 9/20/16
Leah D'Amour	KIDS Club	Activities/Homework	Eff. 9/20/16
Jamie Folsom	KIDS Club	Activities/Homework	Eff. 9/20/16
Madalynn Gagne	KIDS Club	Student	Eff. 9/20/16
Connie Hand	KIDS Club	Activities/Homework	Eff. 9/20/16
Corinne Lawrance	KIDS Club	Student	Eff. 9/20/16
Ryan Legere	KIDS Club	Activities/Homework	Eff. 9/20/16
Rebecca Levasseur	KIDS Club	Activities/Homework	Eff. 9/20/16
Rebecka Morton	KIDS Club	Activities/Homework	Eff. 9/20/16
Tiffani Noel	KIDS Club	Activities/Homework	Eff. 9/20/16
Kristen O'Connor	KIDS Club	Activities/Homework	Eff. 9/20/16
Vicki Payeur	KIDS Club	Activities/Homework	Eff. 9/20/16
Rebecca Perez	KIDS Club	Activities/Homework	Eff. 9/20/16
Tori Poisson	KIDS Club	Activities/Homework	Eff. 9/20/16
Wanda Richard	KIDS Club	Activities/Homework	Eff. 9/20/16
Jed Russell	KIDS Club	Activities/Homework	Eff. 9/20/16
Joyce Scally	KIDS Club	Activities/Homework	Eff. 9/20/16
Janelle Schulkind	KIDS Club	Activities/Homework	Eff. 9/20/16
Lisa Silva	KIDS Club	Activities/Homework	Eff. 9/20/16
Kathy Spencer	KIDS Club	Activities/Homework	Eff. 9/20/16
Michelle Sprague	KIDS Club	Activities/Homework	Eff. 9/20/16
Kathy Toth	KIDS Club	Activities/Homework	Eff. 9/20/16
Lisa Tu	KIDS Club	Activities/Homework	Eff. 9/20/16
Spencer Wilkinson	KIDS Club	Activities/Homework	Eff. 9/20/16
Odyssey Willow	KIDS Club	Student	Eff. 9/20/16

2. Superintendent Theoharides announced the following stipend appointments:

Brent Coleman	Coach, Varsity Wrestling	SHS
Rossie Kearson	Coach, Varsity Boys Tennis	SHS
Rachel White	Yearbook Co-Advisor	SJHS
Sue Bedell	Yearbook Co-Advisor	SJHS
Jessica Allen	Student Council Co-Advisor	SJHS
Erin Barry	Student Council Co-Advisor	SJHS
Adam Bellefeuille	Drama Club Advisor	SJHS
Sara Nason	STEM Advisor	SJHS
Ann MacEachern	Art Club Advisor	SJHS
Rachel White	Math Club Co-Advisor	SJHS
Sue Bedell	Math Club Co-Advisor	SJHS
Carol Baker Roux	Jazz Band Director	SJHS
Carol Baker Roux	Band Director	SJHS
Nancy Neubert	Chorus Director	SJHS
Anders Larson	Social Studies Dept. Head	SJHS
Carla Mueller	Math Dept. Head	SJHS
Sue Coveney	ELA Dept. Head	SJHS
James Cantara	Science Dept. Head	SJHS
Kathy Camire	Special Education Dept. Head	SJHS
Judy Martin	Allied Arts Dept. Head	SJHS

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N. Staff Transfers

1. Superintendent Theoharides announced the following transfers:

Pat Brunner	From Title I teacher at MCS and CJL Schools	To Title I teacher at CJL School	Eff. 9/7/16
Kim Conway	From Title I teacher at Lafayette & Willard	To Title I teacher at Lafayette	Eff. 9/7/16
Barbara Dumont	From Ed Tech III at MCS Library	To Ed Tech II at SJHS Special Ed	Eff. 10/11/16

O. Staff Nominations

1. Superintendent Theoharides nominated the following professional staff:

Kathy Hally	3/5 FTE as a Title I teacher	St. Thomas and CJL Schools	Eff. TBD
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Mrs. Williams made a motion **to accept the nomination as presented.**

Mr. Miscio seconded the motion. Motion carried 3 – 0.

P. Policies

1. Executive Summary for 9.26.16 (**Attachment P.**)
 - i. A Maine Dept. of Education review of our bullying policies stated that the policies were in compliance but we needed to develop forms on how bullying incidents are tracked and monitored.
2. First Reading – JICK Revision – Bullying and Cyberbullying Prevention in Schools
Mr. Miscio made a motion **to accept the first reading of revised Policy JICK as presented.**
Mrs. Williams seconded the motion. Motion carried 3 - 0.
3. First Reading – JICK – R revision – Bullying and Cyberbullying Prevention Administrative Procedure
Mr. Miscio made a motion **to accept the first reading of revised policy JICK –R as presented.**
Mrs. Williams seconded the motion. Motion carried 3 – 0
4. Recommended Procedure Forms – JICK-E1, JICK-E2 and JICK-E3
 - i. These forms will be placed on the forms section of our website and cross-referenced with a link on the policies.

Q. Items for Future Agenda(s)

1. Naming Rights Policy – tentative date 10/3/16
2. Performing Arts Group Presentation – tentative date 10/17/16
3. Technology Plan – tentative date 12/5/16

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R. Calendar Announcements

1. Upcoming School Committee meetings are as follows:

Monday, October 3, 2016	Regular Meeting	6:00 pm	City Council Chambers
Monday, October 17, 2016	Regular Meeting	6:00 pm	City Council Chambers

S. Adjournment

Mr. Miscio made a motion to adjourn at 7:42 pm.

Mrs. Williams seconded the motion. Motion carried 3 - 0.

Respectfully submitted,

John Roux, School Committee Vice Chair

David Theoharides, Superintendent