

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MEETING AGENDA
Monday, March 20, 2017 ~ 6:00 pm**

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

Members present: John Roux, Scott Sheppard, Jon Mapes, 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

Guests present:

A. Call to Order Time: ____ pm

B. Pledge of Allegiance

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.)

Recommendation: to approve the minutes as presented

E. Public Comments

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.)

G. Committee Reports

1. Construction Update

School Committee Meeting Agenda

March 20, 2017

H. Superintendent's Report

1. Student Representatives' Reports
2. Field Trip Announcements
 - 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
2. Assistant Superintendent Matt Nelson
3. Director of Curriculum Bernie Flynn

J. New Business

1. Financials - Gwen Bedell
 - i. January 31, 2017 expenses ([Attachment J.1.i](#))
Recommendation: to accept the 1/31/17 expenses as presented.
 - ii. January 31, 2017 reconciliation ([Attachment J.1.ii](#))
Recommendation: to accept the 1/31/17 reconciliation as presented.
 - iii. February 28, 2017 expenses ([Attachment J.1.iii](#))
Recommendation: to accept the 2/28/17 expenses as presented.
 - iv. February 28, 2017 reconciliation ([Attachment J.1.iv](#))
Recommendation: to accept the 2/28/17 reconciliation as presented.
2. SHS NEASC Accreditation Visit review - Marianne Sylvain, Matt Petermann
([Attachment J.2](#))

K. Old Business

None

School Committee Meeting Agenda

March 20, 2017

L. Resignations

1. Superintendent Theoharides will announce 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

M. Staff Appointments

1. Superintendent Theoharides will announce the following spring coaching appointments:

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

2. Superintendent Theoharides will announce the following re-appointment:

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 will nominate the following professional staff for first year probationary contract(s):

Martin McKeon	History teacher	SHS	Eff. 9/1/17
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Recommendation: to approve the nomination(s) as presented.

School Committee Meeting Agenda

March 20, 2017

P. Policies None

Q. Items for Future Agenda(s)

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

Recommendation: to adjourn at _____ pm.

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES
Monday, February 27, 2017 ~ 5:00 pm**

Note: Meeting was held in the Superintendent's Conference Room, 2nd Floor, City Hall Annex

Members present: John Roux, Scott Sheppard, Jonathan Mapes, Thomas Miscio, Kendra Williams

Student Reps present: None

Staff present: David Theoharides, Superintendent
Matt Nelson, Assistant Superintendent
Gwen Bedell, Business Administrator

Guests present: None

A. Call to Order Time: 5:00 pm

B. Workshop Session 1. Budget Workshop: Final Review of Overall School Budget
(Added Attachments: Historical Budget Summary, Tax Card Summary, CIP)

C. Adjournment
Mr. Miscio made a motion **to adjourn at 6:43 pm.**
Mr. Sheppard seconded the motion. Motion carried 5 – 0.

Respectfully submitted,

John Roux, School Committee Chair

David Theoharides, Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES**

Monday, February 27, 2017 ~ 7:30 pm (Time approximate following 5:00 pm Budget Workshop)**

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

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

Student Reps present: None

Staff present: David Theoharides, Superintendent
Matt Nelson, Assistant Superintendent
Gwen Bedell, Business Administrator
Bernie Flynn, Curriculum Director
Beth Lambert, Assistant to Curriculum Director

Guests present: Dan Cecil, Harriman Associates
Lisa Sawin, Harriman Associates

A. Call to Order Time: 6:53 pm

B. Pledge of Allegiance Said

C. Adjustments

Mrs. Williams made a motion **to add New Business Item J.2. Approval of the 2017/2018 School Budget for presentation to the City Budget Committee.**

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

D. Approval of Minutes

1. January 23, 2017 Regular Meeting 6 pm (Attachment D.1.)
2. January 30, 2017 Budget Workshop, 5 pm (Attachment D.2.)
3. February 6, 2017 Executive Session, 5 pm (Attachment D.3.)
4. February 6, 2017 Budget Workshop, 5:30pm (Attachment D.4.)
5. February 16, 2017 Budget Workshop, 5 pm (Attachment D.5.)

Mr. Sheppard made a motion **to approve the minutes as presented.**

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

E. Public Comments None

F. Communications

1. School Revolving Renovation Fund Projects #1285 and #1286 (Attachment F.1.)
2. Digital Learning Technology Plan (Attachment F.2.)

School Committee Meeting Minutes

February 27, 2017

G. Committee Reports

1. Construction Update
 - i. SHS/SRTC Project
 - ii. Elementary Projects (Added Attachment G.1.ii.1)
 1. Update by Harriman Associates

H. Superintendent's Report

1. Student Representatives' Reports - none
2. Field trips
 - i. SHS Key Club Conference in Springfield, MA on March 31, April 1-2, 2017
 - ii. SJHS Behavior Incentive Program to Boston Museum of Science on April 13, 2017
 - iii. SRTC SkillsUSA Conference in Bangor on March 2-3, 2017
 - iv. SJHS SkillsUSA Conference in Bangor on March 2-3, 2017

I. Directors' Reports

1. Business Administrator Gwen Bedell – no report
2. Assistant Superintendent Matt Nelson – no report
3. Director of Curriculum Bernie Flynn; presentation by Beth Lambert
 - i. MEA testing window and changes to MEA format for grades 3-8
 - ii. Professional Development update
 1. Reading & writing curriculum training
 2. Differentiated instruction
 3. Using technology in classrooms
 4. Pathways training & implementation
 - iii. SHS/SRTC Career Pathways Update
 1. Training for staff during Early Release Days
 2. Teachers have selected pathways
 3. Training to make content relevant to students in pathways
 4. Training for Career Technical Education teachers to help students with literacy
 5. Faculty field trips to businesses

School Committee Meeting Minutes

February 27, 2017

J. New Business

1. 2017/2018 School Calendar (Attachment J.1.)

Mr. Miscio made a motion **to adopt the 2017/2018 calendar as presented.**

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

2. Approval of the 2017/2018 School Budget

Discussion: The budget includes interest payment for local construction bond, addition of extra-curricular and co-curricular activities as recommended last year by the Budget Committee and the additional of a shared Performing Arts Manager to begin in January, 2018. It also includes CIP and Adult Education budgets.

Mr. Mapes made a motion **to approve the 2017/2018 School Budget as presented by the School Business Administrator for a total amount of \$43,408,212.**

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

K. Old Business

1. Elementary School Projects

Mr. Miscio made a motion **to approve the Elementary School Projects' Educational Specifications as presented by Harriman Associates.**

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

L. Resignations

1. Superintendent Theoharides announced the following resignations:

Shay Ahlquist	H.R. Specialist	District	June 30, 2017
Deborah Doiron	Ed Tech III	CJL School	Retiring – end of school year
George Pouravelis	Science Teacher	SHS	Retiring – end of school year
Doug Roberts	Assistant Principal	SHS	Retiring – end of school year
Joyce St. Pierre	Art Teacher	Elementary Schools	Retiring – end of school year
Mary Rancourt	Stipend position: Sub caller	District	Eff. 6/30/17
Barbara McCall, MD	School Physician	District	Eff. 6/30/17

M. Staff Appointments

1. Superintendent Theoharides announced the following appointments:

Mona Lamb	Foodservice	SHS	Eff. 2/13/17
Ashley Wakefield	Foodservice	Central Kitchen	Eff. 1/30/17
Samantha Moccia (student)	KIDS Club	CJL	Eff. 3/1/17
Tia Trynor	KIDS Club	Willard	Eff. 2/8/17
Nate Smith	Coach, Asst. Boys Track	SHS	Eff. March 2017
Seth Sprague	KIDS Club	MCS	Eff. 2/8/17

School Committee Meeting Minutes

February 27, 2017

N. Staff Transfers

1. Superintendent Theoharides announced the following appointments:

Starr Cote	From Foodservice at CJL for 2.25 hours/day	To Foodservice at CJL for 3.25 hours/day	Eff. 1/9/17
Marie Cashin	From Special Ed Ed Tech II at SJHS	To Special Ed Ed Tech II at Willard	Eff. 1/23/17
Leah Marks	From SHS Outreach Counselor	To MCS Outreach Counselor	Eff. 1/25/17

O. Staff Nominations None

P. Policies None

Q. Items for Future Agenda(s)
None

R. Calendar Announcements

1. Upcoming School Committee meetings are as follows:

Thursday, March 2, 2017	City Budget Committee Meeting	6:00 pm	City Council Chambers
Monday, March 6, 2017	Regular Meeting	6:00 pm	City Council Chambers
Thursday, March 9, 2017	City Budget Committee Meeting	6:00 pm	City Council Chambers
Thursday, March 16, 2017	City Budget Committee Meeting	6:00 pm	City Council Chambers
Monday, March 20, 2017	Regular Meeting	6:00 pm	City Council Chambers
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

S. Adjournment

Mr. Sheppard made a motion **to adjourn at 8:30 pm.**
Mr. Miscio seconded the motion. Motion carried 5 - 0.

Respectfully submitted,

 John Roux, School Committee Chair

 David Theoharides, Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES
Monday, March 6, 2017 ~ 5:30 pm**

Note: Meeting was held in Superintendent's Conference Room, 2nd Floor, City Hall Annex.

Members present: John Roux, Scott Sheppard, Jonathan Mapes, Kendra Williams

Staff present: David Theoharides, Superintendent
Matt Nelson, Assistant Superintendent
Gwen Bedell, Business Administrator

Guests present: None

A. Call to Order Time: 5:30 pm

B. Executive Session Personnel

1. Motion by Mr. Sheppard: **To enter Executive Session to discuss a personnel issue pursuant to 1 MRSA § 405(6)(A) at 5:30 pm.**
Motion seconded by Mrs. Williams. Motion carried 4 to 0.

C. Adjournment

Mr. Sheppard made a motion to adjourn at 6:54 pm.
Mrs. Williams seconded the motion. Motion carried 4 – 0.

Respectfully submitted,

John Roux, School Committee Chair

David Theoharides, Superintendent



STATE OF MAINE
DEPARTMENT OF EDUCATION
23 STATE HOUSE STATION
AUGUSTA, ME 04333-0023

PAUL R. LEPAGE
GOVERNOR

ROBERT G. HASSON, JR.
ACTING COMMISSIONER

February 27, 2017

David Theoharides
Superintendent
Sanford Public Schools
917 Main Street, Suite 200
Sanford, ME 04073

MAR - 3 2017

A handwritten signature, possibly "S. Platt", with the date "3/3/17" written below it.

Dear Superintendent Theoharides:

Thank you for supporting the Administrative Review of the Sanford School Nutrition Program, conducted on January 23 & 25, 2017 by Department of Education staff Sarah Platt. We appreciated your hospitality and cooperation during our visit.

Findings during the review indicate that your program meets the food service criteria.

The review process identified only minor corrections to the program were needed. Your staff addressed and corrected these during the review.

If you have any questions or if we can be of any assistance, please call Sarah Platt at 624-6879 or email sarah.d.platt@maine.gov.

Sincerely,

A handwritten signature in cursive script, appearing to read "Joanne Allen".

Joanne Allen
Director of School Finance & Operations

JA/SDP/sjs

Enclosure

cc: Holly Hartley

Acton School Department

700 Milton Mills Road - Acton, Maine 04001-5409

Jonathan J. Ross
Superintendent

1-207-636-2100
1-207-636-3045 fax

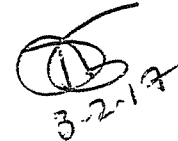
Office of the Superintendent

Kimberly Oliver
Finance & Personnel Director

MAR - 3 2017

February 28, 2017

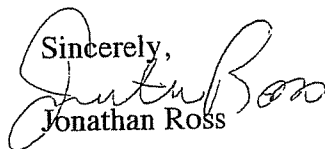
Mr. David Theoharides
Superintendent
Sanford School Department
917 Main Street, Suite 200
Sanford, Maine 04073


3-2-17

Dear David,

Thank you very much for the support provided to the Acton School Department this week as our community struggles to make sense of a very tragic event including the death of a father and the incarceration of the mother. I contacted Assistant Superintendent, Matt Nelson, asking for additional support for our Student Crisis Team that assembled over February school break. Within minutes, Matt had arranged for Megan Walsh, Sanford School Department's Student Resource Coordinator, to join the Acton Team. Megan worked with the staff and students at Acton Elementary School all day on Monday, February 27th and was a valued asset to our support process. Megan is knowledgeable, caring, insightful and fit in perfectly with our staff.

I feel very fortunate to have Sanford School Department as our neighboring district and hope that some day we may be able to repay the favor. My heartfelt thanks to Matt Nelson, Megan Walsh and you for helping our children, staff and community during this trying time.

Sincerely,

Jonathan Ross

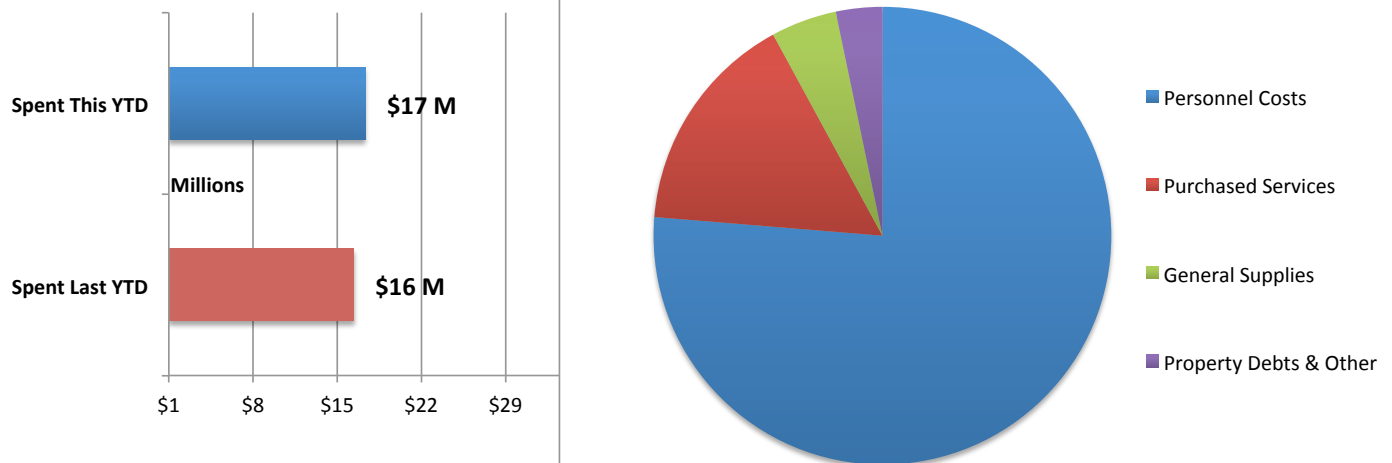
CC: Matt Nelson
Megan Walsh

SANFORD SCHOOL DEPARTMENT

Attachment J.1.i.

SUMMARY OF GENERAL FUND EXPENSES by FUNCTION and WARRANT ARTICLE
For the Year-to-Date and Month Ending January 31, 2017

Account Group	Jul 15 - Jan 16 Actual	Jul 16 - Jan 17 Actual	2016/2017 Revised Budget	Amount Remaining Revised Budget - Actual
51000 Personal Services - Sal/Wages&Stip.	\$ 9,534,356	\$ 9,717,143 56%	\$ 21,676,573 58%	\$ 11,959,430 55%
52000 Personal Services - Payroll Tax&Bene.	\$ 2,872,345	\$ 3,530,674 20%	\$ 7,952,440 21%	\$ 4,421,766 56%
<i>Subtotal - Personal Services</i>	\$ 12,406,700	\$ 13,247,817 76%	\$ 29,629,013 80%	\$ 16,381,196 55%
53000 Purchased Prof. & Tech. Services	\$ 870,112	\$ 1,111,647 6%	\$ 2,152,735 6%	\$ 1,041,088 48%
54000 Purchased Property Services	\$ 483,361	\$ 368,150 2%	\$ 637,737 2%	\$ 269,587 42%
55000 Other Purchased Services	\$ 1,273,651	\$ 1,258,472 7%	\$ 2,515,078 7%	\$ 1,256,606 50%
56000 General Supplies	\$ 848,449	\$ 808,721 5%	\$ 1,541,214 4%	\$ 732,494 48%
57000 Property Maint & Repair	\$ 166,022	\$ 205,663 1%	\$ 337,344 1%	\$ 131,681 39%
58000 Debt, Dues/Fees & Miscellaneous	\$ 350,715	\$ 361,954 2%	\$ 442,194 1%	\$ 80,239 18%
59000 Other & Rounding	\$ -	\$ - 0%	\$ - 0%	\$ - 0%
Total	\$ 16,399,009	\$ 17,362,425 100%	\$ 37,255,316 100%	\$ 19,892,891 53%



Warrant Article Cost Center	Jul 15 - Jan 16 Actual	Jul 16 - Jan 17 Actual	2016/2017 Revised Budget	Amount Remaining
1. Regular Instruction	\$ 5,974,151	\$ 6,222,931 36%	\$ 15,071,606 40%	\$ 8,848,675 59%
2. Special Education	\$ 2,765,332	\$ 3,226,239 19%	\$ 7,259,105 19%	\$ 4,032,866 56%
3. Career / Technical Education	\$ 797,170	\$ 966,526 6%	\$ 1,995,897 5%	\$ 1,029,371 52%
4. Other Instruction	\$ 568,881	\$ 581,511 3%	\$ 960,267 3%	\$ 378,756 39%
5. Student & Staff Support	\$ 1,378,422	\$ 1,540,808 9%	\$ 3,244,009 9%	\$ 1,703,201 53%
6. System Administration	\$ 494,091	\$ 484,489 3%	\$ 807,325 2%	\$ 322,836 40%
7. School Administration	\$ 1,163,499	\$ 1,125,571 6%	\$ 2,040,274 5%	\$ 914,703 45%
8. Transportation & Buses	\$ 892,843	\$ 875,856 5%	\$ 1,694,061 5%	\$ 818,205 48%
9. Facilities Maintenance	\$ 2,363,296	\$ 2,334,511 13%	\$ 4,182,773 11%	\$ 1,848,262 44%
10. Debt Service	\$ -	\$ - 0%	\$ - 0%	\$ - 0%
11. All Other Expenditures & Rounding	\$ 1,325	\$ 3,983 0%	\$ - 0%	\$ (3,983) 0%
Subtotal	\$ 16,399,009	\$ 17,362,425 100%	\$ 37,255,316 100%	\$ 19,892,891 53%
Adult Education	\$ 485,302	\$ 404,147 46%	\$ 869,609	\$ 465,462 54%
Total	\$ 16,884,311	\$ 17,766,572 47%	\$ 38,124,925 100%	\$ 20,358,352 53%

RECONCILIATION OF ACCOUNTS
BETWEEN SANFORD SCHOOL DEPARTMENT & THE CITY OF SANFORD
For the Year-to-Date and Month Ending January 31, 2017

Attachment J.1.ii.

Fund			Year to Date Revenues			Year to Date Expenses			Year to Date Net (Rev - Exp)		
City No.	School	Name	School	City	Variance	School	City	Variance	School	City	Variance
GENERAL FUND											
1000 GF	1000-1200	Education	(13,351,583)	(13,351,583)	0	17,362,425	17,362,425	0	4,010,841	4,010,841	0
1600 GF	1500	Adult Education	(245,003)	(245,003)	0	404,147	404,147	0	159,145	159,145	0
Total			(13,596,586)	(13,596,586)	0	17,766,572	17,766,572	0	4,169,986	4,169,986	0
SPECIAL REVENUE FUNDS											
2201 SR	2001	Wellness Team	-	-	0	60	60	0	60	60	0
2202 SR	2002	Erate	(74,166)	(74,166)	0	81,016	81,016	0	6,850	6,850	0
2203 SR	2003	Tech Tuition	(123,764)	(123,764)	0	46,548	46,548	0	(77,216)	(77,216)	0
2206 SR	2006	EcoMaine	-	-	0	388	388	0	388	388	0
2210 SR	2030	Kids Club	(18,441)	(18,441)	0	3,226	3,226	0	(15,215)	(15,215)	0
2213 SR	2041	MCS Local	(700)	(700)	0	-	-	0	(700)	(700)	0
2214 SR	2042	Hartley SRTC	(1,250)	(1,250)	0	62	62	0	(1,188)	(1,188)	0
2217 SR	2051	ING Heros JH	(2,000)	(2,000)	0	330	330	0	(1,670)	(1,670)	0
2218 SR	2052	Local JH	-	-	0	-	-	0	-	-	0
2219 SR	2069	Genest/SRTC Bldg	(25,000)	(25,000)	0	14,751	14,751	0	(10,249)	(10,249)	0
2220 SR	2080	CJL Local	(14,125)	(14,125)	0	14,125	14,125	0	-	-	0
2228 SR	2240	Pal	(1,000)	(1,000)	0	500	500	0	(500)	(500)	0
2238 SR	2215	College Transition	(7,373)	(7,373)	0	23,426	23,426	0	16,053	16,053	0
2239 SR	2300	Title 1A	(509,352)	(509,352)	0	432,181	432,181	0	(77,171)	(77,171)	0
2249 SR	2460	MaineCare	(68,011)	(68,011)	0	74,012	74,012	0	6,001	6,001	0
2252 SR	2470	Idea Local Entitler	(352,843)	(352,843)	0	378,198	378,198	0	25,355	25,355	0
2253 SR	2510	Early Child/PreSch	(13,482)	(13,482)	0	10,549	10,549	0	(2,934)	(2,934)	0
2258 SR	2630	21st Century	(79,591)	(79,591)	0	91,647	91,647	0	12,055	12,055	0
2262 SR	2700	Title 2A	(204,674)	(204,674)	0	200,569	200,569	0	(4,105)	(4,105)	0
2266 SR	2070	Nellie Mae	-	-	0	(459)	(459)	0	(459)	(459)	0
2268 SR	2860	Carl Perkins	(90,678)	(90,678)	0	86,145	86,145	0	(4,533)	(4,533)	0
2269 SR	2950	Aefla/Abe	(17,403)	(17,403)	0	19,208	19,208	0	1,805	1,805	0
2272 SR	2012	Corning	-	-	0	722	722	0	722	722	0
2273 SR	2013	HS Student iPads	(20,188)	(20,188)	0	14,360	14,360	0	(5,828)	(5,828)	0
2275 SR	2232	Transtn Profic. Dip	(36,342)	(36,342)	0	21,415	21,415	0	(14,927)	(14,927)	0
2280 SR	2210	Faa Dept of Agric	(1,253)	(1,253)	0	-	-	0	(1,253)	(1,253)	0
2283 SR	2457	Pre-School Expans	(47,024)	(47,024)	0	(3)	(3)	0	(47,027)	(47,027)	0
2285 SR	2007	John T. Gorman Kl	(1,694)	(1,694)	0	11,693	11,693	0	10,000	10,000	0
2287 SR	2209	Natl Brd Certificat	-	-	0	1,900	1,900	0	1,900	1,900	0
Total			(1,710,356)	(1,710,356)	0	1,526,570	1,526,570	0	(183,786)	(183,786)	0
CAPITAL IMPROVEMENT FUNDS											
4047 CIP	*3015	HS Const Project	(93,025,372)	(118,287,680)	25262308	18,601,505	43,863,812	-25262308	(74,423,868)	(74,423,868)	0
4054 CIP	3020	Elem Const Projec	-	-	0	136,526	136,526	0	136,526	136,526	0
4050 CIP	4020	Capital Improv. Bc	-	-	0	39,076	39,076	0	39,076	39,076	0
Total			(93,025,372)	(118,287,680)	25262308	18,777,107	44,039,414	-25262308	(74,248,266)	(74,248,266)	0
ENTERPRISE FUNDS											
5000 EN	6000	School Café	(719,875)	(719,875)	0	892,854	892,854	0	172,978	172,978	0
Total			(719,875)	(719,875)	0	892,854	892,854	0	172,978	172,978	0

Date: _____ For the School by: _____
 David Theoharides, Superintendent

_____ Gwen R. Bedell, Business Administrator

Date: _____ For the City by: _____
 Steven R. Buck, City Manager

_____ Ronni L. Champlin, Finance Director

* HS Construction Account = School and City record BAN PayOffs differently, as allowed by independent auditor and as done in prior periods. Net Fund Activity is the same.

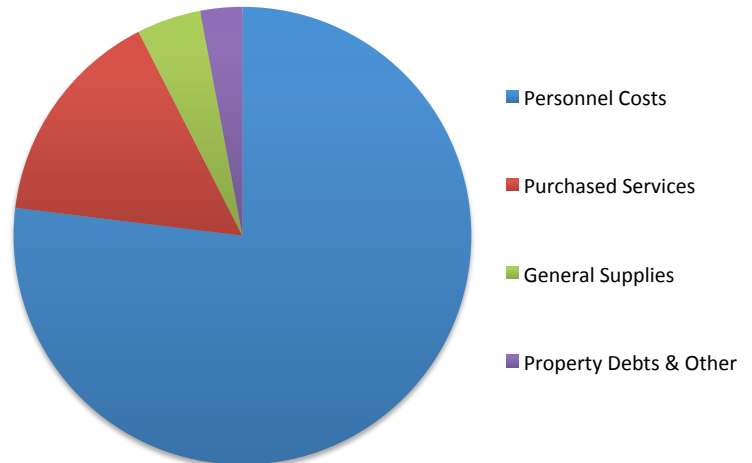
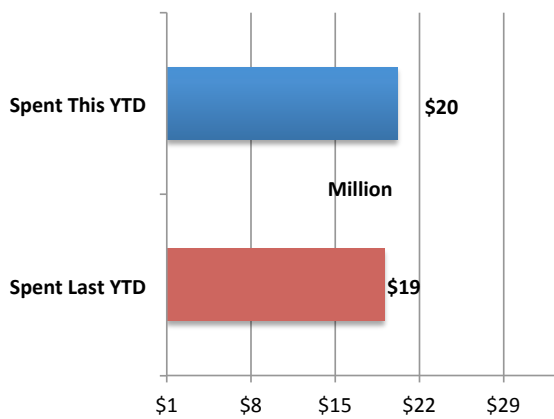
SANFORD SCHOOL DEPARTMENT

Attachment J.1.iii

SUMMARY OF GENERAL FUND EXPENSES by FUNCTION and WARRANT ARTICLE

For the Year-to-Date and Month Ending February 28, 2017

Account Group	Jul 15 - Feb 16 Actual	Jul 16 - Feb 17 Actual		2016/2017 Revised Budget		Amount Remaining Revised Budget - Actual	
51000 Personal Services - Sal/Wages&Stip.	\$ 11,128,649	\$ 11,357,661	56%	\$ 21,635,073	58%	\$ 10,277,412	48%
52000 Personal Services - Payroll Tax&Bene.	\$ 3,433,537	\$ 4,179,480	21%	\$ 7,952,440	21%	\$ 3,772,960	47%
<i>Subtotal - Personal Services</i>	\$ 14,562,186	\$ 15,537,141	77%	\$ 29,587,513	79%	\$ 14,050,372	47%
53000 Purchased Prof. & Tech. Services	\$ 989,068	\$ 1,236,289	6%	\$ 2,194,235	6%	\$ 957,946	44%
54000 Purchased Property Services	\$ 567,222	\$ 427,149	2%	\$ 637,737	2%	\$ 210,588	33%
55000 Other Purchased Services	\$ 1,476,474	\$ 1,477,882	7%	\$ 2,515,078	7%	\$ 1,037,195	41%
56000 General Supplies	\$ 971,975	\$ 917,551	5%	\$ 1,541,214	4%	\$ 623,663	40%
57000 Property Maint & Repair	\$ 171,219	\$ 233,270	1%	\$ 337,344	1%	\$ 104,074	31%
58000 Debt, Dues/Fees & Miscellaneous	\$ 352,159	\$ 364,817	2%	\$ 442,194	1%	\$ 77,377	17%
59000 Other & Rounding	\$ -	\$ -	0%	\$ -	0%	\$ -	0%
Total	\$ 19,090,302	\$ 20,194,099	100%	\$ 37,255,316	100%	\$ 17,061,217	46%



Warrant Article Cost Center	Jul 15 - Feb 16 Actual	Jul 16 - Feb 17 Actual		2016/2017 Revised Budget		Amount Remaining	
1. Regular Instruction	\$ 7,043,289	\$ 7,393,462	37%	\$ 15,071,606	40%	\$ 7,678,144	51%
2. Special Education	\$ 3,257,630	\$ 3,790,932	19%	\$ 7,259,105	19%	\$ 3,468,173	48%
3. Career / Technical Education	\$ 928,347	\$ 1,112,769	6%	\$ 1,995,897	5%	\$ 883,128	44%
4. Other Instruction	\$ 630,599	\$ 643,293	3%	\$ 960,267	3%	\$ 316,973	33%
5. Student & Staff Support	\$ 1,596,218	\$ 1,756,953	9%	\$ 3,244,009	9%	\$ 1,487,056	46%
6. System Administration	\$ 551,253	\$ 538,133	3%	\$ 807,325	2%	\$ 269,192	33%
7. School Administration	\$ 1,316,114	\$ 1,271,958	6%	\$ 2,040,274	5%	\$ 768,316	38%
8. Transportation & Buses	\$ 1,061,047	\$ 1,044,924	5%	\$ 1,694,061	5%	\$ 649,137	38%
9. Facilities Maintenance	\$ 2,703,121	\$ 2,636,765	13%	\$ 4,182,773	11%	\$ 1,546,008	37%
10. Debt Service	\$ -	\$ -	0%	\$ -	0%	\$ -	0%
11. All Other Expenditures & Rounding	\$ 2,686	\$ 4,910	0%	\$ -	0%	\$ (4,910)	0%
Subtotal	\$ 19,090,302	\$ 20,194,099	100%	\$ 37,255,316	100%	\$ 17,061,217	46%
Adult Education	\$ 547,393	\$ 458,312	53%	\$ 869,609		\$ 411,297	47%
Total	\$ 19,637,694	\$ 20,652,411	54%	\$ 38,124,925	100%	\$ 17,472,514	46%

RECONCILIATION OF ACCOUNTS
 BETWEEN SANFORD SCHOOL DEPARTMENT & THE CITY OF SANFORD
 For the Year-to-Date and Month Ending February 28, 2017

Attachment J.1.iv.

Fund			Year to Date Revenues			Year to Date Expenses			Year to Date Net (Rev - Exp)		
City No.	School	Name	School	City	Variance	School	City	Variance	School	City	Variance
GENERAL FUND											
1000 GF	1000-1200	Education	(15,164,917)	(15,164,917)	0	20,194,099	20,194,099	0	5,029,182	5,029,182	0
1600 GF	1500	Adult Education	(245,003)	(245,003)	0	458,312	458,312	0	213,309	213,309	0
Total			(15,409,920)	(15,409,920)	0	20,652,411	20,652,411	0	5,242,491	5,242,491	0
SPECIAL REVENUE FUNDS											
2201 SR	2001	Wellness Team	-	-	0	60	60	0	60	60	0
2202 SR	2002	Erate	(74,166)	(74,166)	0	81,016	81,016	0	6,850	6,850	0
2203 SR	2003	Tech Tuition	(123,764)	(123,764)	0	64,518	64,518	0	(59,246)	(59,246)	0
2206 SR	2006	EcoMaine	-	-	0	488	488	0	488	488	0
2210 SR	2030	Kids Club	(19,823)	(19,824)	0	5,449	5,449	0	(14,374)	(14,375)	0
2213 SR	2041	MCS Local	(700)	(700)	0	-	-	0	(700)	(700)	0
2214 SR	2042	Hartley SRTC	(1,250)	(1,250)	0	62	62	0	(1,188)	(1,188)	0
2217 SR	2051	ING Heros JH	(2,000)	(2,000)	0	330	330	0	(1,670)	(1,670)	0
2218 SR	2052	Local JH	-	-	0	-	-	0	-	-	0
2219 SR	2069	Genest/SRTC Bldg	(25,500)	(25,500)	0	16,649	16,649	0	(8,851)	(8,851)	0
2220 SR	2080	CJL Local	(14,125)	(14,125)	0	14,125	14,125	0	-	-	0
2224 SR	2200	MDOE Srtc Equip	(41,735)	(41,735)	0	-	-	0	(41,735)	(41,735)	0
2228 SR	2240	Pal	(1,000)	(1,000)	0	500	500	0	(500)	(500)	0
2238 SR	2215	College Transition	(23,426)	(23,426)	0	27,151	27,151	0	3,725	3,725	0
2239 SR	2300	Title 1A	(578,229)	(578,229)	0	506,114	506,114	0	(72,115)	(72,115)	0
2249 SR	2460	MaineCare	(106,963)	(106,963)	0	88,170	88,170	0	(18,793)	(18,793)	0
2252 SR	2470	Idea Local Entitler	(507,771)	(507,771)	0	449,903	449,903	0	(57,868)	(57,868)	0
2253 SR	2510	Early Child/PreSch	(13,482)	(13,482)	0	12,380	12,380	0	(1,102)	(1,102)	0
2258 SR	2630	21st Century	(91,647)	(91,647)	0	103,445	103,445	0	11,798	11,798	0
2262 SR	2700	Title 2A	(219,196)	(219,196)	0	209,940	209,940	0	(9,256)	(9,256)	0
2266 SR	2070	Nellie Mae	-	-	0	(459)	(459)	0	(459)	(459)	0
2268 SR	2860	Carl Perkins	(90,678)	(90,678)	0	96,370	96,370	0	5,692	5,692	0
2269 SR	2950	Aefla/Abe	(17,403)	(17,403)	0	22,657	22,657	0	5,254	5,254	0
2272 SR	2012	Corning	-	-	0	1,046	1,046	0	1,046	1,046	0
2273 SR	2013	HS Student iPads	(20,188)	(20,188)	0	15,688	15,688	0	(4,500)	(4,500)	0
2275 SR	2232	Transtn Profic. Dip	(36,342)	(36,342)	0	24,402	24,402	0	(11,941)	(11,941)	0
2280 SR	2210	Faa Dept of Agricu	(1,253)	(1,253)	0	-	-	0	(1,253)	(1,253)	0
2283 SR	2457	Pre-School Expans	(47,024)	(47,024)	0	(3)	(3)	0	(47,027)	(47,027)	0
2285 SR	2007	John T. Gorman Ki	(1,694)	(1,694)	0	11,693	11,693	0	10,000	10,000	0
2287 SR	2209	Natl Brd Certificat	-	-	0	1,900	1,900	0	1,900	1,900	0
Total			(2,059,360)	(2,059,360)	0	1,753,593	1,753,593	0	(305,767)	(305,767)	0
CAPITAL IMPROVEMENT FUNDS											
4047 CIP	*3015	HS Const Project	(93,050,710)	(118,313,018)	25262308	20,505,365	45,767,672	-25262308	(72,545,346)	(72,545,346)	0
4054 CIP	3020	Elem Const Projec	-	-	0	136,526	136,526	0	136,526	136,526	0
4050 CIP	4020	Capital Improv. Bc	-	-	0	39,076	39,076	0	39,076	39,076	0
Total			(93,050,710)	(118,313,018)	25262308	20,680,967	45,943,275	-25262308	(72,369,743)	(72,369,743)	0
ENTERPRISE FUNDS											
5000 EN	6000	School Caf�	(866,715)	(866,715)	0	1,038,119	1,038,119	0	171,404	171,404	0
Total			(866,715)	(866,715)	0	1,038,119	1,038,119	0	171,404	171,404	0

Date: _____ For the School by: _____
 David Theoharides, Superintendent

_____ Gwen R. Bedell, Business Administrator

Date: _____ For the City by: _____
 Steven R. Buck, City Manager

_____ Ronni L. Champlin, Finance Director

* HS Construction Account = School and City record BAN PayOffs differently, as allowed by independent auditor and as done in prior periods. Net Fund Activity is the same.

Accreditation Visit at Sanford High School
April 2-5, 2017

Sunday, April 2nd

1:00 - 2:00 Optional	Welcome and Panel Discussion presenting information about SHS to the visiting committee and anyone (ie) parents, students, teachers... attending.	SHS cafe
2:05 - 2:50	School Committee Members	SHS room 4
4:05- 4:50 Optional	Welcome Reception light snacks & conversation, meet and greet time	SHS library

On Wednesday, April 5th, Optional :closing remarks will be made to staff by the visiting committee chair in the SHS Cafe with the entire NEASC visiting committee members present.

Possible NEASC Questions for the Sanford School Board

These are some of the questions the NEASC Visiting Committee members may ask school board members when they meet on Sunday, April 2, 2017. Members of the visiting committee will be representing one of the seven standards they are working on for the final report. Thank you in advance for your time.

1. Does the school have a grading policy or guideline that is used to ensure consistent practices among teachers?
2. How does the school provide information to the board regarding its aggregate progress in achieving the 21st century learning expectations? How does the board use that information?
3. How does the board support teachers in their efforts to review assessment results?
4. Are you able to get community support for school programs? If not, what are the main problems?
5. Are you able to provide the school with funding to meet it's teaching and learning needs?

6. To what extent do you include administration and faculty in the development of educational policy?
7. How do you make decisions regarding priorities for funding at the school?
8. What is the board's role in the development and evaluation of the school's core values and beliefs about learning?
9. In what ways are the school's core values and beliefs about learning aligned with the district's mission?
10. How does the school board support the implementation of the school's 21st century learning expectations?
11. What is the board's role, if any, in the development and evaluation of the curriculum?
12. How does the board support teachers in their efforts to review, revise, and develop curriculum?
13. What is the board's role in approving the curriculum?
14. How do you determine whether or not all students -- from the most self sufficient to the most needy-- are receiving appropriate instruction?
15. How is technology being used to support instruction in the district?
16. How does the board support instructional improvement at the school?
17. In what ways does the school board provide the principal with decision-making authority?
18. How is the school board involved at the high school?
19. How does the school board support teachers in their efforts to improve instruction?
20. Does the school board provide regular time for teachers to meet to write curriculum, to collaborate about the improvement of instruction, and to review student assessments?
21. How does the school board support the school in providing for all students, including those who are especially at-risk?
22. What is your view of the most important support services available at the school?

Accreditation at Sanford High School

April 2-5, 2017

NEASC - New England Association of Schools and colleges
CPSS - Committee on Public Secondary Schools
Website: cpss.neasc.org

What is accreditation? Accreditation is a desired status for a school. It indicates that the school employs a central focus on the school's Core Values, Beliefs and 21st Century Student Learning Expectations (Guiding Principles of the Maine Learning Results) that is known by all, has a facility that addresses students' educational needs and safety, has financial support from the community providing the resources for 21st Century Learning, includes partnerships with the community, provides professional development offerings and collaboration time for staff, implements a curriculum written in a common format that includes higher order thinking, personalization and cross-disciplinary learning, implements an assessment system that includes scoring rubrics, assessment results that are analyzed, feedback to improve student learning, and a reporting system for the school community, exhibits a culture of shared leadership, uses a researched-based evaluation system, and embraces a growth mindset of continuous improvement.

Accreditation is a process, over a 10 year span of time, that includes a 1-2 year self study, a 2 and a 5 year Improvement Plan, research, many reports, involvement of professional staff, support staff, students, central office staff, the school board, community members, and a close relationship with NEASC. The Seven Standards addressed for accreditation are as follows.

1. Core Values, Beliefs and Learning Expectations
2. Curriculum
3. Instruction
4. Assessment of and for Student Learning
5. School Culture and Leadership
6. School Resources for Learning
7. Community Resources for Learning

Why is accreditation important?

As indicated by the Committee on Public Secondary Schools, an accredited school ensures the community that their tax money is supporting a school facility and programs that have been judged worthwhile by an outside team of evaluators. The reputation of the community benefits with the accreditation of their schools and can affect property values. It provides an opportunity for the school to review its practices, strengths and needs in order to improve. It helps to keep the community, school board and staff informed about how the school provides students the opportunity to achieve the academic, civic and social competencies for the 21st Century. It assures students that their school responds to constructive criticism and that their needs are being met through a quality education.

Two-Year and Five-Year Targeted Plans

Two-Year Targeted Plan:

- Establish a school wide system for reporting student progress in achieving Sanford's Guiding Principles.
- Allocate professional development time for departments to work on curriculum.
- Allow for more teacher input in choosing professional development.
- Seek funds from district level to help teachers pursue authentic content specific professional development
- Analyze class sizes in order to provide effective instruction that meets the learning needs of students.

Five-Year Targeted Plan:

- Create/revise a curriculum and use it for an extended period of time so that the effects can truly be measured.
- Fund a wide range of operational budgets which provide sufficient equipment (physical education and science) materials and supplies if possible.
- Fund a wide range of school programs and services as well as sufficient professional support staff to meet the learning needs of individual students, in all areas of the school when possible.

**School and Community Summary
Sanford High School
2016**

Sanford High School (SHS) serves the City of Sanford and the Town of Acton, Maine, which combine both elements of urban and rural life. Maine's largest city, Portland, is an hour drive away, and the New Hampshire cities of Rochester, Somersworth, and Dover are half that distance from Sanford. The town of Sanford is easily accessed from Interstate 95.

With a combined population of 22,900 in Sanford and 2,545 in Acton, the communities are economically, racially, culturally, and ethnically similar. No identifiable minority group comprises more than 3% of the population, and English is the primary language spoken by 99 percent of the student population. The median family income is \$43,457 in Sanford and \$57,396 in Acton.

The majority of the population in Sanford is employed in manufacturing, sales, service, production, transportation, and material moving occupations. Southern Maine Health Care (Goodall Hospital), Sanford School District, Waban Projects, and Wal-Mart represent the majority of employers in Sanford, while Hurd Lumber Co., Potting Shed, Mapleston and Acton Ambulance Association comprise the majority employment opportunities in Acton. Pratt and Whitney in North Berwick and Portsmouth Naval Shipyard are also major employers of the community. In 2010, the unemployment rate was 7% for Sanford, and 7.3% for Acton. In 2010, 16.8% of the Sanford population with children under 18 years of age lived below the poverty level.

Sanford High School, a grades 9-12 building, was built in 1970 and currently has a student population of 1082. In addition to Sanford High School, students in grades 9-12 are served at three other sites. The Alternative Education program, staffed with three teachers, provides a smaller off site learning environment for approximately 30 students. The Bridge School, staffed with three teachers and several ed techs and outreach workers, provides education and provides support to 17 highly at risk students is also off site. Sanford Regional Technical Center (SRTC) which is adjacent to SHS, provides a variety of 18 technical programs in which juniors and seniors at Sanford as well as six other partner schools may enroll for half of their school day. Currently, 32.2 % of SRTC's enrollment is exclusively Sanford students. The students who attend the Culinary Arts Program and the Early Childhood Development Program are transported to Noble High School for their technical courses. Students can earn state and/or national certification in their program as well as college credits upon successful completion of a technical program.

As of December 1, 2015, the other schools in Sanford and their enrollments include: Sanford Junior High School (6-8) with 651 students; Carl J. Lamb (K-6) with 540 students; Lafayette Elementary (PK-3) with 135 students; Margaret Chase Smith School (K-3) with 394 students; Willard Elementary (1-5) with 446 students. There are a number of privately operated schools serving the Sanford/Acton communities. In addition, Sanford Community Adult Education serves the educational needs of adults in the local community. Sanford Community Adult Education (SCAE) provides students with high quality, lifelong learning opportunities to achieve academic goals for obtaining a high school diploma or General Educational Development (GED). In addition, SCAE also provides certificates, trainings, and courses in various content areas to the local community.

The Sanford School District is ranked in the lower percent of school districts in the state in terms of pupil expenditure with \$9,368.00 per pupil spent in 2014-2015. In FYE (Final Year Ending) June 30, 2015, state, federal, and other resources accounted for 64% percent of all funds received in the district, leaving 36% of funding to be obtained through local resources. In Sanford, 40%, and in Acton, 64%, of the local property taxes are allocated to the public schools. An out of

district student pays a nonresident tuition fee of \$9,800 to attend Sanford High School in 2014-2015.

Sanford High School includes students in grades 9-12 with the total enrollment of 1,082 students divided between 544 males and 538 females. The school population has steadily declined over recent years from 1,190 students in the school year 2011-2012 to the current 1,082 in the school year 2015-2016. The ethnic, racial, and cultural composition has shifted since 2011-2012 with an increase in both Hispanic/Latino and Asian students of 1% and a decline in White students of 3%. There are currently 26 (2.4%) Hispanic/Latino students, 4 (.36%) American Indian/Native students, 40 (3.7%) Asian students, 16 (1.5%) Black/African American students, 922 (85.2%) White students and 87 (8.0%) that identify as two or more races.

In the class of 2015, 27% of the graduates enrolled in four-year colleges, with 31% enrolled in two-year colleges, 37% entering the workforce, and 2% entering the military. The average dropout rate for the past three years has fallen from 4.6% in 2011-2012 to 2.7% in 2013-2014. This is a decrease of 1.9%.

The average daily student attendance rate has been 94%.

The average attendance rate among teachers has been 97%.

The average graduation rate has increased from 80% in 2011-2012 to 85% in 2013-2014.

Sanford High School offers a variety of co-curricular activities for its students. Over 23% of the students attending Sanford High School participate in at least one co-curricular or extracurricular activity each year. Our athletic director, Gordon Salls, received the Robert Lahey award and was chosen as Athletic Director of the Year for 2014-2015 by the Maine Interscholastic Athletic Administrators Association.

Even though there are 51% of Sanford's high school students qualified under the category of free or reduced lunch, Sanford High School won the WGME School Spirit Challenge in the Fall of 2014 by donating 93,000 pounds of food for the Good Shepherd Food Bank. This was accomplished by joint efforts of all of the schools in Sanford as well as strong support by the community and businesses. The district's Backpack Program supplies food for 25 high school students for their food needs over the weekend. The community holds a well attended Chocolate Event Fundraiser each year to benefit the Backpack Program. The Student Peer Helpers Group at the high school coordinates the collection and distribution of Thanksgiving food baskets that benefits approximately 30 families each year. The Self Contained Life Skills class runs the school store and uses their profits as well as business donations to purchase Christmas gifts for 30 needy families every year.

Sanford High School was listed as one of the top high school in Maine (#17) by U.S. News and World Report in 2015 in their Best Schools Annual Report. The Silver Award is based on the state test results for reading and mathematics of all the students, the performance of disadvantaged students on the state test, and how well the school prepares students for college by offering college level curriculum.

Sanford offers eight Advanced Placement (AP) courses for students, has one-to-one technology and has recently adopted a new virtual learning program called Odysseyware.

The school's daily schedule is the semester block with a 45 minute 'Spartan Time' that is primarily devoted to remediation.

Sanford High School has also established effective partnerships with several institutions of higher education. For example the Aspire program, juniors and seniors can enroll in college-level courses or public college or university campuses (University of Maine System, Maine Community College System, Maine Maritime Academy). Upon successful completion of these courses, a student can earn academic credit toward a high school diploma as well as earn academic credits toward a college degree.

Each Spring, the school honors students during the Senior Awards Night and the Underclassmen Awards Assembly. These assemblies recognize individual student achievement in academics, attendance, community service, music, drama, and athletics. Also, the most improved students are recognized by the Portland SeaDogs. In addition, the Elks Club holds a banquet for the 50 senior with the highest weighted grade point average. The Maine Principals' Association (MPA) Honors Luncheon is held each year in the Bangor area to honor the outstanding high school senior from each MPA member school. The Daughters of the American Revolution (DAR) Award is granted to a student who has exhibited dependability, service and leadership. Lastly, each quarter students are recognized for making the honor roll.

In January 2015, the community approved a referendum to build a new Career Pathways high school and technical center for students in grades 9-12. The school, which will be move in ready in the fall of 2018, will have a wing for each of the following pathways: Science and Technology, Arts and Communication, Business and Management, and Human Services. The high school and technical staff are currently transitioning their practice to adjust for the career pathways model. A yearly plan for professional development and collaboration has been established that will ensure that staff will be ready by the move-in date.

Sanford High School has established partnerships with over 130 local businesses, for the purpose of career exploration via Extended Learning Opportunities (ELOs). The ELOs provide students with the opportunity to have learning experiences at a business, community organization or with community experts in particular fields. Students work with professionals in our community who become "mentors" to them in their areas of expertise. Experiences can be long term and take the

form of a semester or year-long study (internships) or short term when the experience is shaped as a job shadow, community interview, or a visit from a community guest speaker.

In the Fall of 2015, the Sanford District instituted a one hour early release on Wednesdays for students, so that teachers and staff can participate in professional development and work on district goals. During the 2015-16 school year, the district goals were to align curriculum K-12 and establish the graduation standards; to learn about, implement and improve our Response to Intervention (RTI) model; and to become familiar with the new Performance Evaluation and Professional Growth (PEPG) model for teacher and administrator evaluation. The focus of the professional development is patterned around a weekly rotation of district goals: collaboration; building needs, and "other". The district is working with Great Schools Partnership to help us achieve our goals.