

**SANFORD SCHOOL DEPARTMENT  
SANFORD SCHOOL COMMITTEE  
MEETING AGENDA  
Monday, April 3, 2017 ~ 6:00 pm**

Note: Meeting will be held in City Council Chambers, 3<sup>rd</sup> 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

D. Approval of Minutes None

E. Public Comments

F. Communications None

G. Committee Reports

1. Construction Update
  - i. SHS/SRTC Project
    1. Performing Arts Advisory Committee job description  
(Attachment G.1.i.1)
  - ii. Elementary Projects

## School Committee Meeting Agenda

April 3, 2017

### H. Superintendent's Report

1. Student Representatives' Reports
2. Field Trip Announcements
  - i. Sanford Alternative High School – MYAN Conference in Bangor, ME on March 28, 29,30, 2017
  - ii. Lafayette EcoMaine trip to Boston Science Museum on April 13, 2017
  - iii. SHS French Club trip to Quebec City on April 19, 20, 21, 2017
  - iv. SJHS JMG 8<sup>th</sup> graders Urban Adventure in Portland on April 28, 29, 2017
  - v. SJHS Gifted/Talented writers to The Telling Room in Portland on May 12, 2017

### I. Directors' Reports

1. Business Administrator Gwen Bedell
  - i. Final 2017/2018 Budget for City Council (**Attachment I.1.i**)  
**Recommendation:** to approve revised 2017/2018 School Department budget in the amount of \$43,326,566.00 for presentation to Sanford City Council.
  - ii. School Revolving Renovation Funds (**Attachment I.1.ii**)  
**Recommendation:** to approve School Revolving Renovation Projects in the amount of \$117,257.00 for Sanford Junior High School and \$488,456.00 for Sanford High School as presented.
  - iii. Additional Subsidy  
**Recommendation:** In the event that the Sanford School Department receives more state education subsidy than the amount included in its budget, the School Board shall be authorized, in its discretion, to use all or part of the additional subsidy to (i) increase expenditures for school purposes in cost center categories approved by the School Board; (ii) increase the allocation to the capital reserve fund, the health insurance reserve fund, the especial education reserve fund and/or other reserve funds created subsequent; and/or (iii) decrease the local cost share expectation for local property taxpayers for funding public education."
  - iv. Special Reserve Accounts  
**Recommendation:** The School Board hereby authorizes the creation of special reserve accounts by the Sanford School Department to provide funding for separate reserve accounts, including but not limited to school construction projects, capital improvements, capital equipment, maintenance of plants, minor remodeling, fuel cost stabilization, special education and health insurance. Funding for each of those separate reserve accounts will be created from saved general operating expenses in the existing school budget and/or undesignated fund balance.
2. Assistant Superintendent Matt Nelson
3. Director of Curriculum Bernie Flynn

School Committee Meeting Agenda

April 3, 2017

J. New Business

1. Academy of Business Program Update – Sue Lamoreau
2. Financial Literacy Requirement – Bernie Flynn (**Attachment J.2.**)  
**Recommendation:** to accept the financial literacy requirement for SHS graduation as proposed

K. Old Business

None

L. Resignations

1. Superintendent Theoharides will announce the following resignations:

Becky Frey	Foodservice	Central Kitchen	Eff. 3.22.17
Judith Martin	Health/PE Teacher	SJHS	Eff. 8.31.17
Paul Nolette	Varsity Boys Basketball Coach	SHS	Eff. 2.16.17
Seth Sprague	KIDS Club	Homework Assistant	Eff. 2.8.17

M. Staff Appointments

1. Superintendent Theoharides will announce the following appointments:

Linda Bolduc	Kitchen Personnel	CJL	Eff. 3.13.17
Jerry Carlson	2 <sup>nd</sup> shift custodian	Memorial Gym	Eff. 3.15.17
Brent Coleman	7 <sup>th</sup> Grade Baseball Coach	SJHS	Eff. 4.3.17
Sam Gallagher	JV Girls Soccer Coach	SHS	Eff. 8.14.17
Brianna Parland	KIDS Club	Student assistant	Eff. 3.20.17

N. Staff Transfers

None

O. Staff Nominations

None

P. Policies

(Attachment P.)

1. First Reading – **IMGA – Service Animals in Schools**  
**Recommendation:** to accept the first reading of policy IMGA as presented.
2. First Reading – **IMG –Animals in Schools**  
**Recommendation:** to accept the first reading of policy IMG as presented.
3. First Reading – **IKE – Promotion, Retention and Acceleration of Students** as presented.

Q. Items for Future Agenda(s)

School Committee Meeting Agenda

April 3, 2017

R. Calendar Announcements

1. Upcoming School Committee meetings are as follows:

Monday, April 24, 2017	Regular Meeting	6:00 pm	City Council Chambers
Monday, May 1, 2017	Regular Meeting	6:00 pm	City Council Chambers
Monday, May 15, 2017	Regular Meeting	6:00 pm	City Council Chambers

S. Adjournment

Recommendation: to adjourn at \_\_\_\_ pm.

## SANFORD PERFORMING ARTS CENTER

### JOB DESCRIPTION: AUDITORIUM MANAGER

**Position Overview:** The Auditorium Manager provides day-to-day oversight of the administrative and technical operations of the Sanford Performing Arts Center (SPAC) in order to fulfill its mission of providing educational and cultural enrichment opportunities that foster the enjoyment, understanding and development of the performing arts in the greater-Sanford community.

**Reports to:** Reports to the Superintendent or designee with input from the PAC Advisory Committee

#### Essential Duties and Responsibilities:

##### Administrative —

- Work with administration, maintenance departments, and external contractors to develop and oversee safety policies and emergency management procedures and practices;
- Provide support to School Band, Chorus, and Drama Departments for production and performances;
- Develop and implement a strategic marketing plan for school and community use
- Develop and implement budget and oversight of purchases, inventory, billing, and payment systems;
- Arrange for appropriate security for performances as needed and establish emergency management guidelines;
- Oversee the training and management of technical staff, teachers, students, and volunteers who have access to the theater equipment;
- Act as production consultant and community *liaison* for production-related events;
- Market venue to outside users including established performance organizations in the region for conferences, conventions, concerts, community events, festivals, etc.;
- Exhibit professional demeanor and mature interpersonal skills when interacting with internal and external users so as to represent the theater, Sanford Schools and Community in a positive manner;
- Generate positive net revenues from rental fees with a goal offsetting the operational costs of the SPAC

##### Technological —

- Oversee the tracking, use, maintenance, and storage of theater equipment and auditorium spaces;
- Coordinate and oversee technical requirements for all performances;
- Develop and maintain SPAC website content, informational documents and promotional materials;
- Supervise (or delegate supervision) all events including planning, setup, and tear-down.

##### Organizational —

- Maintain and manage the auditorium master calendar, including scheduling school-related events, rehearsals, and outside user functions; communicate with all stakeholders including the athletic director and those from other local venues;
- Develop, maintain currency, and implement fee schedules through collaboration and documentation.

**Position Qualifications —**

- Bachelor's Degree in related field and/or commensurate professional experience;
- Professional experience and knowledge of performance industry norms and standards including technical environments and equipment related to theater operations such as lighting, sound, and rigging;
- Marketing experience including all aspects of social media, the development and creation of marketing materials and demonstrated knowledge of how to connect and work with the schedules, budgets, performance and technical needs of outside users and theater companies;
- Business acumen to balance quality with profitability;
- Excellent written and oral communication skills and ability to communicate clearly and concisely with internal and external persons and groups;
- Demonstrated organizational and problem-solving skills with the ability to balance demands from multiple stakeholders and organizations;
- Ability to establish and maintain amicable, cooperative and effective working relationships;
- Management experience including budgeting and facilitation of effective meetings and planning sessions;
- Supervisory experience and ability to train and evaluate a staff of part-time theater technicians;
- Ability to work autonomously in identifying and achieving position goals and responsibilities;
- Availability for a flexible work schedule.

**SANFORD SCHOOL DEPARTMENT  
HISTORICAL BUDGET SUMMARY  
As of 3/30/17**

Attachment I.1.i.

EXPENSES BY FUNCTION							
Acct#	Expense Group (inc. CIP)	Actual Expense	Actual Expense	Revised Budget	2017-18 Budget	17/16 v. 16/17	% Change
51000	Salaries & Stipends	\$20,198,116	\$20,800,349	\$21,635,073	\$22,399,943	\$764,870	3.5%
52000	Payroll Tax & Benefits	\$6,663,153	\$6,760,744	\$7,952,440	\$8,660,395	\$707,955	8.9%
53000	Purchased Prof & Tech Ser	\$1,227,869	\$1,487,807	\$2,207,004	\$2,070,945	-\$136,059	-6.2%
54000	Purchased Property Serv.	\$754,859	\$755,092	\$624,237	\$608,536	-\$15,701	-2.5%
55000	Other Purchased Services	\$2,649,711	\$2,462,097	\$2,515,078	\$2,580,680	\$65,602	2.6%
56000	Supplies (inc. Energy)	\$1,428,797	\$1,412,079	\$1,541,082	\$1,478,454	-\$62,628	-4.1%
57000	Property Maint & Repair	\$211,565	\$311,082	\$337,782	\$367,657	\$29,875	8.8%
58000	Debt Service & Misc	\$281,806	\$402,074	\$442,619	\$4,313,414	\$3,870,795	874.5%
59000	Other (inc. Rounding & Transfer	\$0	\$2	\$6	-\$2	-\$8	0.0%
<b>Total</b>		<b>\$33,415,876</b>	<b>\$34,391,326</b>	<b>\$37,255,321</b>	<b>\$42,480,022</b>	<b>\$5,224,701</b>	<b>14.02%</b>

EXPENSES BY WARRANT ARTICLE							
#	Article Name	Actual Expense	Actual Expense	Revised Budget	2017-18 Budget	17/16 v. 16/17	% Change
1	Regular Instruction	\$13,732,407	\$13,796,384	\$15,071,606	\$15,328,962	\$257,356	1.7%
2	Special Education	\$6,176,992	\$6,447,591	\$7,259,105	\$7,832,188	\$573,083	7.9%
3	Career & Technical Ed	\$1,796,494	\$1,811,010	\$1,995,897	\$2,340,132	\$344,235	17.2%
4	Other Instruction	\$780,817	\$881,999	\$960,267	\$1,024,411	\$64,144	6.7%
5	Student & Staff Support	\$2,568,075	\$3,063,111	\$3,244,009	\$3,456,150	\$212,141	6.5%
6	System Administration	\$796,176	\$794,531	\$807,325	\$848,457	\$41,132	5.1%
7	School Administration	\$1,829,478	\$1,978,603	\$2,040,274	\$2,063,010	\$22,736	1.1%
8	Transportation	\$1,799,038	\$1,756,125	\$1,694,061	\$1,740,607	\$46,546	2.7%
9	Facilities (inc. CIP)	\$3,931,021	\$3,852,567	\$4,182,773	\$3,826,292	-\$356,481	-8.5%
10	Debt Service	\$0	\$0	\$0	\$3,994,813	\$3,994,813	100%
11	Other (inc. Rounding)	\$5,378	\$9,405	\$4	\$25,000	\$24,996	100%
<b>Total</b>		<b>\$33,415,876</b>	<b>\$34,391,326</b>	<b>\$37,255,321</b>	<b>\$42,480,022</b>	<b>\$5,224,701</b>	<b>14.02%</b>

Adult Education	790,293	816,420	869,609	846,544	(23,065)	-2.83%
<b>Total School Expense Bu</b>	<b>\$34,206,169</b>	<b>\$35,207,746</b>	<b>\$38,124,930</b>	<b>\$43,326,566</b>	<b>\$5,201,636</b>	<b>13.64%</b>
Less: Revenues			\$ 23,722,264	\$ 28,923,900	\$ 5,201,636	21.93%
<b>NET TAXATION</b>			<b>\$14,402,666</b>	<b>\$14,402,666</b>	<b>\$0</b>	<b>0.00%</b>

**SANFORD SCHOOL DEPARTMENT**  
**SUMMARY BUDGET INFORMATION**  
*As of 3/30/17*

TAX IMPACT AREA	16/17	17/18	Variance \$	Variance %
<u>EXPENSES</u>				
School Operations <b>(excluding CIP)</b>	36,964,025	42,171,122	5,207,097	14.09%
Adult Ed Operations	869,609	846,544	(23,065)	-2.65%
Total Operating Expenses	37,833,634	43,017,666	5,184,032	13.70%
<u>EXTERNAL REVENUES</u>				
School	23,346,314	28,559,900	5,213,586	22.33%
Adult Ed	375,950	364,000	(11,950)	-3.18%
Total Revenues	23,722,264	28,923,900	5,201,636	21.93%
<b>NET TAXATION FROM OPERATIONS</b>	14,111,370	14,093,766	(17,604)	<b>-0.12%</b>
Capital Reserve	291,296	308,900	17,604	6.04%
<b>TOTAL NET TAXATION</b>	14,402,666	14,402,666	0	<b>0.00%</b>

Total Expenses

**SANFORD SCHOOL DEPARTMENT**  
**SUMMARY BUDGET INFORMATION**  
*As of 3/30/2017*

TAX IMPACT AREA	16/17	17/18	Variance \$	Variance %	Notes
<b>EXPENSES</b>					
School Operations ( <i>including CIP p/o Art.9</i> )	37,255,321	<b>42,480,022</b>	5,224,701	14.02%	includes p/m for construction debt, remainder for Sal & Benefits; CIP=\$308,900
Less: Expanded Student Activities ( <i>p/o Art.4</i> )	-	<b>(68,604)</b>	(68,604)	100.00%	Co-Curricular & Extra-Curricular Expansion per Budget Committee Request
Less: Local Share Construction Int.( <i>p/o Art.10</i> )	-	<b>(422,815)</b>	(422,815)	100.00%	Interest Only on \$10M Local Bond
Less: Performing Arts Mgr ( <i>Art.11</i> )	-	<b>(25,000)</b>	(25,000)	100.00%	Part-time 1/2Yr Shared Position City/School
Plus: Adult Ed Operations	869,609	<b>846,544</b>	(23,065)	-2.65%	Reduced Enrichment & Childcare Staffing
Subtotal Operating Expenses	38,124,930	<b>42,810,147</b>	4,685,217	12.29%	
<b>EXTERNAL REVENUES</b>					
School (including State's Debt Share Art.10)	23,346,314	<b>28,559,900</b>	5,213,586	22.33%	Up \$4.2M in EPS; \$725K Prior Yr Funds
Adult Ed	375,950	<b>364,000</b>	(11,950)	-3.18%	Decline in State Subsidy & Enrichment
Total Revenues	23,722,264	<b>28,923,900</b>	5,201,636	21.93%	
<b>NET TAXATION FROM OPERATIONS</b>	14,402,666	<b>13,886,247</b>	(516,419)	<b>-3.59%</b>	
<b>ADD BACK EXTRAORDINARY OPERATING EXPS</b>					
Plus: Expanded Student Activities	-	<b>68,604</b>	68,604	100.00%	Expanded Programming per Budget Cmte
Plus: Local Share Construction Interest	-	<b>422,815</b>	422,815	100.00%	Interest Only on \$10M Local Bond
Plus: Performing Arts Mgr	-	<b>25,000</b>	25,000	100.00%	Part-time 1/2Yr Shared Position City/School
<b>TOTAL NET TAXATION</b>	14,402,666	<b>14,402,666</b>	0	<b>0.00%</b>	

# Sanford School Department REVENUE BUDGET

Statement Code: Revenue

Account Number / Description	3 Years Prior Actual 7/1/2014 - 6/30/2015	2 Years Prior Actual 7/1/2015 - 6/30/2016	1 Year Prior Revised 7/1/2016 - 6/30/2017	Budget 7/1/2017 - 6/30/2018	Difference 7/1/2017 - 6/30/2018
<b>1000 GENERAL FUND</b>					
1. 1000-00-0000-0000-41211-900 LOCAL EPS LEVEL	(11,638,282.75)	(11,662,870.00)	(11,414,437.00)	0.00	11,414,437.00
2. 1000-00-0000-0000-41213-900 LOCAL ADDITIONAL RAISED	(1,760,831.12)	(2,216,045.00)	(2,203,274.00)	0.00	2,203,274.00
3. 1000-00-0000-0000-41215-000 LOCAL RAISED -CAPITAL PLAN	(133,790.00)	(241,296.00)	(291,296.00)	0.00	291,296.00
4. 1000-00-0000-0000-41324-900 SECONDARY TUITION -ACTON	(891,059.76)	(902,273.68)	(975,000.00)	(925,000.00)	50,000.00
5. 1000-32-0000-0000-41327-000 REVENUE- SPED 9-12 TUITUION	(65,000.00)	(76,680.00)	(60,000.00)	(70,000.00)	(10,000.00)
6. 1000-00-4300-0000-41363-990 SUMMER SCHOOL TUITION 9-12	(1,350.00)	0.00	0.00	0.00	0.00
7. 1000-00-0000-0000-41400-900 TRANSPORTATION FEES	(264.60)	0.00	0.00	0.00	0.00
8. 1000-00-0000-0000-41700-900 CUSTODIAL SERVICE	(5,070.06)	(8,629.49)	0.00	0.00	0.00
9. 1000-00-0000-0000-41712-900 ADMISSIONS-- ATHLETICS	(12,500.00)	(15,000.00)	(25,000.00)	(15,000.00)	10,000.00
10. 1000-00-0000-0000-41910-900 RENTAL --FACILITY	(2,875.00)	(3,100.00)	(3,500.00)	(3,496.00)	4.00
11. 1000-04-0000-0000-41983-950 REFUNDS PR YR - SPEC ELEM	(950.00)	0.00	0.00	0.00	0.00
12. 1000-00-0000-0000-41988-900 REFUND -PRIOR YR EXPS	(7,072.90)	0.00	0.00	0.00	0.00
13. 1000-00-0000-0000-41991-900 REFUNDS -- MSMA	(4,947.70)	(4,616.00)	0.00	0.00	0.00
14. 1000-00-0000-0000-41999-900 MISC DISTRICT INCOME	(69,312.43)	(6,791.51)	(110,000.00)	(110,000.00)	0.00
15. 1000-00-0000-0000-43111-900 ED SUBSIDY	(18,945,853.30)	(20,740,060.09)	(21,898,748.00)	(26,111,404.00)	(4,212,656.00)
16. 1000-00-0000-0000-43126-900 SPECIAL ED TUITION--SECONDAR	(15,000.00)	(8,326.00)	0.00	0.00	0.00
17. 1000-00-0000-0000-45000-900 GENL FUND BAL CARRY FORWAR	0.00	0.00	0.00	(1,125,000.00)	(1,125,000.00)
18. 1000-00-0000-0000-45209-000 TRANSFER IN - SR	(182,659.00)	0.00	0.00	0.00	0.00
19. 1000-25-3363-0000-45209-390 TRANSFER IN - SR	(74,210.53)	0.00	(74,066.00)	0.00	74,066.00
20. 1000-00-0000-0000-45305-000 GAIN/LOSS DISPOSAL OF ASSETS	(1,033.00)	(2,700.00)	0.00	0.00	0.00
<b>TOTAL 1000 GENERAL FUND</b>	<b>\$(33,812,062.15)</b>	<b>\$(35,888,387.77)</b>	<b>\$(37,055,321.00)</b>	<b>\$(28,359,900.00)</b>	<b>\$8,695,421.00</b>
<b>1200 STATE AGENCY CLIENT</b>					
21. 1200-04-0000-0000-43121-000 STATE AGENCY CLIENT REVENU	(118,475.30)	(176,168.71)	(130,000.00)	(130,000.00)	0.00
22. 1200-24-0000-0000-43123-300 STATE AGENCY CLIENT REVENU	(71,859.40)	(42,562.81)	(70,000.00)	(70,000.00)	0.00
<b>TOTAL 1200 STATE AGENCY CLIENT</b>	<b>\$(190,334.70)</b>	<b>\$(218,731.52)</b>	<b>\$(200,000.00)</b>	<b>\$(200,000.00)</b>	<b>\$0.00</b>
<b>1500 ADULT EDUCATION</b>					
23. 1500-00-6200-0000-41214-400 AE LOCAL ALLOCATION	(458,156.36)	0.00	(493,659.00)	0.00	493,659.00
24. 1500-00-0000-0000-41319-400 REG REGISTRATION FEES	(16,905.00)	(41,832.35)	0.00	(10,000.00)	(10,000.00)
25. 1500-60-0000-0000-41329-400 UNIVERSITY FEES	(6,107.06)	(5,396.83)	(5,000.00)	(5,000.00)	0.00
26. 1500-00-6200-0000-41740-400 AE LAB FEES	(5,930.00)	(6,594.03)	(27,350.00)	(27,000.00)	350.00
27. 1500-00-6200-0000-41749-400 AE CAREER / TECH FEES	(3,317.48)	(5,417.65)	(7,500.00)	(18,000.00)	(10,500.00)
28. 1500-60-6095-0000-41800-400 CHILDCARE REVENUES	(44,325.95)	(44,296.59)	(50,000.00)	(50,000.00)	0.00
29. 1500-00-6000-0000-41920-400 FUNDS FOR LOCAL SOURCES	(5,995.00)	(12,048.00)	0.00	0.00	0.00
30. 1500-00-6200-0000-43240-400 AE SUBSIDY	(199,451.59)	(188,947.44)	(187,000.00)	(184,000.00)	3,000.00
31. 1500-00-0000-0000-45209-000 TRANSFER IN - SR	(5,309.00)	0.00	0.00	0.00	0.00
<b>TOTAL 1500 ADULT EDUCATION</b>	<b>\$(745,497.44)</b>	<b>\$(304,532.89)</b>	<b>\$(770,509.00)</b>	<b>\$(294,000.00)</b>	<b>\$476,509.00</b>
<b>6150 ADULT ED ENRICHMENT PROGRAM</b>					
32. 6150-60-6200-0000-41317-400 REGISTRATION FEES - ENRICHMEN	(63,205.82)	(89,083.93)	(99,100.00)	(70,000.00)	29,100.00
<b>TOTAL 6150 ADULT ED ENRICHMENT PROGRAM</b>	<b>\$(63,205.82)</b>	<b>\$(89,083.93)</b>	<b>\$(99,100.00)</b>	<b>\$(70,000.00)</b>	<b>\$29,100.00</b>

## Sanford School Department REVENUE BUDGET

Account Number / Description	3 Years Prior Actual 7/1/2014 - 6/30/2015	2 Years Prior Actual 7/1/2015 - 6/30/2016	1 Year Prior Revised 7/1/2016 - 6/30/2017	Budget 7/1/2017 - 6/30/2018	Difference 7/1/2017 - 6/30/2018
<b>GRAND TOTAL</b>	<b>\$(34,811,100.11)</b>	<b>\$(36,500,736.11)</b>	<b>\$(38,124,930.00)</b>	<b>\$(28,923,900.00)</b>	<b>\$9,201,030.00</b>

Sanford School Department
ARTICLE 1 : REGULAR INSTRUCTION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows list various salary categories like SALARY - INSTR LAF, SALARY - INSTR MCS, etc.

Sanford School Department
ARTICLE 1 : REGULAR INSTRUCTION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows include various salary and stipend entries for different school years and positions.

Sanford School Department
ARTICLE 1 : REGULAR INSTRUCTION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows include various account numbers and descriptions such as MED INS - INSTR ET LAF, FICA/MEDI - SL STIPEND, etc.

Sanford School Department
ARTICLE 1 : REGULAR INSTRUCTION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows list various account numbers and descriptions such as FICA/MEDI - G & T - CJL, FICA/MEDI - PROF G & T, etc.

Sanford School Department
ARTICLE 1 : REGULAR INSTRUCTION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows list various account numbers and descriptions such as MSRS - TEACHERS JH, MSRS - INSTR HS, etc.

Sanford School Department
ARTICLE 1 : REGULAR INSTRUCTION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows include various account numbers and descriptions such as TUI-REIM - INSTR CJL, UNEMP - SL STIPEND, etc.

Sanford School Department
ARTICLE 1 : REGULAR INSTRUCTION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows list various account numbers and descriptions such as UNEMP - G & T - JH, UNEMP- TEACHERS G & T 9-12, etc.

Sanford School Department
ARTICLE 1 : REGULAR INSTRUCTION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows list various account numbers and descriptions such as '1000-24-1200-1000-52710-300 WC - INSTR HS'.

Sanford School Department
ARTICLE 1 : REGULAR INSTRUCTION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows include various account numbers and descriptions such as 'WC - KIDS CLUB WIL', 'WC - INSTR S/T HS', 'MED INS - RETIRED INSTRUCTIONAL', etc.

Sanford School Department
ARTICLE 1 : REGULAR INSTRUCTION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows include various equipment repairs, copier services, leases, student trips, and tuition.

Sanford School Department
ARTICLE 1 : REGULAR INSTRUCTION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows include various account numbers and descriptions such as HIGH SCHOOL- COLLEGE TUITION FE, TRAVEL - Non-PD, SUPPLIES - INSTR STAFF LAF, etc.

Sanford School Department
ARTICLE 1 : REGULAR INSTRUCTION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows list various account numbers and descriptions such as TEXTBOOKS, PERIODICALS, and AV MATERIALS with corresponding financial values.

Sanford School Department
ARTICLE 1 : REGULAR INSTRUCTION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual (7/1/2014 - 6/30/2015), 2 Years Prior Actual (7/1/2015 - 6/30/2016), 1 Year Prior Revised (7/1/2016 - 6/30/2017), Budget Total (7/1/2017 - 6/30/2018), and Budget Difference (7/1/2017 - 6/30/2018). Rows include categories like COMPUTER SOFTWARE, DUES AND FEES, and STUDENT ENRICHMENT PROGRAMS, ending with a GRAND TOTAL row.

Sanford School Department
ARTICLE 2 : SPECIAL EDUCATION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 1-30 list various salary categories and amounts.

Sanford School Department
ARTICLE 2 : SPECIAL EDUCATION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows include various salary and wage entries for special education staff.

Sanford School Department
ARTICLE 2 : SPECIAL EDUCATION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows include various account numbers and descriptions such as WAGES - SC SUBSTITUTES CJL, WAGES - SC SUBSTITUTES WILL, etc.

Sanford School Department
ARTICLE 2 : SPECIAL EDUCATION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 91-120 list various MED INS and FICA/MEDI categories with corresponding financial values.

Sanford School Department
ARTICLE 2 : SPECIAL EDUCATION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 121-150 detailing various FICA/MEDI accounts and their financial data.

Sanford School Department
ARTICLE 2 : SPECIAL EDUCATION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 151-180.

Sanford School Department
ARTICLE 2 : SPECIAL EDUCATION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 181-210 list various MSRS and teacher-related items with their respective financial values.

Sanford School Department
ARTICLE 2 : SPECIAL EDUCATION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 211-240 list various MSRS and TUI-REIMB account entries with their respective financial values.

## Sanford School Department

### ARTICLE 2 : SPECIAL EDUCATION

Account Number / Description	3 Years Prior	2 Years Prior	1 Year Prior	Budget Total	Budget Difference
	Actual 7/1/2014 - 6/30/2015	Actual 7/1/2015 - 6/30/2016	Revised 7/1/2016 - 6/30/2017	7/1/2017 - 6/30/2018	7/1/2017 - 6/30/2018
241. 1000-24-2300-1000-52510-300 TUI-REIMB - SPED SELF CONT	690.00	0.00	0.00	0.00	0.00
242. 1000-04-2200-1000-52521-950 TUI-REIM - RES RM ET	500.00	0.00	0.00	0.00	0.00
243. 1000-04-2300-1000-52521-950 TUI-REIM - SELF-CONT. ET	500.00	0.00	0.00	0.00	0.00
244. 1000-04-2200-1000-52610-950 UNEMP - RES RM TEACHERS	592.27	0.00	0.00	0.00	0.00
245. 1000-18-2200-1000-52610-020 UNEMP- RR TEACHER	0.00	107.31	125.00	60.00	(65.00)
246. 1000-20-2200-1000-52610-030 UNEMP - RR TEACHER MCS	0.00	59.90	60.00	60.00	0.00
247. 1000-21-2200-1000-52610-040 UNEMP - RR TEACHER CJL	0.00	179.97	189.49	180.00	(9.49)
248. 1200-21-2200-1000-52610-040 UNEMP - TEACHER RR CJL	0.00	60.00	60.00	60.00	0.00
249. 1000-22-2200-1000-52610-050 UNEMP - RR TEACHER WILL	0.00	119.68	119.56	120.00	0.44
250. 1000-23-2200-1000-52610-060 UNEMP - RR TEACHER JH	0.00	280.63	301.93	240.00	(61.93)
251. 1000-24-2200-1000-52610-300 UNEMP - SPED RES RM	237.90	297.66	360.00	300.00	(60.00)
252. 1200-24-2200-1000-52610-300 UNEMP - T RES RM 9-12	43.40	55.14	60.00	60.00	0.00
253. 1000-04-2300-1000-52610-950 UNEMP - SELF-CONT. TEACHER	845.78	0.00	0.00	0.00	0.00
254. 1000-20-2300-1000-52610-030 UNEMP - SC TEACHER MCS	0.00	222.72	101.04	180.00	78.96
255. 1000-21-2300-1000-52610-040 UNEMP- SC TEACHER CJL	0.00	359.54	440.93	360.00	(80.93)
256. 1000-22-2300-1000-52610-050 UNEMP - SC TEACHER WILL	0.00	119.84	82.74	120.00	37.26
257. 1200-22-2300-1000-52610-050 UNEMP - TEACHER SELF CONT	36.75	118.78	60.00	60.00	0.00
258. 1000-23-2300-1000-52610-060 UNEMP - SC TEACHER JH	0.00	295.84	275.29	300.00	24.71
259. 1000-24-2300-1000-52610-300 UNEMP - SPED SELF CONT	96.01	119.53	180.00	120.00	(60.00)
260. 1000-32-2310-1000-52610-300 UNEMP	144.03	121.59	120.00	120.00	0.00
261. 1200-32-2310-1000-52610-300 UNEMP - TEACHER - BRIDGE - S	47.99	60.02	85.00	60.00	(25.00)
262. 1000-04-2800-2150-52610-950 UNEMP - SPED ELEM SPEECH	142.58	0.00	0.00	0.00	0.00
263. 1000-20-2800-2150-52610-030 UNEMP -SPED T - Speech MCS	0.00	60.00	60.00	60.00	0.00
264. 1000-20-2800-2190-52610-030 UNEMP - - IEP COORDINATOR - M	0.00	29.98	30.00	30.00	0.00
265. 1000-22-2800-2150-52610-050 UNEMP- SPED T - Speech WIL	0.00	60.01	65.00	60.00	(5.00)
266. 1000-22-2800-2190-52610-050 UNEMP - IEP COORDINATOR - W	0.00	30.00	40.00	30.00	(10.00)
267. 1000-23-2800-2140-52610-060 UNEMP - PSYCH - JH	0.00	0.00	60.00	60.00	0.00
268. 1000-23-2800-2190-52610-060 UNEMP - IEP COORDINATOR - J	0.00	0.00	60.00	60.00	0.00
269. 1200-24-2800-2140-52610-300 UNEMP - SPED 9-12 PSYCH	15.99	20.00	20.00	20.00	0.00
270. 1000-32-2800-2110-52610-300 UNEMP-PROFESSIONALS	47.98	148.66	120.00	120.00	0.00

Sanford School Department
ARTICLE 2 : SPECIAL EDUCATION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 271-300.

Sanford School Department
ARTICLE 2 : SPECIAL EDUCATION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 301-330 detailing various educational services and their associated costs.

Sanford School Department
ARTICLE 2 : SPECIAL EDUCATION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 331-360.

Sanford School Department
ARTICLE 2 : SPECIAL EDUCATION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 361-390.

Sanford School Department
ARTICLE 2 : SPECIAL EDUCATION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 391-420 list various contracted and purchased services with their respective financial values.

Sanford School Department
ARTICLE 2 : SPECIAL EDUCATION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 421-450 detailing various travel and supplies expenses.

Sanford School Department
ARTICLE 2 : SPECIAL EDUCATION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows include items 451-459 and a GRAND TOTAL row.

Sanford School Department
ARTICLE 3 : CAREER & TECHNICAL EDUCATION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 1-30 list various salary and benefit items with corresponding values.

## Sanford School Department

### ARTICLE 3 : CAREER & TECHNICAL EDUCATION

Account Number / Description	3 Years Prior Actual 7/1/2014 - 6/30/2015	2 Years Prior Actual 7/1/2015 - 6/30/2016	1 Year Prior Revised 7/1/2016 - 6/30/2017	Budget Total 7/1/2017 - 6/30/2018	Budget Difference 7/1/2017 - 6/30/2018
31. 1000-25-3101-1000-52110-390 MED INS - BUSINESS ADMIN / MGM	25,200.20	7,168.10	9,054.24	10,097.04	1,042.80
32. 1000-25-3231-1000-52110-390 MED INS - HEALTH OCC	21,245.30	12,521.71	15,540.48	35,743.20	20,202.72
33. 1000-25-3333-1000-52110-390 MED INS	7,754.95	7,482.49	9,054.24	10,097.04	1,042.80
34. 1000-25-3363-1000-52110-390 MED INS - FIRE SCIENCE	14,663.57	16,835.43	20,372.40	22,718.16	2,345.76
35. 1000-25-3405-1000-52110-390 MED INS	7,754.95	7,482.49	9,054.24	10,097.04	1,042.80
36. 1000-25-3407-1000-52110-390 MED INS	7,754.95	4,878.09	9,054.24	27,665.52	18,611.28
37. 1000-25-3503-1000-52110-390 MED INS	21,245.30	20,501.78	24,808.80	27,665.52	2,856.72
38. 1000-25-3535-1000-52110-390 MED INS	0.00	0.00	9,898.00	11,359.08	1,461.08
39. 1000-25-3000-2120-52110-390 MED INS	38,690.55	24,902.76	25,040.08	27,665.52	2,625.44
40. 1000-25-3000-2290-52121-390 MED INS. - ET	0.00	0.00	11,500.00	12,968.16	1,468.16
41. 1000-25-3000-2400-52140-390 MED INS. - DIR	26,411.65	27,034.56	32,560.80	43,283.52	10,722.72
42. 1000-25-3000-2400-52144-390 MED INS. - BUSINESS ADMIN	0.00	3,443.45	4,320.84	4,829.22	508.38
43. 1000-25-3000-2610-52181-390 MED INS - MAINT SRCT	0.20	24,277.97	0.00	31,220.16	31,220.16
44. 1000-25-3000-2120-52182-390 MED INS - STUDENT SVCS. ADMIN	0.00	0.00	8,000.00	12,691.44	4,691.44
45. 1000-25-3000-2400-52182-390 MED INS - SEC	7,733.99	7,756.47	9,054.24	10,097.04	1,042.80
46. 1000-25-3000-2120-52200-390 FICA/MEDI - STIPENDS	0.00	0.00	0.00	46.54	46.54
47. 1000-25-3014-1000-52210-390 FICA/MEDI - HORTICULTURE	600.60	628.63	682.91	726.35	43.44
48. 1000-25-3042-1000-52210-390 FICA/MEDI - MECH DRAFTING	601.43	635.20	673.48	716.60	43.12
49. 1000-25-3046-1000-52210-390 FICA/MEDI - CONSTRUCTION TE	753.09	805.78	875.42	901.47	26.05
50. 1000-25-3047-1000-52210-390 FICA/MEDI - TEACHER - RESIDENTIA	633.24	657.86	733.31	774.63	41.32
51. 1000-25-3071-1000-52210-390 FICA/MEDI - RADIO & TV BROADCA	3,384.05	3,471.75	3,743.56	3,671.54	(72.02)
52. 1000-25-3073-1000-52210-390 FICA/MEDI -GRAPHICS/PRINTNG E	787.36	799.08	875.42	908.72	33.30
53. 1000-25-3101-1000-52210-390 FICA/MEDI - BUSINESS ADMIN / M	1,674.03	876.74	924.38	958.91	34.53
54. 1000-25-3231-1000-52210-390 FICA /MEDI	528.38	548.25	651.15	693.68	42.53
55. 1000-25-3333-1000-52210-390 FICA/MEDI	666.41	677.25	707.17	728.38	21.21
56. 1000-25-3363-1000-52210-390 FICA/MEDI - FIRE SCIENCE	1,313.41	1,354.10	1,421.69	1,483.69	62.00
57. 1000-25-3403-1000-52210-390 FICA/MEDI	864.03	881.69	909.88	937.16	27.28
58. 1000-25-3405-1000-52210-390 FICA/MEDI	802.92	816.32	868.17	894.22	26.05
59. 1000-25-3407-1000-52210-390 FICA/MEDI	819.87	705.10	866.09	626.30	(239.79)
60. 1000-25-3503-1000-52210-390 FICA/MEDI	586.87	609.39	733.31	774.63	41.32

Sanford School Department
ARTICLE 3 : CAREER & TECHNICAL EDUCATION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 61-90 list various MSRS and FICA/MEDI categories with corresponding financial values.

Sanford School Department
ARTICLE 3 : CAREER & TECHNICAL EDUCATION

Table with 7 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 91-120 list various account numbers and descriptions with corresponding financial values.

Sanford School Department
ARTICLE 3 : CAREER & TECHNICAL EDUCATION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 121-150.

Sanford School Department
ARTICLE 3 : CAREER & TECHNICAL EDUCATION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 151-180 showing various contract and water account details.

Sanford School Department
ARTICLE 3 : CAREER & TECHNICAL EDUCATION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 181-210 list various expenses like SEWER, REPAIR/MAINT, TRANSPORTATION, etc.

Sanford School Department
ARTICLE 3 : CAREER & TECHNICAL EDUCATION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 211-240 list various supplies and travel expenses.

Sanford School Department
ARTICLE 3 : CAREER & TECHNICAL EDUCATION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 241-270 list various equipment and textbook items with their respective financial values.

Sanford School Department
ARTICLE 3 : CAREER & TECHNICAL EDUCATION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows include various equipment, technology, and dues categories, ending with a GRAND TOTAL row.

Sanford School Department
ARTICLE 4 : OTHER INSTRUCTION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 1-30 list various salary and stipend items with corresponding financial values.

## Sanford School Department

### ARTICLE 4 : OTHER INSTRUCTION

Account Number / Description	3 Years Prior Actual 7/1/2014 - 6/30/2015	2 Years Prior Actual 7/1/2015 - 6/30/2016	1 Year Prior Revised 7/1/2016 - 6/30/2017	Budget Total 7/1/2017 - 6/30/2018	Budget Difference 7/1/2017 - 6/30/2018
31. 1000-24-9600-1000-52600-300 UNEMP -GAME OFFICIALS	10.47	9.40	0.00	0.00	0.00
32. 1000-23-9100-1000-52604-060 UNEMP - CO CURR JH	3.72	8.64	88.80	80.51	(8.29)
33. 1000-24-9500-1000-52604-300 UNEMP - CO CURR HS	44.05	71.05	326.87	377.53	50.66
34. 1000-24-9600-1000-52604-300 UNEMP STIPENDS	142.14	211.42	688.83	798.65	109.82
35. 1000-24-9600-1000-52640-300 UNEMP DIR	48.00	60.00	81.25	82.50	1.25
36. 1000-24-9600-1000-52673-300 UNEMP TRAINER	90.85	140.84	120.00	0.00	(120.00)
37. 1000-24-9600-1000-52690-300 UNEMP SEC	49.49	58.51	60.00	60.00	0.00
38. 1000-21-9100-1000-52700-040 WC - CO CURR CJL	2.76	0.00	0.00	0.00	0.00
39. 1000-23-9200-1000-52700-060 WC - ATHLETICS JH	142.96	166.54	149.75	177.58	27.83
40. 1000-24-9600-1000-52700-300 WC - GAME OFFICIALS	14.11	15.56	0.00	0.00	0.00
41. 1000-23-9100-1000-52704-060 WC - CO CURR JH	75.23	78.49	69.25	72.47	3.22
42. 1000-24-9500-1000-52704-300 WC - CO CURR HS	208.57	278.47	254.94	339.77	84.83
43. 1000-24-9600-1000-52704-300 WC STIPENDS	583.39	510.64	540.05	718.64	178.59
44. 1000-24-4300-1000-52710-300 WC - SUMMER INSTR HS	0.00	22.43	0.00	0.00	0.00
45. 1000-24-9600-1000-52740-300 WC DIR	374.92	348.66	354.86	417.02	62.16
46. 1000-24-9600-1000-52773-300 WC TRAINER	245.71	275.29	229.71	0.00	(229.71)
47. 1000-24-9600-1000-52790-300 WC SEC	96.30	93.84	118.20	139.78	21.58
48. 1000-24-9600-1000-52940-300 PHONE/MILEAGE ALLOWANCE	500.00	1,675.66	1,750.00	2,000.00	250.00
49. 1000-24-9600-1000-53000-300 CONTRACT SVCS - ATHLETICS	0.00	0.00	21,800.00	46,841.00	25,041.00
50. 1000-24-4400-1000-53300-990 CONTRACT - DW SAFETY OFFICE	141,059.56	142,542.75	146,625.00	146,625.00	0.00
51. 1000-24-9600-1000-53300-300 PROF DEVELOPMENT - ATHLETIC	0.00	0.00	2,600.00	1,500.00	(1,100.00)
52. 1000-23-9200-1000-53400-060 PUR SVCS (GAME OFFCLS) - ATHLE	6,371.98	7,679.08	15,453.80	15,971.60	517.80
53. 1000-24-9600-1000-53400-300 PUR SVCS - GAME OFFICIALS	39,257.44	43,600.46	62,663.00	68,687.50	6,024.50
54. 1000-24-9600-1000-54300-300 MAINT / REPAIR ATHLETICS HS	3,795.80	3,580.22	20,535.00	21,000.00	465.00
55. 1000-24-9600-1000-54410-300 FIELD RENTALS - ATHLETICS HS	7,628.71	10,591.02	13,000.00	13,000.00	0.00
56. 1000-24-9600-1000-55200-300 INSURANCE - SPECIAL ACTIVITIE	0.00	0.00	980.00	980.00	0.00
57. 1000-24-4300-1000-55690-300 OTHER TUITION PD-TREATMENT	0.00	510.00	0.00	0.00	0.00
58. 1000-23-9200-2700-55800-060 TRAVEL - ATHLETICS JH	10,649.71	11,714.23	16,261.00	16,911.44	650.44
59. 1000-24-9500-1000-55800-300 TRAVEL - CO CURR HS	8,261.76	10,614.19	11,300.00	10,850.00	(450.00)
60. 1000-24-9600-1000-55800-300 TRAVEL(NON-PROF DEV) - ATHLETT	1,092.48	1,420.21	0.00	0.00	0.00

Sanford School Department
ARTICLE 4 : OTHER INSTRUCTION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows include items like TRAVEL(NON-PROF DEV) -ATHLET, UNIFORMS, SUPPLIES - ATHLETICS, etc., ending with a GRAND TOTAL row.

Sanford School Department
ARTICLE 5: STUDENT AND STAFF SUPPORT

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows include various salary and benefit categories like SALARY - GUIDANCE MCS, SALARY - HEALTH LAF, etc.

Sanford School Department
ARTICLE 5: STUDENT AND STAFF SUPPORT

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 31-60 list various salary and stipend items with their respective values.

Sanford School Department
ARTICLE 5: STUDENT AND STAFF SUPPORT

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 61-90 list various account numbers and descriptions with corresponding financial data.

Sanford School Department
ARTICLE 5: STUDENT AND STAFF SUPPORT

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows include various account numbers and descriptions such as FICA/MEDI - HEALTH HS, FICA/MEDI - RTI COORDINATOR, etc.

Sanford School Department
ARTICLE 5: STUDENT AND STAFF SUPPORT

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 121-150 list various MSRS and UNEMP categories with associated financial values.

Sanford School Department
ARTICLE 5: STUDENT AND STAFF SUPPORT

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 151-180 list various UNEMP categories like GUIDANCE, HEALTH, LIBRARY, and TECH with corresponding financial values.

Sanford School Department
ARTICLE 5: STUDENT AND STAFF SUPPORT

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 181-210 list various school programs and their financial data.

Sanford School Department
ARTICLE 5: STUDENT AND STAFF SUPPORT

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 211-240 list various school department accounts and their financial data.

Sanford School Department
ARTICLE 5: STUDENT AND STAFF SUPPORT

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 241-270 list various expenses like POSTAGE, EQUIPMENT MAINT/REPAIR, and TRAVEL.

Sanford School Department
ARTICLE 5: STUDENT AND STAFF SUPPORT

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 271-300 list various supply and travel items with their respective financial values.

Sanford School Department
ARTICLE 5: STUDENT AND STAFF SUPPORT

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows include various account numbers and descriptions such as 'BOOKS/PERIODICALS - GUIDANC', 'CORE CURR BOOKS / MATERIAL', and 'NEW EQUIPMENT - GUIDANCE H'.

Sanford School Department
ARTICLE 5: STUDENT AND STAFF SUPPORT

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows include items 331-355 and a GRAND TOTAL row.

## Sanford School Department

### ARTICLE 6: SYSTEM ADMINISTRATION

Statement Code: ART 6B

Account Number / Description	3 Years Prior Actual 7/1/2014 - 6/30/2015	2 Years Prior Actual 7/1/2015 - 6/30/2016	1 Year Prior Revised 7/1/2016 - 6/30/2017	Budget Total 7/1/2017 - 6/30/2018	Budget Difference 7/1/2017 - 6/30/2018
1. 1000-10-0000-2320-51040-900 SALARY- S-ADMIN	207,697.22	226,138.68	237,564.00	244,309.00	6,745.00
2. 1000-10-0000-2500-51040-900 SALARIES- ADMIN - B OFFICE	91,211.24	66,172.50	69,481.13	72,902.25	3,421.12
3. 1000-10-0000-2500-51140-900 RETIREMENT BENEFIT-ADMIN B O	0.00	5,624.98	7,500.00	6,875.00	(625.00)
4. 1000-10-0000-2320-51182-900 SALARY- SUPPORT STAFF - S ADMI	57,410.17	59,221.19	57,380.10	59,071.00	1,690.90
5. 1000-10-0000-2500-51182-900 SALARY - SUPPORT STAFF- B OFFIC	136,380.53	143,809.38	113,161.43	148,122.00	34,960.57
6. 1000-10-0002-2310-51500-900 STIPEND- SCHOOL COMMITTEE	10,000.00	10,000.00	10,000.00	10,000.00	0.00
7. 1000-10-0000-2320-52140-900 MED INS - S ADMIN	21,370.32	20,684.67	27,218.40	22,451.04	(4,767.36)
8. 1000-10-0000-2500-52140-900 MED INS - ADMIN - B OFFICE	12,420.10	10,330.33	12,962.52	14,487.66	1,525.14
9. 1000-10-0000-2320-52182-900 MED INS - S ADMIN SUPPORT	10,120.51	19,762.70	22,059.36	21,453.36	(606.00)
10. 1000-10-0000-2500-52182-900 MED INS - SUPPORT - B OFFICE	52,087.81	40,883.75	46,048.66	49,314.72	3,266.06
11. 1000-10-0002-2310-52200-900 FICA/MEDI - School Committee	765.00	765.00	765.00	765.00	0.00
12. 1000-10-0000-2320-52240-900 FICA/MEDI-S ADMIN	2,341.31	3,279.01	3,444.68	3,542.48	97.80
13. 1000-10-0000-2500-52240-900 FICA / MEDI - ADMIN - B OFFICE	7,002.81	5,235.00	4,502.10	5,792.96	1,290.86
14. 1000-10-0000-2320-52282-900 FICA/MEDI - S ADMIN SUPPORT	4,318.79	4,283.16	4,389.58	4,518.93	129.35
15. 1000-10-0000-2500-52282-900 FICA / MEDI - SUPPORT - B OFFIC	10,517.23	11,048.87	8,656.86	11,331.34	2,674.48
16. 1000-10-0000-2320-52340-900 MSRS - S ADMEIN	3,242.72	6,039.87	7,982.15	8,208.78	226.63
17. 1000-10-0000-2500-52340-900 MSRS - BUSINESS OFFICE ADMI	6,709.60	6,150.57	7,006.21	7,346.62	340.41
18. 1000-10-0000-2320-52382-900 MSRS - SUPPORT STAFF - S ADMI	4,265.53	5,288.23	5,451.11	5,611.75	160.64
19. 1000-10-0000-2500-52382-900 MSRS - BUSINESS OFFICE SUPPOR	8,634.93	9,366.23	8,897.84	10,255.44	1,357.60
20. 1000-10-0000-2500-52540-900 TUI-REIM - ADMIN - B OFFICE	0.00	2,245.50	4,500.00	4,500.00	0.00
21. 1000-10-0000-2320-52640-900 UNEMP - S ADMIN	76.01	117.52	120.00	120.00	0.00
22. 1000-10-0000-2500-52640-900 UNEMP - ADMIN - B OFFICE	96.00	46.85	82.50	109.38	26.88
23. 1000-10-0000-2320-52682-900 UNEMP - S ADMIN SUPPORT	48.00	59.98	60.00	60.00	0.00
24. 1000-10-0000-2500-52682-900 UNEMP - SUPPORT- B OFFICE	171.70	270.46	190.20	240.00	49.80
25. 1000-10-0002-2310-52700-900 WC - School Committee	43.00	39.00	45.00	45.00	0.00
26. 1000-10-0000-2320-52740-900 WC - S ADMIN	752.81	885.03	926.50	1,099.39	172.89
27. 1000-10-0000-2500-52740-900 WC - ADMIN - B OFFICE	398.68	280.61	300.23	359.00	58.77
28. 1000-10-0000-2320-52782-900 WC - S ADMIN SUPPORT	246.79	232.06	223.78	265.82	42.04
29. 1000-10-0000-2500-52782-900 WC - SUPPORT - B OFFICE	609.48	580.85	441.33	666.56	225.23
30. 1000-10-0000-2320-52940-900 PHONE/MILEAGE ALLOW- SUPER	3,876.06	5,923.94	4,700.00	4,700.00	0.00

Sanford School Department
ARTICLE 6: SYSTEM ADMINISTRATION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows include items like MILEAGE/ PHONE ALLOWANCE, PURCHASED SERVICES - SUPT OF, etc.

**Sanford School Department**  
**ARTICLE 6: SYSTEM ADMINISTRATION**

Account Number / Description	3 Years Prior Actual 7/1/2014 - 6/30/2015	2 Years Prior Actual 7/1/2015 - 6/30/2016	1 Year Prior Revised 7/1/2016 - 6/30/2017	Budget Total 7/1/2017 - 6/30/2018	Budget Difference 7/1/2017 - 6/30/2018
61. 1000-10-0000-2500-56005-900 SUPPLIES - BEU PRINTER MAINT -	2,476.25	4,278.41	4,400.00	4,400.00	0.00
62. 1000-10-0000-2320-56400-900 BOOKS / PERIODICALS	55.00	150.00	300.00	300.00	0.00
63. 1000-10-0000-2500-56400-900 BOOKS	0.00	88.92	100.00	150.00	50.00
64. 1000-10-0000-2320-57350-900 NEW EQUIP--SOFTWARE UPGRAD	299.85	480.00	1,000.00	1,000.00	0.00
65. 1000-10-0000-2500-57350-900 NEW EQUIP--SOFTWARE UPGRAD	0.00	0.00	2,000.00	2,000.00	0.00
66. 1000-10-0000-2320-58100-900 DUES AND FEES	5,957.00	7,491.24	6,777.00	6,777.00	0.00
67. 1000-10-0000-2500-58100-900 DUES AND FEES	933.00	852.00	961.00	510.00	(451.00)
<b>GRAND TOTAL</b>	<b>\$796,176.27</b>	<b>\$794,530.52</b>	<b>\$807,324.67</b>	<b>\$848,457.48</b>	<b>\$41,132.81</b>

Sanford School Department
ARTICLE 7: SCHOOL ADMINISTRATION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 1-30 list various salary and retirement items with corresponding financial values.

Sanford School Department
ARTICLE 7: SCHOOL ADMINISTRATION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 31-60 list various FICA/MEDI and MSRS accounts with their respective financial values.

Sanford School Department
ARTICLE 7: SCHOOL ADMINISTRATION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows include various account numbers and descriptions such as TUI-REIM - ADMIN JH, UNEMP - FACULTY MGR - HS, WC - FACULTY MGR - HS, etc.

Sanford School Department
ARTICLE 7: SCHOOL ADMINISTRATION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 91-120 list various expenses like OTHER BENEFITS, STAFF DEVELOPMENT, EQUIPMENT REPAIR, POSTAGE, PRINTING, and TRAVEL.

Sanford School Department
ARTICLE 7: SCHOOL ADMINISTRATION

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows include various account numbers and descriptions like TRAVEL FOR PROF DEV, SUPPLIES, BOOKS, DUES AND FEES, and a GRAND TOTAL row.

**Sanford School Department**  
**ARTICLE 8: TRANSPORTATION AND BUSES**

Statement Code: ART 8B

Account Number / Description	3 Years Prior	2 Years Prior	1 Year Prior	Budget Total	Budget Difference
	Actual 7/1/2014 - 6/30/2015	Actual 7/1/2015 - 6/30/2016	Revised 7/1/2016 - 6/30/2017	7/1/2017 - 6/30/2018	7/1/2017 - 6/30/2018
1. 1000-00-0005-2700-55100-900 STUDENT TRANSPORTATION CONTR	1,127,774.93	982,740.98	1,003,763.00	1,028,471.00	24,708.00
2. 1000-26-0005-2750-55100-900 SPEC ED CONTRACT TRANSPORT	609,951.50	695,449.86	671,553.00	685,984.00	14,431.00
3. 1000-11-0005-2770-55100-900 PURCHASED TRANS SVCS - HOMELES	5,197.50	6,351.23	5,000.00	8,103.00	3,103.00
4. 1000-11-0005-2700-55101-950 OVERHEAD-TRANS - BEFORE/AFTE	11,685.50	25,750.00	0.00	0.00	0.00
5. 1000-26-0005-2750-55140-900 SPEC ED TRANS - PRIVATE	36,574.73	43,967.74	11,855.00	15,752.00	3,897.00
6. 1000-32-0000-2700-55200-300 VEHICLE INSUR - BRIDGE	0.00	290.00	0.00	301.00	301.00
7. 1000-11-0005-2700-55200-900 AUTO INS-TRANS	6,468.00	0.00	0.00	0.00	0.00
8. 1000-13-0006-2700-55200-900 AUTO INS-MAINT PORTION	1,386.00	1,575.00	1,890.00	1,996.00	106.00
<b>GRAND TOTAL</b>	<b>\$1,799,038.16</b>	<b>\$1,756,124.81</b>	<b>\$1,694,061.00</b>	<b>\$1,740,607.00</b>	<b>\$46,546.00</b>

Sanford School Department
ARTICLE 9: FACILITIES MAINTENANCE

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 1-30 listing various salary and maintenance items with corresponding financial values.

Sanford School Department
ARTICLE 9: FACILITIES MAINTENANCE

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 31-60 list various maintenance items with their respective financial values.

Sanford School Department
ARTICLE 9: FACILITIES MAINTENANCE

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 61-90 list various maintenance account numbers and descriptions with corresponding financial data.

Sanford School Department
ARTICLE 9: FACILITIES MAINTENANCE

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 91-120 listing various maintenance items and their financial data.

Sanford School Department
ARTICLE 9: FACILITIES MAINTENANCE

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 121-150 detailing various maintenance services like PURCHASES, STAFF/PROF DEVELOPMENT, SNOWPLOWING CONTRACT, etc.

Sanford School Department
ARTICLE 9: FACILITIES MAINTENANCE

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows 151-180 list various maintenance items like PUR SVCS, HONEYWELL, MAINT, EQUIPMENT, etc.

Sanford School Department
ARTICLE 9: FACILITIES MAINTENANCE

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows include items like TELEPHONE - JH, TELEPHONE - HS, TELEPHONE - ATHLETICS, etc.

## Sanford School Department

### ARTICLE 9: FACILITIES MAINTENANCE

Account Number / Description	3 Years Prior Actual 7/1/2014 - 6/30/2015	2 Years Prior Actual 7/1/2015 - 6/30/2016	1 Year Prior Revised 7/1/2016 - 6/30/2017	Budget Total 7/1/2017 - 6/30/2018	Budget Difference 7/1/2017 - 6/30/2018
211. 1000-13-0006-2620-57300-900 NEW EQUIPMENT- MAINT DEPT	12,815.14	8,608.00	14,200.00	7,200.00	(7,000.00)
212. 1000-13-0007-2620-57320-900 EQUIPMENT-VEHICLES	0.00	39,586.00	0.00	0.00	0.00
213. 1000-13-0006-2620-57330-900 REPLACEMENT OF EQUIPMENT-	50,328.80	7,963.00	7,000.00	48,000.00	41,000.00
214. 1000-13-0006-2620-58100-940 DUES/FEES/LICENSES- MAINT DE	2,400.00	2,697.25	8,735.00	8,785.00	50.00
215. 1000-22-0003-2690-58310-050 PRIN PAID - GEN OBLIGATION BO	65,000.00	65,000.00	65,000.00	0.00	(65,000.00)
216. 1000-30-0003-2690-58310-880 PRIN PAID GEN OBLIGATION BO	65,000.00	65,000.00	65,000.00	0.00	(65,000.00)
217. 1000-11-0003-2690-58310-900 PRIN PAID REV LOAN FUND	9,487.58	3,338.50	0.00	0.00	0.00
218. 1000-13-0006-2680-58310-900 PRIN - CAPITAL IMPROVEMENT	0.00	150,000.00	150,000.00	150,000.00	0.00
219. 1000-13-0006-2690-58310-900 PRIN - PAVING/SPORTS FIELDS B	60,000.00	0.00	0.00	0.00	0.00
220. 1000-13-0006-2690-58311-950 PRINCIPAL-REV LOAN FUND-CJ	16,478.82	0.00	0.00	0.00	0.00
221. 1000-22-0003-2690-58320-050 INTEREST PAID - GEN OBLIGATIO	1,760.85	363.35	162.50	0.00	(162.50)
222. 1000-30-0003-2690-58320-880 INTEREST PAID GEN OBLIGATIO	1,760.85	325.00	162.50	0.00	(162.50)
223. 1000-13-0006-2680-58320-900 INT - CAPITAL IMPROVEMENTS B	0.00	24,697.50	23,872.50	22,642.50	(1,230.00)
224. 1000-13-0006-2690-58320-900 INT - PAVING/SPORTS FIELDS BO	1,093.20	0.00	0.00	0.00	0.00
<b>GRAND TOTAL</b>	<b>\$3,931,020.66</b>	<b>\$3,852,567.46</b>	<b>\$4,182,772.51</b>	<b>\$3,826,292.15</b>	<b>\$(356,480.36)</b>

## Sanford School Department

### ARTICLE 10: DEBT SERVICE

Statement Code: ART 10

Account Number / Description	3 Years Prior Actual 7/1/2014 - 6/30/2015	2 Years Prior Actual 7/1/2015 - 6/30/2016	1 Year Prior Revised 7/1/2016 - 6/30/2017	Budget Total 7/1/2017 - 6/30/2018	Budget Difference 7/1/2017 - 6/30/2018
1. 1000-24-0000-5100-58320-300 STATE SHARE - CONSTRUCTION IN	0.00	0.00	0.00	3,571,997.83	3,571,997.83
2. 1000-24-0000-5110-58320-300 LOCAL SHARE - CONSTRUCTION I	0.00	0.00	0.00	422,814.71	422,814.71
<b>GRAND TOTAL</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$3,994,812.54</b>	<b>\$3,994,812.54</b>

Sanford School Department
ARTICLE 11: ALL OTHER EXPENDITURES

Statement Code: ART 11

Table with 6 columns: Account Number / Description, 3 Years Prior Actual, 2 Years Prior Actual, 1 Year Prior Revised, Budget Total, Budget Difference. Rows include various expenditure categories like WAGES, MED INS, FICA/MEDI, MSRS, UNEMP, WC, and LOCAL ALLOCATION, ending with a GRAND TOTAL row.

# Sanford School Department Budget Report for SCAE

Statement Code: Bud SCAE1

Account Number / Description	3 Years Prior Actual 7/1/2014 - 6/30/2015	2 Years Prior Actual 7/1/2015 - 6/30/2016	1 Year Prior Revised 7/1/2016 - 6/30/2017	Budget Total 7/1/2017 - 6/30/2018	Budget Difference 7/1/2017 - 6/30/2018
1. 1500-60-6000-2510-51010-400 GUIDANCE SALARY	2,024.00	4,088.25	3,060.00	3,121.00	61.00
2. 1500-60-6060-1000-51010-400 SALARY - ABE TO COLLEGE	17,228.00	14,896.00	17,116.62	17,459.00	342.38
3. 1500-60-6095-1000-51010-400 TEACHER SALARY- CHILDCARE	55,245.76	54,738.10	66,300.00	59,166.00	(7,134.00)
4. 6150-60-6200-1000-51010-400 SALARY - PROFESSIONALS	27,273.50	36,705.00	23,000.00	23,000.00	0.00
5. 1500-60-6300-1000-51010-400 TEACHER SALARY- VOCATIONA	35,315.50	14,373.63	11,424.00	21,528.00	10,104.00
6. 1500-60-6500-1000-51010-400 TEACHER SALARY- HSC	57,718.75	37,384.00	32,000.00	32,640.00	640.00
7. 1500-60-6600-1000-51010-409 TEACHER SALARY- LITERACY	26,282.75	29,262.50	30,600.00	31,212.00	612.00
8. 1500-60-6000-2300-51040-400 ADMINISTRATOR SALARY	84,858.00	89,555.00	91,286.00	93,052.00	1,766.00
9. 1500-60-6000-2300-51050-400 ASSIST ADMIN	64,164.50	45,000.00	45,900.00	47,476.00	1,576.00
10. 1500-60-6095-1000-51050-400 SALARY - DIRECTOR - CHILDCAR	29,000.00	29,435.00	30,023.70	30,925.00	901.30
11. 1500-60-6000-2300-51140-400 RETIREMENT BENEFIT- ADMIN	2,500.00	2,500.00	2,500.00	2,500.00	0.00
12. 1500-60-6000-2300-51150-400 RETIREMENT BENEFIT- ASSIST. A	1,682.69	0.00	0.00	0.00	0.00
13. 1500-60-6090-2610-51181-400 CUSTODIAL SALARY	33,445.52	36,071.04	35,006.40	35,880.00	873.60
14. 1500-60-6000-2300-51182-400 SECRETARY SALARY	121,737.63	137,199.76	139,432.54	136,059.95	(3,372.59)
15. 1500-60-6090-2610-51381-400 CUSTODIAL OT SALARY	3,929.92	4,838.44	0.00	0.00	0.00
16. 1500-60-6000-2300-52140-400 MED INS - ADMIN	21,288.23	20,853.32	24,619.20	23,805.12	(814.08)
17. 1500-60-6000-2300-52150-400 MED INS- ASST ADMIN	14,177.60	0.00	0.00	0.00	0.00
18. 1500-60-6095-1000-52150-400 MED INS - DIR . CHILDCARE	6,546.72	6,859.44	8,231.28	9,465.84	1,234.56
19. 1500-60-6090-2610-52181-400 MED INS	20,804.81	21,800.61	23,818.32	23,283.84	(534.48)
20. 1500-60-6000-2300-52182-400 MED INS - SEC	31,915.19	51,634.94	58,462.24	43,807.92	(14,654.32)
21. 1500-60-6000-2510-52210-400 FICA /MEDI	29.34	59.29	325.00	75.00	(250.00)
22. 1500-60-6060-1000-52210-400 FICA/MEDI	627.00	901.43	1,325.00	1,100.00	(225.00)
23. 1500-60-6095-1000-52210-400 FICA/MEDI - TEACHER CHILDCAR	4,226.45	4,187.66	5,200.00	3,800.00	(1,400.00)
24. 6150-60-6200-1000-52210-400 FICA/MEDI	2,073.23	2,782.77	2,750.00	2,550.00	(200.00)
25. 1500-60-6300-1000-52210-400 FICA/MEDI	2,619.08	960.72	1,100.00	1,050.00	(50.00)
26. 1500-60-6500-1000-52210-400 FICA/MEDI	3,825.03	2,290.85	3,550.00	3,450.00	(100.00)
27. 1500-60-6600-1000-52210-409 FICA/MEDI - LITERACY	1,262.41	1,448.85	2,400.00	1,600.00	(800.00)
28. 1500-60-6000-2300-52240-400 FICA/MEDI - ADMIN	1,170.48	1,226.68	1,359.90	1,385.50	25.60
29. 1500-60-6000-2300-52250-400 FICA/MEDI - ASST ADMIN	1,790.44	3,442.66	3,606.98	3,670.16	63.18
30. 1500-60-6095-1000-52250-400 FICA/MEDI - DIR CHILDCARE	1,948.32	1,973.67	2,296.81	2,365.76	68.95

# Sanford School Department Budget Report for SCAE

Account Number / Description	3 Years Prior Actual 7/1/2014 - 6/30/2015	2 Years Prior Actual 7/1/2015 - 6/30/2016	1 Year Prior Revised 7/1/2016 - 6/30/2017	Budget Total 7/1/2017 - 6/30/2018	Budget Difference 7/1/2017 - 6/30/2018
31. 1500-60-6090-2610-52281-400 FICA/MEDI	2,859.23	3,131.06	2,677.99	2,744.82	66.83
32. 1500-60-6000-2300-52282-400 FICA/MEDI - SEC	6,361.52	7,081.67	8,020.95	7,747.57	(273.38)
33. 1500-60-6000-2510-52310-400 MSRS - GUIDANCE	53.62	137.36	0.00	150.00	150.00
34. 1500-60-6060-1000-52310-400 MSRS - ABE TO COLLEGE	267.32	94.28	0.00	100.00	100.00
35. 6150-60-6200-1000-52310-400 MSRS - ENRICHMENT	5.63	11.50	0.00	12.00	12.00
36. 1500-60-6300-1000-52310-400 MSRS - VOCATIONAL	35.35	75.14	0.00	85.00	85.00
37. 1500-60-6500-1000-52310-400 MSRS - HSC	210.84	266.85	0.00	300.00	300.00
38. 1500-60-6600-1000-52310-409 MSRS - LITERACY	211.37	400.50	0.00	450.00	450.00
39. 1500-60-6000-2300-52340-400 MSRS -ADMIN SCAE	2,315.04	3,092.96	3,151.21	3,210.55	59.34
40. 1500-60-6000-2300-52350-400 MSRS - ASST ADMIN	1,368.85	0.00	0.00	0.00	0.00
41. 1500-60-6090-2610-52381-400 MSRS - CUSTODIAL	2,915.30	3,653.79	3,325.61	3,408.60	82.99
42. 1500-60-6000-2300-52382-400 MSRS - SECRETARY	2,551.60	5,074.50	4,839.95	3,874.43	(965.52)
43. 1500-60-6000-2300-52540-400 TUI-REIM - ADMIN	0.00	0.00	0.00	1,000.00	1,000.00
44. 1500-60-6000-2510-52610-400 UNEMP	8.11	4.14	60.00	30.00	(30.00)
45. 1500-60-6060-1000-52610-400 UNEMP	59.07	67.23	60.00	80.00	20.00
46. 1500-60-6095-1000-52610-400 UNEMP - TEACHER CHILDCARE	217.89	241.73	300.00	300.00	0.00
47. 6150-60-6200-1000-52610-400 UNEMP-PROFESSIONALS	89.48	72.53	125.00	120.00	(5.00)
48. 1500-60-6300-1000-52610-400 UNEMP	52.93	48.96	100.00	60.00	(40.00)
49. 1500-60-6500-1000-52610-400 UNEMP	164.90	73.88	260.00	165.00	(95.00)
50. 1500-60-6600-1000-52610-409 UNEMP - LITERACY	88.56	104.11	100.00	110.00	10.00
51. 1500-60-6000-2300-52640-400 UNEMP- ADMIN	47.99	60.00	81.25	82.50	1.25
52. 1500-60-6000-2300-52650-400 UNEMP- ASST ADMIN	58.02	59.98	66.25	62.50	(3.75)
53. 1500-60-6095-1000-52650-400 UNEMP - DIR CHILDCARE	47.97	58.92	60.00	60.00	0.00
54. 1500-60-6090-2610-52681-400 UNEMP	46.98	60.03	60.00	60.00	0.00
55. 1500-60-6000-2300-52682-400 UNEMP - SEC	243.18	268.99	278.94	300.00	21.06
56. 1500-60-6000-2510-52710-400 WC	8.69	15.93	20.00	20.00	0.00
57. 1500-60-6060-1000-52710-400 WC	74.14	58.11	80.00	80.00	0.00
58. 1500-60-6095-1000-52710-400 WC - TEACHER CHILDCARE	237.55	213.83	325.00	240.00	(85.00)
59. 6150-60-6200-1000-52710-400 WC - PROFESSIONALS	117.29	143.24	165.00	140.00	(25.00)
60. 1500-60-6300-1000-52710-400 WC	151.75	56.17	300.00	65.00	(235.00)

# Sanford School Department Budget Report for SCAE

Account Number / Description	3 Years Prior Actual 7/1/2014 - 6/30/2015	2 Years Prior Actual 7/1/2015 - 6/30/2016	1 Year Prior Revised 7/1/2016 - 6/30/2017	Budget Total 7/1/2017 - 6/30/2018	Budget Difference 7/1/2017 - 6/30/2018
61. 1500-60-6500-1000-52710-400 WC	248.15	145.78	290.00	260.00	(30.00)
62. 1500-60-6600-1000-52710-409 WC - LITERACY	113.04	114.10	150.00	118.00	(32.00)
63. 1500-60-6000-2300-52740-400 WC - ADMIN	375.44	359.06	365.77	429.98	64.21
64. 1500-60-6000-2300-52750-400 WC - ASST ADMIN	283.11	175.50	179.01	213.64	34.63
65. 1500-60-6095-1000-52750-400 WC - DIR CHILDCARE	124.80	114.85	117.09	139.16	22.07
66. 1500-60-6090-2610-52781-400 WC	1,366.82	1,489.93	1,326.74	1,438.79	112.05
67. 1500-60-6000-2300-52782-400 WC - SEC	523.26	537.78	543.79	612.28	68.49
68. 1500-60-6000-2300-52940-400 OTHER BENEFITS - PHONE ALLOWAN	1,000.00	1,500.00	1,750.00	2,000.00	250.00
69. 1500-60-6000-2300-52950-400 OTHER BENEFITS - PHONE ALLOWAN	1,250.00	1,000.00	1,250.00	500.00	(750.00)
70. 6150-60-6200-1000-53000-400 CONT SVCS	19,707.30	34,796.10	40,800.00	40,800.00	0.00
71. 1500-60-6300-1000-53000-400 CONT SVCS	0.00	14,589.73	15,682.00	6,000.00	(9,682.00)
72. 1500-60-6500-1000-53000-400 CONT SVCS	0.00	16,429.73	21,956.00	6,000.00	(15,956.00)
73. 1500-60-6000-2300-53300-400 STAFF/PROFESSIONAL DEVELOPMEN	2,055.04	2,015.70	2,200.00	3,000.00	800.00
74. 1500-60-6095-1000-53300-400 PROFESSIONAL DEV - CHILDCAR	198.00	233.00	600.00	600.00	0.00
75. 1500-60-6000-2300-54300-400 EQUIPMENT MAINTENANCE/REPAI	192.00	2,966.90	7,026.00	18,000.00	10,974.00
76. 1500-60-6000-2300-54420-400 EQUIPMENT RENTAL/LEASES	4,070.98	511.15	500.00	500.00	0.00
77. 1500-60-6000-2300-55310-400 COMMUNICATIONS/POSTAGE	1,922.89	734.83	2,250.00	1,500.00	(750.00)
78. 1500-60-6000-2300-55320-400 TELEPHONE	9,493.14	12,084.55	9,350.00	9,350.00	0.00
79. 1500-60-6000-2300-55430-400 ADVERTISING - SCAE	5,987.42	9,565.38	8,250.00	8,000.00	(250.00)
80. 1500-60-6000-2300-55800-400 STAFF TRAVEL	1,107.62	1,478.82	1,170.00	1,200.00	30.00
81. 6150-60-6200-1000-55800-400 TRAVEL - NON PROFESSIONAL DE	461.01	548.73	460.00	500.00	40.00
82. 1500-60-6000-2300-55810-400 TRAVEL, FOR PROFESSIONAL DEV	1,197.22	1,170.00	1,170.00	1,200.00	30.00
83. 1500-60-6095-1000-55810-400 TRAVEL FOR PROFF DEV.- CHILDCA	64.63	42.67	225.00	225.00	0.00
84. 1500-60-6000-2300-55830-400 TRAVEL TO STATE MEETINGS	450.00	190.40	405.00	1,200.00	795.00
85. 1500-60-6090-2610-56000-400 BUILDING LEASE - SCAE	20,752.44	21,698.33	48,000.00	49,600.00	1,600.00
86. 1500-60-6000-2300-56005-400 SUPPLIES - BEU PRINTER MAINT	0.00	2,768.39	2,400.00	2,400.00	0.00
87. 1500-60-6000-2300-56100-400 SUPPLIES	907.50	888.13	720.00	720.00	0.00
88. 1500-60-6060-1000-56100-400 SUPPLIES	351.69	323.10	259.00	259.00	0.00
89. 1500-60-6095-1000-56100-400 SUPPLIES - CHILDCARE	250.00	196.77	400.00	500.00	100.00
90. 6150-60-6200-1000-56100-400 SUPPLIES	384.21	1,000.00	1,500.00	1,500.00	0.00

# Sanford School Department Budget Report for SCAE

Account Number / Description	3 Years Prior	2 Years Prior	1 Year Prior	Budget Total	Budget Difference
	Actual 7/1/2014 - 6/30/2015	Actual 7/1/2015 - 6/30/2016	Revised 7/1/2016 - 6/30/2017	7/1/2017 - 6/30/2018	7/1/2017 - 6/30/2018
91. 1500-60-6300-1000-56100-400 SUPPLIES	1,350.00	1,151.97	972.00	972.00	0.00
92. 1500-60-6500-1000-56100-400 SUPPLIES	800.00	703.86	576.00	576.00	0.00
93. 1500-60-6600-1000-56100-409 SUPPLIES - LITERACY	750.00	322.65	675.00	675.00	0.00
94. 6150-60-6200-1000-56400-400 BOOKS / PERIODICALS	0.00	0.00	250.00	250.00	0.00
95. 1500-60-6060-1000-56410-400 TEXTBOOKS- HARDCOVER, INSTR	360.00	257.72	324.00	324.00	0.00
96. 1500-60-6500-1000-56410-400 TEXTBOOKS- HARDCOVER	572.80	330.01	600.00	600.00	0.00
97. 1500-60-6300-1000-56420-400 TEXTBOOKS- SOFT COVER, WORKBO	960.41	900.00	900.00	900.00	0.00
98. 1500-60-6600-1000-56420-409 TEXTBOOKS- SOFT COVER, WORKBO	734.03	47.55	675.00	675.00	0.00
99. 1500-60-6000-2300-58100-400 DUES/FEES/LICENSES	2,440.00	1,940.00	2,040.00	2,170.00	130.00
100. 1500-60-6000-2300-58130-400 GED FEES	0.00	0.00	150.00	150.00	0.00
101. 6150-60-6200-1000-58500-400 STUDENT ENRICHMENT PROGRAM	9,907.51	0.00	0.00	0.00	0.00
<b>GRAND TOTAL</b>	<b>\$790,293.48</b>	<b>\$816,420.17</b>	<b>\$869,608.54</b>	<b>\$846,543.91</b>	<b>\$(23,064.63)</b>

Shall the City (1) Approve asbestos abatement for sections of Sanford Junior High School, including all design construction and equipment relating to such capital improvement work (the "Project"); (2) Appropriate a sum not to exceed \$117,257 to fund the costs of the Project; and (3) To fund the appropriation in (2) above, authorize the Mayor and Treasurer to issue, at one time or another, general obligation securities of the City of Sanford, Maine, including temporary notes in anticipation of the sale thereof and future refunding obligations, in an aggregate principal amount not to exceed \$117,257, and to delegate to the Mayor and Treasurer the discretion to fix the date(s), maturity(ies), interest rate(s), denomination(s), call(s) for redemption, form(s) and other details of said securities, including execution and delivery of any related documents, related agreements and said securities on behalf of the City of Sanford and to provide for the sale thereof? Based on a Maine Department of Education (the "Department") eligibility certificate, it is anticipated that the Department will forgive 65.74% (up to \$77,085) of the total \$117,257 loan amount, which would mean that the City of Sanford would be responsible to repay 34.26% (up to \$40,172) of the total loan amount at zero interest.

City Council Recommendation \_\_\_\_\_  
 Budget Committee Recommendation \_\_\_\_\_  
 School Committee Recommendation \_\_\_\_\_

#### CITY OF SANFORD FINANCIAL STATEMENT

The issuance of bonds by the City of Sanford (the "City") is one of the ways in which the City borrows money for certain purposes. The following is a summary of the bonded indebtedness of the City as of this Referendum:

Bonds Now Outstanding and Unpaid	\$107,724,022
Interest to be Repaid on Outstanding Bonds	<u>\$ 41,094,982</u>
Total to be Repaid on Bonds Issued	\$148,819,004
Additional Bonds Authorized But Not Yet Issued	\$ 0
Additional Bond (now proposed) to be Issued if Approved by Voters	\$ 117,257
Estimate of Potential New Interest	<u>\$ 0</u>
Total Additional Bonds to be Issued and Estimated Interest if Approved By Voters	\$ 117,257

When money is borrowed by issuing bonds, the City must repay not only the principal amount of the bonds but also any interest on the bonds. The amount of interest to be paid will vary depending upon the rate of interest and the years to maturity at the time of issue. In this case, the State of Maine intends to forgive \$77,085 of the \$117,257 borrowed and the balance of \$40,172 will be repaid over a term of ten (10) years at zero interest. The validity of the bonds and the voter's ratification of the bonds may not be affected by any errors in the above estimates. If the actual amount of the total debt service for the bond issue varies from the estimate, the ratification by the voters is nonetheless conclusive and the validity of the bonds is not affected by reason of the variance.

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Paula E. Simpson, Treasurer

Shall the City (1) Approve asbestos abatement for sections of Sanford High School, including all design construction and equipment relating to such capital improvement work (the "Project"); (2) Appropriate a sum not to exceed \$488,456 to fund the costs of the Project; and (3) To fund the appropriation in (2) above, authorize the Mayor and Treasurer to issue, at one time or another, general obligation securities of the City of Sanford, Maine, including temporary notes in anticipation of the sale thereof and future refunding obligations, in an aggregate principal amount not to exceed \$488,456, and to delegate to the Mayor and Treasurer the discretion to fix the date(s), maturity(ies), interest rate(s), denomination(s), call(s) for redemption, form(s) and other details of said securities, including execution and delivery of any related documents, related agreements and said securities on behalf of the City of Sanford and to provide for the sale thereof? Based on a Maine Department of Education (the "Department") eligibility certificate, it is anticipated that the Department will forgive 65.74% (up to \$321,111) of the total \$488,456 loan amount, which would mean that the City of Sanford would be responsible to repay 34.26% (up to \$167,345) of the total loan amount at zero interest.

City Council Recommendation \_\_\_\_\_  
 Budget Committee Recommendation \_\_\_\_\_  
 School Committee Recommendation \_\_\_\_\_

#### CITY OF SANFORD FINANCIAL STATEMENT

The issuance of bonds by the City of Sanford (the "City") is one of the ways in which the City borrows money for certain purposes. The following is a summary of the bonded indebtedness of the City as of this Referendum:

Bonds Now Outstanding and Unpaid	\$107,724,022
Interest to be Repaid on Outstanding Bonds	<u>\$ 41,094,982</u>
Total to be Repaid on Bonds Issued	\$148,819,004
Additional Bonds Authorized But Not Yet Issued	\$ 0
Additional Bond (now proposed) to be Issued if Approved by Voters	\$ 488,456
Estimate of Potential New Interest	<u>\$ 0</u>
Total Additional Bonds to be Issued and Estimated Interest if Approved By Voters	\$ 488,456

When money is borrowed by issuing bonds, the City must repay not only the principal amount of the bonds but also any interest on the bonds. The amount of interest to be paid will vary depending upon the rate of interest and the years to maturity at the time of issue. In this case, the State of Maine intends to forgive \$321,111 of the \$488,456 borrowed and the balance of \$167,345 will be repaid over a term of ten (10) years at zero interest. The validity of the bonds and the voter's ratification of the bonds may not be affected by any errors in the above estimates. If the actual amount of the total debt service for the bond issue varies from the estimate, the ratification by the voters is nonetheless conclusive and the validity of the bonds is not affected by reason of the variance.

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Paula E. Simpson, Treasurer

David Theoharides  
Superintendent

# Sanford School Department

Matt Nelson  
Assistant Superintendent

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Stacey Bissell  
Special Education Director

Gwen Bedell  
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SCHOOL COMMITTEE:

John Roux, Chair   Scott Sheppard, Vice-Chair  
Jonathan Mapes   Thomas Miscio   Kendra Williams

To: Sanford School Committee  
From: Bernie Flynn, Director of Curriculum  
Re: Financial Literacy  
Date: March 29, 2017

As previously directed by the Sanford School Committee, options surrounding mandatory financial literacy opportunities have been reviewed. As a result, I propose that the following financial literacy component be adopted as part of Sanford High School's graduation standards:

*Beginning with the Class of 2021, Sanford High School students are required to complete one financial literacy experience to graduate. There are multiple opportunities available for students to meet this requirement which may be fulfilled anytime during a student's high school career.*

- *Academy of Business offered by SRTC*
- *Applied Math*
- *Entrepreneurship*
- *Everfi Financial Literacy (sponsored by the Maine Attorney General's Office)*
- *Living On Your Own*
- *Personal Financial Literacy (Odysseyware)*
- *Technical Math*

Policy Updates  
**Executive Summary – April 3, 2017**

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The following policies will be presented for a **“First Reading”**  
on April 3, 2017

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## **I. Policy IMGA: Service Animals in Schools**

We currently do not have a policy for service animals in schools. This policy is recommended by the Maine School Management Association. Highlights of the policy include:

- Only qualified individuals with disabilities are eligible to use service animals in schools and will be allowed when the animal is required to perform work or tasks directly related to the individual’s disability.
- Definition of “service animal” as defined in Maine law.
- The District is not responsible for the supervision, training, feeding, grooming or care of the service animal.
- The service animal must be under the control of the individual with a disability at all times.
- The individual with a disability (or in the case of a student, the student’s parent(s)) is liable for any damage to school property and any injuries to individuals caused by the service animal.
- Administrative review of service animals. Authorized school officials are to be notified when a service animal may be used in school and may ask if the service animal is required because of a disability and what work or task(s) the animal has been trained to perform.
- School shall not provide staff support to care for or control a service animal, but may provide support to a student using a service animal as needed in a particular instance (i.e. accompanying a young student who takes a service animal outside to relieve him/herself).
- Any handler (parent or other person) accompanying a service animal must have MDOE approval and undergo the State criminal background check.
- Service animals must be properly licensed and vaccinated.
- Service animals may be removed from the school or other school property under a number of circumstances including: The service animal
  - Poses a direct threat to the safety of individuals at school
  - Causes a significant disruption of school activities or otherwise jeopardizes the safe operation of the school
  - Is not under full control of the person with a disability or an authorized handler
  - Demonstrates that he/she is unable to perform work tasks
  - Is sick or presents a threat to public health
  - Is not sufficiently trained to relieve him/herself outside of the school building and/or
  - Presence significantly impairs the learning of students and/or fundamentally alters the nature of any school program

## **II. Policy IMG: Animals in Schools**

Our current IMG policy was adopted in 2007 and is outdated. The recommended policy is more in-depth and detailed. This policy would replace the existing policy. Highlights and major additions to the policy include the following:

- The School Committee recognizes that having animals in the classroom can offer valuable learning experiences but is concerned with the health and safety of students, staff and visitors and the humane treatment of animals when they are brought to school.
- For the purpose of this policy “animals” includes mammals, reptiles, amphibians, birds, insects and fish.
- The presence of animals in the classroom must be directly related to the objectives of the instructional program.
- Permission must be obtained from the building principal in advance.

## Attachment P - Policy Summaries

- Superintendent or designee will be responsible for developing procedures to inform parents that animals may be visiting or residing in classrooms during the school year.
- An animal will not be housed in a classroom if a student in that classroom has a documented allergy to the animal.
- Animals may not be transported in school vehicles.
- No domestic mammals/pets or livestock will be allowed in school until current proof of rabies and/or other vaccination is provided. Smaller mammals do not need to be vaccinated against rabies. Bats are not allowed in schools. Birds that may carry psittacosis (a severe infectious human respiratory disease) are not allowed in school unless they have been tested and certified as psittacosis-free. Red-eared turtles (also known as painted turtles) are not to be kept in classrooms without written documentation from supplier that they are salmonella-free.
- No wild, exotic, aggressive or poisonous animals will be allowed in school unless under the control of an individual trained in the care and management of the animal and properly licensed by state or federal agencies. Students will not be permitted to handle such animals.
- No animals will be allowed free range of the classroom or the school and all animals brought to school must be restrained by the owner/handler. The teacher is responsible for the proper supervision and control of students whenever there is an exhibit or activity involving animals in school.
- Animals kept in classrooms must be housed in suitable cages or containers and fed and otherwise cared for appropriately. Only teachers and designated students are allowed to handle animals. Animal waste must be removed on an as-needed basis and in a sanitary manner. Only staff members or adult volunteers will be allowed to clean cages or containers or remove animal waste.

### III. Policy IKE: Promotion, Retention and Acceleration of Students

The current policy focuses only on the promotion and retention of students. The recommended policy update will include the acceleration of students as well as specific criteria and procedures to guide all decisions. This policy recognizes there are differences among students in their intellectual, physical and social, and emotional development, and that individual students may be more proficient in some content areas than in others. While most students will advance from one grade to another at the end of the academic year, some students may benefit from retention or acceleration. Decisions concerning promotion, retention, or acceleration of a student should be consistent with the best educational interest of that student and supported by research-based evidence.

The criteria used in making decisions concerning promotion, retention, and acceleration will include the following:

- Achievement of the Sanford graduation standards (most important consideration)
- Participation and success in remedial programs, tutoring, summer school and other opportunities for success.
- Potential benefit from repeating a grade or learning experience
- Potential for success if accelerated
- Attendance
- Social and emotional maturity
- Health
- Age in relation to grade placement
- Program options
- Student attitude
- Parental Concerns

Parents should be notified as early as possible when retention is being considered and informed of the remediation options available. Whenever possible, retention decisions should include results from Light's Retention Scale and made through a conference involving parents, teacher(s), administrator(s) and other professional staff as appropriate. Advancement to the next grade level may be made conditional on successful remediation or demonstrated proficiency within a specified period of time.

The policy has a retention procedure to be followed that begins with a written recommendation and includes completing Light's Retention Scale, interviews, observations and collecting additional data. The building principal is responsible for making the final decision. A parent may appeal the decision to the Superintendent whose decision shall be final.

Acceleration options for students include grade-based acceleration, early entrance into high school or college, early graduation and subject matter acceleration. The policy has an acceleration procedure that begins with a referral and notification of all stakeholders including the Superintendent's Office. The Gifted/Talented teacher will be responsible for administering the Iowa Scale of Acceleration and collecting pertinent data. A study team will meet to review the results / data. This team will be responsible for a written recommendation and written plan if acceleration is supported to assist in the transition. A six week transition period is recommended. Parents have the right to appeal acceleration decisions. The Superintendent will review the data and team recommendation and make the final decision.

For students who started high school prior to the 2014-2015 school year, grade level assignments will be based on the number of credits earned. Beginning with the class of 2021, demonstrated proficiency in the Sanford graduation standards and successful completion of all other requirements in policy IKF (Graduation requirements) will be required for a high school diploma.

The building principal will be responsible for determining the value of transfer students' prior educational experiences for the purpose of grade placement or the fulfillment of credits.

This policy will be monitored by the Assistant Superintendent and revised as needed.

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### Recommended Motions

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1. Motion to accept the First Reading of **Policy IMGA – Service Animals in Schools** as presented.
2. Motion to accept the First Reading of **Policy IMG – Animals in Schools** as presented.
3. Motion to accept the First Reading of **Policy IKE – Promotion, Retention and Acceleration of Students** as presented.

## SERVICE ANIMALS IN SCHOOLS

The following rules shall govern the use of service animals by persons in the schools.

### A. General Conditions

1. Only qualified individuals with disabilities are eligible to use service animals in school.
2. Use of a service animal by a person with a disability will be allowed in school when the animal is required to perform work or tasks directly related to the individual's disability.
3. "Service animal" is defined in Maine law as follows:

A **dog** that is individually trained to do work or perform tasks for the benefit of an individual with a disability, including a physical, sensory, psychiatric, intellectual or other mental disability. Other species of animals, whether wild or domestic, trained or untrained, are not service animals for the purposes of this definition. The work or tasks performed by a service animal must be directly related to the individual's disability. Examples of such work or tasks include, but are not limited to, assisting an individual who is totally or partially blind with navigation or other tasks, alerting an individual who is deaf or hard of hearing to the presence of people or sounds, providing nonviolent protection or rescue work, pulling a wheelchair, assisting an individual during a seizure, alerting an individual to the presence of allergens, retrieving items such as medicine or a telephone, providing physical support and assistance with balance and stability to an individual with a mobility disability, and helping a person with a psychiatric or neurological disability by preventing or interrupting impulsive or destructive behaviors. The crime deterrent effects of an animal's presence and the provision of emotional support, well-being, comfort or companionship do not constitute work or tasks for the purposes of this definition.

4. The District will not be responsible for the training, feeding, grooming or care of any service animal permitted to attend school under this policy (except in the limited circumstances described in Section B.2.a.2). It shall be the responsibility of the individual with a disability or designated handler to ensure the proper care and supervision of the service animal.

5. All service animals must be kept on a harness, leash or tether unless this prevents the animal from performing his/her specific work or tasks with the individual. The animal must be under the control of the individual with a disability or designated handler at all times.
6. The individual with a disability (or in the case of a student, the student's parent(s)) is liable for any damage to school or personal property and any injuries to individuals caused by the service animal.
7. Individuals with service animals may access the same areas that individuals without disabilities are authorized to access.

**B. Administrative Review of Service Animals**

1. Whenever a service animal is in school or on school property (and it is not obvious that the dog qualifies as a service animal, e.g., guide dog for a blind person), a building administrator or other authorized school official may ask:
  - a. Whether the service animal is required because of a disability;
  - b. What work or task(s) the animal has been trained to perform.
2. When it is anticipated that a service animal is going to be in the school on a regular basis with an employee, student, volunteer or other frequent visitor to the school, the individual using the service animal (or in the case of a student, the student's parent(s)) are expected to notify the building administrator in advance.
  - a. The school shall not provide staff support to care for or control a service animal, but may provide support to a student using a service animal as needed in a particular instance (i.e., accompanying a young student who takes a service animal outside to relieve him/herself).
  - b. Any handler (parent or other person) accompanying the service animal must have approval to work in the school from the Maine Department of Education and undergo the State criminal background check.
3. Service animals must be properly licensed and vaccinated.

### **C. Removal or Exclusion of Service Animals from School**

1. A building administrator or other authorized school official may require that a service animal be removed from the school or other school property under any of the following circumstances:

- a. The service animal poses a direct threat to the safety of individuals at school, causes a significant disruption of school activities or otherwise jeopardizes the safe operation of the school;
- b. The service animal demonstrates that he/she is unable to perform reliably the work or tasks which he/she was represented as being able to perform;
- c. The service animal is not under the full control of the person with a disability, or the authorized handler.
- d. The service animal is sick (i.e., vomiting, etc.), infested with parasites, has an infection of the skin, mouth or eyes, or otherwise presents a threat to the public health;
- e. The service animal demonstrates that it is not sufficiently trained to relieve him/herself outside the school building; and/or
- f. The service animal's presence significantly impairs the learning of students and/or fundamentally alters the nature of any school program.

### **D. Miniature Horses**

Miniature horses are not defined as service animals under state or federal law. However, miniature horses which have been individually trained to perform specific work or tasks may be permitted in the schools in certain circumstances as a reasonable accommodation for a qualified individual with a disability. Any such requests should be directed to the building administrator for consideration. If a miniature horse is approved, all the conditions in this policy shall apply.

Legal References: 42 U.S.C. § 12101 et seq.  
28 C.F.R. §§ 35.104; 35.130(h); 35.136  
5 M.R.S.A. §§ 4553; 4592  
Maine Human Rights Commission Rule Chapter 7

Adopted: \_\_\_\_\_



## ANIMALS IN THE SCHOOLS

It is the intent of Sanford School Committee to provide a healthy learning environment for all students. The school committee recognizes that animals have been part of the learning experience at school for many years and they have beneficial and therapeutic effects for some students. However, for students with certain health conditions, animals can trigger reactions that, in some cases, can be severe. Other potential consequences could include allergic reactions, scratches and bites, infections, and infestations.

In an effort to provide a safe environment for all students, the following applies:

- A. The most effective method to control student exposure to animal allergens is to keep the school free of feathered or furred animals. No live furred or feathered animals will be permitted in school buildings except for service and/or law enforcement animals, or for special presentations related to the curriculum as authorized by the superintendent of schools.
- B. If a student is bitten / injured by an animal on school premises, the Principal/designee, school nurse/physician and parent/guardian must be notified as soon as possible. If a staff member or visitor is bitten / injured, the Principal/designee must be notified. The Principal/designee must notify appropriate public health authorities and the Maine Department of Human Services, Bureau of Health, of each incident.
- C. If a stray or wild animal appears on school grounds, children shall not be allowed in the area until the animal has left the premises or is removed by the local animal control officer, game warden or other appropriate official.
- D. No animal may be used as part of a scientific experiment or for any other purpose in which the normal health of the animal is interfered with or where pain or distress is caused. No person may practice vivisection or exhibit a vivisected animal in the schools. Dissection of dead animals shall be under the direction of qualified staff, confined to the classroom and to the presence of students engaged in the study of dissection as part of the adopted curriculum and shall not be for the purpose of exhibition.

Legal Reference: 7 MRSA § 3971

Adopted: November 5, 2007

## ANIMALS IN SCHOOLS

The School Committee recognizes that having animals in the classroom can offer valuable student learning experiences but is also concerned with the health and safety of students, staff and visitors and the humane treatment of animals when they are brought to school.

For the purpose of this policy “animals” includes mammals, reptiles, amphibians, birds, insects, and fish.

The presence of live animals in the classroom must be directly related to the objectives of the instructional program. Permission must be obtained from the building principal before any animal is brought into the school by a teacher, student or any other person.

The following guidelines shall apply to the presence of animals in the Sanford schools:

- A. The presence of an animal in the classroom must be directly related to the instructional program. Staff who wish to have animals in the classroom must submit a written request to the principal; the request should include the instructional purpose and activity, the type of animal, the length of time the animal is expected to be present, and a plan for the care of the animal. The principal, at his/her discretion, may approve or deny the request.
- B. Students or parents who wish to bring animals to school for educational purposes must consult with the teacher who, in turn, will request permission from the building principal. All other persons who wish to bring animals to school must obtain written permission, in advance, from the building principal.
- C. The Superintendent or designee will be responsible for developing procedures to inform parents that animals may be visiting or residing in classrooms during the school year. Parents are expected to notify the school if their child has an allergy or other health condition that will be affected by the presence of animals in the classroom.

The building principal and staff will respond appropriately when health considerations are brought to their attention. An animal will not be housed in a classroom if a student in that classroom has a documented allergy to the animal.

- D. Animals may not be transported in school vehicles.
- E. No domestic mammals/pets (including dogs, cats, ferrets, and primates) or livestock will be allowed in school unless current proof of rabies and/or other vaccination is provided. Smaller mammals such as mice, hamsters, gerbils, guinea pigs, and rabbits do not need to be vaccinated against rabies. Bats, as they may be carriers of rabies, are not allowed in the schools.

Parrots, parakeets and other psittacine birds (birds that may carry psittacosis, a severe infectious human respiratory disease) shall not be brought to school unless they have been tested and certified as psittacosis-free.

Red-eared turtles (also known as painted turtles) are carriers of salmonella and shall not be kept in the classroom without written documentation from the supplier that they are salmonella-free.

- F. No wild, exotic, aggressive or poisonous animals will be allowed in school unless under the control of an individual trained in the care and management of the animal and properly licensed by state or federal agencies as appropriate (e.g., zookeepers, veterinarians, biologists, Maine Fish and Wildlife personnel). Students will not be permitted to handle such animals.
  - G. No animals will be allowed free range of the classroom or the school. All animals brought to school must be restrained by the owner/handler. The teacher is responsible for the proper supervision and control of students whenever there is an exhibit or activity involving animals in school.
  - H. Animals kept in classrooms must be housed in suitable cages or containers and fed and otherwise cared for appropriately. Only the teacher or students designated or supervised by the teacher may be allowed to handle these animals. Animal waste must be removed on an as-needed basis and in a sanitary manner. Only staff members or adult volunteers will be allowed to clean cages or containers or remove animal waste.
1. If a student is bitten/injured by an animal on school premises, the building principal, school nurse and parent/guardian must be notified as soon as possible. If a staff member or visitor is bitten/injured, the building principal must be notified. The building principal must notify appropriate public health authorities and the Maine Department of Health and Human Services Center for Disease Control of each incident. An accident/injury report must also be completed and forwarded to the Superintendent.

- J. If a stray or wild animal appears on school grounds, students shall not be allowed in the area until the animal has left the premises or is removed by the local animal control officer, game warden or other appropriate official.
- K. No animal may be used as part of a scientific experiment or for any other purpose in which the normal health of the animal is interfered with or which causes pain or distress. No person may practice vivisection or exhibit a vivisected animal in the schools. Dissection of dead animals shall be confined to the classroom and to the presence of students engaged in the study of dissection and shall not be for the purpose of exhibition.
- L. The Board recognizes that service animals may be used to assist persons with disabilities. This policy does not apply to the presence of service animals that have been or are being specifically trained for the purpose of assisting a person with a disability.

Legal Reference: Americans with Disabilities Act (42 U.S.C. § 12101 et seq.)  
7 MRSA § 3971  
22 MRSA §§ 801-825

Cross Reference: EBBB - Accident Reports  
IMGA - Service Animals in the Schools  
JLCE - First Aid and Emergency Medical Care

Adopted: \_\_\_\_\_

## PROMOTION AND RETENTION OF STUDENTS

### Kindergarten through Eighth Grade

Research has indicated that retention rarely produces positive academic results and frequently produces negative affective consequences for the student. When there is positive effect immediately following retention, it is seldom sustained beyond a year or two. Retention in Kindergarten appears to be the only instance when retention does allow students the opportunity for sustained academic growth with no negative effects. Retention may be considered in Kindergarten. After that, retention should only be considered in rare instances.

Promotion or retention should not be determined entirely by arbitrary standards of achievement. Factors which must be considered include the student's attendance, age, attitude, health, developmental maturity, ability, exceptionalism, and parental attitude.

Prior to determining if a student should be promoted or retain, all appropriate school personnel, as well as the parents, should provide as much information as possible. After carefully weighing all factors, including the attitude of the parents, the preliminary decision regarding promotion or retention will be made by the school staff with the final decision made by the administrator.

Note: For high school, see File: IKF

Adoption Date: March 1, 1993

Effective Date: March 1, 1993

SANFORD SCHOOL DEPARTMENT

## PROMOTION, RETENTION, AND ACCELERATION OF STUDENTS

It is the School Committee's intent to provide sequential instructional programming that provides equitable opportunity for students to acquire the knowledge and skills that will enable them to meet the content standards of the system at each grade level. The School Committee recognizes that at every grade level, there are differences among students in their intellectual, physical, social, and emotional development, and that individual students may be more proficient in some content areas than in others. Students may also differ in their progress toward achieving the cross-curricular skills identified in the Sanford Graduation Standards.

While most students will advance from one grade to another at the end of the academic year, some students may benefit from retention or acceleration. Decisions concerning promotion, retention, or acceleration of a student should be consistent with the best educational interest of that student and supported by research-based evidence.

**[NOTE: School Committee members should be aware that certification of students as having met the Sanford Graduation Standards at a particular grade level or grade span is a concept that is related to but different from grade placement. Students may meet some standards and not others but still advance to the next grade level based on other considerations.]**

### A. Criteria

The following criteria will be used in making decisions concerning promotion, retention and acceleration. Although all listed criteria may be considered in the decision-making process, because of the relationship between a student's achievement of the Sanford Graduation Standards and his/her future success in school, more consideration shall be given to the criterion articulated in number one below than to any other factors.

1. Achievement of the Sanford Graduation Standards as demonstrated through classroom assessments, common assessments, standardized tests, portfolios, performances, exhibitions, projects and other elements of the school unit's local assessment system;
2. Participation and success in remedial programs, tutoring, summer school, and/or other opportunities for success;
3. Potential benefit from repetition of a grade or learning experiences;

4. Potential for success if accelerated;
5. Attendance;
6. Social and emotional maturity;
7. Health;
8. Age in relation to grade placement;
9. Program options;
10. Student attitude; and
11. Parental concerns.

**B. Retention**

Parents should be notified as early as possible in the event that retention is being considered. Parents will be informed of the remediation options available to students such as tutoring, online/Internet-based resources, after-school programs, and summer school. Whenever possible, decisions concerning retention should include results from the Light's Retention Scale and be made through a conference involving parents, the student's teacher, the building principal, and, as appropriate, the guidance counselor, other professional staff, and/or consultants. Advancement to the next grade may be made conditional on successful remediation or demonstrated proficiency within a specified period of time.

**Retention Procedure:**

- 1) A written recommendation for retention is made to the building principal by a classroom teacher, a parent/guardian, the school counselor, or the student. After the written recommendation is received by the building principal, the parents, classroom teacher(s), guidance counselor, and superintendent's office will be notified.
- 2) Upon receiving the recommendation, the building administrator will begin the process by completing a Light's Retention Scale and may collect the following data:

- Teacher and guidance counselor interviews to address:
  - social and emotional readiness
  - lack of evidence of proficiency in grade level or subject area standards
- Student interview
- Classroom observation
- NWEA scores
- Testing data including formative assessments, summative assessments, state assessments, and cognitive assessments
- Attendance

3) If the results of the Light's Retention Scale and additional collected data support retention, a child study team meeting consisting of the student (depending on his/her age), parent(s), teacher(s), guidance, and/or administration will be held to review the data. After reviewing the data, the child study team will decide if retention is recommended.

### **Appeal Process**

The principal shall be responsible for making the final decision regarding retention within ten (10) school days if at all possible. A parent who is dissatisfied with the principal's decision may appeal to the Superintendent. The Superintendent's decision shall be final.

### **C. Acceleration**

Acceleration occurs when students demonstrates a deep understanding and advanced skills in traditional curriculum offerings. Many researchers consider acceleration to be "appropriate educational planning. It means matching the level and complexity of the curriculum with the readiness and motivation of the student." It is intended to facilitate learning for students by promoting advances in their skills and understanding.

#### **Acceleration Options:**

- Grade-based acceleration
- Early entrance into high school or college
- Early graduation
- Subject-matter acceleration

#### **Acceleration Procedure:**

1) A referral for acceleration is made by a classroom teacher, the Gifted and Talented teacher, a parent/guardian, the school counselor, an administrator, or the student. After the referral is initiated, the parents, classroom teacher, gifted and talented teacher, guidance counselor, building administrator, and superintendent's office will be notified.

2) Upon receiving the referral, the GT teacher will begin the initial screening process by administering the most recent Iowa Scale of Acceleration, and collecting the following data:

- Teacher and guidance counselor interviews to address:
  - social and emotional readiness
  - evidence of proficiency in grade level or subject area standards
- Student interview
- Classroom observation
- NWEA scores (consistently in the 97th percentile and above is highly recommended)
- Testing data including formative assessments, summative assessments, state assessments, and cognitive assessments

3) If the results of the Iowa Acceleration Scale and the additional collected data support acceleration, a child study team consisting of the student (depending on his/her age), parent(s), teacher(s), the GT teacher, guidance, and/or administration will convene to review the data.

4) After reviewing the data and conducting a needs assessment, the child study team will decide if acceleration is recommended and a written recommendation will be provided to the building principal. If a decision is made to accelerate the student, the timing of the acceleration will be considered. A written acceleration plan will be completed by the child study team to assist the child with both the academic and the social/emotional transition. The plan will also address transportation needs, and participation in extracurricular activities, including sports. The Principal will monitor the plan and a copy will be placed in the student's file. At the high school level, class rank, accelerated standing, and credit for courses will be determined in the same manner that it is determined for all students in that grade.

A six week transition period is recommended. The guidance counselor, GT teacher and the teacher will monitor the student to ascertain the effectiveness of the acceleration. At the conclusion of a successful transition period, the student will continue in the accelerated option. If the transition period is deemed unsuccessful, the student will return to the original placement.

5) The student's school records will be updated to reflect the acceleration.

**Appeal Process:**

Parents have the right to appeal a decision made by the acceleration team within ten days. The superintendent will review the data and team recommendations and make the final decision

**D. High School Grade Level Assignment**

For students starting high school prior to the 2014-2015 school year, grade level assignment will be based on the number of credits earned prior to the beginning of the school year.

Beginning with the class of 2021, demonstrated proficiency in the Sanford graduation standards and successful completion of all other requirements specified in the Board's policy IKF (Graduation Requirements), will be required for a high school diploma.

**E. Transfer Students**

For students who transfer into the school system from another state or educational program not required to meet the content standards of the system of Sanford graduation standards, the principal will determine the value of the student's prior educational experience for the purpose of grade placement or the fulfillment of credits.

**Policy Evaluation:**

The Promotion, Retention and Acceleration of Students Policy and Procedures will be monitored by the Assistant Superintendent and revised as needed.

Legal Reference: Ch. 127 (Me. Dept. of Ed. Rule)

Cross Reference: IK – Student Achievement  
IKA – Grading/Academic Assessment  
IKAB – Report Cards/Progress Reports  
IKF – Graduation Requirements  
ILA – Student Assessment/Local Assessment System  
Lights Retention Scale  
Iowa Acceleration Scale

Adopted: \_\_\_\_\_

Sanford School Department

