SANFORD SCHOOL DEPARTMENT SANFORD SCHOOL COMMITTEE MEETING AGENDA

Monday, June 5, 2017 ~ 6:00 pm

Note: Meeting will be held	in City Council Chambers, 3 rd Floor, City Hall Annex
Members present:	John Roux, Scott Sheppard, Jonathan 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 Stacey Bissell, Special Education 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	 21st Century Community Learning Centers Program (Attachment F.1.) Concept Approval for Sanford Elementary School Projects (Attachment F.2.) Approval of 2017/2018 Regional School Calendar (Attachment F.3.)
G. Committee Reports	Construction Update i. SHS/SRTC Construction Project ii. Elementary Construction Projects

School Committee Meeting Agenda

June 5, 2017

H. Superintendent's Report

- 1. SHS Music Students Showcase
 - i. Caleb Randall
 - ii. Silas Noble
- 2. Student Representatives' Reports
- I. Directors' Reports
- 1. Business Administrator Gwen Bedell
- 2. Assistant Superintendent Matt Nelson
 - i. Student Success and Engagement update (Attachment I.2.i.)
- 3. Director of Curriculum Bernie Flynn
- 4. Director of Special Education Stacey Bissell
 - i. BRIDGE Boat Building Program presentation

- J. New Business
- 1. Contracts
 - i. Sanford Federation of Teachers Contract for 2017/2018, 2018/2019 and 2019/2020

Recommendation: to ratify the contract as presented.

K. Old Business

1. Discussion: Proficiency Based Diploma

2. Discussion: 2018 Graduation date

L. Resignations

1. Superintendent Theoharides will announce the following resignations:

Jade Anderson	ELA Teacher	SJHS	Eff. 8/31/17
Laurie Bjorn	Athletic Liaison	SJHS	Eff. 6/21/17
Tori Poisson	Ed Tech I	CJL	Eff. 5/18/17
Susan St. John	Title I Teacher	CJL	Eff. 6/21/17

School Committee Meeting Agenda

June 5, 2017

M. Staff Appointments

1. Superintendent Theoharides will announce the following appointments:

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Summer Jump Start Program Coordinator	MCS	Eff. 7/10/17
Summer Jump Start Program Coordinator	MCS	Eff. 7/10/17
Summer Jump Start Program Teacher	MCS	Eff. 7/10/17
Summer Jump Start Program Teacher	MCS	Eff. 7/10/17
Summer Jump Start Program Ed Tech	MCS	Eff. 7/10/17
Summer Jump Start Program Ed Tech	MCS	Eff. 7/10/17
H. R. Generalist	Central Office	Eff. 5/30/17
ESY Director (Summer)	CJL	Eff. 5/22/17
Summer Program Kitchen Mgr.	Foodservice	Eff. 6/22/17
Summer Program Site Supervisor	Foodservice	Eff. 6/22/17
Summer Program Site Supervisor	Foodservice	Eff. 6/22/17
Summer Program Site Supervisor	Foodservice	Eff. 6/22/17
Summer Program Site Supervisor	Foodservice	Eff. 6/22/17
Summer Program Site Supervisor	Foodservice	Eff. 6/22/17
Summer Program Site Supervisor	Foodservice	Eff. 6/22/17
Summer Program Kitchen Personnel	Foodservice	Eff. 7/5/17
Summer Program Kitchen Personnel	Foodservice	Eff. 7/10/17
	Summer Jump Start Program Coordinator Summer Jump Start Program Coordinator Summer Jump Start Program Teacher Summer Jump Start Program Teacher Summer Jump Start Program Ed Tech Summer Jump Start Program Ed Tech H. R. Generalist ESY Director (Summer) Summer Program Kitchen Mgr. Summer Program Site Supervisor	Summer Jump Start Program Coordinator Summer Jump Start Program Teacher Summer Jump Start Program Teacher Summer Jump Start Program MCS Ed Tech Summer Jump Start Program Ed Tech Summer Jump Start Program Ed Tech H. R. Generalist Central Office ESY Director (Summer) Summer Program Kitchen Mgr. Summer Program Site Supervisor Summer Program Kitchen Foodservice Supervisor Summer Program Kitchen Foodservice Foodservice

N. Staff Transfers None

O. Staff Nominations None

P. Policies None

Q. Items for Future Agenda(s)

None

School Committee Meeting Agenda

June 5, 2017

R. Calendar Announcements

1. Upcoming School Committee meetings are as follows:

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	Tuesday, June 13,	Budget	City	All day					
	2017	Referendum							
	Wednesday, June 14, 2017	SHS Graduation	Cobb Stadium	6:30 pm					
	Monday, June 19,	Regular Meeting	City Council	6:00 pm					
	2017		Chambers						

S. Adjournment

Recommendation: to adjourn at ____ pm.



STATE OF MAINE DEPARTMENT OF EDUCATION

Robert G. Hasson, Jr. Commissioner

May 26, 2017

Ms. Bernadette Flynn Sanford School Department 917 Main Street, Suite 200 Sanford, ME 04073

SUBJECT: Notice of Conditional Contract Award(s) under RFP # 201702024,

21st Century Community Learning Centers Program

Dear Ms. Fylnn:

This letter is in regard to the subject Request for Proposals (RFP), issued by the State of Maine Department of Education for the 21st Century Community Learning Centers Program. The Department has evaluated the proposals received using the evaluation criteria identified in the RFP, and the Department is hereby announcing its conditional contract awards to the following bidders:

- LearningWorks Portland (East End & Reiche)
- Auburn School Department
- Lewiston School Department (McMahon & Geiger)
- Lewiston School Department (MS & HS)
- Maine Family Resource Center (RSU 50)
- RSU 20
- RSU 45
- LearningWorks Biddeford
- LearningWorks Portland (Ocean Avenue & Presumpscot)

The bidders listed above received the evaluation team's highest rankings. The Department will be contacting the aforementioned bidders soon to negotiate a contract. As provided in the RFP, the Notice of Conditional Contract Award is subject to execution of a written contract and, as a result, this Notice does NOT constitute the formation of a contract between the Department and the apparent successful vendor. The vendor shall not acquire any legal or equitable rights relative to the contract services until a contract containing terms and conditions acceptable to the Department is executed. The Department further reserves the right to cancel this Notice of Conditional Contract Award at any time prior to the execution of a written contract.

As stated in the RFP, following announcement of this award decision, all submissions in response to the RFP are considered public records available for public inspection pursuant to the State of Maine Freedom of Access Act (FOAA). 1 M.R.S. §§ 401 et seq.; 5 M.R.S. § 1825-B (6).

This award decision is conditioned upon final approval by the State Procurement Review Committee and the successful negotiation of a contract. A Statement of Appeal Rights has been provided with this letter; see below.

Thank you for your interest in doing business with the State of Maine.

Sincerely,

Travis W. Doughty, 21st CCLC State Coordinator Maine Department of Education

Vravis W Doughout

STATEMENT OF APPEAL RIGHTS

Any person aggrieved by an award decision may request an appeal hearing. The request must be made to the Director of the Bureau of General Services, in writing, within 15 days of notification of the contract award as provided in 5 M.R.S. § 1825-E (2) and the Rules of the Department of Administrative and Financial Services, Bureau of General Services, Division of Purchases, Chapter 120, § (2) (2).



STATE BOARD OF EDUCATION 23 STATE HOUSE STATION AUGUSTA, ME 04333-0023 TEL: (207) 624-6616



May 11, 2017

David Theoharides Superintendent of Schools Sanford School Department 917 Main St., Suite 200 Sanford, ME 04073

RE: Letter of Concept Approval for Sanford Elementary School Projects (projects #4 & #13)

Dear Superintendent Theoharides:

The State Board of Education has granted Concept Approval to Sanford School Department for an addition and renovation to the Margaret Chase Smith School, a PreK-4, 517 student Elementary School; a retrofit of the Sanford Junior High School into a PreK-4, 513 student Elementary School; and a retrofit of the Sanford High School into a 5-8, 1,002 student Middle School. Preliminary plans and cost estimates based on long range planning for the project have been submitted and the concept reflected therein is approved by the State Board of Education. The project is consistent with policies and priorities as adopted by the State Board of Education. Concept Approval grants authorization to proceed with further development of the Elementary School projects consistent with State Board of Education general policies in anticipation of submission for Design and Funding Approval.

Enclosed you will find a copy of the Project Concept Budget.

- Total project cost is estimated to be: \$42,999,125.
- The total bonded amount will not exceed \$42,999,125.
- The maximum amount approved for inclusion for debt service is \$42,999,125.
- The local only share of the budget is projected to be: \$0.

The Commissioner of Education will establish the bond sale date which is currently projected to be Fall 2018.

I wish you continued success as you proceed with your project.

Sincerely,

Robert G. Hasson Jr., Ed.D.

Secretary

Enc.

cc: Scott Brown, Director of School Facilities
Paula Gravelle, School Finance Supervisor
Denise Towers, Fiscal Compliance Consultant
Ann Pinnette, School Facilities Coordinator

State of Maine Department of Education Division of School Facilities Services



Major Capital School Construction Project Budget

Sanford School Department Grades PreK-8 Elementary Construction Projects

Margaret Chase Smith School Expansion, PreK - 4, 517 students Converted Elementary School, PreK - 4, 513 students Converted Middle School, 5 - 8, 1,002 students Harriman Architects and Engineers
Concept Approval

May 10, 2017

A CONSTRUCTION		State/Local	Local Only & Other Funding	Total
1 Construction Estimate	Subtotal	\$33,775,468 \$33,775,468	<u>\$0</u> \$0	\$33,775,468 \$33,775,468
B ADMINISTRATIVE COSTS & RE	ESERVES			
 2 Land Purchase and Related Costs 3 Moveable Equipment 4 Advertising and Legal 5 Percent for Art 6 Project Reserves 7 Project Contingency 	Subtotal	\$0 \$1,645,528 \$85,709 \$0 \$253,200 \$3,377,546 \$5,361,983	\$0 \$0 \$0 \$0 \$0 \$0 \$0	\$0 \$1,645,528 \$85,709 \$0 \$253,200 \$3,377,546 \$ 5,361,983
C FEES AND SERVICES				
 8 Architect / Engineer Basic Services 9 Architect / Engineer Additional Sen 10 Architect / Engineer Reimbursable 11 Site Selection 12 Permitting & Approvals 13 Survey and Soils 14 Construction Testing 15 Project Coordination 16 Clerk of the Works 17 Commissioning 18 Other Professional Services 	vices	\$2,838,775 \$91,050 \$33,250 \$59,212 \$63,500 \$26,000 \$135,500 \$124,800 \$324,480 \$165,107 \$0 \$3,861,674	\$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0 \$0	\$2,838,775 \$91,050 \$33,250 \$59,212 \$63,500 \$26,000 \$135,500 \$124,800 \$324,480 \$165,107 \$0 \$3,861,674
D TOTAL PROJECT COST		\$42,999,125	\$0	\$42,999,125
E Other Funding Sources		\$0	\$0	\$0
F Maximum Bond Amounts		\$42,999,125	\$0	\$42,999,125



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

ROBERT G. HASSON, JR., Ed.D. COMMISSIONER

To:

Superintendents of school administrative units associated with Sanford Regional

Technical Center and Director, Sanford Regional Technical Center

From:

Robert G. Hasson, Jr., Ed.D., Commissioner, Maine Department of Education

Subject:

Approval of 2017-2018 regional school calendar

Date:

May 12, 2017

Thank you for the submission of your 2017-2018 regional school calendar which included five (5) dissimilar instructional days, a number within the maximum of 5 such days permitted by Title 20-A M.R.S.A., Section 4801, Subsection 2-A, a requirement associated with issuance of state subsidy.

Your 2017-2018 regional school calendar is hereby approved.

For the second year in a row, your school administrative units have come within compliance of the state laws associated with the regional school calendar and I would like to congratulate you for your positive efforts in working together to coordinate your scheduling for the benefit of Maine students.

For questions, please contact Doug Robertson (doug.robertson@maine.gov) at 624-6744 or Margaret Harvey (margaret.harvey@maine.gov) at 624-6739.

Student Success & Engagement Committee Report

The Student Success & Engagement Committee (formerly the Dropout Prevention Committee) met on Monday, May 22nd. Maine Revised Statute Title 20-A, 5103 states that the Superintendent shall annually establish a dropout prevention committee. The purpose of the committee is to:

- Study dropout and truancy data
- Identify problems and reasons students dropout or don't attend school
- Make recommendations for addressing problems
- Submit report and/or plan of action to school committee

Committee Membership shall be composed of the following members

- School Administrator
- Teacher and School Counselor
- Parent
- Attendance Officer
- SHS Student
- SHS Dropout
- School Committee Member

We reviewed the graduation / drop out data that is attached. The following information in included in your packet with this report:

- Sanford School Dept. dropouts/expulsions
- Dropout and completers past 6 years
- Comparison w/ other southern Maine HS

To date, we have thirty (30) students who have dropped out of Sanford High School for a variety of reasons. The final number will not be known until the fall of 2017. Our current percentage is just over 3%. Last year's we had 32 dropouts with a final percentage of 3.14%.

Our daily attendance for the 2015-2016 school year was just over 95% which was an increase and over the average of the comparable southern Maine schools.

The committee discussed the following:

- Reasons students drop out of school
- The importance of maintaining of contacts w/ potential dropouts to extend alternative opportunities
- We need to share this dropout data with teachers and administrators.
- Continue to use of human services programs to prevent and help dropouts

- Review school department policies and procedures on suspension, expulsion and other disciplinary action to gauge their effectiveness and impact on dropouts
- Identify any discriminatory practices and attitudes within school department that could cause students to dropout.

The following interventions and programs are currently in place to assist students in graduating and receiving a diploma:

- Learning Community structure at SJHS
- SRO's at SJHS and SHS
- Cadets and Cub Cadets program
- Attendance Officers at SHS and K-8
- Community Partners
- 9th Grade Orientation program
- 9th grade structure
- Jobs for Maine Graduates Program at SHS and SJHS
- Alternative Learning program at SHS
- Bridge Program
- Room 11 and on-line opportunities at SHS
- Sophomore Awareness program
- SRTC
- Extended Learning Opportunities at SHS
- Backpack program
- Involved teachers
- Academic prescriptions for students who fail with a grade between 60-69
- Learning works
- Attendance protocols.

The following interventions or recommendations were suggested and discussed:

- Expanded career exploratory opportunities for grades 9 and 10
- SRTC visits for SJHS students
- Explore pre-voc option for SRTC
- Expand summer school opportunities
- Consider in-school suspension models
- Add late bus
- Address teacher inconsistency
- Expand IMG
- Smaller class sizes
- SRTC not available for most students until junior year.

									·		
SCHOOL	EXIT DATE	LNAME	FNAME	GENDER	GRADE	TO	EXIT CODE	Date Notified	.,	Actual Attendance at SCAE	SPED
SHS				F		Discontinued School	21	1/20/2017	Adult Ed	3/6/2017-Current	X
SHS	10/20/2016		- Richard	М	11	Discontinued School	21	10/21/2016	Learning Works - Youth Build		4
SHS	1/24/2017			F	12	Discontinued School	21	1/25/2017	6th Yr		4-1
SHS	3/31/2017		4200	М	12	Discontinued School	21	3/31/2017		= 1.00000 A STATE OF COED	4-4
SHS	1/2/2017			м	12	Discontinued School	21	12/20/2016		Took CASAS Assessment and HI-St (GED) Pre Tests Only.	
SHS	11/25/2016			F	12	Discontinued School	21	12/16/2016	Anne stated to Adult Ed	12/6/16 - 1/31/17 Dropped from Program	
SHS	8/31/2016			F		Discontinued School	21	9/12/2016	Anne states to Adult Ed	9/9/16 - Current	
SHS	3/31/2017			F	12	Discontinued School	21	3/31/2017			\perp
SHS	5/1/2017			М		Discontinued School	21	5/2/2017	Bangor Job Corps		4
SHS	1/24/2017			F		Discontinued School	21	1/25/2017		3/6/15 - 8/5/15	1
SHS	1/6/2017			М		Discontinued School	21	1/9/2017	Anne stated to Adult Ed	1/27/17 - 5/5/17 Dropped from Program	
SHS	1/10/2017			М	1	Discontinued School	21	1/10/2017	Full Time Job		\perp
0110	1, 10, 201.								Was attending Bridge and ended with OSS		
SHS	11/8/2016	Contract of		М	10	Expulsion Reinstated	19	1/4/2017	and then expulsion	Met with Director and may start in Summer	
SHS	12/22/2016			М	12	Discontinued School	21		5th Yr		X
SHS	1/13/2017		(0000000	М	12	Discontinued School	21	1/19/2017	Was a 5th Yr. Anne states to Adult Ed	1/20/17 - Current	X
SHS	1/24/2017			F	11	Discontinued School	21	1/25/2017			4-1
				N 10.0	12	Discontinued School	21	3/28/2017	Moved to Corinna to Attend Job Corps. He was his own guardian who signed withdrawal paperwork		x
SHS	3/27/2017 9/26/2016			M		Discontinued School	21		Anne stated to Adult Ed - Returned to SHS on 3/23/17 - does not attend presently as of 5/15/17		
SHS	10/28/2016		200	F		Discontinued School	21	11/1/2016		11/4/16 - 12/22/16 Dropped from Program	X
SHS	4/10/2017		9	F		Discontinued School	21	4/11/2017	Moved to Bangor to attend Job Corps.		X
SHS	11/4/2016			M		Discontinued School	21	11/7/2016	Full Time Job		Х
	11/28/2016		510 (8)	F	1	Discontinued School	21		Anne stated to Adult Ed	7 Months of Weekly Tutoring prior to beginning program. 3/13/17 - Current	
SHS	4/10/2017	Energy		F	11	Discontinued School	21	4/12/2017	Anne stated to Adult Ed	Met with Director and may start in Summer	
SHS	3/20/2017			М	12	Discontinued School	21	3/29/2017			
0110	0,20,202.			1	T				5th Year Student did not end up coming		
SHS	9/5/2016	ar ozeni	(30000)	F	12	Discontinued School	21	10/12/2016	back - Non-Grad for 15/16		X
SHS	1/31/2017		VIII. 100 100	М	11	Discontinued School	21		Adult Ed and Full Time Job		X
SHS	11/9/2016			M	12	Discontinued School	21				+
SHS	4/10/2017		3300	М		Discontinued School	21				\dashv
SHS	1/24/2017			М	12	Discontinued School	21				+
SHS	1/12/2017			М	12	Discontinued School	21	1/17/2017	Anne stated to Adult Ed	2/17/17 - 4/12/17 Dropped from Program	

DROPOUT RATE CALCULATIONS - State of Maine calculates the rates by using the October 1st Grades 9-12 Counts Attending divided by number of Dropouts (All Grades) for Calendar Year

				•
	Student			l
Calendar	Counts @	Total		l
Year	October 1st	Dropouts	Percentage	
09-10	1,272	59	4.64%	
10-11	1,239	67	5.41%	
11-12	1,113	51	4.58%	
12-13	1,050	42	4.00%]
13-14	1,063	29	2.73%	
14-15	1,017	29	2.85%	
15-16	1,020	32	3.14%	l
16-17 as of				l
5/22/17	997	30	3.01%	h

Final Number will not be known until Fall 2017

	2016 4-YEAR COHORT GRADUATION RATES										
12	2-13 Sudent Cohort Counts	Transfer Ins	Transfers Outs		Count On- Time Graduates	Count Early Grads	Total Grads	Graduation Rate			
	279	94	. 100	273	231		231	84.62%			

	2015 4-YEAR COHORT GRADUATION RATES										
11-12 Sudent Cohort Counts	Transfer Ins	Transfers Outs		Count On- Time Graduates	Count Early Grads	Total Grads	Graduation Rate				
258	64	78	244	203		203	83.20%				

Г	2014 4-YEAR COHORT GRADUATION RATES										
1	0-11 Sudent Cohort Counts	Transfer Ins	Transfers Outs		Count On- Time Graduates	Count Early Grads	Grads	Graduation Rate			
	291	73	90	274	236	2	238	86.86%			

	2013 4-YEAR COHORT GRADUATION RATES									
09-10 Sudent Cohort Counts	Transfer Ins	Transfers Outs		Count On- Time Graduates	Count Early Grads	Total Grads	Graduation Rate			
306	74	91	289	241	2	243	84.08%			

2012 4-YEAR COHORT GRADUATION RATES										
08-09 Sudent Cohort Counts	Transfer Ins	Transfers Outs		Count On- Time Graduates	Count Early Grads	Grads	Graduation Rate			
309	89	103	295	240	2	242	82.03%			

2011 4-YEAR COHORT GRADUATION RATES										
07-08 Sudent Cohort Counts	Transfer Ins	Transfers Outs	,	Count On- Time. Graduates	Count Early Grads	Total Grads	Graduation Rate			
345	94	90	349	276	2	278	79.66%			

2010- 4-YEAR COHORT GRADUATION RATES										
06-07 Sudent Cohort Counts	Transfer Ins	Transfers Outs		Count On- Time Graduates	Count Early Grads	Total Grads	Graduation Rate			
365	105	103	367	270	5	275	74.93%			

Cohort Dropouts over 4 Years

Of this Cohort there were 22 Student Dropouts (divided by 279 starting cohort = 7.89%)

Of this Cohort there were 23 Student Dropouts (divided by 258 starting cohort = 8.91%)

Of this Cohort there were 22 Student Dropouts (divided by 291 starting cohort = 7.56%)

Of this Cohort there were 38 Student Dropouts (divided by 306 starting cohort = 12.4%)

Of this Cohort there were 38 Student Dropouts (divided by 309 starting cohort = 12.3%)

Of this Cohort there were 39 Student Dropouts (divided by 345 starting cohort = 11.3%)

Of this Cohort there were 45 Student Dropouts (divided by 365 starting cohort = 12.3%)

2014-2015 and 2015-2016 Graduation, Dropout, F/R Elig. and Average Daily Atendance Rates Comparison With Other Southern Maine High Schools

	Oct. 1, 2015 Total	Oct. 1, 2016 Total	14/15 Graduation	15/16 Graduation	The NOTE THE PARTY OF THE	15/16 Dropout Rate	1. 1. 中華與個別學的數			15/16 Avg. Daily
High School	Enrollment	Enrollment	Rate %	Rate %	%	%	%	%		Attendance %
Auburn - Edward Little	987	992	80.00	72.76	2.67	7.76	46.9	48.9	89.0	92.5
Biddeford	801	769	84.54	85.93	1.25	3.25	48.4	44.7	92.0	91.0
Bonny Eagle, Standish	1 1 69	1139	78.50	82.17	3.77	4.57	38.1	35.0	92.0	94.4
Deering - Portland	937	877	80.49	80.59	1.95	2.85	63.7	55.4	95.0	94.9
Gorham	840	833	90.91	92.93	1.32	1.44	24.3	16.9	97.0	96.6
Kennebunk	692	676	92.90	94.00	0.72	1.63	27.2	18.3	95.0	94.5
Lewiston	1346	1429	69.3 1	94.91	3.42	4.97	66.1	100.0	91.0	90.5
Massabesic	1046	10 1 6	83.78	85.99	2.11	2.85	39.7	38.4	95.0	93.4
Noble	1076	1097	89.35	85.00	1.77	2.46	39.2	45.6	93.0	93.6
Portland High	862	790	85.77	80.62	3.27	5.57	53 .9	42.5	94.0	94.3
Sanford	1018	1020	83.20	84.62	2.85	3.14	56.9	48.7	94.0	95.1
Scarborough	998	1019	95.49	97.31	0.40	0.39	15.5	14.7	95.0	94.7
South Portland	896	910	86.52	9355	1.68	1.98	36.6	41.2	93.0	92.9
Wells	446	433	98.29	100.00	0.23	0.00	17.9	19.9	94.0	95.3
York	614	612	90.63	94.16	1.14	1.63	15.0	6.8	94.0	94.7
		1	4							
Averages	915.20	907.47	85.98	87.93	1.90	2.97	39.29	38.48	93.53	93.89