

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
REGULAR MEETING AGENDA
MONDAY, OCTOBER 15, 2018, 6:00 PM**

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

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

Student Reps present: Emma Dubois, Harrielle Bernard, Natalie St. Onge

Staff present: David Theoharides, Superintendent
Matt Nelson, Assistant Superintendent
Steve Bussiere, Assistant Superintendent Elect
Gwen Bedell, Business Administrator
Bernie Flynn, Curriculum Director

A. Call to Order _____
(time)

B. Pledge of Allegiance

C. Adjustments **None**

D. Approval of Minutes **None**

E. Public Comments

F. Communications **None**

G. Committee Reports

1. Construction Updates
 - i. SHS/SRTC Construction Project
 - ii. Elementary Construction Projects

H. Superintendent's Report

1. Students Representatives' Reports
2. Field Trips
 - i. SRTC SkillsUSA Leadership Meeting in Bangor on 9/28/19
 - ii. SHS JMG Career Development Conference in Waterville on 3/26/19

I. Directors' Reports

1. Business Administrator Gwen Bedell
2. Assistant Superintendent Matt Nelson
3. Curriculum Director Bernie Flynn

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J. New Business

1. August 31, 2018 Financials – Gwen Bedell
 - a. Expenses ([Attachment J.1.a](#))
Recommendation: To approve the August 31, 2018 Expenses as presented
 - b. Reconciliation ([Attachment J.1.b](#))
Recommendation: To approve the August 31, 2018 Reconciliation as presented

K. Old Business None

L. Resignations

1. Superintendent Theoharides will announce the following resignation(s).

Harry Spiliopoulos	Athletics	Varsity Swim Coach	Eff. Immediately
Regan Grant	Willard	Ed Tech I, Special Ed	Eff. 10/12/18

M. Staff Appointments

2. Superintendent Theoharides will announce the following appointment(s).

Suzanne Gagnon	CJL	Long term sub, grade 3	Eff. 9/24/18
Jennifer Michaels	SJHS	Ed Tech II, Special Ed	Eff. TBD
Melissa Blier	MCS	Ed Tech II, Special Ed	Eff. TBD
Beth Marass	SHS	Ocean Bowl Advisor	Eff. Fall 2018
Matt Ouellette	Athletics	7 th Grade Boys Basketball Coach	Eff. 11/5/18
Mark Boissonneault	Athletics	7 th Grade Girls Basketball Coach	Eff. 11/5/18
Shaina Morrow	Athletics	Varsity Swim Coach	Eff. 11/1/18
Danielle Perrin	Title I	Math Club Teacher	Eff. 10/22/18
Karen Kantolak	Title I	Math Club Teacher	Eff. 10/22/18
Heidi Smith	Title I	Math Club Teacher	Eff. 10/22/18
Sarah Shelley	Title I	Math Club Teacher	Eff. 10/22/18
Lisa Miller	Title I	Math Club Teacher	Eff. 10/22/18
Nicole McAllister	Title I	Math Club Teacher	Eff. 10/22/18
Celeste Bemis	Title I	Math Club Teacher	Eff. 10/22/18
Diana Vermette	Title I	Math Club Teacher	Eff. 10/22/18
Samantha Hilt-Coleman	Title I	Math Club Teacher	Eff. 10/22/18
Kim Oakes	Title I	Math Club Teacher	Eff. 10/22/18
Valerie Sullivan	Title I	Math Club Teacher	Eff. 10/22/18
Tara Omoigiade	Title I	Math Club Teacher	Eff. 10/22/18
Amy Williams	Title I	Math Club Teacher	Eff. 10/22/18
Kim Conway	Title I	Math Club Teacher	Eff. 1/28/19

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N. Staff Transfers

1. Superintendent Theoharides will announce the following transfer(s).

Susan Davis	From 3.75 hr/day at Central Kitchen Foodservice	To 3.75 hr/day at MCS Foodservice	Eff. 9/10/18
Joelle Landry	From 2.75 hr/day at MCS Foodservice	To 3.75 hr/day at Central Kitchen Foodservice	Eff. 9/10/18
Ashley Wakefield	From First Cook at Central Kitchen	To Temporary Kitchen Manager at Central Kitchen	Eff. 10/1/18
Judy Hogan	.3 FTE Title I Teacher	To .5 FTE Title I Teacher	Eff. 9/11/18

O. Staff Nominations

1. Superintendent Theoharides will nominate the following professional staff for (a) probationary contract(s):

Jennifer Chiaramonte	Willard	Grade 5	Replacement, Eff. TBD
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Recommendation: To approve the nomination(s) as presented.

P. Policies **None**

Q. Items for Future Agenda(s)

1. Field Trips
2. SRTC programming for 2019/2020

R. Calendar Announcements

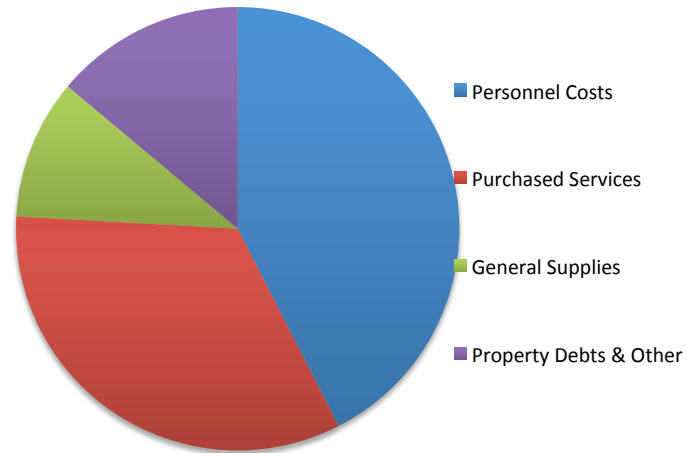
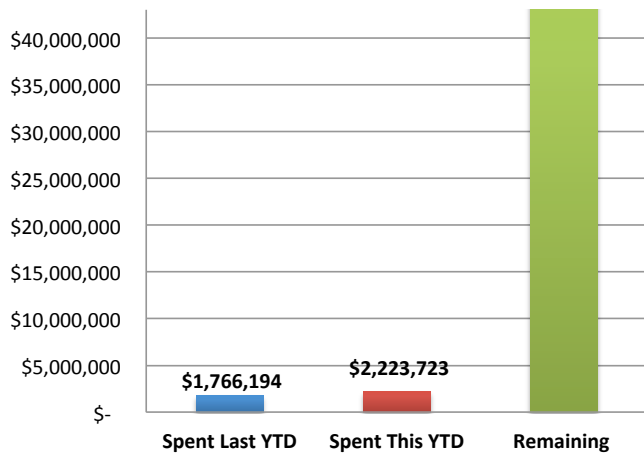
Monday, November 5, 2018	Regular Meeting	City Council Chambers	6:00 pm
Monday, November 19, 2018	Regular Meeting	City Council Chambers	6:00 pm

S. Adjournment

1. **Recommendation:** To adjourn at _____.

SANFORD SCHOOL DEPARTMENT
SUMMARY OF GENERAL FUND EXPENSES by FUNCTION and WARRANT ARTICLE
For the Year-to-Date and Month Ending August 31, 2018

Account Group	Jul 17 - Aug 17 Actual	Jul 18 - Aug 18 Actual	2018/19 Revised Budget	Amount Remaining Revised Budget - Actual
51000 Personal Services - Sal/Wages&Stip.	\$ 669,669	\$ 624,224 28%	\$ 23,718,093 48%	\$ 23,093,869 97%
52000 Personal Services - Payroll Tax&Bene.	\$ 325,779	\$ 320,358 14%	\$ 9,444,140 19%	\$ 9,123,782 97%
<i>Subtotal - Personal Services</i>	\$ 995,448	\$ 944,581 42%	\$ 33,162,233 67%	\$ 32,217,651 97%
53000 Purchased Prof. & Tech. Services	\$ 165,865	\$ 451,646 20%	\$ 2,052,569 4%	\$ 1,600,924 78%
54000 Purchased Property Services	\$ 111,914	\$ 95,390 4%	\$ 627,405 1%	\$ 532,015 85%
55000 Other Purchased Services	\$ 150,781	\$ 195,868 9%	\$ 2,784,999 6%	\$ 2,589,131 93%
56000 General Supplies	\$ 154,588	\$ 227,346 10%	\$ 1,686,465 3%	\$ 1,459,120 87%
57000 Property Maint & Repair	\$ 146,625	\$ 88,270 4%	\$ 372,546 1%	\$ 284,275 76%
58000 Debt, Dues/Fees & Miscellaneous	\$ 40,973	\$ 220,622 10%	\$ 8,456,074 17%	\$ 8,235,452 97%
59000 Other & Rounding	\$ -	\$ - 0%	\$ (4) 0%	\$ (4) 0%
Total	\$ 1,766,194	\$ 2,223,723 100%	\$ 49,142,287 100%	\$ 46,918,564 95%



Warrant Article Cost Center	Jul 17 - Aug 17 Actual	Jul 18 - Aug 18 Actual	2018/2019 Revised Budget	Amount Remaining
1. Regular Instruction	\$ 171,895	\$ 31,747 1%	\$ 15,799,404 32%	\$ 15,767,657 100%
2. Special Education	\$ 123,616	\$ 144,415 6%	\$ 8,208,916 17%	\$ 8,064,501 98%
3. Career / Technical Education	\$ 112,105	\$ 204,623 9%	\$ 2,893,126 6%	\$ 2,688,503 93%
4. Other Instruction	\$ 75,006	\$ 227,286 10%	\$ 1,094,901 2%	\$ 867,615 79%
5. Student & Staff Support	\$ 350,908	\$ 403,543 18%	\$ 3,937,209 8%	\$ 3,533,666 90%
6. System Administration	\$ 166,783	\$ 179,517 8%	\$ 976,331 2%	\$ 796,813 82%
7. School Administration	\$ 304,416	\$ 337,569 15%	\$ 2,178,109 4%	\$ 1,840,540 85%
8. Transportation & Buses	\$ 36,202	\$ 52,624 2%	\$ 1,942,784 4%	\$ 1,890,160 97%
9. Facilities Maintenance	\$ 425,261	\$ 636,617 29%	\$ 3,983,299 8%	\$ 3,346,682 84%
10. Debt Service	\$ -	\$ - 0%	\$ 8,095,134 16%	\$ 8,095,134 0%
11. All Other Expenditures & Rounding	\$ -	\$ 5,784 0%	\$ 33,075 0%	\$ 27,291 0%
Subtotal	\$ 1,766,194	\$ 2,223,723 100%	\$ 49,142,287 100%	\$ 46,918,563 95%
Adult Education	\$ 94,518	\$ 113,817 15%	\$ 748,462	\$ 634,645 85%
Total	\$ 1,860,712	\$ 2,337,541 5%	\$ 49,890,749 100%	\$ 47,553,208 95%

RECONCILIATION OF ACCOUNTS
 BETWEEN SANFORD SCHOOL DEPARTMENT & THE CITY OF SANFORD
 For the Year-to-Date and Month Ending August 31, 2018

Fund			Year to Date Revenues			Year to Date Expenses			Year to Date Net (Rev - Exp)		
City	Schl	Name	School	City	Variance	School	City	Variance	School	City	Variance
GENERAL FUND											
	000	GI00-12 Education	(4,359,984)	(4,359,984)	-	2,223,723	2,223,723	-	(2,136,261)	(2,136,261)	-
	600	G 1500 Adult Education	(4,472)	(4,472)	-	113,817	113,817	-	109,345	109,345	-
		Total	(4,364,457)	(4,364,457)	-	2,337,541	2,337,541	-	(2,026,916)	(2,026,916)	-
SPECIAL REVENUE FUNDS											
	2202	2002 Erate	(6,827)	(6,827)	-			-	(6,827)	(6,827)	-
	2203	2003 Tech Tuition	(129,655)	(129,655)	-	5,114	5,114	-	(124,541)	(124,541)	-
	2207	2215 Momentum	(5,350)	(5,350)	-	656	656	-	(4,694)	(4,694)	-
	2219	2069 Genest/SRTC Bldg	(8,250)	(8,250)	-			-	(8,250)	(8,250)	-
	2238	2215 College Transitions			-	3,819	3,819	-	3,819	3,819	-
	2239	2300 Title 1A	(99,741)	(99,741)	-	79,849	79,849	-	(19,891)	(19,891)	-
	2249	2460 MaineCare			-	(0)	(0)	-	(0)	(0)	-
	2252	2470 Idea Local Entitlemt.			-	7,004	7,004	-	7,004	7,004	-
	2253	2510 Early Child/PreSchl.	(6,274)	(6,274)	-	(12)	(12)	-	(6,285)	(6,285)	-
	2262	2700 Title 2A	(8,619)	(8,619)	-	25,798	25,798	-	17,179	17,179	-
	2268	2860 Carl Perkins	(9,396)	(9,396)	-	28,240	28,240	-	18,844	18,844	-
	2269	2950 Aefla/Abe			-	6,817	6,817	-	6,817	6,817	-
		Total	(274,112)	(274,112)	-	157,285	157,285	-	(116,827)	(116,827)	-
CAPITAL IMPROVEMENT FUNDS											
	4047	3015 HS Const Project	(53,646)	(53,646)	-	3,412,848	3,412,848	-	3,359,203	3,359,203	-
	4054	3020 Elem Const Project	(200,291)	(100,291)	(100,000)	26,969	26,969	-	(173,321)	(73,321)	(100,000)
		Total	(253,936)	(153,936)	(100,000)	3,439,818	3,439,818	-	3,185,881	3,285,881	(100,000)
ENTERPRISE FUNDS											
<i>*7/18 Deposit Recorded by City FYE18</i>											
	5000	6000 School Caf�	(67,668)	(67,668)	-	101,458	101,458	-	33,790	33,790	-
	5200	6150 Adult Ed Enrichment	(1,844)	(1,844)	-	5,147	5,147	-			-
		Total	(69,512)	(69,512)	-	106,605	106,605	-	33,790	33,790	-
TRUST FUNDS											
	7013	8015 Trust Funds	(3,000)	(3,000)	-	3,150	3,150	-	150	150	-
		Total	(3,000)	(3,000)	-	3,150	3,150	-	150	150	-

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

_____ Gwen R. Bedell Gadbois, Business Admin.

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

_____ Ronni L. Champlin, Finance Director