

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
REGULAR MEETING AGENDA
Monday, February 4, 2019 at 7:00 pm**

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

Members present: John Roux, Scott Sheppard, Don Jamison, Emily Sheffield, Kendra Williams

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

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

A. Call to Order _____
(time)

B. Pledge of Allegiance

C. Adjustments **None**

D. Approval of Minutes

1. November 5, 2018 Regular Meeting 6:00 PM (Attachment D.1.)
2. November 19, 2018 Workshop Session 5:30 PM (Attachment D.2.)
3. December 3, 2018 Regular Meeting 6:00 PM (Attachment D.3.)
4. December 19, 2018 Executive Session 3:45 PM (Attachment D.4.)
5. December 19, 2018 Executive Session 4:15 PM (Attachment D.5.)
6. January 9, 2019 Executive Session 3:30 PM (Attachment D.6.)

Recommendation: To approve the minutes as presented.

E. Public Comments

F. Communications **None**

G. Committee Reports

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

Sanford School Committee Meeting Agenda

February 4, 2019

H. Superintendent’s Report

- 1. Students Representatives’ Reports
- 2. Field Trip Announcements - None

I. Directors’ Reports

- 1. Business Administrator Gwen Bedell

- 2. Assistant Superintendent Steve Bussiere
 - i. Boston Versus Bullies

- 3. Curriculum Director Bernie Flynn

J. New Business

- 1. Sabbatical Request – Dan Milliken
Recommendation: To approve Mr. Milliken’s sabbatical request as presented.

- 2. December, 2018 Financials – Gwen Bedell-Gadbois
 - i. December, 2018 Expenses (**Attachment J.2.i.**)
Recommendation: To approve the December 31, 2018 Expenses as presented.

 - ii. December, 2018 Reconciliation (**Attachment J.2.ii.**)
Recommendation: To approve the December 31, 2018 Reconciliation as presented.

K. Old Business None

L. Resignations

- 1. Superintendent Nelson will announce the following resignation(s).

Robin Meehan	Grade 5	CJL	Eff. 8/31/19
--------------	---------	-----	--------------

M. Staff Appointments None

N. Staff Transfers None

O. Staff Nominations None

P. Policies None

**Q. Items for Future Agenda(s)
 None**

Sanford School Committee Meeting Agenda

February 4, 2019

R. Calendar Announcements

Monday, February 11, 2019	Budget Workshop	Supt. Conference Room	5:00 pm
Monday, February 25, 2019	Budget Workshop	Supt. Conference Room	5:00 pm
Monday, February 25, 2019	Regular Meeting	City Council Chambers	7:00 pm
Monday, March 4, 2019	Regular Meeting	City Council Chambers	6:00 pm
Thursday, March 7, 2019	Overview of City and School budgets presented to Budget Committee	City Council Chambers	6:00 pm
Thursday, March 14, 2019	School budget discussed by Budget Committee	City Council Chambers	6:00 pm
Thursday, March 21, 2019	City budget discussed by Budget Committee AND public hearing	City Council Chambers	6:00 pm
Thursday, March 28, 2019	Approval of City AND School budgets by Budget Committee	City Council Chambers	6:00 pm

S. Adjournment

1. Recommendation: To adjourn at _____.

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES
Monday, November 5, 2018 ~ 6:00 pm**

Note: Meeting was 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
Gwen Bedell, Business Administrator
Bernie Flynn, Curriculum Director

A. Call to Order Time: 6:10 pm

B. Pledge of Allegiance Said

C. Adjustments Motion by Mr. Sheppard: **To add New Business Item J.1. Snow Removal Bids (See Addendum)**
Motion seconded by Ms. Sheffield. Motion carried 5 – 0.

D. Approval of Minutes

1. October 15, 2018 Workshop at 5:15 pm (Attachment D.1.)
2. October 15, 2018 Regular Meeting at 6:00 pm (Attachment D.2.)

Motion by Mr. Sheppard: **To approve the minutes as presented**
Motion seconded by Mrs. Williams. Motion carried 5 – 0.

E. Public Comments

1. Jacob Favolise spoke to the School Committee about the Cell Phone Policy.

F. Communications None

School Committee Meeting Minutes

November 5, 2018

G. Committee Reports

1. Construction Updates
 - a. SHS/SRTC Construction Project
 1. Grand Opening Celebration 10/28/18
 - a. Thank yous
 2. Punch list items
 - a. Gym floor
 - b. Dust collection systems
 3. Performing Arts Center – 1st concert scheduled for 12/10/18
 4. Madawaska School Department visit scheduled for 11/16/18 at 11:00 am
 - b. Elementary Construction Projects
 1. MCS
 - a. Foundation delays
 2. CMS (old SHS/SRTC)
 - a. Concrete risers in Room 111
 - b. Demolition of special ed stick built portable
 - c. Removal of 5 Schiavi portables on 11/12/18
 - d. Asbestos removal
 - e. Kudos to ty and custodial staff on building clean out

H. Superintendent's Report

1. Student Representatives' Reports
2. Field Trip Announcements
 - a. SJHS JMG group to MYAN Youth Leadership Conference in Bangor on November 7-8, 2018
 - b. SHS Peer Helpers group to MYAN Youth Leadership Conference in Bangor on November 7-8, 2018
 - c. SHS Boys Soccer Team to N. E. Revolution game in Foxboro, MA on 10/28/18
 - d. SRTC Wiring Class to ABC Trade Show in Augusta on 11/16/18
3. Superintendent's Notes
 - a. Wellness Fair – Kudos to Gwen Bedell and Business Department
 - b. School Spirit Challenge on Friday, 11/2/18
 - c. MCS Veteran's Day Ceremony will be held Wednesday, 11/7/18
 - d. Administrator training on bullying will be held Friday, 11/9/18 in Saco
 - e. New website and app will be rolled out soon
 - f. Instant Alert replaced on 11/1/18
 - g. Teacher Evaluation software

I. Directors' Reports

1. Business Administrator Gwen Bedell
 - a. Wellness Fair update
 - b. Schools are in the process of developing budgets for 19/20
 - c. Five-year transportation bid expires this year; we will be going out to bid

School Committee Meeting Minutes

November 5, 2018

2. Assistant Superintendent Matt Nelson
 - a. Update regarding teacher input on cell phone policy
 - b. MSMA Fall Conference – attended session on field trips
 - c. Bus evacuation drills held last week for all students
 - d. School Safety Audit held by Safety Committee
 - e. York County Supt. Association hopes to hold an elected officials' night on 11/28/18 with School Boards and Superintendents
 - f. Lafayette School Neighborhood Planning Committee for after Lafayette is closed in 2020

3. Director of Curriculum Bernie Flynn
 - a. MEA results (Attachment I.3.i)
Motion by Mrs. Williams **To table discussion on MEA results until 12/3/18 due to changes from Maine Dept. of Education**
Motion seconded by Ms. Sheffield. Motion carried 5 – 0.
 - a. Discussed SJHS Math program – math and literacy task force
 - b. Discussed new Math Coach Jenna Daniels

J. New Business

1. New Business (Addendum) Snow Removal Bids – Gwen Bedell (Attachment J.1.)
Motion by Mr. Sheppard **To accept the bid from Caleb C. Chessie to provide snow removal services at the new SHS/SRTC complex from 11/1/18 to 10/31/20; to accept the bid from L.V. Allen & Sons, Inc. to provide snow removal services at the SJHS/Willard School/Memorial Gym/old SHS/SRTC complex from 11/1/18 to 10/31/20; and to accept the bid from H. A. Stone to provide snow removal services at Lafayette/Carl J. Lamb and Margaret Chase Smith School from 11/1/18 to 10/31/20.**
Motion seconded by Mr. Mapes. Motion carried 5 – 0.

K. Old Business

None

L. Resignations

1. Superintendent Theoharides announced the following resignations:

Amanda Richer	Cheering Coach	SJHS	Eff. 10/8/18
Deborah Gagnon	Administrative Assistant	SJHS	Eff. 10/26/18
Debra Briggs	Administrative Assistant	Willard	Eff. 10/26/18
Ron St. Jean	Custodian	SHS 2 nd Shift	Eff. 10/19/18

School Committee Meeting Minutes

November 5, 2018

M. Staff Appointments

1. Superintendent Theoharides announced the following appointments:

Heather Van Geisen	Long term sub – Ed Tech – Special Ed	CJL	Eff. 10/18/18	new
Penny Lindsey	Long term sub – Ed Tech – Special Ed	CJL	Eff. 10/18/18	new
Jennifer Beattie	Temporary PT Clerical	SCAE	Eff. 10/15/18	temporary
Diana Vermette	PLCSS Building Level Coordinator	Willard	Eff. 10/18/18	replacement
Melissa Michaud	Asst. Literacy Coach	Elementary	Eff. Fall 2018	Renewal
Sara Deschambault	Asst. Literacy Coach	Elementary	Eff. Fall 2018	Renewal
Michelle Levy	Asst. Literacy Coach	Elementary	Eff. Fall 2018	Renewal
Danielle Perrin	Asst. Literacy Coach	Elementary	Eff. Fall 2018	Renewal
Christy Crowley	Asst. Literacy Coach	Elementary	Eff. Fall 2018	Renewal
Jessica Allaire	Asst. Literacy Coach	Elementary	Eff. Fall 2018	Renewal
Kristi Cochins Peters	Asst. Literacy Coach	Elementary	Eff. Fall 2018	Replacement
Elaine Blanchard	Administrative Assistant	SJHS	Eff. 11/1/18	Replacement
Scott Keeney	Assistant Swim Coach	SHS	Eff. 11/19/18	Replacement

N. Staff Transfers

1. Superintendent Theoharides announced the following transfers:

Chelsea Graffam	From 2 nd Cook at Central Kitchen	To Temporary 1 st Cook at Central Kitchen	Eff. 10/15/18
-----------------	--	--	---------------

O. Staff Nominations

None

P. Policies

None

School Committee Meeting Minutes

November 5, 2018

Q. Items for Future Agenda(s)

1. Field trips (TBD)
2. School Committee Goal Setting for 2018/2019 (11/19/18)

R. Calendar Announcements

1. Workshop set for Monday, October 29, 2018 at 5 pm at the new high school (small dining area) to address Cell Phone Usage by Students and Foodservice practices

Monday, November 19, 2018	Workshop Meeting – Goal Setting	5:30 PM	New SHS
Monday, December 3, 2018	Regular Meeting	6:00 PM	City Council Chambers
Monday, December 17, 2018	Regular Meeting	6:00 pm	City Council Chambers

S. Adjournment

Ms. Sheffield made a motion **to adjourn at 7:17 pm.**
Mr. Sheppard seconded the motion. Motion carried 5 - 0.

Respectfully submitted,

 John Roux, School Committee Chair

 David Theoharides, Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES
Monday, November 19, 2018 ~ 5:30 pm**

Note: Meeting was held in Sanford Regional Technical Center Conference Room – 100 Alumni Boulevard

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

Student reps present: None

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

A. Call to Order Time: 5:42 pm

B. Workshop Session: School Committee Goal Setting

C. Adjournment

Mr. Sheppard made a motion **to adjourn at 7:54 pm.**
Mrs. Williams seconded the motion. Motion carried 5 - 0.

Respectfully submitted,

John Roux, School Committee Chair

Matt Nelson, Assistant Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES
Monday, December 3, 2018 ~ 6:00 pm**

Note: Meeting was 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
Gwen Bedell, Business Administrator
Bernie Flynn, Curriculum Director

A. Call to Order Time: 6:05 pm

B. Pledge of Allegiance Said

C. Adjustments Motion by Mr. Sheppard: **To move items J.1. SHS Peer Helpers Presentation, P.1. Policy JFCK and P.2. Policy JFCK-R forward to be heard next.**
Motion seconded by Ms. Williams. Motion carried 5 – 0.

J. **New Business*

1. SHS Peer Helpers Presentation – Natalie St. Onge, Beth Letourneau
(Attachment J.1.) *heard out of order*

P. **Policies*

1. First Reading – Policy JFCK – Student Use of Cell Phones and Electronic Devices **(Attachment P)** *heard out of order*

Motion by Mr. Sheppard: **To accept the first reading of Policy JFCK as presented.**

Motion seconded by Ms. Sheffield. Motion carried 3 affirmatives, 1 negative (Williams) and 1 abstention (Mapes).

2. First Reading – Policy JFCK-R – Students use of Cell Phones and electronic Devices – Administrative Procedures **(Attachment P)** *heard out of order*

Motion by Mr. Shepard: **To accept the first reading of Policy JFCK-R as presented.**

Motion seconded by Ms. Sheffield. Motion carried: 3 affirmatives, 1 negative (Williams) and 1 abstention (Mapes).

D. Approval of Minutes

1. Executive Session, October 29, 2018, 5 pm **(Attachment D.1.)**

2. Executive Session, November 13, 2018, 5 pm **(Attachment D.2.)**

Motion by Mr. Sheppard: **To approve the minutes as presented**

Motion seconded by Mrs. Williams. Motion carried 5 – 0.

School Committee Meeting Minutes

December 3, 2018

E. Public Comments None

F. Communications None

G. Committee Reports

1. Construction Updates
 - a. SHS/SRTC Construction Project
 1. D Wing – 1/1/19
 2. PAC on 12/17/18
 3. Dust collectors
 4. New coolers
 - b. Elementary Construction Projects
 1. MCS
 2. CMS (old SHS/SRTC)

H. Superintendent's Report

1. Student Representatives' Reports
2. Field Trip Announcements
 - i. SRTC Engineering & Architectural Design Class to N.E. Architectural Expo in Boston on November 28, 2018
 - ii. SRTC SkillsUSA to Fall Leadership Conference in Bangor on December 6-7, 2018
3. Superintendent's Notes
 - a. New phone app

School Committee Meeting Minutes

December 3, 2018

I. Directors' Reports

1. Business Administrator Gwen Bedell
 - a. Audit presentation scheduled for 1/7/19
 - b. Meeting with SFTA to review insurance
 - c. Transportation RFQ
 - d. Budget timeline
 - e. September, 2018 and October, 2018 Financials *heard out of order*
 - J.2. September, 2018 Financials
 - i. General Fund Expenses 9.30.18 (Attachment J.2.i.)
 - ii. Reconciliation of Accounts 9.30.18 (Attachment J.2.ii)
 - J.3. October, 2018 Financials
 - i. General Fund Expenses 10.31.18 (Attachment J.3.i)
 - ii. Reconciliation of Accounts 10.31.18 (Attachment J.3.ii)

Motion by Mr. Sheppard: **To approve the September, 2018 and October, 2018 financials as presented**

Motion seconded by Mrs. Williams. Motion carried 5 – 0.

- J.4. Amendments to MSMA Insurance Declarations of Trust and Indemnity Agreements *heard out of order*
 - i. MSMA Dental Insurance Declaration of Trust and Indemnity Agreement (Attachment J.4.i.)

Motion by Mr. Sheppard: **To move that the “Vote to Authorize Amendments to MSMA Dental Insurance Declaration of Trust and Indemnity Agreement” be adopted in form presented to this meeting and that a copy of said vote be filed with the minutes of this meeting.**

Motion seconded by Mrs. Williams. Motion carried 5 – 0.

- ii. MSMA Group Insurance Declaration of Trust and Indemnity (Attachment J.4.ii)

Motion by Mr. Sheppard: **To move that the “Vote to Authorize Amendments to MSMA Group Insurance Declaration of Trust and Indemnity Agreement” be adopted in form presented to this meeting and that a copy of said vote be filed with the minutes of this meeting.**

Motion seconded by Mrs. Williams. Motion carried 5 – 0.

- iii. MSMA Workers' Compensation Declaration of Trust and Indemnity (Attachment J.4.iii)

Motion by Mr. Sheppard: **To move that the “Vote to Authorize Amendments to MSMA Workers Compensation Insurance Declaration of Trust and Indemnity Agreement” be adopted in form presented to this meeting and that a copy of said vote be filed with the minutes of this meeting.**

Motion seconded by Mrs. Williams. Motion carried 5 – 0.

2. Assistant Superintendent Matt Nelson - none

3. Director of Curriculum Bernie Flynn - none

- a. MEA results (Attachment I.3.i) will be discussed at a later date

School Committee Meeting Minutes

December 3, 2018

J. New Business

1. SHS Peer Helpers Presentation – Natalie St. Onge, Beth Letourneau ([Attachment J.1.](#)) *heard out of order*
2. September, 2018 Financials – Gwen Bedell ([Attachments J.2.i and J.2.ii](#)) *heard out of order*
3. October, 2018 Financials – Gwen Bedell ([Attachments J.3.i and J.3.ii](#)) *heard out of order*
4. Amendments to MSMA Insurance Declarations of Trust and Indemnity Agreements – Gwen Bedell ([Attachments J.4.i, J.4.ii and J.4.iii](#)) *heard out of order*

K. Old Business None

L. Resignations

1. Assistant Superintendent Nelson announced the following resignations:

Todd Bell	K Teacher	MCS	Retiring 8/31/18
Harry Spiliopoulos	Science Teacher	SHS	Retiring 1/18/19
Michael Ricker	Maintenance	District	Resigned 11/30/18
Kate Schothuis	Administrative Asst.	Sp. Education	Eff. 11/9/18

M. Staff Appointments

1. Assistant Superintendent Nelson announced the following appointments:

Nichole Ivey	PT ELA Instructor	SCAE	Eff. 11/3/18
Zach Lemelin	Asst. Athletic Director	SHS	Eff. 11/1/18
Alexia Ortega	Administrative Asst.	Willard	Eff. 12/3/18
Anne L'Heureux	IT Data Specialist	Central Office.	Eff. 12/TBD/18
Ryan Martin	Head Boys Basketball Coach	SHS	
Jacob Mills	JV Boys Basketball Coach	SHS	
Ryan Camire	1 st Team Boys Basketball Coach	SHS	
Rossie Kearson	Head Girls Basketball Coach	SHS	
Tim Fecteau	JV Girls Basketball Coach	SHS	
Mark Boissonneault	7 th Grade Girls Basketball Coach	SJHS	
James Cantara	8 th Grade Girls Basketball Coach	SJHS	
Nate Mann	8 th Grade Boys Basketball Coach	SJHS	
Matt Ouellette	7 th Grade Boys Basketball Coach	SJHS	
Kendra O'Connell	Cheering Coach	SHS	
Brooke Berry	Cheering Coach	SJHS	
Shaina Morrow	Varsity Swim Coach	SHS	
Scott Keeney	Assistant Swim Coach	SHS	
Nate Smith	Head Wrestling Coach	SHS	
Paul Rivard	Assistant Wrestling Coach	SHS	
Paul Rivard	Head Wrestling Coach	SJHS	

School Committee Meeting Minutes

December 3, 2018

N. Staff Transfers

- Assistant Superintendent Nelson announced the following transfers:

Jeanne Badger	From Foodservice at Central Kitchen	To Foodservice at SHS – temporary	Eff. 10/31/18
Briana Lafrance	From Foodservice sub	To Foodservice at Central Kitchen – temporary	Eff. 11/26/18
Mona Lamb	From Foodservice at Central Kitchen	To Foodservice Second Cook at Central Kitchen – temporary	Eff. 11/5/18
Joelle Landry	From Foodservice at Central Kitchen 3.75 hr/day	To Foodservice at Central Kitchen 5.0 hr/day – temporary	Eff. 11/26/18

O. Staff Nominations None

P. Policies

(Attachment P.)

- First Reading – Policy JFCK *heard out of order*
- First Reading – Policy JFCK-R *heard out of order*

Q. Items for Future Agenda(s)

- Field trips (TBD)
- 2019 2020 school calendar

R. Calendar Announcements

- Workshop set for Monday, October 29, 2018 at 5 pm at the new high school (small dining area) to address Cell Phone Usage by Students and Foodservice practices

Monday, January 7, 2019	Regular Meeting (including organization for 2019)	6:00 PM	City Council Chambers
Monday, January 28, 2019	Regular Meeting	6:00 PM	City Council Chambers

S. Adjournment

Mr. Sheppard made a motion **to adjourn at 8:15 pm.**
 Ms. Sheffield seconded the motion. Motion carried 5 - 0.

Respectfully submitted,

 John Roux, School Committee Chair

 Matt Nelson, Assistant Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES
Wednesday, December 19, 2018 ~ 3:45 pm**

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

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

Staff present: Matt Nelson, Assistant Superintendent
Steve Bussiere, Assistant Superintendent
Aaron Tremblay, SHS Assistant Principal

Call to Order Time: 3:53 pm

A. Executive Session Student Matter

1. Motion by Mr. Roux: **To enter Executive Session to consider disciplinary action for a student at Sanford High School pursuant to 1 MRSA § 405(6)(B) at 3:53 pm.**

Motion seconded by Mrs. Williams. Motion carried 4 to 0.

2. Motion by Mr. Mapes: **To exit Executive Session at 4:28 pm.**

Motion seconded by Mrs. Williams. Motion carried 4 to 0.

Public Session:

3. Motion by Mrs. Williams: **The School Committee has discussed the testimony and evidence presented and has found the student under consideration to be deliberately disobedient, disorderly, and engaging in infractions of Sanford School Committee Policy JICIA. The student's removal from school is necessary for the peace and usefulness of the school and as a result the student will be expelled from school indefinitely. A meeting will be set up with the student, guardian and school administration to outline the conditions for re-entry. The Assistant Superintendent of Schools will provide the student and the student's guardian written notice of the Sanford School Committee's findings and conclusions.**

Motion seconded by Mr. Mapes. Motion carried 4 to 0.

B. Adjournment

Ms. Sheffield made a motion **to adjourn at 4:33 pm.**

Mr. Mapes seconded the motion. Motion carried 4 - 0.

Respectfully submitted,

John Roux, School Committee Chair

Matt Nelson, Assistant Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES
Wednesday, December 19, 2018 ~ 4:15 pm**

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

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

Staff present: Matt Nelson, Assistant Superintendent
Steve Bussiere, Assistant Superintendent
Troy Watts, SHS Assistant Principal
Brent Coleman, Outreach Worker

Guests present: Student

A. Call to Order Time: 4:48 pm

B. Executive Session Student Matter

1. Motion by Mr. Mapes: **To enter Executive Session to consider the re-admission of a student to Maine public schools pursuant to 1 MRSA § 405(6)(B) at 4:48 pm.**

Motion seconded by Mrs. Williams. Motion carried 4 to 0.

2. Motion by Mr. Mapes: **To exit Executive Session at 5:10 pm.**

Motion seconded by Mrs. Williams. Motion carried 4 to 0.

Public Session:

3. Motion by Mr. Mapes: **The School Committee has discussed the information presented regarding the student's request and found it to be insufficient to re-admit the student. Based on that information, the student will not be readmitted to Sanford High School. In addition, the Superintendent will provide the student and parents with a written notice of the School Committee's findings and conclusions.**

Motion seconded by Ms. Sheffield. Motion carried 4 to 0.

C. Adjournment

Ms. Sheffield made a motion **to adjourn at 5:12 pm.**

Mrs. Williams seconded the motion. Motion carried 4 - 0.

Respectfully submitted,

John Roux, School Committee Chair

Matt Nelson, Assistant Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES
Wednesday, January 9, 2019 ~ 3:30 pm**

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

Members present: John Roux, Scott Sheppard, Don Jamison, Emily Sheffield

+

Staff present: Matt Nelson, Superintendent
Steve Bussiere, Assistant Superintendent
Joe Mastraccio, SJHS Assistant Principal

Call to Order Time: 3:48 pm

A. Executive Session Student Matter

1. Motion by Mr. Sheppard: **To enter Executive Session to consider disciplinary action for a student at Sanford Junior High School pursuant to 1 MRSA § 405(6)(B) at 3:48 pm.**
Motion seconded by Ms. Sheffield. Motion carried 4 to 0.
2. Motion by Mr. Sheppard: **To exit Executive Session at 4:29 pm.**
Motion seconded by Ms. Sheffield. Motion carried 4 to 0.
Public Session:
3. Motion by Mr. Roux: **The School Committee has discussed the testimony and evidence presented and has found the student under consideration to be deliberately disobedient, disorderly, and engaging in infractions of Sanford School Committee Policy JFCK-R. The student's removal from school is necessary for the peace and usefulness of the school and as a result the student will be expelled from school indefinitely. The student will be allowed to re-enter Sanford Junior High School on January 22, 2019 with this expulsion held in abeyance if the student follows an Offender Plan created January 4, 2019. The Assistant Superintendent of Schools will provide the student and the student's guardian written notice of the Sanford School Committee's findings and conclusions.**
Motion seconded by Mr. Sheppard. Motion carried 4 to 0.

B. Adjournment

Mr. Sheppard made a motion **to adjourn at 4:35 pm.**
Ms. Sheffield seconded the motion. Motion carried 4 - 0.

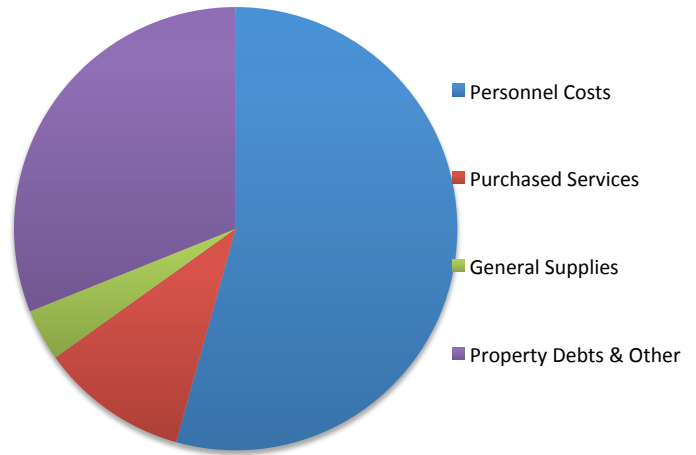
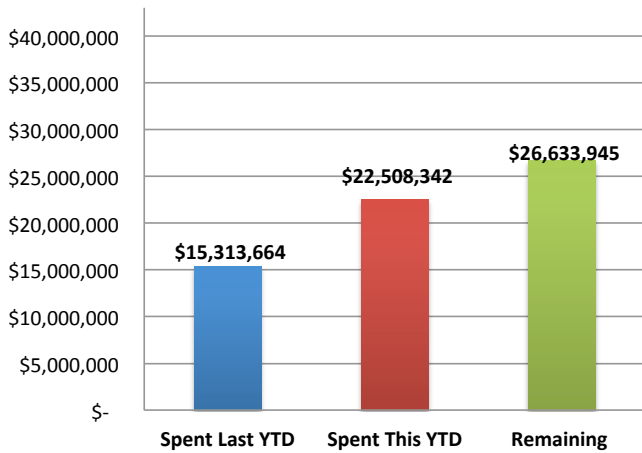
Respectfully submitted,

John Roux, School Committee Chair

Matt Nelson, Superintendent

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

Account Group	Jul 17 - Nov 17 Actual	Jul 18 - Nov 18 Actual	2018/19 Revised Budget	Amount Remaining Revised Budget - Actual
51000 Personal Services - Sal/Wages&Stip.	\$ 8,463,441	\$ 8,805,706 39%	\$ 23,715,993 48%	\$ 14,910,288 63%
52000 Personal Services - Payroll Tax&Bene.	\$ 3,138,004	\$ 3,424,588 15%	\$ 9,446,840 19%	\$ 6,022,252 64%
<i>Subtotal - Personal Services</i>	\$ 11,601,445	\$ 12,230,294 54%	\$ 33,162,833 67%	\$ 20,932,539 63%
53000 Purchased Prof. & Tech. Services	\$ 1,019,402	\$ 1,019,352 5%	\$ 2,050,120 4%	\$ 1,030,769 50%
54000 Purchased Property Services	\$ 324,724	\$ 258,366 1%	\$ 597,251 1%	\$ 338,885 57%
55000 Other Purchased Services	\$ 1,015,385	\$ 1,150,996 5%	\$ 2,820,981 6%	\$ 1,669,984 59%
56000 General Supplies	\$ 604,725	\$ 852,893 4%	\$ 1,681,919 3%	\$ 829,026 49%
57000 Property Maint & Repair	\$ 219,964	\$ 135,150 1%	\$ 373,083 1%	\$ 237,932 64%
58000 Debt, Dues/Fees & Miscellaneous	\$ 528,019	\$ 6,861,291 30%	\$ 8,456,105 17%	\$ 1,594,814 19%
59000 Other & Rounding	\$ -	\$ (1) 0%	\$ (5) 0%	\$ (4) 0%
Total	\$ 15,313,664	\$ 22,508,342 100%	\$ 49,142,287 100%	\$ 26,633,945 54%



Warrant Article Cost Center	Jul 17 - Nov 17 Actual	Jul 18 - Nov 18 Actual	2018/2019 Revised Budget	Amount Remaining
1. Regular Instruction	\$ 5,411,842	\$ 5,363,391 24%	\$ 15,799,056 32%	\$ 10,435,665 66%
2. Special Education	\$ 2,839,214	\$ 2,924,011 13%	\$ 8,206,816 17%	\$ 5,282,805 64%
3. Career / Technical Education	\$ 960,794	\$ 1,211,765 5%	\$ 2,946,968 6%	\$ 1,735,203 59%
4. Other Instruction	\$ 573,730	\$ 569,961 3%	\$ 943,570 2%	\$ 373,609 40%
5. Student & Staff Support	\$ 1,468,164	\$ 1,662,973 7%	\$ 3,937,412 8%	\$ 2,274,440 58%
6. System Administration	\$ 465,842	\$ 514,152 2%	\$ 976,331 2%	\$ 462,179 47%
7. School Administration	\$ 1,010,436	\$ 1,086,592 5%	\$ 2,173,605 4%	\$ 1,087,013 50%
8. Transportation & Buses	\$ 573,801	\$ 698,657 3%	\$ 1,942,784 4%	\$ 1,244,127 64%
9. Facilities Maintenance	\$ 1,749,945	\$ 1,879,820 8%	\$ 4,087,536 8%	\$ 2,207,717 54%
10. Debt Service	\$ 258,082	\$ 6,577,375 29%	\$ 8,095,134 16%	\$ 1,517,759 0%
11. All Other Expenditures & Rounding	\$ 1,814	\$ 19,647 0%	\$ 33,075 0%	\$ 13,429 0%
Subtotal	\$ 15,313,664	\$ 22,508,342 100%	\$ 49,142,287 100%	\$ 26,633,945 54%
Adult Education	\$ 330,922	\$ 296,303 40%	\$ 748,462	\$ 452,159 60%
Total	\$ 15,644,586	\$ 22,804,645 46%	\$ 49,890,749 100%	\$ 27,086,104 54%

RECONCILIATION OF ACCOUNTS
BETWEEN SANFORD SCHOOL DEPARTMENT & THE CITY OF SANFORD
For the Year-to-Date and Month Ending December 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											
16-210	1000-1200	General Education	(19,429,299)	(19,429,299)	-	22,508,342	22,508,342	-	3,079,043	3,079,043	-
16-235	1500	Adult Education	(172,060)	(172,060)	-	296,303	296,303	-	124,243	124,243	-
Total			(19,601,359)	(19,601,359)	-	22,804,645	22,804,645	-	3,203,286	3,203,286	-
SPECIAL REVENUE FUNDS											
2201	2001	Wellness Team	(500)	(500)	-			-	(500)	(500)	-
2202	2002	Erate	(35,555)	(35,555)	-			-	(35,555)	(35,555)	-
2203	2003	Tech Tuition	(130,155)	(130,155)	-	157,172	157,172	-	27,017	27,017	-
2204	2011	MelMac	(29,000)	(29,000)	-	5,249	5,249	-	(23,751)	(23,751)	-
2206	2006	EcoMaine	(504)	(504)	-			-	(504)	(504)	-
2207	2215	Momentum	(27,444)	(27,444)	-	22,094	22,094	-	(5,350)	(5,350)	-
2218	2052	Local JH			-	636	636	-	636	636	-
2219	2069	Genest/SRTC Bldg	(8,250)	(8,250)	-	3,650	3,650	-	(4,600)	(4,600)	-
2228	2240	PAL Maine Arts Comr	(1,500)	(1,500)	-	500	500	-	(1,000)	(1,000)	-
2238	2215	College Transitions	(20,653)	(20,653)	-	20,653	20,653	-	-	-	-
2239	2300	Title 1A	(500,498)	(500,498)	-	474,023	474,023	-	(26,475)	(26,475)	-
2249	2460	MaineCare	(54,327)	(54,327)	-	57,946	57,946	-	3,618	3,618	-
2252	2470	Idea Local Entitlemt.	(476,125)	(476,125)	-	371,008	371,008	-	(105,118)	(105,118)	-
2253	2510	Early Child/PreSchl.	(20,505)	(20,505)	-	7,950	7,950	-	(12,555)	(12,555)	-
2259	2670	Title 5	(1,338)	(1,338)	-	1,338	1,338	-	-	-	-
2262	2700	Title 2A	(83,180)	(83,180)	-	112,486	112,486	-	29,306	29,306	-
2268	2860	Carl Perkins	(77,615)	(77,615)	-	80,205	80,205	-	2,590	2,590	-
2269	2950	Aefla/Abe	(18,647)	(18,647)	-	18,647	18,647	-	-	-	-
2272	2012	Corning	(3,000)	(3,000)	-	49	49	-	(2,951)	(2,951)	-
2273	2013	HS Student iPads	(2,775)	(2,775)	-	2,278	2,278	-	(497)	(497)	-
2274 SF	2032	Walmart Foundation			-			-	-	-	-
2275	2232	Transtn Profic. Dipl.			-	1,000	1,000	-	1,000	1,000	-
2288	2081	SRTC/Intntl Film Fest	(3,000)	(3,000)	-	3,000	3,000	-	-	-	-
2289	2004	Crayola Grant			-	158	158	-	158	158	-
Total			(1,494,571)	(1,494,571)	-	1,340,040	1,340,040	-	(154,531)	(154,531)	-
CAPITAL IMPROVEMENT FUNDS											
4047	3015	HS Const Project	(143,798)	(143,798)	-	8,778,039	8,778,039	-	8,634,242	8,634,242	-
4054	3020	Elem Const Project	(44,443,465)	(44,343,465)	(100,000)	6,975,930	6,975,930	-	(37,467,535)	(37,367,535)	(100,000)
Total			(44,587,263)	(44,487,263)	(100,000)	15,753,970	15,753,970	-	(28,833,293)	(28,733,293)	(100,000)
ENTERPRISE FUNDS											
<i>*7/18 Deposit Recorded by City FYE18</i>											
5000	6000	School Café	(622,570)	(622,570)	-	738,389	738,389	-	115,820	115,820	-
5200	6150	Adult Ed Enrichment	(16,621)	(16,621)	-	41,085	41,085	-	24,463	24,463	-
Total			(639,191)	(639,191)	-	779,474	779,474	-	140,283	140,283	-
TRUST FUNDS											
7013	8015	Trust Funds	(15,662)	(15,662)	-	9,175	9,175	-	(6,487)	(6,487)	-
Total			(15,662)	(15,662)	-	9,175	9,175	-	(6,487)	(6,487)	-

Date: _____ For the School by: _____
 Matthew Nelson, Superintendent

_____ Gwen R. Bedell Gadbois, Business Admin.

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

_____ Ronni L. Champlin, Finance Director