

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
REGULAR MEETING AGENDA
MONDAY, JUNE 17, 2019 – 6:45 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. May 20, 2019 Executive Session at 5:00 pm (**Attachment D.1.**)
2. June 3, 2019 Executive Session at 5:15 pm (**Attachment D.2.**)

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
 1. Moving Update

H. Superintendent's Report

1. Recognition of Emma Dubois, Student Representative
2. Students Representatives' Reports
3. Field Trip Announcements
 - i. SJHS Musical Theater Company trip to Prescott Park in Portsmouth, NH on 7/26/19
4. District Climate and Culture Update

Sanford School Committee Meeting Agenda

June 17, 2019

M. Staff Appointments

1. Superintendent Nelson will announce the following appointment(s).

Lindsey Cumbea	ESY Teacher	Special Ed	Eff. 7/8/19
Heather Cunningham	ESY Teacher	Special Ed	Eff. 7/8/19
Nicholas Hilton	ESY Teacher	Special Ed	Eff. 7/8/19
Hannah Burgess	ESY Ed Tech	Special Ed	Eff. 7/9/19
Heather Henderson	ESY Ed Tech	Special Ed	Eff. 7/9/19
Carol Camire-Lantagne	ESY Ed Tech	Special Ed	Eff. 7/9/19
Gordon Frohloff	ESY Sub	Special Ed	Eff. 7/9/19
Penny Lindsey	ESY Sub	Special Ed	Eff. 7/9/19
Marilyn Weltin	ESY Sub	Special Ed	Eff. 7/9/19
Valerie Sullivan	Summer School Teacher	Title I	Eff. 7/8/19
Kim Oaks	Summer School Teacher	Title I	Eff. 7/8/19
Marie Sclafani	Summer School Teacher	Title I	Eff. 7/8/19
Sara Deschambault	Summer School Teacher	Title I	Eff. 7/8/19
Karen Kantolak	Summer School Teacher	Title I	Eff. 7/8/19
Melissa Michaud	Summer School Teacher	Title I	Eff. 7/8/19
Jason Stone	Summer School Teacher	Title I	Eff. 7/8/19
Kathy Hally	Summer School Teacher	Title I	Eff. 7/8/19
Nicole McAllister	Summer School Teacher	Title I	Eff. 7/8/19
Nancy Kerr	Summer School Teacher	Title I	Eff. 7/8/19
Sue Gagnon	Summer School Teacher	Title I	Eff. 7/8/19
Pamela Potter	Summer School Teacher	Title I	Eff. 7/8/19
Sarah Mills	Summer School Teacher	Title I	Eff. 7/8/19
Jamie Lovejoy	Summer School Teacher	Title I	Eff. 7/8/19
Karla L'Heureux	Summer School Ed Tech	Title I	Eff. 7/8/19
Donna Hodgdon	Summer School Ed Tech	Title I	Eff. 7/8/19
Deidre Walsh	Summer School Ed Tech	Title I	Eff. 7/8/19
Cynthia Smith	Summer School Ed Tech	Title I	Eff. 7/8/19
Lisa Bernier	Summer School Ed Tech	Title I	Eff. 7/8/19
Jennifer McLendon	Summer School Ed Tech	Title I	Eff. 7/8/19
Scott House	Summer School Ed Tech	Title I	Eff. 7/8/19
Danielle Perrin	Jump Start Coordinator	Title I	Eff. 7/8/19
Megan Nadeau	Jump Start Coordinator	Title I	Eff. 7/8/19
Kathleen Spencer	Jump Start Ed Tech	Title I	Eff. 7/8/19
Tracy Enking	Jump Start Ed Tech	Title I	Eff. 7/8/19
Kaitlin Brunelle	Jump Start Teacher	Title I	Eff. 7/8/19
Kristin O'Connor	Jump Start Teacher	Title I	Eff. 7/8/19
Jacob Mills	Varsity Boys Basket Coach	SHS	Eff. 11/1/19
Mathew Foley	Special Ed Dept. Chair	SJHS	Eff. 9/1/19

Sanford School Committee Meeting Agenda

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N. Staff Transfers

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

Mark Boissonneault	From Freshmen Football Coach at SHS	To JV Football Coach at SHS	Eff. 8/1/19
Katie Perreault	From Grade 6 Resource Room Teacher at SJHS	To Life Skills Program Teacher at SJHS	Eff. 9/1/19
Sherryl Tracy	From 1.0 FTE nurse at CJL	To .6 FTE nurse at CJL	Eff. 9/1/19
Amy Humphrey	From .6 FTE nurse	To 1.0 FTE nurse	Eff. 9/1/19

O. Staff Nominations

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

Darcie Drew	Social Studies Teacher	SHS	Replacement	Eff. 9/1/19
Erica Scarano	Band Director	SHS	Replacement	Eff. 9/1/19
Lindsay Strout	Science Teacher	SHS	Replacement	Eff. 9/1/19

Recommendation: To approve the nomination(s) as presented.

P. Policies **None**

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

R. Calendar Announcements **None**

S. Adjournment

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

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES**

Attachment D.1.

Monday, May 20, 2019 ~ 5:00 pm

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

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

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

Guests present: Student
Parents

A. Call to Order Time: 5:06 pm

B. Executive Session Student Matter

1. Motion by Mr. Sheppard: **To enter Executive Session to consider disciplinary action for a student at Sanford High School pursuant to 1 MRSA § 405(6)(B) at 5:06 pm.**

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

2. Motion by Mr. Sheppard: **To exit Executive Session at 5:42 pm.**

Motion seconded by Mr. Jamison. Motion carried 5 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 Department's JICK Policy. 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 Sanford High School indefinitely. As an expelled student, the student will not be permitted to attend school-sponsored events or to be otherwise present on school property. The student will be required to participate in the creation of a re-entry plan to establish satisfactory evidence that the behavior that resulted in the expulsion will not likely recur. Upon successful completion of the re-entry plan, the student may request a re-entry hearing with the School Committee to return to Sanford High School. The Superintendent will provide the student and parent with written notice of the School Committee's findings and conclusions.**

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

C. Adjournment

Mrs. Williams made a motion **to adjourn at 5:45 pm.**

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

Respectfully submitted,

John Roux, School Committee Chair

Matt Nelson, Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MINUTES**

Attachment D.2.

Monday, June 3, 2019 ~ 5:15 pm

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

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

Staff present: Matt Nelson, Superintendent
Steve Bussiere, Assistant Superintendent
Joe Mastraccio, SJHS Assistant Principal
Brent Coleman, SHS Outreach Worker

Guests present: Student
Parents, Step-Mother

A. Call to Order Time: 5:21 pm

B. Executive Session Student Matter

1. Motion by Ms. Sheffield: **To enter Executive Session to consider disciplinary action for a student at Sanford Junior High School pursuant to 1 MRSA § 405(6)(B) at 5:21 pm.**
Motion seconded by Mr. Jamison. Motion carried 4 to 0.
2. Motion by Ms. Sheffield: **To exit Executive Session at 5:58 pm.**
Motion seconded by Mr. Jamison. 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 Department's JICIA Policy. 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 Sanford Junior High School indefinitely. As an expelled student, the student will not be permitted to attend school-sponsored events or to be otherwise present on school property. The student will be required to participate in the creation of a re-entry plan to establish satisfactory evidence that the behavior that resulted in the expulsion will not likely recur. Upon successful completion of the re-entry plan, the student may request a re-entry hearing with the School Committee to return to Sanford Junior High School. The Superintendent will provide the student and parent with written notice of the School Committee's findings and conclusions.**
Motion seconded by Ms. Sheffield. Motion carried 4 to 0.

C. Adjournment

Mr. Jamison made a motion **to adjourn at 6:03 pm.**
Ms. Sheffield seconded the motion. Motion carried 4 - 0.

Respectfully submitted,

John Roux, School Committee Chair

Matt Nelson, Superintendent

Margaret Chase Smith School

Kitchen Equipment for Disposal

- 1 small stainless stand that would be a great mixer stand
- 1 4 well hot table, 208, ph1
- 1 2 burner hot plate, 208 ph1
- 1 single electric convection oven, unable to locate tag

The kitchen equipment listed above is original to the building and in serviceable condition.

- Hobart pass through dishwasher purchased new in 2014, 208 ph3, energy efficient and looks new

SCHOOL PROPERTIES DISPOSITION

The Superintendent is authorized to determine, through procedures he/she develops, when personal property (supplies, materials, equipment), as distinguished from real property, is obsolete or no longer of use to the school unit and to declare it surplus.

The School Committee is to be informed of any property declared surplus by the Superintendent prior to its disposal. Procedures for disposal of all surplus personal property shall be in accordance with the following:

- A. Other municipal departments are to be informed in writing of property declared surplus and are to have first option to purchase. The charges for municipal purchases shall be determined by the Superintendent after consultation with the School Committee.
- B. Surplus property, including books, to be offered for sale shall be disposed of by sealed bid, public auction, or public sale. Public notice of any sale of surplus property shall be given at least one week in advance of an auction, sale or opening of sealed bids.
- C. Library books, textbooks and instructional materials are to be disposed of by a means most likely to offer promise of continuing educational benefit, first to citizens of the school unit, then to others.
- D. Any surplus property which is offered for public sale and is not sold may be disposed of in a manner deemed advisable by the Superintendent, including donation to non-profit agencies.
- E. Any property determined to be worthless, or for any reason is considered to be inappropriate for sale, shall be disposed of in a manner the Superintendent deems appropriate after so informing the School Committee, with recycling as a priority where feasible.
- F. Any school unit identification that has been applied to the surplus property shall be removed or, if not possible to remove, be further identified to indicate the intended disposition and surplus nature (i.e., "SOLD BY", "SURPLUS").

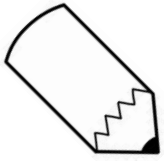
All revenues which result from the sale of surplus property shall be credited as miscellaneous income except in any instance where law requires that it be credited to a specific account.

Legal Reference: 20-A MRSA § 7

Adopted: January 26, 1998

Revised: March 19, 2007

Attachment J.3



Unless noted **, Sanford School Committee meetings will be held September through June on the 1st and 3rd Mondays of each month starting at 6:00 pm in City Council Chambers (3rd Floor, City Hall Annex).

Monday, September 9, 2019**
Monday, September 16, 2019**
Monday, October 7, 2019
Monday, October 21, 2019
Monday, November 4, 2019
Monday, November 18, 2019
Monday, December 2, 2019
Monday, December 16, 2019
Monday, January 6, 2020
Monday, January 27, 2020**
Monday, February 3, 2020
Monday, February 24, 2020**
Monday, March 2, 2020
Monday, March 16, 2020
Monday, April 6, 2020
Monday, April 27, 2020**
Monday, May 4, 2020
Monday, May 18, 2020
Monday, June 1, 2020
Monday, June 15, 2020