SANFORD SCHOOL DEPARTMENT SANFORD SCHOOL COMMITTEE MEETING MINUTES EXECUTIVE SESSION Central Office, 2nd Floor, City Hall Annex Monday, May 9, 2022 ~4 pm

Note: This is a combination <u>VIRTUAL</u> and <u>IN-PERSON</u> meeting, with members attending via Zoom and in-person.

Members present:

Roux

Paula Cote, Amy Sevigny, Jennifer Davie (via Zoom), Jonathan Mapes, and John

Staff present: Matt Nelson, Superintendent

Steve Bussiere, Assistant Superintendent Aaron Tremblay, SHS Assistant Principal

Cecilia Sirianni, Outreach

Guests present: Student, parent (via Zoom)

A. Call to Order Paula Cote, Chair called the meeting to order at 4:09 pm.

B. Executive Session Student Matter

<u>A motion was made by Mr. Roux:</u> to enter Executive Session at 4:09 pm to consider re-admission for a student at Sanford High School pursuant to 1 MRSA §405(6)(B).

Motion seconded by Mr. Mapes. Motion carried 5-0.

A motion was made by Mr. Roux: to exit Executive Session at 5:00 pm.

Motion seconded by Ms. Sevigny. Motion carried 5-0.

Public Session:

<u>A motion was made by Mr. Roux</u> that the School Committee had discussed the testimony and evidence presented and has found the student under consideration to be deliberately disobedient, disorderly, and engaging in infractions of the Sanford School Department's JICH 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 school indefinitely. The Superintendent of Schools will provide the student and the student's parent(s) written notice of the Sanford School Committee's findings and conclusions along

with the conditions for re-entry if expelled indefinitely. Motion seconded by Mr. Mapes. Motion carried 5-0.

C. Adjournment

Respectfully submitted.

A motion was made by Mr. Roux: to adjourn at 5:05 pm. Motion seconded by Ms. Sevigny. Motion carried 5 – 0.

Paula Cote, School Committee Chair	Matt Nelson, Superintendent

SANFORD SCHOOL DEPARTMENT SANFORD SCHOOL COMMITTEE MEETING MINUTES EXECUTIVE SESSION Central Office, 2nd Floor, City Hall Annex

Monday, May 9, 2022 ~ 5:00 pm

Note: This is an **IN-PERSON** meeting.

Me	embers present:	Paula Cote, Amy Sevigny, Jonathan Mapes, and John Roux
Sta	aff present:	Matt Nelson, Superintendent Cheryl Fournier, Business Administrator
Gι	ests present:	
A.	Call to Order	Paula Cote, Chair called the meeting to order at 5:10 pm.
В.	Executive Session	Contract Discussions
		A motion was made by Mr. Roux: to enter Executive Session at 5:10 pm to discuss Acton School Department contracts pursuant to Title 1 M.R.S.A. §405(6)(D). Motion seconded by Ms. Sevigny. Motion carried 4-0. A motion was made by Mr. Roux: to exit Executive Session at 5:58 pm. Motion seconded by Ms. Sevigny. Motion carried 4-0.
C.	Adjournment	A motion was made by Mr. Roux: to adjourn at 5:58 pm. Motion seconded by Ms. Sevigny. Motion carried 4 – 0.
Re	spectfully submitted,	
F	aula Cote, School Committe	e Chair Matt Nelson, Superintendent

SANFORD SCHOOL DEPARTMENT SANFORD SCHOOL COMMITTEE REGULAR MEETING MINUTES

City Council Chambers, 3rd Floor, City Hall Annex Monday, May 9, 2022 ~ 6 pm

Note: This is a combination <u>VIRTUAL</u> and <u>IN-PERSON</u> meeting, with members attending via Zoom Video Conferencing and in-person.

Members present: Paula Cote, Amy Sevigny, Jonathan Mapes, John Roux

Staff present: Matt Nelson, Superintendent

Steve Bussiere, Assistant Superintendent Bethany Lambert, Director of Curriculum Cheryl Fournier, Business Administrator Cheryl Gifford, JMG (SHS)(via Zoom) Tara Houle, JMG (SMS)(via Zoom)

A. Call to Order Paula Cote, Chair called the meeting to order at 6:04 pm.

B. Pledge of Allegiance

C. Adjustments None

- D. Approval of Minutes (Attachment D)
 - 1. Monday, 4.25.22, Executive Session, 3:30 pm
 - 2. Monday, 4.25.22, Executive Session, 4 pm
 - 3. Monday, 4.25.22, School Committee Meeting, 6:30 pm
 - 4. Monday, 5.2.22, Executive Session, 5 pm

Motion by Ms. Sevigny: To approve the minutes as presented.

Motion seconded by Mr. Roux. Motion carried 4 - 0.

E. Public Comments None

F. Communications None

G. Committee Reports

- 1. Construction Projects
 - Supt. Nelson met with legal counsel, Lance Whitehead (LBA Architect) and Jim Hartford (MDOE) to discuss next steps in the SHS/SRTC construction.
 - Facilities and Maintenance Director Don Nichols is verifying 3 roof items on punch list to determine if covered by warranty or needs to be fixed. If fixing is needed, costs to do so will need to be accurate and realistic. An updated change order will be written to include that will be signed and issued to the contractor (Hutter).
 - ii. School tours with the Core Building Committee on 5.2.22 were successful.
- 2. SHS/SRTC Scheduling Advisory Committee
 - i. Wednesday, 5.11.22 at 1:30 pm is next scheduled meeting at the SHS/SRTC. Focus will be to review the feedback from students, teachers and staff on the things needed and wanted in a schedule and things we can't have in the schedule.

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- 3. Sanford Performing Arts Committee
 - i. Chairman Cote announced it was dance recital time, there was a lot of them scheduled and It was good.
 - ii. Supt. Nelson continued that it was also Spring Concert season and it is great to see so many kids on stage and participating.

H. Superintendent's Report

- 1. Student Representative Reports
 - i. John-Paul emailed his report:
 - Prom is 5.14.22 in Dover from 6 10 pm
 - Juniors have been completing the NWEAs
 - AP testing has begun
 - The track team has a home meet on Wed., 5.11.22 at 4 pm
 - The "This is Us" event is Fri., 5.20.22.
- 2. Sanford School Department Safe Return to School and Continuity of Instruction Plan 2021-2022 Update
 - i. Pooled testing will conclude after testing this week. Notification messages will be sent out to families via Facebook, Twitter, Live-Feed and text messaging.
 - ii. SOP for responding to positive COVID cases will expire at the end of the school year. York County's community level was up from green (low) to yellow (medium) this past Friday (5.6.22); Cumberland County's community level was red (high). The recommended actions for yellow (medium) are:
 - Stay up to date with COVID vaccines
 - Get tested if you have symptoms
 - Wear a mask if you have symptoms, positive test or exposure to someone with COVID
 - If your community level is red (high), wearing a mask indoors is recommended.
 - iii. Reviewed the Districts' attendance by School since 4.25.22 (Attached).
 - iv. Positive cases since last School Committee meeting (4.25.22)

4.26.22 = 9

5.2.22 = 19

5.6.22 = 2

4.27.22 = 1 4.28.22 = 3

5.3.22 = 6 • 5.4.22 = 9

5.9.22 = 14

4.29.22 = 5

• 5.5.22 = 8

Active cases in the last 14 days:

SRTC = 13 SHS = 12

Pride = 6 MCS = 6

3. Sanford News 5.9.22 (Attached)

I. Directors' Reports

- 1. JMG Presentation: Full Plates Full Potential (Attachment)
- 2. Steve Bussiere's update included the following:
 - i. Staff Wellness
 - Wed., 5.4.22 the District held what has become an annual Wellness Day for staff during the ERD.

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- During the first hour, Cheryl Fournier met with staff to discuss open enrollment for insurance.
- Second hour, building wellness teams planned wellness activities for staff to participate in.
- Great opportunity for staff to engage in activities with their colleagues to participate in activities to promote their own personal wellness and to build relationships w/their colleagues.
- Thank you to the building wellness teams for all of their work in making the afternoon a success.

ii. Pre-K

- Registration for Pre-K in the fall continues. Registration applications are due Fri.,
 5.13.22 for families that were selected through the lottery.
- We have heard some concerns around the 8-2 Schedule and impact on childcare.
- The Pre-K Advisory team met last week and discussed this concern. One of the challenges discussed was providing preparation time for teachers if we expand the program hours. We are looking at potential options around this issue.
- Transportation was another area of potential concern. Mr. Bussiere will meet with Ledgemere transportation this week to discuss Pre-k transportation.
- In the next week or so, it is hoped to be able to decide on the expansion of hours.
- Once decision is made, families selected from the lottery will be notified before offering Pre-k to the families on our current waitlist.

iii. Summer Programming

- Facilities
 - a. SHS, SMS, CJL & Pride
 - b. MCS will not be used because MCS is not an eligible site for Summer Food Services Based on the schools economically disadvantage numbers and access to summer nutrition services.
 - c. SMS is also not eligible but students at SMS will be able to access summer meals at Memorial Gym
- Summer Meal Service
 - a. Available 18 years or younger
 - b. SHS, SPE, Carpenter Park, Curtis Lake Church, Springvale Playground and the YMCA
- Title 1/Jumpstart Summer Reading & Math Intervention for Title I Students entering grades K-5 will be at SPE (Ellie Merrick/Angie Labbe)
- ESY Summer special education programming for identified students will be over at CJL (Jed Russell).
- YMCA-Working with the YMCA to develop an MOU to support educational programming at Camp Marlin similar to last year's arrangement.

3. Bethany Lambert -

- i. Summer School Update
 - SMS/SHS Band Camp June 13th
 - SMS Drama Camp mid-July
 - SRTC Summer Exploratory Group for Middle School students end of June
 - Credit Recovery Offerings for SHS students during the summer
 - Through "Reading is Fundamental" grant, books are being sent home for PreK –
 12th grade students this summer.

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• Summer brochure will be available by end of school year that will reference all summer activities available through school and community.

J. New Business

1. Food Service Contract (Attached)

<u>Motion by Mr. Roux:</u> to approve the Food Service Contract for 7.1.2022 – 6.30.2025 as presented.

Motion seconded by Mrs. Sevigny. Motion carried 4 - 0.

- 2. Acton Contracts:
 - Contract to provide Nutrition Director Service from 7.1.2022 6.30.2031 (<u>Attached</u>) <u>Motion by Mr. Roux:</u> to approve Acton's contract to provide Nutrition Director Service from 7.1.2022 – 6.30.2031 as presented.

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

ii. Contract to provide Education Services from 7.1.2023 – 6.30.2033 (Attached)

Motion by Mrs. Cote: to approve Acton's contract to provide Education Services from 7.1.2023 – 6.30.2033.

Motion seconded by Mr. Roux. Motion carried 4 - 0.

iii. Contract to provide Grades 9 – 12 Special Education Administrative Services from 7.1.2022 – 6.30.2032 (Attached)

<u>Motion by Mr. Roux:</u> to approve Acton's contract to provide Grades 9-12 Special Education Administrative Services from 7.1.2022 – 6.30.2032.

- 3. RFQ for Willard Painting (Attached)
 - a. Interior Painting Project 1 1st floor/Stairwells

<u>Motion by Mrs. Cote:</u> To award a Goods/Service Agreement to VENDOR for \$83,200 as presented.

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

b. Interior Painting - Project 2 - Basement

Motion by Mrs. Cote: To award a Goods/Service Agreement to VENDOR for \$72,000 as presented.

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

4. March 2022 Financials – Cheryl Fournier (Attachment J.6)

Motion by Mr. Mapes: to approve the March 2022 financials as presented.

Motion seconded by Mrs. Sevigny. Motion carried 4 - 0.

K. Old Business None

L. Resignations/Retirements*

Superintendent Nelson announced the following resignations/retirements*:

Brittany Bruttomesso	Special Education Teacher	MCS	8/31/2022
Kayla Goodwin	4 th Grade Teacher	MCS	9/1/2022
Melissa Melnik	6 th Grade ELA Teacher	SMS	9/1/2022
Melissa Young	Special Education - SEAL Team, Grades 5-8	SMS	6/10/2022
Brianna Snyder	Self-contained Teacher Grades 2 & 3	CJL	9/1/2022

M. Staff Appointments

1. Superintendent Nelson announced the following appointments:

Amy Bouchard	Special Education Ed Tech II	CJL	Replacement	5/19/2022
Sharon Buonanno	Title 1 Summer School Ed Tech	SPE	Summer	7/5/2022

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Deidre Walsh	Title 1 Summer School Ed Tech	SPE	Summer	7/5/2022
Rochelle Randall	Title 1 Summer School Ed Tech	SPE	Summer	7/5/2022
Jenny McLendon	Title 1 Summer School Ed Tech	SPE	Summer	7/5/2022
Gretchen Martin	Title 1 Summer School Ed Tech	SPE	Summer	7/5/2022
Samantha Adams	Title 1 Summer School Teacher	SPE	Summer	7/5/2022
Sara Deschambault	Title 1 Summer School Teacher	SPE	Summer	7/5/2022
Daniel Fernandez-Phelps	Title 1 Summer School Teacher	SPE	Summer	7/5/2022
Suzanne Gagnon	Title 1 Summer School Teacher	SPE	Summer	7/5/2022
Karen Kantolak	Title 1 Summer School Teacher	SPE	Summer	7/5/2022
Deanna Morrow	Title 1 Summer School Teacher	SPE	Summer	7/5/2022
Michelle Payeur	Title 1 Summer School Teacher	SPE	Summer	7/5/2022
Marie Sclafani	Title 1 Summer School Teacher	SPE	Summer	7/5/2022
Stephanie Simpson	Title 1 Summer School Teacher	SPE	Summer	7/5/2022
Jason Stone	Title 1 Summer School Teacher	SPE	Summer	7/5/2022
Eleanor Merrick	Title 1 Summer School Director	SPE	Summer	7/5/2022
Kaitlin Brunelle	Jump Start Coordinator	SPE	Summer	7/5/2022
Angie Labbe	Jump Start Coordinator	SPE	Summer	7/5/2022
Gwynne Tounge	Jump Start Teacher	SPE	Summer	7/5/2022
Kristen Wechter	Jump Start Teacher	SPE	Summer	7/5/2022
Emily Hanson	Jump Start Ed Tech	SPE	Summer	7/5/2022
Patricia Kaplowitz	Jump Start Ed Tech	SPE	Summer	7/5/2022
Keith Gendron	7 th Grade Boys Soccer Coach	SMS	Replacement	9/2022

N. Staff Transfers - None

O. Staff Nominations

1. Superintendent Nelson nominated the following professional staff for 2nd year probationary contracts:

Bridget Adams	Kindergarten Teacher	CJL	
Chloe Camire	2 nd Grade Teacher	CJL	
Ashley Clark	4 th Grade Teacher	CJL	
Kellie Gonthier	4 th Grade Teacher	CJL	
Lindsey Herzig	2 nd Grade Teacher	CJL	
Andrew Kyriakoutsakos	3 rd & 4 TH Resource Room Teacher	CJL	ESSER 2
Samuel Giese*	Special Education Social Worker	CJL	
Corryn Lachance	3 rd Grade Teacher	CJL	ESSER 2
Katrina Leedberg	1 ST Teacher	CJL	
Gabrielle Lieske	2 nd Grade Teacher	CJL	ESSER 2
Devyn Talbot	Social Worker	CJL	ESSER3
David Ekram	Behavior Interventionist Teacher	District	ESSER 3
Neisha McGuckin	ESL Teacher	District	ESSER 3
Melissa Phillips	Nurse	District	ESSER 2
Holly Brown	2 nd Grade Teacher	MCS	ESSER 2
Paige Collop	2 nd Grade Teacher	MCS	
Bethany Combs	Resource Room Teacher	MCS	
Maria Cote	Kindergarten Teacher	MCS	
Brittany McLure	Guidance – SEL	MCS	
Deanna Morrow	K Grade Teacher	MCS	ESSER 2
Jennifer Murphy	3 rd Grade Teacher	MCS	

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Krystyna Smith	Health Teacher	MCS	
Lindsey Tibbetts	Physical Ed/Health Teacher	MCS	
Sally Tinkham	4 th Grade Teacher	MCS	
Delani Townsend	Social Worker	MCS	ESSER 3
Phillipa Adams	Art Teacher	SHS	ESSER 3
Anna Allocco	Spanish Teacher	SHS	ESSER 3
Connor Beidelman	Math Teacher	SHS	ESSER 3
Renee Dubois (Bresnahan)	Guidance	SHS	
Mariah Bushnell	Science Teacher	SHS	
Kailee Colbeth	Math Teacher	SHS	
Jeannie Deschambeault	English Teacher	SHS	
Hailey Francoeur	Band Teacher	SHS	
John Hamilton	Resource Room Teacher 9-12	SHS	
Geoffrey Korper	Science Teacher	SHS	ESSER 3
Anna Lane	English Teacher	SHS	ESSER 3
Alyssa McLean	Social Studies Teacher	SHS	ESSER 3
Katherine Schindler	Career Exploration Coordinator	SHS	
Lauren Levesque (Roy)	English Teacher	SHS	
Cecilia Siriani	Outreach Social Worker	SHS	ESSER 3
Heather Weaver	English Teacher	SHS	ESSER 3
Catrina Woodward	Science Teacher	SHS	
Angela Avery	School Counselor/Guidance	SMS	ESSER 3
Meghan Collupy	5-8 th Grade Teacher	SMS	ESSER 3
Mark Booker	Grade 8/Read 180 Teacher	SMS	ESSER 3
Sara Crabtree	8 th Grade Teacher	SMS	ESSER 3
Nicola Donatelli	Self-Contained Teacher	SMS	
Katherine Echavarri	7 th Grade Teacher	SMS	ESSER 3
Katelyn Gray	Nurse	SMS	
Felicia Kearns	6 th Grade Math	SMS	
Chambree Kumka	Teacher Gifted/Talented SEC	SMS	
Christopher Kumka	5 th Grade Teacher	SMS	
Peter Levasseur	PE/Health Teacher	SMS	
Samantha Lynn	Art Teacher	SMS	
Joseph Mesics	8 th Grade Teacher	SMS	
Derek Moore	7 th Grade Teacher	SMS	ESSER 3
Gregory Ouellette	5 th Grade Teacher	SMS	ESSER 3
Mecedaidh Phalen	English Teacher	SMS	
Penelope Richetelli	Resource Room Teacher	SMS	
Taylor Tarr	8 th Grade Teacher	SMS	ESSER 3
Denise Wilson	5 th Grade Teacher	SMS	
Elizabeth Case	K Teacher	SPE	ESSER 3
Jillian Gaare	Art Teacher	SPE	
Shaylyn Gagnon	Guidance – SEL	SPE	ESSER 3
Eileen Glaude	Resource Room Teacher	SPE	
Lauren Grass	1st Grade Teacher	SPE	ESSER 3
Michelle Greve	1st Grade Teacher	SPE	
Erin Guilfoyle	2 nd Grade Teacher	SPE	
Brooke Lepage	Resource Room Teacher	SPE	
Gabrielle Sawyer	Elementary Social Worker	SPE	ESSER 3
Alexander Smye	K-4 Health Teacher	SPE	LOOLING
A TONGTON ONLY	IN THOURING COUNTY		<u> </u>

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Sharon Jackson	Emergency Medical Services Teacher	SRTC	
William Zahn	Plumbing Teacher	SRTC	

Motion by Mr. Roux: to continue in contract the above nominations for 2nd year probationary contract as presented.

Motion seconded by Mrs. Sevigny. Motion carried 4 - 0.

2. Superintendent Nelson nominated the following professional staff for a continuing contract:

2. Superintendent Nelsoi	nominated the following professional staff for	
Kathleen Guptail	Bridge Tech	BRIDGE
Roisin McGuckin	4 th Grade Teacher	CJ/L
Sara Meehl	3 rd Teacher	CJL
Kathleen Turgeon	Resource Room Teacher	CJL
Ashley Walker	Self-Contained Teacher	CJL
Karen Belanger	3 rd Grade Teacher	CJL
Jaime Humber	Resource Room Teacher	CJL
Renee St. Laurent	Teacher Title 1 NECAP	MCS
Janet Butler	Speech	MCS
Darcie Drew	Social Studies Teacher	SHS
Brody Ford	Social Studies Teacher	SHS
Valerie Lemelin	Social Worker	SHS
Anne Monroe	Art Teacher	SHS
Erin Murphy-Putman	Social Studies Teacher	SHS
Lindsay Strout	Science Teacher	SHS
Lauren Swift	Social Studies Teacher	SHS
Genevieve Trafelet	Science Teacher	SHS
Joshua Allen	5 th Grade Teacher	SMS
Tyler Coleman	7 th Grade Math Teacher	SMS
Martha Kane	Self-Contained Teacher	SMS
Cindy Phinney	Special Education Teacher	SMS
Justin Pietruch	Music Teacher	SMS
Erica Scarano	Band Teacher	SMS
Mark Shevory	6 th Grade Teacher	SMS
Daniel Stefanilo	8 th Grade Math Teacher	SMS
Lauren Syphers	English Teacher	SMS
Shannon Tracy	Social Worker	SMS
Celeste Bemis	Teacher Title 1 NECAP	SPE
Hunter Brannan	3 rd Grade Teacher	SPE
Daniel Fernandez-Phelps	4 th Grade Teacher	SPE
Laurie Keene	Guidance	SPE
Kathleen Maier	Self-Contained Teacher	SPE
Meaghan Mannino	Music Teacher	SPE
Stephanie Simpson	3 rd Grade Teacher	SPE
Gwynne Tounge	Kindergarten Teacher	SPE
Jason Brown	Automotive Collision Repair Teacher	SRTC
Pamela Durack	Landscaping and Horticulture Teacher	SRTC
Fredric Gluck	Information Technology & Networking Teacher	SRTC
Jennifer Bartlett	Career Planning Coordinator	SRTC
Jason Richard	Career Exploratory Teacher	SRTC

Motion by Mr. Mapes: to continue in contract the above nominations with a continuing contract as presented.

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Motion seconded by Mr. Roux. Motion carried 4 - 0.

P. Policies and Procedures (Attachment P)

Second Reading –Workplace Bullying – GBGB

<u>Motion by Mr. Roux:</u> to approve policy GBGB as presented.

Motion seconded by Mrs. Sevigny. Motion carried 4 – 0.

Q. Items for Future Agenda(s)

R. Calendar Announcements

Tues., 5.10.22	SHS Spring Concert	6:30 pm	SPAC
Wed., 5.11.22	SHS/SRTC Advisory Committee Meeting	1:30 pm	
Wed., 5.11.22	Sanford Performing Arts Center Advisory Committee	3:30 pm	SPAC
	Meeting		
Thurs., 5.12.22	City Leadership Team Meeting	10:00 am	City Hall
Thurs., 5.12.22	4 th Grade Concert	5:00 pm	CJL
Sat., 5.14.22	Color Fun Run	8:30 am	CJL
Sat., 5.14.22	SHS Prom	6:00 pm	Dover, NH
Tues., 5.17.22	JMG Closing Ceremony	3:00 pm	SPAC
Tues., 5.17.22	3 rd Grade Concert	5:00 pm	MCS
Tues., 5.17.22	4 th Grade Concert	6:00 pm	MCS
Thurs., 5.19.22	1st Grade Concert	5:00 pm	MCS
Thurs., 5.19.22	2 nd Grade Concert	6:00 pm	MCS
Thurs., 5.19.22	CNA Pinning Ceremony	5:30 pm	SRTC
Fri., 5.20.22	Underclassmen Awards and This is Us	9:30 am	SHS
Mon., 5.23.22	School Committee Meeting	6:00 pm	Chambers

S. Adjournment

Motion by Mr. Roux: to adjourn at 7:25 pm.

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

Respectfully submitted,	
Paula Cote, School Committee Chair	Matt Nelson, Superintendent