

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
MEETING MINUTES
EXECUTIVE SESSION**
Superintendent's Conference Room, 2nd Floor, City Hall Annex - Sanford, Maine
Monday, September 19, 2022 ~ 5:00 pm

Note: This is an IN-PERSON meeting.

Members present: Paula Cote, Amy Sevigny, Jennifer Davie, John Roux

Staff present: Matt Nelson, Superintendent
Steve Bussiere, Assistant Superintendent
Cheryl Fournier, Business Manager

Guests present:

A. Call to Order **Paula Cote, Chair called the meeting to order at 5:02 pm.**

B. Executive Session Student Rep Interviews

Motion by Mr. Roux: To enter Executive Session to interview candidates for the position(s) of Sanford School Committee Student Representative pursuant to 1 MRSA §405(6) (A) at 5:02 pm.

Motion seconded by Ms. Davie. Motion carried 4 - 0.

Motion by Mr. Roux: To exit Executive Session at 5:57 pm.

Motion seconded by Ms. Davie. Motion carried 4 - 0.

S. Adjournment

Motion by Mr. Roux: To adjourn at 5:57 pm.

Motion seconded by Ms. Davie. Motion carried 4 - 0.

Respectfully submitted,

Paula Cote, School Committee Chair

Matt Nelson, Superintendent

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
REGULAR MEETING MINUTES
City Council Chambers, 3rd Floor, City Hall Annex
Monday, September 19, 2022 ~ 6:00 pm**

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

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

Student Reps present:

Staff present: Matt Nelson, Superintendent
Steve Bussiere, Assistant Superintendent
Bethany Lambert, Director of Curriculum
Cheryl Fournier, Business Administrator
Sherri Baron, CJL Principal
Tracie Hallissey, MCS Principal
Susan Inman, SPE Principal
Stacey Bissell, Special Education Director
Kelley Foley, SHS Teacher

A. Call to Order Paula Cote, Chair called the meeting to order at 6:03 pm.

B. Pledge of Allegiance

C. Adjustments None

D. Approval of Minutes ([Attachment D](#))

1. Monday, September 12, 2022, Executive Session, 4 pm
2. Monday, September 12, 2022, Executive Session, 5 pm
3. Monday, September 12, 2022, Regular Meeting, 7 pm

Motion by Mr. Roux: To approve the minutes as presented.

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

E. Public Comments None

F. Communications

1. NEAS&C
 - i. The NEASC Commission on Public Schools, at its June 26-27, 2022 meeting, voted to accept the Five-Year Progress Report of Sanford High School and to continue the school's accreditation.

While the report described many positive aspects of the school, the Commission was pleased to learn of the following:

Sanford School Committee Meeting Minutes

9.19.22

- The formal policy on cell phone usage during academic time to help address the ethical use of technology.
- The effective use of the two hours of professional development time each week to work interdepartmentally and with the Sanford Regional Technical Center to help provide experimental learning and increase relevancy in high school classrooms
- The implementation of restorative circles and the Character Strong program to address student's social-emotional needs
- The partnerships with the new director and new assistant director of maintenance and the development of a long-range plan to ensure regularly scheduled maintenance of systems and facilities completed quarterly and annually
- The plan and process to evaluate the core values for the school while in the process of reviewing the 21st century skills and rubrics
- The creation of a system of data collection and analysis of both formative and summative assessments practiced in different subject areas to respond to inequities in student achievement
- The development of common assessments by grade level, and the use of professional development time to score and review common assessments to evaluate the overall impact on instruction

The school is scheduled to host its Decennial Accreditation visit in the calendar year 2028.

The school's next Accreditation cycle will begin in the fall of 2025 (three years prior to the decennial visit.)

2. Nutrition Review

- i. Representatives from the Maine Department of Education are scheduled to conduct an Administrative Review and Procurement Review of the Sanford School Department Nutrition Department. These reviews are now on a five-year cycle and are conducted concurrently.
 - The reviewer will be onsite sometime during the week of 12.13.2023.

G. Committee Reports

1. SHS/SRTC Scheduling Advisory Committee
 - i. Next meeting is 9.21.22 at 2:30 pm.
 - ii. A workshop needs to be scheduled in October with the School Committee to present the committee's work and findings.
 - iii. A time in October needs to be scheduled to present the committee's work and findings to stakeholders/parents.
 - iv. The plan is to have a School Committee meeting agenda item in December if there are recommended changes.

Sanford School Committee Meeting Minutes

9.19.22

2. Sanford Performing Arts Committee
 - i. Ms. Cote encouraged all to look for their mailing which will list all upcoming shows and performances including Shrek and Clue.
3. Curriculum Committee
 - i. Ms. Lambert updated that the Curriculum Committee to review curriculum goals for last year, what was achieved and what the upcoming goals are.
 - Implementation of REVEAL Math – K to 12th
 - Professional Development plan and how staff is supported throughout the entire year during ERD times as well as teacher workshop days.
 - Work that Social Studies Department did to revamp grades 5 through 11th; over summer Erin Barry looked at K-4th to get that curriculum manageable.
 - Goal is to look at Science and English curriculums for seamless connections between middle school and high school, develop conversations and cover NextGen standards.
 - Consistent units are being considered across all three buildings, especially between Health/PE and School Counselors; resolves overlap.

H. Superintendent's Report

1. Student Representative Reports - None
2. Field Trips
 - i. Ocean State Job Lots on 9.16.22 ([Attachment H.2](#))
3. Enrollment Update
 - i. Supt. Nelson presented the following enrollment update:
 - Attending students as of 9.16.22 3204
 - Attending students as of 10.1.21 3149
 - EPS Subsidy Students as of 9.16.22 3120
 - EPS Subsidy Students as of 10.1.21 3062
 - Estimated difference of students 58
 - Small incoming K class 204
 - Last year's graduating Senior Class 261
 - Transfers in 2022-2023 to Date 216
 - Transfers out in 2022-2023 to Date 133
 - Change in Grade Levels from previous years:
 - Pre-K +44
 - Grade 1 + 9
 - Grade 2 + 4
 - Grade 3 +16
 - Grade 4 +13
 - Grade 5 0
 - Grade 6 +18
 - Grade 7 + 4
 - Grade 8 + 6
 - Grade 9 + 9
 - Grade 10 + 6
 - Grade 11 + 4
 - Grade 12 +18

Sanford School Committee Meeting Minutes

9.19.22

4. Communication Update
 - i. Communications Coordinator Sam Bonsey is completing his entry plan and currently meeting with all stakeholders to develop a Communications Plan.
 - ii. Sam met with the A-Team last week to review the Thrillshare/Apptegy application and its capabilities.
 - iii. Starting a campaign to get stakeholders to sign up for the app to receive school and district information. The Communications Coordinator will also distribute via all the ways stakeholders can receive or get information.
 - iv. Plan is for the Communications Coordinator to develop a district newsletter twice a month to distribute to stakeholders/community. Newsletter will take the place of the School News that was shared at School Committee meetings in the past.

I. Directors' Reports

1. Sherri Baron, CJL Principal
 - i. School Opening Update - presented a slide show
 - Staff
 - Recap of all the work that went on during the summer and thank you expressions.
 - Professional Development
 - Hiring
 - Programming
 - Cleaning/Maintenance
 - Community Volunteers
 - Opening Days
 - Grades 1 through 4th
 - Kindergarten
 - Pre-K
 - Open House was well attended
 - Pre K – Welcome to their littlest lambs
 - PTA was well attended – 22 people
 - Booked calendar dates for fundraisers and free events for the families
 - Enrichment Opportunities and School Clubs
 - Audio/Visual Club
 - Kindness Club
 - CJL Newspaper Club
 - Musical Movement & Chorus
 - At CJL, Relationships Matter!
 - ii. Addressed School Committee Inquiry on Busing, Ed Techs and Nutrition Shortages
 - School pick up procedures are being review
 - CJL kitchen is fully staffed
 - Ed Techs are being hired
2. Tracie Hallissey, MCS Principal
 - i. School Opening Update
 - Presented a slide show
 - 400 students enrolled
 - Over 860 years of teaching experience amongst staff.
 - It's a Great Day to be a Coyote
 - Lunch bunch groups
 - Open House was well attended

Sanford School Committee Meeting Minutes

9.19.22

- Scavenger Hunt – showed off new building
- 150 Meal benefit forms were collected
- 30 Books were distributed.
- First Day
 - Athletes and Cheerleaders were in attendance
 - Kick off assembly K - 4
 - Certificates to summer program attendees
 - Gave away 10 back packs as prizes
 - Coyote Mascot (School Culture and Climate Goals)
 - Motto: Many Dens, One Pack
 - Student chosen Coyote name: Chase
 - Mascot will be involved in all back to school ordeals, assemblies and events
 - Coyote Gear - Ordered tee shirts
 - Den Ambassadors
 - 4th Grade Youth leadership who help with everything
 - Pre K
 - Getting kids to buses
 - Morning greeting, smiles, high fives, etc.
 - Help out at assemblies – sitting with 1st grade and kindergarten students
 - Morning announcements (student engagement goal)
 - Day Clubs
 - Bowling Club
 - Ukulele Club
 - Art Club
 - Social, emotional learning
 - Zen Dens
 - Maggie Owens, School Counselor
 - Yoga
 - Mindful Reset Breaks
 - Pawsitive Referrals
 - Pawsitive Reinforcement systems in classroom
 - Month's Theme is "Respect"
 - A Little Spot of Respect
 - Challenge to earn several hundred
 - Quiet Coyote symbol
 - Pre-K
 - 16 students
 - Learning to share, ask for help, clean up and work together
 - Dedicating the gym as the **Rich Wilkins Gymnasium** is coming up.
 - First Spirit Day is coming up
 - ii. Addressed School Committee Inquiry on Busing, Ed Techs and Nutrition Shortages
 - Pick up procedures were changed and all areas in parking lot is utilized.
 - CJL kitchen is fully staffed
 - One Ed Techs away from being fully staffed

3. Susan Inman, SPE Principal

Sanford School Committee Meeting Minutes

9.19.22

i. School Opening Update

- Fantastic staff
- 21 Classrooms; 357 enrolled
 - 3 - self-contained behavior classrooms
 - 2 - Pre-K rooms
 - 2 sets of classrooms that loop (K/1 and 3rd/4th)
 - 2 - Kindergarten Rooms piloting the “K to ME” curriculum supported by the MDOE. Supports learning and development in literacy, language, science, engineering, social studies, arts and social emotional realms.
- Open House was phenomenal
- 2 Fire Drills experienced; lockdowns forth coming
- Service Dog program continues to grow; Bentley spends time in the Kindergarten and 3rd grade classrooms. Other than Bentley, there are four other service dogs in place that do specific roles with Guidance, Social Worker and in self-contained rooms.
- Fortunate to have Foster Grandparents back; there are four this year (one in the K looping classroom, one in the 3rd/4th grade looping classroom and two in 1st grade classrooms).
- Student Leaders are also utilized at Pride and help recruit new incoming leaders. Success was achieved when they:
 - volunteered at the Kindergarten recess and lunch; will be repeated again this year.
 - made menu changes last year; this year students will choose their choices and design their own menus.
 - design the spirit weeks at school
- After School Clubs to start up
 - Traditional Homework Skill Based Club for 3rd and 4th graders
 - Drama Club
 - STEM
- Greenhouse utilized to teach about food
- PTA is strong and mighty – block party is this Friday (rain or shine)

ii. Addressed School Committee Inquiry on Busing, Ed Techs and Nutrition Shortages

- Busing fluctuates between 3:35 to 3:40 pm
- Fully staffed
- Looking to add one kitchen personnel to accommodate additional Pre-K room.

4. Stacey Bissell, Special Education Director

i. Bridge/Special Education Update

- 11th year; first year to expand into service grades 2 to 12.
- Staff together for 10 years; nervous about new comers and how it would go. However, no worry was needed. The staff all came together, developed a group text and are already figuring it out. Their dedication is special.
- Special development was first task.
 - Introduced group dynamics and step ladders; promotes team work
 - Introduced the leadership wheel – team should fill the wheel; activity was successful.
 - Lead into development of staff code of cooperation; same exercise students are asked to do
 - Agreed to treat each other with respect, kindness and understand we are all humans that make mistakes
 - Agreed to closing the loop and being open to other perspectives.
 - Theme: We are Stronger Together!

Sanford School Committee Meeting Minutes

9.19.22

- Four Special Education Ed Tech openings.
 - Job Fair – application, turn it in, interview
 - Doing at Adult Ed
 - Will include Custodians and Food Service positions
 - Removing all barriers for the candidates
 - Enrollments:
 - Four - tuition students (2 Acton; 2 Kennebunk)
 - SHS almost full; three classrooms at high school level
 - Seven elementary students (Four intakes this week; Three intakes next week); booked until end of September.
 - Excitement surrounds the lift of COVID restrictions and the start up of a lot of projects out in the community. Some of these programs are:
 - Rustic furniture program
 - Boat Building program
 - Woodshop – Allied Arts
 - Yearbook Club
 - Bike Repairs Program – ties in wellness
 - Absenteeism has improved
 - ii. Addressed tuition costs, vacancy rates in lower grades, mentoring time older students with younger students and recruiting former student to come back and talk to other students
 - Returning students needing a lesser restrictive setting
 - Revenue comes from tuition
 - Following regulatory restrictions; this is where the program suffers with the lack of Ed Techs.
 - Buddy system is being established.
 - Alumni do come back; this is a great opportunity and very beneficial.
 - iii. Addressed BCBA transition as beneficial. BCBA license requirements are very strict but overall the system set up is working.
 - iv. Explained how the elementary and middle school students are placed with age and emotionally functioning levels. Capacity number is 48 (24 for HS/24 for Elementary and Middle School); placement numbers are still lower than capacity numbers.
 - v. Hiring is complex, competitive and steps have been taken to start a change towards improvement to extended offers and create a lens of importance.
5. Steve Bussiere
- i. Safety
 - Continues to be an area of focus
 - Strengthening of the basic security procedures in place
 - Making sure exterior doors are locked and remain locked at all times; there is no propping of doors
 - Screening of visitors appropriately prior to entry; sign in and visitor badged
 - Staff wearing ID badges
 - Focus on building relationships with kids and staff; creating the climate and culture that if you see something, say something.
 - School Crisis Teams have reviewed their building crisis teams and
 - Looked at if we were to have a crisis, what would be our crisis response be?
 - Roles and responsibilities of crisis team
 - Major change made was approach to a violent critical event.
 - Reviewed lockdowns and expanded approach with ALICE

Sanford School Committee Meeting Minutes

9.19.22

- Provided training on ALICE
 - Traditional evacuation drills
 - Lock down drills
 - Rolled out ALERTUS notification app
 - Injuries
 - 3 minor staff injuries
 - 1 minor student injury
 - Injuries are down from last year
 - Continuing training
 - ALICE
 - SROs
 - Crisis Response
- ii. Pre-K
- Opening Day
 - 78 PreK students on opening day
 - 16 PreK students welcomed later
 - 1 opening in PreK
 - All have done a tremendous job in welcoming PreK students into classroom
 - Advisory Team established
 - Transportation is going well; seat belts in use
 - New rest time was established
 - Challenge – breakfast and lunch management
 - Currently teaching routine and procedures; curriculum will be started soon
 - DOE has reached out and scheduled support for teachers; will visit 3 times per year to observe interactions; will provide opportunity to expand PreK
 - PreK Teachers and Ed Tech make a difference – thank you

6. Beth Lambert

- i. Summer Professional Development Update
- 200 Staff members sign up – teachers, ed techs, nurses, etc.
 - Topics covered:
 - Safety Care Trainings – Administrators and Staff
 - Book Studies
 - Productive Math Struggle
 - Make or Break Year – talking about 9th grade year
 - Poor students, Rich teaching
 - Executive Functioning training by Grade Levels
 - Restorative Practices Training
 - Promethean Board training
 - K – 5 Writing
 - REVEAL training
 - Principals held Building Level Leadership training
 - Art Teachers attended Art Camps
 - Specialized instructors are attending pertinent conferences for their discipline.

Sanford School Committee Meeting Minutes

9.19.22

SHS	Sophomore Class Co-Advisor	Laurie Works	C
SHS	Sophomore Class Co-Advisor	Connor Beidelman	C
SHS	Junior Class Co-Advisor	Stephanie Boissoneault	C
SHS	Junior Class Co-Advisor	Sarah Preston	C
SHS	Senior Class Co-Advisor	Kristie Baker	C
SHS	Senior Class Co-Advisor	Mike Kane	C
SHS	Future Educators of America (FEA) Co-Advisor	Kelly Tibbetts	C
SHS	Future Educators of America (FEA) Co-Advisor	Kristie Baker	C
SHS	Drama/Musical #1A	Kristie Baker	C
SHS	Drama/Musical #1B	Brett Williams	C
SHS	Drama/Musical #2A	Kristie Baker	C
SHS	Drama/Musical #2B	Brett Williams	C
SHS	Math Team Co-Advisor	Adam Soule	C
SHS	Math Team Co-Advisor	Kailee Colbeth	C
SHS	Band Director	Hailey Francoeur	C
SHS	Jazz Band	Hailey Francoeur	C
SHS	Marching Band Director	Hailey Francoeur	C
SHS	Color Guard Instructor	Eric Halpin-Desmaris	C
SHS	Assistant Marching Band Director	Bryan MacDonald	C
SHS	Marching Band Percussion	David Cousineau	C
SHS	Marching Band Percussion	Drew Halpin-Desmaris	C
SHS	Marching Band Percussion	Eryn Dudley	C
SHS	Marching Band Percussion	Gabriel Reed	C
SHS	Pep Band	Hailey Francoeur	C
SHS	Winter Percussion (starts in late Dec.)	Hailey Francoeur	C
SHS	Winter Guard (starts in late Dec.)	Eric Halpin-Desmaris	C
SHS	Chorus	Matt LaBerge	C
SHS	Musical Director of Musical	Matt LaBerge	C
SHS	Musical Business Manager	Kristie Baker	C
SHS	Musical Business Manager	Brett Williams	C
SHS	National Honor Society Co-Advisor	Sandra Thompson	C
SHS	National Honor Society Co-Advisor	Laurie Works	C
SHS	Pep Club Advisor	Lauren (Levesque) Roy	C
SHS	Student Council	Nate Smith	C
SHS	Peer Helpers	Beth Letourneau	C
SHS	Yearbook Distaff Advisor	Kelly Tibbetts	C
SHS	Yearbook Business Manager	Donna Cormier	C
SHS	Environmental Club	Genevieve Traftalet	C
SHS	Civil Rights Team Co-Advisor	Heidi Whitney	C
SHS	Civil Rights Team Co-Advisor	Rossie Kearson	C
SHS	Civil Rights Team Co-Advisor	Jen Raymond	C
SHS	Civil Rights Team Co-Advisor	Genevieve Traftalet	C
SHS	GSTA	Sandra Thompson	C
SHS	Ocean Bowl Co-Advisor	Heather English	C

Sanford School Committee Meeting Minutes

9.19.22

SHS	Ocean Bowl Co-Advisor	Genevieve Traftalet	C
SHS	Anime (Intramural)	Kathryn Peppe	C
SHS	Health and Wellness Club	Kevin Way	C
SMS	Band Advisor, Grades 5/6	Dee Ames	C
SMS	Band Advisor, Grades 7/8	Erica Scarano	C
SMS	Art Club Advisor	Samantha Orchard	C
SMS	Yearbook Advisor	Rachel White	C
SMS	Math Club Advisor	Penelope Richetelli	C
SMS	Chorus Director	Justin Pietruck	C
SMS	Mechanical Advantage Advisor	Sara Nason	C
SMS	Drama Club Advisor	Adam Bellefeuille	C
SMS	Student Council Advisor	TBD	C
SMS	Jazz Band Advisor	Erica Scarano	C
SHS	Certification/Authorization Committee Building Level Coordinator	Nicholas Ericson	D
SHS	Certification/Authorization Committee Building Level Coordinator	Troy Hathaway	D
SHS	Certification/Authorization Committee Building Level Coordinator	Kelly Tibbetts	D
SHS	High School Early Hall Monitor	Lisa Arsenault	D
SHS	High School Early Hall Monitor	Kerrie White	D
SHS	HS - School Treasurer	Adam Soule	D
SHS	NEASC Steering Committee Co-Chair	Elizabeth White	D
SHS	Department Co-Chair Language Arts	Kelly Tibbetts	D
SHS	Department Co-Chair Language Arts	Elizabeth White	D
SHS	Department Co-Chair Health & P.E.	Kevin Way	D
SHS	Department Co-Chair Health & P.E.	Michael Kane	D
SHS	Department Chair Math	Nick Ericson	D
SHS	Department Chair Modern & Classical Languages (World Language)	Joshua Clement	D
SHS	Department Chair Science & Technology	Kristie Baker	D
SHS	Department Chair Social Studies	Shane O'Connell	D
SHS	Department Chair Visual & Performing Arts/FCS	Maggie Warner	D
SHS	Department Chair Alternative HS	Karen (McGehee) Webb	D
SHS	Department Chair School Counseling	Beth Letourneau	D
SHS	Department Chair - Special Ed	Alex Munro	D
SHS	Mentor for Probationary Teacher	Heather English	D
SHS	Mentor for Probationary Teacher	Liz White	D
SHS	Mentor for Probationary Teacher	Kyle-Ann Brickett	D
SHS	Mentor for Probationary Teacher	Maggie Warner	D
SHS	Mentor for Probationary Teacher	Kathryn Boudreau	D

Sanford School Committee Meeting Minutes

9.19.22

SHS	Mentor for Probationary Teacher	Adam Soule	D
SHS	Mentor for Probationary Teacher	Sally Quarles	D
SHS	Mentor for Probationary Teacher	Harold Smith	D
SHS	Mentor for Probationary Teacher	Trey Pariseau	D
SHS	Mentor for Probationary Teacher	Shane O'Connell	D
SMS	Certification/Authorization Committee Building Level Coordinator	Angie Labbe	D
SMS	Certification/Authorization Committee Building Level Coordinator	Karen Birch	D
SMS	Certification/Authorization Committee Building Level Coordinator	Erin Fraser	D
SMS	Mentor for Probationary Teacher	Justin Pietruch	D
SMS	Mentor for Probationary Teacher	James Cantara	D
SMS	Mentor for Probationary Teacher	TBD	D
SMS	Mentor for Probationary Teacher	Dani Weston	D
SMS	Mentor for Probationary Teacher	Ashlee Sweeney	D
SMS	Mentor for Probationary Teacher	Richard Oulette	D
SMS	Mentor for Probationary Teacher	Erin Fraser	D
SMS	Mentor for Probationary Teacher	Erin Barry	D
SMS	Mentor for Probationary Teacher	Angel Camire	D
SMS	Mentor for Probationary Teacher	Penny Christie	D
SMS	Mentor for Probationary Teacher	Colleen Quartararo	D
SMS	Mentor for Probationary Teacher	Beth Currier	D
SMS	Mentor for Probationary Teacher	Miranda Levesque	D
SMS	Mentor for Probationary Teacher	Katie Perreault	D
SMS	Mentor for Probationary Teacher	Karen Birch	D
SMS	Mentor for Probationary Teacher	Sara Nason	D
SMS	Mentor for Probationary Teacher	Rachel White	D
SMS	Mentor for Probationary Teacher	Angie Labbe	D
SMS	Mentor for Probationary Teacher	Anders Larson	D
SMS	Mentor for Probationary Teacher	Theresa Webber	D
SMS	Department Chair Grade 5	Kristy Peters	D
SMS	ELA Department Chair	Sara Crabtree	D
SMS	Math Department Chair	Rachel White	D
SMS	Science Department Chair	James Cantata	D
SMS	Visual & Performing Arts Dept. Chair	Samantha Orchard	D
SMS	Social Studies Department Chair	Erin Barry	D
SMS	PE/Health Department Chair	Amanda Roy	D
SMS	Special Education Department Chair	Jessica Allen	D
SMS	STEAM Team Leader (hourly)	Julie Williams	D
SMS	STEAM Teacher (Hourly)	Kim Joy	D

Sanford School Committee Meeting Minutes

9.19.22

SMS	STEAM Team Leader (hourly)	Denise Wilson	D
SPE	Certification/Authorization Committee Building Level Coordinator	Diana Vermette	D
SPE	Certification/Authorization Committee Building Level Coordinator	Tricia Boivin	D
SPE	Mentor for Probationary Teacher	Diana Vermette	D
SPE	Mentor for Probationary Teacher	Tricia Boivin	D
SPE	Mentor for Probationary Teacher	Devyn Thomson	D
CJL	Certification/Authorization Committee Building Level Coordinator	Kathy McCall	D
CJL	Certification/Authorization Committee Building Level Coordinator	Kimberly Minchin	D
CJL	Mentor for Probationary Teacher	Jennifer Brann	D
CJL	Mentor for Probationary Teacher	Karen Belanger	D
CJL	Mentor for Probationary Teacher	Dave Elderidge	D
CJL	Mentor for Probationary Teacher	Ashley Walker	D
CJL	Mentor for Probationary Teacher	Rachel Lewin-Grover	D
CJL	Mentor for Probationary Teacher	Karen Milano	D
CJL	Mentor for Probationary Teacher	Samantha Adams	D
CJL	Mentor for Probationary Teacher	Leanne Giberti	D
CJL	Mentor for Probationary Teacher	Heather Hastings	D
CJL	Mentor for Probationary Teacher	Theresa Webber	D
CJL	Mentor for Probationary Teacher	Devon Garabedian	D
CJL	Mentor for Probationary Teacher	Jaime Hunter	D
CJL	Mentor for Probationary Teacher	Kaitlin Bruenelle	D
CJL	Mentor for Probationary Teacher	Devon Garabedian	D
CJL	Mentor for Probationary Teacher	Jennifer Scremin	D
MCS	Certification/Authorization Committee Building Level Coordinator	Dawna Warner	D
MCS	Certification/Authorization Committee Building Level Coordinator	Sara Deschambault	D
MCS	Mentor for Probationary Teacher	Patricia Hussey	D
MCS	Mentor for Probationary Teacher	Erica Holland	D
MCS	Mentor for Probationary Teacher	Maria Cole	D
MCS	Mentor for Probationary Teacher	Crystal Parker	D
MCS	Mentor for Probationary Teacher	Sara Deschambault	D
MCS	Mentor for Probationary Teacher	Ann Arnold	D
MCS	Mentor for Probationary Teacher	Beth Letourneau	D
MCS	Mentor for Probationary Teacher	Devyn Garabedian	D
District	Ed Tech Reauthorization Committee Member	Lisa Miller	D

Sanford School Committee Meeting Minutes

9.19.22

District	Ed Tech Reauthorization Committee Member	Vicki Payeur	D
District	PLCSS Chairs	Nicholas Ericson	D
District	PLCSS Chairs	Angie Labbe	D
District	District School Counseling GLL	Beth Letourneau	D
District	Grade-level Leader – Grade K	Devyn Thomson	D
District	Grade-level Leader – Grade 1	Sara Deschambault	D
District	Grade-level Leader – Grade 2	Holly Gillis	D
District	Grade-level Leader – Grade 3	Danielle Goad	D
District	Grade-level Leader – Grade 4	Kim LaPointe	D
District	Grade-level Leader – Counseling	Jen Scremin	D
District	Grade-level Leader – Health/PE	Lindsay Tibbetts	D
District	Grade-level Leader – VPA	Heather Hastings	D
District	Co-Grade -Level Leader – Special Education	Christian Janes	D
District	Co-Grade -Level Leader – Special Education	Kathy McCall	D
District	Co-Grade Level Leader – Title Leadership	Marie Sclafani	D
District	Co-Grade Level Leader – Title Leadership	Christy Crowley	D
District	Co-Grade Level Leader – Title Leadership	Jenna Daniels	D
District	Grade Level Leader – Social Workers	Gayle Fallon	D

N. Staff Transfers

1. Superintendent Nelson announced the following transfers:

Samantha Farley	From: Ed Tech (SMS)	To: Life Skills - Long Term Substitute (SMS)	9/16/2022
-----------------	---------------------	--	-----------

O. Staff Nominations None

1. **Policies and Procedures** ([Attachment P](#))
 First Reading – **Student and Staff Wellness Rev 2022 - JL**
Motion by Mr. Roux: To accept the first reading of Policy JL as presented.
 Motion seconded by Ms. Davie. Motion carried 5 – 0.

P. Items for Future Agenda(s)

1. Forming a Special Education Advisory Council

Sanford School Committee Meeting Minutes

9.19.22

Q. Calendar Announcements

Wed., 9.21.22	SHS/ SRTC Schedule Advisory Committee Meeting	SHS/SRTC	2:30 pm
Fri., 9.23.22	SRTC Advisory Committee	SRTC	10 am
Mon., 9.26.22	Wellness Committee Meeting	CO	3:30 pm
Mon., 9.26.22	Executive Session	CO	5 pm
Mon., 9.26.22	SCAE Open House	Willard	3-5 and 6-8 pm
Sat., 10.1.22	SCAE Job Fair	TBD	9 – 11:30 am
Mon., 10.3.22	School Committee Meeting	Chambers	6 pm
Mon., 10.7.22	Teacher In-serve Day		
Mon., 10.17.22	School Committee Workshop (?)	Chambers	6 pm

S. Adjournment

Motion by Mr. Mapes: To adjourn at 8:18 pm.

Motion seconded by Ms. Davie. Motion carried 5 –0.

Respectfully submitted,

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, September 26, 2022 ~5 pm**

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

Members present: Paula Cote, Jennifer Davie, Jonathan Mapes, and John Roux

Staff present: Matt Nelson, Superintendent
Steve Bussiere, Assistant Superintendent
Pam Lydon, Principal
Joe Mastraccio, SMS Assistant Principal
Cecilia Sirianni, Outreach
Megan Downs, Maine Behavior Health Care Case Manager

Guests present: Student, parent

Call to Order **Paula Cote, Chair called the meeting to order at 5:07 pm.**

A. Executive Session Student Matter

1. **Motion by Ms. Davie:** To enter Executive Session at 5:08 pm to consider disciplinary action for a student at Sanford Middle School pursuant to 1 MRSA §405(6)(B).
Motion seconded by Mr. Roux. Motion carried 4-0.
2. **Motion by Ms. Davie:** To exit Executive Session at 5:34 pm.
Motion seconded by Mr. Roux. Motion carried 4-0.
3. **Expulsion Motion by Ms. Davie:** 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 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 his parent written notice of the School Committee findings and conclusions along with conditions for re-entry if expelled indefinitely.

B. Adjournment

Motion by Mr. Roux: To adjourn at 5:36 pm.
Ms. Davie seconded the motion. Motion carried 4-0.

Respectfully submitted,

Paula Cote, School Committee Vice Chair

Matt Nelson, Superintendent