

**SANFORD SCHOOL DEPARTMENT**  
**SANFORD SCHOOL COMMITTEE**  
**MEETING MINUTES**  
**EXECUTIVE SESSION**  
**Central Office, 2<sup>nd</sup> Floor, City Hall Annex**  
**Monday, January 9, 2023 ~4:00 pm**

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

Members present: Paula Cote, Amy Sevigny, Kelly Termath

Staff present: Matt Nelson, Superintendent  
 Steve Bussiere, Assistant Superintendent  
 Joe Mastraccio, SMS Assistant Principal  
 Cecilia Sirianni, Outreach

Guests present: Student, parent

A. Call to Order **Paula Cote, Chair called the meeting to order at 4:13 pm.**

B. Executive Session **Student Matter**

1. **Motion by Ms. Sevigny:** To enter Executive Session at 4:013 pm to consider disciplinary action for a student at Sanford Middle School pursuant to 1 MRSA §405(6)(B).  
 Motion seconded by Ms. Termath. Motion carried 3-0.
2. **Motion by Ms. Sevigny:** To exit Executive Session at 4:41 pm.  
 Motion seconded by Ms. Termath. Motion carried 3-0.
3. **Expulsion Motion by Ms. Sevigny:** The School Committee has discussed the testimony and evidence presented and has found the student under consideration to be deliberately disobedient, disorderly, and violating the conditions of a first time offender plan including engaging in infractions of the Sanford School Department's ACAB 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 student may seek admission into the **BRIDGE** program as an alternative to Expulsion upon meeting conditions prescribed by School Administration and School Resource Counselor. The Superintendent of Schools will provide the student the student's parent(s) written notice of the Sanford School Committee findings and conclusions along with the conditions for admission to the BRIDGE program.  
 Motion seconded by Ms. Termath. Motion carried 3-0.

C. Adjournment

**Motion by Ms. Sevigny:** To adjourn at 4:46 pm.  
 Motion seconded by Ms. Termath. Motion carried 3-0.

Respectfully submitted,

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Paula Cote, School Committee Chair

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Matt, Nelson, Superintendent

**SANFORD SCHOOL DEPARTMENT  
SANFORD SCHOOL COMMITTEE  
WORKSHOP MINUTES  
Central Office, 2<sup>nd</sup> Floor, City Hall Annex  
Monday, January 9, 2023 ~ 5:00 pm**

Note: This is an **IN-PERSON** meeting. School Committee Workshops are open to the public.

**Members present:** Paula Cote, Amy Sevigny, Melissa Simpson, Kelly Termath

**Staff present:** Matt Nelson, Superintendent

**NOTE: Superintendent calls meeting to order until a School Committee Chair is elected.**

**Call to Order:** Superintendent Nelson called the meeting to order at 5:06 pm.

**Workshop:**  
1. To discuss and review Committee/Subcommittees for 2023

**Adjournment:**

**Motion by Ms. Cote:** To adjourn at 5:51 pm.  
Motion seconded by Ms. Termath. Motion carried 4-0.

Respectfully submitted,

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Paula Cote, School Committee Chair

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Matt Nelson, Superintendent

**SANFORD SCHOOL DEPARTMENT  
SANFORD SCHOOL COMMITTEE  
REGULAR MEETING MINUTES  
City Council Chambers, 3<sup>rd</sup> Floor, City Hall Annex  
Monday, January 9, 2023 ~ 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, Melissa Simpson, Kelly Termath

**Student Reps present:** John Paul Alexandre  
Emma Adawadkar  
Aidan Gendron

**Staff present:** Matt Nelson, Superintendent  
Steve Bussiere, Assistant Superintendent  
Bethany Lambert, Director of Curriculum  
Cheryl Fournier, Business Administrator  
Beth Letourneau, Director of School Counseling  
Angela Avery, School Counselor  
Jen Scremin, School Counselor  
Brent Coleman, SMS Social Worker  
Gayle Fallon, SHS Social Worker  
Val Lemelin, SHS Social Worker  
Cecilia Sirianni, Outreach

**NOTE: Superintendent calls meeting to order until a School Committee Chair is elected.**

**A. Call to Order** Superintendent Nelson called the meeting to order at 6:01 pm.

**B. Pledge of Allegiance** Said

**C. Adjustments**

1. Move New Business items –

- J.1 Swearing in of Newly Elected School Committee Members – heard out of order Administration of oath of office for Ms. Kelly Termath and Ms. Melissa Simpson – Sue Cote, City Clerk/Registrar of Voters – **REMOVED**
- J.2. Election of School Committee Officers - Chairperson and Vice Chairperson;
- J.3. Appointments for Standing Committees
- J.4. Proposed Addendum for the 2021-2024 Sanford Federation of Ed Techs Collective Bargaining Agreement that is amending the Salary Schedule and Payment of Wages – **TABLED**

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2. Move Director Report items -

- I.i MIYHS
- I.ii School Counselor Presentation

**Motion by Ms. Cote: To adjust the above items moving them forward to be heard out of order.**

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

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

- 1. Monday, December 19, 2022 Executive Session, 5 pm
- 2. Monday, December 19, 2022, Regular Meeting, 6 pm

**Motion by Ms. Seigny To approve the minutes as presented.**

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

**E. Public Comments           None**

**F. Communications**

- 1. Supt. Nelson presented the SY23 Sanford Procurement Review Final Letter ([Attachment F.1](#))

**G. Committee Reports       None**

**H. Superintendent's Report**

- 1. Student Representative Reports
  - i. John Paul Alexandre spoke about upcoming sport events in basketball, hockey and indoor track. Excited about T minus 40 days to Italy.
  - ii. Aidan Gendron spoke about the upcoming Winter Ball and it being the first one in 2 years. He further recapped the wrestling tournament over the past weekend whereas Sanford placed 4<sup>th</sup> with 20 teams participating.
  - iii. Emma Adawadkar gave an update on guest speaker who did a presentation on normalizing mental health to SHS students and reported that finals were starting next Wednesday.
- 2. Supt. Nelson presented the newest edition of Sanford Spotlight ([Attached](#)).

**I. Directors' Reports**

- 1. Steve Bussiere
  - i. Water Test Results Update - December 2022  
In compliance with Maine State Drinking water laws, the water fixtures that were not in compliance with initial testing were repaired and retested. All fixtures are now in compliance. Results have been posted on individual websites.
  - ii. MIYHS – *heard out of order* ([Attached](#))  
MIYHS surveys students grades 5 through 12 that monitors health behaviors and

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attitudes towards tobacco, alcohol, substance use, mental health, nutrition, physical activity and protective factors. (presentation attached)

- Marijuana and Prescription Drug Use at SHS was slightly higher than State; Alcohol was on par; Cigarettes were <1%, Vape was higher than State
- looking at SMS, Marijuana and Prescription Drugs are slightly higher; Vape number is a concern as it is significantly higher than the State.
- Risk Factors and Takeaways
  - a. Access - Marketing and Social Media – Teens are the target
  - b. Perceived harm of substances
  - c. Mental Health issues
  - d. Suicide Ideations - 25% SMS; 21.3% SHS – on par with state average but below 2019 results
  - e. Bullying - 45% SMS; 20% SHS – above state average but below 2019 results
  - f. Adverse Childhood Experiences – 1 in 5 students have experienced 4 or more of these events; more likely to use substances.
  - g. Protective Factors – staff part of school system that really care for students; parents talk to students about school; student matters to community
  - h. Housing instability – 2% higher than state average.
  - i. Drug Free Community Task Force – SMHC has hired someone and will be starting their program and meeting again; excellent resources.
- iii. School Counselor Presentation – *heard out of order* ([Attached](#))
  - Determining needs – data: attendance, academic, behavioral, MIHYS and other surveys.
  - Caseload: CJL – 427:1; MCS – 391:1; SPE – 359:1; SMS – 927:4; SHS – 1047:4; SRTC – 429:1; K-12 Social Work – Avg. 50; K-12 Special Education Work = Avg. 50; Outreach referrals – Avg. 64.
  - Social Work Referrals come from Student Assistance Teams, School Counselors, Administration, Parent(s)/Guardian(s); Self-Referral; Outside Agencies.
  - Top 5 Reasons: Anxiety, Depression, Home Related Issues, Social Skills and Self-Esteem.
  - Social Work Services Provided: Groups, Consultation and Collaboration
  - Difference between Special Education Social Work and Regular Education Social Work was explained; caseload and top skills worked on were listed.
  - Outreach role – build connections and relationships with students and families; collaborating with/utilizing school and community resources. It is about supporting, connecting and providing resources.
  - Counseling Program Delivery – Direct and Indirect Student Services: Curriculum, Individual student planning, responsive services and system support.
  - Elementary Student Needs: Social/Emotional/Behavioral; Academic; Disabilities. Altogether 73% of K-4 students have some sort of individualized plan of service or intervention; reports indicate this will increase. Work being done: Tier 1: Proactive SEL Lessons for all; Tier 2 and 3: Reactive SEL Interventions; On-going therapy.
  - Post Vape presentation data was shared.

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- Further position needs were presented for both SMS and SHS.

#### J. New Business

1. Swearing in of Newly Elected School Committee Members – *to be heard out of order*  
Administration of oath of office for Ms. Kelly Termath and Ms. Melissa Simpson – Sue Cote, City Clerk/Registrar of Voters – **removed due to Melissa Simpson and Kelly Termath being sworn in on 1.6.23**
2. Organizational Meeting, Election of Officers – *heard out of order*
  - i. School Committee Chairperson  
**Motion by Ms. Termath: To nominate Paula Cote as School Committee Chair.**  
Motion seconded by Ms. Simpson. Motion carried 3-0 (Cote abstained).
  - ii. School Committee Vice-Chairperson  
**Motion by Ms. Termath: To nominate Amy Sevigny as School Committee Vice-Chair.**  
Motion seconded by Ms. Simpson. Motion carried 4-0.
3. Organizational Meeting, Appointments for Standing Committees – *to be heard out of order*  
The Chair appoints the following:
  - Adult Education  
(SCAE Advisory Committee): Melissa Simpson
  - Curriculum: Paula Cote, Amy Sevigny
  - Dropout Prevention: Melissa Simpson
  - Personnel: Amy Sevigny, Kelly Termath
  - Technical School  
(SRTC Advisory Committee): Amy Sevigny, Jennifer Davie
  - Facilities, Grounds, Safety and  
Capital Improvement: Kelly Termath
  - Policy: Paula Cote, Amy Sevigny
  - Performing Arts Center  
Advisory Committee: Melissa Simpson
  - Wellness Committee: Melissa Simpson
  - Legacy Foundation: Melissa Simpson
  - WSSR-TV Advisory  
Committee: Paula Cote
  - Special Education  
Advisory Committee: Amy Sevigny, Kelly Termath
  - Professional Educator  
Professional Growth  
Advisory Committee (PEPG): Paula Cote  
**Motion by Ms. Cote: To appoint the Standing Committees as listed.**  
Motion seconded by Ms. Sevigny. Motion carried 4-0.

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4. Proposed Addendum for the 2021-2024 Sanford Federation of Ed Techs Collective Bargaining Agreement that is amending the Salary Schedule and Payment of Wages. [\(Attached J.4\)](#) - **TABLED**

**K. Old Business**      **None**

**L. Resignations/Retirements\***

1. Superintendent Nelson will announce the following resignations/retirements\*:

April Rossborough	2 <sup>nd</sup> Shift Custodian	SMS	12/19/2022
Don Nichols	Director of Facilities and Maintenance	Maintenance	1/14/2023
Ellie Agreste	Girls JV Lacrosse Coach	SHS	1/2023

**M. Staff Appointments**

1. Superintendent Nelson will announce the following Appointments:

Floral Joyal	Special Education Ed Tech II	CJL	1/3/2023
David Jones	2 <sup>nd</sup> Shift Custodian	SMS	12/27/2022
Jason Dudley	Interim Director of Facilities and Maintenance	Maintenance	1/14/2023

2. Superintendent Nelson will announce the following stipend Appointments:

Celeste Bemis	Mentor for Probationary Teacher	SPE	2023
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**N. Staff Nominations**      **None**

**O. Policies and Procedures**      **None**

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

**Q. Calendar Announcements**

Thurs., 1.12.23	Leadership Team Meeting with City	City Mgrs. Conference Room	10 am
Thurs., 1.12.23	School Committee Executive Session	Central Office	11:15 AM
Thurs., 1.19.23	Safety Information Night for Parents/Guardians	SPAC	6 pm
Mon., 1.23.23	School Committee Meeting	Chambers	6 pm
Wed., 1.25.23	School Committee Workshop – Insurance	Central Office	3 pm
Tues., 1.31.23	Joint Budget Workshop with City Council	Chambers	4 - 6 pm
Mon., 2.6.23	School Committee Meeting	Chambers	6 pm
Mon., 2.27.23	School Committee Meeting	Chambers	6 pm
<b>Budget Meetings:</b>			
Sat., 1.21.23	School Committee Budget Workshop	Chambers	8 am - 2 pm
Wed., 1.25.23	School Committee Budget Workshop	Chambers	4 - 6:30 pm
Mon., 1.30.23	School Committee Budget Workshop	Chambers	4 – 6 pm

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Mon., 2.6.23	School Committee Budget Workshop	Chambers	4 – 6 pm
Mon., 2.13.23	School Committee Budget Workshop	Chambers	4 – 6 pm
Mon., 2.27.23	School Committee Budget Workshop	Chambers	4 – 6 pm
City Council Meetings:			
Tues., 3.7.23	City Council Workshop	Chambers	4 pm
Tues., 3.14.23	City Council Workshop	Chambers	4 pm
Tues., 3.21.23	City Council Workshop (Public Hearing to Follow at 6 pm)	Chambers	4 pm 6 pm
Tues., 3.28.23	City Council Workshop	Chambers	4 pm
Tues., 4.4.23	City Council Workshop (If necessary)	Chambers	4 pm

### R. Adjournment

**Motion by Ms. Cote:** To adjourn at 7:43 pm.

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

Respectfully submitted,

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Paula Cote, School Committee Chair

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Matt, Nelson, Superintendent



**SANFORD SCHOOL DEPARTMENT  
SANFORD SCHOOL COMMITTEE  
MEETING MINUTES  
EXECUTIVE SESSION  
Central Office, 2<sup>nd</sup> Floor, City Hall Annex  
Thursday, January 12, 2023 ~11:15 am**

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

Members present: Paula Cote, Amy Sevigny, Melissa Simpson

Staff present: Matt Nelson, Superintendent  
Steve Bussiere, Assistant Superintendent  
Stacey Bissell, Director Special Education  
Aaron Tremblay, SHS Asst. Principal  
Cecilia Sirianni, Outreach

Guests present: Student, parents

A. Call to Order **Paula Cote, Chair called the meeting to order at 11:26 am**

B. Executive Session Student Matter

1. **Motion by Ms. Sevigny:** To enter Executive Session at 11:26 pm to consider re-entry for a student at Sanford High School pursuant to 1 MRSA §405(6) (B).  
Motion seconded by Ms. Simpson. Motion carried 3-0.
  
2. **Motion by Ms. Sevigny:** To exit Executive Session at 11:50 am.  
Motion seconded by Ms. Simpson. Motion carried 3-0.
  
3. **Re-admission Motion by Ms. Sevigny:** The School Committee has discussed the information presented regarding the student's request and found it to be credible and the behavior that resulted in the student being expelled will not likely recur. Based on the information, the Sanford School Committee readmits Santiago Lanigan to Sanford High School. The student will set up a meeting with the School Assistant Principal and Student Outreach Coordinator to map out a timeline and strategies for his/her successful re-entry pursuant to Title 20-A M.R.S.A., Section 1001. In addition, the Superintendent will provide the student and his parents with a written notice of the School Committee's findings and conclusions.

A. Adjournment

**Motion by Ms. Sevigny:** To adjourn at 11:51 am.  
Motion seconded by Ms. Simpson. Motion carried 3-0.

Respectfully submitted,

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Paula Cote, School Committee Chair

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Matt Nelson, Superintendent