

**Sebago School Department
School Committee
Minutes of Meeting
April 23, 2019
Sebago Elementary School**

- Call to order and Roll Call

The meeting was called to order by Tina, Chair, at 6:35 pm

Members of the Sebago School Committee present:

Tina Vanasse
Joe McMahon
Donelle Allen
Audrey Douglass Schoolcraft

Guests present:

Superintendent Marc Gendron
Clerk Allen Crabtree
June Allen
Randa Viitala
Chris Balchunas
Kathy Harmon
Phil Lowe
Linda May
Mabel Olden
Dot O'Donnell
Ann Burns
Anne Batchelder
Dana Batchelder
Naomi Phillips
Alyssa Hayt
Claudia Lowe

2. Pledge of Allegiance
3. Agenda Adjustments

Opening of mowing bids is moved up on the agenda from New Business.

- Presentations
- Before and After Care – Naomi Phillips discussed the Milestones Preschool and Child Care Center program and distributed a Parent Information Handbook with information on the programs and price structure offered. The program would like to rent space at SES for their Pre-K to 12-year-old programs.

Marc will investigate the insurance and fee questions and will bring back the program for future discussion and action of the school committee.

5. Minutes of last meeting

Donelle made a motion to approve the minutes from the special April 2, 2019, school committee meeting. 2nd by Audrey. Minutes approved unanimously.

Donelle made a motion to approve the amended minutes from the March 19, 2019, school committee meeting. 2nd by Joe. Minutes approved unanimously

6. Public Comments on Agenda items

There were none

7. Superintendent's Report

- Update on budget hearing with Board of Selectmen. Meeting went well.
- MSAD 61 calendar Marc adding SES dates on a separate calendar. He also mentioned that our bus costs would likely increase for SES students if SES has school and the Middle and Highschool do not. SES needs to make up for one more snow day for the year.
- The Title I review has been completed and we have a clean report.
- BoS have signed the school budget warrant. Allen will make copies for the town school budget meeting on 14 May.
- Update of school department audit Peter Hall Smith Assoc will do the audit this year.
- Update on immunization 100% of SES students are immunized.
- Bus Driver resignation Heather LeForge has submitted her resignation for the remainder of the year. Ron Hanson is a replacement candidate and is being reviewed.
- Summer School Title I - We have \$33k in the budget for Title I. There is possible grant funding available for Title I summer school programs
- Update on transportation Working with a bus firm on specs for the new bus. New bus will arrive in mid-May. SES still needs a full-time bus director.
- Update on loan Marc has made preliminary contacts with TD Bank and Androscoggin Bank. Maine Bond Bank is also an option. He will report back on details.
- A mass mailing will be done to 1,600 Sebago households with information on the Pre-K program

8. Landscaping Bid Opening

Sealed Bids were opened for a 3-year contract for fall and spring cleanup and summer mowing, starting 1 July. Three bids were received – K&W Lawn Care and Property Services for \$12,300/year, Mr. Maintenance Man for \$4,122.66/year, and J&S Masonry for \$6,200/year. The school committee awarded the contract to Mr. Maintenance Man.

9. Principal's Report

- Conferences were scheduled the week of April 8th. Unfortunately, due to the weather, we had to cancel conferences that were scheduled for the evening of the 8th and many families chose not to come on the 9th because the weather wasn't that great that evening either. That being~said, many teachers were able to reschedule into open slots in the teachers' conference schedules, came in a little early or stayed a little late, met with parents during prep periods, or are meeting with them this week.
- We had 100% of our students participate in the math and ELA MEAs at the end of~March/beginning of April. The teachers, Mr. Gendron, Ms. Vanasse, and I did a lot of extra practice and preparing~for these assessments. We have never concentrated our efforts so much in~the past. We are looking forward to seeing how the kids did in the summer

when the results come in. This week, 5th-grade students will be participating in the Science MEAs. Next up, NWEA spring assessment for all students near the end of May.

- Teacher Appreciation Week will be held the week of May 6th. We are very much looking forward to seeing what the PTC have in store for us.
- The Pre-K committee has met twice so far this year. We are meeting again next Tuesday and will do a formal presentation to the board, which will allow for public comment, on May 28th. Highlights of what we have accomplished so far:
 - Application to have a Pre-K program here for next year submitted prior to the April 30th deadline.~
 - Decided on~"Focus on K0/K1" for our curriculum. We will be able to get much of this curriculum for free through the state.
 - Assessing the incoming students using the DIAL
 - We have five students signed up for Pre-K screening.
 - Sent a mass mailer to all residents of Sebago last week. Five children have signed up already.
 - Advertised for the Pre-K teacher and ed tech positions. We will be conducting interviews soon.
- Finally, a huge "Thank you!" goes out to our incredible community and all the volunteers that managed to pull off the winning of the Clynk Fundraiser against much larger schools in Maine. Clynk will be here on Wednesday at 12:15 to present the check to the PTC. It was truly an undertaking!

10. Old Business

- School Committee Evaluations – Tina announced that there are 60 questions in the School Committee Self Evaluation form, and that a shorter version of 25 questions for teacher input is being worked on. A 10-question version will be mailed to parents. Joe has prepared a version for the school website, and Wendy suggested that the survey forms also be available at the town school budget meeting on 14 May.

Tina will consolidate the comments and bring the summary back to the next school committee meeting on 18 May.

- There was a 1st and 2nd reading of the School Library Media Policy. Audrey made a motion to approve and 2nd by Joe. Motion passed unanimously.
- Update on Negotiations Committee – Joe and Marc on the committee to negotiate the new Teacher contracts. All labor contracts will be reviewed.

11. New Business:

- Approval of Lisa Ryan as the school physician. Joe made a motion to approve hiring her, 2nd by Audrey. Motion passed unanimously.
- Approve a one-year contract for Kirsten Goff. Joe made a motion to approve the contract, 2nd by Donelle. Motion approved unanimously.
- Phil Lowe described the paving project planned for this summer and his efforts to contact the abutters. There was discussion of moving the basketball court. One bid has been received of the three requested.

The school committee will review the final set of plans and bids and bring it back for approval at their next meeting. The basketball court will be discussed further.

An informational bulletin will be prepared to let parents know about the paving project. Donelle made a motion, 2nd by Audrey to prepare a bulletin. Motion passed unanimously.

- Capital Asset Management Plan - A motion was made to authorize the superintendent to execute contracts as needed to implement the Capital Asset Management Plan that was previously approved as part of the school budget process. Joe made a motion to approve, 2nd by Audrey, motion approved unanimously.

12. Comments on Non-Agenda Items

There were none.

13. Communications

- Bids were received on the mowing contract and a bid was received on the paving project.

14. Adjourn

Joe made a motion, 2nd by Audrey, to adjourn the meeting. The meeting of the Committee concluded at 7:55 p.m.

Future Meetings of the School Committee. All meetings are open to the public.

May 14 – Budget Meeting on the school budget at the Town Hall 6:30

May 28 – Policy workshop at 5:30 at SES

May 28 – Referendum vote on school budget

May 28 - School Committee regular meeting at 6:30 p.m. at SES in the library

June 11 – Policy workshop 5:30 – 6:30 at SES

June 25 – Policy workshop 5:30 – 6:30 at SES

June 25 - School Committee regular meeting at 6:30 p.m. at SES in the library