

**Sebago School Department  
School Committee  
Minutes of Meeting  
August 28, 2018  
Sebago Elementary School**

1. Call to order and Roll Call

The meeting was called to order by Tina, Chair, at 6:30 pm

Members of the Sebago School Committee present:

Tina Vanasse  
Joe McMahon  
Wendy Newcomb  
Donelle Allen  
Audrey Douglass

Guests present:

Superintendent Marc Gendron  
Clerk Allen Crabtree  
Claudia Lowe  
June Allen  
Linda May  
Deb Howard  
Phil Lowe  
Ann Burns  
Mabel Olden  
Randa Vitala  
Dot O'Donnell  
Marjorie Janz  
Barbara Nichols  
Kirsten Goff

2. Pledge of Allegiance

3. Agenda Adjustments

Add a discussion on solar energy to New Business. Superintendent will address painting the school sign in front of the building in his report. Kirsten will present a Principal's report and these will be added to future agendas as well. The discussion of a Christmas concert and the status of cedar boards will be added to next month's Old Business.

Minutes of last meeting

Donella made a motion to approve the minutes from the Aug 15, 2018 meeting. 2<sup>nd</sup> by Wendy. Minutes approved.

5. Public Comments on Agenda items

There were none.

6. Superintendent's Report

- Update on issues for private child care program - Marc reported that the law does not require competitive bids for private use of public (e.g. school) property, but our lawyers recommend doing so. He recommends that an RFP (request for proposals) be prepared, bids reviewed. There would be conditions included in the RFP: 1) programs would be for school age children; 2) children would be from Sebago; 3) fees assessed would be reviewed and approved by the school committee; and 4) the care giver would carry a minimum of \$5,000 liability insurance.
- Mowing bid for next year will have more detail, specifications and will be for 2 years
- Bus routes are complete, mailed to parents and posted on website
- Buses and van are here and are ready to go. There were minor repairs required on Rich's bus, so bus S1 was used for the first day.
- We are all set on gas fueling buses at town garage. Thank you town officials
- VW bus grant is moving forward
- Marc introduced Barb Nichols, our new food service director. She told the committee a little about herself and the program she will be directing. Bento Box meals will be prepared as a supplemental choice once a week with finger foods. She would like to tap into local farms and suppliers of food for the school menu.
- Memorandum of Understanding (MOU) with Spurwink for In-House Social Work Service has been signed.
- As of 8/23/18 Marc's contract 60 days work – Days 17
- A Title I grant for \$36,389 and a local entitlement grant of \$56,300 have been awarded. Kirsten wrote the grant applications. Congratulations!
- Marc reported that 20 I pads have been purchased for Grade 1, 5 MAC Air units have been purchased for Grades 1 - 5, plus Kindergarten learning on the Kindle.
- The old intercom system has died. New airports (wireless routers) with intercom features are going to be acquired for each room in the school.
- All data is cloud based. There is no server in the school building.
- Marc reported that painting the existing sign in front of the building is on the list. This is the sign used for announcements.

#### 7. Principal's Report

Kirsten reported that the Sebago Eagle flag has arrived and will be flown on the flagpole at the school entrance. Sebago Eagle t-shirts have been purchased for the entire SES school body and she was able to find \$461 in funding towards the cost of the t-shirts.

An electrician has been consulted and he will make recommendations for lighting the new school sign and flag pole in the front of the church, once the sign is ready to be installed.

An open house for new students and their parents was held on Aug 27 and was well attended. Students got to meet their teachers and see where their classrooms were.

#### 8. Old Business

- School Bus Idling Policy – this proposed policy had a second reading.
- Before and After School Care Presentation – there was no presentation.
- School Open House – there was discussion on holding an open house in the evening for parents and for towns people to attend. Wendy thought this was a good idea. Kirsten said that none is now scheduled. Tina said that this would be different that parents meeting with their teachers, the open house would be a general one, not teacher conferences. Joe said that the open house should be for the Sebago public and not just parents. Audrey said that it

could be combined with a celebration of the new sign. Wendy countered that the new sign ceremony should be separate from an open house. Marc commented about the celebration and rededication of SES. – the parent teacher conferences should be separate. He raised the point that teacher contracts need to be consulted about the number of meetings allowed. Tina suggested talking with staff. Marjorie suggested that the sign celebration should be separate from parent-teacher conferences.

## 8. New Business

- New Hires – Marc reported that there were no new hires.
- Getting the word about SES out – Claudia suggested that there are several opportunities to get the word out to Sebago and the Lakes Region about the wonderful things happening at SES, including the cedar trees, new school sign, the new Sebago Eagle and Sebago logos, and a photo op with the withdrawal committee and the SES deeds.

Allen plans on writing articles for the Bridgton News on these topics.

- School Celebration - There was discussion about SPICE and the PTC organizing and scheduling a celebration of the rededication of SES and the new Sebago School Department. The next PTC meeting is Wednesday, 26 September.
- School Property Boundaries – Phil reported that there are 13 boundary lines totaling 2,500 feet in the property and showed the Committee a map. He will meet with Brandon and walk the boundaries and have a report for the next meeting. He would like to have a package prepared pulling together all the property deeds for the SES into one document.
- Solar Energy Power - Phil discussed some general options of installing a solar array at the SES to generate enough power to meet the school's energy needs. He also raised the possibility of heat pumps that would provide heating and cooling for each classroom as part of a solar energy package.

9. Comments on Non-Agenda Items

There were none.

Tina has prepared a form for members of the audience to enter items they would like to discuss, both public comments on agenda items and comments on non-agenda items. It will be posted at the sign in table starting next month.

10. Communications

There were none.

11. Adjourn

The meeting of the Committee concluded at 7:28 p.m. following a motion by Wendy and 2<sup>nd</sup> by Joe and approved by the Committee.

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

- The School Committee will meet with the Superintendent on Tuesday, September 25, 2018 at 5:30 p.m. at the Sebago Elementary School for a workshop to discuss Sections 4 - 8 of the Handbook.
- The School Committee will meet for a regular meeting on Tuesday, September 25, 2018 at 6:30pm at the Sebago Elementary School
- The School Committee will meet with the Superintendent on Tuesday, October 23, 2018 at 5:30 p.m. at the Sebago Elementary School for a workshop to discuss Sections 9- 12 of the Handbook.
- The School Committee will meet for a regular meeting on Tuesday, October 23, 2018 at 6:30pm at the Sebago Elementary School