

**Sebago School Department**  
**School Committee**  
**Minutes of Meeting**  
**December 18, 2018**  
**Sebago Elementary School**

1. Call to order and Roll Call

The meeting was called to order by Tina, Chair, at 6:33 pm

Members of the Sebago School Committee present:

Tina Vanasse  
Joe McMahon  
Wendy Newcomb  
Donelle Allen  
Audrey Douglass Schoolcraft

Guests present:

Superintendent Marc Gendron  
Clerk Allen Crabtree  
June Allen  
Dot O'Donnell  
Claudia Lowe  
Phil Lowe  
Karen Moore  
Anne McMahon  
Barbara Nichols  
Randa Viitala

2. Pledge of Allegiance

3. Agenda Adjustments

Add the report on food services by Barbara Nichols

4. Minutes of last meeting

Joe made a motion to approve the minutes from the December 3, 2018, school committee meeting. 2<sup>nd</sup> by Audrey. Minutes approved.

5. Public Comments on Agenda items

There were none

6. Food Service report

Barbara Nichols gave a report on the SES food service. Inspections have gone well, an effort is underway to purchase and serve local foods, there are plans to purchase a freezer. 47% of the lunches are now provided free, with a goal of 60%. Participation in the lunch program continues to increase. The bento lunch has become very popular. She is going to classes to get their input in menu planning with enthusiastic participation of the students. A bag lunch will be served on early release days.

## 7. Superintendent's Report

- Update on SAD-61 audit - MSAD61 reported that the audit is due by December 31 and Marc hopes to have a report by next meeting.
- Holly Jolly Helpers benefiting 39 youngsters

Special "Thank You" to Kiersten, Therese Prince, PTC, Lions, and the student council

- Report on meeting with town official regarding radio issues – The plan now is to have a base station and portable radios in the buses. The school and the town will share the frequency used by town radios. A new tower will be erected on Douglas Hill. Cost of the repeater and installation will be about \$7,500 split between the school and the town.
- Sent out 20 recognition letters to students and parents
- Report cards went out last week. Big job, new software. Thank You to all staff for your flexibility
- Beautiful holiday concerts. Thank You Marion Hotopp and Jenni Null
- Concert is on school website
- The 5<sup>th</sup> grade stock market competition team was voted best in the state in the elementary division. There were 349 schools in the high school division and 45 in the elementary division. The SES team made a paper profit of \$12,000 during the 10-week competition. They will be going to a banquet honoring their success on May 22. Next month the team will make a presentation to the school committee.

## 8. Principal's Report

Kirsten was not in attendance and Marc included items from the Principal's Report in his Superintendent's Report.

## 9. Old Business

A. Use of School Facilities policy was discussed.

Wendy had questions about the fees for use by PTC and SPICE. Will there be a charge for events? Would there be a different rate for Sebago residents and for non-residents? \$50 for residents and \$100 for non-residents. Fees would be for paying the custodian for hours over regular hours.

No cooking would be allowed by groups using SES except if arrangements are made to schedule school staff to do the cooking. Draft policy KF-A discusses use of SES buses and KF-B is an application form which would include a request for a two-week notice.

This was the first reading of the proposed policy. Next month it will receive a second reading and a vote on the policy by the school committee. Until Sebago has their own policy the MSAD61 policy on use of school facilities will be in force.

### B. Wellness Policy

There was discussion on recess as a disciplinary measure. Kirsten met with the teachers and there was a general consensus that denying students PE or recess was not a good idea. Marc said that a Wellness Committee will be created as advisory to the School Committee.

This was the first reading of the proposed policy. Next month it will receive a second reading and a vote on the policy by the school committee.

### C. School Calendar

There was discussion of the school calendar on the school website. Joe pointed out that there are two school calendars, one for internal use and one for public use. Allen pointed out that the Town website has a public calendar where school committee meetings are posted and an official one where town business is noted.

Joe and Allen will get together after the holidays to address this issue.

10. New Business:

- Power Outage day

Marc proposed adding one hour a day on Wednesdays to make up the day lost during the recent SES power outage, from January 9 to February vacation.

Donelle made a motion to approve the recommendation, 2<sup>nd</sup> by Joe. Motion passed.

- Pre-Kindergarten Committee

Marc proposed forming an advisory committee to review and make recommendations to the school committee on starting a new pre-K program at SES. Objective would be for the pre-K program to begin in August 2019. The advisory committee would meet every three weeks, and Marc requested volunteers to serve on it.

Donelle will represent the school committee.

Joe made a motion to create an ad hoc pre-K advisory committee, 2<sup>nd</sup> by Wendy. Motion passed.

- Technical Committee

Marc reported on the status of this advisory committee. The objective is to get recommendations on hardware needs and budget requirement and then report to the school committee within a year. The technical committee would then be disbanded.

11. Comments on Non-Agenda Items

- Solar Energy

Phil Lowe reported that Revision Energy had been contacted about developing a solar energy project at the SES. They will need access to the CMP records of energy use by the SES, and also information on gallons of fuel oil use and BTU requirements of the SES. One goal of the project would be to replace the old heating system.

- Property Lines

Phil Lower reported that the town has sent out notices to abutters and identified violations were abutters have structures over the property lines onto town property. One abutter who is encroaching onto town property requested to buy the land in question but the town will not allow it.

12. Communications

There were none.

13. Adjourn

Donelle made a motion, 2<sup>nd</sup> by Audrey, to adjourn the meeting. The meeting of the Committee concluded at 7:44 p.m.

-----

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

Jan 22 - School Committee regular meeting at 6:30 p.m. at SES in the library