

Sebago School Department
School Committee
Minutes of Meeting
December 3, 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
June Allen
Ann Burns
Chris Balchunas
Brooke Randall
Randa Viitala
Kirsten Goff

2. Pledge of Allegiance

3. Agenda Adjustments

There were none.

4. Taping Procedures

Marc described the process by which School Committee meetings will be taped by the Student Council. Randa and Brook ran the video camera, and tonight's taping was the first trial. The videos will be available through a link on the school and town websites and will also be available as a live screening. The School Committee will make a \$50 payment to the Student Council for their efforts.

5. Minutes of last meetings

Donelle made a motion to approve the minutes from the June 2, 2018, school budget public meeting. 2nd by Joe. Minutes approved.

Audrey made a motion to approve the minutes from the Oct 23, 2018 school committee meeting. 2nd by Wendy. Minutes approved.

6. Public Comments on Agenda items

There were none

7. Superintendent's Report

- Thank You to SPICE and PTC for sign unveiling
- Sharing of MSMA Conference report –

The advantage of the MSMA conference is the opportunities to network. He attended a Pre-K session and picked up tips on setting one up. He made a good contact to address pre-and post-care programs. He also discussed the Department of Labor check list.

- Operations/Transportation update
- Grant schedule

We scored 90 points on the bus grant competition. There were 150 applications for new buses and 15 were funded, included Sebago Elementary School. The grant will be for \$65,000, and our share to complete the purchase will be about \$24,000. We already have \$25,000 earmarked in our budget for the new bus.

- Bus repair issues

Bus repairs are ongoing but are not major nor unanticipated

- Radio/Camera update

Cameras are all set on two buses and the third is being worked on. Communications still presenting a problem with coverage throughout the town.

- Generator Bids – working on it
- Roof maintenance Update – working on it.
- MEA Results – Marc distributed handouts that showed MEA three-year results for Math and for ELA (English, language, art). This represents the first time in three years with the same test. SES has work to be done in Math but the ELA results are improved.
- NWEA Preliminary Results – a score sheet was distributed.
- Food Service Review – we received good reviews.
- Tina has volunteered to do a Food Service Review
- The payment by MSAD61 to SES is awaiting a final audit and should be available next month.

8. Principal's Report

- We raised \$627 in the Penny War. All of it will be used to purchase items for families who have applied for help through the Holly Jolly Helpers program this year. We also received a check from the Town for \$825 and \$1126 from the Santa Breakfast on December 1st. There is a Holly Jolly Helpers Wish Board located in the main lobby of the school that all staff and community members can access if they want to purchase wish list items. Please~feel free to help yourself! This information has been shared on the school's website as well as the Sebago Community and PTC Facebook pages. We have more than double the number of families asking for assistance this year when compared to last year. Any help that can be provided, will be greatly appreciated!
- Our Scholastic Bookfair was a big success. We sold \$2151.66! We were able to keep 40% of the proceeds to purchase~books for our teachers. A big thank you to the parents who were able to help run the fair with. I couldn't have done it without them! In the spring, we will have a Buy One Get One fair.
- Parent-Teacher Conferences were held the week of November 5th. At this time our teachers have conferenced with 97% of families. The teachers are working to find times to meet with the remaining families.
- I attended the DOE's training session on the annual MEA assessment which will be administered~this spring. We learned how to dig into the data and access the reports for families. We also learned how to access released items and I received some resources from my tablemates. I have shared what I learned with my teachers to better prepare our students for the spring.
- We have submitted the report card standards to Web2School. Teachers are preparing their grades and have been able to enter them. We are still aiming to have report cards sent home on December 7th if at all possible.
- The PTC showed *Ferdinand* on Friday, November 30th at 6:00 for free to families. This is an anti-bullying movie, so it fits right in with the what we teach at Sebago.
- Ms. Hoffman, our GT teacher, will be working with classes on the "Hour of Code" December 4th & 5th.~The~Hour of Code~is a global movement by Computer Science Education Week and~Code.org reaching tens of millions of students in 180+ countries.~The Hour of Code~is an opportunity for every student to try computer science and programming for one~hour.~The most~important~aspect of~computer science~is problem-solving, an essential skill for life. Students study the design, development,~and analysis of software and hardware used to solve problems in a variety of business,~scientific,~and social contexts.
- Our Student Council members have been selected and are off and running. They are Ari Mains, Collin Raymond, Helena Sheldrick, Brooke Randall (who is here today running the video equipment), Maddy Olsen, Courtney Lopez, Ronan Davis, Vinny Stucchi, and Ethan Brown. We will be heading out for our annual shopping trip on Monday, December 10th. Our snow date will be on the 12th.
- We recently interviewed for another special education ed tech III. We were very happy about the quality of candidates and are excited to welcome Amy Ballingall to our team!
- Upcoming~Events:
 - Cromwell Center was here November 30th and December 3rd to teach students about disability awareness
 - We will have our holiday concerts on Thursday, December 13th with a snow date of the 20th. K-2 will be at 9:30 am and 3-5, band, and chorus will be at 1:30pm

9. Old Business

. A. No report on school boundaries

B. No report on the Solar Energy Project:

C. Policy JLCD and related procedures (Medication Standing Orders Policy JLCD and Administering Medication procedures and permission form

Joe made a motion for a first and second reading of this policy and approval of the policy by the School Committee. 2nd by Donelle. Motion passed.

D. Discussion of Wellness Policy.

There was a discussion on recess and PE and their use as a discipline tool. Wendy felt that recess is important and should not be withheld as a discipline tool. Donelle asked about the discretion that teachers have. Marc noted that consistency is important. Kirsty suggested a compromise, where disruptive students would do laps as set by the teacher before being allowed regular recess with their friends. Tina said this would allow students to get out and burn off some energy but not allow them what they most want – to interact with other students.

10. New Business:

- New hires

Kirsten reported that Amy Ballingall has been recruited as a new Ed Tech III on a full-time basis. She is planning on starting on Monday next week pending School Committee approval.

Audrey made a motion and Joe 2nd the motion to approve the new hire. Motion passed.

Kirsten also reported that the Speech Therapist she had approached had taken another job elsewhere.

- 1st and 2nd Reading of District Policies Section A and a vote

This new policy will replace the MSAD61 Policy pertaining to running our school.

Donelle made a motion to approve the first and second reading of the policy and approval of the policy. 2nd by Audrey. Motion approved.

- 1st Reading of Sebago School District Policies Section B

Joe made a motion to approve the first reading of the policy, 2nd by Audrey. Motion approved.

- Policy IJNBD, Student Computer Use and Safety

Donelle made a motion, 2nd by Audrey, to have a 1st and 2nd reading and approve the policy. Motion approved.

- Community Use of the SES facilities

Marc commented that the community use of school facilities is addressed in the MSAD61 policy manual. He recommends that the school should be flexible in the community use of its facilities and will draft a policy and bring back next School Committee meeting for consideration.

- Vice Chair

Joe made a motion, 2nd by Wendy, to appoint Audrey as the Vice Chair of the School Committee. Motion approved.

- Snow Days Option

Several options for dealing with snow days were discussed. Kirsten will bring the issue up at the next Faculty Meeting for teacher input and suggestions.

11. Comments on Non-Agenda Items

There were none.

12. Communications

There were none.

13. Adjourn

Audrey made a motion, 2nd by Wendy, 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.

- Dec 11th School Committee Workshop District Policies 5:30- 6:45 p.m. Conference Rm
- Dec 13th Tech Committee Meeting at 4:00 p.m.
- Dec 18th School Committee workshop MSMA Manual 5:30-6:30 p.m. Conference Rm

Dec 18th School Committee regular meeting at 6:30 p.m. at SES in the library