

**Sebago School Department  
School Committee  
Minutes of Meeting  
February 26, 2019  
Sebago Elementary School**

1. 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  
Wendy Newcomb  
Donelle Allen  
Audrey Douglass Schoolcraft

Guests present:

Superintendent Marc Gendron  
Clerk Allen Crabtree  
June Allen  
Tammy Girarden  
Randa Viitala  
Chris Balchunas

2. Pledge of Allegiance

3. Agenda Adjustments

There were none.

4. Minutes of last meeting

Audrey made a motion to approve the minutes from the December 18, 2018, school committee meeting. 2<sup>nd</sup> by Wendy. Minutes approved unanimously.

5. Public Comments on Agenda items

There were none

6. Presentations

Lisa Graham and Sue Harmon presented/ Zones of Regulation and Social Thinking Skills

Audrey made a motion to approve implementation of these two programs, 2<sup>nd</sup> by Donelle. Motion passed.

7. Superintendent's Report

- Update on SAD#61 Carry Over Funds

Marc reported that the audit has been completed and Sebago will be receiving \$364,000 from MSAD61 under the terms of the withdrawal agreement. He proposes establishing multiple reserve funds to deal with budget capital needs in the future, including CIP, Technology, Transportation, Special Ed, and Tuition.

Funds from MSAD61 will go to the Sebago School Department, not into the Town's general fund.

- Update on VW~Bus Grant

We have ordered a new Thomas Bus from Cressey, with heavy duty transmission and engine. The School Districts share of the new bus cost will be \$23 to \$25,000. Delivery will be this spring.

- Radios and cameras in buses

Cameras are installed and functional on all buses – one in the front, one in the back, and two others. There was a violation of the red light – traffic stop recently, and the information was turned into the County Sheriff for action.

The radios are in and have been tested. The new repeater will be installed in July.

- Update on Operations

An evaluation of replacing older inefficient lights in classrooms with LED lights will be undertaken, as well as an energy audit.

- Update on Pre-K Advisory Committee

A meeting to discuss Pre-K will be set in the near future.

- June 3 Luncheon

Is proposed.

- Stipends for the School Committee

An annual stipend of \$500 is proposed. School Committee members need to send Marc their social security numbers and mailing addresses.

## 8. Principal's Report

- MEA Testing will begin the week of March 27th. Students in grades 3-5 will take the online MEA assessment in math, reading, and writing. All three grades will take the assessment at the same time. We~will be offering FREE breakfast and snacks to all students in grades 3-5 on testing days. Students in 5th grade will also take the science MEA the week after April~break. (BROCHURE and LETTER)
- Staff participated in a Chapter 33 review training this afternoon. Chapter 33 covers the portion of the Special Education law around restraint and seclusion. The training was run by Special Education Director Sarah Hillery.
- Wednesday, February 27th will be our last extended school day to make up the no-power day we had in October. Starting next week, we will have extended school days on Tuesdays and Thursdays~for five weeks ending on April 4th. March 8th is also now a student day. All of this will make up another THREE of the eight storm days we have had so far this year. The current projected date for the last day of school is June 14th.
- Leslie McConnell, our Title I teacher, and I reviewed and made suggestions to the required Title I policies for our Title I application for your approval. (handout)
- Yesterday, after the students left to go skiing or snowboarding, students had an extended recess outside. They decorated the snow with bottles of colored water and everyone who wanted to skate were able to skate.
- This Friday we will be celebrating Dr. Seuss's birthday. Students will have~a special breakfast (green eggs and ham) and lunch (roast beast). Ms. Walker is making a special cake for the school, which students will get to eat after silent reading. We will do a school-wide silent reading in our Truffala Forest after lunch. Students will also have the opportunity to pick free books in the art room that were organized by Tammy Girardin. Tammy is also decorating the classroom doors with book themes.

#### 9. Old Business

- Budget Time Line and Workshops

There was a discussion on the time line for developing the school budget for next year and dates to meet with the Board of Selectmen, the warrant, budget meeting, and referendum. These dates are included at the end of these minutes.

#### 10. New Business:

- MSAD61 School Board Meetings

There was discussion of a Sebago School Committee attending meetings of the MSAD61 School Board and report back to the Sebago School Committee. MSAD61 board meetings are usually held once a month. This item will be added to the Sebago policy – no vote is needed.

- Property and Casualty Trust

Contract awarded to MSMA.

Donelle made a motion, 2<sup>nd</sup> by Audrey, to award the contract to MSMA. Motion passed unanimously.

- Columbus Day vs. Indigenous Day

There was discussion of changing Columbus Day on the school calendar to Indigenous Day or Immigrant Day. Donelle noted that the federal government has designated the day as Columbus Day and the school does not have the authority to make changes unilaterally. Audrey commented that the school should follow the national holiday designation.

Joe made a motion to table discussion of this topic, 2<sup>nd</sup> by Donelle. Motion passed on a 4 to 1 vote.

Wendy suggested that when this item is brought back to the school committee for discussion that an effort be made to advertise to have the public attend and give their opinions.

- School Committee Evaluations

Marc explained that the School Committee should do a self-evaluation annually. The two forms should be completed and brought back to the next meeting. Tina commented that it would be helpful for the committee to get input from Sebago taxpayers on how they feel the School Department is working so far.

- First read of Title I policy KBF

There was a first reading of the Title I policy. Next committee meeting it will have its second reading and approval.

- First read of Student Code of Ethics policy JIC

There was a first reading of the Student Code of Ethics policy. Next committee meeting it will have its second reading and approval.

- New Hires Supervising Librarian

Kirsten told the committee that an offer of employment has been extended to Laura Magnison as Supervising Library for SES. She will work three days/year providing oversight to the SES Library.

Donelle made a motion to hire Magnison, 2<sup>nd</sup> by Audrey. Motion passed unanimously.

- Hallway carpeting suggestions

Tammy suggested considering using carpet tiles with decorations and themes.

- Sebago Town Report

Will be dedicated to SES in recognition of the town withdrawal from MSAD61.

11. Comments on Non-Agenda Items

Tammy briefed the Committee on the Ski Program. It was very successful and involved 26 from grades 2 through 5. Tina asked for a list of the instructors so she could send thank you notes.

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 8:29 p.m.

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

Feb 27 – Budget Committee workshop at 6:30 at SES

Mar 12 – Policy workshop 5:30 – 6:30 at SES

Mar 13 – Budget Committee workshop at 4:00 at SES

Mar 19 – School Committee regular meeting at 6:30 p.m. at SES in the library

Apr 02 – School Committee meets with the Sebago BoS at the town offices 7pm

Apr 09 – Policy workshop/ Budget workshop if necessary 5:30 – 6:30

Apr 16 – Sebago BoS signs school warrant

Apr 23 – Policy workshop at 5:30 at SES

Apr 23 - School Committee regular meeting at 6:30 p.m. at SES in the library

May 14 – Public hearing on the school budget

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

July 23 - School Committee regular meeting at 6:30 p.m. at SES in the library