

**Sebago School Department
School Committee
Minutes of Meeting
May 28, 2019
Sebago Elementary School**

- **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
Donelle Allen
Audrey Douglass Schoolcraft
Wendy Newcomb

Guests present:

Superintendent Marc Gendron
Principal Kirsten Goff
Clerk Allen Crabtree
Randa Viitala
Chris Balchunas
Phil Lowe
Linda May
Mabel Olden
Dot O'Donnell
Claudia Lowe
Grove Newcomb

2. **Pledge of Allegiance**
3. **Agenda Adjustments**

There were none. Tina explained the new format for the agenda, replacing “old business” and “new business” with “discussion items” and “action items.”

- **Presentations**
- **Pre – Kindergarten** presentation by Kirsten Goff

Kirsten had a power point presentation and a handout to update the school committee on plans for starting Pre-K at SES this fall. Pre-K will be a full day program, starting and ending the same hours as the rest of SES students. Pre-K students will ride on the SES buses. Several parents have indicated their interest in having their children in the Pre-K program, and the Pre-K teacher (Jordana Rees) and Pre-K Ed Tech (Ashley Russo) have been named.

- SPICE presentation by Linda May

Linda reported that SPICE has been looking at landscaping as their next project and would like to plant a flower garden around the sign and flagpole areas. Work would begin in the fall and would include different themes. She asked if the granite bench at the front of the school could be moved. Tina commented that the school owns the bench and it could be moved. Donelle asked that the nature trail be looked at some time as well.

A motion to approve SPICE plans was made by Donelle, 2nd by Joe, motion approved unanimously.

5. Minutes of last meeting

Audrey made a motion to approve the amended minutes from the April 23, 2019, school committee meeting. 2nd by Wendy. Minutes approved unanimously.

The next school committee meeting will be on June 25, and there will be no school committee meeting in July. Meetings and workshops will resume in August.

6. Public Comments on Agenda items

There were two – Grove Newcomb and Claudia Lowe to talk on the recess discussion.

7. Superintendent's Report

- Sebago Days insurance – Marc has checked with our insurance carrier and since Sebago Days is a town event it is covered under the town's insurance in case of any injuries or claims. No additional coverage of the school's insurance is required.

Donelle had concerns about the traffic on the playground during Sebago Days and the possibility of a child being hit by vehicles going back and forth there. There was a discussion and Tina said she would speak with the Town Manager about the problem.

- CAMP updates – Phil said that the paving project is moving forward and construction will begin on 15 June, to be completed in time for Sebago Days. Marc announced that the solar project will be delayed one year because of the tariffs on Chinese solar panels and rate increases. Grove has had an asbestos check made, additional insulation for the building will be installed in August and replacing overhead lights with LED lights will be done by July 1.
- The School Department Budget meeting at the town hall on 14 May went well and all budget warrant articles were approved. Next step is the referendum today, 28 May.
- IXL Usage – Marc gave an update and distributed sheets of SES school achievement and progress and growth. 2,217 skills were mastered – a remarkable achievement.
- NWEA update – Randa reported enthusiastic participation by students in the program.
- E-rate funding – Marc reported that Avery has been working on a \$9,835 grant for tech programs.
- Update on Title V funds – Marc reported that Kirsten is working on it, and she said that she will provide more details on the Title programs in her Principal's Report. Total Title program funding is \$37,672 this year.
- Art and Framing – Marc reported on a new program to select student art to be framed and hung around the school to recognize student artists. When the student artist graduates they may take their art with them or leave it at the school as part of a student art exhibit.
- Payroll system – Marc reported that the old paper timesheet system has been replaced and teachers may now enter their time electronically. This will save time in processing payroll. Marc also said that he was exploring setting up a 403(b)-retirement plan for teachers and will reach out to them to see if they are interested.
- End of year calendar – was reviewed and discussed. June 3 and 14, 2019, will be changed from Early Release to a full day of school to make up for the last snow day. Action was taken under Action Items later in the meeting.

8. Principal's Report

- Title Funding (preliminary amounts)
 - Title I \$23,452 (about the same) (money for working with struggling students in math and reading)
 - Title IIA \$4,220 (drop of ~ \$8,000) (professional development for staff)
 - Title IV \$10,000 (new funding this year) (well-rounded education)
- Zones of Regulation - It's working! Students and staff are connecting with the Zones of Regulation. Recently, students in first grade read a book called Wangari's Trees of Peace. A first grader, Marsha, wrote, " Wangari lived in Africa and she saw trees getting cut down. She was in the blue zone and she was growing trees and she stood up for what was right."
- Special Events - We have lots of special events coming up. This week, grade 5 is going to Scribner's Mill and the Portland Museum of Art. Next Tuesday, we have the Volunteer Breakfast at 8:30 and middle schoolers are visiting the 5th graders. Field Day is on Wednesday, weather permitting. Unfortunately, we were unable to hire lifeguards due to limitations from our insurance company. The staff and I agreed that the best location would be at the school rather than at Camp O-At-Ka because it just seemed cruel to have the lake right there and not be able to go in it. Hopefully, we will have something else worked out for next spring. During the week of the 10th, our graduating seniors will visit either Monday or Tuesday, the chorus/band concert will be on Monday at 1:30, Tuesday is 5th grade step-up day, Kindergarten Celebration is on Thursday at 1:30, grades 1-4 will receive their recognitions on Friday at 9:30, and 5th grade is having their celebration at 1:30 on Friday.~
- Friday, June 14th is the last day of school.~

9. Discussion Items

- Recess Policy – Claudia and Grove had comments encouraging more recess time to increase learning. Claudia read results from programs in Finland and Japan where more frequent recess time was effective. Wendy also commented on the value and observed that students have a limited time to set still and learn. Marc said that we need to determine what is best for SES. There was discussion on students going to the playground after getting off their buses in the morning, and the staging of breakfast and play breaks.

Tina suggested that a study committee be formed to evaluate the issue and bring their recommendations back to the school committee. Members of the study committee would be Marc, Kirsten, 2 teachers, 2 parents, Audrey and Wendy. Marc said that the study committee would report back at the August meeting.

- Indigenous People Day – there was a spirited discussion whether to change “Columbus Day” to “Indigenous People Day” on the school calendar. Donelle said that Columbus Day is a federal holiday and we should not change it. Wendy said that the state has changed the day to Indigenous People Day and we should follow the lead of the state. Linda May said that each state can set their own day. Joe said that this is not a school issue and wondered why we are even having this discussion. Marc suggested that we could change “No School – Columbus Day” on the school calendar to “No School – Holiday.” Tina responded that it is important that holidays have names. Grove recommended that the school use the state name and make a decision on the school calendar. Chris suggested that “Monday after Fryeburg Fair” is what most students think of the holiday. Marc commented that the school calendar needs to go out, and a school committee decision is needed. Mabel asked when will political correctness changing names stop?

Wendy made a motion to change October 14 from Columbus Day to Indigenous People Day on the school calendar. Tina 2nd the motion. The motion failed on a vote of two in favor (Wendy and Tina) and three in opposition (Joe, Donelle and Audrey). The holiday will remain Columbus Day on the school calendar.

- Before and After School Care - Marc is working on the issue, has had three meetings and contacted our insurance carrier. He is preparing a one-year contract for Naomi and will bring the contract to the June school committee meeting for review and approval.
- MSAD61 School Board meeting – Wendy attended and reported no issues of concern regarding SES.
- Policy DJ: Bidding/Purchasing Requirements – a change was made increasing the Superintendent’s discretionary limit from \$200,000 to \$250,000. A first and second reading were given. Audrey made a motion to approve the policy, 2nd by Joe, motion passed unanimously.

10. **Action Items**

- Action items A through H – Joe made a motion to approve the appointments and items included in action items A through H as one action, as amended. There were two minor corrections – item 9B for reappointment of educational support personnel (remove Amy Ballingall as Ed Tech III) and item 9C for the reappointment for non-teaching employees (delete Kayla Olsen under custodians). Audrey 2nd the motion. It was approved unanimously.
- Basketball Court – Phil reported that there was not enough funding to move the basketball court when the paving project is underway, unless there is enough volunteer effort to carry it off. He is proposing moving the basketball court to its former location and would keep traffic off the court. There was a great deal of discussion and Marc suggested tabling the item and have the operations committee review it. Wendy made a motion, 2nd by Donelle, to move the basketball court issue to the operations committee for their discussion and action as appropriate. Motion passed unanimously.
- 2018-2019 Storm Makeup Days – Early release planned for 3 June and 14 June will be changed to full days of school to make up for the last storm day. Audrey made a motion, 2nd by Donelle, to change these two days to full school days. Motion passed unanimously.
- 2019-2020 School Calendar – A first and second reading of next year’s school calendar was made, and Wendy made a motion to approve it, 2nd by Joe. Motion passed unanimously.
- Paving Project Action – Phil distributed a flyer to be sent to all interested parties with an update on the paving project schedule. He requested school committee action on the budget for the project. Audrey made a motion to approve \$160,000 for the project, 2nd by Joe, motion approved unanimously.
- Family Handbook – Kirsten reviewed the draft Family Handbook. Donelle had some minor typos and corrections. Donelle made a motion to approve the amended Family Handbook, 2nd by Wendy, motion approved unanimously.

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 8:48 p.m.

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

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

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

Aug 13 – Goal Setting Workshop 5:30 – 6:30 pm at SES

Aug 13 - School Committee regular meeting at 6:30 p.m. at SES in the library

Aug 27 – Policy Workshop 5:30 – 6:30 pm at SES

Aug 27 - School Committee regular meeting at 6:30 p.m. at SES in the library