

**Sebago School Department
School Committee Meeting
November 17, 2020**

There was a Regular Meeting of the Sebago School Committee on Tuesday, November 17, 2020 at 6:30 p.m. in the Cafeteria of the Sebago Elementary School.

Call to Order and Roll Call

This meeting was a hybrid, with both members in person and members joining by video link. Pursuant to subsection 403-A of 1 MRSA (Maine Revised Statutes Annotated), Chair Tina Vanasse confirmed that each member of the Committee could both hear and be heard. She did this by calling the roll and members present were asked to confirm by saying “Yay”. She asked that all members listen and report any audio difficulties when the roll call is complete.

The following School Committee members were present in person – Tina Vanasse, Audrey Schoolcraft, Joseph McMahon, and Donelle Allen. School committee member, Wendy Newcomb, joined by video link and responded in the affirmative that she could both hear and be heard. Also present in person were Superintendent Marc Gendron, Principal Kirsten Goff, Secretary Allen Crabtree, Chris Balchunas, and Randa Viitala. Joining by video link was Angela Nilles, our Remote Learning Teacher.

Pursuant to subsection 403-A of 1 MRSA, Item D. – “All votes taken during the public proceeding are taken by roll call vote”. To questions before the School Committee, Chair Vanasse will call the roll, those in favor of passage are asked to say “Yay”, those opposed “Nay”, and members wishing to abstain may do so by stating “Abstain.”

The meeting was called to order by Tina Vanasse, Chair, at 6:30 p.m. in the Cafeteria of the Sebago Elementary School.

Call to Order

Pledge of Allegiance

Agenda Adjustment

Tina Vanasse noted that Principal Goff would be delayed in arriving at the meeting and that her report would be rescheduled when she arrives.

Minutes

A motion was made by Audrey Schoolcraft, seconded by Donelle Allen, to approve the Minutes from the October 27, 2020 Sebago School Committee meeting. There was a roll call vote. Voting Yes: Donelle Allen, Joseph McMahon, Wendy Newcomb, Audrey Schoolcraft, and Tina Vanasse. Voting No: 0. Motion carried unanimously.

A motion was made by Audrey Schoolcraft, seconded by Joe McMahon, to approve the Minutes from the Special School Committee meeting of November 4, 2020. There was a roll call vote. Voting Yes: Donelle Allen, Joseph McMahon, Wendy Newcomb, Audrey Schoolcraft, and Tina Vanasse. Voting No: 0. Motion carried unanimously.

Public Comments on Agenda Items

There were none.

Presentations/Reports

- **Remote Learning Program** - Remote Learning Teacher, Angela Nilles, gave a presentation on the remote learning program so far. She has 14 students including 2-Pre-K, 1-2 in K, 2-1st grade, 1-2nd grade, 5 – 3rd grade, 1 – 4th grade, and 2 in 5th grade. Pre-K and K have 30 minutes of one-on-one face time each day with the teacher, and the other grades have 1 hour each. She has seen no problems and all the students are faithfully doing their homework every day. There has been good voluntary participation by parents.
- **CLIA Application** – Chris Balchunas discussed the Clinical Laboratory Improvement Amendment plans to implement the COVID testing program at SES, including needing parents' permission to give students the test. Maine is releasing Abbott Rapid COVID tests to some schools which involves a nasal swab. Results of the test are available in 15 minutes. Only students experiencing symptoms would be tested. Any positive tests would be reported to the Maine CDC.
- **School Website** – Superintendent Gendron described changes that have been made to the SES website and commended those who worked on it. He asked School Committee members to review the website if they had not already done so.

Superintendent's Report

- **School Committee Stipends and Warrants** – School Committee members need to send an e-mail to the Superintendent by next Friday. Tina Vanasse reported that she has not been receiving the warrants to sign, although the other School Committee members have. Superintendent Gendron will address the problem.
- **Grants Finalized and Approval** – Superintendent Gendron gave an update on grants outstanding. Grants received are being spent and the time constraints will be met.
- **Facilities Report** – there is a delay in having the insulation done until wiring is replaced in response to a recall for the wiring. The new doors will arrive by December 5. Superintendent Gendron reaffirmed that we will not be funding a new sign with this round of grant money. Windows and ventilation systems are being worked on. A new 10-person van has been acquired. Bus maintenance is being done at Westbrook.
- **Economically Disadvantaged Rate** – 37%. This will hurt us on future grant applications.
- **Confirm Continuation of Remote Learning** until the end of school year – the new \$20,000 grant will allow SES to retain Angela Nilles until the end of the school year.
- **Community Contributions** – the Sebago Lions Club has donated \$1,000, and the Potter Academy will also donate funds to the school. This will allow for the purchase of more bikes – the students are enjoying the bikes to go around the parking lot loop during recess.

Principal's Report

- **Transportation Report:** We are fully staffed. Using CRF2 funds, we were able to purchase a new 10-passenger Ford Transit van. We have monthly driver meetings and staff are participating in online training to get their required annual training hours in. The relationship we have established with Westbrook has been a huge blessing! Some of our special purpose private schools have switched or will be switching temporarily to remote learning only, which means we won't be transporting them.
- **Parent-Teacher Conferences:** 91% have been completed. Some parents have been hard to get ahold of. PK - 9/10, K - 14/14, 1st grade - 14/15, 2nd grade - 15/16, 3rd grade - 9/11, 4th grade - 14/16, and 5th grade - 14/17.
- **School Store Fundraiser:** \$30 - Mrs. Nilles, \$220 - Mrs. Winslow, \$290 - Mrs. Rees, \$300 - Mr. Bridge-Koenigsberg, \$330 - Mrs. Vacchiano, \$340 - Mrs. Bennett, \$440 - Mrs. Harmon, \$1,020 - Ms. Viitala.
Total raised for teachers to spend on things for their classrooms = \$2,970
There is still time to participate in this fundraiser. Go to SchoolStore.net use school ID: 150708 to help your child's teacher get things he or she wants for the classroom!
- **Election Results -**
Voting Results from the students:
President: Trump: 76%, Biden: 24%

Voting Results from the staff:
Congress: Jay Allen: 67%, Chellie Pingree: 33%
Senate: Susan Collins: 75%, Sara Gideon: 25%
President: Trump: 69%, Biden: 31%
- **Holly Jolly Helpers Update:** The 4th and 5th-grade team met and we decided to not have Student Council this year because of all the restrictions around mixing cohorts of students and no field trips. So, this year, the staff and anyone who wishes to volunteer will be shopping for and wrapping the items on the families' wish lists.

If you wish to adopt a child or family of children, make a donation, or purchase items from a child's list, please reach out to Mrs. Goff.
- **Penny War** is going on this week. Which team will win?

Action Items

- **Policies – First Readings**

Affirmative Action Plan - There was a discussion of the draft Affirmative Action Plan. Changes had been made since the discussion at the October 27, 2020 School Committee meeting, including deleting sections V and VI on Page 5. The subject heading for Section VI "Goals, Procedures, and Timetables" would be retained for the remainder of the section

beginning in “1 Recruitment.” Principal Goff said that section “1 C Contacts...” on page 1 should be in bold to match the other headings.

Donelle Allen asked if the Section III Training on page 4 was currently being implemented. Superintendent Gendron said yes.

A motion was made by Audrey Schoolcraft, seconded by Joseph McMahon, to approve the first reading of the Affirmative Action Plan. There was a roll call vote. Voting Yes: Donelle Allen, Joseph McMahon, Wendy Newcomb, Audrey Schoolcraft, and Tina Vanasse. Voting No: 0. Motion carried unanimously.

- **Policies – Second Readings**

Immunization of Students, File Code JLCB - A motion was made by Audrey Schoolcraft, seconded by Donelle Allen, to approve Immunization of Students, File Code JLCB, as a second reading. There was a roll call vote. Voting Yes: Donelle Allen, Joseph McMahon, Wendy Newcomb, Audrey Schoolcraft, and Tina Vanasse. Voting No: 0. Motion carried unanimously.

Discussion Items

There were none.

Public Comments on Non-Agenda Items

There were none.

Information and Communication Items

- **Attendance at MSAD 61 School Board Meetings** – The Sebago School Committee members will attend the following MSAD 61 School Board meetings.
 - December 21 – Audrey Schoolcraft
 - January 4 – Joseph McMahon
 - March 8 – Donelle Allen
 - April 26 – Wendy Newcomb
- **Superintendent Evaluation Committee** will consist of Joseph McMahon and Tina Vanasse.
- **Future Meetings** – there was discussion about School Committee meetings in person, on zoom, or some hybrid. Chris Balchunas commented if the kids were in school then the School Committee should be having in-person meetings at school. Wendy Newcomb pushed back, and said that this was a question of fairness for people to take part as they are most comfortable and what is most effective for doing the business of the School Committee. Donelle Allen said it should be an individual choice by each School Committee member whether to attend in person or via video link.

Wendy Newcomb commented several times during the meeting that she had trouble hearing on the video link particularly when the speaker wasn't near a microphone. Principal Goff and Tina Vanesse tried to remedy the problem. The projection on the wall behind the committee was not readily visible to all there. Wendy Newcomb also questioned whether there was a recommended 6 foot separation between members of the School Committee at the table. Less than that sends a conflicting signal to anyone viewing the meeting. It is hoped that the School Committee would practice what the school requires of others.

Joe McMahon suggested that School Committee members should let Tina Vanesse know a week in advance whether they wish to attend a meeting in person or by video. If there will be three or more School Committee members planning on attending in person then the meeting should be held that way, with the option for any member to join by zoom if they wish.

- **Next School Committee Meeting**, December 15, 2020 – 6:30 – 7:30 p.m. at the SES Cafeteria.

Adjournment

A motion was made by Joe McMahon, seconded by Donelle Allen, to adjourn. There was a roll call vote. Voting Yes: Audrey Schoolcraft, Donelle Allen, Joseph McMahon, Wendy Newcomb, and Tina Vanesse. Voting No: 0. Motion carried unanimously.

The meeting adjourned at 8:25 p.m.

Secretary
