

**Sebago School Department
School Committee
April 28, 2020**

As Sebago Elementary School is closed for the Coronavirus Pandemic, the School Committee had a virtual School Committee Meeting. Participants could take part with a Zoom video link. The virtual meeting was open to the public if they wished to join.

Call to Order and Roll Call

The virtual meeting of the Sebago School Committee was held on Tuesday, April 28, 2020 beginning at 6:30 p.m. Pursuant to subsection 403-A of 1 MRSA (Maine Revised Statutes Annotated), Chair Tina Vanesse 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 responded in the affirmative that they could both hear and be heard Tina Vanesse, Joseph McMahan, Donelle Allen, Audrey Schoolcraft, and Wendy Newcomb. Also responding in the affirmative were Superintendent Marc Gendron, Principal Kirsten Goff, Superintendent Assistant Cathy Gerrish, and Secretary Allen Crabtree.

Members of the public that are remotely attending the public proceeding replied that they are able to hear the meeting:

Jordanna Rees
Randa Viitala
Chris Balchunas

Chair Vanesse said that if anyone has any issues or if anyone wishes to be called to speak by the Chair (during public comment sections) please let her know by using "chat" in the GOOGLE program.

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 Vanesse 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.”

Pledge of Allegiance

Agenda Adjustments

There were none.

Minutes

A motion was made by Donelle Allen, seconded by Audrey Schoolcraft, to approve the Minutes from the March 31, 2020 Sebago School Committee meeting. There was a roll call vote. Voting Yes: Donelle Allen, Joseph McMahan, Wendy Newcomb, Audrey Schoolcraft, and Tina Vanesse. Voting No: 0. Motion carried unanimously.

Public Comments on Agenda Items

There were none.

Presentations/Reports

Pre-Kindergarten – Jordanna Rees gave a virtual presentation on what has been happening in the Pre-Kindergarten program so far.

- Ms. Rees has adapted a Boston Public School K0 – K1 curriculum which is well rounded.
- It is play based, with 6 units, each 5 weeks long.
- It is aligned with Maine Early Learning guidelines.
- The units taught so far include: Family; Friends; Study of Weather; and the World of Color. A video was shared showing the children and their activities relating to the units.
- The eleven children in the program are doing well.
- A typical day included Center Time (60 minutes), Thinking and Feedback, Small Group Lessons, Whole Group Lessons, and Handwriting and Letter Recognitions using “Learning Without Tears.”
- She also talked about the distance learning now being practiced with the pandemic shutdown. There was a video of the classroom and its layout.

Tina Vanesse asked, “What was the biggest thing learned this year?” Jordanna Rees replied: “Just being flexible.”

Superintendent Gendron commented to Jordanna: “You will remember your first year of teaching – remote teaching is a challenge and interacting with parents is critical for this age student.”

Principal Goff added that a link to the video presentation was posted.

Principal’s Report

- Student belongings and a week's worth of work were sent home yesterday and today. We will send home more work next week.
- We had a virtual parent meeting last night with 14 attending. Parents shared their concerns, comments, and suggestions. We have also given out a survey to families to take online.
- Most staff and students took a much needed break last week. We are getting back into the swing of things. Principal Goff received many invitations today to join virtual lessons with our classes.
- Staff is beginning the task of planning for summer school and how do we safely and effectively reopen school in the fall. We need to have a Plan A, Plan B, Plan C...

- Next week is Teacher Appreciation Week.
- The staff is finalizing our "We'll Be There For You" video. The music is from the Friends theme song and the words were written by our very own Ashley Russo.

Superintendent's Report

Update on School Closure Statewide

Maine's Governor Mills has announced a gradual reopening plan and beginning June 1 small group gatherings of up to 50 people will be permitted. She will be exploring getting small groups together to discuss issued before waiting for the fall. Schools will remain closed and doing remote learning for the rest of this school year. The last day for the school year is June 15.

Report from Superintendent Meetings

Superintendent Gendron reported that the meeting will be tomorrow at noon. Didn't meet last week, waiting for the Governor's announcements. Will report results to School Committee via e-mail.

A good virtual meeting was held with Gorham this week regarding Transportation and Special Education. Any plans to coordinate will be on hold for a year. Visitations for some Special Education students will be arranged. Tina Vanesse asked if visits to observe their program. Superintendent Gendron replied that it may be possible once things open up again.

Art Judging

The School Committee was asked for volunteers to be judges at the school Art Show. The Art show will be a virtual slide show and will include school assignments at home, work done by students on their own, and work done while students were in school.

Parent Outreach

A virtual meeting with parents was held by Principal Goff and Superintendent Gendron. Fourteen parents and two staff participated in the meeting. Parents were very pleased with the remote learning going on. Among things discussed were a step-up program for 5th graders who will be moving to the Middle School next year. Principal Goff will be meeting with the Middle School Principal to discuss the issue.

Budget Timeline 2020

The School Department's lawyer is drafting the budget warrant for the FY2020-2021 school budget. Superintendent Gendron talked about the various items in the proposed budget – some amounts are up and some are down. We need to recognize the impact of the pandemic. The price of oil for next year's heating season will be locked in as soon as oil prices have dropped. Superintendent Gendron will inquire about rebates on our bus insurance with the decrease in use during the school shutdown.

Federal Money for Education

Superintendent Gendron mentioned that the school applied for some equipment through the ERATE program. There may possibly be some reimbursement funds available from the COVID-19 Education Fund.

IXL Use Surpassed 1200 Hours

The IXL program is working well. Students have logged in over 1,200 hours of IXL usage which represents an average of 12 hours per student this year. This tripled the use from last year.

Special Education Director interviews

Interviews were held for the Special Education Director. More information will be shared with the School Committee at a later date.

Action Items

Reappointment of Probationary Teachers and Educational Technicians for the 2020-21 School Year

A motion was made by Donelle Allen, seconded by Audrey Schoolcraft, to approve the reappointment of 2nd and 3rd Year Probationary Teachers and Educational Support Personnel for the 2020-21 school year, per the Memos dated April 28, 2020. There was a roll call vote. Voting Yes: Donelle Allen, Joseph McMahon, Wendy Newcomb, Audrey Schoolcraft, and Tina Vanesse. Voting No: 0. Motion carried unanimously.

Reappointment of Non-Teaching Employees and Other Staff for the 2020-21 School Year

A motion was made by Joseph McMahon, seconded by Donelle Allen, to reappoint Non-Teaching Employees and Other Staff for the 2020-21 school year, per the Memos dated April 28, 2020, with the deletion of Laura Magnuson as Supervising Library. There was a roll call vote. Voting Yes: Donelle Allen, Joseph McMahon, Wendy Newcomb, Audrey Schoolcraft, and Tina Vanesse. Voting No: 0. Motion carried unanimously.

Policies – First Reading

A motion was made by Donelle Allen, seconded by Audrey Douglass Schoolcraft, to approve the following policies as a first reading. Immunization of Students, File Code JLCN, was removed for revisions and will be taken up at a future meeting.

- 1) Field Trips, Pre-K-5, File Code IJOA
- 2) Student Assessment, File Code ILA
- 3) Educational Research: Student Surveys, Analyses, and Evaluations, File Code ILD
- 4) Compulsory Attendance, File Code JEA
- 5) Admission of Homeless Students, File Code JFABD
- 6) Dropout Prevention – Student Withdrawal from School, File Code JFC
- 7) Drug and Alcohol Use by Students, File Code JICH
- 8) Weapons, Violence and School Safety, File Code JICIA
- 9) Student Discipline, File Code JK
- 11) Communicable/Infectious Diseases, File Code JLCC
- 12) Student Education Records and Information, File Code JRA

- 13) Student Education Records and Information Administrative Procedure, File Code JRA-R
- 14) Annual Notice of Student Education Records & Information Rights, File Code JRA-E

There was a roll call vote. Voting Yes: Donelle Allen, Joseph McMahon, Wendy Newcomb, Audrey Schoolcraft, and Tina Vanesse. Voting No: 0. Motion carried unanimously.

Discussion Items

School Committee Goals and Mission and Value Statements

The Sebago School Committee Goals were reviewed. Tina Vanesse noted the following correction:

- Under Communications and Collaboration, change “involved” to “involve”
- A poem written by Donelle Allen was included in the Goals. Following a discussion, it was decided to add “ing” to each of the following words: Plant, Help, Teach, nurture and create.

The Mission, Vision and Value Statements were reviewed. The following changes were made:

- The same changes were made to the poem as above in the School Committee Goals.
- Vision: Last line – add “s” to member and change “society” to “our community.”

It was decided to approve the School Committee Goals and the Mission, Vision and Value Statements as a first and second reading.

A motion was made by Donelle Allen, seconded by Audrey Douglass Schoolcraft, to approve the School Committee Goals and the Mission, Vision, and Value Statements as a first and second reading.

There was a roll call vote. Voting Yes: Donelle Allen, Joseph McMahon, Wendy Newcomb, Audrey Schoolcraft, and Tina Vanesse. Voting No: 0. Motion carried unanimously.

Tina Vanesse will send a copy to Cathy Gerrish to include in the policy manual, and Principal Goff will post on the website.

Public Comments on Non-Agenda Items

There were none.

Information Items

Future Meetings

- 1) **Policy Committee Meeting** – May 26, 2020 - 5:30 – 6:30 p.m., Virtual Meeting
- 2) **School Committee Meeting** – May 26, 2020 - 6:30 – 7:30 p.m., Virtual Meeting
- 3) **School Committee Meeting** – June 23, 2020 – 6:00 – 7:00 p.m., Location to be determined
- 4) **Sebago Town Meeting** – June 23, 2020 – 7:30 p.m., Town Hall

Adjournment

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

The meeting adjourned at 7:47 p.m.

Secretary

Date Approved