

City of Biddeford
School Committee
September 10, 2019 4:30 PM Little Theater at BHS

- A. Call to Order:**
- B. Roll Call:**
- C. Performance**
 - C.1. End of Session Review: Jump Start Summer Program ~ Melissa Wu
[JumpStart Presentation.pdf](#)
- D. Pledge of Allegiance:**
- E. Adjustments to Agenda:**
 - E.1. ADDENDUM
[Addendum9:10:19.pdf](#)
- F. Consideration of Minutes:**
 - F.1. Minutes 8/27/19
[Minutes8:27:19.pdf](#)
- G. Student Rep Reports:**
- H. Superintendent's Report:**
- I. Committee Reports: Finance/Building, Grounds; Curriculum; Policy; Waterhouse Advisory Committee**
- J. Old Business:**
- K. New Business: Public participation opportunity after each item listed below (3 minutes per item)**
 - K.1. • Enrollment Update from Superintendent
ADDENDUM
• Informational: ESEA “right to know” notice in compliance with federal and state statute
[EnrollmentUpdate.pdf](#)
[ESEA.pdf](#)
- L. Resignations: Accepted by the Superintendent**
 - L.1. • Colleen Laflamme ~ Supervision Aide BPS
- M. Nominations:**
- N. Appointments:**
 - N.1. • Kylie Ireland ~ Ed Tech II BIS ~ Replacing Vickie Belanger who resigned
 - Zachary Wheeler ~ Ed Tech II BMS ~ Replacing Jodie Davidson who resigned
 - Meg Carpenter ~ Ed Tech II BMS ~ Replacing Paul Burnell who resigned
 - Doreen Collin ~ National Honor Society Stipend BHS
 - Katie Zarro ~ Cross Country Coach Stipend BPS

- Joe Aiden ~ Cross Country Coach Stipend BPS
- Bruce Brasier ~ Journalism Advisor Stipend BHS ~ Replacing Nick Wilson

- Shari Brinkman-Young ~ Civil Rights Adviosr BHS ~ Replacing Heidi Haufe, Jon Edstrom & Dolores Charest

ADDENDUM

- Eileen Worthley ~ Ed Tech II BPS ~ Replacing Judy Huot's teaching position converted to Ed Tech II (Title I Grant)
- Leanna Simao ~ Ed Tech II BIS ~ Replacing Bob Mills
- Erin O'Connor ~ Special Ed Teacher BMS ~ Replacing Greg Cavanaugh
- Jessica Loverdi ~ Volleyball Coach BMS Stipend
- Rob Petit ~ Drama Director BIS Stipend
- Andrea Wollstadt ~ Choral Director BIS Stipend
- Amanda Keddy ~ Yearbook BIS Stipend BIS
- Kayla Keimach ~ Cross Country Coach Stipend BIS
- Lisa Duchaine ~ Cross Country Coach Stipend BIS
- Maggie Guzman ~ Cross Country Coach Stipend BIS

[Stipends.pdf](#)

[Crosscountrystipends.pdf](#)

[Scanned from a BIS Xerox Copier.pdf](#)

[Volleyball.pdf](#)

O. Transfers:

- O.1. • Janice Quinchon ~ Ed Tech II BIS transferring from Resource to FLS
- Diane Bourque ~ Ed Tech II BIS transferring from FLS to Resource

P. Public Participation: (3 minutes; any item)

Q. Communications:

R. Executive Session:

S. Adjournment: - *School Committee Members: Alan Casavant, - Chair, Tony Michaud - Vice Chair, Dennis Anglea, Karen Ruel, Lisa Vadnais, Dominic Deschambault, Nate Bean, Randy Forcier*

Student Members: Abigayle Michaud - BHS, Emily Boilard - BHS



JumpStart

Animal Adventures

Biddeford School
Summer Program

Teacher recommendation:

- Students who have made growth throughout the school year who could benefit from additional growth in the summer. Extra boost!
- Students who would benefit from an introduction to the environment and routines.
- Students who are predicted to regress over the summer.

New Students:

- ESGI data and dial screenings

Number of incoming First Graders Enrolled: 30

Number of incoming K Students Enrolled: 21

Four weeks, Four days, Four hours

Week 1: Critters

Week 2: Farm Animals

Week 3: Ocean Animals

Week 4: Circus/Wild Animals

Alternate Activities: Addition worksheet Bug Jar Mat	First Grade Week One Math Rotations Theme: Crazy Critters			
	Day One	Day Two	Day Three	Day Four: Bugmobile Visit
Station One: add/subtract	Bug addition and subtraction mats	Write and wipe subtraction	Missing addend	We gotta bug problem!
Station Two: Counting	Don't Bug Me I'm Counting	Ladybug Clip and Count	Number Squash	Count and color
Station Three: Writing	Count and Write the Bugs	Busy Bugs Write the Room	Bug Box Hundreds Chart	Insect Graph

Papers sent home:

*Registration (Paper or Online)
and Information Paper

*Parent expectations

*Confirmation

JumpStart- Animal Adventures 2019 Summer School Registration

Name: _____ Gender: ____ 19-20 School year Grade: _____
Address: _____ City: _____ Date of Birth: _____
Mother's Name: _____ Primary Phone: _____ Other Phone: _____
Father's Name: _____ Primary Phone: _____ Other Phone: _____
Email Address(es): _____

Emergency Contact Information

Emergency Contact #1: _____ Phone: _____
Emergency Contact #2: _____ Phone: _____
Emergency Contact #3: _____ Phone: _____

Medical Information

Please list any medical or dietary requirements: _____
Does your child wear glasses: ☐ yes ☐ no
Does your child take any medication: ☐ yes ☐ no

JumpStart Families, You “donut” want to miss our donuts at drop-off...

Come and meet your child’s JumpStart teacher. **When:** Monday July 22nd **Time:** 7:30-8:00
Where: JFK and BPS Meet your teacher in their classroom. (Your child should still take the bus... Please meet them at the appropriate school/classroom).

JFK	BPS
Ms. Wollstadt – room 7	Mr. Molleur-room 30
Ms. Arrowsmith-room 5	Mrs. Jolly-room 28

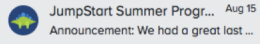

JumpStart Summer Program
 @kbb382

Add people

MESSAGES FILES PEOPLE SETTINGS

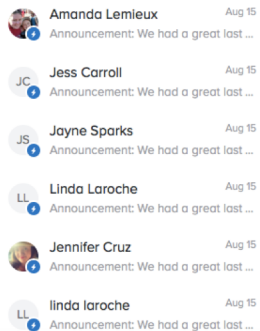
JumpStart Summer Program
 Announcement history

ANNOUNCEMENTS



JumpStart Summer Progr... Aug 15
 Announcement: We had a great last ...

CONVERSATIONS



Amanda Lemieux Aug 15
 Announcement: We had a great last ...

Jess Carroll Aug 15
 Announcement: We had a great last ...

Jayne Sparks Aug 15
 Announcement: We had a great last ...

Linda Laroché Aug 15
 Announcement: We had a great last ...

Jennifer Cruz Aug 15
 Announcement: We had a great last ...

linda laroché Aug 15
 Announcement: We had a great last ...



JumpStart Summer Program

We had a great last day of JumpStart! Thank you to everyone for celebrating with us. We will see you in a few weeks!

2 1



JumpStart Week One: Crazy Critters

This week we are:

- learning the classroom routine
- practicing social skills
- completing insect letter and number activities
- playing insect games
- creating insect crafts
- assessing our first week of camp skills

At home ideas...

- Visit the library and explore some fiction and non-fiction insect books
- Go on a ‘bug hunt’ walk to see what kinds of insects you can find
- Paint rocks to create a bug garden
- Visit Bug Light Park in South Portland. Although the park is only named for its light house, it is a beautiful place to spend an afternoon!



☆☆ COME ONE COME ALL ☆☆
TO THE JUMPSTART SUMMER PROGRAM
CELEBRATION

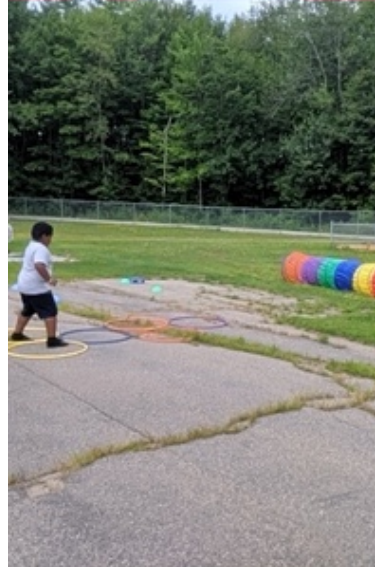
FUN ☆ GAMES ☆ & CRAFTIVITIES
TO CELEBRATE OUR HARD WORK

AUGUST 15TH FROM 9:30 TO 11:00

PLEASE WALK DOWN TO YOUR CHILD'S CLASSROOM

☆☆ BREAKFAST AND LUNCH WILL
STILL BE PROVIDED FOR STUDENTS ☆☆

Parent Involvement



Eleven Volunteers Literacy Support

Mellissa,

Thank you for working with us all at UWYC and hosting our Volunteer Readers at the 2019 Summer Jumpstart program. Wishing you a successful school year in 2019/20.

Best,

Jason Ketterick
Community Impact Director _



United Way
of York County



JumpStart Summer Program

First Grade Assessment Sheet

All incoming first-grade participants will make one level growth on the Fountas and Pinnell Benchmark assessment, will add/subtract to 10 with 80% accuracy, and orally count to 100. Incoming first graders will also be able to write their first and last name using a prompt.

Fountas and Pinnell Benchmark

Reading Level _____

Level _____ Week One

Level _____ Week Four

Addition/Subtraction Week 1

$5 + 3 = \underline{\hspace{2cm}}$

$8 - 3 = \underline{\hspace{2cm}}$

$4 + 2 = \underline{\hspace{2cm}}$

$5 - 2 = \underline{\hspace{2cm}}$

Addition Subtraction Week 4

$2 + 6 = \underline{\hspace{2cm}}$

$7 - 4 = \underline{\hspace{2cm}}$

$7 + 1 = \underline{\hspace{2cm}}$

$3 - 2 = \underline{\hspace{2cm}}$

Counting Week One _____

Counting Week Four _____

JumpStart Summer Program
Kindergarten Assessment Sheet

All incoming kindergarten participants will increase their letter identification by 40% or more and identify all of the sounds in their name, and identify numbers 1-20 with 80% accuracy. Incoming kindergarten students will also be able to write their first name using a prompt.

B	I	J	R	D	O	F
U	A	S	M	K	W	L
H	T	E	Y	Q	C	P
V	N	X	G	Z		

Week One _____ / 26 Week Two _____ / 26

h	p	m	c	k	j	a
---	---	---	---	---	---	---

First Grade:

Reading Levels:

72% met the goal

28% partially met the goal

100% made growth

Counting Goal:

56% met the goal of 100

78% percent increase

**14 students with
perfect attendance!**

Kindergarten:

Letters:

68% met the uppercase goal

74% met the lowercase goal

7 students started with less than 10 letters – down to 1 at the end

100% of students made growth or stayed the same

Counting:

74% met the counting goal

95% either stayed the same or made growth

“[I] loved that he came home every day excited about what he learned.”

“I loved the papers he brought home and the smiles on his face, my grandson loved it.”

“At the end of the school year he was having a hard time and it was a struggle to get him to go, but because of this program he loves school again. Thank you for making learning fun for him again.”

“[Student name] loved his teacher who worked very well with him. I hope this program continues. It helps students prepare for school and to be prepared.”

“This was an amazing program. [Student name] had so much fun and came home proud of herself all the time. We truly appreciate everyone that made this possible for the kids!”

“It was wonderful for [student name] to get used to the student and staff. There was just enough consistency to keep the summer organized.”

“It is a great program that gets my son exposed to his new school/teacher and class.”

“I can really tell [student name] has been learning and understanding it. We work at home and his is really improving in my eyes. Thank you for everything. It makes me feel good knowing he will be with his classmates and like to learn.”

*meals and transportation were provided

Suggestions: give homework, provide JumpStart for older students, altering start times, provide activities that can be done at home, send copies of the songs that you sing

Biddeford School Department
Tuesday, September 10, 2019
4:30 pm
Little Theater BHS
Addendum

K. New Business:

- Informational: ESEA “right to know” notice in compliance with federal and state statute

L. Resignations, Nominations, Appointments & Transfers:

Appointments:

- Eileen Worthley ~ Ed Tech II BPS ~ Replacing Judy Huot’s teaching position converted to Ed Tech II (Title I Grant)
- Leanna Simao ~ Ed Tech II BIS ~ Replacing Bob Mills
- Erin O’Connor ~ Special Ed Teacher BMS ~ Replacing Greg Cavanaugh
- Jessica Loverdi ~ Volleyball Coach BMS Stipend
- Rob Petit ~ Drama Director BIS Stipend
- Andrea Wollstadt ~ Choral Director BIS Stipend
- Amanda Keddy ~ Yearbook BIS Stipend BIS
- Kayla Keimach ~ Cross Country Coach Stipend BIS
- Lisa Duchaine ~ Cross Country Coach Stipend BIS
- Maggie Guzman ~ Cross Country Coach Stipend BIS

Transfers:

- Janice Quinchon ~ Ed Tech II BIS transferring from Resource to FLS
- Diane Bourque ~ Ed Tech II BIS transferring from FLS to Resource

School Committee Members:

Alan Casavant-Chair	Randy Forcier
Tony Michaud-Vice Chair	Dominic Deschambault
Karen Ruel	Nate Bean
Lisa Vadnais	Dennis Anglea

Student Members:

Emily Boilard
Abigayle Michaud
cc: Jeremy Ray- Superintendent
cc: Chris Indorf-Asst. Superintendent

Biddeford School Department

Tuesday, August 27, 2019

7:00 pm

Little Theater BHS

Minutes

- A. Call to Order:** Meeting was called to order at 7:02pm
- B. Roll Call:** Tony Michaud, Karen Ruel, Lisa Vadnais, Randy Forcier, Dominic Deschambault, Nate Bean, Dennis Anglea, Jeremy Ray, and Mandy Cyr were all present.
- C. Pledge of Allegiance:**
- D. Presentation:**
- E. Adjustments to the Agenda: ADDENDUM**
- F. Approval of Last Meeting's Minutes:** 8/6/19 ~ Randy Forcier moved to accept the 8/6/19 minutes, Dennis Anglea seconded, and all were in favor.
- G. Student Rep Reports: None**
- H. Superintendent's Report:** ~ Welcome back school committee and staff to a new year. We had our teacher professional development on 8/26/19 & 8/27/19. It went very well. This year we increased time for staff to have in classrooms to get ready which they really appreciated. A huge thank you to the custodial and maintenance staff. We run several summer programs in our buildings and they have had to work around them. They have done a tremendous job getting the buildings ready. After the meeting Jeremy will be walking the school committee through the 2nd floor of the COT building so they can see the progress made. The construction is at 90% completion. We had custodians who stayed and worked all weekend long to get things ready. Reminder to families to make sure you go to the website and update all of your information. Last week we were fortunate enough to have United Way give away 500 plus backpacks at the Biddeford Middle School. It was great to see students walking off with backpacks full of supplies. School pantries are ready to go with deliveries that came this week. Thank you to City Council who through public assistance put \$15,000 into the budget for families to have snacks sent home on the weekends. The marching band has 300 plus students interested. The Biddeford High School student parking lot is painted like a football field to practice. Uniforms should be in on time for Homecoming. We've had a couple of open houses already and great turnouts. A reminder to the public to be cautious in the mornings and afternoons with buses back on the roads.
- I. Committee Reports: Finance/Building & Grounds, Curriculum, Policy:** ~ No report on finance/building and no meeting. Curriculum will be meeting at the beginning of the school year. We are in the process of having the lawyers look over a staff handbook that has a handful of policies that will need to be looked over for the next policy meeting.
- J. Old Business:**
- K. New Business:**
- Informational ~ Statutory Provision change regarding Snow Day make-up
 - Informational ~ Maine Education Law Updates
- L. Resignations, Nominations, Appointments & Transfers:**
- Resignations:** ~ Resignations were approved by the Superintendent
- Amber Huff ~ Behavior Ed Tech BMS ~ Resignation

School Committee Members:

Alan Casavant-Chair	Randy Forcier
Tony Michaud-Vice Chair	Dominic Deschambault
Karen Ruel	Nate Bean
Lisa Vadnais	Dennis Anglea

Student Members:

Emily Boilard
Abigayle Michaud
cc: Jeremy Ray- Superintendent
cc: Chris Indorf-Asst. Superintendent

- Melinda Nudd ~ ½ time 4th Grade Teacher BIS ~ Resignation
- Anita Lizotte ~ Administrative Assistant Full Time BHS ~ Retiring 1/31/2020
- Paul Burnell ~ Ed Tech II BMS ~ Resignation
- Jeffery Casavant ~ Ed Tech BHS ~ Resignation
- David Lauzier ~ Full Time Bus Driver ~ Resignation

Nominations:

- Sophie Manning ~ 6th Grade Science BMS ~ Replacing Barbara Ellis ~ Dennis Anglea moved, Nate Bean seconded, and all were in favor

Appointments: ~ Dennis Anglea motioned to take all appointments at once, Nate Bean seconded, and all were in favor. Nate Bean moved to approve all, Dennis Anglea seconded, and all were in favor.

- Jillian O'Donnell ~ Ed Tech II ELL ~ BPS ~ Replacing Erin Behen
- Melina Martin ~ Administrative Assistant School Year BPS ~ Replacing Jennie Langevin
- Elizabeth Davis ~ Ed Tech BPS ~ Replacing Casandra Ellis
- Jennifer Daigle ~ Study Hall Monitor Ed Tech BHS ~ Replacing Kim Doody who moved to new position in district
- Ethan Davis ~ BRCOT Career Exploratory Teacher ~ Replacing Mike Aaskov
- Krystal Taschereau ~ Nurse BHS ~ Replacing Amy Elie
- Nicole Breton ~ Guidance Counselor BIS ~ Replacing Kelsey Langill who move to another position in district
- Karen Jordan ~ F.T. Van Driver ~ Replacing Bryan LaBrecque who moved to another position in district
- Heather Crowe ~ Ed Tech II BPS ~ Replacing Adhaf Shamski who moved to another position in district
- Non-Athletic Stipends ~ See Attached ~ Nate Bean motioned to approve all non-athletic stipends, Dennis Anglea seconded, and all were in favor.

Transfers:

- Ethan Davis ~ BRCOT Career Exploratory Teacher ~ Replacing Mike Aaskov
- Krystal Taschereau ~ Nurse BHS ~ Replacing Amy Elie
- Nicole Breton ~ Guidance Counselor BIS ~ Replacing Kelsey Langill who moved to another position in district
- Jillian O'Donnell ~ Ed Tech II ELL ~ BPS ~ Replacing Erin Behen
- Melina Martin ~ Administrative Assistant School Year BPS ~ Replacing Jennie Langevin
- Elizabeth Davis ~ Ed Tech BPS ~ Replacing Casandra Ellis
- Jennifer Daigle ~ Study Hall Monitor Ed Tech BHS ~ Replacing Kim Doody who moved to new position in district

M. Public Participation (3 minutes; any item)

N. Communications:

O. Executive Session: ~ Dennis Anglea moved to enter into executive session at 7:33pm, Nate Bean seconded, and all were in favor. Dominic Deschambault moved to adjourn from executive session at 8:00pm, Dennis Anglea seconded, and all were in favor.

- Negotiation of Teacher Contract pursuant to 1 M.R.S.A § 405(6)(D)

P. Adjournment: Dominic Deschambault moved to adjourn the regular meeting at

School Committee Members:

Alan Casavant-Chair	Randy Forcier
Tony Michaud-Vice Chair	Dominic Deschambault
Karen Ruel	Nate Bean
Lisa Vadnais	Dennis Anglea

Student Members:

Emily Boilard
Abigayle Michaud
cc: Jeremy Ray- Superintendent
cc: Chris Indorf-Asst. Superintendent

7:33pm, Dennis Anglea seconded, and all were in favor.

Biddeford School Department
Tuesday, August 27, 2019
7:00 pm
Little Theater BHS
Addendum

L. Resignations, Nominations, Appointments & Transfers:

Resignations: ~ Resignation was accepted by Jeremy Ray Superintendent

- Greg Cavanaugh ~ Special Education FLS Teacher ~ Resignation

Signed:



Date: 9/3/19

School Committee Members:

Alan Casavant-Chair	Randy Forcier
Tony Michaud-Vice Chair	Dominic Deschambault
Karen Ruel	Nate Bean
Lisa Vadnais	Dennis Anglea

Student Members:

Emily Boilard
Abigayle Michaud
cc: Jeremy Ray- Superintendent
cc: Chris Indorf-Asst. Superintendent

To: Biddeford School Committee

From: Jeremy Ray, Superintendent of Schools

Re: Current Enrollment

The following tables shows the enrollment per grade level and a comparison between the 2018-2019 October 1 enrollment data and data from September 5, 2019.

Grades	Students	EPS Gr Range	2018-2019	2019-2020	Difference
Pre-K w/ HS	90	Pre-K-K	263	297	34
K	207	1-5	853	878	25
1	180	6-8	549	532	-17
2	157	9-12	766	770.5	4.5
3	173				
4	213	Total	2431	2477.5	46.5
5	155				
6	167				
7	177				
8	188				
9	191				
10	208				
11	163				
12	208.5				
Total	2477.5				

September, 2019

Dear Families,

Welcome back to school! The weather has started to cool and the tree outside my office has already started to blaze red. Shorter days are upon us!

I am writing today to furnish you with a "right to know" notice in compliance with federal and state statute.

The federal Elementary and Secondary Education Act (ESEA) law requires school districts to notify parents of children attending a Title I school of their right to know the professional qualifications of the classroom teachers who instruct their child. As a recipient of these funds, we will provide you with this information in a timely manner if you request it.

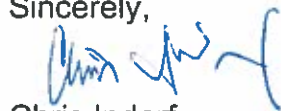
Our Title I schools include: JFK, BPS, BIS.

Specifically, you have the right to request the following information about each of your child's classroom teachers:

- 1) Whether the teacher meets the state qualifications and certification criteria for the grades and core academic subjects he or she teaches;
- 2) whether the teacher is teaching under emergency status because of special circumstances;
- 3) the teacher's college major, whether the teacher has any advanced degrees, and the field of discipline of the certification or degree; and/or,
- 4) whether teacher assistants provide services to your child and, if so, their qualifications.

All of our instructional personnel are credentialed by the Maine Department of Education and we are fully compliant with its rigorous employment standards. If you would like any additional information about credentialing in general, or regarding a teacher in particular, please don't hesitate to contact me.

Sincerely,



Chris Indorf
Assistant Superintendent of Schools

**BIDDEFORD SCHOOL DEPARTMENT
REQUEST FOR STIPEND APPOINTMENT APPROVAL**

Date: September 4, 2019

School: Biddeford High School

Building Administrator: Jeremie R. Sirois

Stipend Position Title: Civil Rights Advisor - **UPDATED** please note change

Responsibilities:

Meet weekly with the group outside of the normal school day. This group has helped facilitate speakers and events. The advisor is also responsible for yearly trainings and development opportunities.

Stipend Dollar Amount: \$1027.00

Anticipated Amount of Time

Number of Students Participating:	varies
Number of Days Per Week:	1-2
Number of Weeks Per Season/School Year:	All Year
Number of Hours Per Session:	1
Total Hours for Season/School Year:	50+

Recommended Employee:

Shari Brinkman-Young

/take out Heidi Hauke

Background/Experience:

Current Civil Rights Advisor

*Jon Edstrom + Dolores
Charest*

**BIDDEFORD SCHOOL DEPARTMENT
REQUEST FOR STIPEND APPOINTMENT APPROVAL**

Date: September 1, 2019

School: Biddeford High School

Building Administrator: Jeremie R. Sirois

Stipend Position Title: Journalism Advisor - **PLEASE NOTE CHANGE**

Responsibilities:

Conduct summer training for editors. Manage online paper. Supervise staff. Maintain cameras. Plan, coordinate, and lead annual National HS Journalism Convention. Supervise after school deadline nights. Hold weekly editor meetings. Help students when necessary with layout.

Stipend Dollar Amount: \$1470.00

Anticipated Amount of Time

Number of Students Participating:	25+
Number of Days Per Week:	2-3 after school
Number of Weeks Per Season/School Year:	35
Number of Hours Per Session:	1-2
Total Hours for Season/School Year:	200+/-

Recommended Employee: Bruce Brasier */swap w/ Nick Wilson*

Background/Experience: Experienced English Teacher and Journalist

**BIDDEFORD SCHOOL DEPARTMENT
REQUEST FOR STIPEND APPOINTMENT APPROVAL**

Date: September 1, 2019

School: Biddeford High School

Building Administrator: Jeremie R. Sirois

Stipend Position Title: National Honor Society

Responsibilities:

Keep up with NHS guidelines and best practices info from NASSP. Organize and plan nomination and selection process for NHS induction each year. Oversee and advise NHS officers in conducting regular meetings. Oversee and advise chapter in organizing service projects in the school and community. Organize and execute Honors reception each year.

Stipend Dollar Amount: \$1029.00

Anticipated Amount of Time

Number of Students Participating:	40+/-
Number of Days Per Week:	varies
Number of Weeks Per Season/School Year:	35
Number of Hours Per Session:	varies
Total Hours for Season/School Year:	75

Recommended Employee: Doreen Collin

Background/Experience: Long time BHS teacher

REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: 9-4-19 School: BPS

Building Administrator: Margaret Pitts

Stipend Position Title: Cross Country Coach

Position Responsibilities:

Coach students during practice and meets.

Stipend Dollar Amount: \$500

Anticipated Amount of Time	<u>30</u>
Number of students participating:	<u>4</u>
Number of days per week:	<u>5</u>
Number of weeks per season/school year:	<u>2</u>
Number of hours per session:	<u>40</u>
Total hours for season/school year:	

Recommended Employee: Katie Zarro

Background/Experience:

Former third grade teacher that volunteered last year.

REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: 9-4-19 School: BPS

Building Administrator: Margaret Piths

Stipend Position Title: Cross Country Coach

Position Responsibilities:

Coach students during practice and meets.

Stipend Dollar Amount: \$500

Anticipated Amount of Time

Number of students participating:

30

Number of days per week:

4

Number of weeks per season/school year:

5

Number of hours per session:

2

Total hours for season/school year:

40

Recommended Employee:

Joe Aiken

Background/Experience:

Third grade teacher that volunteered last year.

BIDDEFORD SCHOOL DEPARTMENT
REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: July 31, 2019 School: Biddeford Intermediate School

Building Administrator: Lindsey Nadeau

Stipend Position Title: Drama Director

Position Responsibilities: The Drama Director is responsible for practicing
with students weekly. Evening performances are
scheduled twice a year.

Stipend Dollar Amount: \$ 1,764.00

Anticipated Amount of Time	<u>30-40</u>
Number of students participating:	
Number of days per week:	<u>2</u>
Number of weeks per season/school year:	<u>Throughout the year</u>
Number of hours per session:	<u>1-2 hours per session</u>
Total hours for season/school year:	<u>50+ hours</u>

Recommended Employee: Rob Petit

Background/Experience: Rob has been leading the Drama program at BIS
for years. Students love the program and grow their
skills throughout the program.

BIDDEFORD SCHOOL DEPARTMENT
REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: July 31, 2019 School: Biddeford Intermediate School

Building Administrator: Lindsey Nadeau

Stipend Position Title: BIS Choral Director

Position Responsibilities: The Choral Director is responsible for practicing
with students weekly. Evening performances are
scheduled for December and May.

Stipend Dollar Amount: \$ 1,470.00

Anticipated Amount of Time	<u>75-100</u>
Number of students participating:	
Number of days per week:	<u>2</u>
Number of weeks per season/school year:	<u>Throughout the school year</u>
Number of hours per session:	<u>1 hour</u>
Total hours for season/school year:	<u>46-50 hours</u>

Recommended Employee: Andrea Wollstadt

Background/Experience: Andrea is the BIS music teacher. She has been the
Choral Director at BIS for several years. Andrea
does an outstanding job with students!

BIDDEFORD SCHOOL DEPARTMENT

REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: July 31, 2019 School: Biddeford Intermediate School

Building Administrator: Lindsey Nadeau

Stipend Position Title: BIS Yearbook

Position Responsibilities: The responsibility of the BIS yearbook is to create a school yearbook using lifetouch software. Below are the job responsibilities:

1. Confirmation of each student/name in the school and transferring students them to the appropriate homeroom

2. Researching missing photos of students and taking pictures to make sure they are in homerooms

3. Creating each page of the yearbook 4. Taking candid pictures of school events, and staff photos and put in appropriate page

Stipend Dollar Amount: \$ 1,323.00

Anticipated Amount of Time
Number of students participating:

0 (not appropriate for students to participate)

Number of days per week:

5

Number of weeks per season/school year:

20 weeks

Number of hours per session:

2 hours

Total hours for season/school year:

200 hours

Recommended Employee:

Amanda Keddy

Background/Experience:

Amanda did the JFK and BIS yearbooks in the past.
She understands the effort it takes to create a yearbook.
Amanda has been willing to learn the new software
to keep up with changes in production.

BIDDEFORD SCHOOL DEPARTMENT
REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: July 31, 2019 School: Biddeford Intermediate School

Building Administrator: Lindsey Nadeau

Stipend Position Title: BIS Cross Country Coach

Position Responsibilities: Supervising students during Cross Country practice and meets
Coach will provide running strategies to build student
endurance and speed to attain each child's personal best.

Stipend Dollar Amount: \$500.00

Anticipated Amount of Time
 Number of students participating: 50-75

Number of days per week: 2

Number of weeks per season/school year: 6 weeks

Number of hours per session: 1-2 hours

Total hours for season/school year: 48 hours

Recommended Employee:

Kayla Keimach
~~Matt Desenberg~~

Background/Experience:

~~Matt~~ is a 5th grade teacher at BIS. He forms positive relationships
 with students. He is a runner and provides great strategies to
increase student's stamina.

BIDDEFORD SCHOOL DEPARTMENT
REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: July 31, 2019 School: Biddeford Intermediate School

Building Administrator: Lindsey Nadeau

Stipend Position Title: BIS Cross Country Coach

Position Responsibilities: Supervising students during Cross Country practice and meets
Coach will provide running strategies to build student
endurance and speed to attain each child's personal best.

Stipend Dollar Amount: \$500.00

Anticipated Amount of Time
Number of students participating: 50-75

Number of days per week: 2

Number of weeks per season/school year: 6 weeks

Number of hours per session: 1-2 hours

Total hours for season/school year: 48 hours

Recommended Employee: Lisa Duchaine

Background/Experience: Lisa forms positive relationships
with students. He is a runner and provides great strategies to
increase student's stamina.

BIDDEFORD SCHOOL DEPARTMENT
REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: July 31, 2019 School: Biddeford Intermediate School

Building Administrator: Lindsey Nadeau

Stipend Position Title: BIS Cross Country Coach

Position Responsibilities: Supervising students during Cross Country practice and meets
Coach will provide running strategies to build student
endurance and speed to attain each child's personal best.

Stipend Dollar Amount: \$500.00

Anticipated Amount of Time
 Number of students participating: 50-75

Number of days per week: 2

Number of weeks per season/school year: 6 weeks

Number of hours per session: 1-2 hours

Total hours for season/school year: 48 hours

Recommended Employee:

Maggie Giguere
Kelsey Langill

Background/Experience:

Kelsey forms positive relationships
 with students. He is a runner and provides great strategies to
 increase student's stamina.

BIDDEFORD SCHOOL DEPARTMENT
REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: September 3, 2019 **School:** Biddeford Middle School

Building Administrator: Scott Descoteaux

Stipend Position Title: Volleyball

Position Responsibilities: Organize practices

Teach the fundamentals of Volleyball

Coach Matches

Teach Proper Sportsmanship

Supervise student athletes

Stipend Dollar Amount: \$1911

Anticipated Amount of Time

Number of students participating: 30

Number of days per week: 5

Number of weeks per season/school year: 8

Number of hours per session: 2

Total hours for season/school year: 80

Recommended Employee: Jessica Loverdi

Background/Experience: Current UNE Intern with BHS Varsity Volleyball

Biddeford School Department substitute teacher