

City of Biddeford
School Committee
August 27, 2019 7:00 PM Little Theater at BHS

- A. Call to Order:**
- B. Roll Call:**
- C. Pledge of Allegiance:**
- D. Adjustments to Agenda:**
- E. Consideration of Minutes:**
 - E.1. Minutes 8/6/19
[Minutes8:27:19.pdf](#)
- F. Student Rep Reports:**
- G. Superintendent's Report:**
- H. Committee Reports: Finance/Building, Grounds; Curriculum; Policy; Waterhouse Advisory Committee**
- I. Old Business:**
- J. New Business: Public participation opportunity after each item listed below (3 minutes per item)**
 - J.1.
 - Informational ~ Statutory Provision change regarding Snow Day make-up
 - Informational ~ Maine Education Law Updates
 - [Memo Shared Bidd_Dayton Template \(1\).docx](#)
 - [Maine 129 - HP 685 item 1.pdf](#)
 - [Recent Notable State Legislative Enactments \(2019\).pdf](#)
- K. Resignations: Accepted by the Superintendent**
 - K.1.
 - Amber Huff ~ Behavior Ed Tech BMS ~ Resignation
 - 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
- L. Nominations:**
 - L.1.
 - Sophie Manning ~ 6th Grade Science BMS ~ Replacing Barbara Ellis
- M. Appointments:**
 - M.1.
 - 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

[NonAthleticStipendsspreadsheet.pdf](#)

[Nonathleticstipends.pdf](#)

N. Transfers:

- N.1. • 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
 - 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

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

P. Communications:

Q. Executive Session:

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

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

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

Biddeford School Department

Tuesday, August 06, 2019

4:30 pm

Little Theater BHS

Minutes

- A. Call to Order:** Meeting was called to order at 4:38pm
- B. Roll Call:** Tony Michaud, Karen Ruel, Lisa Vadnais, Randy Forcier, Dominic Deschambault, Nate Bean, Dennis Anglea, Jeremy Ray & Chris Indorf were all present.
- C. Pledge of Allegiance:** Pledge was led by Tony Michaud
- D. Presentation:** None
- E. Adjustments to the Agenda:** None
- F. Approval of Last Meeting's Minutes:** 7/9/19 ~ Lisa Vadnais moved, Dennis Anglea seconded, and all were in favor
- G. Student Rep Reports:** None
- H. Superintendent's Report:** Jeremy Ray reported that the COT construction is going well and on schedule. Custodians and Facilities maintenance have been working hard to clean and prepare the buildings for the coming school year.
- I. Committee Reports: Finance/Building & Grounds, Curriculum, Policy:**
- J. Old Business:**
- K. New Business:**
- L. Resignations, Nominations, Appointments & Transfers:**
- Resignations:** ~ All resignations were approved by the Superintendent
- Jane Pasquarello ~ Health Occupation Instructor COT
 - Amy Grohman ~ Special Education Administrative Assistant JFK
 - Jennie Langevin ~ Administrative Assistant School Year BPS
 - Erin Behen ~ Ell Ed Tech III BPS
 - Nancy Redwine ~ Custodian District
 - Michael Staples ~ Full time bus driver District
 - Vickie Belanger ~ Ed Tech BIS
 - Amy Elie ~ BHS Nurse
 - Kelsey Langill ~ BIS Guidance Counselor
- Nominations:**
- Sara Murphy ~ Special Education Teacher BIS ~ Replacing Jill Harward ~ Dennis Anglea moved, Randy Forcier seconded, and all were in favor
 - Erin Behen ~ ELL Teacher JFK ~ Replacing Marguerite Richards ~ Dennis Anglea moved, Nate Bean seconded, and all were in favor
 - Lauren Ginn ~ 3rd Grade Teacher ~ Replacing Kerri LeSieur ~ Dennis Anglea moved, Randy Forcier seconded, and all were in favor
 - Sonja Nielson ~ EMT Instructor COT ~ New Position ~ Dennis Anglea moved, Nate Bean seconded, and all were in favor
 - Amy Elie ~ Health Occupations/Medical Assisting Program COT ~ Replacing Jane Pasquarello ~ Dennis Anglea moved, Nate Bean seconded, and all were in favor

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

- Kelsey Langill ~ BIS Student Services & Truancy Coordinator ~ Dennis Anglea moved, Nate Bean seconded, and all were in favor

Appointments:

- Timothy Corbeil ~ Full Time Bus Driver ~ Replacing Mike Staples ~ Dennis Anglea moved, Nate Bean seconded, and all were in favor
- Jill Dutil ~ Special Education Secretary JFK & BHS ~ Replacing Amy Grohman & Diane Laverriere ~ Dennis Anglea moved, Randy Forcier seconded, and all were in favor
- Tammy Carusone ~ BMS Choral Stipend ~ Dennis Anglea moved, Nate Bean seconded, and all were in favor
- Coleen Hatt ~ BMS Drama Coach Stipend ~ Dennis Anglea moved, Randy Forcier seconded, and all were in favor
- Rob Petit ~ BMS Drama Coach Stipend ~ Dennis Anglea moved, Nate Bean seconded, and all were in favor
- Ray Sampson ~ BMS IA Equipment Maintenance ~ Dennis Anglea moved, Nate Bean seconded, and all were in favor
- Doug Bertrand ~ BMS IA Equipment Maintenance ~ Dennis Anglea moved, Nate Bean seconded, and all were in favor
- Amy Delorge ~ BMS Instrumental ~ Dennis Anglea moved, Nate Bean seconded, and all were in favor
- Liz Leblanc ~ BMS Student Council Advisor ~ Dennis Anglea moved, Nate Bean seconded, and all were in favor
- Ann Marie Duguay ~ BMS Yearbook Advisor ~ Dennis Anglea moved, Nate Bean seconded, and all were in favor
- Linda Descoteaux ~ BMS Math Curriculum Leader ~ Dennis Anglea moved, Nate Bean seconded, and all were in favor
- Chelsea Brittain ~ BMS Science Curriculum Leader ~ Dennis Anglea moved, Nate Bean seconded, and all were in favor
- Mary Bellavance ~ BMS ELA Curriculum Leader ~ Dennis Anglea moved, Nate Bean seconded, and all were in favor
- Emily Kahn ~ BMS Social Studies Curriculum Leader ~ Dennis Anglea moved, Nate Bean seconded, and all were in favor
- Karl LeBreux ~ BMS Athletic Coordinator ~ Dennis Anglea moved, Nate Bean seconded, and all were in favor

M. Public Participation (3 minutes; any item)

N. Communications:

O. Executive Session:

P. Adjournment: Dennis Anglea moved to adjourn the meeting at 5:00pm, Dominic Deschambault seconded, and all were in favor

Signed:



Date: 8/21/19

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

MEMO

TO: School Committee

CC: Jeremy Ray, Superintendent

FROM: Chris Indorf, Assistant Superintendent

DATE: August 19, 2019

RE: **Statutory Provision regarding Snow Day make-up**

Attached please find a copy of LD 930. I wish to draw the governing board's attention to the final sentence of 1 (F), which now grants the Superintendent and School Committee more flexibility to make up snow days and meet our districts' statutory calendar day obligation. In recent years, the weather has required adjustments to the calendar.



129th MAINE LEGISLATURE

FIRST REGULAR SESSION-2019

Legislative Document

No. 930

H.P. 685

House of Representatives, February 21, 2019

An Act To Give Maine Schools Additional Options To Make Up Missed School Days

Reference to the Committee on Education and Cultural Affairs suggested and ordered printed.

A handwritten signature in cursive script, reading "R. B. Hunt".

ROBERT B. HUNT
Clerk

Presented by Representative PIERCE of Falmouth.
Cosponsored by Senator BREEN of Cumberland and
Representatives: ACKLEY of Monmouth, JORGENSEN of Portland.

Be it enacted by the People of the State of Maine as follows:

Sec. 1. 20-A MRSA §4801, sub-§1, ¶F, as enacted by PL 2015, c. 60, §1, is repealed and the following enacted in its place:

F. In order for a school administrative unit to make up school days missed due to weather or emergency closures, a school administrative unit may:

(1) Reschedule or shorten scheduled vacation periods;

(2) Postpone the regular end of the school year;

(3) Conduct classes during the weekend;

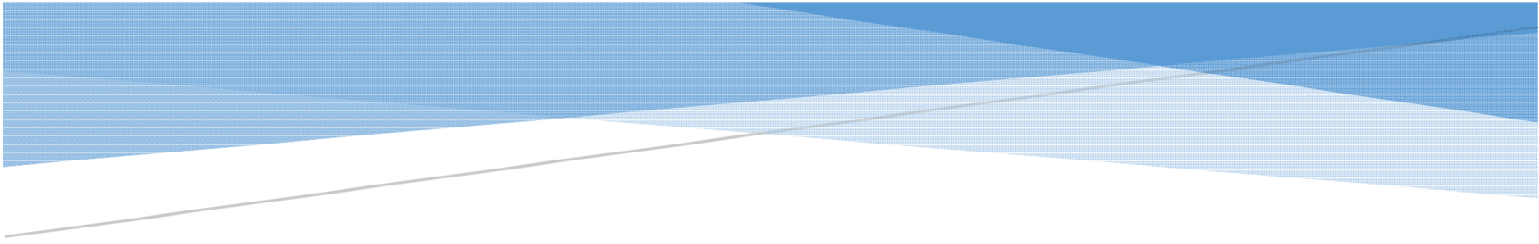
(4) Operating under a plan approved by the commissioner, provide for a one-hour extension of the school day for up to 25 days in a school year. Notwithstanding the required number of school days under this subsection, 5 one-hour extensions may be counted as one additional school day. A school administrative unit may, with the approval of the commissioner pursuant to rules adopted in accordance with this subsection, implement extended days pursuant to this subparagraph; and

(5) Provide students with packets of homework the completion of which counts as completion of a regular school day.

A school administrative unit may develop ways to make up school days not included in this paragraph as long as they are incorporated into a plan approved by the commissioner.

SUMMARY

This bill includes in the statutes Department of Education rules governing how school administrative units may make up school days missed due to weather or emergency closures, including rescheduling or shortening scheduled vacation periods, postponing the scheduled closing date of school and conducting classes during the weekend. It also allows school administrative units to make up school days by providing students with packets of homework the completion of which counts as completion of a regular day of school and to develop ways to make up school days not included in law as long as they are incorporated into a plan approved by the Commissioner of Education.



RECENT NOTABLE STATE LEGISLATIVE ENACTMENTS (2019)

Prepared for the Biddeford School Department

August 19, 2019

Tom Trenholm
Peter C. Felmly

RECENT NOTABLE STATE LEGISLATIVE ENACTMENTS (2019)¹

A. General School Laws

- **Sunscreen Use**

L.D. 441, P.L. Ch. 32 – An Act to Reduce Exposure to Harmful Ultraviolet Radiation by Allowing Students to Use Sunscreen in Schools

A new law permits students to use and possess FDA-approved topical sunscreens while at school (or attending school events) without a note from home or a prescription.

- **Mandated Time Requirements for School Counselors and Social Workers**

L.D. 247, P.L. Ch. 45 – An Act to Increase the Amount of Time School Counselors and Social Workers Spend Providing Students Direct and Indirect Counseling

This law requires school counselors and social workers to spend at least 80% of that employee's time providing direct services to students or indirect services on behalf of students. The law also requires the Department to adopt rules to implement this law.

- **New Food Shaming Law**

L.D. 167, P.L. Ch. 54 – An Act to Prevent Food Shaming in Maine's Public Schools

A new law requires schools to provide a lunch to students who request lunch, regardless of that student's ability to pay or to settle a deficiency in that student's account. The school may not punish (including having the student perform chores) or otherwise stigmatize the student for the family's inability to pay and it may only communicate with the student's parent or guardian regarding an outstanding debt. The school may ask the student to carry a letter regarding the debt to the parent / guardian or answer questions initiated by the student regarding a debt. The law further requires the Department to develop debt collection best practice guidelines for schools.

- **E-Cigarette Ban**

L.D. 152, P.L. Ch. 61 – An Act to Prohibit the Possession and Use of Electronic Smoking Devices on School Grounds

This law includes electronic smoking devices in the prohibition against smoking or possessing a tobacco product on school property, school buses, or at school events. The law also prohibits any person from smoking or carrying a tobacco product on school property, school buses, or at school events.

- **Inclusion of Mental Health Instruction in Health Education**

L.D. 1024, P.L. Ch. 106 – An Act to Destigmatize Mental Illness Through Health Instruction That Emphasizes the Relationship Between Physical and Mental Health in Schools

In an effort to increase understanding and reduce the stigma associated with mental illness, this law requires primary and secondary health education classes to include instruction addressing the relationship

¹ Effective September 19, 2019 unless otherwise noted.

between physical health and mental health.

- ***Immunization Requirements***

L.D. 798, P.L. Ch. 154 – An Act to Protect Maine Children and Students from Preventable Diseases by Repealing Certain Exemptions from the Laws Governing Immunization Requirements

Effective September 1, 2021, this law repeals the philosophical or religious exemption to vaccination requirements except for students covered by IEPs who elect such an exemption before that date. Such students may continue under their exemption if the parent or guardian provides a note from a doctor, nurse practitioner, or physician’s assistant indicating that the parent has been made aware of the risks and benefits associated with vaccination, or, if the student is over the age of 18, the student provides such a note. The law also repeals the religious or philosophical exemption for school staff. The law retains the provision that a family may request a medical exemption if the family provides a written statement from a licensed physician, nurse practitioner, or physician’s assistant that vaccinating the child is medically inadvisable.

- ***Inclusion of Instruction on Consent in Health Education***

L.D. 773, P.L. Ch. 196 – An Act Regarding Secondary School Education Concerning Sexual Activity and Sexual Assault

This law mandates that health education in secondary schools include instruction on affirmative consent and the impact that drug and alcohol use has on the ability of one to provide consent.

- ***Repeal of Proficiency-Based Diploma Standards***

L.D. 985, P.L. Ch. 202 – An Act to Maintain High School Diploma Standards by Repealing Proficiency-Based Diploma Standards and Adding the Equivalent in Standards Achievement

This law repeals the proficiency-based diploma and adds language allowing for the meeting of subject requirements through either standard subject-matter course requirements or their equivalent in standards achievement. Included in the law is a listing of the fundamental policies in the State’s high school diploma standards: “that students be ready to enter a postsecondary educational program or a career as a clear and effective communicator, a self-directed and lifelong learner, a creative and practical problem solver, a responsible and involved citizen and an informed and integrative thinker.” The law further mandates that any student with a disability must be granted a diploma if that student satisfies the local diploma requirements as contained in that student’s IEP. The law further creates a requirement that local school boards in addition to the Commissioner approve alternative methods for career and technical students to meet the general diploma requirements.

- ***Truancy***

L.D. 150, P.L. Ch. 235 – An Act to Improve Attendance at Public Elementary Schools

This law provides that students between the ages of five and seven years of age who enroll in public school are required to attend school unless they withdraw from school. These students are declared truant if they accrue seven unexcused absences or five consecutive days of unexcused absences during a school year.

- ***New Procedure to Address Dangerous Classroom Behavior / Leave For Injury Caused by Dangerous Student Behavior***

L.D. 1370, P.L. Ch. 458 – An Act to Address Dangerous Behavior in the Classroom

A new law requires school administrative units to investigate any staff report of an incident of a student presenting a risk of harm to a student or others, unless such actions may conflict with federal laws. The investigation must be conducted by an administrator and a public school employee selected by the president of the bargaining unit. Upon substantiation of the report, the school administrative unit must develop an individualized response plan in consultation with the employee subjected to the dangerous behavior. Additionally, any time away from work caused by an injury resulting from such dangerous behavior that a physician determines leaves the employee unable to work cannot be counted against the employee's accrued sick leave.

- ***Opt-Out Requirement for Federal Food Programs***

L.D. 577, P.L. Ch. 428 – An Act to Increase Access to Nutritious Foods in Schools by Implementing an After-School Food Program for At-Risk Students

A new law requires school units with at least one public school in which at least 50% of the students qualify for free or reduced lunch to participate in the federal Child and Adult Care Food Program unless the school board affirmatively votes to not participate in the program following a properly noticed public hearing.

- ***New Equipment Requirements for School Buses***

L.D. 19, P.L. Ch. 413 – An Act to Require Newly Purchased Public School Buses to be Equipped with School Bus Crossing Arms

A new law requires all school buses with a model year of 2021 or newer to be equipped with a crossing arm no shorter than 70 inches and no longer than the width of the bus.

- ***Hazing Law Expanded***

L.D. 1765, P.L. Ch. 372 – An Act to Expand and Clarify the Prohibition of Hazing at Elementary Schools, Secondary Schools and Postsecondary Institutions

This law harmonizes the definitions of injurious hazing for both elementary/secondary and post-secondary institutions, and adds new language to both definitions to include any willing or unwilling group initiation or membership activity that humiliates, degrades, abuses, or endangers a student.

- ***Teacher Salaries / PreK Program Funding***

L.D. 1001, P.L. Ch. 343 - An Act Making Unified Appropriations and Allocations for the Expenditures of State Government, General Fund and Other Funds, and Changing Certain Provisions of the Law Necessary to the Proper Operations of State Government for the Fiscal Years Ending June 30, 2019, June 30, 2020 and June 30, 2021

The state's appropriations bill establishes new minimum salaries for teachers:

2020-21 school year, \$35,000
2021-22 school year, \$37,500

2022-23 school year, \$40,000

Schools must notify the Department of the number of teachers eligible for incremental salary increases by October 1 of each year. Additionally, this law adjusts the school finance / essential programs and services formula beginning in 2020-21 to increase the state share of the total allocation by an amount necessary to achieve the minimum salary for certified teachers.

The budget also pushes out (to the 2023-24 school year) the date for the state to provide startup funding to ensure that pre-K programs are offered by all school administrative units by 2023-24.

B. Employment / Evaluations

1. General Employment

- ***Changes to “Covered Investigation” Law***

L.D. 1820, P.L. Ch. 403 – An Act to Amend the Laws Governing Investigations by School Entities into Holders of Credentials

This law changes the “covered investigations” law that took effect in December 2018. The new law:

- Eliminates the requirements that the school notify the MDOE within 15 business days of initiating a covered investigation and that it notify the MDOE of the final outcome of the investigation within 5 business days;
- Deletes from the definition of a “covered investigation” the phrase “violating boundaries”;
- Requires a school to immediately notify the MDOE if the credential holder separates employment before the investigation is completed; and
- Requires the school to provide the MDOE with a copy of any final report produced in support of the school’s decision to discipline, suspend or terminate the employee.

- ***Use of Social Security Numbers in Application Process***

L.D. 305, P.L. Ch. 47 – An Act to Protect Job Applicants from Identity Theft

After January 1, 2020, employers may not request a social security number from a prospective employee prior to that prospective employee’s hire, except if the SSN is needed for use in preemployment substance abuse testing or background checks.

- ***Salary History Inquiry as Evidence of Employment Discrimination***

L.D. 278, P.L. Ch. 35 – An Act Regarding Pay Equity

This new law prohibits employers from using or inquiring about the compensation history of a prospective employee before an offer of employment has been made. It also broadens the evidence of employment discrimination under the Maine Human Rights Act to include direct or indirect inquiry from an employer into a prospective employee’s salary history before an offer of employment has been made.

- ***Changes to the Maine Human Rights Act***

L.D. 1216, P.L. Ch. 464 – An Act to Clarify Various Provisions of the Maine Human Rights Act

This law modifies the MHRA to (a) define the term “aggrieved person” to include one who is

discriminated against based on the person's known relationship with a member of a protected class; (b) expressly define the term "gender identity"; and (c) to expressly provide that a leave of absence may be a reasonable accommodation for an individual with a disability.

- ***Express Protections for Pregnant Workers***

L.D. 666, P.L. Ch. 490 – An Act to Protect Pregnant Workers

This law modifies the MHRA to (a) define the term "pregnancy related condition" to include a known limitation on an employee's ability to perform her job due to pregnancy, childbirth, or a related medical condition (including lactation); (b) clarify that an employer's failure to provide a requested reasonable accommodation to a pregnant worker (absent a showing of undue hardship) may constitute discrimination under the Act; and (c) list several possible accommodations for pregnant workers, including: more frequent or longer breaks, temporary changes in work schedules, temporary relief from lifting requirements, and a temporary transfer to less strenuous or less hazardous work.

2. Teacher Employment

- ***Changes to Teachers' Probationary Period***

L.D. 345, P.L. Ch. 132 – An Act to Help New Teachers Succeed

This law requires that probationary teachers be evaluated each year (not just in their second year). For teachers hired for the 2020-21 school year, or thereafter, the probationary period for teachers will be reduced from three years to two years.

- ***Use of Effectiveness Ratings and Grievances Over Such Ratings***

L.D. 1338, P.L. Ch. 297 – An Act to Protect Teachers from Unfair Evaluations

This law removes the *requirement* that teacher effectiveness ratings be used as part of the criteria to determine the order of layoff and recall of teachers upon the elimination of a teaching position, but permits RIF criteria that includes effectiveness ratings. A superintendent is also permitted to consider effectiveness ratings when making all human capital decisions (recruitment, selection, mentoring, professional development, compensation, assignment and dismissal). The law continues to state that the school will have just cause not to renew a continuing contract teacher if the teacher receives summative effectiveness ratings indicating that the teacher is ineffective for 2 consecutive years. However, the amended law expressly allows for an appeal or grievance of a nonrenewal decision or a decision to discipline a teacher that is based solely on the teacher's effectiveness rating, where the teacher or union can prove that there was no reasonable basis for the rating, the evaluation process leading to the rating was not performed in a manner reasonably consistent with the approved PEPG system and MDOE rules, and the ratings were the product of bad faith.

- ***Changes to Educator Evaluation Criteria***

L.D. 92, P.L. CH. 27 – An Act to Amend Educator Evaluation Requirements

When this law becomes effective on September 1, 2021, school units may include student learning and growth measures as factors in measuring an educator's effectiveness. The weight to afford the various measures of an educator's effectiveness remains a local decision; however, such measures no longer need to be a "significant factor." The law also requires that the steering committee that reviews and refines a school's PEPG system contain a majority of teachers selected by the union and that any revisions to the

rules be reached by consensus within that committee.

3. Support Staff Employment

- ***Required Wage Pay Option for Hourly Employees***

L.D. 300, P.L. Ch. 193 – An Act to Provide School Personnel Paid Hourly a Wage Pay Option

This law requires all schools to provide a wage payment option to hourly employees allowing them to be paid for their work during the school year over a 12-month or a shorter period.

C. Labor Relations / Collective Bargaining

- ***Collective Bargaining Procedures***

L.D. 1237, P.L. Ch. 240 – An Act to Simplify Municipal Collective Bargaining by Removing the 120-Day Notice Required Prior to Certain Negotiations

This law repeals the requirement that the bargaining agent for municipal public employees submit a written notice to the public employer at least 120 days before the close of the current fiscal operating budget that the union desires to bargain over matters that will require the appropriation of money by the local or county government.

- ***Changes to Bargaining Unit Recognition Process***

L.D. 757, P.L. Ch. 135 – An Act to Improve Labor Laws for Maine Workers

This law allows the MLRB to certify a labor organization as the bargaining agent for a group of public employees without an election. The MLRB is permitted to determine if majority support exists simply by reviewing signed authorizations from employees in the proposed bargaining unit. An election will be called only if it is unclear whether the union has majority support.

- ***Expanded Union Access to Employees and School Facilities***

L.D. 1451, P.L. Ch. 389 – An Act Providing Labor Unions with Reasonable Access to Current and Newly Hired Public Sector Workers

This new law amends the MPELRL to give bargaining agents the right to access employees on a public employer's premises during the work day to discuss grievances, conduct workplace meetings, conduct labor negotiations, and to meet with newly hired employees. Meetings may occur before and after the work day, or during breaks or lunch. Employers must also provide paid time to newly hired employees to meet with the union. The law also affords to unions the right to use the school's e-mail system concerning union business, including election, bargaining matters, and social events, provided that the use does not create an unreasonable burden on the employer's network capabilities. The law further requires schools to provide the bargaining agent with the name, job title, workplace location, home address, work telephone, home or cellular telephone, work email, personal email, and date of hire of newly hired employees.

D. Freedom of Access / Board Meetings

- ***Increased Penalties for FOAA Violations***

L.D. 1414, P.L. Ch. 247 – An Act to Implement the Recommendations of the Right to Know Advisory Committee Concerning Penalties for Violations of the Freedom of Access Act

This law repeals the previous \$500 cap on fines per offense for willful violations of the FOAA. The cap is replaced with a maximum \$500 fine for a first offense, a maximum \$1,000 fine for a second offense within four years of the first offense, and a maximum \$2,000 fine for subsequent violations within four years of the first offense.

- ***Expansion of FOAA Training Requirement***

L.D. 1416, P.L. Ch. 300 – An Act to Implement the Recommendations of the Right to Know Advisory Committee Concerning Freedom of Access Training for Public Officials

This law expands the training requirement beyond elected officials of public entities. All “officials” of school administrative units, whether elected or appointed, must complete a training in the FOAA.

- ***Public Meeting / Public Participation Requirements***

L.D. 721, P.L. Ch. 293 – An Act to Encourage Public Participation in School Board Meetings

A new law requires school boards to provide an opportunity for public comment during meetings of the full school board. The law does not restrict school boards from establishing reasonable time limit and conduct standards for these public comment periods.

E. Retirement System

- ***Changes to Re-Hired Retiree Compensation***

L.D. 1220, P.L. Ch. 438 – An Act to Remove Certain Restrictions Imposed on Retired State Employees Who Return to Work

This law changes the compensation structure of state employees or teachers that reach retirement age and are then restored to service. The law removes salary and employment-length caps, but provides that the employee must be employed under one-year contracts. There is no longer a 5 year employment cap, and employee must be paid the same rate of compensation as if the position were not being filled by a retired teacher or administrator. Additionally, the law allows a retired state employee, retired teacher or retired school administrator who returns to service to receive retirement, health, dental and life insurance benefits as negotiated by the retired state employee, retired teacher or retired school administrator or as required under applicable collective bargaining agreements. A retired state employee, retired teacher or retired school administrator who returns to service is not permitted to accrue additional creditable service during the reemployment period; thus, the period of reemployment may not change the retired state employee's, retired teacher's or retired school administrator's earnable compensation for benefit calculation purposes.

F. Study / Working Groups

- ***School Transportation Workforce Stakeholder Group***

L.D. 1641, Resolve Ch. 59 – Resolve, to Examine Issues Relating to the School Transportation Workforce

This resolve directs the Departments of Education and Labor to examine human resources issues relating to the school transportation workforce, including ways in which the Department may conduct trainings for school transportation personnel. A report to the Legislature is due by January 1, 2020.

- ***Computer Science Instruction Study***

L.D. 1382, Resolve Ch. 78 – Resolve, Directing the Department of Education to Study and Develop a State Plan for Computer Science Instruction and Professional Development

This resolve directs the Department to develop a plan for implementing computer science instruction in public preschool to grade 12, with instruction in computer science in all high schools by 2022 and in all grades by 2025. The study will include an estimate of necessary funding levels and a professional development plan for educators. A report to the Legislature is due by January 1, 2020.

- ***Bullying Stakeholder Group***

L.D. 1306, Resolve Ch. 44 – Resolve, to Examine Issues Relating to Bullying in Schools

This resolve directs the Commissioner of Education to form a stakeholder group comprised of educators, administrators, students, and experts to examine how laws relating to bullying can be improved. The group will provide information on current administrative practices, deficiencies in current law, and current gaps in available data. A report to the Legislature is due by February 1, 2020.

- ***Model School Disciplinary Policy***

L.D. 1010, Resolve Ch. 31 – Resolve, Directing the Department of Education to Develop a Model School Disciplinary Policy

This resolve directs the Department to develop a model school disciplinary policy that emphasizes positive and restorative interventions, and that promotes interventions designed to close economic, disability-related, gender, and racial gaps. A report to the Legislature, including any recommendations for additional legislation, is due by January 15, 2020.

- ***Online Learning / Professional Development Study Group***

L.D. 576, Resolve Ch. 25 – Resolve, Directing the Department of Education to Study and Develop an Online Learning Platform for Students and Educators

This resolve directs the Department to establish a working group to develop a platform for the provision of online, virtual instruction to students in all public schools and to provide high-quality professional development to educators. A report to the Legislature is due by January 1, 2020.

Non Athletic Stipends	Position	Amount	
BHS			
Class of 2020 Advisor	Kelsey Johnson & Adam Flynn	\$1470 Each	
Class of 2021 Advisor	Caitlin Albert	\$2,940	
Class of 2022 Advisor	Teri Schang	\$2,058	
Class of 2023 Advisor	Kim Doody	\$2,058	
Civil Rights	Heidi Haufe, Shari Brinkman-Young, Jon Edstrom, Dolores Charest	\$342.33 Each	
Choral	Chris Ferrell	\$2,352	
Debate	Veronica Foster & Tom McGovern	\$514.50 Each	
Drama	Chris Ferrell	\$4,557	
English Department Head	Bruce Brasier	\$3,381	
Fine Arts Department Head	Karen Rubin	\$3,087	
Interact	Hannah Johnson	\$600	
Journalism	Nick Wilson	\$1,470	
Math Department Head	Jon Jacques	\$3,087	
Mentor Advisor	Joyce Tapy & Kelsey Johnson	\$1,000 Each	
PE/Health Department Head	Teri Schang	\$1,911	
Robotics	Carol Lepauloue	\$1,029	
Science Department Head	Doreen Collin	\$3,381	
Social Studies Department Head	Drew Reddy	\$3,087	
Student Council	James Grover, Hannah Johnson, Becky Auten	\$800 Each	
World Language Department Head	Tom McGovern	\$1,911	
Yearbook	Heather Tremblay	\$2,646	
Visual Design Marching Band	Brandon Johnson	\$2,352	
Color Guard Marching Band	Eric Desmarais	\$2,793	
Odyssey of the Mind Advisor	Victoria Salo	\$300	
Intrusmental Music	Michael Murphy	\$2,940	
Student Services Department Head	Jen Rowland	\$1,911	
Math Team	James Grover	\$1,029	
Instrumental	Pat Bolin	\$5,145	
COT			
Skills Advisor	Holly Scribner	\$3,000	Grant

Middle School CTE coordinator	Tracey Collins	\$5,000	Grant
MELMAC Coordinator	Holly Scribner	\$1,500	Grant
Technology support/marketing	Matt Laney	\$1,500	
Robotics Team Coach	Carole Lapauloue	\$994	
National Technical Honor Society Adv	Matt Laney	\$500	
Extra Teaching Position in lieu of pre	Maureen Redmond	\$6,040.67	
Extra Teaching Position in lieu of pre	Eric Wales	\$6,040.67	
Extra Teaching Position in lieu of pre	Mary Maxfield	\$6,040.67	
Extra Teaching Position in lieu of pre	Deb Hapgood	\$6,040.67	
Extra Teaching Position in lieu of pre	Wayne Hapgood	\$6,040.67	
Extra Teaching Position in lieu of pre	Bill Gervais	\$6,040.67	
Extra Teaching Position in lieu of pre	Edward Driscoll	\$6,040.67	
Extra Teaching Position in lieu of pre	Marc Cadorette	\$6,040.67	
BIS			
Chorus Stipend	Andea Wollstadt	\$1,470	
Cross Country Stipend	Lisa Duchaine	\$500	
Drama Stipend	Rob Petit	\$1,764	
Yearbook Stipend	Amanda Keddy	\$1,323	

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

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

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

Date: August 1, 2019

School: Biddeford High School

Building Administrator: Jeremie R. Sirois

Stipend Position Title: Class of 2021

Responsibilities:

Oversee & advise class officers in running effective meetings. Conduct class meetings as necessary to accomplish class business. Supervise class fundraising events including practices & events prior to homecoming. Oversee and advise students in planning and carrying out the Homecoming Dance (11th grade) and Spring Prom (11th grade). Oversee and coordinate planning for and carrying out senior year events including graduation program, senior class trip, cap and gown fitting/orders, and work with Student Council advisors to plan Senior Assembly.

Stipend Dollar Amount: \$2940.00

Anticipated Amount of Time

Number of Students Participating: 200

Number of Days Per Week: 2-3

Number of Weeks Per Season/School Year: 35

Number of Hours Per Session: 1-2

Total Hours for Season/School Year: 200

Recommended Employee: Caitlin Albert

Background/Experience:	Current Class Advisor
Background/Experience:	Current Class Advisor

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

Date: August 1, 2019

School: Biddeford High School

Building Administrator: Jeremie R. Sirois

Stipend Position Title: Class of 2022

Responsibilities:

Oversee & advise class officers in running effective meetings. Conduct class meetings as necessary to accomplish class business. Supervise class fundraising events including practices & events prior to homecoming. Oversee and advise students in planning and carrying out the Homecoming Dance (11th grade) and Spring Prom (11th grade). Oversee and coordinate planning for and carrying out senior year events including graduation program, senior class trip, cap and gown fitting/orders, and work with Student Council advisors to plan Senior Assembly.

Stipend Dollar Amount: \$2058.00

Anticipated Amount of Time

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

Recommended Employee: Teri Schang

Background/Experience: Current Class Advisor

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

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

Date: August 1, 2019

School: Biddeford High School

Building Administrator: Jeremie R. Sirois

Stipend Position Title: Civil Rights Co-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: \$342.33

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: Dolores Charest

Background/Experience: Civil Rights Co-Advisor

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

Date: August 1, 2019

School: Biddeford High School

Building Administrator: Jeremie R. Sirois

Stipend Position Title: Civil Rights Co-Advisor

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: \$342.33

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: Jon Edstrom

Background/Experience: Current Civil Rights Co-Advisor

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

Date: September 17, 2018

School: Biddeford High School

Building Administrator: Jeremie R. Sirois

Stipend Position Title: Civil Rights Co-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: \$342.33

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

Background/Experience: Current Civil Rights Co-Advisor

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

Date: August 1, 2019

School: Biddeford High School

Building Administrator: Jeremie R. Sirois

Stipend Position Title: Choral Music

Responsibilities:

Run after school rehearsals and travel to all-state. Organize concerts and events

Stipend Dollar Amount: \$2352.00

Anticipated Amount of Time

Number of Students Participating:	Varies by year
Number of Days Per Week:	Varies by time of year
Number of Weeks Per Season/School Year:	35
Number of Hours Per Session:	Varies by # of students
Total Hours for Season/School Year:	25

Recommended Employee: Chris Ferrell

Background/Experience: Current Choral Director

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

Date: August 1, 2019

School: Biddeford High School

Building Administrator: Jeremie R. Sirois

Stipend Position Title: Co-Debate

Responsibilities:

Debate team meets during and outside of school hours. The team travels to competitions throughout the year.

Stipend Dollar Amount: \$514.50

Anticipated Amount of Time

Number of Students Participating:	varies
Number of Days Per Week:	1
Number of Weeks Per Season/School Year:	All Year
Number of Hours Per Session:	1
Total Hours for Season/School Year:	Varies with competitions

Recommended Employee: Tom McGovern

Background/Experience: Current Debate Coach

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

Date: August 1, 2019

School: Biddeford High School

Building Administrator: Jeremie R. Sirois

Stipend Position Title: Co-Debate

Responsibilities:

Debate team meets during and outside of school hours. The team travels to competitions throughout the year.

Stipend Dollar Amount: \$514.50

Anticipated Amount of Time

Number of Students Participating:	varies
Number of Days Per Week:	1
Number of Weeks Per Season/School Year:	All Year
Number of Hours Per Session:	1
Total Hours for Season/School Year:	Varies with competitions

Recommended Employee: Veronica Foster

Background/Experience: Current Debate Coach

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

Date: August 1, 2019

School: Biddeford High School

Building Administrator: Jeremie R. Sirois

Stipend Position Title: Spring Drama Production/ Artistic Director

Responsibilities:

Auditioning, casting, reviewing scripts, selecting play to be performed. Ordering scripts & communicating with royalty company. Arranging music, scheduling and running all rehearsals, coordinating choreography, supervising blocking, set design, set building, managing show logistics (tickets, printing, advertising, concession, etc)

Stipend Dollar Amount: \$4557.00

Anticipated Amount of Time

Number of Students Participating:	30
Number of Days Per Week:	4-5
Number of Weeks Per Season/School Year:	18 (January to April)
Number of Hours Per Session:	1.5+
Total Hours for Season/School Year:	150 hours

Recommended Employee: Chris Ferrell

Background/Experience: Current Choral Director with previous experience

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

Date: August 1, 2019

School: Biddeford High School

Building Administrator: Jeremie R. Sirois

Stipend Position Title: English Department Head

Responsibilities:

Work with guidance on scheduling and student placement. Work with teachers to build department budget. Serve on BHS Leadership Team and assist the Principal as necessary on staff development and improvement plans. Observe department teachers and provide curricular and instructional leadership. Write purchase orders, manage supply orders, and supervise teachers in accurate inventory of books, supplies, and materials. Collect emergency sub plans from teachers and assist substitute teachers as necessary to ensure that learning is taking place in their absence. Run department meetings, keep records, and provide meeting minutes to Principal and department members.

Stipend Dollar Amount: \$3381.00

Anticipated Amount of Time

Number of Students Participating:	NA
Number of Days Per Week:	5
Number of Weeks Per Season/School Year:	35
Number of Hours Per Session:	5-6
Total Hours for Season/School Year:	210

Recommended Employee: Bruce Brasier

Background/Experience: Experienced department head

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

Date: August 1, 2019

School: Biddeford High School

Building Administrator: Jeremie R. Sirois

Stipend Position Title: Fine Arts Department Head

Responsibilities:

Work with guidance on scheduling and student placement. Work with teachers to build department budget. Serve on BHS Leadership Team and assist the Principal as necessary on staff development and improvement plans. Observe department teachers and provide curricular and instructional leadership. Write purchase orders, manage supply orders, and supervise teachers in accurate inventory of books, supplies, and materials. Collect emergency sub plans from teachers and assist substitute teachers as necessary to ensure that learning is taking place in their absence. Run department meetings, keep records, and provide meeting minutes to Principal and department members.

Stipend Dollar Amount: \$3087.00

Anticipated Amount of Time

Number of Students Participating:	NA
Number of Days Per Week:	5
Number of Weeks Per Season/School Year:	35
Number of Hours Per Session:	5-6
Total Hours for Season/School Year:	210

Recommended Employee: Karen Rubin

Background/Experience: Experienced department head

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

Date: August 1, 2019 **School:** Biddeford High School

Building Administrator: Jeremie R. Sirois

Stipend Position Title: Interact

Responsibilities:

Run weekly Interact meetings, coordinate fundraising for holiday meals and gifts for the needy, day of caring, etc.

Stipend Dollar Amount: \$600

Anticipated Amount of Time

Number of Students Participating:	25+/-
Number of Days Per Week:	1
Number of Weeks Per Season/School Year:	35
Number of Hours Per Session:	1
Total Hours for Season/School Year:	35-50

Recommended Employee: Hannah Johnson

Background/Experience: Current Interact Advisor

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

Date: August 1, 2019

School: Biddeford High School

Building Administrator: Jeremie R. Sirois

Stipend Position Title: Journalism Advisor

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: Nick Wilson

Background/Experience: Experienced English Teacher and Journalist

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

Date: August 1, 2019

School: Biddeford High School

Building Administrator: Jeremie R. Sirois

Stipend Position Title: Math Department Head

Responsibilities:

Work with guidance on scheduling and student placement. Work with teachers to build department budget. Serve on BHS Leadership Team and assist the Principal as necessary on staff development and improvement plans. Observe department teachers and provide curricular and instructional leadership. Write purchase orders, manage supply orders, and supervise teachers in accurate inventory of books, supplies, and materials. Collect emergency sub plans from teachers and assist substitute teachers as necessary to ensure that learning is taking place in their absence. Run department meetings, keep records, and provide meeting minutes to Principal and department members.

Stipend Dollar Amount: \$3087.00

Anticipated Amount of Time

Number of Students Participating:	NA
Number of Days Per Week:	5
Number of Weeks Per Season/School Year:	35
Number of Hours Per Session:	5-6
Total Hours for Season/School Year:	210

Recommended Employee: Jon Jacques

Background/Experience: Current Math Department Head

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

Date: August 1, 2019

School: Biddeford High School

Building Administrator: Jeremie R. Sirois

Stipend Position Title: Freshman Mentor Co-Advisor

Responsibilities:

Plan and organize the 9th grade opening day as well as manage upperclassmen mentors throughout the year to see that they carry out their responsibilities. In years past BHS paid \$3500 to the KO Mentor Program with no follow-up. Now with co-advisors there is follow up and follow through.

Stipend Dollar Amount: \$1000

Anticipated Amount of Time

Number of Students Participating:	50
Number of Days Per Week:	1
Number of Weeks Per Season/School Year:	All Year
Number of Hours Per Session:	1
Total Hours for Season/School Year:	Varies - meetings in the summer as well

Recommended Employee: Kelsey Johnson

Background/Experience: Current Mentor Advisor

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

Date: August 1, 2019

School: Biddeford High School

Building Administrator: Jeremie R. Sirois

Stipend Position Title: Freshman Mentor Co-Advisor

Responsibilities:

Plan and organize the 9th grade opening day as well as manage upperclassmen mentors throughout the year to see that they carry out their responsibilities. In years past BHS paid \$3500 to the KO Mentor Program with no follow-up. Now with co-advisors there is follow up and follow through.

Stipend Dollar Amount: \$1000

Anticipated Amount of Time

Number of Students Participating:	50
Number of Days Per Week:	1
Number of Weeks Per Season/School Year:	All Year
Number of Hours Per Session:	1
Total Hours for Season/School Year:	Varies - meetings in the summer as well

Recommended Employee: Joyce Tarpy

Background/Experience: Current Mentor Advisor

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

Date: August 1, 2019

School: Biddeford High School

Building Administrator: Jeremie R. Sirois

Stipend Position Title: Freshman Mentor Co-Advisor

Responsibilities:

Plan and organize the 9th grade opening day as well as manage upperclassmen mentors throughout the year to see that they carry out their responsibilities. In years past BHS paid \$3500 to the KO Mentor Program with no follow-up. Now with co-advisors there is follow up and follow through.

Stipend Dollar Amount: \$1000

Anticipated Amount of Time

Number of Students Participating:	50
Number of Days Per Week:	1
Number of Weeks Per Season/School Year:	All Year
Number of Hours Per Session:	1
Total Hours for Season/School Year:	Varies - meetings in the summer as well

Recommended Employee: Joyce Tarpy

Background/Experience: Current Mentor Advisor

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

Date: August 1, 2019

School: Biddeford High School

Building Administrator: Jeremie R. Sirois

Stipend Position Title: PE/Health Department Head

Responsibilities:

Work with guidance on scheduling and student placement. Work with teachers to build department budget. Serve on BHS Leadership Team and assist the Principal as necessary on staff development and improvement plans. Observe department teachers and provide curricular and instructional leadership. Write purchase orders, manage supply orders, and supervise teachers in accurate inventory of books, supplies, and materials. Collect emergency sub plans from teachers and assist substitute teachers as necessary to ensure that learning is taking place in their absence. Run department meetings, keep records, and provide meeting minutes to Principal and department members.

Stipend Dollar Amount: \$1911.00

Anticipated Amount of Time

Number of Students Participating:	NA
Number of Days Per Week:	5
Number of Weeks Per Season/School Year:	35
Number of Hours Per Session:	5-6
Total Hours for Season/School Year:	210

Recommended Employee: Teri Schang

Background/Experience: Current department head

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

Date: August 1, 2019

School: Biddeford High School

Building Administrator: Jeremie R. Sirois

Stipend Position Title: Robotics Advisor

Responsibilities:

Organize and plan for competitions. Oversee and advise the team of students. Coordinate transportation to competitions.

Stipend Dollar Amount: \$1029.00

Anticipated Amount of Time

Number of Students Participating:	20+/-
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: Carol Lepauloue

Background/Experience: Current Robotics Advisor

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

Date: August 1, 2019

School: Biddeford High School

Building Administrator: Jeremie R. Sirois

Stipend Position Title: Science Department Head

Responsibilities:

Work with guidance on scheduling and student placement. Work with teachers to build department budget. Serve on BHS Leadership Team and assist the Principal as necessary on staff development and improvement plans. Observe department teachers and provide curricular and instructional leadership. Write purchase orders, manage supply orders, and supervise teachers in accurate inventory of books, supplies, and materials. Collect emergency sub plans from teachers and assist substitute teachers as necessary to ensure that learning is taking place in their absence. Run department meetings, keep records, and provide meeting minutes to Principal and department members.

Stipend Dollar Amount: \$3381.00

Anticipated Amount of Time

Number of Students Participating:	NA
Number of Days Per Week:	5
Number of Weeks Per Season/School Year:	35
Number of Hours Per Session:	5-6
Total Hours for Season/School Year:	210

Recommended Employee: Doreen Collin

Background/Experience: Current department head

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

Date: August 1, 2019

School: Biddeford High School

Building Administrator: Jeremie R. Sirois

Stipend Position Title: Social Studies Department Head

Responsibilities:

Work with guidance on scheduling and student placement. Work with teachers to build department budget. Serve on BHS Leadership Team and assist the Principal as necessary on staff development and improvement plans. Observe department teachers and provide curricular and instructional leadership. Write purchase orders, manage supply orders, and supervise teachers in accurate inventory of books, supplies, and materials. Collect emergency sub plans from teachers and assist substitute teachers as necessary to ensure that learning is taking place in their absence. Run department meetings, keep records, and provide meeting minutes to Principal and department members.

Stipend Dollar Amount: \$3087.00

Anticipated Amount of Time

Number of Students Participating:	NA
Number of Days Per Week:	5
Number of Weeks Per Season/School Year:	35
Number of Hours Per Session:	5-6
Total Hours for Season/School Year:	210

Recommended Employee: Andrew Reddy

Background/Experience: Current department head

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

Date: August 1, 2019

School: Biddeford High School

Building Administrator: Jeremie R. Sirois

Stipend Position Title: Student Council Co-Advisor

Responsibilities:

Organize elections, provide leadership training to student representatives, assist officers in organizing meetings, advise on rules of order, provide supervision at SC sponsored events.

Stipend Dollar Amount: \$882.00

Anticipated Amount of Time

Number of Students Participating:	20+
Number of Days Per Week:	2-3
Number of Weeks Per Season/School Year:	35
Number of Hours Per Session:	1
Total Hours for Season/School Year:	105

Recommended Employee: Hannah Johnson

Background/Experience: Current Co-Advisor

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

Date: August 1, 2019 **School:** Biddeford High School

Building Administrator: Jeremie R. Sirois

Stipend Position Title: Student Council Co-Advisor

Responsibilities:

Organize elections, provide leadership training to student representatives, assist officers in organizing meetings, advise on rules of order, provide supervision at SC sponsored events.

Stipend Dollar Amount: \$882.00

Anticipated Amount of Time

Number of Students Participating:	20+
Number of Days Per Week:	2-3
Number of Weeks Per Season/School Year:	35
Number of Hours Per Session:	1
Total Hours for Season/School Year:	105

Recommended Employee: James Grover

Background/Experience: Current Co-Advisor

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

Date: August 1, 2019

School: Biddeford High School

Building Administrator: Jeremie R. Sirois

Stipend Position Title: Student Council Co-Advisor

Responsibilities:

Organize elections, provide leadership training to student representatives, assist officers in organizing meetings, advise on rules of order, provide supervision at SC sponsored events.

Stipend Dollar Amount: \$882.00

Anticipated Amount of Time

Number of Students Participating:	20+
Number of Days Per Week:	2-3
Number of Weeks Per Season/School Year:	35
Number of Hours Per Session:	1
Total Hours for Season/School Year:	105

Recommended Employee: Rebecca Auten

Background/Experience: Current Co-Advisor

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

Date: August 1, 2019

School: Biddeford High School

Building Administrator: Jeremie R. Sirois

Stipend Position Title: World Language Department Head

Responsibilities:

Work with guidance on scheduling and student placement. Work with teachers to build department budget. Serve on BHS Leadership Team and assist the Principal as necessary on staff development and improvement plans. Observe department teachers and provide curricular and instructional leadership. Write purchase orders, manage supply orders, and supervise teachers in accurate inventory of books, supplies, and materials. Collect emergency sub plans from teachers and assist substitute teachers as necessary to ensure that learning is taking place in their absence. Run department meetings, keep records, and provide meeting minutes to Principal and department members.

Stipend Dollar Amount: \$1911.00

Anticipated Amount of Time

Number of Students Participating:	NA
Number of Days Per Week:	5
Number of Weeks Per Season/School Year:	35
Number of Hours Per Session:	5-6
Total Hours for Season/School Year:	210

Recommended Employee: Tom McGovern

Background/Experience: Current department head

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

Date: August 1, 2019

School: Biddeford High School

Building Administrator: Jeremie R. Sirois

Stipend Position Title: Yearbook Advisor

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: \$2646.00

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: Heather Tremblay

Background/Experience: Current Yearbook Advisor

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

Date: August 1, 2019

School: Biddeford High School

Building Administrator: Jeremie R. Sirois

Stipend Position Title: Odyssey of the Mind Advisor

Responsibilities:

Run after school practices

Lead the team at events

Chaperone the team to worlds should they advance

Stipend Dollar Amount: \$300.00

Anticipated Amount of Time

Number of Students Participating: 5-15

Number of Days Per Week: 1-2

Number of Weeks Per Season/School Year: 20

Number of Hours Per Session: 2

Total Hours for Season/School Year: 60+

Recommended Employee: Victoria Salo

Background/Experience: Current OM Advisor

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

Date: August 1, 2019

School: Biddeford High School

Building Administrator: Jeremie R. Sirois

Stipend Position Title: Instrumental Music

Responsibilities:

Work with the band director to run rehearsals and coordinate events

Stipend Dollar Amount: \$2940.00

Anticipated Amount of Time

Number of Students Participating:	Varies by year
Number of Days Per Week:	Varies by time of year
Number of Weeks Per Season/School Year:	35
Number of Hours Per Session:	Varies by # of students
Total Hours for Season/School Year:	25

Recommended Employee: Michael Murphy

Background/Experience:

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

Date: August 1, 2019

School: Biddeford High School

Building Administrator: Jeremie R. Sirois

Stipend Position Title: Color Guard

Responsibilities:

Work with the band director to run rehearsals and coordinate events

Stipend Dollar Amount: \$2793.00

Anticipated Amount of Time

Number of Students Participating:	Varies by year
Number of Days Per Week:	Varies by time of year
Number of Weeks Per Season/School Year:	35
Number of Hours Per Session:	Varies by # of students
Total Hours for Season/School Year:	25

Recommended Employee: Eric Desmarais

Background/Experience:

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

Date: August 1, 2019

School: Biddeford High School

Building Administrator: Jeremie R. Sirois

Stipend Position Title: Visual Design Marching Band

Responsibilities:

Work with the band director to run rehearsals and coordinate events

Stipend Dollar Amount: \$2352.00

Anticipated Amount of Time

Number of Students Participating:	Varies by year
Number of Days Per Week:	Varies by time of year
Number of Weeks Per Season/School Year:	35
Number of Hours Per Session:	Varies by # of students
Total Hours for Season/School Year:	25

Recommended Employee: Brandon Johnson

Background/Experience:

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

Date: August 1, 2019

School: Biddeford High School

Building Administrator: Jeremie R. Sirois

Stipend Position Title: Student Services Department Head

Responsibilities:

Work with departments to develop the Master Schedule. Be the liaison to her department (nurse, social worker, 3 Guidance Counselors, COT counselor, and administrative assistants). Manage and supervise the Student Services budget. Attend leadership meetings. Run weekly Student Services meetings. Work directly with the Assistant Principal and Student Services Truancy Coordinator.

Stipend Dollar Amount: \$1911.00

Anticipated Amount of Time

Number of Students Participating:	NA
Number of Days Per Week:	5
Number of Weeks Per Season/School Year:	35
Number of Hours Per Session:	5-6
Total Hours for Season/School Year:	210

Recommended Employee: Jennifer Rowland

Background/Experience: Current Student Services Department Head

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

Date: August 1, 2019

School: Biddeford High School

Building Administrator: Jeremie R. Sirois

Stipend Position Title: Math Team Coach

Responsibilities:

Run practices October to February. Recruit team members. Arrange transportation. Organize home meetings. Participate in state meets.

Stipend Dollar Amount: \$1029.00

Anticipated Amount of Time

Number of Students Participating:	10-15
Number of Days Per Week:	2-3
Number of Weeks Per Season/School Year:	18
Number of Hours Per Session:	1-1.5 hours
Total Hours for Season/School Year:	100+/-

Recommended Employee: James Grover

Background/Experience: Current Math Team Coach

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

Date: August 1, 2019

School: Biddeford High School

Building Administrator: Jeremie R. Sirois

Stipend Position Title: Instrumental Music

Responsibilities:

Run after school rehearsals and travel to all-state. Organize parades and pep band for games.
Organize other music activities

Stipend Dollar Amount: \$5145.00

Anticipated Amount of Time

Number of Students Participating:	Varies by year
Number of Days Per Week:	Varies by time of year
Number of Weeks Per Season/School Year:	35
Number of Hours Per Session:	Varies by # of students
Total Hours for Season/School Year:	25

Recommended Employee: Pat Bolin

Background/Experience: Current Band Director

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

Date: August 1, 2019

School: Biddeford High School

Building Administrator: Jeremie R. Sirois

Stipend Position Title: Marching Band Director

Responsibilities:

Run after school rehearsals and travel to competitions. Organize parades, games, and other marching band activities.

Stipend Dollar Amount: \$

Anticipated Amount of Time

Number of Students Participating:	Varies by year
Number of Days Per Week:	Varies by time of year
Number of Weeks Per Season/School Year:	35
Number of Hours Per Session:	Varies by # of students
Total Hours for Season/School Year:	25

Recommended Employee: Chris Ferrell

Background/Experience: Current Marching Band Director and Choral Director

BIDDEFORD SCHOOL DEPARTMENT

REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: 8/13/2019 **School:** Biddeford Regional Center of Technology

Building Administrator: Paulette Bonneau

Stipend Position Title: Extra teaching period ion lieu of prep period

Position Responsibilities:

Teach an 80 minute block

Stipend Dollar Amount: 6040.67 Total

Anticipated Amount of Time

Number of students participating: 32

Number of days per week: 5

Number of weeks per season/school year: 175

Number of hours per session: 80 min

Total hours for season/school year: _____

Recommended Employee: Maureen Redmond

Background/Experience:

Current teaching position

BIDDEFORD SCHOOL DEPARTMENT

REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: 8/13/2019 **School:** Biddeford Regional Center of Technology**Building Administrator:** Paulette Bonneau**Stipend Position Title:** Extra teaching period ion lieu of prep period**Position Responsibilities:**

Teach an 80 minute block

Stipend Dollar Amount: 6040.67 Total

Anticipated Amount of TimeNumber of students participating: 32Number of days per week: 5Number of weeks per season/school year: 175Number of hours per session: 80 min

Total hours for season/school year: _____

Recommended Employee: Eric Wales**Background/Experience:**

Current teaching position

BIDDEFORD SCHOOL DEPARTMENT

REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: 8/13/2019 **School:** Biddeford Regional Center of Technology**Building Administrator:** Paulette Bonneau**Stipend Position Title:** Extra teaching period ion lieu of prep period**Position Responsibilities:**

Teach an 80 minute block

Stipend Dollar Amount: 6040.67 Total

Anticipated Amount of TimeNumber of students participating: 32Number of days per week: 5Number of weeks per season/school year: 175Number of hours per session: 80 min

Total hours for season/school year: _____

Recommended Employee: Mary Maxfield**Background/Experience:**

Current teaching position

BIDDEFORD SCHOOL DEPARTMENT
REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: 8/13/2019 **School:** Biddeford Regional Center of Technology

Building Administrator: Paulette Bonneau

Stipend Position Title: Extra teaching period ion lieu of prep period

Position Responsibilities:

Teach an 80 minute block

Stipend Dollar Amount: 6040.67 Total

Anticipated Amount of Time

Number of students participating: 32

Number of days per week: 5

Number of weeks per season/school year: 175

Number of hours per session: 80 min

Total hours for season/school year: _____

Recommended Employee: Deb Hapgood

Background/Experience:

Current teaching position

BIDDEFORD SCHOOL DEPARTMENT

REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: 8/13/2019 **School:** Biddeford Regional Center of Technology**Building Administrator:** Paulette Bonneau**Stipend Position Title:** Extra teaching period ion lieu of prep period**Position Responsibilities:**

Teach an 80 minute block

Stipend Dollar Amount: 6040.67 Total

Anticipated Amount of TimeNumber of students participating: 32Number of days per week: 5Number of weeks per season/school year: 175Number of hours per session: 80 minTotal hours for season/school year:

Recommended Employee: Wayne Hapgood**Background/Experience:**

Current teaching position

BIDDEFORD SCHOOL DEPARTMENT

REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: 8/13/2019 **School:** Biddeford Regional Center of Technology**Building Administrator:** Paulette Bonneau**Stipend Position Title:** Extra teaching period ion lieu of prep period**Position Responsibilities:**

Teach an 80 minute block

Stipend Dollar Amount: 6040.67 Total

Anticipated Amount of Time**Number of students participating:** 32**Number of days per week:** 5**Number of weeks per season/school year:** 175**Number of hours per session:** 80 min**Total hours for season/school year:**

Recommended Employee: Bill Gervais**Background/Experience:**

Current teaching position

BIDDEFORD SCHOOL DEPARTMENT
REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: 8/13/2019 **School:** Biddeford Regional Center of Technology

Building Administrator: Paulette Bonneau

Stipend Position Title: Extra teaching period ion lieu of prep period

Position Responsibilities:

Teach an 80 minute block

Stipend Dollar Amount: 6040.67 Total

Anticipated Amount of Time

Number of students participating: 32

Number of days per week: 5

Number of weeks per season/school year: 175

Number of hours per session: 80 min

Total hours for season/school year: _____

Recommended Employee: Edward Driscoll

Background/Experience:

Current teaching position

BIDDEFORD SCHOOL DEPARTMENT

REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: 8/13/2019 **School:** Biddeford Regional Center of Technology

Building Administrator: Paulette Bonneau

Stipend Position Title: Extra teaching period ion lieu of prep period

Position Responsibilities:

Teach an 80 minute block

Stipend Dollar Amount: 6040.67 Total

Anticipated Amount of Time

Number of students participating: 32

Number of days per week: 5

Number of weeks per season/school year: 175

Number of hours per session: 80 min

Total hours for season/school year: _____

Recommended Employee: Marc Cadorette

Background/Experience:

Current teaching position

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:	<u>2</u>
Number of days per week:	<u>Throughout the school year</u>
Number of weeks per season/school year:	<u>1 hour</u>
Number of hours per session:	<u>46-50 hours</u>
Total hours for season/school year:	

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: 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: 7/31/19 School: BRCOT

Building Administrator: Paulette Bonneau

Stipend Position Title: Middle School CTE Coordinator

Position Responsibilities: Assists Director in all aspects of middle school CTE development plans and goals
Schedule meetings w/regional middle schools
Coordinate with students, parents, instructors for field trips to businesses
Coordinate, attend and supervise students at off site activities and on site
Assist in the curriculum coordination, alignment and development

Stipend Dollar Amount: \$5000 grant funded

Anticipated Amount of Time	<u>1300 middle schoolers +/-</u>
Number of students participating:	<u>varies on time of year</u>
Number of days per week:	<u>38</u>
Number of weeks per season/school year:	<u>varies on activity including several all day meetings</u>
Number of hours per session:	<u>380 +/-</u>
Total hours for season/school year:	

Recommended Employee: Tracey Collins

Background/Experience: Career Pathways Coordinator with experience

BIDDEFORD SCHOOL DEPARTMENT
REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: 7/31/19 School: BRCOT

Building Administrator: Paulette Bonneau

Stipend Position Title: SKILLSUSA Advisor

Position Responsibilities: Coordinate with State and National level personnel
Attend State Advisor meeting throughout the year
Coordinate with students, parents, instructors competition preparation and participation
Attend and supervise students at competitions; fundraising
Advise and coach students as they prepare for the competitions;

Stipend Dollar Amount: \$3000-Federal grant funded

Anticipated Amount of Time
 Number of students participating: 30+/-
 Number of days per week: varies on time of year
 Number of weeks per season/school year: 35
 Number of hours per session: varies on activity including several all day meetings
 Total hours for season/school year: 75

Recommended Employee: Holly Scribner
 Background/Experience: SkillsUSA advisor with experience

BIDDEFORD SCHOOL DEPARTMENT

REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: 7/31/19 School: BRCOT

Building Administrator: Paulette Bonneau

Stipend Position Title: Technology/Social Media Coordinator

Position Responsibilities: Reports directly to the Director
Maintains dual websites & social media
Provides leadership to instructors to improve & maintain best practices
Applies technology to maintain appropriate support for marketing, data management
assists in budget development related to tech purchases

Stipend Dollar Amount: \$1500

Anticipated Amount of Time
Number of students participating: N/A

Number of days per week: 5

Number of weeks per season/school year: 35

Number of hours per session: 3-6 +/-

Total hours for season/school year: 180

Recommended Employee: Matt Laney

Background/Experience: Computer Science Instructor

BIDDEFORD SCHOOL DEPARTMENT
REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: 7/31/2019 School: BRCOT

Building Administrator: Paulette Bonneau

Stipend Position Title: National Technical Honor Society

Position Responsibilities: Maintain and stay current with NTHS guidelines and procedures
Organize and plan nomination and selection process for NTHS induction each year.
Oversee and advise chapter members in organizing service projects in the school and community
Coordinate with administration to plan and execute NTHS convocation event each year

Stipend Dollar Amount: \$500

Anticipated Amount of Time	<u>40 +/-</u>
Number of students participating:	<u>varies</u>
Number of days per week:	<u>35</u>
Number of weeks per season/school year:	<u>N/A</u>
Number of hours per session:	<u>75</u>
Total hours for season/school year:	

Recommended Employee: Matt Laney

Background/Experience: Matt has been helping with NTHS for the past three years above his regular responsibilities. He is familiar with the process.

BIDDEFORD SCHOOL DEPARTMENT
REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: 7/31/2019 School: BRCOT

Building Administrator: Paulette Bonneau

Stipend Position Title: Robotics Team Advisor

Position Responsibilities: Organize, budget, and plan for competitions
Oversee and advise the Robotics team students
Coordinate transportations to competetitions
Plan and participate in fundraising activities as needed.

Stipend Dollar Amount: \$994

Anticipated Amount of Time
 Number of students participating: 25 +/-

Number of days per week: varies

Number of weeks per season/school year: 35

Number of hours per session: N/A

Total hours for season/school year: 75

Recommended Employee: Carole Lepauloue

Background/Experience: Robotics teacher

BIDDEFORD SCHOOL DEPARTMENT
REQUEST FOR STIPEND APPOINTMENT APPROVAL

Deleted: 1

Date: June 20, 2019 **School:** Biddeford Middle School

Building Administrator: Scott Descoteaux

Stipend Position Title: Middle School Wrestling Coach

Position Responsibilities: Organize team workouts + practices
Coach at wrestling meets
Communicate with parents
Teach basic and advanced wrestling techniques
Serve as a role model

Stipend Dollar Amount: \$2499

Anticipated Amount of Time
Number of students participating: 10-20
Number of days per week: 5-6
Number of weeks per season/school year: 7 weeks
Number of hours per session: 2 hours
Total hours for season/school year: 70+ hours

Recommended Employee: James J. Smith

Background/Experience: Current Wrestling Coach at BMS and assistant at BHS