

City of Biddeford
School Committee
August 14, 2018 7:00 PM Little Theater at BHS

- A. Call to Order:**
- B. Roll Call:**
- C. Pledge of Allegiance:**
- D. Adjustments to Agenda:**
 - D.1. ADDENDUM
[Addendum8:14:18.pdf](#)
- E. Consideration of Minutes:**
 - E.1. Minutes 7/10/18
[Minutesfrom7:10:18.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.
 - Waterhouse Field Polices
 - End of Year Financials
 - ADDENDUM
 - Approval of EMS program at COT
- K. Resignations: Accepted by the Superintendent**
 - K.1.
 - Rita Schlegel ~ Speech Language Pathologist JFK
 - Beth Jones ~ Ed Tech II JFK
 - Shannon O'Brien ~ Board Certified Behavior Analyst
 - Tricia Wentworth ~ Administrative Assistant BMS
 - Katrina Jones ~ Food Service JFK
 - Megan Altieri ~ Special Education Teacher BPS
 - Michelle Lane ~ Robotics Team Coach BHS
 - Davide Lauzier ~ F.T. Bus Driver
 - Erika Russell ~ Food Service Worker
 - Jennifer Larochelle ~ Ed Tech II Behavior BMS
 - ADDENDUM
 - Claudette Powers ~ Food Service Worker JFK
 - Martha Fanning ~ STEM-Ed Tech III BPS ~ Replacing Kenneth Hopkins ~Decided not to accept the position
 - Jake Long ~ MLTI Tech Leader Stipend ~ No longer a stipend

L. Nominations:

- L.1. • Leslie Horne ~ Chemistry/Physical Science Teacher BHS ~ Replacing Constant Bamani
- Joshua Williams ~ Physics/Science Teacher BHS ~ Replacing James Rose
- Katherine Kalagias ~ 5th grade STEM BIS ~ Replacing Lorna Henley
- Joyalle Mears ~ Special Education Teacher BPS ~ Replacing Megan Altieri
- Kayla Tremblay ~ ½ time 4th grade Teacher BIS ~ Replacing Katherine Kalagias, ½ time Ed Tech II BPS
- Jeanette Lalouche ~ ½ time classroom Teacher BPS ~ Replacing Kerri LeSieur
- Kerri LeSieur ~ ½ time Math Coach BPS ~ New Position

M. Appointments:

- M.1. • Ashley Nadeau-Belanger ~ Ed Tech II JFK ~ New Position
- Anthony Freeman ~ Ed Tech II FLS BPS ~ Replacing Jesse Kiesel
- Esther Alisa Miller ~ Ed Tech III BPS ~ Replacing Shannon Reynolds
- Martha Fanning ~ STEM-Ed Tech III BPS ~ Replacing Kenneth Hopkins
- Adam Harrison ~ Ed Tech II FLS BMS ~ Replacing Justin Johnson
- Lukas Pershing ~ Ed Tech II ~ New Position BPS (1/2 position)
- Kaitlin Knauss ~ Ed Tech II ~ New Position BPS (1/2 position)
- Mindy Dore ~ Full Time Bus Aide ~ Transportation ~ New Position
- Cyril Lunt ~ Ed Tech II Resource BMS ~ Replacing Theresa Lamontagne
- Michael Hickson ~ F.T. Bus Aide ~ Transportation ~ New Position
- Karen-Jean-Paul ~ Ed Tech II Behavior BPS
- Erika Russell ~ Custodian ~ Replacing John McDonough
- Lucille Poisson ~ .5 Ed tech II -one year only ~ Replacing Joe Aiken
- Kelly Poirier ~ Custodian ~ Replacing Miranda Boissoneault
- Mary Bellavance ~ ELA Curriculum Leader BMS Stipend
- Jeff Wolfhardt ~ 7th Grade Head Football Coach Stipend

- Karl Lebreux ~ Athletic Coordinator BMS Stipend
- Tammy Carusone ~ BMS Choral Stipend
- Rob Petit ~ BMS Drama Stipend
- Coleen Hatt ~ BMS Drama Stipend
- Ray Sampson ~ IA Equipment Maint Stipend
- Doug Bertrand ~ IA Equipment Maint Stipend
- Victoria Lee ~ National Junior Honor Society Stipend
- Amy Delorge ~ Instrumental Stipend
- Jake Long ~ MLTI Tech Leader Stipend
- Ann Marie Duguay ~ Yearbook Advisor Stipend
- Linda Descoteaux ~ Math Curriculum Leader Stipend
- Chelsea Brittain ~ Science Curriculum Leader Stipend
- Emily Kahn ~ Social Studies Curriculum Leader Stipend

[JeffWolffhardt.pdf](#)
[stipends.pdf](#)

N. Transfers:

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

P. Communications:

Q. Executive Session:

R. Adjournment: - *School Committee Members: Alan Casavant, - Chair, Brianna Gilbert, Tony Michaud - Vice Chair, Heather Mills, Dennis Anglea, Karen Ruel, Crystal Blais, Lisa Vadnais*
Student Members: Cassie Riley - BHS, Washima Fairoz - BHS

Biddeford School Department

Tuesday, August 14, 2018

4:00pm

Little Theater BHS

Addendum

K. New Business:

- Approval of EMS program at COT

L. Resignations, Nominations, Appointments & Transfers:

Resignations:

- Claudette Powers ~ Food Service Worker JFK
- ~~Martha Fanning ~ STEM Ed Tech III BPS ~ Replacing Kenneth Hopkins~~
~Deciding not to accept the position
- ~~Jake Long ~ MLTI Tech Leader Stipend ~ No longer a stipend~~

School Committee Members:

Alan Casavant-Chair	Vassie Fowler
Tony Michaud-Vice Chair	Dominic Deschambault
Dennis Anglea	Karen Ruel
Crystal Blais	Lisa Vadnais

Student Members:

Washima Fairouz-2018
Jenna Delorenzo-2018
cc: Jeremy Ray- Superintendent
cc: Chris Indorf-Asst. Superintendent

Biddeford School Department

Tuesday, July 10, 2018

4:00pm

Little Theater BHS

Minutes

- A. **Call to Order: Meeting was called to order at 4:03pm**
- B. **Roll Call: Alan Casavant, Tony Michaud, Dennis Anglea, Crystal Blais, Vassie Fowler, Dominic Deschambault,, Karen Ruel, Lisa Vadnais, Jeremy Ray, and Chris Indorf were all present.**
- C. **Pledge of Allegiance:**
- D. **Performance:**
- E. **Adjustments to the Agenda: ADDENDUM**
- F. **Approval of Last Meeting's Minutes: 6/12/18, 6/26/18 ~ Lisa Vadnais moved, Crystal Blais seconded, and all were in favor.**
- G. **Student Rep Reports: None**
- H. **Superintendent's Report:**
 - Thanks to a teacher mini-grant by the Biddeford Education Foundation, the Biddeford Middle School Art students designed and created the new sign from clay tiles at the Biddeford Food Pantry. It was featured on the front page of the Journal Tribune on July 4th and posted on our Facebook Page and website. This is a great way to support the arts and help in our community.
 - There are only 20 days left to purchase a small or large paver at Waterhouse Field. This is a great way to give back to your alma mater, promote your business while supporting a good cause, or honor or memorialize someone special in your life. To purchase one, simply click on the Alumni and Giving Tab and click on Waterhouse Field on our website.
- I. **Committee Reports: Finance/Building & Grounds, Curriculum, Policy:**
- J. **Old Business:**
- K. **New Business:**
 - 1. **2nd Reading Revision Policies: ~ Taken as a flight ~ Dennis Anglea moved, Vassie Fowler seconded, and all were in favor.**
 - CCA ~ Biddeford School Department Organizational Chart
 - EC ~ Buildings and Grounds Maintenance
 - EC-R ~ Custodial/Maintenance Services Administrative Regulation
 - ECB ~ Pest Management in School Facilities and on School Grounds
 - 2. **2nd Reading Tabled Policies: ~ Taken as a flight ~ Dennis Anglea moved, Vassie Fowler seconded, and all were in favor.**
 - EEBB ~ Use of Private Vehicles on School Business
 - EEBB-R ~ Use of Private Vehicles on School Business Administrative Regulation
 - EEBB-R2 ~ Use of Private Vehicles on School Business Authorization Form
 - 3. **2nd Reading New State Required Policies: ~ Taken as a flight ~ Dennis Anglea moved, Vassie Fowler seconded, and all were in favor.**
 - EBC ~ Comprehensive Emergency Management Plan

- GBO ~ Family Care Leave
 - JKF-R ~ Disciplinary Removal of Students with Disabilities
Administrative Procedure
4. **Motion to appoint two new members to the regional service center ~**
Tony Michaud moved to appoint himself and Vassie Fowler as the two
new members to the regional service center, Dennis Anglea seconded,
and all were in favor.
 5. **Motion to approve new job description ~ Math Coach ~ Vassie Fowler**
moved, Dennis Anglea seconded, and all were in favor.
 6. **Motion to cancel the July 24, 2018 school committee meeting ~ Tony**
Michaud moved, Dennis Anglea seconded, and all were in favor.
 7. **Overnight Field Trip ~ Boston/Hamilton Musical on Broadway ~ Gifted**
and talented ~ Teacher in charge Jessica Larson ~ 2 students BMS & 2
students BHS ~ Tony Michaud moved, Dennis Anglea seconded, and
all were in favor.

L. Resignations, Nominations, Appointments & Transfers:

Nominations:

- Shannon Reynolds ~ First Grade Teacher BPS ~ Replacing Amanda Peabody ~ Crystal Blais moved, Dennis Anglea seconded, and all were in favor.
- Caroline Babcock ~ Second Grade Teacher BPS ~ Replacing Brian Jones ~ Dennis Anglea moved, Crystal Blais seconded, and all were in favor.
- Tracy Gibson ~ Student Services & Truancy Coordinator BHS ~ Replacing Mandy Cyr ~ Dennis Anglea moved, Crystal Blais seconded, and all were in favor.
- Karen Bouchard ~ 8th Grade ELA BMS ~ Replacing Rico Mariello
- Katherine Kalagias ~ .5 Math Teacher BiS ~ Replacing Lisa Duchaine as .5 Math Teacher ~ Dennis Anglea moved, Crystal Blais seconded, and all were in favor.
- Susan Sydnor ~ Student Services Coordinator BMS ~ Replacing Jeff Mears ~ Dennis Anglea moved, Crystal Blais seconded, and all were in favor.

Resignations: ~ All resignations were accepted by the Superintendent

- Margaret Evans ~ Library Clerk BHS
- Ken Hopkins ~ Ed Tech III-STEM BPS
- Justin Johnson ~ Ed Tech BMS
- Miranda Boissoneault ~ Custodian BPS ~ Moving to Ed Tech II position BPS

Appointments:

- Kimberly Daly ~ Ed Tech II JFK ~ New position ~ Dennis Anglea moved, Crystal Blais seconded, and all were in favor.
- Mariah Chenard ~ Ed Tech II BPS ~ Replacing Carly Hughes ~ Dennis Anglea moved, Crystal Blais seconded, and all were in favor.
- Margaret Dineen ~ Ed Tech II JFK ~ New position ~ Dennis Anglea moved, Crystal Blais seconded, and all were in favor.
- Leah Mosher ~ PreK-Ed Tech II JFK ~ Replacing Haley Dill ~ Dennis Anglea moved, Crystal Blais seconded, and all were in favor.
- Jesse Keisel ~ Ed Tech II BMS Bridges ~ New position ~ Dennis Anglea moved, Crystal Blais seconded, and all were in favor.
- Marianne Hooper ~ CDS Executive Assistant ~ New position Leadership Office ~ Dennis Anglea moved, Crystal Blais seconded, and all were in favor.
- Alicia Fisher ~ Ed Tech II FLS BPS ~ Replacing Taylor Pedra LTS for budgeted position ~ Dennis Anglea moved, Crystal Blais seconded, and all were in favor.
- Cassandra Ellis ~ Ed Tech II BPS ~ Replacing Abby Davis LTS ~ Dennis Anglea moved, Crystal Blais seconded, and all were in favor.
- Miranda Boissonneault ~ Ed Tech II Behavior BPS ~ Replacing Matt McDonald ~ Dennis Anglea moved, Crystal Blais seconded, and all were in favor.
- Jennifer Larochelle ~ Ed Tech II Behavior BMS ~ Replacing Cyril Lunt ~ Dennis Anglea moved, Crystal Blais seconded, and all were in favor.

Transfers:

- John McDonough ~ From custodial to maintenance ~ New position ~ Approved by Superintendent

M. Public Participation (3 minutes; any item)

N. Communications:

O. Executive Session:

P. Adjournment: Meeting was Adjourned at 4:18pm. Dennis Anglea moved, Vassie Fowler seconded, and all were in favor.

Biddeford School Department

Tuesday, July 10, 2018

4:00pm

Little Theater BHS

Addendum Minutes

Nominations:

- Mariel Leonard ~ Functional Life Skills JFK ~ Replacing Lisa Fluke ~ Dennis Anglea moved, Crystal Blais seconded, and all were in favor.

Resignations:

- Lorna Henley ~ 5th Grade Teacher BIS ~ Retired ~ Resignation was accepted by the Superintendent.



Signed: _____ Date: 8/7/18

Jeremy Ray, Superintendent of Schools

BIDDEFORD SCHOOL DEPARTMENT
REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: July 30, 2018 **School:** Biddeford Middle School

Building Administrator: Scott Descoteaux

Stipend Position Title: Grade 7 Head Football Coach

Position Responsibilities: Organize Practices

Supervise Athletes

Coach games

Monitor student's grades

Stipend Dollar Amount: \$

Anticipated Amount of Time

Number of students participating: 29

Number of days per week: 5-6

Number of weeks per season/school year: 10-12

Number of hours per session: 3

Total hours for season/school year: 194

Recommended Employee: Jeff Wolfhardt

Background/Experience: Volunteer LAX Coach BMS 2018

Former Volunteer Coach Biddeford Youth Lacrosse

BIDDEFORD SCHOOL DEPARTMENT

REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: 8/2/18 **School:** BMS

Building Administrator: Scott Descoteaux

Stipend Position Title: Athletic Coordinator

Position Responsibilities: Full responsibilities of all sports schedules, coaches and assistants.

Ordering supplies and uniforms, attending monthly athletic meetings

Attending games and meets etc.

Stipend Dollar Amount: \$10,500

Anticipated Amount of Time

Number of students participating: _____

Number of days per week: _____

Number of weeks per season/school year: _____

Number of hours per session: _____

Total hours for season/school year: _____

Recommended Employee: Karl LeBreux

Background/Experience: Extensive experience with sports and athletic

BIDDEFORD SCHOOL DEPARTMENT

REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: 8/2/18 School: BMS

Building Administrator: Scott Descoteaux

Stipend Position Title: BMS Choral

Position Responsibilities: Full responsibilities of BMS Chorus

Including performances

Stipend Dollar Amount: \$1,704.00

Anticipated Amount of Time

Number of students participating: _____

Number of days per week: _____

Number of weeks per season/school year: _____

Number of hours per session: _____

Total hours for season/school year: _____

Recommended Employee: Tammy Carusone

Background/Experience: Extensive experience with middle level chorus

BIDDEFORD SCHOOL DEPARTMENT
REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: 8/2/18 **School:** BMS

Building Administrator: Scott Descoteaux

Stipend Position Title: Drama Coach

Position Responsibilities: Full Supervision of BMS Drama Program

Stipend Dollar Amount: \$852.00

Anticipated Amount of Time

Number of students participating: 25 - 30

Number of days per week: 3

Number of weeks per season/school year: 16

Number of hours per session: 2

Total hours for season/school year:

Recommended Employee: Rob Petit

Background/Experience: Rob has extensive experience as BMS Drama Coach

BIDDEFORD SCHOOL DEPARTMENT
REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: 8/2/18 **School:** BMS

Building Administrator: Scott Descoteaux

Stipend Position Title: Drama Coach

Position Responsibilities: Full Supervision of BMS Drama Program

Stipend Dollar Amount: \$852.00

Anticipated Amount of Time

Number of students participating: 25 - 30

Number of days per week: 3

Number of weeks per season/school year: 16

Number of hours per session: 2

Total hours for season/school year:

Recommended Employee: Coleen Hatt

Background/Experience: Coleen has extensive experience as BMS Drama Coach

BIDDEFORD SCHOOL DEPARTMENT
REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: 8/2/18 **School:** BMS

Building Administrator: Scott Descoteaux

Stipend Position Title: IA Equipment Maint

Position Responsibilities: Maintains all equipment for video, robotics and IA materials

Stipend Dollar Amount: \$1,907.00

Anticipated Amount of Time

Number of students participating: _____

Number of days per week: _____

Number of weeks per season/school year: _____

Number of hours per session: _____

Total hours for season/school year: _____

Recommended Employee: Ray Sampson

Background/Experience: Extensive experience with equipment in program

BIDDEFORD SCHOOL DEPARTMENT
REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: 8/2/18

School: BMS

Building Administrator: Scott Descoteaux

Stipend Position Title: IA Equipment Maint

Position Responsibilities: Maintains all equipment for industrial arts, including lathe, drill
Presses, band saw, sanders etc

Stipend Dollar Amount: \$1,907.00

Anticipated Amount of Time

Number of students participating:

Number of days per week:

Number of weeks per season/school year:

Number of hours per session:

Total hours for season/school year:

Recommended Employee: Doug Bertrand

Background/Experience: Extensive experience with equipment in program

BIDDEFORD SCHOOL DEPARTMENT
REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: 8/2/18 **School:** BMS

Building Administrator: Scott Descoteaux

Stipend Position Title: National Junior Honor Society

Position Responsibilities: Fully responsible for all aspects of NJHS

Has and implements all by laws pertaining to NJHS

Stipend Dollar Amount: \$994.00

Anticipated Amount of Time

Number of students participating: _____

Number of days per week: _____

Number of weeks per season/school year: _____

Number of hours per session: _____

Total hours for season/school year: _____

Recommended Employee: Victoria Lee

Background/Experience: Continually

BIDDEFORD SCHOOL DEPARTMENT
REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: 8/2/18 **School:** BMS

Building Administrator: Scott Descoteaux

Stipend Position Title: Instrumental

Position Responsibilities: Veterans Day Parade

Memorial Day Parade

Spring/Winter Concerts

2 Music Festivals

Drumline

Stipend Dollar Amount: \$2,414.00

Anticipated Amount of Time

Number of students participating: 146

Number of days per week: 2

Number of weeks per season/school year: Full school year

Number of hours per session: 2-3

Total hours for season/school year: _____

Recommended Employee: Amy Delorge

Background/Experience: Amy has continually

Background/Experience: Experience with computer software development

BIDDEFORD SCHOOL DEPARTMENT
REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: 8/2/18 **School:** BMS

Building Administrator: Scott Descoteaux

Stipend Position Title: Yearbook Advisor

Position Responsibilities: Fully responsible for all aspects of BMS 2017-2018 Yearbook

Full supervision of yearbook committee

Stipend Dollar Amount: \$2,272.00

Anticipated Amount of Time

Number of students participating: _____

Number of days per week: _____

Number of weeks per season/school year: _____

Number of hours per session: _____

Total hours for season/school year: _____

Recommended Employee: Ann Marie Duguay

Background/Experience: Has been responsible for BMS yearbook for 5 yrs

BIDDEFORD SCHOOL DEPARTMENT
REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: 8/2/18 **School:** BMS

Building Administrator: Scott Descoteaux

Stipend Position Title: Math Curriculum Leader

Position Responsibilities: Full Supervision of BMS Math Program

Stipend Dollar Amount: \$

Anticipated Amount of Time

Number of students participating:

Number of days per week:

Number of weeks per season/school year:

Number of hours per session:

Total hours for season/school year:

Recommended Employee: Linda Descoteaux

Background/Experience: Linda has extensive experience at BMS Math Curriculum

BIDDEFORD SCHOOL DEPARTMENT
REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: 8/2/18 **School:** BMS

Building Administrator: Scott Descoteaux

Stipend Position Title: Science Curriculum Leader

Position Responsibilities: Full Supervision of BMS Science Program

Stipend Dollar Amount: \$ _____

Anticipated Amount of Time

Number of students participating: _____

Number of days per week: _____

Number of weeks per season/school year: _____

Number of hours per session: _____

Total hours for season/school year: _____

Recommended Employee: Chelsea Brittain

Background/Experience: Chelsea has extensive experience at BMS Science Curriculum

BIDDEFORD SCHOOL DEPARTMENT
REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: 8/2/18 **School:** BMS

Building Administrator: Scott Descoteaux

Stipend Position Title: Social Studies Curriculum Leader

Position Responsibilities: Full Supervision of BMS Social Studies Program

Stipend Dollar Amount: \$

Anticipated Amount of Time

Number of students participating:

Number of days per week:

Number of weeks per season/school year:

Number of hours per session:

Total hours for season/school year:

Recommended Employee: Emily Kahn

Background/Experience: Emily has extensive experience at BMS Social Studies Curriculum

BIDDEFORD SCHOOL DEPARTMENT
REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: 8/2/18 **School:** BMS

Building Administrator: Scott Descoteaux

Stipend Position Title: ELA Curriculum Leader

Position Responsibilities: Full Supervision of BMS ELA Program

Stipend Dollar Amount: \$

Anticipated Amount of Time

Number of students participating:

Number of days per week:

Number of weeks per season/school year:

Number of hours per session:

Total hours for season/school year:

Recommended Employee: Mary Bellavance

Background/Experience: Mary has extensive experience at BMS ELA Curriculum
