

City of Biddeford
School Committee
August 09, 2023 5:00 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 7/12/2023

[Biddeford Minutes 7_12_2023.pdf](#)

F. Consent Agenda

F.1. Nominations:

Kaitlin Richwalder ~ JFK Teacher ~ Replacing Carole Brown

Chanelle Chretien ~ JFK Teacher ~ Replacing Maureen Larochelle

Laurie Bruce ~ BMS Resiliency Coordinator ~ Replacing Marleah Bronder

Appointments:

BHS Stipends

BMS Stipends

COT Stipends

Matthew Laney ~ NTHS Advisor ~ Co-Curricular Stipend

Matthew Laney ~ Technology/Social Media Coordinator Stipend

Shiren Ezeidin ~ Bus Driver ~ Replacing Carol Caron

Grace Murphy ~ BHS Ed Tech II ~ Replacing Deborah Levangie

Brian Burke ~ BIS Ed Tech II ~ Replacing Shannon Beal, who moved to another position in the district

Celine Collin ~ District-Wide Custodian

Alana Trottier ~ District-Wide Nurse ~ One Year Only

Robert St. Amand ~ Van Driver

Brianna Keely ~ BIS Ed Tech I ~ Replacing Kayla Lambert Kallgren

Nicole Hutchinson ~ JFK Pre-K ~ Replacing Jamie Welsh

Daisy Gerrish ~ BIS Ed Tech I ~ Replacing Joanne Descoteaux

Meaghan Brown ~ BIS Ed Tech I ~ Replacing Audrey Bradbury

Rhiannon Lavigne ~ BPS Ed Tech II ~ Replacing Heather Crowe, who moved to another position in the district

Madalena Kimu ~ District-Wide Custodian

Martha Newcomb ~ BMS Ed Tech II ~ Replacing Nick Reny

Stacey Luscomb ~ BPS Custodian ~ Replacing Caitlyn Douglass

Fanya Mbambu Ndokelo ~ BHS Custodian ~ Replacing Cassidy Neal

Transfers:

Marsh Gray ~ Moving to BHS Teacher ~ Replacing Mark Adam Booker, who moved to another position in the district

Erin O'Connor ~ Moving to BHS Special Education Teacher ~ Replacing Marsh Gray

Resignations:

Marc Anderson ~ BIS Custodian

Sue Masse ~ BPS Ed Tech II ~ Retiring February 5th

Joanne Descoteaux ~ BIS Ed Tech II FLS

Jamie Welsh ~ JFK Pre-K Ed Tech III

Frank Gattuso ~ BPS Custodian

Nikki Martin ~ BPS SEL Ed Tech III

Eric Howell ~ BMS Teacher

[Athletic & Nonathletic stipends nominations BHS & COT.xlsx - 2023-2024.pdf](#)

[Stipend nominations BMS.xlsx - 2023-2024.pdf](#)

G. Superintendent's Report:

G.1. Current Grant List

[Current Grant List.pdf](#)

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. Estimated End of Year Balances

COT Building Update

Shared Adult Education Director

BPS/JFK Building Update

JFK 2023-2024 Building Leadership

Current Enrollment Estimates

First & Second Approval of Overnight Field Trip Field Hockey

First Reading of Policy to revise:

JJIC-R ~ General Rules for Students Participating in Athletics & in Extra-Curricular Activities

Second Reading of Policies to Strike:

IHBAD ~ Personnel Development

Second Reading of Policies to Strike and Revise:

JLCD - Administration of Medication to Students

Second Reading of Policies to Adopt:

JLI ~ Procedure for Reports of Dangerous Behavior by Students

JLI-E ~ Report of Dangerous Behavior By Student Directed Against School Staff

JLCDB ~ Naloxone Policy

Second Reading of Policies to Revise:

ADAA ~ School System Commitment to Standards For Ethical And Responsible Behavior

BBBDA ~ Committee-Declared Vacancy Caused by Absenteeism

JEA ~ Compulsory Attendance

JLCD ~ Administration of Medication to Students

BE ~ School Committee Meetings

BEA ~ School Committee Use of Electronic Mail

BEC-E ~ Executive Session Law
IL - Evaluation of Instructional Programs
IJNDC ~ Biddeford School Department Website
IJNDC-E ~ Agreement to Publish Student Information on The Biddeford School Department Website
IJNDC-R ~ Website Guidelines
GCGA ~ Substitute Teachers
IHBG ~ Home Schooling
IHBGA ~ Home Schooling - Participation in School Programs
*Second Reading Policies can be view on the agenda from 7/12/2023 Found on this website
[Biddeford End of Year Balance 2022-2023.pdf](#)
[Adult Ed Director - Shared.pdf](#)
[BPS_JFK Bond Memo - City Council.pdf](#)
[JFK Leadership 2023.pdf](#)
[August 1 enrollment numbers.pdf](#)
[Overnight Field Trip Form - Google Forms.pdf](#)
[JJIC-R General Rules for Students Participating in Athletics and in Extra-Curricular Activities.pdf](#)

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

L. Communications:

M. Executive Session:

M.1. Non-Union Labor Contract proposal discussions pursuant to 1 M.R.S.A § 405 (6)(D)

N. Adjournment:

School Committee Meeting Minutes
Little Theater Biddeford High School
5:00 pm ~ July 12, 2023

Public Viewing:

Local Public Access Station

City of Biddeford [Website](#)

- A. Call to Order:** The meeting was called to order at 5:00 pm
- B. Roll Call:** Mayor Alan Casavant, Lisa Vadnais, Amy Grohman, Michele Landry, Randy Forcier, Rebecca Henry, and Chris Indorf. Jeremy Ray, Meagan Desjardins, and Lauren Schuyler Giddings were excused.
- C. Pledge of Allegiance:** The pledge was led by Mayor Alan Casavant
- D. Adjustments to Agenda:** None
- E. Approval of Last Meeting's Minutes:** [6/14/2023](#) ~ Lisa Vadnais moved to approve the minutes, Amy Grohman seconded the motion and all were in favor
- F. Consent Agenda:** ~ Lisa Vadnais moved to approve the consent agenda, Amy Grohman seconded, and all were in favor

Nominations:

- a. Vito Mininni IV ~ BRCOT Carpentry Teacher ~ Replacing Allan Henri
- b. Alexis Innes ~ BHS Teacher ~ Replacing Kristin Taylor
- c. Alixandra Buckvar ~ APC/BHS Social Worker
- d. Joe Davis ~ BRCOT Athletic Training Teacher ~ New Position
- e. Jessica Matt ~ BMS Teacher ~ Replacing Don Stanhope

Appointments:

- a. Erin Campbell ~ BIS Ed Tech III ~ Replacing Elizabeth Simard

Transfers:

- a. Jesika Wolfhart ~ Moving to BIS Ed Tech I ~ Replacing Aubrey Bradbury
- b. Mark Adam Booker ~ BHS Alt. Ed to BHS English Teacher ~ Replacing Sharon Brinkman-Young

Resignations:

- a. Crystal Smith ~ BMS ESL Ed Tech
- b. Maureen Laroche ~ JFK Pre-K
- c. Patricia Sylvain ~ BIS Food Service Worker
- d. Jennifer Vitiello ~ BMS Assistant Principal
- e. Marleah Bronder ~ BMS Resiliency Coordinator
- f. Elizabeth Simard ~ BIS Ed Tech III
- g. Hannah Burgess ~ BHS Teacher
- h. Kristin Taylor ~ BHS Librarian ~ Retired
- i. Alexius Theberge ~ BPS Ed Tech
- j. Mariah Desrochers ~ BHS Custodian

G. Superintendent's Report:

H. Committee Reports:

I. Old Business:

J. New Business:

- a. [ELL Numbers, Languages, Scores](#)
- b. [BMS Assistant Principal Nomination](#) ~ Lisa Vadnais moved to approve, Michele Landry seconded, and all were in favor
- c. **Construction Update**
- d. **BARR Project Introduction**
- e. **Update on Grant Applications**
 - i. [Catholic Charities Refugee Grant - Awarded](#)
 - ii. [Transition Regional Interagency Collaborative Grant](#) - 7/26/23 Submission
 - iii. [Stronger Connections Grants - Submitted](#)
- f. **First Reading of Policies to Strike:** ~ First Readings were taken as a batch, Randy Forcier approved, Lisa Vadnais seconded, and all were in favor
 - [IHBAD](#) ~ Personnel Development
- g. **First Reading of Policies to Strike and Revise:**
 - [JLCD](#) - Administration of Medication to Students
- h. **First Reading of Policies to Adopt:**
 - [JLI](#) ~ Procedure for Reports of Dangerous Behavior by Students
 - [JLI-E](#) ~ Report of Dangerous Behavior By Student Directed Against School Staff
 - [JLCDB](#) ~ Naloxone Policy
- i. **First Reading of Policies to Revise:**
 - [ADAA](#) ~ School System Commitment to Standards For Ethical And Responsible Behavior
 - [BBBDA](#) ~ Committee-Declared Vacancy Caused by Absenteeism
 - [JEA](#) ~ Compulsory Attendance
 - [JLCD](#) ~ Administration of Medication to Students
 - [BE](#) ~ School Committee Meetings
 - [BEA](#) ~ School Committee Use of Electronic Mail
 - [BEC-E](#) ~ Executive Session Law
 - [IL](#) - Evaluation of Instructional Programs
 - [IJNDC](#) ~ Biddeford School Department Website
 - [IJNDC-E](#) ~ Agreement to Publish Student Information on The Biddeford School Department Website
 - [IJNDC-R](#) ~ Website Guidelines
 - [GCCA](#) ~ Substitute Teachers
 - [IHBG](#) ~ Home Schooling
 - [IHBGA](#) ~ Home Schooling - Participation in School Programs

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

School Committee Members:

Alan Casavant-Chair	Randy Forcier
Lisa Vadnais-Vice Chair	Meagan Desjardins
Michele Landry	Rebecca Henry
Amy Grohman	Lauren Schuyler Giddings

cc: Jeremy Ray- Superintendent
cc: Chris Indorf-Asst. Superintendent
cc: Mandy Cyr- Dir. Instr. & Innov.

L. Communications:

M. Executive Session:

N. Adjournment: The meeting was adjourned at 5:30 pm. Randy Forcier moved to adjourn, Lisa Vadnais seconded and all were in favor



Signed:

Jeremy Ray ~ Superintendent of Schools

Date: 7/17/2023

School Committee Members:

Alan Casavant-Chair

Lisa Vadnais-Vice Chair

Michele Landry

Amy Grohman

Randy Forcier

Meagan Desjardins

Rebecca Henry

Lauren Schuyler Giddings

cc: Jeremy Ray- Superintendent

cc: Chris Indorf-Asst. Superintendent

cc: Mandy Cyr- Dir. Instr. & Innov.

FALL	Candidate Name:	Season	Stipend	Nominated	Approved by Board	Sent Form
Varsity Football (H)	Steve Allosso	Fall	\$7,289.46	7/13/2023		
JV - Assistant Football (A)	Derek Gaudreau	Fall	\$4,373.68	7/13/2023		
JV - Assistant Football (A)	Jeff Wolfahrt	Fall	\$4,373.68	7/13/2023		
JV - Assistant Football (A)	Keith Leblanc	Fall	\$4,373.68	7/13/2023		
FR Football FR (H)	EJ Kruse	Fall	\$4,373.68	7/13/2023		
FR Football FR (A)	Jon Chenard	Fall	\$4,373.68	7/13/2023		
Varsity Soccer (G) (H)	Darren Boynton	Fall	\$4,859.64	7/13/2023		
JV Soccer (G) (A)	Alyssa Rondo	Fall	\$2,915.78	7/13/2023		
Head Varsity Boys Soccer	Paul Illiano	Fall	\$4,859.64	7/13/2023		
JV Soccer (B) (A)	Brady Huot	Fall	\$2,915.78	7/13/2023		
Varsity Field Hockey (H)	Caitlin Tremberth	Fall	\$4,859.64	7/13/2023		
JV - Field Hockey (A)	Suraiya Gobeil	Fall	\$2,915.78	7/13/2023		
Varsity Volleyball (H)	Ruth Shaw	Fall	\$4,454.67	7/13/2023		
JV - Volleyball (A)	Gerald Lapierre	Fall	\$2,672.80	7/13/2023		
Varsity Cheerleading (H) Fall	Deb Lebel	Fall	\$2,834.79	7/13/2023		
Varsity - Golf (H)	Jon Jacques	Fall	\$3,644.73	7/13/2023		
JV -Golf	Josh Williams	Fall	\$2,189.84	7/13/2023		
Varsity Cross Country (B/G)	Chris Quint	Fall	\$4,049.70	7/13/2023		
Field Lining - Fall	Shawn Descoteaux	Fall	\$1,500.00	7/13/2023		
WINTER						
Varsity - Basketball (B) (H)	Justin Tardif	Winter		Anticipated		
FR - Basketball (B) (H)	Keith Leblanc	Winter		Anticipated		
JV - Basketball (B) (A) 1/2	James Strohm (1/2)	Winter		Anticipated		
JV - Basketball (B) (A) 1/2	Robert Cote (1/2)	Winter		Anticipated		
Varsity - Basketball (G) (H)	Jeannine Paradis	Winter		Anticipated		
FR - Basketball (G) (H)	VACANT	Winter		Anticipated		
JV - Basketball (G) (A)	Gerald Lapierre	Winter		Anticipated		
Varsity - Hockey (B) (H)	Ethan Basille	Winter		Anticipated		
JV - Hockey (B) (A)	Cody Braga	Winter		Anticipated		
Varsity - Hockey (G) (H)	Josh Williams	Winter		Anticipated		
JV - Hockey (G) (A)	Elizabeth Goodrich	Winter		Anticipated		

Varsity - Wrestling (H0)	Anthony Cincotta	Winter		Anticipated		
JV - Wrestling (A)	Ryan Toussaint	Winter		Anticipated		
Var - Cheerleading (H) Winter	Deb Lebel	Winter		Anticipated		
JV - Cheerleading (A) Winter	VACANT	Winter		Anticipated		
Varsity Track Indoor (B/G) (H)	Chris Quint	Winter		Anticipated		
JV - Track Indoor (B/G) (A)	Ron Ouellette	Winter		Anticipated		
JV - Track Indoor (B/G) (A)	Erin O'Connor	Winter		Anticipated		
JV - Track Indoor (B/G) (A)	EJ Kruse	Winter		Anticipated		
Weight Lifting (School Year)	Steve Allosso	2022-2023		Anticipated		
Unified Basketball (H)	Craig Chamberlain	Winter		Anticipated		
Unified Basketball (A) Liaison	Nicole Walker	Winter		Anticipated		
SPRING						
Varsity - Baseball (H)	Keith Leblanc	Spring		Anticipated		
JV - Baseball (A)	Richard Letelliere	Spring		Anticipated		
FT - Baseball (H)	Brandon Hardy	Spring		Anticipated		
Varsity - Softball (H)	Mike Fecteau	Spring		Anticipated		
JV - Softball (A)	Donald Stanhope	Spring		Anticipated		
Varsity - Lacrosse (B) (H)	Jason Martel	Spring		Anticipated		
JV - Lacrosse (B) (A)	Jeffrey Wolfahrt	Spring		Anticipated		
Varsity - Lacrosse (G) (H)	Caitlin Tremberth	Spring		Anticipated		
JV - Lacrosse (G) (A) (1/2)	Eric Wales	Spring		Anticipated		
JV - Lacrosse (G) (A) (1/2)	Lydina Wasina	Spring		Anticipated		
Varsity - Track Outdoor (G) (H)	Chris Quint	Spring		Anticipated		
Varsity - Track Outdoor (B) (H)	EJ Kruse	Spring		Anticipated		
JV - Track Outdoor (B/G) (A)	Erin O'Connor	Spring		Anticipated		
JV - Track Outdoor (B/G) (A) (1/2)	Ron Ouellette	Spring		Anticipated		
JV - Track Outdoor (B/G) (A) (1/2)	Matthew Tivnan	Spring		Anticipated		
Varsity - Tennis (B)	Jacob Tellier	Spring		Anticipated		
Varsity - Tennis (G)	Jennifer Rowland	Spring		Anticipated		
Summer Conditioning	Steve Allosso	2024		Anticipated		
Field Lining - Spring	Shawn Descoteaux	23-24		Anticipated		
Field Cleaning	Scott St. Ours	2023		Anticipated		
BHS - Co-Curricular						

Annual - 2022-2023						
Choral Director	Elizabeth Joseph	23-24				
Drama Director - Fall (1/2)	Elizabeth Joseph	23-24				
Drama Director Musical (1/2)	Elizabeth Joseph	23-24				
Instrumental Director	Mike Murphy	23-24				
Fall - 2022						
Marching Band Director	Mike Murphy	23-24				
BHS Drill Instructor	Brandon Johnson	23-24				
BHS Color Guard	Margaret Pitt	23-24				
BHS Percussion	Grace Murphy	23-24				
BHS Marching Band Tech	Will Martin	23-24				
Winter - 2022-2023						
Marching Band Director	Mike Murphy	23-24				
BHS Visual Design	Will Martin	23-24				
BHS Percussion	Grace Murphy	23-24				
Percussion Staff - Winter	Mike Caliandro	23-24				
BHS Marching Band Tech	Ava Toole	23-24				
Non-Instrumental Stipends						
Civil Rights Team Advisor (1/2)	Shari Brinkman-Young	23-24				
Civil Rights Team Advisor (1/2)	Jordan Seavey	23-24				
Debate Team Coach	Not Offered	23-24				
Interact	Hannah Burgess	23-24				
Freshmen Mentor Advisor	Joyce Tarpy	23-24				
Robotics	Carol LePauloue	23-24				
National Honor Society	Vicki Salo	23-24				
Journalism	Jordan Seavey	23-24				
Math Team Advisor	James Grover	23-24				
Odyssey of the Mind Cord.	Vicky Salo	23-24				
Student Council Advisor	Becky Auten (1/3)	23-24				
Student Council Advisor	Hannah Burgess (1/3)	23-24				
Student Council Advisor	James Grover (1/3)	23-24				
Yearbook Advisor	Heather Tremblay	23-24				

Dungeons & Dragons Advisor	James Grover	23-24				
COT						
Technology/Social Media Coordinator	Matthew Laney	23-24				
National Technical Honor Society	Matthew Laney	23-24				
BHS Class Advisors						
Freshmen Class Advisor (1/2)	Lydia Wasina	23-24				
Freshmen Class Advisor (1/2)	Jordan Seavey	23-24				
Sophomore Class Advisor	Marissa Cassily	23-24				
Sophomore Class Advisor	Juan P Ceballon	23-24				
Junior Class Advisor	Joyce Tarpy	23-24				
Senior Class Advisor (1/2)	Olga Tarpy	23-24				
Senior Class Advisor (1/2)	Kim Doody	23-24				
BHS Department Heads						
FINE ARTS	Karen Rubin	23-24				
ENGLISH	Heather Tremblay	23-24				
LANGUAGE, FOREIGN	Tom McGovern	23-24				
MATH	Jon Jacques	23-24				
PHYSICAL EDUCATION	Keith LeBlanc	23-24				
SCIENCE	Joshua Williams	23-24				
SOCIAL STUDIES	Ryan Minzy	23-24				
GUIDANCE	Jennifer Rowland	23-24				
Nurse (District Wide Head)	Krystal Taschereau	23-24				
BHS Extra Block Teaching Stipend						
BAND	Mike Murphy	23-24				
CHORUS	Ellie Joseph	23-24				
INTRO TO PHYSICAL SCIENCE	Doreen Collin	23-24				
INTRO TO PHYSICAL SCIENCE	Victoria Salo	23-24				

INTRO TO PHYSICAL SCIENCE	Cassidy Baranowski	23-24				
HONORS CHEMISTRY	Linda Barry	23-24				
GUIDANCE	Jennifer Rowland	23-24				

FALL	Coach's Name	Stipend	Nominated	Approved by Board
Head Middle School Football Grade 8	Gary Pleau	\$3,644.73	7/26/2023	
Head Middle School Football Grade 7	Gary Pleau	\$3,644.73	7/26/2023	
Football Assistant	Kelly O'Guinn	\$2,186.84	7/26/2023	
Football Assistant	Jay Demick	\$2,186.84	7/26/2023	
8th Grade Boys Soccer Coach	Robert Martens	\$2,429.82	7/26/2023	
8th Grade Girls Soccer Coach				
Grade 7 Field Hockey Coach				
Grade 8 Field Hockey				
Middle School Volleyball				
Middle School Cross Country Coach				
Athletic Director				
Grade 5 Cross Country				
Grade 5 Cross Country				
7th Grade Boys Soccer Coach				
Girls Soccer Coach Grades 6 & 7				
WINTER	Coach's Name	Stipend	Nominated	Approved by Board
Middle School Winter Cheering Co-Coach				
Middle School Winter Cheer Co-Coach				
Grade 7 Boys Basketball				
Boys Basketball Grade 8				
Grade 7 Girls Basketball				
Grade 8 Girls Basketball				
Third Team Boys Basketball BMS				
BMS Wrestling Head Coach				
Middle School Indoor Track Head Coach				
Middle School Indoor Track Assistant Coach				
Middle School Indoor Track Assistant Coach				
Unified Basketball Head Coach				
Unified Basketball Assistant BMS				

SPRING	Coach's Name	Stipend	Nominated	Approved by Board
Grade 7 Baseball Coach				
Grade 8 Baseball Coach				
Grade 7 Softball Coach				
Grade 8 Softball Coach				
Head Outdoor Track Coach				
Assistant Coach Outdoor Track				
Girls LAX Coach				
Outdoor Track Head Coach				
Boys LAX Coach				
Non Athletic Stipends	Recommended	Stipend	Nominated	Approved by Board
IA Equipment Maintenance				
Yearbook				
Math Curriculum Leader				
Science Curriculum Leader				
ELA Curriculum Leader				
Social Studies Curriculum Leader				
MS Curriculum Lead				
Jazz Instructor				
Choral Instructor				
Drama Instructor				
Drama Instructor				
Instrumental Instructor				
Civil Rights				
Civil Rights				
Team Leader Grade 7				
Team Leader Grade 7				
STEM Team Leader				
Team Leader Grade 6				
Team Leader Grade 6				
Team Leader Grade 5				
Team Leader Grade 5				
Special Education Team Leader				

Unified Arts Team Leader				
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MEMO

TO: Jeremy Ray, Superintendent
FROM: Chris Indorf, Assistant Superintendent
Mandy Cyr, Assistant Superintendent
RE: **Current Grant List**
DATE: Aug 7, 2023

Grant Name	Awarded Amount	Summary
ARP Homeless Children and Youth II	\$81,602.83	Contract with APEX personnel to identify and work with students who are experiencing homelessness. Funds are able to pay a security deposit, locate housing, purchase food, gift cards for food, and clothing, as well as transport students who are experiencing homelessness to and from school, alleviating barriers. Furthermore, additional funds will be allocated towards removing barriers to accessing remote instruction for students experiencing homelessness.
Multilingual Learners and Students Experiencing Homelessness	\$197,437.87	Funds are being used to develop the coordination between schools and agencies providing services to children and youth experiencing homelessness. Contracted services are acquired to provide transportation for students and support their involvement in afterschool activities. Funds are also available to provide orientations and training to families to support student's successful learning at home, integration in school, and understanding of the school's systems, supports, and expectations.
<i>The following grants have been applied for but have not yet been awarded.</i>		
Name	Amount Requested	Summary

Stronger Connections Grant	\$499,541.00	This grant is to provide funding for projects in the following three categories: school safety and emergency preparedness, school climate, and mental health/SEL.
MLTI Teach with Tech Grant	\$22,643.22	This grant is to provide additional technology resources for for middle school students involved in STEM and technology courses.
Transition Regional Interagency Collaboration Grant	\$293,077	This grant is to provide funding for the creation, development, and implementation of ME Transition Regional Interagency Collaboratives (MeTRICs). MeTRICs are interagency partnerships at the regional, local, and student and youth-levels that assist each other in efforts to support students and youth with disabilities and their families in the transition to adult services. In sum, this grant would provide funding to educate students with exceptional needs ages 17-22 years old, with services targeting prevocational skills, transition-to-work placements and internships, access to leisure, and true independent living skills. If successful and financially sustainable, partnership agreements have been entered into with the Saco School Department, Dayton School Department, and RSU23/OOB School Department, with the collaboration of the UNE.

SUMMARY OF ELEVEN LINE CITY BUDGET



PROGRAM	COST CENTER	ACCOUNT NAME	BUDGET AMOUNT	SPENT JULY 1 TO June 30	ENCUM. JULY 1 TO June 30	BALANCE REMAINING	PERCENT REMAINING W/ENCUM	PERCENT SPENT
1100-4200	00-30	REGULAR INSTRUCTION	\$ 15,218,285.00	\$ 15,142,181.33	\$ 7,579.49	\$ 68,524.18	0.45%	99.50%
2000-4320	94-99	SPECIAL EDUCATION	\$ 7,695,016.00	\$ 7,710,110.71	\$ -	\$ (15,094.71)	-0.20%	100.20%
3000-3999	39	CENTER OF TECHNOLOGY	\$ 3,203,327.00	\$ 2,777,755.37	\$ 8,080.88	\$ 417,490.75	13.03%	86.71%
4300-9600	00-30	OTHER INSTRUCTIONAL PROG	\$ 761,182.00	\$ 781,260.27	\$ 53.78	\$ (20,132.05)	-2.64%	102.64%
2100-2290	00-90	STUDENT & STAFF SUPPORT	\$ 2,740,457.00	\$ 2,453,369.61	\$ 1,146.00	\$ 285,941.39	10.43%	89.52%
2300-2580	00-99	SYSTEM ADMINISTRATION	\$ 1,223,643.00	\$ 1,240,295.62	\$ 279.64	\$ (16,932.26)	-1.38%	101.36%
2410-2490	00-30	SCHOOL ADMINISTRATION	\$ 1,610,453.00	\$ 1,627,897.71	\$ -	\$ (17,444.71)	-1.08%	101.08%
0000/(F)27??	90-99	TRANSPORTATION	\$ 1,723,621.00	\$ 1,734,470.39	\$ 1,946.50	\$ (12,795.89)	-0.74%	100.63%
2600-2690	00-30	FACILITY MAINTENANCE	\$ 4,029,043.00	\$ 3,718,856.95	\$ -	\$ 310,186.05	7.70%	92.30%
(F)5100	00-99	DEBT SERVICES	\$ 3,405,735.00	\$ 3,405,733.22	\$ -	\$ 1.78	0.00%	100.00%
5000-8600	??	ALL OTHER EXPENDITURES	\$ 47,078.00	\$ 10,672.61	\$ -	\$ 36,405.39	77.33%	22.67%
		TOTALS	\$ 41,657,840.00	\$ 40,602,603.79	\$ 19,086.29	\$ 1,036,149.92	2.49%	97.47%

	REVENUES	BUDGET AMOUNT	REC'D JULY 1 TO May 31	PERCENTAGE REC'D
1000-0000-0000-412110	Local Allocation	\$ 18,761,513.00	\$18,761,513.00	100.00%
1000-0000-0000-412120	Local Debt Svc Allocation	\$ 2,427,070.00	\$2,427,070.00	100.00%
1000-0000-0000-412130	Additional Local Allocation	\$ 2,218,899.00	\$2,218,899.00	100.00%
1000-0000-0000-450000	Use of Approp. Fund Bal.	\$ 1,751,274.00	\$1,751,274.00	100.00%
1000-1200-0000-413240	Tuition - Reg. Secondary	\$ 80,000.00	\$106,203.30	132.75%
1000-1100-0000-413220	Tuition - Reg. Elementary	\$ -	\$50,799.60	0.00%
1000-0000-0000-413250	Tuition - Sp. Ed. Elem	\$ -	\$13,983.52	0.00%
1000-1200-0000-413270	Tuition - Sp Ed. Sec	\$ -	\$0.00	0.00%
1000-0000-0000-413280	Tuition-CTE from other SAU	\$ 70,000.00	\$168,781.14	241.12%
1000-1100-0000-413940	State Agency Clients-Elem	\$ 27,000.00	\$109,574.79	405.83%
1000-1200-0000-413960	State Agency Clients-Sec	\$ 3,000.00	\$16,197.54	539.92%
1000-0000-0000-414200	Parochial School Trans	\$25,136.00	\$25,136.00	100.00%
1000-0000-2700-414001	Transportation-Other-Sec	\$3,764.00	\$0.00	0.00%
1000-0000-2700-414210	Transportation-Other-Elem	\$10,190.00	\$11,589.06	113.73%
1000-0000-2700-414220	Transportation-Sp. Ed.	\$0.00	\$0.00	0.00%
1000-0000-2700-414400	Transportation-Comm S	\$9,541.00	\$6,770.93	70.97%
1000-1100-0000-419100	Rentals-Misc-Elem	\$0.00	\$0.00	0.00%
1000-1200-0000-419100	Rentals-Misc-Sec	\$0.00	\$0.00	0.00%
1000-1100-0000-419101	Rental-Auditorium-Elem	\$0.00	\$0.00	0.00%
1000-0000-0000-419200	Contributions/Gifts-Undist	\$0.00	\$0.00	0.00%
1000-0000-0000-419500	Misc Rev-Curr Dir/Asst Supt	\$ 18,236.00	\$27,357.70	150.02%
1000-0000-0000-419510	Misc Rev-Other SAU	\$ 221,804.00	\$113,521.16	51.18%
1000-0000-0000-419530	Misc Rev-Sp. Ed Dir	\$ 23,370.00	\$23,370.44	100.00%
1000-0000-0000-419600	Misc Rev-Cent. Office/Supt/Fiscal	\$ 97,462.00	\$88,340.02	90.64%
1000-0000-0000-419610	Misc Rev-Technology Dir/Data Manag	\$ 18,440.00	\$18,440.48	100.00%
1000-0000-0000-419620	Misc Rev-Transportation Dir	\$ 7,873.00	\$7,872.77	100.00%
1000-0000-0000-419830	Refund from Prior year-Elem-Sp. Ed	\$ -	\$47.95	0.00%
1000-0000-0000-419840	Refund from Prior year-Sec-Sp. Ed	\$ -	\$5,948.00	0.00%
1000-0000-0000-419870	Refund from Prior year-	\$ -	\$1,172.17	0.00%
1000-0000-0000-419910	Sales/Refund-Misc	\$ 2,000.00	\$15,713.69	785.68%
1000-1100-0000-419940	Sales/Refunds- Sp. Ed - Elem	\$ -	\$2,842.40	0.00%
1000-1100-0000-419901	Custodial Fees-Elem	\$ -	\$665.00	0.00%
1000-1200-0000-419901	Custodial Fees-Sec	\$ -	\$0.00	0.00%
1000-0000-0000-431110	State Subsidy	\$ 14,902,604.00	\$14,834,768.88	99.54%
1000-0000-0000-431111	State Construction Aide	\$ 978,664.00	\$978,663.95	100.00%
1000-0000-0000-431500	State Rev-National Brd	\$ -	\$5,000.00	0.00%
1000-0000-0000-443400	E-Rate Revenue	\$ -	\$0.00	0.00%
1000-0000-0000-445850	Maine-Care Reimb	\$ -	\$344,010.55	0.00%
	Total Revenues	\$41,657,840.00	\$42,135,527.04	101.15%

Ending Balance: \$1,036,149.92

Revenue Surplus: \$477,687.04

Revenue FY 24: -\$275,000.00

FY23 Remaining: \$1,238,836.96

Prior Balance: \$858,313.29

Revenue FY 24: -\$231,608.00

Remaining Balance: \$626,705.29

Total: \$1,865,542.25

PROGRAM	COST CENTER	ACCOUNT NAME	BUDGET AMOUNT	SPENT JULY 1 TO June 30	ENCUM. JULY 1 TO June 30	BALANCE REMAINING	PERCENT REMAINING W/ENCUM	PERCENT SPENT
		ADULT EDUCATION	\$ 749,066.00	\$ 562,885.57	\$ -	\$ 186,180.43	24.86%	75.14%
					\$ -			
		Adult Ed. Gen. Fund Rev.	BUDGET AMOUNT	REC'D JULY 1 TO May 31	PERCENTAGE REC'D			
1500-0150-412140-000		Local Foundation Allocation	\$ 321,588.00	\$321,588.00			100.00%	
1500-0150-0000-450000		Use of Appropriated Fund Balance	\$ 232,102.00	\$232,102.00			100.00%	
1500-0150-413170-450		Tuition-Individual-Ad. H.S DIPL	\$ -	\$0.00			0.00%	
1500-0150-413190-420		Tuition-Individual-Ad. Voc.	\$ 24,910.00	\$26,065.93			104.64%	
1500-0150-417400-410		Fees-Ad Ed-General	\$ -	\$0.00			0.00%	
1500-0150-417400-420		Fees-Ad Ed-General	\$ 5,000.00	\$1,949.72			38.99%	
1500-0150-417400-450		Fees-Ad Ed Vocational	\$ -	\$0.00			0.00%	
1500-0150-419410-410		Textbooks Sales-Ad-General	\$ -	\$0.00			0.00%	
1500-0150-419430-420		Textbooks Sales-Ad-Voc.	\$ 10,000.00	\$1,550.72			15.51%	
1500-0150-419410-450		Textbooks Sales-Ad-HS Dipl.	\$ -	\$0.00			0.00%	
1500-0150-419600-000		Adult Ed. Fiscal Agent	\$ -	\$6,398.80			0.00%	
1500-0150-432400-000		Adult Ed.- State Subsidy	\$ 155,466.00	\$155,136.91			99.79%	
		Total Adult Ed. Gen. Fund	\$749,066.00	\$744,792.08			99.43%	

MEMO

TO: Biddeford School Committee
FROM: Jeremy Ray, Superintendent
RE: Adult Education Director - Shared Service
DATE: 8/2/2023

I recommend the appointment of Dave Durkee (current Director of OOB/Saco Adult Education) as the shared Director of Adult Education between Saco/OOB and Biddeford Adult Education. Dave has been the highly successful Director of Adult Education in Saco/OOB since 2009. He has been with the program since 2001. Dave also has spent the last several years revitalizing the adult ed. program in MSAD 55. After careful consideration and discussion, this collaboration would be beneficial for all districts, and I present the following details for your review and approval:

Cost Sharing Breakdown:

- Biddeford: 45%
- Saco/OOB: 55%

Appointment Duration:

Unless an extension is approved, this arrangement will be valid for one year, from August 14, 2023, to June 30, 2024.

Review of Cost Sharing Agreement:

A review of the cost-sharing agreement will take place in March 2024, to assess its effectiveness and determine whether any adjustments are necessary for the subsequent year.

Expected Benefits of the Collaboration:

Enhanced Efficiency: Sharing the Director of Adult Education will allow both Biddeford and Saco/OOB Adult Education to benefit from the expertise and experience of a single professional, thereby promoting cost-effectiveness, shared programming, and efficient resource utilization.

Increased Collaboration: This partnership will foster greater collaboration between the three cities, facilitating the exchange of ideas, best practices, and resources to enhance adult education programs for all communities.

Broader Program Offerings: With a shared director, we can pool resources to develop a more comprehensive and diverse range of adult education programs, catering to a wider audience and addressing varying needs.

Improved Professional Development: The shared director will have the opportunity to interact with a larger network of educators, promoting continuous professional growth and bringing back valuable insights to both districts.

Financial Stability: By sharing the costs, both Biddeford and Saco/OOB can enjoy the benefits of adult education services while maintaining fiscal responsibility.

Savings (Director Cost Only)

- *Biddeford* - \$10,733.84
- *OOB* - \$26,285.08
- *Saco* - \$26,285.08

Implementation Plan:

The Biddeford and Saco/OOB leadership will collaborate to establish a contract and benefits package for the Director of Adult Education, adhering to the agreed-upon cost-sharing percentages.

The responsibilities and reporting lines of the shared director will be clearly outlined in an interlocal agreement to avoid any confusion or conflicts. The agreement will outline the onsite time spent in each adult education office.

Regular meetings will be scheduled between the involved parties to address any issues, evaluate progress, and ensure a successful implementation of the partnership.

I request that the Biddeford School Committee review and approve this proposal so that we can move forward with this collaborative endeavor.

To: Biddeford City Council
From: Jeremy Ray, Superintendent of Schools
Date: 8-1-2023
Order #: 2023.90
Re: Addition to Biddeford Primary School

History

The Biddeford School Department has been working to find a solution to the building/structural challenges that exist at JFK School. Over the years, several studies have been commissioned by the school department by engineering companies, contractors, and architecture firms to estimate the replacement or renovation costs. That cost has only increased with time and has exploded since the pandemic. The estimated renovation costs of the current JFK building would be 18 to 25 million dollars. As the student population in Biddeford continues to change, and with the new grade level reconfiguration at Biddeford Middle School and Biddeford High School combined with the addition of new vocational space, an opportunity to improve our classroom space and programming has presented itself.

We are in the rare position of jettisoning a deficient building and realizing significant long-term cost savings for the taxpayer, all while making improvements to the 34-year-old Biddeford Primary School.

The Biddeford School Committee has taken the following actions over the past decade to study the operational improvements needed at the JFK School.

- 2005 Capital Asset Study
- [Oak Point Building Evaluation 2016](#)
- [Applied for Major Capital Construction 2017-2018](#)
- [Major Capital Construction Approved Project List 2017-2018](#)
- [Oak Point Building Evaluation 2020](#)

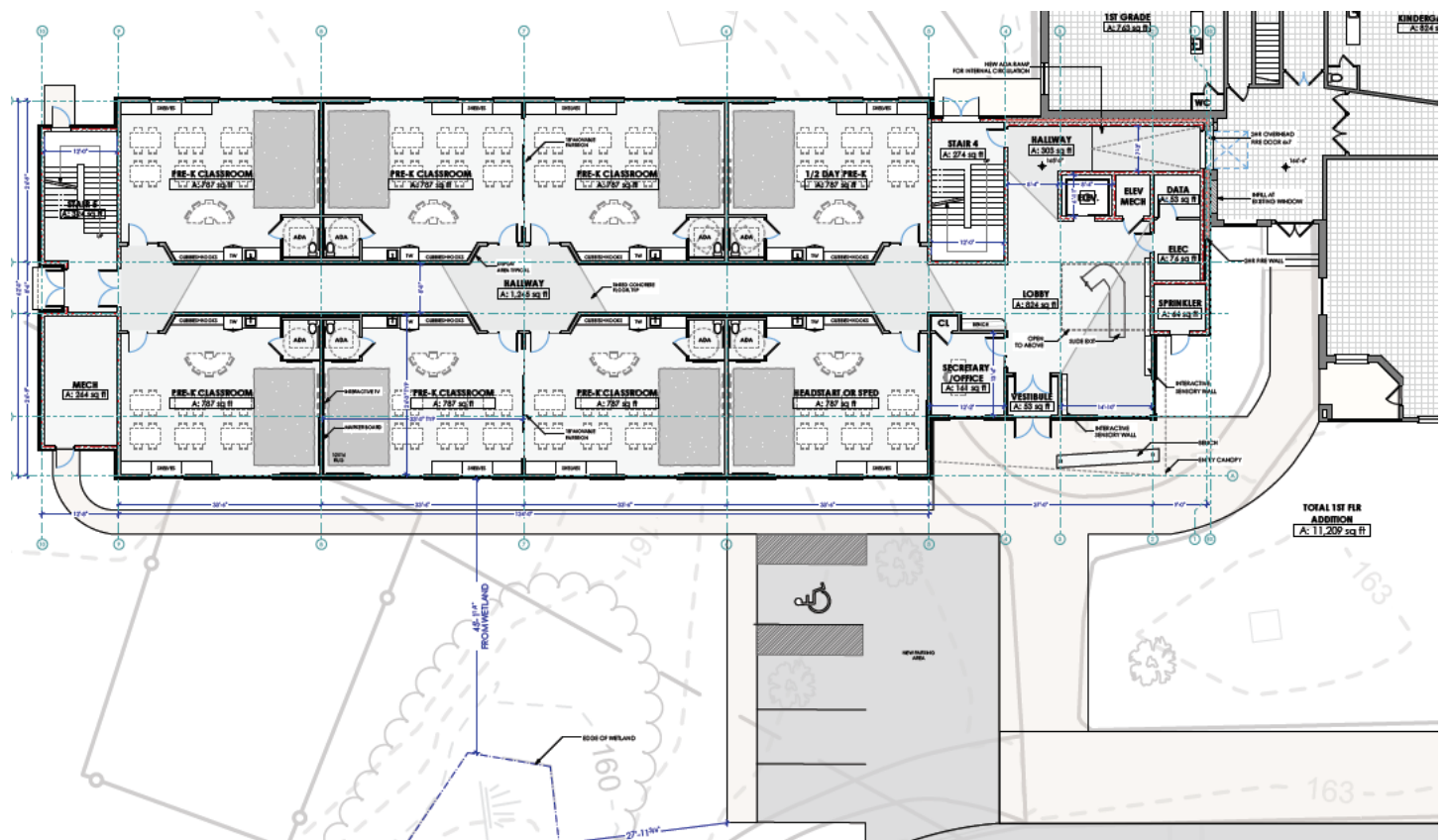
Programming

According to a review of national educational research that examined 46 studies, strong teacher-student relationships were linked to improvements, including higher student engagement, better attendance, and fewer disruptive behaviors¹. Positive student-teacher relationships can cultivate school belonging, which is described as a student's feelings of being accepted and

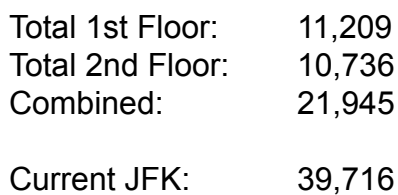
¹ Sparks, Sarah D. 2019. "Why teacher-student relationships matter." Education Week 38, no. 25: 8.

supported². This is why it is critical that connections, or relationships, inside the school be healthy and supportive. These relationships may be impacted by a student's perception of their friend group, school staff, team, or classroom. In an effort to cultivate a strong sense of connection to the school community, Biddeford Primary School will be creating multi-year student teams called *Houses*. Houses will be composed of two classrooms at each grade level (Kindergarten, 1st, and 2nd). This structure will provide a natural opportunity for teachers to deeply know the students and families over a longer period of time.

Proposed Building Addition Design



² Allen, K.-A. (2022). *The Science of School belonging*. Psychology Today. Retrieved April 21, 2023, from <https://www.psychologytoday.com/us/blog/sense-belonging/202201/the-science-school-belonging>



Building Addition Pre-Bid Estimated Costs

Items	Costs
New Addition	\$7,047,950.00
Site Work	\$975,870.00
Mechanical Systems + Sprinklers	\$867,440.00
Existing Phone and Intercom Upgrades	\$225,948.00
Furniture	\$128,000.00
Subtotal	\$9,245,208.00
Administrative Costs & Reserve	
Advertising	\$6,000.00
Insurance	\$12,000.00
Legal	\$20,000.00
Contingency 10%	\$924,520.80
Subtotal	\$962,520.80
Fees	
Design/Engineering	\$295,846.66
DEP Permit	\$25,000.00
Permitting SMFO	\$1,500.00
Permitting Local	\$5,000.00
Subtotal	\$327,346.66
Total	\$10,535,075.46
ESSER III	-\$2,500,000.00
Total	\$8,035,075.46

Projected Savings

As the school department examines the closure of the JFK building with an addition to Biddeford Primary School, we predict annual budgetary savings of more than **\$350,000**. These reductions include duplicate positions, and operational costs such as utilities, fuel, electricity, supplies, etc.

***In an effort to move toward full-day Pre-K, we will need to add additional staff. The additional staff will allow more students to receive programming.*

Expiring Debt

The Biddeford School Department will make its last bond payment of approximately **\$240,000.00** on 11/1/2024 on the local-only portion of Biddeford Middle School.

Use of Federal Funds

The Biddeford School Department has developed plans to use at least \$2,500,000.00 in Federal ESSER III Covid Relief Funds to offset the local cost of the project. The funds must be obligated by September 1, 2024.

Timeline

August 2023	Prepare final drawings and bid documents
September 2023	Release Bid Documents
November 2023	Open Bid Documents
November 2023	Public Vote on School Bond
November 2023	Award Construction Bid
March 2024	Anticipated Construction Start
September 2024	ESSER III Funds Must be Obligated
July 2025	Completion of Addition
September 2025	Opening of New Addition for Students

Funding Request

The Biddeford School Department is requesting voter approval for a construction bond for no more than \$9,000,000.00 to be used for additional classroom space at Biddeford Primary School.

To: Biddeford School Committee
From: Jeremy Ray, Superintendent of Schools
Date: 8-1-2023
Re: JFK Building Leadership 2023-2024

Earlier this summer, the board approved Rico Mariello as the Assistant Principal at the Middle School next year, which creates a vacancy at JFK. After thorough discussions with Bryan Litchfield and Joanne Duval (two longtime employees at JFK), we have carefully considered the challenges of hiring externally at this point in the academic year, especially considering the school's impending closure with a likely addition at Biddeford Primary School.

The leadership team, in collaboration with Bryan Littlefield, Joanne Duval, and Meghan Schrader propose a plan to address the staffing needs and maintain the smooth functioning of the school.

In collaboration with Mandy, Bryan, Joanne, and Meg (Instructional Coach K-5), we have developed a plan to ensure effective leadership at JFK:

Co-Coordination: Bryan Litchfield and Meghan Schrader will share duties as Co-Coordination to lead the staff at JFK. Bryan will oversee day-to-day operations, handle student issues, and work closely with families. Meg will focus on instructional matters, assessments, attend district leadership meetings, and conduct teacher observations.

Compensation: To acknowledge the additional responsibilities, Bryan, Meg, and Joanne will receive additional pay for their extra work hours in their respective roles.

Full-Time Secretary: To ensure adequate office coverage, we propose increasing the part-time secretary position to full-time for one year only.

Ed Tech III Position: We suggest adding an additional Ed Tech III position to assist with students, parent communication, substitute coverage, or other related tasks.

Classroom Allocation: As you are aware, we have two fewer classrooms this year due to the move to BPS.

This plan has been carefully considered to ensure continuity and stability at JFK during this transition. Bryan and Meg have the experience and dedication to lead the staff effectively, and the additional support through stipends and staff allocation will help maintain the school's high standards.

Biddeford Schools

est. 1848

We request the Biddeford School Committee's approval and support for implementing this plan. We are committed to fostering a positive learning environment for our students and appreciate your consideration.

MEMO

TO: Biddeford School Committee
FROM: Jeremy Ray, Superintendent
RE: August 1 Enrollment Estimates
DATE: 8/2/2023

August 1 Student Enrollment Numbers

• PK	76
• K	157
• 1	176
• 2	198
• 3	161
• 4	181
• 5	178
• 6	139
• 7	166
• 8	200
• 9	148
• 10	164
• 11	175
• 12	186
Total	2305

Additional Student Count Information

October 1, 2022 - 2307

April 1, 2023 - 2332

Current ELL - 292 (We have already added a teacher and will advertise for an additional Ed Tech III).

The School Department will be eligible for additional state subsidy in the 2023-2024 because of the greater than 10% increase in ELL population.

Overnight Field Trip Form

On the date of departure, a passenger manifest, listing of all passengers per vehicle, must be submitted to the building administrator (Manifest must be kept on file in the main office of appropriate school building).

The respondent's email (ctremberth@biddefordschools.me) was recorded on submission of this form.

Name of Event: *

Field Hockey Game and Team Bonding Trip

Please give a brief description of your field trip: *

The 2023 field hockey team will be playing Massachussettes 2022 Division Champions, Longmeadow HS at Longmeadow, Mass on August 25th at 4pm. In order to get to the campus with plenty of time to warm up, we will depart Biddeford by 11am. There will be only parent chaperone drivers, no students will be driving a vehicle. They will be staying overnight accompanied by coaches, Biddeford staff volunteers and parent chaperones. They are going to go to Six Flags on August 26th all day and stay over night again. Sunday morning they will depart back to Biddeford and attend a college field hockey game at UNH on route back.

Date of Event: *

8/25/23-8/27/23

Teacher in Charge: *

Caitlin Tremberth

Class/Group Attending: *

2023 Field Hockey Varsity and JV

Address & phone number where group can be reached: *

20 Maplewood Ave., Biddeford

Number of students attending trip: *

24-28

School *



BHS



BRCOT



BIS



BPS



JFK



DAYTON



APC



ADULT ED



Other:

Number of staff/teachers required: (1 staff/teacher per every 25 students) *

2

Number of chaperones required: (1 chaperone per every 8 students): *

3-4

Co-ed Overnight field trip, you must ensure that both genders are proportionally represented. (example-for every 8 female students, there will be 1 female chaperone, etc.) Number of Female Chaperones required:

n/a

Co-ed Overnight field trip, you must ensure that both genders are proportionally represented. (example-for every 8 male students, there will be 1 male chaperone, etc.) Number of Male Chaperones required:

n/a

Names of Chaperones:

Shelley Kane, Trisha Doyon, Brianna Lagasse

Completed volunteer forms required for chaperones *

☐ Yes

☒ No

☐ Doesn't apply. No Chaperones needed

Signature of Building Administrator (please type in name):

Date received by Superintendent:

MM DD YYYY

/ /

First Reading: Initial presentation to school committee. Must be no less than 90 days prior to event:

.....

Second Reading: Final presentation, include official chaperone list, alternates and additional information. Must be no less than 30 days prior to event:

.....

Approved by the Board:

☐ Yes

☐ No

This form was created inside of Biddeford School Department.

Google Forms

Field Hockey Trip to Massachusetts

1 message

Dennis Walton <dwalton@biddefordschools.me>

Wed, Jul 19, 2023 at 2:52 PM

To: Caitlin Albert <ctremberth@biddefordschools.me>, Shelley Kane <skane@biddefordschools.me>, Kerrie Edgerton <kedgerton@biddefordschools.me>

Caitlin,

Below are some of the items that we will need pertaining to your trip. As well as some requirements that you will need to ensure are followed.

1. Picture of every chaperone drivers license who will be attending/transporting players. **(background checks required)**
2. Parental permission from each player indicating that they acknowledge that their child is attending the trip and being transported by adult chaperones.
3. A transportation plan showing which chaperone will be transporting which players. Players should be assigned to chaperones and be transported by them at all times (NO car hopping)
4. Chaperones should all be provided a list of players that they will be transporting to ensure they can take attendance prior to departing to and from any location.

If you could get that to me so I can share it with the school committee that would be great.

Thank you

--

Dennis E. Walton, CMAA
Athletic Administrator
Biddeford High School

GENERAL RULES FOR STUDENTS PARTICIPATING IN ATHLETICS AND IN EXTRA-CURRICULAR ACTIVITIES

ATHLETICS

Eligibility:

All athletes must meet academic and social requirements as set by the school and the Maine Principals Association (MPA).

A student is ineligible for athletics if he/she participates under an assumed name or when he/she attains the age of 20.

Permission:

All athletes must have a permission form completed by their parent/guardian.

Physical Exam:

All athletes must have a medical examination before participating.

Insurance:

All athletes must have insurance coverage before participating.

Training:

All athletes must abide by the training, participation and disciplinary rules set up by the coach.

Alcohol/Drug & Tobacco-Like Products:

The use of illegal drugs and/or alcohol by a participant will result in:

- a. Application of the Biddeford High School regulations on chemical use and abuse including suspension from the next scheduled game or activity on the *first* incident.
- b. In the event of a second incident, the participant will be dismissed from the team/activity for the remainder of the sport season.
- c. In the event of a third incident, the participant will be dismissed from all activities for the remainder of the school year.
- d. Whenever a student's eligibility status is appealed to the Principal, the student will, during the interim, be allowed to practice but no participate in games or scheduled activities.

Dress:

Representing your team, school and community requires that your appearance be neat at all times.

Attendance:

The student must be in attendance at school on the day of an activity for **2 academic blocks** in order to participate that day.

Programming Stipulations for Return to Play:

1st Offense – student must meet with Substance Abuse Counselor prior to returning to athletic competition during that sport season.

2nd Offense – student must meet with Substance Abuse Counselor prior to returning to athletic competition for the upcoming sport season.

EXTRA-CURRICULAR ACTIVITIES

Eligibility:

All students must meet the academic and social requirements as set by the school and the MPA and other appropriate membership rules.

Participation:

All students must abide by the participation and disciplinary rules set up by the advisor or the activity.

Alcohol/Drug & Tobacco-Like Products:

The use of illegal drugs and/or alcohol by a participant will result in:

- a. Application of the Biddeford High School regulations on chemical use and abuse including suspension from the next scheduled game or activity on the *first* incident.
- b. In the event of a second incident, the participant will be dismissed from the team/activity for the remainder of the sport season.
- c. In the event of a third incident, the participant will be dismissed from all activities for the remainder of the school year.
- d. Whenever a student's eligibility status is appealed to the Principal, the student will, during the interim, be allowed to practice but no participate in games or scheduled activities.

Dress:

Representing your activity, school and community requires that your appearance be neat at all times.

Attendance:

The student must be in attendance at school on the day of an activity **for 2 academic blocks** in order to participate on that day.

EXTRA-CURRICULAR ACTIVITIES INCLUDING ATHLETICS

Eligibility:

A student must be passing five courses at the end of the quarter, as well as, mid quarter progress reports.

Academic Probation:

Any student who is determined ineligible using the above criteria must sit out two full weeks.

At the conclusion of the two weeks a student can apply for academic probation by obtaining the grades and signatures from their teacher using a form provided by the athletic department.

The athletic director will then contact the student's teachers to ensure that the information on the form is authentic and accurate.

If it is determined that a student is eligible they may resume playing in athletic contests, but must have the probation form filled out weekly throughout the duration of the athletic season. If at any time, they are deemed to be ineligible, they will be prohibited from participation in athletic contests until the weekly form indicates that they are once again eligible. (A minimum of one week)

Coaches are not to allow a student on probation to participate until they are contacted directly by a school administrator. (This does not include practices or team functions.)

Second Quarter Eligibility on Winter Participation:

The second quarter ends prior to the completion of the winter seasons. Therefore, any student who is deemed ineligible at the conclusion of the second quarter can apply for academic probation after two full weeks of the third quarter.

Eligibility is determined by the following:

- Fall sports: 4th quarter grades from previous school year
- Winter sports: 1st quarter grades from current school year
- Spring sports: 3rd quarter grades from current school year
- All incoming freshmen are academically eligible to play fall sports.

Whenever a student's eligibility status is appealed to the Principal, the student will, during the interim, be allowed to practice but not participate in games or scheduled activities.

Students may practice while on probation, may travel with the team, may not dress in uniform for games, but may not play in regular games. Coaches are responsible for the implementation of this policy.

Extra Curricular Activities Including Athletics – Middle School

Eligibility:

Sixth, seventh, and eighth grade students failing 2 subjects will be ineligible to participate in extracurricular programs/sports for the next trimester. Seventh and eighth grade athletes will be ineligible on their sixteenth birthday.

Students who are promoted are eligible the following year, regardless of fourth ranking period. All students who repeat a grade are ineligible for the first ranking period.

A student who participates in a high school contest is disqualified for the remainder of that season in middle school competition.

Adopted: April 27, 1999

Revised: October 24, 2000, October 9, 2007, August 26, 2014, _____