

City of Biddeford
School Committee
May 12, 2020 4:30 PM Zoom Meeting

A. Instructions for the Meeting

- A.1. Instructions on how to access the meeting
[Instructions for Public Participation Biddeford 5_12_20.pdf](#)

B. Call to Order:

C. Roll Call:

D. Pledge of Allegiance:

E. Adjustments to Agenda:

F. Consideration of Minutes:

- F.1. Minutes from 4/14/20
[Meeting minutes Kerrie 4_28_20.pdf](#)

G. Consent Agenda

- G.1. Nominations:
Tim Guillerault ~ 3rd Grade Classroom Teacher BPS ~ New Position
Rachel Pearson ~ Special Education Teacher BMS ~ Replacing Ruth Smith
Approval of Fulfillment of Stipends for Mentors PLCSS
Resignation:
Joshua Wynne ~ Custodian ~ Resignation

[PLCSS and mentor Stipends 2019-2020.pdf](#)

H. Student Rep Reports:

I. Superintendent's Report:

J. Committee Reports:

K. Old Business:

L. New Business:

- L.1. Nomination of Interim Biddeford High School Principal
Nasson Healthcare Partnership ~ Chris Indorf
BPS/BIS Academic Support Plans 2020-2021
Graduation Plans

[Interim BHS Principal \(1\).pdf](#)

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

N. Communications:

O. Executive Session:

P. Adjournment:

Instructions for Public Participation

The Biddeford School Committee will hold a meeting on Tuesday, May 12, 2020, at 4:30 PM.

This meeting will be conducted using [Zoom](#), a web-based video conferencing tool, under [1 M.R.S.A. § 403-A](#), which authorizes the school department to hold remote meetings during the state of emergency declared by the Governor due to the outbreak of COVID-19.

Topic: Biddeford School Committee Meeting

Time: Tuesday, May 12, 2020, 4:30 PM Eastern Time

Join by phone:

1 (646)-558-8656
Meeting ID: 923 0684 6784

Watch Video: [City of Biddeford Website](#)

Please take a minute to read these important Instructions before you join:

Please mute your audio

Here are some brief videos to help familiarize you with the Zoom platform

[Joining a Zoom Meeting](#) (brief instructional video)

[Video or Audio off by Attendee](#) (brief instructional video)

[Attendee Controls in a Meeting](#) (brief instructional video)

PUBLIC COMMENT: As we figure out the logistics of a public, virtual meeting, public comment will be limited to items on the agenda for this meeting.

Due to the COVID-19 outbreak, the Biddeford School Committee will not meet in person but will conduct the public hearing and meeting telephonically. The public will not be allowed to attend the meeting in person. However, the meeting may be viewed live on the City's Public Access Channel or on the City's website: www.biddefordmaine.org, selecting the Government tab and then clicking on "Video/Agendas/Minutes". Copies of the agenda and minutes are available on the City's website and School website www.biddefordschools.me. Questions or comments may be emailed to the [School Committee Members](#), Superintendent, [Jeremy Ray](#), Assistant Superintendent, [Christopher Indorf](#), or Director of Instruction & Innovation, [Mandy Cyr](#).

Biddeford School Department
Tuesday, April 28, 2020
7:00 pm
Virtual Zoom Meeting
Minutes

Public Viewing:

The meeting can be viewed in the following locations:

Local Cable Access Station

[City of Biddeford Website](#)

Public Participation - [Further Instructions](#)

1 (646) 558-8656

Meeting ID: 986 1446 6952

- A. Call to Order:** The meeting was called to order at 7:02 pm by Mayor Alan Casavant
- B. Roll Call:** Alan Casavant, Lisa Vadnais, Karen Ruel, Amy Grohman, Randy Forcier, Dominic Deschambault, Nate Bean, Rebecca Henry, Jeremy Ray, and Chris Indorf were all present
- C. Pledge of Allegiance:**
- D. Adjustments to the Agenda:** [Addendum](#)
- E. Approval of Last Meeting's Minutes:** Minutes from [4/14/20](#) ~ Nate Bean moved to approve the minutes from the 4/14/20 meeting, Dominic Deschambault seconded, and all were in favor.
- F. Consent Agenda:** ~ Amy Grohman moved to approve the consent agenda, Randy Forcier seconded, and all were in favor.
- G. Student Rep Reports:** None
- H. Superintendent's Report:** Jeremy Ray spoke about how meetings have been happening between administrators to discuss the virtual end of the year celebrations and events. Step up days, tours of buildings, Everything in place for the first week of June. April vacation he felt was good and needed for students, staff, and families. Work people are doing is good. Jeremy shared an [email from Brian Maiorino](#) regarding the Maine Coordinator for the Stock Market Game and students from the COT who were recognized.
- I. Committee Reports:**
- J. Old Business:**
- K. New Business:**
 - [CARES Act Update](#) - Jeremy and Mandy
 - End of Year Events and Planning ~ Discussion was had about the end of year events and the planning that is happening around those.
 - [Food Grants Update](#) - Martha and Karen
 - [Financial Update](#) - Jeremy

School Committee Members:

Alan Casavant-Chair	Randy Forcier
Lisa Vadnais-Vice Chair	Dominic Deschambault
Karen Ruel	Nate Bean
Amy Grohman	Rebecca Henry

Student Members:

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

- L. Communications:** Beth Donohoe, gave a shout out to everyone who has been helping out. Rich Dutremble and others who have put in countless hours. Many members cleaning etc...efforts appreciated. Guidance Counselors, Building Administrators. Erin Behen, Deb Welch Thompson ELL staff. Special Ed, OT, PT truly going above and beyond.
- M. Executive Session:**
- N. Adjournment:** ~ Rebecca Henry moved to adjourn the meeting at 7:36 pm, Lisa Vadnais seconded, and all were in favor.

Biddeford School Department
Tuesday, April 28, 2020
7:00 pm
Virtual Zoom Meeting
Addendum Minutes

- F. Consent Agenda:** ~ Nate Bean moved to approve the consent agenda, Randy Forcier seconded, and all were in favor.

Appointments:

- Autumn Gudbrandsen ~ BIS Admin Assistant School Year only ~ Replacing Jodi Kimball Anderson

Nominations:

- Caitlin Tremberth ~ Physical Education Teacher BHS ~ Replacing Madeline Goulet
- Shannon Hayes ~ School Psychologist BHS ~ Replacing Donna Benjamin

Transfer:

- Joshua Wynne ~ From BHS to BMS ~ Replacing Carl Fortier

Resignation:

- Ronald Boulay ~ Maintenance ~ Retirement 6/12/20
- Nicole Breton ~ BIS School Counselor ~ Resignation

- K. New Business:** ~ Nate Bean made a motion to approve the 1st reading to adopt the policy DJ-Federal Grant Contract, Dominic Deschambault seconded, and all were in favor. Dominic Deschambault moved to allow for a second reading of a policy to be read during the same meeting, Amy Grohman seconded, and all were in favor. Nate Bean moved to approve the second reading, Amy Grohman seconded, and all were in favor. The policy was adopted.

- 1st and 2nd reading and motion to adopt policy [DJ - Federal Grant Contract](#)

Signed: 
Jeremy Ray, Superintendent of Schools

Date: 5/5/20

School Committee Members:

Alan Casavant-Chair	Randy Forcier
Lisa Vadnais-Vice Chair	Dominic Deschambault
Karen Ruel	Nate Bean
Amy Grohman	Rebecca Henry

Student Members:

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



Biddeford School Department

MEMORANDUM

Date: May 4, 2020
To: Jeremy Ray, Superintendent
From: Chris Indorf, Assistant Superintendent *C. Indorf*
RE: Fulfillment of stipends for teacher Mentors

On behalf of members of the PLCSS network of mentors, I'd ask for the Superintendent and school committee to effectuate payment of the stipends listed below, which were preapproved last fall in public session. In spite of extraordinary challenges associated with schools closing, the lion's share of the PLCSS's work was nearing completion in March, and continues "virtually" to this day.

The PLCSS group mentors provisional teaching faculty pursuant to the rules set forth in Chapter 118 of MRS 20-A. New this year, ESSA funds (formerly the NCLB) may not be used to support the work of mentors. In the past, federal funds were utilized for these purposes. A reminder that a change to EDGAR requires that local funds must be utilized for these purposes. The mentor program is required by law. While the stipends are not set in statute, they remain on the low side of an area average.

See attached schedule, overleaf.

Thank you.

First	Last	Additional stipend	PLCSS Stipend	Building Stipend	# \$ mentees				distinction
Jonathan	Jacques	\$1,000.00	\$300.00	\$462.00	1	Jonathan	Jacques	\$2,087.00	co chair
Bruce	Brasier		\$300.00	\$462.00		Bruce	Brasier	\$762.00	
Mary	Maxfield		\$300.00	\$238.00		Mary	Maxfield	\$538.00	
Tammy	Carusone		\$300.00	\$427.00		Tammy	Carusone	\$727.00	
Mary	Bellavance		\$300.00	\$427.00		Mary	Bellavance	\$727.00	
Lisa	Duchaine	\$1,000.00	\$300.00	\$490.00	1	Lisa	Duchaine	\$2,115.00	co chair
Caroline	York		\$300.00	\$329.00		Caroline	York	\$629.00	
Concetta	Domenica		\$300.00	\$329.00		Concetta	Domenica	\$629.00	
Christine	Duncan	\$100.00	\$300.00	\$329.00		Christine	Duncan	\$729.00	secretary
Eric	Wales				0	Eric	Wales	0	
Debra	Hapgood				1	Debra	Hapgood	325	
Holly	Scribner				1	Holly	Scribner	325	
Jessica	Aberle				0	Jessica	Aberle	0	
Kelley	Lachance				0	Kelley	Lachance	0	
Jill	Milligan				1	Jill	Milligan	325	
Rebecca	Reynolds				1	Rebecca	Reynolds	325	
Meghan	Schrader				1	Meghan	Schrader	325	
Jess	Larson				1	Jess	Larson	325	
Megan	Pelletier				0	Megan	Pelletier	0	
Tom	Pastorelli				0	Tom	Pastorelli	0	
Coleen	Hatt				1	Coleen	Hatt	325	
Liz	LeBlanc				1	Liz	LeBlanc	325	
Bill	Ezzard				1	Bill	Ezzard	325	
Christine	Goulet				1	Christine	Goulet	325	
								0	
								0	
								0	
					17			\$12,193.00	

To: Biddeford School Committee
From: Jeremy Ray, Superintendent of Schools
Date: May 7, 2020
Re: Interim BHS Principal - Martha Jacques

I am pleased to recommend Marth Jacques to serve as the Interim Principal of Biddeford High School during the 2020-2021 school year. When considering a potential candidate pool and search process during this extraordinary time, it was clear that Martha was the best person to lead Biddeford High School.

While the process used to select Martha was necessarily a little different than in the past and during a more "normal time," it is clear to me that she is the best person to lead BHS. Martha has served the district as a Spurwink/Opportunity Alliance Clinician at Biddeford High School, an Elementary Guidance Counselor at Biddeford Primary School, and, most recently, the Director of the Alternative Pathway Program. She has worked in business and non-profits managing a large number of employees. Her multiple degrees in social work and ed leadership bring a skill set that is uniquely suited to the needs of the BHS faculty and student body.

When considering a potential candidate pool and search process during this extraordinary time, I studied the results of the survey we shared with BHS staff to solicit feedback on the qualities they believe the next principal must possess. Several themes emerged from the data. In sum, the faculty seek a leader who:

- Advocates for students *and* teachers.
- Is visible and present in the building *and* the community.
- Makes decisions informed (or driven) by data.
- Understands the social-emotional needs of students and has experience leading a diverse student body.
- Will protect teacher agency and encourage appropriate and thoughtful risk-taking and out-of-the-box strategies to improve outcomes for *all* students

I am confident that Martha can meet all of the above requirements for quality leadership at BHS, and she has my full support.

Jeremy Ray, Superintendent
Christopher Indorf, Assistant Superintendent

Terry Gauvin, Business Manager
Jen Normand, Director of Special Education