

City of Biddeford
School Committee
May 10, 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. Meeting minutes 4/26/2023
[Biddeford Minutes 4_26_2023.pdf](#)
- F. Consent Agenda**
 - F.1. Nominations:
 - William York ~ BIS & BMS BCBA ~ New Position
 - Rachel Abimerhi Carswell ~ BMS Teacher ~ Replacing Cooper Binette
 - Matthew Organ ~ BHS Science Teacher
 - Appointments:
 - Joanne Elwell ~ Bus Aide
 - Cassidy Neal ~ BHS Custodian
 - Patrick McKenna ~ Maintenance Facilities ~ Replacing Mike Howard
 - James Sargent ~ Full-Time Bus Driver
 - Transfers:
 - Jill Dutil ~ BHS Admin Assistant ~ Part-Time to Full-Time Year Round
 - Sara Murphy ~ BMS Special Education Teacher moving to District Board Certified Behavioral Analyst
 - Resignations:
 - Patty Googins ~ BMS Kitchen Manager
 - Audrey Bradbury ~ JFK Ed Tech
 - Donna Maguire ~ BHS Social Worker ~ Retirement
- G. Superintendent's Report:**
- H. Committee Reports: Finance/Building, Grounds; Curriculum; Policy; Waterhouse Advisory Committee**
- I. Old Business:**
 - I.1. Second Reading Overnight Field Trip Odyssey of the Mind World Finals
[World Finals OM Overnight.pdf](#)
- J. New Business: Public participation opportunity after each item listed below (3 minutes per item)**
 - J.1. BRCOT Construction Update/Budget
 - Budget Update
 - Probationary Contract Approval
 - School Committee Calendar 2023-2024

ESEA FY24

[COT New Construction Budget - Sheet1.pdf](#)

[ESEA Memo FY 24.pdf](#)

[School Biddeford Committee Calendar 2023.pdf](#)

[Probationary Contracts Biddeford - 2023-2024.pdf](#)

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

L. Communications:

M. Executive Session:

N. Adjournment:

School Committee Meeting Minutes
Little Theater Biddeford High School
7:00 pm ~ Wednesday, April 26, 2023

Public Viewing:

Local Public Access Station

City of Biddeford [Website](#)

- A. Call to Order:** The meeting was called to order at 7:00 pm
- B. Roll Call:** Mayor Alan Casavant, Michele Landry, Amy Grohman, Randy Forcier, Meagan Desjardins, Rebecca Henery, Lauren Schuyler-Giddings, Jeremy Ray, Mandy Cyr, and Chris Indorf were present. Lisa Vadnais was excused.
- C. Pledge of Allegiance:**
- D. Adjustments to Agenda:**
- E. Approval of Last Meeting's Minutes:** [4/5/2023](#) ~ Michele Landry moved to approve, Randy seconded, and all were in favor
- F. Consent Agenda:** ~ Michele Landry moved to approve, Randy seconded, and all were in favor

Nominations:

- a. Kelsey Williams ~ BHS Special Education Teacher ~ Replacing Danielle Deburra
- b. Jerry Nason ~ BIS Teacher ~ Replacing Sharon McGovern
- c. Chelsea Leclerc ~ BIS Teacher ~ Replacing Caryn Tierney
- d. Matthew Desenberg ~ BMS Teacher ~ Replacing Justine Bouthot
- e. Adam Flynn ~ BHS Assistant Principal 8-12
- f. Heather Tremblay ~ BHS Curriculum & Student Support Coordinator ~ Replacing Jeremy Goulet
- g. Dylan Macintosh ~ BRCOT Teacher ~ Replacing Edward Driscoll

Appointments:

- a. [Jay Demick](#) ~ BMS Head Outdoor Track Coach Stipend
- b. [Derek Gaudreau](#) ~ BMS Assistant Coach Outdoor Track Stipend
- c. Kayli Gertsen ~ JFK Ed Tech I ~ Replacing Ariana Wardwell
- d. Mercy Hayward ~ BHS Ed Tech III ~ Replacing Shannexy Torres
- e. Audrey Bradbury ~ JFK Ed Tech II ~ Replacing William Gray

Transfers:

Resignations:

- a. Jill Milligan ~ BIS Special Education Teacher ~ Retiring end of School Year
- b. Kaitlin Knaus ~ BPS Teacher
- c. Jacob Farnsworth ~ BHS Math Teacher
- d. Kelsey Johnson ~ BHS Science Teacher
- e. Evgeni Bouzakine ~ BHS Special Education Teacher
- f. Cooper Binette ~ BMS Art Teacher
- g. Leanna Simao ~ BMS Special Education Teacher

G. Superintendent's Report: Chris Indorf provided testimony to the DOE regarding our homeless youth. We provide gift cards and lodging. The bill would send funds directly to the school department. Came out of the committee as ought to pass. This is important to us to give us funds. Next week we have two extra hours on Tuesday and Wednesday. Today is Administrative Assistants day. "Thank you" Events are coming out. We will have a calendar published shortly. DOE - Title 1 summer school reallocation grant. Vocational addition BIS came in at 6.9 million dollars. We will have additional ESSER money to put into other building needs. Tomorrow meeting with the low bidder and we need to talk through and establish a time schedule. Paulette, Shelley and the Team we will be hosting a ground breaking for the addition.

H. Committee Reports:

I. Old Business:

Second Reading of Policies to Strike: ~ Michele Landry moved to approve, Randy seconded, and all were in favor

- a. [JICC-R](#) ~ Student Conduct on School Buses Administrative Regulation
- b. [JICFA](#) ~ Student Hazing Covered under ACAD

Second Reading of Policy to Strike and Revise: ~ Michele Landry moved to approve, Randy seconded, and all were in favor

- a. [JKF](#) ~ Suspension/Expulsion of Special Education Students

Second Reading of Policies to Revise: ~ Michele Landry moved to approve, Randy seconded, and all were in favor

- a. [AC](#) ~ Nondiscrimination/Equal Opportunity and Affirmative Action
- b. [ACAA](#) ~ Harassment and Sexual Harassment of Students
- c. [ACAA-R](#) ~ Student Discrimination/Harassment and Title IX Sexual Harassment Complaint Procedures
- d. [ACAB](#) ~ Harassment and Sexual Harassment of School Employees
- e. [ACAB-R](#) ~ Employee Discrimination/Harassment and Title IX Sexual Harassment Complaint Procedures
- f. [CBI](#) ~ Evaluation of the Superintendent
- g. [GCFB](#) ~ Recruiting and Hiring of Administrative Staff
- h. [JJB](#) ~ High School Dances
- i. [JKD](#) ~ Suspension of Students
- j. [JKE](#) ~ Expulsion of Students
- k. [JKE-R](#) ~ Expulsion Guidelines
- l. [JKF](#) ~ Disciplinary Removal of Students with Disabilities

Second Reading of Policy Tabled from Prior Meeting: ~ Randy Forcier moved to remove from the table, Rebecca Henry seconded, and all were in favor. Randy moved to approve the policy, Meagan Desjardins seconded, and all were in favor

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.

- a. [IHBGC](#) ~ Private School Student Participation in Middle School Athletic Programs

J. New Business:

- a. [BPS/JFK transition of two classrooms](#)
- b. [April 1 Enrollment Numbers](#)
- c. [PEPG Revision Vote](#) ~ Michele Landry moved to approve, Randy Forcier seconded, and all were in favor.
- d. Summer Registration
- e. [First Reading Overnight Field Trip Odyssey of the Mind World Finals](#) ~ Lauren Schuyler Giddings moved to approve, Randy Forcier seconded, and all favored.

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

L. Communications:

M. Executive Session:

N. Adjournment: The meeting was adjourned at 7:45 pm. Randy Forcier moved to adjourn, Michele Landry seconded, and all were in favor.

Signed: 
Jeremy Ray ~ Superintendent of Schools

Date: 4/28/2023

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.

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 (vsalo@biddefordschools.me) was recorded on submission of this form.

Name of Event: *

Odyssey of the Mind World Finals

Please give a brief description of your field trip: *

Students from BHS will be competing at the World Finals this year against teams from other countries. They will be performing a skit that solves a technical problem and competing in a spontaneous competition. They have also requested to be with a Buddy Team from another country.

Date of Event: *

May 23-28, 2023

Teacher in Charge: *

Suzanne Tighe and Victoria Salo

Class/Group Attending: *

BHS OM team

Address & phone number where group can be reached: *

Michigan State University. 2076366043 (Salo), cell phone (Tighe) cell phone Campus security

Number of students attending trip: *

5

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): *

2

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:

1

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:

0

Names of Chaperones:

Mary Ireland (forms complete) and Lori Cote (to fill out yet)

Completed volunteer forms required for chaperones *

☐

Yes



No

☐

Doesn't apply. No Chaperones needed

Signature of Building Administrator (please type in name):

Martha Jacques

Date received by Superintendent:

MM DD YYYY

4 / 25 / 2023

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

4/26/2023

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

Projects		Funding Source
General Requirements	\$438,277.00	DOE Grant
Existing Conditions	\$5,200.00	DOE Grant
Concrete	\$257,856.00	DOE Grant
Masonry	\$227,341.00	DOE Grant
Metals	\$637,036.00	DOE Grant
Wood, Plastics, Composites	\$181,446.00	DOE Grant
Thermal and Moisture Protection	\$714,241.00	DOE Grant
Openings	\$314,821.00	DOE Grant
Finishes	\$708,074.00	DOE Grant
Specialties	\$36,646.00	DOE Grant
Equipment	\$1.00	DOE Grant
Furnishings	\$34,483.00	DOE Grant
Conveying Equipment	\$106,959.00	DOE Grant
Fire Suppression	\$64,750.00	DOE Grant
Plumbing	\$261,416.00	DOE Grant
HVAC	\$711,954.00	DOE Grant
Electrical	\$416,559.00	DOE Grant
Communications	\$46,520.00	DOE Grant
Electronic Safety and Security	\$94,041.00	DOE Grant
Earthwork	\$550,371.00	ESSER II/DOR Grant
Exterior Improvements	\$1.00	DOE Grant
Utilities	\$1.00	DOE Grant
Other Costs		
Builders Risk	\$7,705.00	DOE Grant
Allowance for Culinary Arts Lab Fitout	\$415,000.00	DOE Grant
Contingency	\$426,097.00	DOE Grant
GC Overhead and Profit	\$267,712.00	DOE Grant
Furniture	\$200,000.00	DOE Grant
Other Costs	\$50,000.00	DOE Grant
Architect/Engineer	\$100,000.00	ESSER II
Total	\$7,274,508.00	
Grant Funding	\$7,003,514.08	DOE Grant
ESSER Funding	\$270,993.92	ESSER II
Local Funding	\$0.00	Local Funding

MEMO

TO: Biddeford School Committee

CC: Jeremy Ray, Superintendent

FROM: Mandy Cyr, Director of Instruction; Chris Indorf, Assistant Superintendent

RE: ESEA FY24

DATE: May 10, 2023

Each year, the Biddeford School Department submits a grant application to the Maine Department of Education (MDOE) to apply for grant funds under the Every Student Succeeds Act (ESEA). This federal program provides financial assistance to local educational agencies with high numbers or high percentages of children from low-income families to help ensure that all children meet challenging state academic standards. Biddeford qualifies for this program, and we receive federal funds that are allocated based primarily on census poverty estimates and the cost of education in our state.

The grant application includes our goals, outcomes, and other accountability standards. Opportunities are available for educators, administrators, board members, parents, and the public to inform the grant application. I welcome the public's participation in this process, and I encourage anyone who is interested to register their interest by calling the Superintendent's office or completing this form (<https://www.biddefordschools.me/o/biddeford/page/assessment>) also found on the Biddeford School Department website. An additional option is for the public to utilize the public comment period at one of the next two School Committee meetings. As part of the grant application process, we are also required to complete a Comprehensive Needs Assessment (CNA) for each school and the district as a whole. These documents will be posted on our website shortly, and we welcome public feedback on their contents.

Biddeford School Department is committed to using these funds effectively and efficiently, and we welcome public input and feedback to help us achieve our goals.

2023 ~ 2024 School Committee Calendar

Aug-23				
Mo	Tu	We	Th	Fr
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

Sep-23				
Mo	Tu	We	Th	Fr
				1
H	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

Oct-23				
Mo	Tu	We	Th	Fr
2	3	4	5	6
H	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30	31			

*9/27 ~ 6PM ~ Policy Committee

Nov-23				
Mo	Tu	We	Th	Fr
		1	2	3
6	7	8	9	H
13	14	15	16	17
20	21	22	H	H
27	28	29	30	

Dec-23				
Mo	Tu	We	Th	Fr
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	H
H	26	27	28	29

Jan-24				
Mo	Tu	We	Th	Fr
H	2	3	4	5
8	9	10	11	12
H	16	17	18	19
22	23	24	25	26
29	30	31		

*12/13 ~ 4PM ~ Policy Committee

Feb-24				
Mo	Tu	We	Th	Fr
			1	2
5	6	7	8	9
12	13	14	15	16
H	20	21	22	23
26	27	28	29	

Mar-24				
Mo	Tu	We	Th	Fr
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

Apr-24				
Mo	Tu	We	Th	Fr
1	2	3	4	5
8	9	10	11	12
H	16	17	18	19
22	23	24	25	26
29	30			

*3/27 ~ 6PM ~ Policy Committee

May-24				
Mo	Tu	We	Th	Fr
		1	2	3
6	7	8	9	10
13	14	15	16	17
20	21	22	23	24
H	28	29	30	31

Jun-24				
Mo	Tu	We	Th	Fr
3	4	5	6	7
10	11	12	13	14
17	18	H	20	21
24	25	26	27	28

*6/12 ~ 4PM ~ Policy Committee

 5:00 PM Meeting

 7:00 PM Meeting

First Name	Last Name	Position	School	Renewing
3rd Year Probationary Contract moving to Continuing Contract:				
Oliver	Lexi	Nurse	BIS	✓
Tim	Guillerault	Gym Teacher	BMS	✓
Allyson	Guay	School Cuncelor	BIS	✓
Joann	Palladino	4th Grade Teacher	BIS	✓
Sarah	McCann	Science	BHS 8	✓
Rachel	Pearson	Special Ed.	BMS	✓
Dave	Nelson	Resiliency Coordinator	BHS	✓
Andrew	Burnell	APC Teacher	APC	✓
Jillian	Palladino	First Grade	BPS	✓
Allison	Young	SPED	BPS	✓
Millie	Arrowsmith	K- Teacher	JFK	✓
Emily	Hanson	Teacher	BPS	✓
Caitlin	Tremberth	Physical Ed	BHS	✓
Marleah	Bronder	Trauma Coach	BMS	✓
Jokinen	Frederick	Plumbing	BRCOT	✓
Wasco	Jessica	Nurse	JFK	✓
Capoferri	Gabriel	Teacher	BMS	✓
Gellis	Karen	Business Studies Teacher	COT	✓
Frawkins	Tabatha	Teacher	APC	✓
McDonough	Lindsay	SPED Teacher	BHS	✓
2nd Year Probationary Contract moving to Continuing Contract:				
Tristan	Thomsen	K-Teacher	JFK	✓
Ashley	Albert	Teacher	BPS	✓
Tracie	Bailey	Teacher	BPS	✓
Cara	Boisvert	Teacher	BPS	✓
Allison	Cox	Teacher	BPS	✓
Jennifer	Schauber	School Counselor	BPS	✓
Bouthillette	Michael	Electrical Teacher	COT	✓

First Name	Last Name	Position	School	Renewing
Putnam	Rory	EMT Teacher	COT	✓
Fickett	Gloria	Nurse	BMS	✓
Chapman	Debbie	Teacher	BMS	✓
Barry	Linda	Teacher	BHS	✓
Silva	Kaitlyn	Teacher	BMS	✓
Sinnett	Alyssa	Teacher	BHS	✓
Marks	Paige	Teacher	BMS	✓
Stanhope	Donald	Teacher	BMS	✓
Boissonneault	Marc	Teacher	BMS	✓
Gordon	Perrin	Teacher	BMS	✓
Valentino	Emily	Teacher	BMS	✓
(Mowery) Goodenberg	Melissa	Teacher	COT	✓
Cassily	Marissa	Teacher	BHS	✓
Sharpe	Susanna	Teacher	BMS	✓
Stebbins	David	Teacher	BIS/BMS	✓
Martzial	Lydia	Guidance Counselor	BMS	✓
Bowers	Landyn	Teacher	BMS	✓
Jayme	Depaolo	ELL Teacher	BMS	✓
1st Year Probationary Contract moving to 2nd Year Probationary:				
Elizabeth	(Ellie) Joseph	BHS Choral & Theater Director	BHS, BMS	✓
Lydia	Wasina	Math Teacher	BHS	✓
Stephanie	Gabriner	Health Teacher	BHS	✓
Jordan	Seavey	BHS English Teacher	BHS	✓
Mark	Adam Booker	BHS Alternative Education Teacher	BHS	✓
Khulood	Al Hasan	BHS Math Teacher	BHS	✓
Jayme	Depaolo	ELL Teacher	BMS	✓
Kevin	McFarland	Middle School Robotics	BMS	✓
Allison	Tropin	5th Grade Teacher	BMS	✓
Taylor	Fauth	Teacher	BMS	✓

First Name	Last Name	Position	School	Renewing
Eric	Howell	7th Grade Teacher	BMS	☒
Marsh	Gray	Special Education Teacher	BHS	☒
Stephen	Zahradnik	Special Education Teacher	BHS	☒
Sadie	Bowden	4th Grade Teacher	BIS	☒
Rachel	Wakefield	3rd Grade Teacher	BIS	☒
Ann	Guiney	Teacher	BMS	☒
Dakota	Joy	Teacher	BMS	☒