

City of Biddeford
School Committee
February 25, 2020 7:00 PM Little Theater at BHS

- A. Call to Order:**
- B. Roll Call:**
- C. Pledge of Allegiance:**
- D. Adjustments to Agenda:**
- E. Consideration of Minutes:**
 - E.1. Minutes from 2/11/2020

[Minutes 2_11_20.pdf](#)

- F. Consent Agenda**
 - F.1. Appointments:
 - Jeffery Barrett ~ Head Boys Tennis Coach Stipend BHS
 - Michelle Laverriere ~ Junior Varsity Girls Lacrosse Stipend BHS Split Position
 - Eric Wales ~ Junior Varsity Girls Lacrosse Stipend BHS Split Position
 - Ron Ouelette ~ Assistant Outdoor Track Stipend BHS
 - Chris Quint ~ Head Girls Outdoor Track Stipend BHS
 - Edward Kruse ~ Head Boys Outdoor Track Stipend BHS
 - Erin O'Connor ~ Assistant Outdoor Track Stipend BHS
 - Steve Allosso ~ Weightlifting Stipend BHS Split Position
 - Tyler Hansen ~ Weightlifting Stipend BHS Split Position
 - Willett LeBlanc ~ Food Service Worker BPS ~ Replacing Dodie Bedard
 - Resignations:
 - Gary Tardiff ~ Custodian ~ Resignation
 - Jennie Langevin ~ Supervision Aide BPS ~ Resignation
 - Tameka Slade ~ Custodian ~ Resignation
 - Constance Crandall ~ Teacher JFK ~ Retiring End of School Year

[Stipends.pdf](#)

- G. Student Rep Reports:**
- H. Superintendent's Report:**
- I. Committee Reports: Finance/Building, Grounds; Curriculum; Policy; Waterhouse Advisory Committee**
- J. Old Business:**
 - J.1. 2nd Reading of Overnight Field Trip ~ March 19th & 20th, Maine Skills USA Championship Bangor ~ Person in Charge of Trip Holly Scribner COT

[2ndreading.pdf](#)

- K. New Business: Public participation opportunity after each item listed below (3 minutes per item)**

K.1. 1st Reading of Overnight Field Trip ~ April 18th-26th, Costa Rica ~ Person in Charge of
Trip Andrew Reddy
Budget Update
[Overnight Field Trip Approval.pdf](#)

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

M. Communications:

N. Executive Session

O. Adjournment:

Biddeford School Department

Tuesday, February 11, 2020

4:30 pm

Little Theater Biddeford High

School

Minutes

A. Call to Order: The meeting was called to order at 4:30 pm

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: The pledge was led by Alan Casavant

D. Presentation: None

E. Adjustments to the Agenda: None

F. Approval of Last Meeting's Minutes: Minutes from 1/28/20 ~ Dominic Deschambault moved to approve the minutes, Nate Bean seconded, and all were in favor

G. Consent Agenda: ~ Dominic Deschambault moved to approve the consent agenda, Nate Bean seconded, and all were in favor.

Appointments:

- James Smith ~ Wrestling Coach BMS ~ Stipend
- William Harriman ~ Assistant Indoor Track BMS ~ Stipend
- Robert Bouley ~ Maintenance Worker District ~ Replacing William Taylor
- Kevlin Danis ~ Custodian BPS ~ Gary Tardiff
- Natorya Kendrick ~ Food Service Worker JFK ~ Replacing Linda Patterson

Resignations:

- Craig Moten ~ Custodian ~ Resignation
- Mark Hodgdon ~ Custodian ~ Resignation

H. Student Rep Reports:

I. Superintendent's Report:

- Pre-K and Kindergarten Registration is now open online. If you have a child turning the age of 4 for Pre-K or 5 for Kindergarten before October 15th, please register them on our website at biddefordschools.me. I'd also invite all parents to mark their calendar and join us for Parent Night on Wednesday, March 25 from 5-6 pm at John F. Kennedy School.
- Last week BPS held their Third Grade Celebration of Learning and their students put on a Drumtastic concert. This program was recently highlighted in our District newsletter so I hope you were able to see the video of our students' excitement. The Fifth Grade Celebration of Learning will take place on March 4th at 5 pm at BIS.

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

- I'd also recommend the community mark their calendar for the BHS Drama Production of *Footloose* on March 6th and 7th at 7:00 pm and March 8th at 1:00 pm at the BMS Performing Arts Center. Tickets are available at the door for
- \$5 for seniors and \$8 for adults.
- On March 15th at 1:00 pm, Biddeford is hosting the very first MBDA WinterGuard/Winter Drumline Show in Tiger Gym. This event hosts various high school bands throughout Maine with all proceeds benefiting the BHS Music Boosters.
- Thank you to the Biddeford Education Foundation for their support of the Biddeford 365 Camp and the generous donations by Biddeford Saco Rotary Club, their Rotarians, and Peoples Choice Credit Union to make it possible for next week's school vacation.

J. Committee Reports: Stipend Committee, Finance Committee ~ The stipend committee shared that they are a work in progress. They will meet again on February 25th. Hoping to have a full agenda for the next meeting in March

K. Old Business:

L. New Business:

- State subsidy overview ~ Jeremy shared the state subsidy overview

M. Public Participation (3 minutes; any item)

N. Communications: Biddeford Teacher Union President Beth Donohoe came to address the School Committee. While she was encouraged at the last meeting of the response from the school committee for the children in our schools who experience trauma. She wanted to remind everyone of how our School Counselors are on the front line of that trauma. We need to recognize these individuals who work so hard. They have a curriculum to teach, 504 meetings to conduct, and lots of children who need them daily.

O. Executive Session: ~ Dominic Deschambault moved to enter into Executive Session at 4:56 pm, Randy Forcier seconded, and all were in favor. Labor contract negotiations for Administrative Assistants pursuant to 1 M.R.S.A. § 405(6)(D) ~ Randy Forcier motioned to approve the Administrative Assistants contract, Dominic Deschambault seconded, and all were in favor. Dominic Deschambault moved to adjourn from Executive Session at 5:29 pm, Randy Forcier seconded, and all were in favor.

P. Adjournment: Dominic Deschambault moved to adjourn the regular meeting at 4:56 pm, Randy Forcier seconded, and all were in favor



Date: 2/19/20

Jeremy Ray, Superintendent of Schools

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

REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: 02/04/20 **School:** Biddeford High School

Building Administrator: Jeremie Sirois

Stipend Position Title: Head Boys Tennis

Position Responsibilities: Organize and conduct team practices. Attend MPA mandatory clinics and SMAA coaches meetings. Meet all district and state requirements and certifications. Meet all school requirements such as distributing and collecting uniforms and registration forms.

Stipend Dollar Amount: \$2,058.00

Anticipated Amount of Time

Number of students participating:	15
Number of days per week:	5
Number of weeks per season/school year:	10
Number of hours per session:	2 practices / 4-5 games
Total hours for season/school year:	180

Recommended Employee: Jeffrey Barrett

Background/Experience: See application

BIDDEFORD SCHOOL DEPARTMENT

REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: 02/05/20 **School:** Biddeford High School

Building Administrator: Jeremie Sirois

Stipend Position Title: Junior Varsity Girls Lacrosse

Position Responsibilities: Organize and conduct team practices. Assist the varsity coach at contests. Meet all district and state requirements and certifications. meet all school requirements such as distributing and collecting uniforms and registration forms.

Stipend Dollar Amount: \$1,249.50 (1/2 stipend)

Anticipated Amount of Time

Number of students participating:	40
Number of days per week:	6
Number of weeks per season/school year:	12
Number of hours per session:	2 practices / 4-5 games
Total hours for season/school year:	225

Recommended Employee: Michelle Laverriere

Background/Experience: Returning – splitting stipend with Eric Wales

BIDDEFORD SCHOOL DEPARTMENT

REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: 02/05/20 **School:** Biddeford High School

Building Administrator: Jeremie Sirois

Stipend Position Title: Junior Varsity Girls Lacrosse

Position Responsibilities: Organize and conduct team practices. Assist the varsity coach at
contests. Meet all district and state requirements and certifications.
meet all school requirements such as distributing and collecting
uniforms and registration forms.

Stipend Dollar Amount: \$1,249.50 (1/2 stipend)

Anticipated Amount of Time

Number of students participating: 40

Number of days per week: 6

Number of weeks per season/school year: 12

Number of hours per session: 2 practices / 4-5 games

Total hours for season/school year: 225

Recommended Employee: Eric Wales

Background/Experience: Splitting stipend with Michelle Laverriere

BIDDEFORD SCHOOL DEPARTMENT

REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: 02/04/20 **School:** Biddeford High School

Building Administrator: Jeremie Sirois

Stipend Position Title: Assistant Outdoor Track

Position Responsibilities: Organize and conduct team practices. Attend MPA mandatory clinics and SMAA coaches meetings. Meet all district and state requirements and certifications. Meet all school requirements such as distributing and collecting uniforms and registration forms.

Stipend Dollar Amount: \$2,352.00

Anticipated Amount of Time

Number of students participating:	30
Number of days per week:	6
Number of weeks per season/school year:	12
Number of hours per session:	2 practices / 5+ for meets
Total hours for season/school year:	180

Recommended Employee: Ron Ouellette

Background/Experience: Returning

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

Date: 02/04/20 **School:** Biddeford High School

Building Administrator: Jeremie Sirois

Stipend Position Title: Head Girls Outdoor Track

Position Responsibilities: Organize and conduct team practices. Attend MPA mandatory clinics and SMAA coaches meetings. Meet all district and state requirements and certifications. Meet all school requirements such as distributing and collecting uniforms and registration forms.

Stipend Dollar Amount: \$4,263.00

Anticipated Amount of Time

Number of students participating:	30
Number of days per week:	6
Number of weeks per season/school year:	12
Number of hours per session:	2 practices / 5+ for meets
Total hours for season/school year:	180

Recommended Employee: Chris Quint

Background/Experience: Returning from 2019 season

BIDDEFORD SCHOOL DEPARTMENT

REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: 02/04/20 **School:** Biddeford High School

Building Administrator: Jeremie Sirois

Stipend Position Title: Head Boys Outdoor Track

Position Responsibilities: Organize and conduct team practices. Attend MPA mandatory clinics and SMAA coaches meetings. Meet all district and state requirements and certifications. Meet all school requirements such as distributing and collecting uniforms and registration forms.

Stipend Dollar Amount: \$4,263.00

Anticipated Amount of Time	
Number of students participating:	30
Number of days per week:	6
Number of weeks per season/school year:	12
Number of hours per session:	2 practices / 5+ for meets
Total hours for season/school year:	180

Recommended Employee: Edward Kruse

Background/Experience: See application – Current BHS Match Teacher

BIDDEFORD SCHOOL DEPARTMENT

REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: 02/04/20 **School:** Biddeford High School

Building Administrator: Jeremie Sirois

Stipend Position Title: Assistant Outdoor Track

Position Responsibilities: Organize and conduct team practices. Attend MPA mandatory clinics and SMAA coaches meetings. Meet all district and state requirements and certifications. Meet all school requirements such as distributing and collecting uniforms and registration forms.

Stipend Dollar Amount: \$2,352.00

Anticipated Amount of Time

Number of students participating:	30
Number of days per week:	6
Number of weeks per season/school year:	12
Number of hours per session:	2 practices / 5+ for meets
Total hours for season/school year:	180

Recommended Employee: Erin O'Connor

Background/Experience: Returning from ½ time in 2019

BIDDEFORD SCHOOL DEPARTMENT

REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: 02/07/20 **School:** Biddeford High School

Building Administrator: Jeremie Sirois

Stipend Position Title: Weightlifting – school year 2019-2020

Position Responsibilities: Supervises and instructs athletes during school year sessions.

Is responsible for the implementation of the athletic department

training program which all student athletes participate in.

Stipend Dollar Amount: \$1,984.50 (1/2 stipend)

Anticipated Amount of Time

Number of students participating: All student athletes

Number of days per week: 4

Number of weeks per season/school year: 30

Number of hours per session: 2

Total hours for season/school year: 300

Recommended Employee: Steve Allosso (splitting with Tyler Hansen)

Background/Experience: New Head Football Coach – Replacing Brian Curit in 2020-2021

BIDDEFORD SCHOOL DEPARTMENT

REQUEST FOR STIPEND APPOINTMENT APPROVAL

Date: 02/07/20 **School:** Biddeford High School

Building Administrator: Jeremie Sirois

Stipend Position Title: Weightlifting – school year 2019-2020

Position Responsibilities: Supervises and instructs athletes during school year sessions.

Is responsible for the implementation of the athletic department
training program which all student athletes participate in.

Stipend Dollar Amount: \$1,984.50 (1/2 stipend)

Anticipated Amount of Time

Number of students participating: All student athletes

Number of days per week: 4

Number of weeks per season/school year: 30

Number of hours per session: 2

Total hours for season/school year: 300

Recommended Employee: Tyler Hansen (splitting with Steve Allosso)

Background/Experience: Current assistant football coach & substitute teacher

NEPN/NSA Code: EEAF-R3

OVERNIGHT FIELD TRIP FORM

☐ BHS/ (9-12) ☒ BRCOT (9-12) ☐ BMS (6-8) ☐ BIS (4-5) ☐ BPS (1-3) ☐ JFK (Kindergarten)

Name of Event: Maine SkillsUSA Champ. Date(s) of Event: March 19/20, 2020
 Teacher in Charge: Holly Scribner Class/Group Attending: MT, PT, CNA, ET, EMT
 Address & phone number where group can be reached: UTC - Bangor 200 Hogan Rd
207-942-5296 Bangor ME

A. The minimum number of chaperones: 1 staff/teacher per every 25 students | 1 chaperone per every 8 students

15 # of students attending trip 3 # of staff/teachers required — # of chaperones required

For any 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.)

1 # of female chaperones required 2 # of male chaperones required

Names of Chaperones (attached separate sheet if necessary):

Eric Waters Holly Scribner
Bill Gervais

B. Completed volunteer forms required for chaperones.

Volunteer forms completed, verified and approved by Building Administrator for every chaperone that is not a staff member of the Biddeford School Department.

Paullette Bonneau
 (Signature of Building Administrator)

☒ Yes ☐ No

1-13/2020
 (Date)

C. Date Received by Superintendent: _____

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

1/14/20 Date for presentation to the Biddeford School Committee.

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

_____ Date for final presentation to the Biddeford School Committee.

F. 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).

Cross Reference: EEAF-R2, Overnight Field Trips

Adopted: July 23, 2013

BIDDEFORD SCHOOL DEPARTMENT

**Maine State SkillsUSA Championship
March 19 & 20th 2020**

The SkillsUSA Maine Championships is the state-level competition for high school and college students enrolled in trade, technical, and skilled service instructional programs including allied health occupations. SkillsUSA Maine believes this is the single greatest event of industry and education volunteerism in the state every year.

Chaperones: Bill Gervais, Eric Wales, Holly Scribner

Student Name, Competition, BRCOT Program

Seth Quimby - Precision Machining - MT
 Zach Audet - EMT - EMT
 Zach Gibson - EMT - EMT
 Cameron Roy - Electrical Construction Wiring - ET
 Marshal Johnsons - Extemporaneous Speaking - ET
 Colby Hanscom - Prepared Speech - ET
 Josh Stanvitch - Auto Refinishing - AB
 Madison Brown - Health Knowledge Bowl - CNA
 Jennilynne Cote- Health Knowledge Bowl - CNA
 Julia Ivanov - Health Knowledge Bowl - CNA
 Lauren Ham - Health Knowledge Bowl - CNA
 Lindsay LaBlreaque - First Aid / CPR - CNA
 Caleb Viger - Electrical Construction Wiring -ET
 Hunter Roy - Electrical Construction Knowledge Test - ET
 Evan Elie - Plumbing - PT/HT

Overnight Field Trip Form:

Date of Event: April 18-26, 2020

Name of Event: April Vacation Trip to Costa Rica

School: BHS

Teacher in Charge: Andrew Reddy

Class/Group Attending: Myself, my son, 3 BHS students, and a female chaperone.

Number of students attending the trip: Ethan LaCourse, Dale Metcalf, Mikayla Titus

Address and phone number where group can be reached: 14 Church St South Portland

207-756-3385

We are traveling to Costa Rica, the intent can now be described as an opportunity to extend World Geography curriculum by immersing students in the local culture while introducing them to people, places, and experiences that ensure the reinforcement of the learning goals that the social science department delivers.

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

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: 1

Name of Chaperones: Andrew Reddy
Diana Burton

Completed volunteer forms required for chaperones:

Date received by Superintendent: 2/18/20