

City of Biddeford
School Committee
February 09, 2022 5:00 PM Little Theater at BHS

Public Viewing

Public Viewing:
Local Public Access Station
City of Biddeford Website

Please click the link below to join the webinar:
<https://us06web.zoom.us/j/89367549529>
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US: +1 646 558 8656 or +1 301 715 8592
Webinar ID: 893 6754 9529

Public Participation - Further Instructions

[Further Instructions 2_9_2022.pdf](#)

A. Call to Order:

B. Roll Call:

C. Pledge of Allegiance:

D. Adjustments to Agenda:

E. Consideration of Minutes:

E.1. Minutes 1/26/2022
[Biddeford Minutes 1_26_2022.pdf](#)

F. Consent Agenda

F.1. Appointment:
Mark Myers ~ Head Custodian JFK ~ Replacing Donna LeClerc
Deanna Vigliotta ~ FLS Ed Tech II BPS ~ Replacing Susan Scully
Carole Court ~ Full Time Bus Driver
Donna Leclerc ~ Custodian District
Donald Stanhope ~ BHS Varsity Boys Tennis Coach
Resignation:
Taylor Mara ~ Teaching Intern BPS
Katrijn Greco ~ Math Teacher BHS
Timothy Stebbins ~ BRCOT Assistant Director ~ End of School Year
Rachel Stewart ~ Food Service Worker ~ Retirement
Transfer:
Novella Earl ~ Prep Cook BHS ~ Transferring to Food Service Worker BHS replacing
Natasha Nugent

[2021-2022 Athletic & Nonathletic stipends nominations BHS.xlsx - Sheet1.pdf](#)

- G. Superintendent's Report:**
- H. Committee Reports: Finance/Building, Grounds; Curriculum; Policy; Waterhouse Advisory Committee**
- I. Old Business:**
- J. New Business: Public participation opportunity after each item listed below (3 minutes per item)**
- J.1. Revolving Renovation Funds
Budget Update
8th Grade at Maplewood Campus
BHS Long Term Spacing Solutions
District Student Enrollment Trends
Elementary Class Sizes
Survey Results
Staff Survey Summary
Student Survey Summary
Parent Survey Summary
Motion to Strike the following policies:
i. JFABD ~ Admission of Homeless Students
ii. JFABD-R ~ Education of Homeless Students
Motion for the first reading of the following policies to adopt:
i. JFABD 2022 ~ Education of Homeless Students
ii. JFABD-R 2022 ~ Education of Homeless Students Administrative Procedure
iii. BBBDA ~ Board Declared Vacancy Caused by Absenteeism
iv. GBP ~ Earned Paid Leave for Non-Unionized Employees
v. JICI ~ Extracurricular Code of Conduct
Motion for the first reading of the following policies to revise:
i. KDB ~ Public's Right to Know/Freedom of Access
ii. IMDB ~ Flag Displays
Motion to remove from the table for a second reading:
i. BCC ~ Nepotism
[Revolving Renovations Award 2022.pdf](#)
[JFABD Admission Strike.pdf](#)
[JFABD-R Strike.pdf](#)
[JFABD - Adopt.pdf](#)
[JFABD-R - Adopt.pdf](#)
[BBBDA - Adopt.pdf](#)
[GBP - Adopt.pdf](#)
[JICI - Extra-Curricular and Co-Curricular Activities Code of Conduct.pdf](#)
[KDB Public's Right to Know-Freedom of Access.pdf](#)
[IMDB Flag Displays - Current Policy.pdf](#)
[BCC-2021 -Adopt.pdf](#)
[8th_9th Grade Survey Results.pdf](#)
[Biddeford MOU 21-22.pdf](#)
[BMS Parent Survey Results.pdf](#)
[Future of BMS Faculty_Staff Results.pdf](#)

[Class Size Memo.pdf](#)

[Projected Enrollment.xlsx - updated 1.15.14.pdf](#)

- K. Public Participation: (3 minutes; any item)**
- L. Communications:**
- M. Executive Session:**
- N. Adjournment:**

Instructions for Public Participation

The Biddeford School Committee will hold a meeting on Wednesday, February 9, 2022, at 5:00 PM.

This meeting will be held in person by the School Committee only in the Little Theater. The meeting for the public will be conducted using [Zoom Webinar](#), 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

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You will not be shown on the camera as a meeting viewer, and your microphone will be muted by default.

What controls should I use to participate in the meeting?

If you would like to participate during the meeting, click the “raise your hand” button at the bottom of the screen at the appropriate time for comment. The host of the meeting will see that you would like to participate and will be able to turn your mic on for you when it is your turn to speak.

If you have joined the meeting by phone only, you will need to use the following codes:

***6-Toggle mute/unmute**

***9-Raise hand**

Do I have to use Zoom to watch the meeting?

No, you will still be able to watch a live stream of the meetings as you usually would on Public Access Channel 1301 or on the city website.

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

Due to the COVID-19 PANDEMIC, the Biddeford School Committee will 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 prior to the meeting to [School Committee Members](#), Superintendent, [Jeremy Ray](#), Assistant Superintendent, [Christopher Indorf](#), or Director of Instruction & Innovation, [Mandy Cyr](#).

Biddeford School Department
Wednesday, January 26, 2022
7:00 pm **Minutes**
School Committee - Little Theater BHS in Person
Public Viewing - Zoom & Public Access

Public Viewing:

Local Public Access Station
City of Biddeford [Website](#)

Please click the link below to join the webinar:

<https://us06web.zoom.us/j/89856417589>

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Dial(for higher quality, dial a number based on your current location):

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Webinar ID: 898 5641 7589

Public Participation - [Further Instructions](#)

- A. Call to Order:** The meeting was called to order by Mayor Alan Casavant at 7:00 pm
- B. Roll Call:** Alan Casavant, Lisa Vадnais, Michele Landry, Amy Grohman, Randy Forcier, Meagan Desjardins, Nate Bean, Rebecca Henry, Jeremy Ray, and Chris Indorf were all present.
- C. Pledge of Allegiance:** The pledge was led by Mayor Alan Casavant
- D. Adjustments to Agenda:** None
- E. Approval of Last Meeting's Minutes:** Minutes from [1/12/2022](#) ~ Nate Bean moved to approve the meeting minutes, Randy Forcier seconded and all were in favor.
- F. Consent Agenda:** ~ Nate Bean moved to approve the consent agenda, Randy Forcier seconded, and all were in favor
 - Appointment:**
 - a. Ryan Pare ~ Custodian District-Wide ~ Replacing Micheal Descoteaux
 - b. Jack Allsopp ~ Ed Tech II Self-Contained Behavior BMS ~ Replacing Shannon Foley
 - c. [Mike Caliandro](#) ~ Percussion Staff BHS Stipend
 - Resignation:**
 - a. Debra Dineen ~ Math Teacher BHS ~ Retiring end of the school year 2022
 - b. Patsy Gendron ~ ELL Teacher BMS ~ Retiring end of the school year 2022
 - c. Debra Hapgood ~ CNA/Health Science COT ~ Retiring end of the school year 2022
 - Transfer:**
 - a. Adam Flynn ~ BHS Math Teacher ~ Transferring to Student Service Coordinator BMS ~ Replacing Sue Sydnor
- G. Superintendent's Report:** ~ Jeremy Ray covered his Superintendent Report under New Business
- H. Committee Reports:**
 - a. The Policy Committee will meet 1/26 at 6 pm in the classroom outside the Little Theater room 7124
- I. Old Business:**
- J. New Business:**

School Committee Members:

Alan Casavant-Chair	Randy Forcier
Lisa Vадnais-Vice Chair	Meagan Desjardins
Michele Landry	Nate Bean
Amy Grohman	Rebecca Henry

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

- a. [Roof Top Solar Option - Informational](#) ~ Jeremy Ray shared this information
- b. [COVID Cases, Trends, Booster Clinics](#) ~ Jeremy Ray shared this information
- c. [Budget Update and ED 279](#) ~ Jeremy Ray shared this information
- d. Grade Level Placement
 - i. High School Class Sizes ~ Jeremy Ray shared this information
 - ii. [Elementary Class Sizes](#) ~ Jeremy Ray shared this information
 - iii. [District Student Enrollment Trends](#) ~ Jeremy Ray shared this information
 - iv. Survey Results
 - 1. [Staff Survey Summary](#) ~ Chris Indorf shared this information
 - 2. [Student Survey Summary](#) ~ Chris Indorf shared this information
 - 3. [Parent Survey Summary](#) ~ Chris Indorf shared this information
- K. Public Participation:** (3 minutes; any item) Raise digital hand
- L. Communications:**
- M. Executive Session:**
- N. Labor Contract Negotiations** for Superintendent Pursuant to 1 M.R.S.A § 405(6)(D) to extend his contract one year. ~ Lisa Vадnais moved to enter into an executive session, Amy Grohman seconded, and all were in favor. The school committee approved this
- O. Adjournment:** Nate Bean moved to adjourn the meeting at 8:05 pm, Randy Forcier seconded and all were in favor

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Signed:
Jeremy Ray ~ Superintendent of Schools

Date: 1/27/2022

School Committee Members:

Alan Casavant-Chair	Randy Forcier
Lisa Vадnais-Vice Chair	Meagan Desjardins
Michele Landry	Nate Bean
Amy Grohman	Rebecca Henry

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

2021-2022 Athletic Stipends Biddeford High School

FALL	Coach's Name	Season	Stipend	Nominated	Approved by Board
Varsity Football (H)	Steve Allosso	Fall	\$6,870.96	7/30/2021	8/11/2021
JV - Assistant Football (A)	Joie Hansen	Fall	\$4,122.58	7/30/2021	8/11/2021
JV - Assistant Football (A)	Jeff Wolfahrt	Fall	\$4,122.58	7/30/2021	8/11/2021
JV - Assistant Football (A)	Keith Leblanc	Fall	\$4,122.58	7/30/2021	8/11/2021
FR Football FR (H)	EJ Kruse	Fall	\$4,122.58	7/30/2021	8/11/2021
FR Football FR (A)	Jon Chenard	Fall	\$4,122.58	7/30/2021	8/11/2021
Varsity Soccer (G) (H)	Darren Boynton	Fall	\$4,580.64	7/30/2021	8/11/2021
JV Soccer (G) (A)	Alyssa Rondo	Fall	\$2,748.38	7/30/2021	8/11/2021
Head Varsity Boys Soccer	Paul Illiano	Fall	\$4,580.64	7/30/2021	8/11/2021
JV Soccer (B) (A)	VACANT	Fall		7/30/2021	
Varsity Field Hockey (H)	Caitlin Tremberth	Fall	\$4,580.64	7/30/2021	8/11/2021
JV - Field Hockey (A)	Laurie Maushart	Fall	\$1,374.19 (1/2)	7/30/2021	8/11/2021
JV - Field Hockey (A)	Suraiya Gobeil	Fall	\$1,374.19 (1/2)	7/30/2021	8/11/2021
Varsity Volleyball (H)	Ruth Shaw	Fall	\$4,198.92	7/30/2021	8/11/2021
JV - Volleyball (A)	Gerald Lapierre	Fall	\$2,519.35	7/30/2021	8/11/2021
Varsity Cheerleading (H) Fall	Deb Lebel	Fall	\$2,672.04	7/30/2021	8/11/2021
Varsity - Golf (H)	Jon Jacques	Fall	\$3,435.48	7/30/2021	8/11/2021
JV -Golf (JV Cheering Stipend)	Josh Williams	Fall	\$1,603.22	7/30/2021	8/11/2021
Varsity Cross Country (B/G)	Chris Quint	Fall	\$3,817.20	7/30/2021	8/11/2021
Field Lining - Fall	Shawn Descoteaux	Fall	\$1,500.00	7/30/2021	8/11/2021
WINTER	Coach's Name	Season	Stipend	7/30/2021	
Varsity - Basketball (B) (H)	Justin Tardif	Winter	\$6,107.52	7/30/2021	8/11/2021
FR - Basketball (B) (H)	Keith Leblanc	Winter	\$3,664.51	7/30/2021	8/11/2021
JV - Basketball (B) (A)	James Strohm (1/2)	Winter	\$1,827.55	11/23/2021	12/8/2021
JV - Basketball (B) (A)	Craig Dube (1/2)	Winter	\$1,827.55	11/23/2021	12/8/2021
Varsity - Basketball (G) (H)	Jeannine Paradis	Winter	\$6,107.52	7/30/2021	8/11/2021
FR - Basketball (G) (H)	Gerald Lapierre	Winter	\$3,654.51	12/1/2021	12/8/2021
JV - Basketball (G) (A)	Ron Cote	Winter	\$3,664.52	11/9/2021	11/10/2021
Varsity - Hockey (B) (H)	Jason Tremblay	Winter	\$5,344.08	7/30/2021	8/11/2021

2021-2022 Athletic Stipends Biddeford High School

FALL	Coach's Name	Season	Stipend	Nominated	Approved by Board
JV - Hockey (B) (A)	Ethan Basille	Winter	\$3,206.45	7/30/2021	8/11/2021
Varsity - Hockey (G) (H)	Adam Flynn	Winter	\$5,344.08	7/30/2021	8/11/2021
JV - Hockey (G) (A)	Josh Williams	Winter	\$3,206.45	11/9/2021	11/10/2021
Varsity - Wrestling (H)	Anthony Cincotta	Winter	\$5,344.08	7/30/2021	8/11/2021
JV - Wrestling (A)	Ryan Toussaint	Winter	\$3,206.45	11/9/2021	11/10/2021
Var - Cheerleading (H) Winter	Deb Lebel	Winter	\$3,817.20	7/30/2021	8/11/2021
JV - Cheerleading (A) Winter	VACANT	Winter	\$2,290.32		
Varsity Track Indoor (B/G) (H)	Chris Quint	Winter	\$4,962.36	7/30/2021	8/11/2021
JV - Track Indoor (B/G) (A)	Ron Ouellette	Winter	\$2,977.42	7/30/2021	8/11/2021
JV - Track Indoor (B/G) (A)	Erin O'Connor	Winter	\$2,977.42	7/30/2021	8/11/2021
JV - Track Indoor (B/G) (A)	EJ Kruse	Winter	\$2,977.42	7/30/2021	8/11/2021
Weight Lifting (School Year)	Steve Allosso	2020-2021	\$4,198.92	7/30/2021	8/11/2021
Unified Basketball (H)	Kristie Kendrick	Winter	\$1,908.60	1/4/2022	1/12/2022
Unified Basketball (A) Liaison	Nicole Walker	Winter	\$1,145.16	1/4/2022	1/12/2022
SPRING					
Varsity - Baseball (H)	Keith Leblanc	Spring	\$4,580.64	7/30/2021	8/11/2021
JV - Baseball (A)	Richard Letelliere	Spring	\$2,748.38	7/30/2021	8/11/2021
FT - Baseball (H)	James Kenney	Spring	\$2,748.38	7/30/2021	8/11/2021
Varsity - Softball (H)	Mike Fecteau	Spring	\$4,580.64	7/30/2021	8/11/2021
JV - Softball (A)	VACANT	Spring	\$2,748.38		
Varsity - Lacrosse (B) (H)	Jason Martel	Spring	\$4,962.36	7/30/2021	8/11/2021
JV - Lacrosse (B) (A)	Jeffrey Wolfahrt	Spring	\$2,977.42	7/30/2021	8/11/2021
Varsity - Lacrosse (G) (H)	Caitlin Tremberth	Spring	\$4,962.36	7/30/2021	8/11/2021
JV - Lacrosse (G) (A)	Kaitlin Prince	Spring	\$2,977.42	7/30/2021	8/11/2021
Varsity - Track Outdoor (G) (H)	Chris Quint	Spring	\$4,580.64	7/30/2021	8/11/2021
Varsity - Track Outdoor (B) (H)	EJ Kruse	Spring	\$4,580.64	7/30/2021	8/11/2021
JV - Track Outdoor (B/G) (A)	Logan Gailitis	Spring	\$2,748.38	7/30/2021	8/11/2021
JV - Track Outdoor (B/G) (A)	Ron Ouellette	Spring	\$2,748.38	7/30/2021	8/11/2021
Varsity - Tennis (B)	Donald Stanhope	Spring	\$2,672.04	2/5/2022	

2021-2022 Athletic Stipends Biddeford High School

FALL	Coach's Name	Season	Stipend	Nominated	Approved by Board
Varsity - Tennis (G)	Teri Schang	Spring	\$2,672.04	7/30/2021	8/11/2021
Summer Conditioning	Steve Allosso	2022	\$1,908.60	7/30/2021	8/11/2021
Field Lining - Spring	Shawn Descoteaux	2022	\$1,500.00	7/30/2021	8/11/2021
BHS - Co-Curricular					
Annual - 2021-2022					
Choral Director	Wesley Raines	21-22	\$2,229.00	10/12/2021	10/27/2021
Drama Director	Bruce Brasier	21-22	\$2,229.00	10/22/2021	10/27/2021
Instrumental Director	Mike Murphy	21-22	\$3,343.50	10/12/2021	10/27/2021
Fall - 2021					
Marching Band Director	Mike Murphy	2021	\$3,343.50	10/12/2021	10/27/2021
BHS Drill Instructor	Brandon Johnson	2021	\$2,229.00	10/12/2021	10/27/2021
BHS Color Guard	Margaret Pitt	2021	\$2,229.00	10/12/2021	10/27/2021
BHS Percussion	Grace Murphy	2021	\$2,972.00	10/12/2021	10/27/2021
BHS Tech	Will Martin	2021	\$1,192.00	10/12/2021	10/27/2021
Winter - 2021-2022					
Marching Band Director	Mike Murphy	21-22	\$2,972.00	10/12/2021	10/27/2021
BHS Visual Design	Brandon Johnson	21-22	\$1,490.00	10/12/2021	10/27/2021
BHS Percussion	Grace Murphy	21-22	\$1,490.00	10/12/2021	10/27/2021
Percussion Staff - Winter	Mike Caliandro	21-22	\$1,486.00	1/21/2022	1/26/2022
BHS Tech	Will Martin	21-22	\$1,192.00	10/12/2021	10/27/2021
Non-Instrumental Stipends					
Civil Rights Team Advisor	Dave Nelson (1/4)	21-22	\$278.62	10/12/2021	10/27/2021
Civil Rights Team Advisor	Clarence Holman (1/2)	21-22	\$557.25	10/12/2021	10/27/2021
Civil Rights Team Advisor	Jordan Seavey (1/4)	21-22	\$278.62	10/12/2021	10/27/2021
Debate Team Coach	Not Offered				

2021-2022 Athletic Stipends Biddeford High School

FALL	Coach's Name	Season	Stipend	Nominated	Approved by Board
Interact	Hanah Johnson	21-22	\$1,114.50	10/12/2021	10/27/2021
Freshmen Mentor Advisor	Joyce Tarp	21-22	\$1,486.00	10/12/2021	10/27/2021
Robotics	Carol LePauloue	21-22	\$1,114.50	10/12/2021	10/27/2021
National Honor Society	Doreen Collin (1/2)	21-22	\$557.25	10/12/2021	10/27/2021
National Honor Society	Vicki Salo (1/2)	21-22	\$557.25	10/12/2021	10/27/2021
Journalism	Bruce Brasier	21-22	\$1,114.50	10/12/2021	10/27/2021
Math Team Advisor	James Grover	21-22	\$1,114.50	10/12/2021	10/27/2021
Odyssey of the Mind Cord.	Vicky Salo	21-22	\$1,114.50	10/12/2021	10/27/2021
Student Council Advisor	Becky Auten (1/3)	21-22	\$743.00	10/12/2021	10/27/2021
Student Council Advisor	Hannah Johnson (1/3)	21-22	\$743.00	10/12/2021	10/27/2021
Student Council Advisor	James Grover (1/3)	21-22	\$743.00	10/12/2021	10/27/2021
Yearbook Advisor	Heather Tremblay	21-22	\$2,972.00	10/12/2021	10/27/2021

To: Biddeford School Committee
From: Jeremy Ray, Superintendent of Schools
Date: February 2, 2022
Re: Revolving Renovation Grant Awards

The Maine Department of Education's School Revolving Renovation Fund (SRRF) provides funding assistance to school administrative units (SAUs) to ensure that students have a safe, healthy and appropriate learning environment. The SRRF offers funding where SAUs have identified needs in the areas of health and safety, building systems, energy and water conservation, and learning space upgrades.

The SRRF has the following priorities:

- Priority 1: Health, safety, and compliance issues including roof structural upgrades; improvements to indoor air quality; compliance with the Americans with Disabilities Act; hazardous material abatement or removal; and other health, safety, and compliance issues
- Priority 2: Repairs and improvements not related to health, safety and compliance limited to repairs and improvements to school building structures, windows, doors and water supply or waste disposal systems.
- Priority 3: Repairs and improvements related to energy and water conservation
- Priority 4: Upgrades of learning spaces
- Priority 5: Other projects

The SRRF is funded through the Maine Municipal Bond Bank. It is a State and local partnership with each providing a portion of a project's funding.

The fund provides loans to SAUs to finance project expenditures. A portion of each loan is considered a grant and is forgiven. The forgiveness rate ranges from 30 percent to 70 percent and is based on the percentage of State subsidy paid to the local SAU. The remaining balance of the loan is paid back over either five or 10 years at a 0 percent interest rate. The loan repayments revolve back into the SRRF and are then used to fund other approved projects. The maximum loan that can be provided is capped at \$1 million per priority, per school building within any five-year period.

Jeremy Ray, Superintendent
Christopher Indorf, Assistant Superintendent

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

The Biddeford School Department has been approved for the following projects funded by the State of Maine at a 42.39%. The Biddeford Community would be responsible for 57.61% of the cost paid over 10 years at 0 percent interest.

Project	Cost	State Grant	Balance
COT - ADA Bathrooms	\$499,504.00	\$211,739.75	\$287,764.25
COT - IAQ - Air Quality	\$361,212.00	\$153,117.77	\$208,094.23
COT - Asbestos Removal	\$82,175.00	\$34,833.98	\$47,341.02
COT - Windows Replacement	\$1,000,000.00	\$423,900.00	\$576,100.00
BIS - Door Security	\$42,000.00	\$17,803.80	\$24,196.20
BIS - Window Replacement	\$438,290.00	\$185,791.13	\$252,498.87
BPS - ADA Toilet Upgrade	\$624,653.00	\$264,790.41	\$359,862.59
BPS - Door Security	\$49,900.00	\$21,152.61	\$28,747.39
BPS - Window Replacement	\$774,701.00	\$328,395.75	\$446,305.25
Total	\$3,872,435.00	\$1,641,525.20	\$2,230,909.80
10 Year Zero Interest Loan Payment			\$223,090.98

In order to move forward with these projects, the board and citizens will have to take the following actions:

- School Committee - approve the projects at the board level and allocate the funds to the FY23 budget
- City Council - approve the school budget prior to the local referendum
- Public - Vote on the ballot questions in the June election (separate vote from the school budget approval)

ADMISSION OF HOMELESS STUDENTS

The Biddeford School Department recognizes that homelessness alone should not be a sufficient reason to separate students from the mainstream school environment. The Biddeford School District will strive to ensure that homeless students are identified and provided access to the same free and appropriate public education provided to other students in the school system. In accordance with federal and state law and regulations, the school unit will provide homeless students with access to the instructional programming that supports achievement of the content standards of Maine's system of Learning Results and to other services for which they are eligible. Students shall not be segregated into a separate school or program based on their status as homeless, nor shall they be stigmatized in any way.

I. DEFINITIONS

- A. "Homeless" students are those who lack a fixed, regular, and adequate nighttime residence and include the following:
 - 1. Children and youths who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters; are abandoned in hospitals; or are awaiting foster care placement.
 - 2. Children and youths who have a primary nighttime residence that is a public or private place not designated for or ordinarily used as regular sleeping accommodation for human beings.
 - 3. Children and youths who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings.
 - 4. Migratory children who meet one of the above-described circumstances.
- B. "School of origin" means the school that the child or youth attended when permanently housed or the school in which the child or youth was last enrolled.
- C. "Unaccompanied youth" refers to a youth not in the physical custody of a parent or guardian (e.g., runaway and "throw away" children and youth).

II. ENROLLMENT/PLACEMENT

~~The school unit will determine, according to the best interest of the child or youth, whether the child or youth will be enrolled in the school of origin or in the public school that non-homeless students who live in the attendance area in which the child is actually living are eligible to attend. In determining the best interest of the child or youth, the school unit will, to the extent feasible, keep the child or youth in the school of origin, unless doing so is contrary to the wishes of the parent.~~

~~If the youth is unaccompanied by a parent or guardian, the homeless liaison will assist in placement and enrollment decisions, with the views of the youth taken into consideration.~~

~~The school selected shall immediately enroll the homeless child or youth, even if the child or youth is unable to produce records normally required for enrollment, such as previous academic records, immunization records, evidence of residency, or other documentation.~~

~~The school unit may require a parent or guardian of a homeless child or youth to provide contact information.~~

~~The school unit must provide a written explanation, including a statement regarding the right to appeal, to the parent or guardian of the homeless child or youth if the school unit sends the child or youth to a school other than the school of origin or other than a school requested by the parent or guardian.~~

~~In the case of an unaccompanied youth, the homeless liaison will provide notice of the right to appeal.~~

~~The enrolling school shall contact the school last attended by the child or youth to obtain relevant academic and other records. If the child or youth needs to obtain immunizations or immunization or medical records, the parent or guardian of the homeless child or youth will be referred to the homeless liaison for assistance.~~

III. ENROLLMENT DISPUTES

~~If there is a dispute concerning enrollment, the child or youth shall be immediately enrolled in the school in which enrollment is sought, pending resolution of the dispute. The parent or guardian will be provided, in writing, with a written explanation of the school unit's decision and the right to appeal the decision.~~

~~The homeless liaison shall ensure that an unaccompanied youth is enrolled in school, pending resolution of a dispute.~~

IV. SERVICES

~~Homeless students shall be provided services comparable to services available to other students in the school system including, but not limited to, transportation services; educational services for which the student meets the eligibility criteria, such as educational programs for disadvantaged students, students with disabilities, gifted and talented students, and students with limited English proficiency; vocational and technical programs; preschool programs; before and after school-care programs; and school meals/nutrition programs.~~

V. TRANSPORTATION

~~Homeless students are entitled to transportation to their school of origin or the school where they are to be enrolled. If the school of origin is in another school unit and the student is enrolled in the Biddeford School District, or if a homeless student's school of origin is in the Biddeford School District but he or she is enrolled in a different school unit, the school systems will coordinate the transportation services necessary for the student, or will share the responsibilities and costs equally.~~

VI. RECORDS

~~Any records ordinarily kept by the school, including immunization records, medical records, academic records, birth certificates, guardianship records, and evaluations for special services or programs, regarding each homeless student, shall be maintained so that records may be transferred when a student enters a new school system. Access to records will be available to parents and students in accordance with the Family Educational Rights and Privacy Act (FERPA).~~

VII. HOMELESS STUDENT LIAISON

- ~~A. The Superintendent shall designate an individual to act as the school unit's Homeless Student Liaison. The school unit shall inform school personnel, service providers and advocates working with homeless families of the duties of the school unit's Homeless Student Liaison.~~
- ~~B. The Homeless Student Liaison will be responsible for ensuring that:

 - ~~1. Homeless children and youths are identified by school personnel and through coordination activities with other entities and agencies;~~
 - ~~2. Homeless children and youths enroll in and have a full and equal opportunity to succeed in schools within the school unit;~~~~

3. Homeless families, children, and youths receive educational services for which they are eligible, including Head Start, Even Start, and preschool programs administered by the school unit, and referrals to health care services, dental services, mental health services, and other appropriate services;
4. The parents or guardians of homeless children and youths are informed of the educational and related opportunities available to their children and are provided with meaningful opportunities to participate in the education of their children;
5. Public notice of the educational rights of homeless children and youths is disseminated where such children and youths receive services, such as schools, family shelters, and soup kitchens;
6. Enrollment disputes are mediated in accordance with law;
7. The parent or guardian of a homeless child or youth, and any unaccompanied youth, is fully informed of all transportation services, including transportation to the school of origin, and is assisted in accessing transportation to the school the student will be attending;
8. Unaccompanied youths are assisted in placement or enrollment decisions and provided notice of the right to appeal; and
9. Children or youths who need to obtain immunizations or immunization medical records receive assistance.

Legal References: 42 U.S.C. § 11431-11435
20-A M.R.S.A. §§ 261, 5205(7)
Ch. 14 (Me. Dept. of Ed. Rules)
Maine State Plan for the Education of Homeless Children and Youth

Adopted: April 27, 1999

Revised: May 22, 2012

HOMELESS STUDENT APPEAL PROCESS

McKinney-Vento Dispute Resolution Process

Introduction:

~~Under the McKinney-Vento Homeless Assistance Act and Maine Education Rules Chapter 14, Biddeford School Department is responsible for evaluating a student's eligibility for homeless education services. For students deemed eligible, Biddeford School Department must then determine whether it is in the student's best interest to continue attending the school of origin or transition to a school available based on the student's current residence. It is Biddeford School Department's responsibility to make the best interest determination when it is the School Administrative Unit of Origin, but the Department may also make this determination as to the Administrative Unit of Current Residence upon a family's request or if the SAU of Origin does not do so promptly. Biddeford School Department will always aim to involve parents, guardians, and unaccompanied youth in its eligibility and best interest decision making, but ultimately the responsibility for making these determinations rests with School Department. The following dispute resolution process is meant to be used when the school's decision contradicts the wishes of the family.~~

~~In those cases, Biddeford School Department will provide the parent, guardian, or unaccompanied youth with a clear written explanation, using language that is accessible to the recipient, of the reasons for its determination and will inform the parent/guardian/unaccompanied youth of their right to request dispute resolution. Should dispute resolution be requested, the student is assumed to be eligible for services under the McKinney-Vento Act and may attend the family's preferred school for the full time that the determination remains in dispute. Biddeford School Department will carry out this process expeditiously, fairly, respectfully, and confidentially to minimize uncertainty and disruption to the education of the student.~~

Dispute Resolution Process:

Step 1: Notice to the Homeless Liaison

~~The parent/guardian/unaccompanied youth is referred to the local homeless liaison for an explanation of and assistance with the dispute resolution process. Parent/guardian/unaccompanied youth notifies the liaison in writing that they intend to dispute the determination. Should the disputant notify a staff member other than the liaison, that staff person will immediately convey the notice to the homeless liaison. The liaison ensures that the student is immediately enrolled in the disputant's preferred school and is receiving all services to which a homeless student is entitled.~~

Step 2: Review by Building Administrator

~~The homeless liaison conveys the request to the Building Administrator, who has 7 working days to review the disputed determination. The Building Administrator may meet with the disputant to gain a better understanding of their perspective and/or may gather additional information from the family, homeless liaison, and other staff as needed. Within 7 business~~

days, the Building Administrator informs the disputant of his or her decision and reasoning in writing and provides a copy to the homeless liaison.

Step 3: Appeal to the Superintendent

The homeless liaison confers with the disputant regarding the Building Administrator's determination and informs the disputant that the decision can be appealed to the Superintendent if they remain dissatisfied. If the disputant chooses to appeal, the liaison obtains a written response from the disputant and conveys the cumulative dispute file to the Superintendent. The Superintendent may meet with the disputant and/or gather additional information needed to fairly review the disputed determination. The Superintendent will provide a written response to the appeal request within 10 working days of the disputant's notice of appeal. A copy is provided to the homeless liaison.

Step 4: Appeal to the Maine Department of Education

The homeless liaison confers with the disputant to determine whether they are satisfied with the outcome of the local appeal. If the disputant remains dissatisfied, the liaison assists the disputant in submitting a state-level appeal via the process outlined in [Maine Education Rules Chapter 14, Section 7](#). The local homeless liaison gathers all documentation from the local appeal process, assists in the completion of the state-level dispute resolution request form, and submits the completed file to the State Homeless Education Consultant electronically or via post.

[JFABD-R Dispute Resolution Form](#)

Cross Reference: JFABD—Admission of Homeless Students
JFABD-R1—Maine Homeless Education State Level Dispute Resolution Process

Legal References: 42 U.S.C. § 11431-11435
20 A.M.R.S.A. §§ 261, 5161-5164, 5205(7), 5205
Ch. 14 (Me. Dept. of Ed. Rules)
Maine State Plan for the Education of Homeless Children and Youth

Adopted: April 27, 2021

Dispute Resolution Form

This form is to be completed by the parent/guardian or unaccompanied youth when a dispute arises over school enrollment or transportation assistance.

School Name: _____

School Address: _____ Phone: _____ Fax: _____

Student's Name: _____ I.D. # _____ Grade: _____

Current Address: _____ Current Phone: _____

Parent/Guardian: _____

Relationship: _____ Parent _____ Guardian _____

Unaccompanied Youth _____ Other _____

Current Address: _____ Current Phone: _____

I wish to appeal the enrollment decision made by: _____

School: _____

I have been provided with a written explanation of the school's decision (check one):

_____ Yes _____ No

You may include a written explanation to support your appeal in this space, or you may provide your explanation verbally to the District Homeless Liaison at (282-8280) cindorf@biddefordschooldepartment.org. The State Homeless Liaison can be contacted at 207-624-6637. If you respond in writing, please attach to (and return) this form.

Name of School that parent choses child to be immediately enrolled in and/or transported to/from until dispute is resolved:

*Is this the school of origin? _____ Yes _____ No

**School of Origin means the school that the child attended when permanently housed or the school in which the child was last enrolled.*

If no, from which school was the student transferred? _____

Signature of person submitting dispute: _____ Date: _____

Return completed form to School or District Homeless Liaison: _____

ACTIONS on the Complaint

Taken within _____ school day(s) after receiving notice of the complaint.

Date Homeless Liaison was notified of the dispute:

Action taken by Administrator to resolve the dispute: _____

Was the Dispute resolved? _____ Yes _____ No

Explanation: _____

EDUCATION OF HOMELESS STUDENTS

Biddeford School Department recognizes its statutory obligation to provide a free public education to homeless children and youth. Homeless students will not be segregated or stigmatized on the basis of their homelessness. In cooperation with other school units, Biddeford School Department will provide homeless students with suitable programs that assure equal access to education. Such education shall be provided according to the best interests of the homeless student, meaning that, to the extent feasible, the student's education shall continue in the school the student last attended before becoming homeless, unless doing so is contrary to the wishes of the student's parents or guardian.

Biddeford School Department shall file with the Maine Department of Education, as part of its annual Title I Plan, a description of services that will be provided to homeless children. The Superintendent will designate a Liaison for Homeless Children and Youth who will coordinate the school unit's services for homeless students. The Liaison will be responsible for identifying and enrolling homeless students so they receive the educational services for which they are eligible.

The Superintendent is authorized to develop and implement any administrative procedures necessary to carry out this policy, consistent with applicable statutes and regulations.

Legal Reference: 42 U.S.C. § 11431 et seq. (The McKinney-Vento Homeless Assistance Act)
20-A M.R.S.A. §§ 13-A, 261 and 5205
Me. Dept. of Educ. Rule Ch. 14

Adopted: _____

EDUCATION OF HOMELESS STUDENTS ADMINISTRATIVE PROCEDURE

This administrative procedure implements the Board’s policy JFABD – Education of Homeless Students.

A. Homeless Education Liaison

The Superintendent shall designate a Homeless Education Liaison (“Homeless Liaison”). The Homeless Liaison is responsible for coordinating school unit services for homeless students and for unaccompanied homeless students. All questions regarding enrollment, programming and services for homeless students will be referred to the Homeless Liaison. The Homeless Liaison is expected to consult with school administrators and the Superintendent in making determinations of homelessness, enrollment, and programming decisions for students. The Homeless Liaison shall ensure that Biddeford School Department meets all other requirements under federal and state law/regulations.

B. Definitions

1. **Homeless student.** A homeless student means a student eligible to attend preschool, elementary, or secondary school who:

a. Lacks a fixed, regular, and adequate night-time residence; and

b. Includes:

(1) Students who are sharing the housing of other persons due to loss of housing, economic hardship, or a similar reason; are living in motels, hotels, trailer parks, or camping grounds due to the lack of alternative adequate accommodations; are living in emergency or transitional shelters, or are abandoned in hospitals;

(2) Students who have a primary night-time residence that is a public or private place not designated for or ordinarily used as regular sleeping accommodation for human beings;

(3) Students who are living in cars, parks, public spaces, abandoned buildings, substandard housing, bus or train stations, or similar settings; and

(4) Migratory students who are living in circumstances described in 1) through (3).

2. **Unaccompanied homeless student.** An unaccompanied homeless student is a homeless student, as defined above, who is not in the physical custody of a parent or guardian.

C. Determination of Homelessness

1. If a student seeks to enroll in Biddeford School Department as a homeless student, the Homeless Liaison shall be informed as soon as possible by the building administrator or designee.
2. The Homeless Liaison shall take the following steps:
 - a. Meet with the student's parent or guardian, or in the case of an unaccompanied homeless student (a student not in the physical custody of a parent or guardian), with the student.
 - b. Determine whether the student is a "homeless student" or "unaccompanied homeless student" as defined in the Act, in consultation with appropriate administrators. In making this determination, the Homeless Liaison will gather relevant information, including, but not limited to, information about the student's and parent/guardian's current and past living situations, the reasons for the student's current living situation, the availability of other living arrangements for the student, and records required for enrollment.
 - c. If the student is determined to be homeless, the parent/guardian (or student if an unaccompanied homeless student) will be informed of the enrollment options available to the student and transportation services available.
3. If it is determined that the student is not homeless, the parent/guardian (or student if an unaccompanied homeless student) will be provided with a written explanation of the school's decision, including information regarding the right to appeal the decision (as explained in section I below).

D. Student Enrollment

Biddeford School Department will facilitate the student's enrollment in school, according to the student's best interest (as explained in subparagraph 2 below).

1. Enrollment options could include:
 - a. Continuing the student's enrollment in the student's "school of origin" (the public school the student attended when permanently housed or, if the student was not attending school when he/she became homeless) for the duration of homelessness in any case in which a family becomes homeless between academic

years or during an academic year and for the remainder of the academic year if the student becomes permanently housed during an academic year, or

b. Attending the public school in the attendance area where the student is now actually living.

2. The student is to be enrolled in a school according to the student's "best interests," which will include student-centered factors such as the impact of mobility on achievement, education, health, and safety of the student. Furthermore, the Homeless Liaison shall presume that keeping the student in the school of origin is in the student's best interest, except when doing so is contrary to the request of the child's parent/guardian, or (in the case of an unaccompanied homeless student) the student's own wishes. When applicable, the Homeless Liaison will consider information about the student's disability in the determination of "best interests." The Homeless Liaison will also consider the views of the school administrative unit of current residence.

3. If a student is to be enrolled in a school other than the school of origin or the school requested by the parent/guardian (or the unaccompanied homeless student), the Homeless Liaison shall provide the parent/guardian (or unaccompanied homeless student) with a written explanation, including information regarding the right to appeal the decision (see below).

4. A student determined to be homeless shall be immediately enrolled in a school if found to be in the student's best interests, even if the student is unable to produce records normally required for enrollment (such as academic records and immunization records), or pending any appeal of a school enrollment decision.

5. In the event a dispute arises over-enrollment in a school, the student shall be immediately enrolled in the school in which enrollment is sought, pending final resolution of the dispute.

E. Educational and Transportation Services

Homeless students shall be provided services comparable to those offered to other students in the same school, including:

1. Educational services for which the student is eligible, including but not limited to preschool, special education, gifted and talented programs, vocational programs, college readiness, school choice options, before and after school programs, school meals through the National School Lunch Program, Title I and limited English proficiency programs, and other school-based support services.

2. Transportation services. If requested by the parent/guardian (or in the case of an unaccompanied homeless student, the liaison), homeless students must be provided with

daily transportation to or from the school of origin. If the student continues to live in the area served by the school unit in which the school of origin is located, that school unit must provide or arrange for the student's transportation to or from the school of origin. If the student continues to attend the school of origin and the student begins living in an area served by another school unit, the school unit of origin and the school unit of residence must agree upon a method to apportion the responsibility and costs for providing transportation to and from the school of origin. If the school units cannot agree upon a method, the responsibility and costs for transportation are to be shared equally.

F. Coordination with Other School Units and Agencies

The Homeless Liaison shall be responsible for coordinating with local social service and other agencies and other school units as necessary to ensure that homeless children and youth have access to education and related support services. The Homeless Liaison will provide referrals to homeless families/children for health care services, dental services, mental health, and substance abuse services, housing services, and other appropriate services as necessary.

G. Recordkeeping and Student Privacy

The Homeless Liaison shall ensure proper recordkeeping of information required under federal and state regulations. Information regarding a student's living situation is subject to federal and state privacy laws, such as the Federal Education Records and Privacy Act (FERPA).

H. Public Notice

The Homeless Liaison is responsible for providing all required notices and any other information required to be shared or distributed with parents/guardians (or unaccompanied homeless students) by law. The Homeless Liaison will identify the appropriate method to distribute and post information so that it is readily accessible to the public.

I. Dispute Resolution

1. Biddeford School Department Appeal Procedure

- a. If a parent/guardian (or unaccompanied homeless student) is dissatisfied with the determination by the Homeless Liaison that a student is not homeless or with the enrollment decision, he/she may appeal the decision in writing to the Superintendent within five (5) school days.
- b. The Superintendent shall review pertinent records and conduct further investigation if deemed appropriate. The Superintendent shall notify the parent/guardian (or unaccompanied homeless student) of his/her decision in writing within twenty (20) school days.
- c. If the parent/guardian (or unaccompanied homeless student) is dissatisfied with the Superintendent's decision, he/she may ask the Homeless Liaison to forward the

appeal to the Department of Education for final resolution. This request must be made within five (5) school days of the parent/guardian's receipt of the decision.

2. Maine Department of Education Dispute Resolution Process

a. When disagreement remains after the Biddeford School Department appeal procedure, the Homeless Liaison will assist the parent/guardian, or unaccompanied homeless student in assembling an appeal packet for submission to the State Homeless Education Coordinator of the Maine Department of Education, if requested. Appeals to the Maine Department of Education will be handled as specified in Maine Department of Education Rule Chapter 14, including an Initial State Review by the State Homeless Education Coordinator and a final appeal, if requested, by the Commissioner of Education.

b. Disputes among school units. In situations where there is a disagreement between Biddeford School Department and another school unit over a determination of eligibility or best interest, Biddeford School Department may request informal assistance from the State Homeless Education Coordinator. Should the disagreement persist, Biddeford School Department or the other school unit may initiate the dispute resolution process specified in Maine Department of Education Rule Chapter 14. In such a case, the Homeless Liaison will assist the parent/guardian (or unaccompanied homeless student) in assembling any documents they wish to submit if requested.

Cross Reference: JFABD - Admission of Homeless Students
JFABD-R1 - Maine Homeless Education State Level Dispute Resolution Process

Legal References: 42 U.S.C. § 11431-11435
20-A M.R.S.A. §§ 261, 5161-5164, 5205(7), 5205
Ch. 14 (Me. Dept. of Ed. Rules)
Maine State Plan for the Education of Homeless Children and Youth

Adopted: _____

COMMITTEE-DECLARED VACANCY CAUSED BY ABSENTEEISM

When a member must be absent from a regular meeting of the School Committee for any reason, that member shall contact the Committee Chair and request to be excused from the meeting; if the Chair must be absent, he/she shall contact the vice-Chair. The Chair or vice-Chair shall determine whether or not the request shall be granted unless otherwise ruled by a majority of the Committee. The minutes of each meeting shall reflect the names of the members present, those absent with excuse (if any), and those absent without excuse (if any).

The Committee shall take the following action when a member is absent without excuse.

- A. After two consecutive unexcused absences from regular meetings, the member shall be notified in writing by the Committee informing him/her that a third consecutive unexcused absence from a regular meeting will constitute cause for the Committee to consider declaring his/her seat on the Committee vacant.
- B. After three consecutive unexcused absences from regular meetings, the Committee shall notify said member in writing that the Committee will consider declaring his/her seat vacant at the next regular meeting of the Committee or at a special meeting called for the purpose of considering this matter.
- C. At the meeting where the declaration of a vacancy, in accordance with this policy, is being considered, the Committee member who is the subject of the action shall be provided the opportunity to present his/her reasons why the Committee should not declare a vacancy.
- D. Following the deliberation outlined in sections B and C of this policy, the Committee shall vote whether or not to declare a vacancy.
- E. Should a vacancy be declared in accordance with this policy, the vacancy shall be filled in accordance with the appropriate provisions of MRSA Title 20-A.

- F. An absence for any of the following reasons shall be routinely considered an excused absence: Illness of the member or members of his/her immediate family, death in the member's family, a short-term family obligation, or an unavoidable commitment related to the member's employment (so long as such a commitment is not of the type which prevents the member from attending on a regular basis). Absences for reasons other than those identified above shall be considered by the Committee on an individual basis.

Legal Reference: 20-A MRSA § 1254 (SAD)
20-A MRSA § 1653 (CSD)
20-A MRSA § 2305 (NON-CHARTERED MUNICIPALITY)
20-A MRSA § 1474 (RSU)

Adopted: _____

EARNED PAID LEAVE

Biddeford School Department will comply with all applicable provisions of Maine's Earned Paid Leave (EPL) law, which takes effect January 1, 2021, and with Maine Department of Labor rules governing EPL.

The Superintendent/designee shall be responsible for developing and implementing administrative procedures to implement use of EPL under this policy.

Notice of the EPL law will be posted in a visible location in each workplace.

Administrative procedures, including employee eligibility, use of leave, and employee notice requirements will be provided to employees in writing and/or through electronic communications, the school unit's employee handbook, or other suitable means.

Legal Reference: 26 MRSA § 637
Maine Dep't of Labor Bureau of Labor Standards Rule Ch. X

Cross-Reference: GBN–Family and Medical Leave
GBO–Family Sick Leave

Adopted: _____

Extracurricular Code of Conduct

Athletic and Co-Curricular Activities

The athletic and co-curricular programs are integral parts of the school program and come under the authority of the school administration to the same degree as all other phases of the school program.

Participation and Eligibility & Code of Conduct

Student-athletes and co-curricular participants are expected to be good citizens and good students before they consider participation in any school-sponsored extracurricular activity. Co-curricular opportunities are a privilege offered to students who maintain acceptable academic performance and appropriate young adult behavior. Athletic and activity eligibility will always be secondary to community expectations for appropriate behavior and academic achievement. The school's administration reserves the right to rescind athletic and/or activity participation from any student when it is determined that their participation is not in the best interests of the student, team, and/or school.

Eligibility for Middle School Students

Students must meet academic requirements. To be eligible to participate in co-curricular activities, sixth, seventh, and eighth-grade students must *not* have a "Habits of Work and Learning" average score lower than 2.5 in two or more classes. Student scores will be reviewed at the start of each season and periodically throughout the athletic season. Students with two or more classes with a HOW score below 2.5 in Habits of Work will be deemed ineligible. Students deemed ineligible will be allowed to practice but will not be allowed to participate in games, scrimmages, or contests. It will be the responsibility of the student-athlete to communicate with the teacher(s) and the athletic director to determine when the athlete will be eligible. Any special exceptions must be approved by the principal.

BHS Co-Curricular Eligibility Policy

A student must carry a minimum of four (4) credits per semester. Twelfth-grade students may apply to reduce their course load to three (3) credits under extenuating circumstances as determined by their guidance counselor and/or a building administrator. A student must be passing a minimum of three (3) courses to be eligible to participate in athletics or activities. This includes seniors who are only taking three (3) credits. 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. A student may regain eligibility through the supplemental Summer School Program or any other means of grade or credit improvement. Academic eligibility is determined based on progress reports (2nd, 3rd, & 4th quarters) and at the end of each term. Student-athletes may practice while ineligible, but may not dress in a uniform or play in scheduled activities such as games or scrimmages. Coaches are responsible for the implementation of this policy, and the procedures set forth in the Athletic Department's handbook.

Conduct

Violations of Board policy, student handbooks, and other community norms may result in the loss of privileges, up to and including participation in contests, games, performances, etc.

Permission

All athletes must have the online registration completed by their parent/guardian.

Transportation

Students are expected to travel to and from away contests on the school district transportation. Students with extenuating circumstances may travel with parents or guardians, or drive themselves if they are licensed drivers, with written permission. Students are not permitted to travel to away contests with other students.

Physical Exam

All athletes must have a medical examination before participating (valid for 2 calendar years).

Insurance

All athletes must have insurance coverage before participating. Students who do not have health insurance may purchase accident insurance through the school program.

Training

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

Smoking/Vaping

Athletes and participants in co-curricular activities will not smoke, vape, chew or sniff tobacco during the season of participation. Any infraction will result in a one-game suspension. Any second infraction will result in dismissal from the team for the remainder of the school year.

Alcohol and Drugs

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

1. 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.
2. In the event of a second incident, the participant will be dismissed from the team/activity for the remainder of the school year.

Dress

Participants in athletics or other extracurricular activities represent not only themselves but their school and the district and are expected to dress in accordance with the Committee's policy on student dress while traveling to and from events.

Attendance

A student must be in attendance at school on the day of an activity in order to participate in any sport or co-curricular activity. This includes meetings, practices, games, dances, and competitions. Exceptions will be made for school-sponsored field trips, bereavement, medical appointments, and religious observances. Any special exceptions must be approved by an administrator.

Student Covid Guidelines

Students must read and follow the Covid Safety Guidelines.

Cross Reference: JICH – Student Drug, Alcohol and Tobacco Use
JICH-R – Student Drug, Alcohol and Tobacco Use Administrative Procedure

JIC – Student Code of Conduct
JICIA – Weapons, Violence and School Safety
JICK – Bullying and Cyberbullying of Students
JJJ-JJIC – Academic Eligibility
JKD – Suspension of Students
JKE – Expulsion of Students
JLCD – Administering Medications to Students
JRA – Student Records

Adopted: _____

PUBLIC'S RIGHT TO KNOW/FREEDOM OF ACCESS

The Biddeford School Committee recognizes the importance of a well-informed public to the operations of the Biddeford School Department. The Biddeford School Committee will comply with all applicable sections of Maine's Freedom of Access Act.

The Biddeford School Committee designates the Superintendent, and to act in the absence of the Superintendent, the Assistant Superintendent as the Public Access Officer for the Biddeford School Department. **The Public Access Officer is responsible for ensuring compliance in regard to Freedom of Access requests (see 1MRSA 413(1)).**

The Superintendent, Assistant Superintendent, and any other person(s) designated as a public access officer shall complete the mandated training on the requirements of Maine's Freedom of Access Act.

Except as otherwise provided by statute, all Biddeford School Committee proceedings shall be open to the public, any person shall be permitted to attend, and any records or minutes of such proceedings that are required by law shall be made promptly and shall be open to public inspection.

Biddeford School Committee agendas and minutes proposed and approved Biddeford School Committee policies, annual budget reports, student handbooks and Biddeford School Committee Freedom of Access training documentation/certificates shall be available for immediate inspection and/or copying in the Superintendent's Office. Requests for all other public records shall be made, preferably in writing, to the Superintendent, specifying the records desired for inspection/copying. The Superintendent/designee may request clarification concerning which public record or records are being requested.

The Superintendent/designee shall acknowledge receipt of a request for inspection and/or copying of public records within a reasonable period of time.

If the request is denied, the Superintendent/designee shall inform the requestor in writing within five (5) working days of the request and shall state the reason for denial. Otherwise, inspection and/or copying may be scheduled to occur within a reasonable period of time following the request at a time that will not delay or inconvenience the regular activities of the Biddeford School Department.

The Biddeford School Department is not required to create a record that does not exist.

Electronically Stored Public Records

In compliance with the Freedom of Access Act, the Biddeford School Department will provide access to an electronically stored public record as a printed document or the record or in the medium in which the record is stored, at the requestor's option, except that the Biddeford School Department is not required to provide access to an electronically stored public record as a computer file if the Biddeford School Department does not have the ability to separate or prevent the disclosure of confidential information contained in or associated with that file. The

Biddeford School Department is not required to provide access to a computer terminal.

Fees

Except as otherwise provided by law or court order, the Biddeford School Department may charge fees as follows:

- A. A fee of ~~\$0.25~~ \$0.10 cents per page to cover the cost of copying.
- B. A fee of ~~\$15.00~~ \$25.00 per hour after the first hour of staff time per request to cover the actual cost of searching for, retrieving, and compiling the requested public record. Compiling the public record includes reviewing and redacting confidential information.
- C. If conversion of a public record into a form susceptible of visual or aural comprehension or into a usable format, a fee to cover the actual cost of translation.
- D. A charge for the actual mailing costs to mail a copy of the record.
- E. No fee shall be charged for inspection of public records, unless the record cannot be inspected without being compiled or converted, in which case paragraph B or C applies.

As required by law, the Biddeford School Department will provide the person making the request an estimate of the time necessary to complete the request and of the total cost and, if the estimated total cost exceeds \$100.00, will inform the requestor before proceeding. If the estimated total cost is greater than \$100.00 or if the requestor has previously failed to pay a fee assessed for access to the Biddeford School Department's records, the requestor may be required to pay all or a portion of the estimated cost prior to the search, retrieval, compiling, conversion and copying of the public record.

The Superintendent is directed to develop and implement such administrative procedures as may be necessary to carry out this policy.

Legal Reference: 1 M.R.S.A § 401 et seq.

Cross Reference: BEC, Executive Sessions
 BIC, School Committee Member Freedom of Access Training
 BIC-E, Certification of Completion of Freedom of Access Training
 GBJ, Personnel Records and Files
 JRA, Student Educational Records, and Information

Adopted: January 8, 2013, Revised: _____

FLAG DISPLAYS

In accordance with Maine state law, the United States and Maine flags are to be displayed from the public school buildings of this school unit every school day and on appropriate occasions. Further, the American flag is to be displayed in every classroom in each public school in the unit.

The Superintendent is responsible to furnish each school and facility accordingly and to recommend to the School Committee annually the amount of expenditure necessary to provide sufficient flags and flagstaffs. This School Committee shall appropriate the necessary funds.

~~It shall be the duty of instructors to impress upon the youth by suitable references and observances the significance of the flag, to teach them the cost, the object and principles of our government, the inestimable sacrifices made by the founders of our nation, the important contribution made by all who have served in the armed services of our country since its inception, and to teach them to love, honor and respect the flag of our country that costs so much and is so dear to every true American citizen.~~

Legal Reference: 20-A MRSA §§ 1055, 4805

Cross Reference: IMDA - Patriotic Exercises

Adopted: April 27, 1999

Revised: _____

NEPOTISM

It is the intent of this policy to ensure that employment practices comply with Maine's "prohibited appointments and employment" statute, 20-A §MRSA 2002 and to avoid favoritism and the appearance of favoritism in employment practices.

Definitions:

For the purpose of this policy:

- A. "Immediate family" means spouse, brother, sister, parent, son, or daughter.
- B. "Administrative supervision" refers to the authority of a person in the position of principal or higher.

Employment

It shall be the policy of the Biddeford School Committee not to employ as school unit staff any person who is a member of the immediate family of a School Committee member or of the Superintendent.

By Maine law (20-A MRSA § 1002(2)), a School Committee member's spouse is precluded from employment under any circumstances in any public school within the jurisdiction of the Board to which the member is elected.

Supervision and Evaluation

No person shall be employed in or assigned to a position that is within the administrative supervision of a member of his/her immediate family, nor in a position in which he/she is supervised or evaluated, in whole or in part, by a member of his/her immediate family.

Volunteers

Under Maine law (20-A MRSA § 1002(2-A)), a board member or a board member's spouse may not serve as a volunteer when that volunteer has primary responsibility for a curricular, co-curricular, or extracurricular program or activity

and reports directly to the superintendent, principal, athletic director, or other school administrator within the jurisdiction of the Board.

Grandfather Clause

The provisions of this policy shall only apply upon enactment and are not retroactively applicable to any existing condition of employment.

Legal Reference: 20-A M.R.S.A. § 1002

Cross Reference: BCB – Board Member Conflict of Interest
GAB – Job Descriptions
GDA – Support Staff Positions

Cross Reference (Cont.)

GDGF – Support Staff Employment
IJOC – School Volunteers

Adopted: June 13, 2017



Student Survey Summary

The Future of the BMS

CENTRAL QUESTION, REVISITED

Given:

The changing demographics of our community;

That BHS is currently a 8-12 school, BMS is a 5-7 school, BIS is a 3-4 school;

That the future of the JFK school, in need of more than \$10,000,000 of infrastructure investment, is uncertain

That the arc of the pandemic remains uncertain;

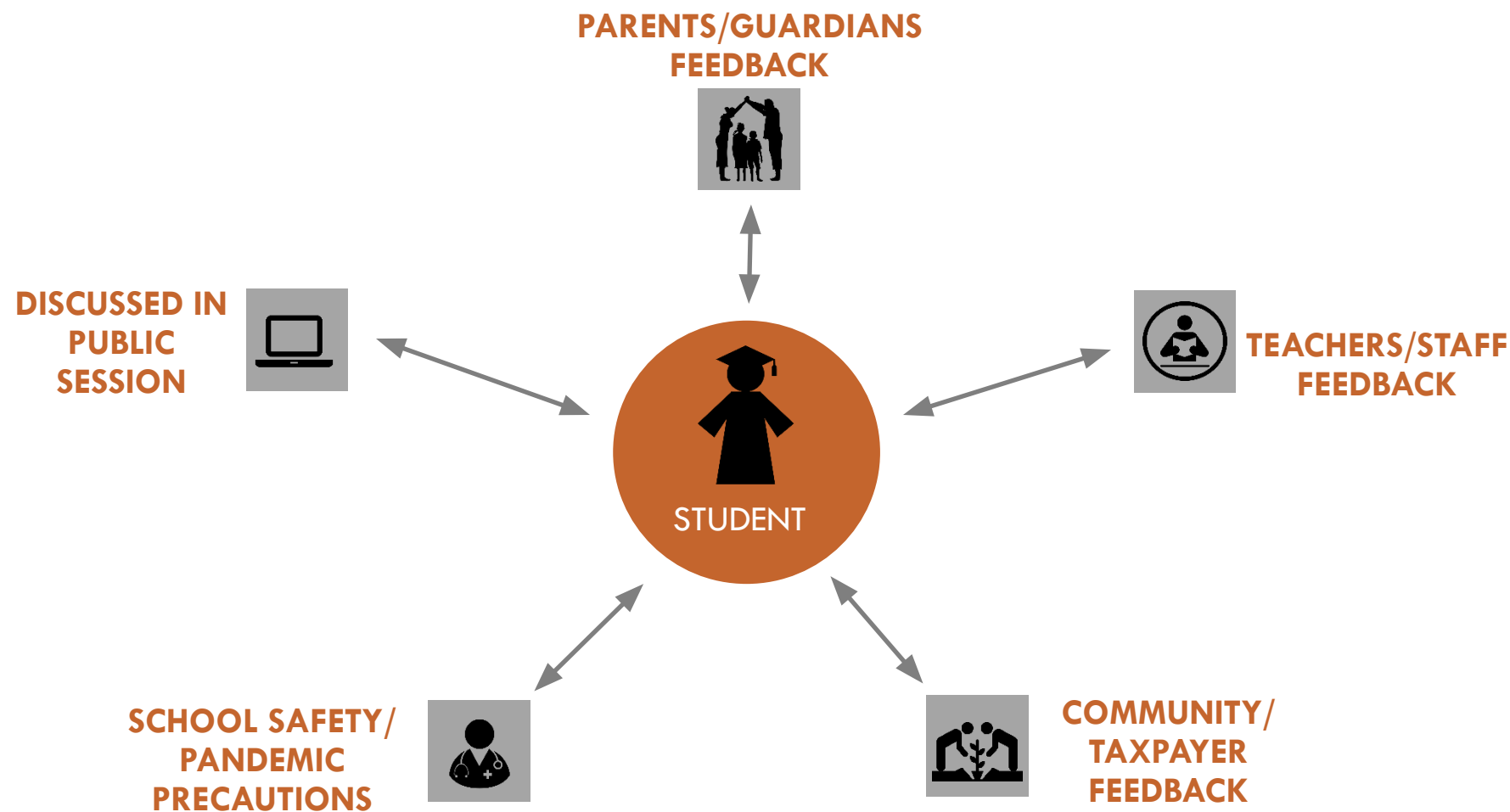
The question before the school committee is how to best populate buildings to:

- Maximize program opportunities for students;
- Run effectively and efficiently;
- Maximize opportunities for collaboration;
- Operate safely.

In sum, there are three options on the table at this hour:

1. Keep the 8th grade at BHS, utilizing federal funds to provide a private wing and expand CTE offerings
2. Return 8th grade to BMS, and utilize federal funds to build a wing to create a grades 5-8 BMS to maintain smaller class sizes, the REE program, and to be prepared for future distancing requirements
3. Status quo ante.

STAKEHOLDER FEEDBACK



STAKEHOLDER FEEDBACK



SURVEY INSTRUMENT

Principal Jacques and Assistant Principal distributed an electronic survey written by Assistant Superintendent Indorf and Director of Instruction Cyr.

Feedback from Superintendent, HS and 8th Grade Assistant Principal.

Response rate adequate for validity

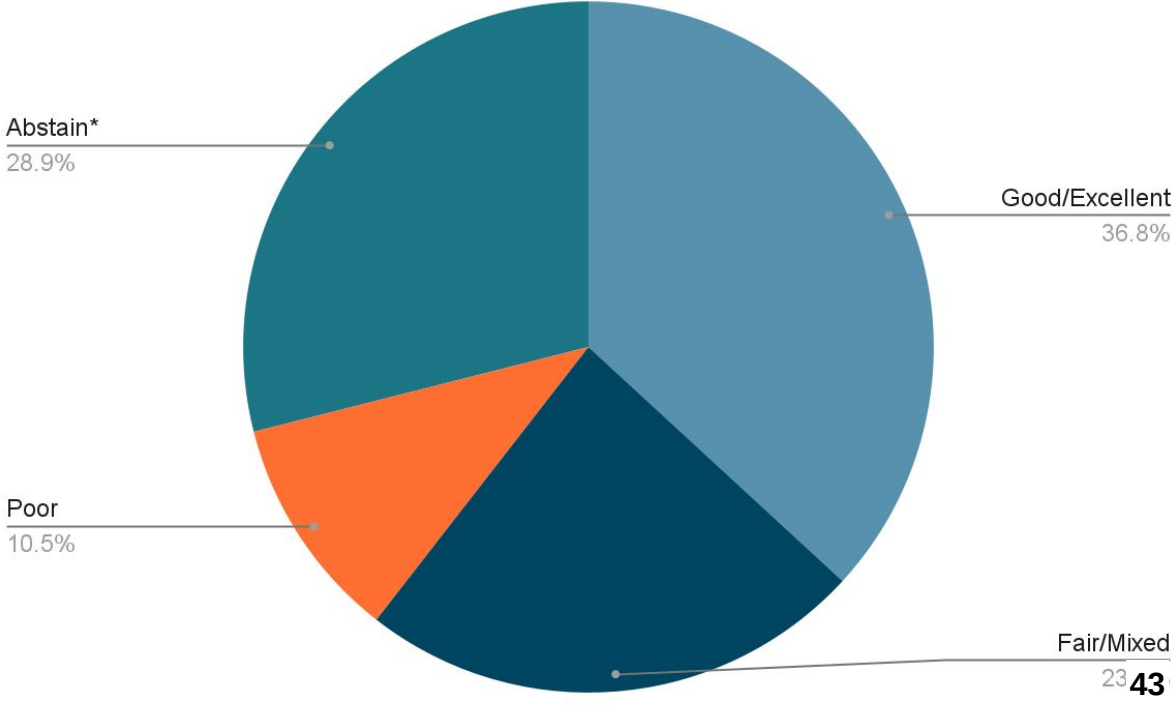
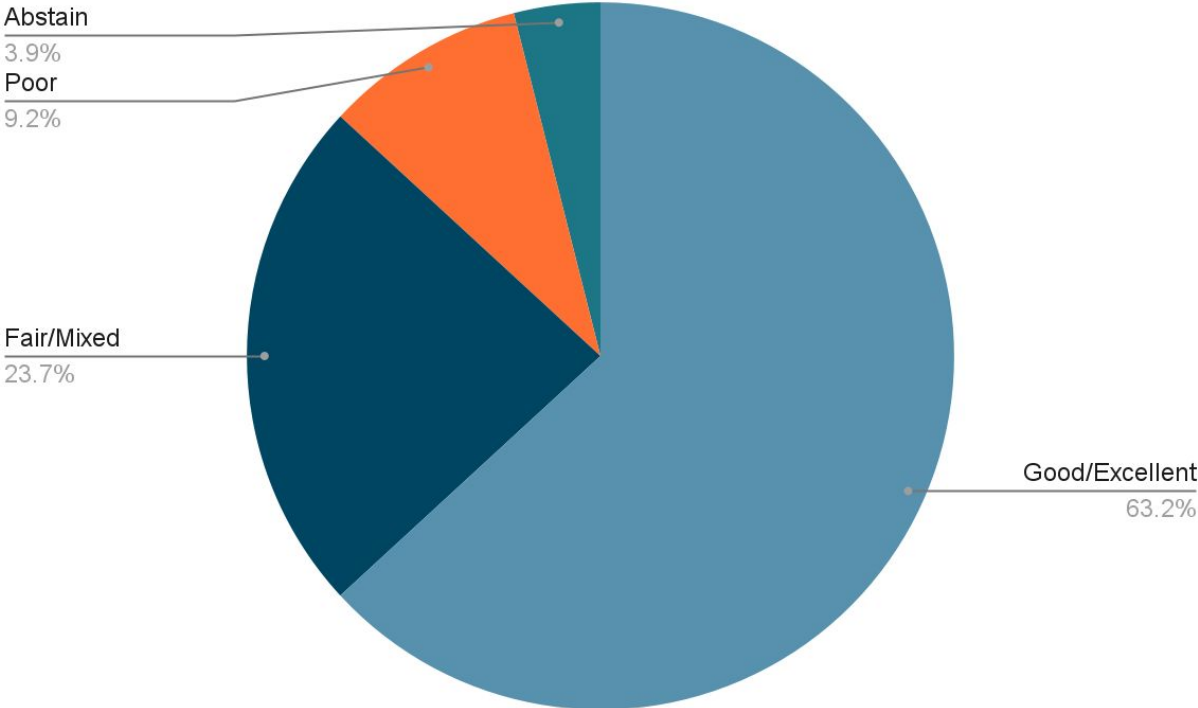
- **153 total responses; 50.7% respondents 9th graders**
- As with the parent survey, the survey results are **mixed**, and while they offer the Team critical insights on both messaging and things we and this Board should consider, they don't reveal a clear direction for decision-makers.

SURVEY RESULTS - *Distillation of Pros and Cons*

True free response question: Describe your experience so far this year in 8th grade being on the high school campus (or, last year if you're a current 9th grade student).

Current 8th Graders	Former 8th Graders
"Good. Different and theirs [sic.] more freedom with is really nice i like it better."	"Being on campus last year felt a little weird especially with the bell ringing in the middle of class when we had completely different schedules from the upperclassmen but I think it's a lot more helpful for kids to transition if they get a little tour of the school towards the end of the year."
"I like the teachers at the high school but not being at the high school"	"8th grade was one of my best years here in Biddeford. The teachers were so enthusiastic and were almost always in a good mood. I feel that everyone else could have a good year like I did in any school and I mainly don't have a preference but, If I were to choose, I would decide to keep the 8th graders in the High School as it may adjust their mindsets and help them prepare more to go into 9th grade."
"I don't like it here. The high schoolers are rude. I hate climbing up all the stairs, it's very annoying. and I miss some of my friends that are in stem."	"It was ok. It wasn't the best because I couldn't see my friends, old teachers that I had previously had so that was hard. I didn't have that much fun because I was with the same people all day."
"Well my experience here is great. High Schoolers walk by and they sometimes say "Hi" and to be honest I really like it here. I feel safe comfortable and happy."	"Well it was fun [and] easy to get used to the high school easier to meet teachers get to my classes and easier moving on to my freshman year at Biddeford High School."
"I think this year was great! We get to know what it feels it would be to go to High school and even meet new people!"	"I think they should be at the high school, because it gives them what they need to know all about the campus."
"It was bad bc sometimes you would get bored because we would sat in the same class for like 6 hours and it gets really boring so maybe if they switched classes then it would be better."	"It was going pretty badly, but I got help. Now I'm doing great and better then ever."
"I don't mind being at the high school, because we are in our own wing, it doesn't really feel like we are in the high school."	"I Think its good because they get a feel for what the high-school and see what one of the wings looks like, its easier changing midway through the year."

SURVEY RESULTS - *Distillation of Pros and Cons (cont'd)*



*or Didn't Attend, or attended STEM Academy

SURVEY RESULTS - *Comparing Parent and Student Voice*

Parent Survey



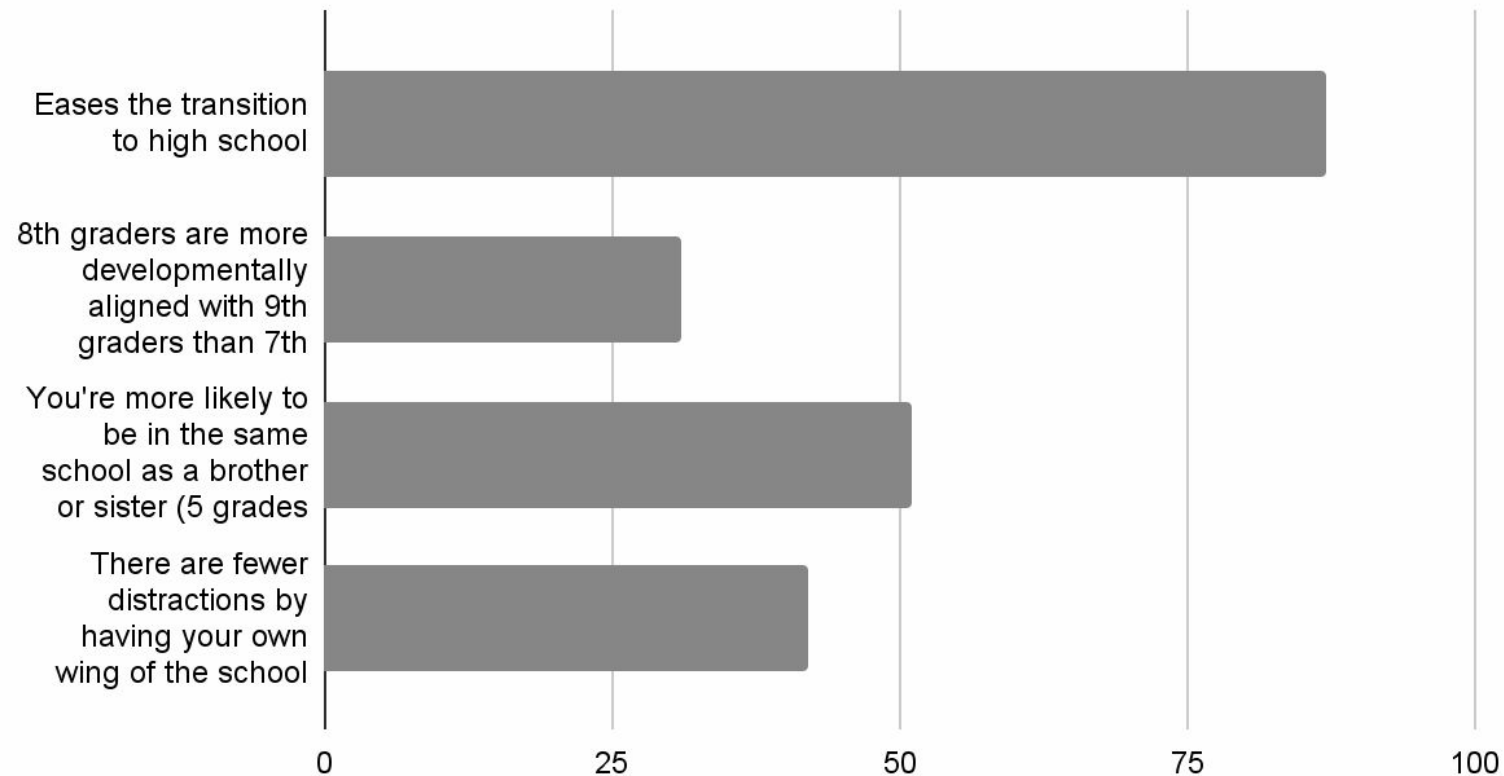
Student Survey



SURVEY RESULTS - *Benefits of 8th Grade at Maplewood*

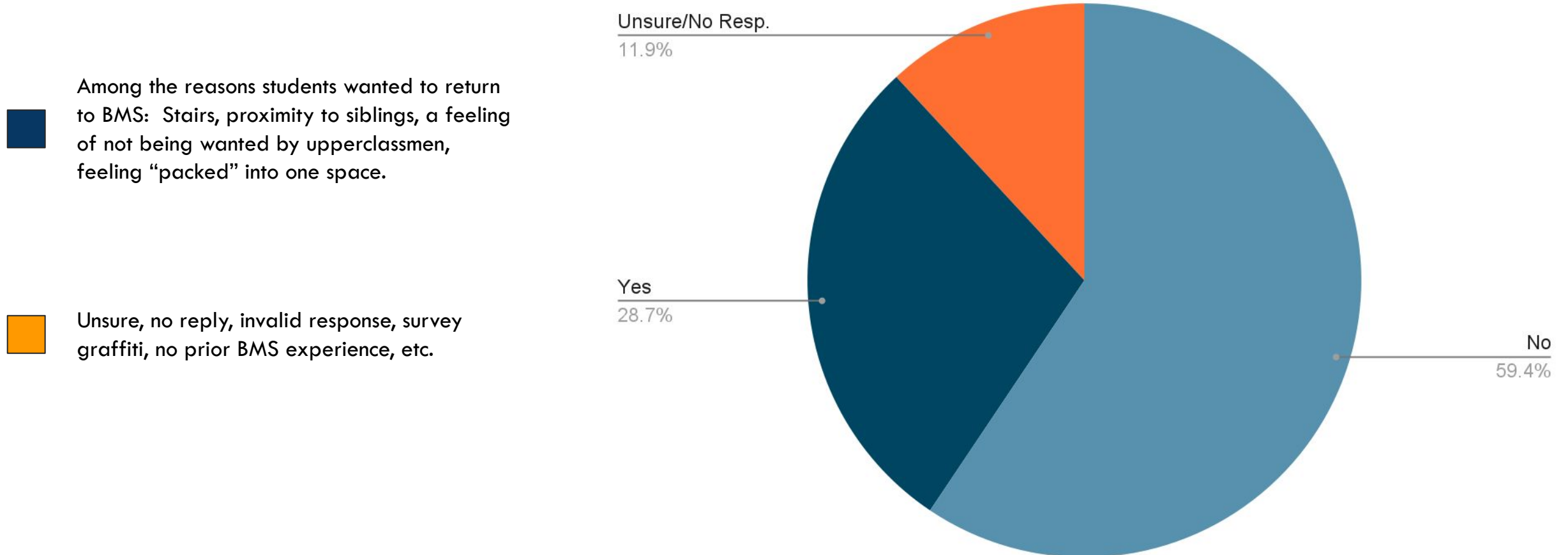
Several themes emerged from the parent survey, and we asked 8th and 9th graders how much they agreed with their parents; that is, to identify which benefits they enjoy being on the Maplewood Campus.

Top 4 themes



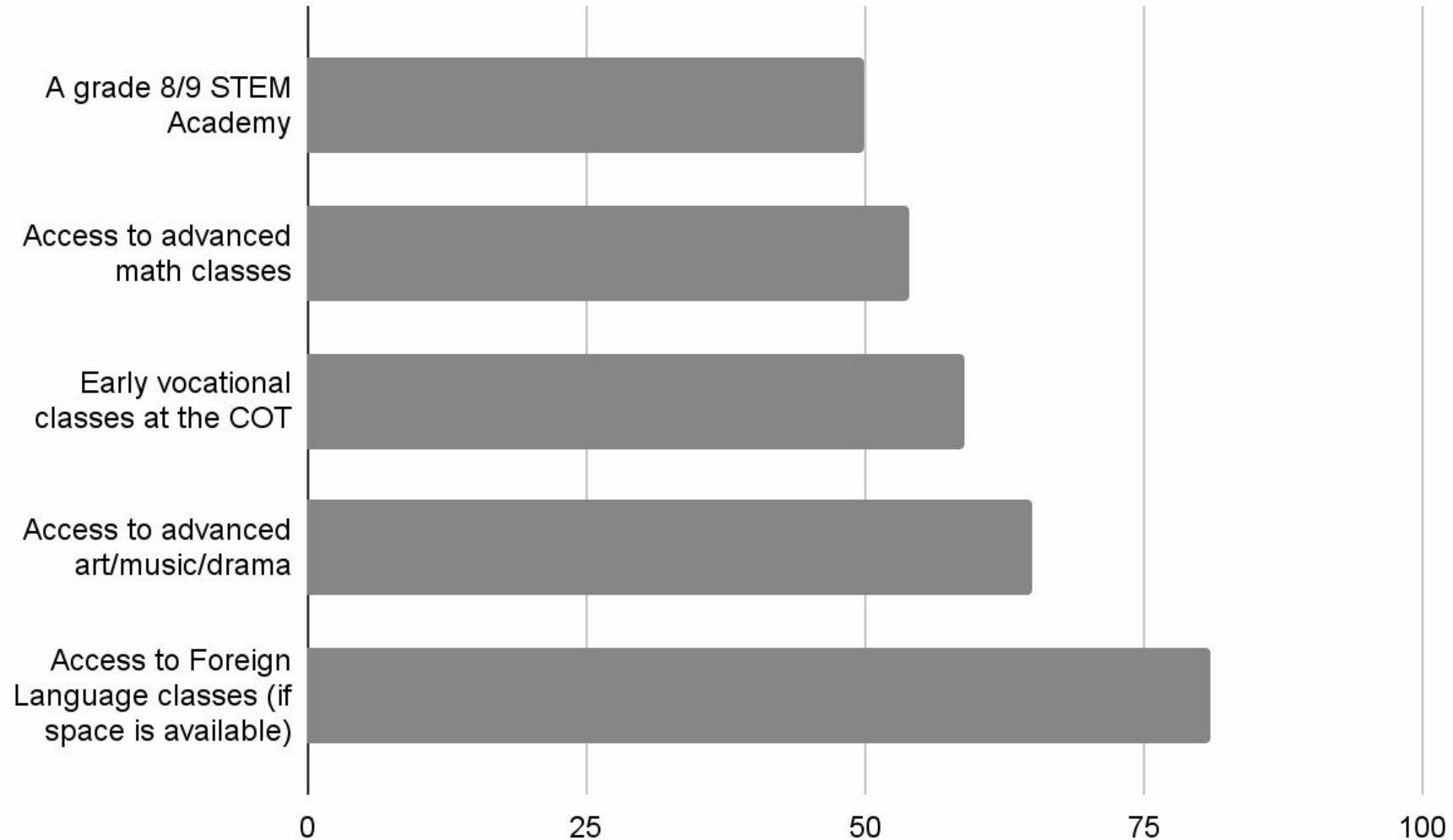
SURVEY RESULTS - *Benefits of 8th Grade at Maplewood*

Are there any reasons you'd prefer to have 8th grade located at the Middle School on Tiger Way?



SURVEY RESULTS

One-in-five students participate in high school programming; many want more!



SURVEY RESULTS - *Editors' Preliminary Findings*

- There is no general agreement among parents about the best composition of our schools. There is more agreement among students.
- Parents and students *both* have concerns about school configuration (8-12, 5-8, *status quo ante*) but those concerns rarely overlap.
- The primary theme emerging after two stakeholder surveys: keeping the 8th Grade at the Maplewood Campus opens opportunities for students to take HS classes and CTE offerings and eases the transitions for many.
- Parents who reported positive school experiences were more likely to be deferential in their comments, or in favor of 8th grade staying put. Student responses mirror this trend, with current 8th graders generally more positive.

NEXT STEPS



SITE SELECTION*

**FINALIZE BUILDING
PLANS, SURVEYS,
CODE AND FIRE
MARSHALL CHECKS
FOR PROJECT
VIABILITY AND COST**



ADDITIONAL INFO

**ADDITIONAL
STAKEHOLDER
INFORMATION MUST
BE SOLICITED**



PUBLIC PARTICIPATION

**THE PUBLIC IS
WELCOME TO
COMMENT AT THIS OR
FUTURE MEETINGS**



QUESTIONS?



FOSTER GRANDPARENT PROGRAM
MEMORANDUM OF UNDERSTANDING with

BIDDEFORD PUBLIC SCHOOLS

February 21, 2022 - August 31, 2022

STATEMENT OF OBJECTIVES

Foster Grandparent Program offers meaningful opportunities for men and women, 55 and over, to render supportive services to children with special or exceptional needs in health, education, social service and related settings. The eligible recipients of the supportive services are children with special or exceptional needs as defined by our national sponsor the Corporation for National and Community Service. Programming that supports children with one or more of the following needs may be considered for volunteer placement: child abuse and/or neglect; HIV/Aids; developmental delay or disability; hearing impaired; homeless; juvenile delinquents; language barrier; learning disability; physical disability; runaway youth, significantly medically impaired; substance abuse; teen pregnancy/teen parenting; terminally ill; visually impaired.

Healthy, supportive and loving relationships between Foster Grandparents and children are the primary focus of the program. Both the volunteer station and program staff are committed to facilitating these relationships. If at any time the involved personnel feel that the relationship is no longer of positive value to either the volunteer or the children, appropriate measures will be taken to adjust or terminate the relationship.

PROGRAM RESPONSIBILITIES

FGP as sponsor of placement will:

- a. Recruit, interview, select and enroll volunteers in the program who have successfully completed the following criminal background checks: National Sex Offender Registry (NSOPR), Maine State Bureau of Investigation (SBI), DHHS Child Abuse and Neglect, Maine Department of Motor Vehicles and fingerprinting background checks for all volunteers enrolled after January 1, 2013.
- b. Provide pre-service orientation to volunteer station staff about the FGP and the role of the volunteer
- c. Arrange interview between Volunteer Station representatives and volunteer prior to placement.
- d. Designate a FGP Coordinator to serve as liaison with the Volunteer Station.
- e. Provide accident, personal liability and excess auto liability coverage for volunteers
- f. Provide pre-service training and monthly in-service training for volunteers.
- g. Provide support and guidance to resolve problems between Volunteer Station and volunteer.
- h. Pay all direct benefits to volunteers as specified in the Volunteer Handbook.
- i. Distribute newsletters from the program to volunteer stations on a quarterly basis.
- j. Maintain contact with each volunteer and station supervisor through the FGP Coordinator.
- k. Assure assignments and program activities do not discriminate against Foster Grandparents or in the operation of its program on the basis of race; color; national origin, including individuals with limited English proficiency; sex; age; political affiliation; religion; or on the basis of disability, if the participant or member is a qualified individual with a disability.



www.opportunityalliance.org

222 St. John Street, Suite 302B, Portland, ME 04102

telephone 207.773.0202 toll free 1.877.698.4959 fax 207.874.1182 tty 207.874.1013



- l. Assure volunteers are not involved in the instruction of, or participation in, religious activities during assignments.
- m. Provide quarterly reports documenting number of volunteer hours served
- n. Provide yearly evaluation summary of volunteer impact

THE VOLUNTEER STATION WILL:

- a. Designate a staff member to directly supervise volunteers and serve as liaison with FGP Coordinator. Supervision includes an ability to directly communicate with the volunteer and FGP staff when issues or concerns about the volunteer's performance arise.
- b. Assure adequate health and safety provisions for the protection of volunteers.
- c. Provide orientation to the volunteer about the goals and objectives of the volunteer station
- d. Collect, verify and mail or fax volunteer time sheets to FGP.
- e. Allow and encourage volunteer to attend monthly FGP in-service training meetings.
- f. **NOTIFY** FGP office (773-0202) of all accidents or injuries involving volunteers.
- g. When available, provide policies for supervising volunteers, outlining the Volunteer Station's expectation of volunteers, responsibilities of staff in supervising volunteers and volunteer station policy for reporting suspected cases of child abuse and/ or neglect that may involve staff volunteer.
- h. Provide technical assistance in coordinating volunteer assignments, pre-service orientation, in-service training and other activities.
- i. Assist in development of Placement outlining specific activities expected of the volunteer and anticipated outcomes and notify FGP Coordinator of any significant changes.
- j. Conduct an annual performance evaluation of the volunteer.

SUPERVISORS / LIAISON

Stefanie Fairchild will serve as the FGP liaison with the Volunteer Station.

Individual teachers Volunteer Station liaison with the FGP.
(Volunteer Station fills in)

Confirmation of Foster Grandparents placed

2 Foster Grandparents currently serving at Biddeford Primary
(if need for additional volunteers please contact our office at 773-0202)



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Voluntary contributions

Please check all that apply:

Nonfederal voluntary contribution towards costs of placing each Foster Grandparent.

Please note, placement of a Foster Grandparent is not contingent on a contribution.

☒ **2** Number of Foster Grandparent(s) currently placed

Non-federal in-kind support for meals:

☐ Please check if Volunteers can participate in school lunch program
\$ value per meal

OR

☐ Please check if no meals are available

Nonfederal voluntary contribution towards costs of placing Foster Grandparent(s).

\$ Voluntary donation

RENEWAL/AMENDMENTS / TERMINATION

This understanding will remain in place until the date on the cover page and may be amended or terminated within 30 days notice or through mutual agreement between the Sponsor and the Volunteer Station.

Signing this Memorandum of Understanding means your schools may have Foster Grandparent support in the fall if volunteer opportunities exist, while understanding a final decision would be made when your school re-opening plans are finalized.

Signature of Superintendent

2/3/2022

Date

Signature of FGP Director

Date

Signature of CEO, Opportunity Alliance

Date



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Parent Survey Summary

The Future of the BMS

CENTRAL QUESTION

Given:

The changing demographics of our community;

That BHS is currently a 8-12 school, BMS is a 5-7 school, BIS is a 3-4 school;

That the future of the JFK school, in need of more than \$10,000,000 of infrastructure investment, is uncertain

That the arc of the pandemic remains uncertain;

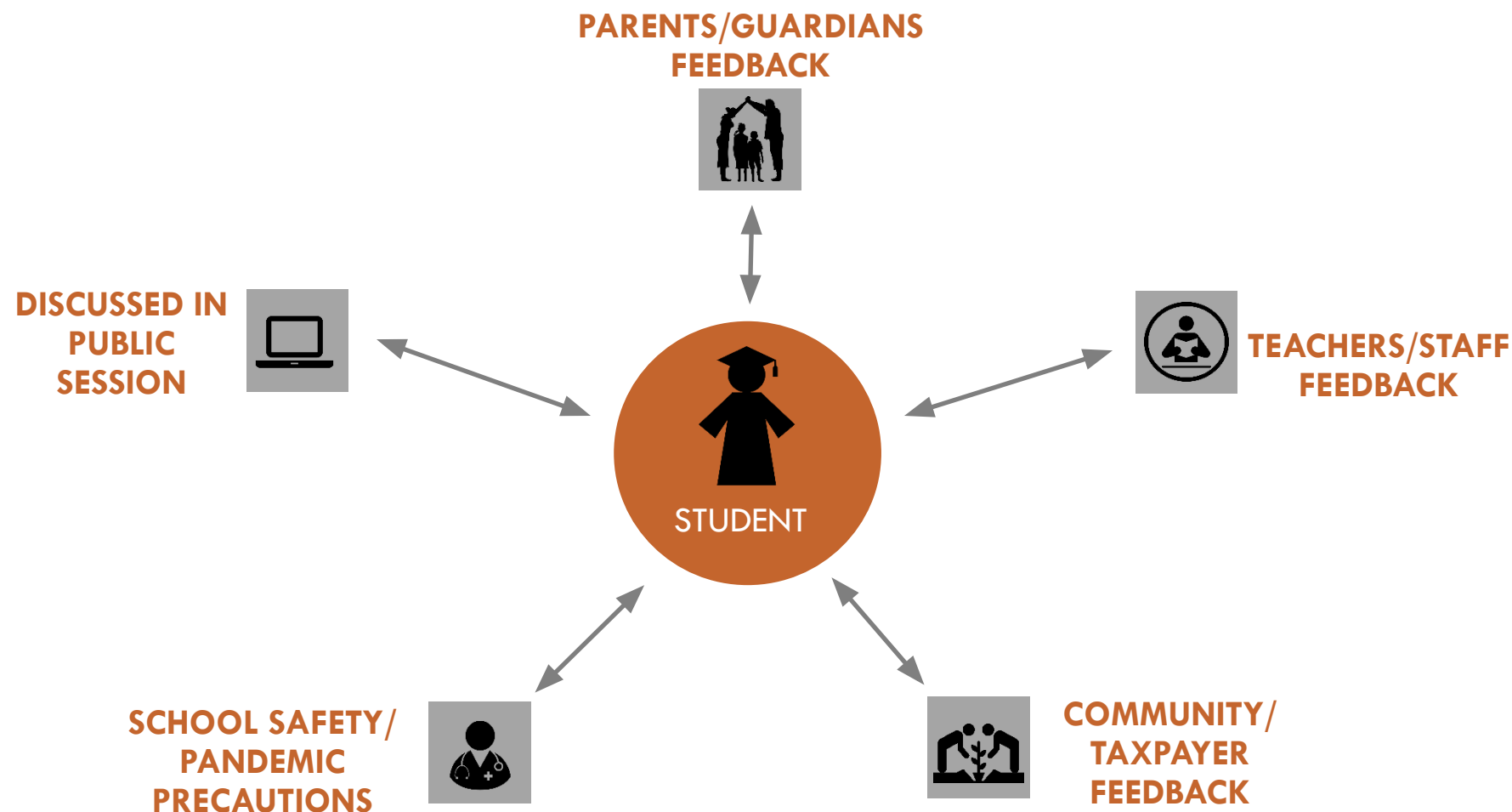
The question before the school committee is how to best populate buildings to:

- Maximize program opportunities for students;
- Run effectively and efficiently;
- Maximize opportunities for collaboration;
- Operate safely.

In sum, there are three options on the table at this hour:

1. Keep the 8th grade at BHS, utilizing federal funds to provide a private wing and expand CTE offerings
2. Return 8th grade to BMS, and utilize federal funds to build a wing to create a grades 5-8 BMS to maintain smaller class sizes, the REE program, and to be prepared for future distancing requirements
3. Status quo ante.

STAKEHOLDER FEEDBACK



STAKEHOLDER FEEDBACK

PARENTS/GUARDIANS
FEEDBACK



SURVEY INSTRUMENT

Principal Scott Descoteaux distributed an electronic survey written by him, Assistant Superintendent Indorf and Director of Instruction Cyr.

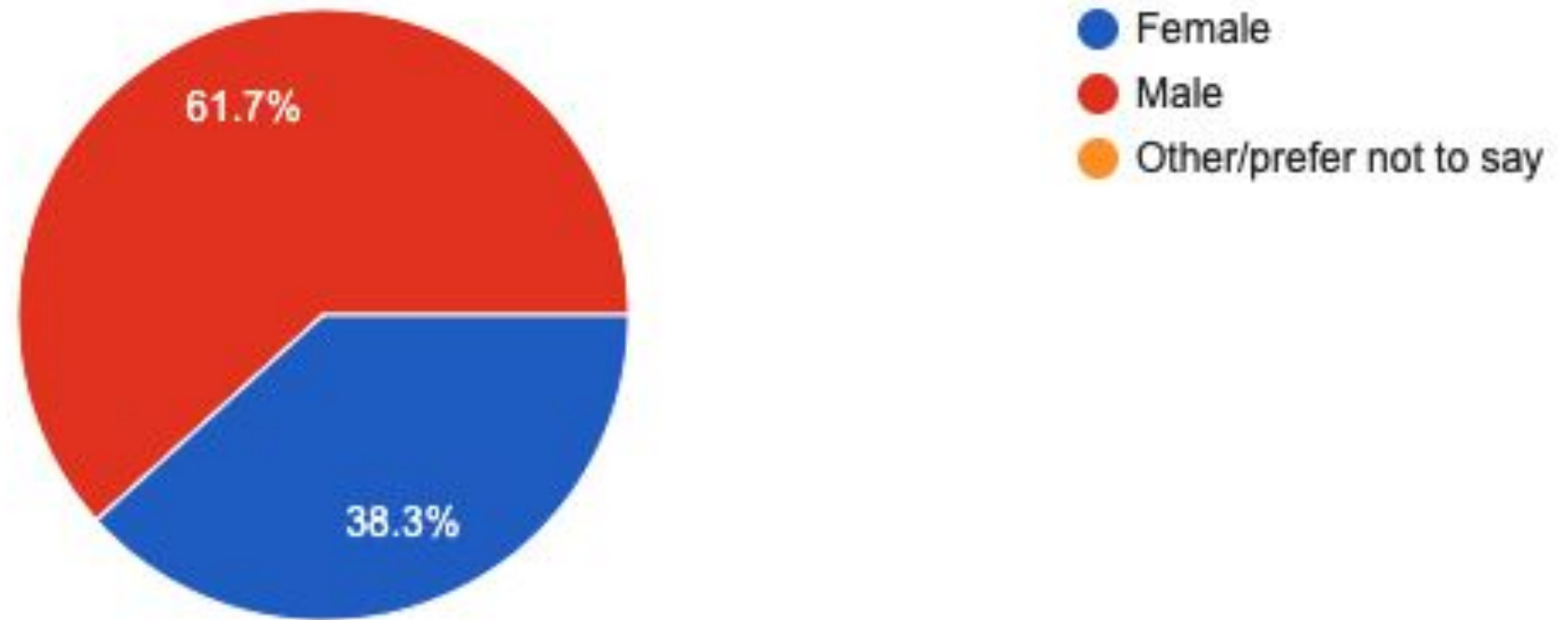
Feedback from Superintendent, HS and 8th Grade Assistant Principal.

Response rate adequate for validity

- **92 total responses** from a parent/guardian representing ~480 fifth, eighth, and ninth and graders.
- The original survey contained a faulty setting, for which **I take full responsibility**, and the misfire likely hampered participation.
- The survey results are **mixed**, and while they offer the Team critical insights on both messaging and things we and this Board should consider, they don't reveal a clear direction for decision-makers.

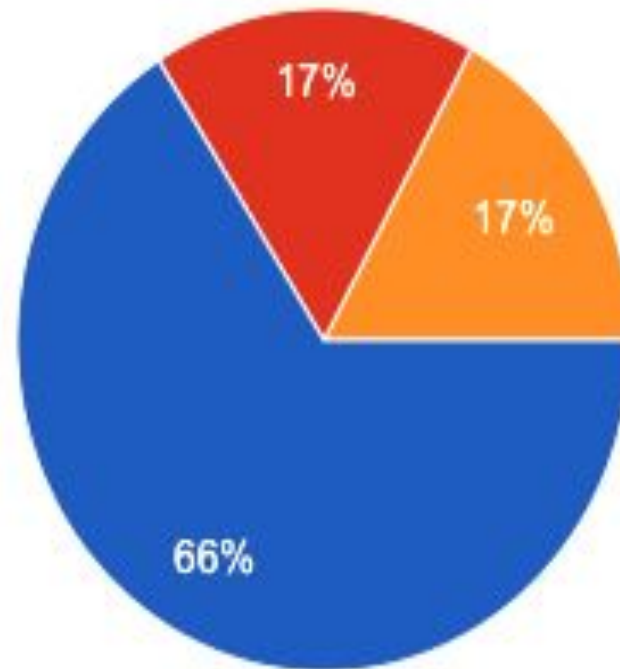
SURVEY RESULTS - *Demographics*

What is your child's gender?



SURVEY RESULTS - *Demographics*

For my child, school is generally



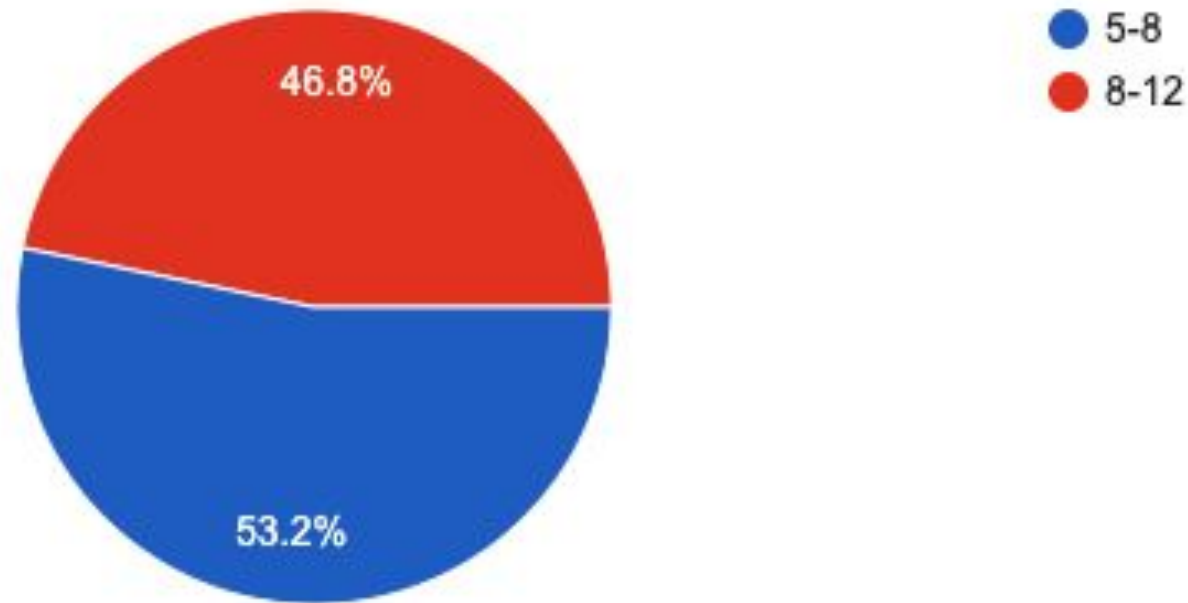
- Easy to navigate and be successful
- Manageable, with moderate success
- Challenging/difficult with barriers to success
- Simply not working at all for him/her/ them.

SURVEY RESULTS - *Distillation of Pros and Cons*

Positive outcomes (experienced or forecast) of having 8th grade students remain on the Maplewood Campus	Negative outcomes (experienced or forecast) of having 8th grade students remain on the Maplewood Campus
Eases the transition to high school, reduces anxiety	Discomfort with 8th and 12th graders mingling
Program benefits (e.g., access to Algebra I or expanded arts opportunities)	Concerns about athletics--will 8th graders lose opportunity or gain it? Will they have to compete against 9th graders?
Promotes independence; perception of helping students break from a “middle school” model to secondary prep	References to exposure “high school behaviors.” Respondents were light on specifics, but I intuit substances, routine rules violations, relationships.
8th graders are better aligned to their peers on an 8-12 campus than in a 6-8 or 5-8 school	General opposition to any grade realignment
Access to vocational programs	Transportation of students after school to BMS to access athletics facilities
Transition between 8th and 9th grade STEM Programs	Having the STEM academy bifurcated
Potential access to APEX, alternative education programs	

SURVEY RESULTS - *Forced Choice*

As the parent of a middle schooler, you understand adolescent development. If the district were to select between a grades 8-12 school with the possibility of limited mingling between the classes, and a 5-8 school with same, which would be preferable?



SURVEY RESULTS - *Visualizing Parents' Voice*

When current 8th & 9th grade parents were asked to describe their student's experience at the BHS...



SURVEY RESULTS - *Visualizing Parents' Voice*

When current 5th, 6th and 7th grade parents were asked what benefits they perceive of having 8th graders on the Maplewood campus...



SURVEY RESULTS - *Visualizing Parents' Voice*

When current 5th, 6th and 7th grade parents were asked what concerns they carry having 8th graders on the Maplewood campus...



SURVEY RESULTS - *Editors' Preliminary Findings*

- There is no general agreement among parents about the best composition of our schools.
- The administration must articulate non-negotiables; many survey respondents pondered items not on the table in *any* circumstance (e.g., 8th grade girls in class with 12th grade boys, 8th graders competing in basketball with 9th graders).
- Parents who reported positive school experiences were more likely to be deferential in their comments, or in favor of 8th grade staying put.

NEXT STEPS



SITE SELECTION*

**FINALIZE BUILDING
PLANS, SURVEYS,
CODE AND FIRE
MARSHALL CHECKS
FOR PROJECT
VIABILITY AND COST**



ADDITIONAL INFO

**ADDITIONAL
STAKEHOLDER
INFORMATION MUST
BE SOLICITED**



PUBLIC PARTICIPATION

**THE PUBLIC IS
WELCOME TO
COMMENT AT THIS OR
FUTURE MEETINGS**



QUESTIONS?



Faculty/Staff Survey Summary

The Future of the BMS

CENTRAL QUESTION

Given:

The changing demographics of our community;

That BHS is currently a 8-12 school, BMS is a 5-7 school, BIS is a 3-4 school;

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That the arc of the pandemic remains uncertain;

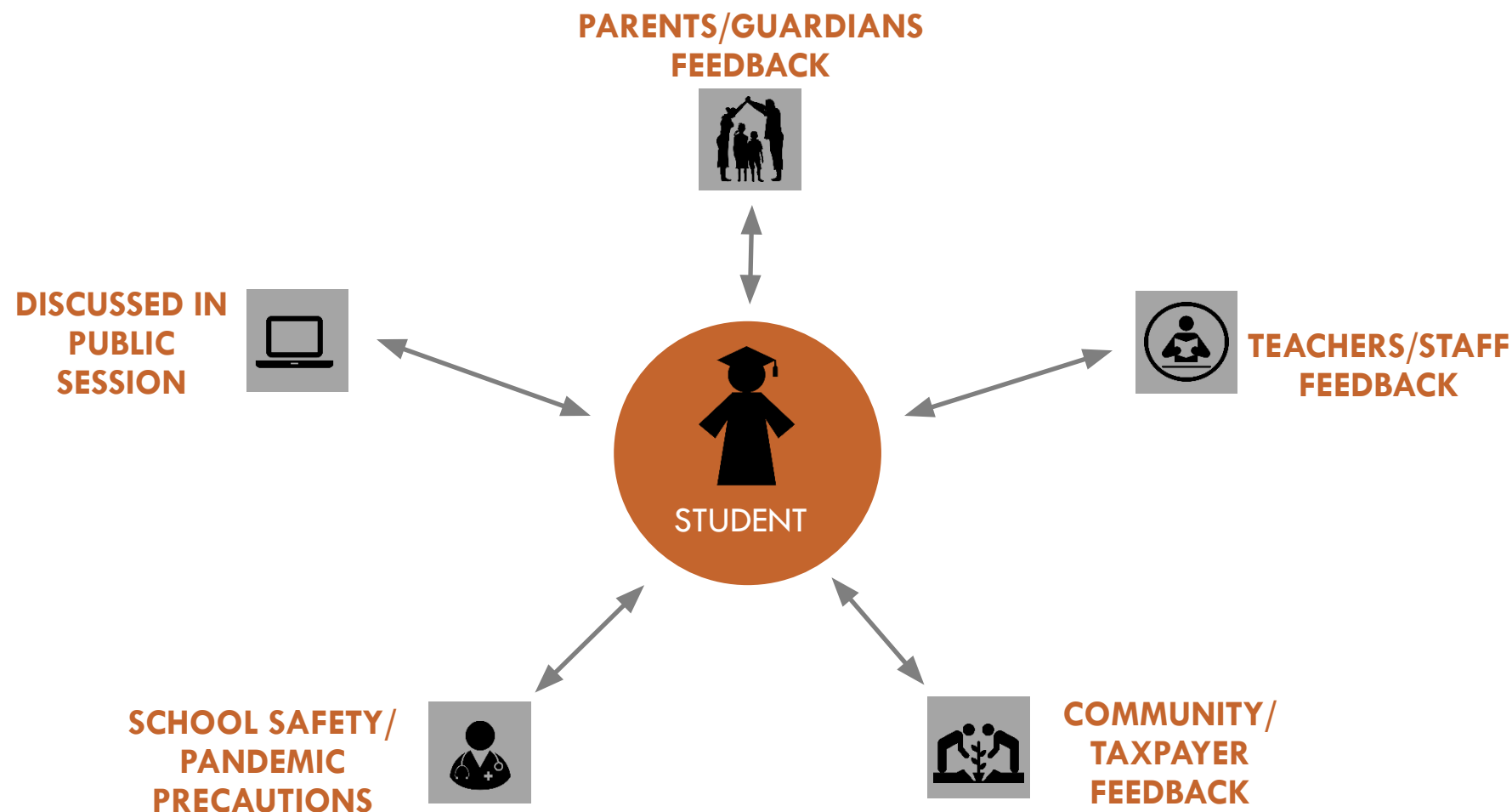
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- Operate safely.

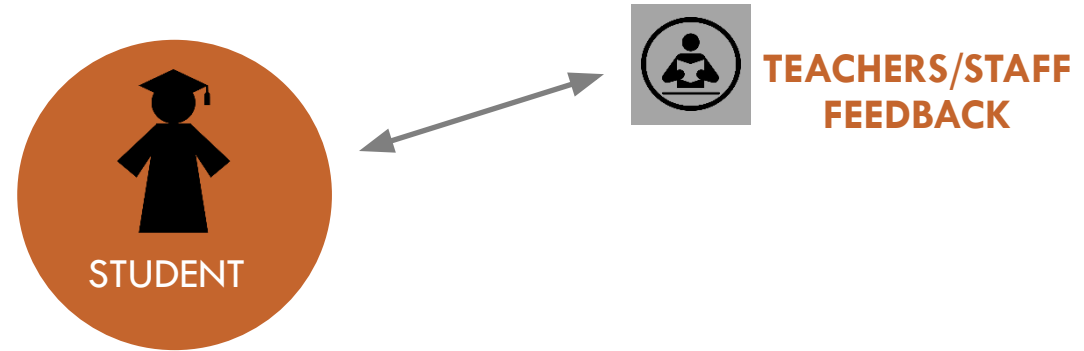
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3. Status quo ante.

STAKEHOLDER FEEDBACK



STAKEHOLDER FEEDBACK



SURVEY INSTRUMENT

Director of Instruction Mandy Cyr distributed an electronic survey via email to faculty and staff. It was written by her and Assistant Superintendent Indorf.

Feedback from Superintendent, HS and 8th Grade Assistant Principal during development.

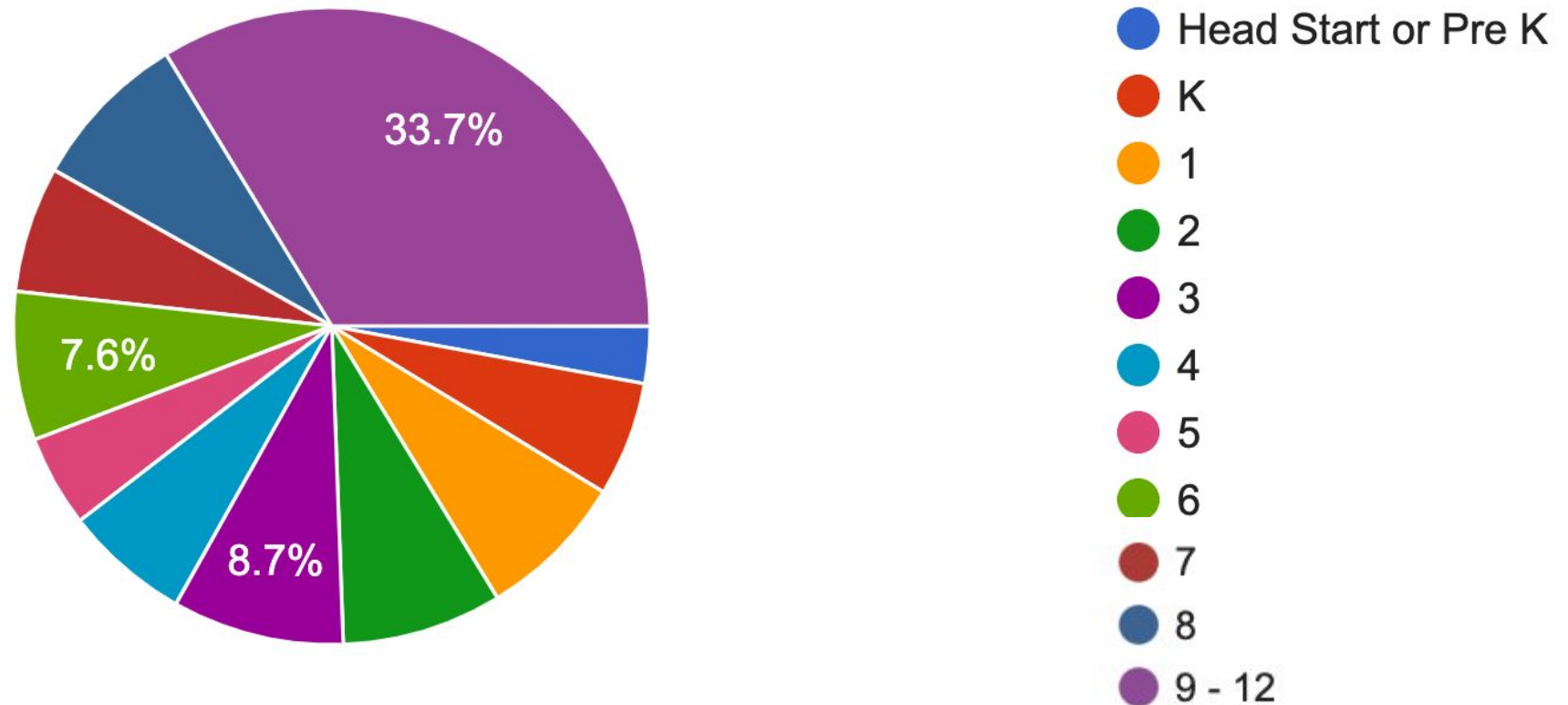
Response rate adequate for validity.

- **174 total responses** from faculty and staff, representing all grade levels and schools
- This is the third survey, following **mixed results from parents** (the most evenly split), **students** (overall, slightly more in favor of keeping the 8th grade at the Maplewood campus), and was **the most definitive**.
- Today is the fourth opportunity for the public to join in providing feedback on this important program and infrastructure consideration.

SURVEY RESULTS - *Demographics*

What grade do you teach?

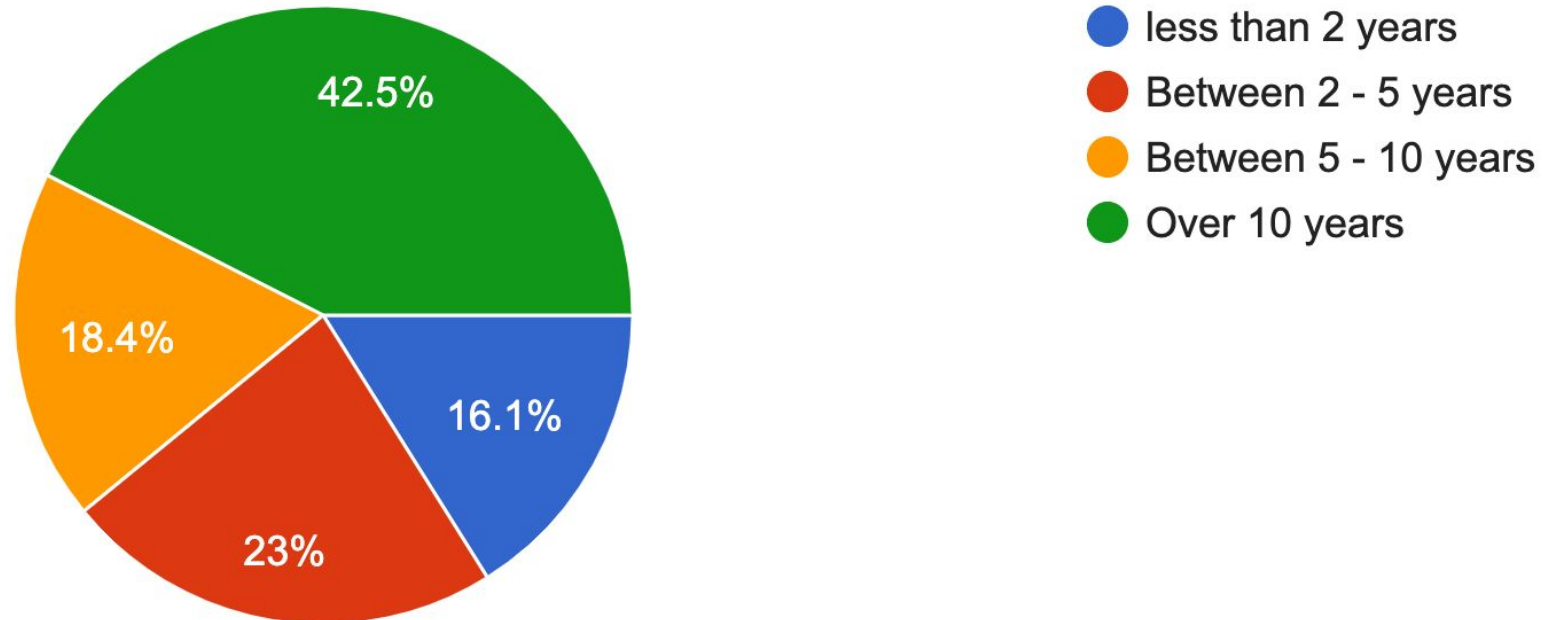
172 responses



SURVEY RESULTS - *Demographics*

How many years have you been teaching in Biddeford?

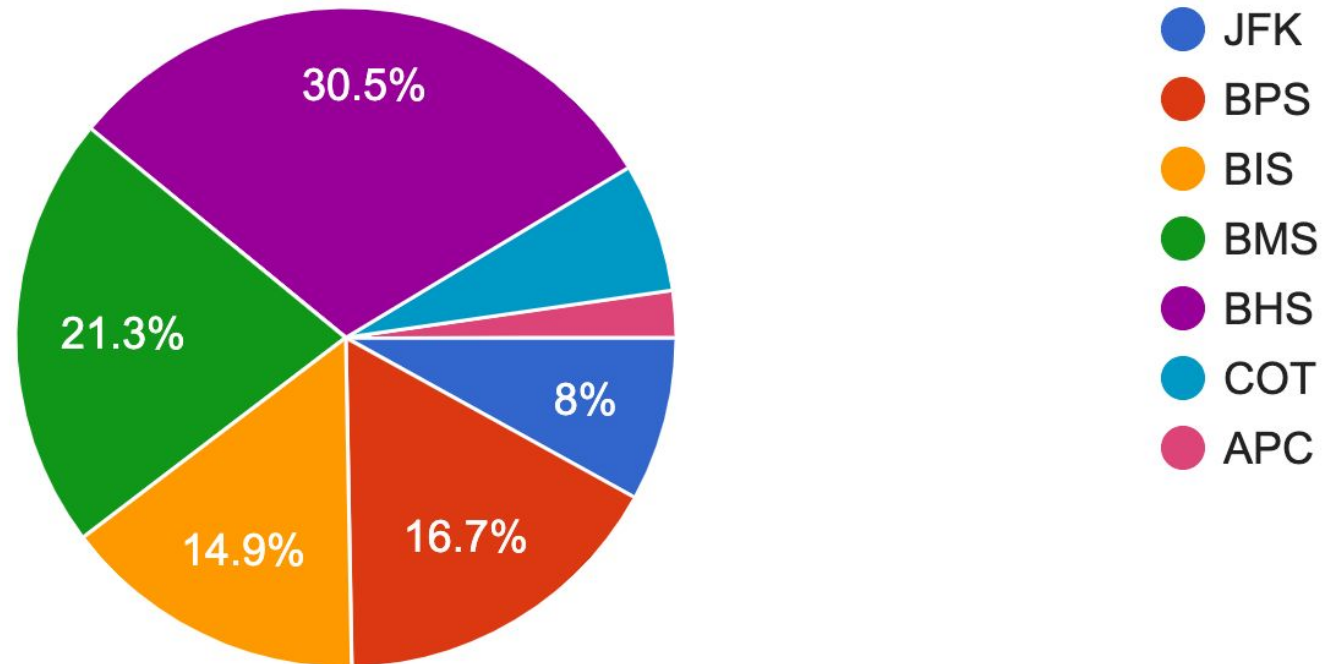
174 responses



SURVEY RESULTS - *Demographics*

In which building do you currently teach or teach most often?

174 responses

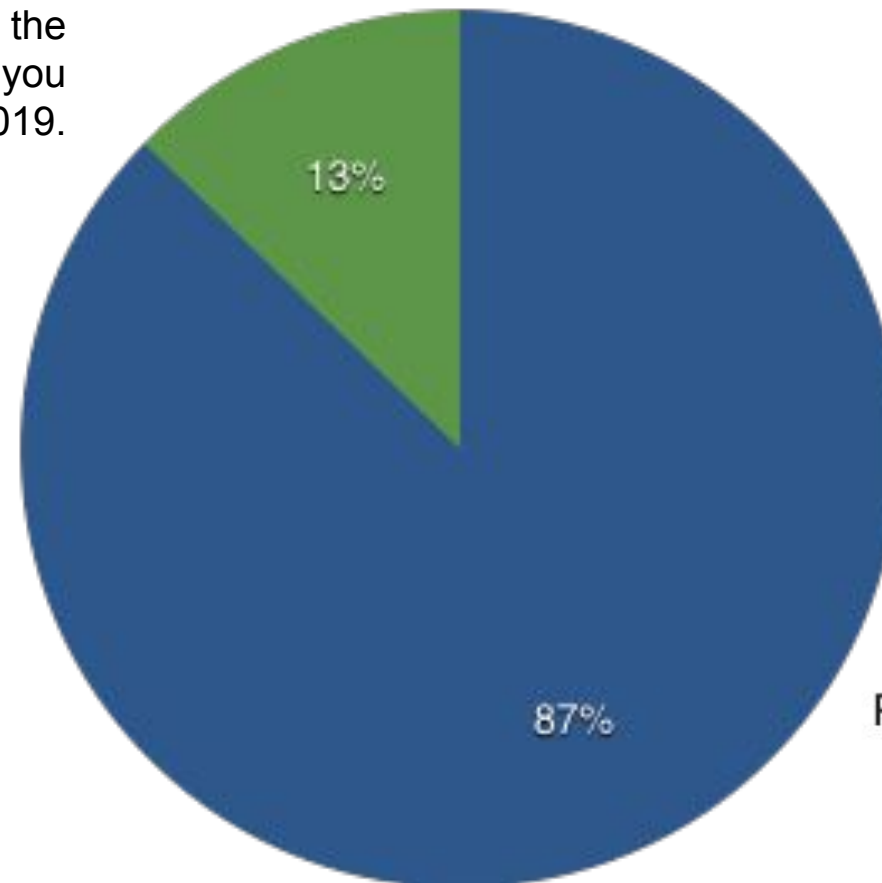


SURVEY RESULTS - *Teachers recently moved*

If you are a current 3rd grade, 5th grade, or 8th grade teacher, do you

117 responses

Prefer to return to the
building in which you
taught in 2019.

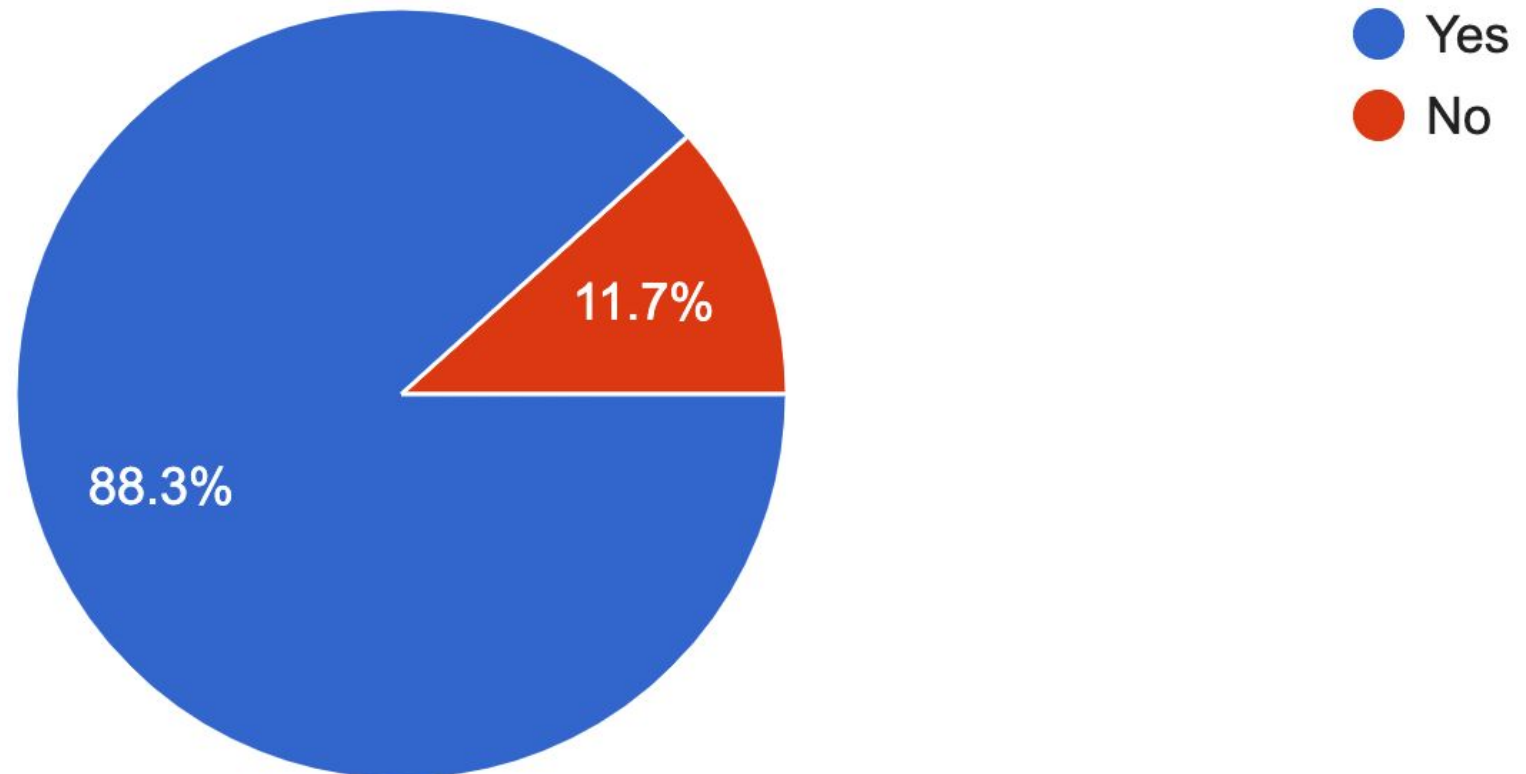


Prefer to stay in the building in
which you currently work.

SURVEY RESULTS - *Elementary teachers on REE*

Would you like to continue with the REE Mentorship Program?

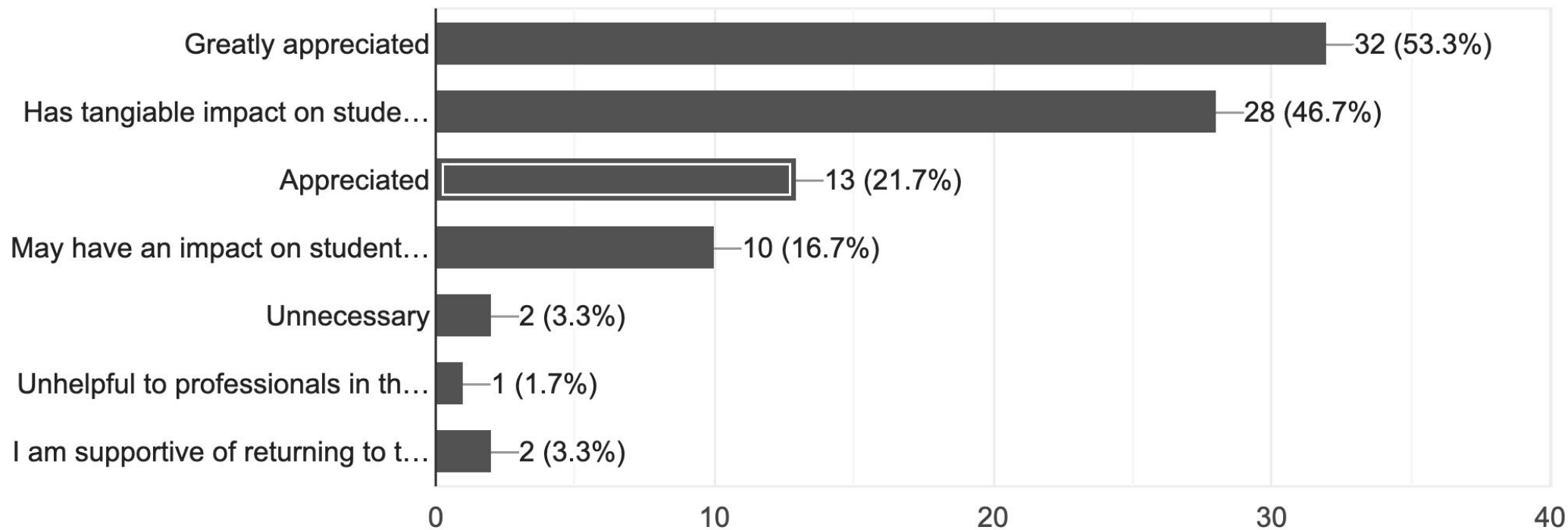
60 responses



SURVEY RESULTS - *Elementary teachers on REE*

Which of the following statements most closely matches your sentiments on smaller class sizes and a greater presence of resident interns and student teachers?

60 responses



SURVEY RESULTS - *Silver Linings*

The changes related to the pandemic have highlighted the resiliency of the faculty and its ability to change quickly and adapt to a new situation.

I love eating lunch with my students. (7)

Smaller class sizes are great. Cleaner classrooms and students sanitizing is also wonderful. (124)

Technology more readily available, increase use of g.classroom so students always have access to content and assignments

I feel that for my program the use of google classroom and zoom has helped my population deal with anxiety relating to school.

Longer contact time with math students (everyday) has been fantastic and will help to improve our scores as we have time to make up for the deficits that the students come to us with.

I have had the opportunity to implement learning strategies via Zoom. These strategies incorporated multiple subjects and grade levels.

Fewer behavior issues due to relationships built with smaller classes

SURVEY RESULTS - *Editors' Preliminary Findings*

- Teachers feel students are well served by resident interns, and in current building configurations.
- Most teachers like the current model better than the 2019 model.
- Class size, class size, class size, class size.
- Relationships, relationships, relationships.



QUESTIONS?

MEMO

TO: Jeremy Ray, Superintendent
FROM: Mandy Cyr, Director of Instruction
CC: Chris Indorf, Assistant Superintendent
RE: Class Size Memo
DATE: February 4, 2022

The table below shows the average student count for departments during the 2021 - 2022 school year. Intentionally omitted are the counts for the special education department due to the fluidity of programming provided.

Average Student Count for Biddeford High School

Department	Number of Teachers	Average Student Count
ELA	8	17.58
Math	9	16.10
Science	7	13.16
Social Science	7	15.55
Fine Arts	4	15.41
World Language	3	10.08
Wellness	3	19.96

est. 1848

No Interns or Extra Teacher Positions																							
Pre-K		Grade K				Grade 1				Grade 2				Grade 3				Grade 4					
Teacher	Class Size	90	Teacher	Class Size	190	Teacher	Class Size	206	Teacher	Class Size	169	Teacher	Class Size	182	Teacher	Class Size	171						
Teacher 1 AM	13	☐	Teacher 1		17	☐	Teacher 1	18	☐	Teacher 1	19	☐	Teacher 1	18	☐	Teacher 1	19	☐					
Teacher 1 PM	13	☐	Teacher 2		17	☐	Teacher 2	18	☐	Teacher 2	19	☐	Teacher 2	18	☐	Teacher 2	19	☐					
Support Staff		☐	Teacher 3		17	☐	Teacher 3	17	☐	Teacher 3	19	☐	Teacher 3	18	☐	Teacher 3	19	☐					
			Teacher 4		17	☐	Teacher 4	17	☐	Teacher 4	0	☐	Teacher 4	18	☐	Teacher 4	19	☐					
Teacher 2 AM	13	☐	Teacher 5		17	☐	Teacher 5	17	☐	Teacher 5	19	☐	Teacher 5	18	☐	Teacher 5	19	☐					
Teacher 2 PM	13	☐	Teacher 6		17	☐	Teacher 6	17	☐	Teacher 6	19	☐	Teacher 6	19	☐	Teacher 6	19	☐					
Support Staff		☐	Teacher 7		17	☐	Teacher 7	17	☐	Teacher 7	19	☐	Teacher 7	18	☐	Teacher 7	19	☐					
			Teacher 8		17	☐	Teacher 8	17	☐	Teacher 8	19	☐	Teacher 8	18	☐	Teacher 8	19	☐					
			Teacher 9		18	☐	Teacher 9	17	☐	Teacher 9	18	☐	Teacher 9	18	☐	Teacher 9	19	☐					
Teacher 3 AM	13	☐	Teacher 10		18	☐	Teacher 10	17	☐	Teacher 10	18	☐	Teacher 10	19	☐								
Teacher 3 PM	13	☐	Teacher 11		18	☐	Teacher 11	17	☐					☐									
Support Staff		☐					Teacher 12	17	☐														
Headstart 1	13	☐																					
Headstart 2	13	☐																					
# of Rooms	8		# of Rooms	11		# of Rooms	12		# of Rooms	10		# of Rooms	10		# of Rooms	9							
Review by Princ.	☒		Review by Princ.	☒		Review by Princ.	☐		Review by Princ.	☐		Review by Princ.	☒		Review by Princ.	☒							
Teacher Ratio			Teacher Ratio	33.00		Teacher Ratio	17.16666667		Teacher Ratio	18.77777778		Teacher Ratio	18.1		Teacher Ratio	18.90							

2021-2022		2022-2023		2023-2024		2024-2025		2025-2026		2026-2027		2027-2028	
Enrollment	Students	Enrollment	Students	Enrollment	Students	Enrollment	Students	Enrollment	Students	Enrollment	Students	Enrollment	Students
HS	16	HS	25	HS	25	HS	25	HS	25	HS	25	HS	25
PreK	52	PreK	60	PreK	60	PreK	60	PreK	60	PreK	60	PreK	60
K	201	K	175	K	175	K	175	K	175	K	175	K	175
1	166	1	201	1	175	1	175	1	175	1	175	1	175
2	182	2	166	2	201	2	175	2	175	2	175	2	175
3	167	3	182	3	166	3	201	3	175	3	175	3	175
4	142	4	167	4	182	4	166	4	201	4	175	4	175
5	144	5	142	5	167	5	182	5	166	5	201	5	175
6	190	6	144	6	142	6	167	6	182	6	166	6	201
7	151	7	190	7	144	7	142	7	167	7	182	7	166
8	167	8	151	8	190	8	144	8	142	8	167	8	182
9	168	9	167	9	151	9	190	9	144	9	142	9	167
10	176	10	168	10	167	10	151	10	190	10	144	10	142
11	177	11	176	11	168	11	167	11	151	11	190	11	144
12	216	12	177	12	176	12	168	12	167	12	151	12	190
JFK	269	JFK	260	JFK	260	JFK	260	JFK	260	JFK	260	JFK	260
BPS	348	BPS	367	BPS	376	BPS	350	BPS	350	BPS	350	BPS	350
BIS	309	BIS	349	BIS	348	BIS	367	BIS	376	BIS	350	BIS	350
BMS	652	BMS	627	BMS	643	BMS	635	BMS	657	BMS	716	BMS	724
BHS	737	BHS	688	BHS	662	BHS	676	BHS	652	BHS	627	BHS	643
Total	2315		2291		2289		2288		2295		2303		2327

Year	Enrollment	Difference
12-13	807	
13-14	791	-16
14-15	797	6
15-16	784	-13
16-17	785	1
17-18	771	-14
18-19	766	-5

19-20	762	-4
20-21	735	-27
21-22	737	2
22-23	688	-49

2028-2029		2029-2030		2030-2031	
Enrollment	Students	Enrollmen	Students	Enrollmen	Students
HS	25	HS	25	HS	25
PreK	60	PreK	60	PreK	60
K	175	K	175	K	175
1	175	1	175	1	175
2	175	2	175	2	175
3	175	3	175	3	175
4	175	4	175	4	175
5	175	5	175	5	175
6	175	6	175	6	175
7	201	7	175	7	175
8	166	8	201	8	175
9	182	9	166	9	201
10	167	10	182	10	166
11	142	11	167	11	182
12	144	12	142	12	167
JFK	260	JFK	260	JFK	260
BPS	350	BPS	350	BPS	350
BIS	350	BIS	350	BIS	350
BMS	717	BMS	726	BMS	700
BHS	635	BHS	657	BHS	716
2312		2343		2376	

