City of Biddeford
School Committee
January 25, 2023 7:00 PM Little Theater at BHS

A. Call to Order:
B. Roll Call:
C. Pledge of Allegiance:
D. Adjustments to Agenda:
E. Consideration of Minutes:
E.1. Minutes 1/11/2023
Biddeford Minutes 1_11_2023.pdf
F. Consent Agenda
F.1. Consent Agenda:
Nominations:
Appointments:
Patrick Gray ~ BHS Special Education Ed Tech II ~ Replacing Clarence Hollman
BMS Athletic Stipends
Transfers:
Resignations:

Stipend nominations BMS.xlsx - 2022-2023.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. STEM Academy Memo
Job Fair - Recruiting Update
Second Reading of Policies to Revise:
AD - Educational Philosophy/Mission
IGC - Pilot Programs
JICH - Drug and Alcohol Use By Students
JFC - Dropout Prevention Student Withdrawal From School
JICB - Care of School Property by Students
Second Reading of Policies to Review:
GCI - Professional Staff Development Opportunities
IGB - Curriculum Research
IHCDA - Post-Secondary Enrollment Options
IMDA - Patriotic Exercises
JGAA - Assignment of Students to Classes - Five-Year-Olds

STEM Options 2022.pdf

AD-Review.pdf
IGC Pilot Programs.pdf
JICH Drug and Alcohol Use by Students - Revised.pdf
JFC Dropout Prevention Student Withdrawal From School - Reviewed.pdf
JICB Care of School Property by Students-Reviewed.pdf
GCI Professional Staff Development Opportunities.pdf
IGB Curriculum Research.pdf
IHCDA Post-Secondary Enrollment Options.pdf
IMDA-Revised.pdf
JGAA Assignment of Students to Classes - Five Year Olds - Review.pdf

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

L. Communications:

M. Executive Session:

N. Adjournment:

Biddeford School Department
Wednesday, January 11, 2023
5:00 pm **Agenda**
Little Theater Biddeford High School

Public Viewing:
Local Public Access Station
City of Biddeford Website

A. **Call to Order:** The meeting was called to order at 7:00 pm
B. **Roll Call:** Mayor Alan Casavant, Lisa Vadnais, Michele Landry, Amy Grohman, Randy Forcier, Meagan Desjardins, Rebecca Henry, Lauren Schuyler Giddings, and Jeremy Ray was 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 12/14/2022 ~ Lisa Vadnais moved to approve the minutes from the last meeting, Amy Grohman seconded, and all were in favor
F. **Consent Agenda:** ~ Lisa Vadnais moved to approve the consent agenda, Michele Landry seconded and all were in favor.

Nominations:
   a. Jacob Tellier ~ APC Teacher ~ New Position

Appointments:
   a. Huijun Methot ~ BMS Food Service Worker ~ Replacing Kimberly Goulet
   b. Danielle O-Connell ~ BPS Intern ~ Replacing Claire Grishaw-Jones
   c. Juan Ceballon ~ BHS Sophomore Class Advisor Stipend

Transfers:
   a. Tina Tellier ~ BIS Custodian moving to BMS replacing Jacquelyn Leonard
   b. Brian Danis ~ BMS Custodian moving to BPS replacing Isis McCue

Resignations:
   a. Bob Linscott ~ BHS Custodian ~ Resignation
   b. Marc Cadorette ~ BRCOT Machining Instructor ~ Retirement
   c. Mary Maxfield ~ BRCOT Early Childhood Teacher ~ Retirement
   d. Cindy Cook ~ BHS Special Education Teacher ~ Retirement

G. **Superintendent's Report:** ~ Jeremy Ray thanked the retiring teachers for their service. He also appreciated that they let the school department know with notice. They are leaving challenging positions to replace, and having the extra time to find the right candidate is helpful. NWEA testing is a starting in our schools. Just a reminder that NWEA is our state proficiency testing. That company was just sold to a textbook company called Houghton Mifflin. It will be interesting to see what that relationship will be and if they will continue with them. Paulette, Leah, and Jeremy have been working on the final design for the CTE building. We spent some time on the layout of the culinary space, which is the more difficult space to configure.

School Committee Members:

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

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

Looking to go out to bid in February. We received our DB approval for stormwater. Elementary Principals and Mandy have been working on a survey to see who would be interested in helping plan the addition at BPS. Hoping early next week to have the draft budget in your hands. Governor Mills released to legislators today her biennial budget, which included hundred in one million dollars for education to stay at fifty-five percent, which will be helpful to us. Happy to see that also in that budget for the next two years was fifty-eight million dollars to be put toward continued hot lunch programs for students.

H. **Committee Reports:** None
I. **Old Business:** None
J. **New Business:**
   a. **STEM Academy Memo ~** Martha Jacques, Mandy Cyr, and Scott Descoteaux gave a presentation on STEM. The School Committee was allowed to ask questions.
   b. **Budget Time Line ~** Jeremy presented the budget timeline. The School Committee was allowed to ask questions.

First Reading of Policies to Revise: Lisa Vadnais moved to approve the first reading of all the policies, Amy Grohman seconded, and all were in favor.

   a. **AD** - Educational Philosophy/Mission
   b. **IGC** - Pilot Programs
   c. **JICH** - Drug and Alcohol Use By Students
   d. **JFC** - Dropout Prevention Student Withdrawal From School
   e. **JICB** - Care of School Property by Students

First Reading of Policies to Review:

   a. **GCI -** Professional Staff Development Opportunities
   b. **IGB** - Curriculum Research
   c. **IHCDA** - Post-Secondary Enrollment Options
   d. **IMDA** - Patriotic Exercises
   e. **JGAA** - Assignment of Students to Classes - Five-Year-Olds

K. **Public Participation:** (3 minutes; any item)
L. **Communications:**
M. **Executive Session:** Lisa Vadnais moved to enter into an executive session at 5:50 pm, Amy Grohman seconded, and all were in favor
   a. Labor Contract Negotiations for Superintendent Pursuant to 1 M.R.S.A. § 405(6)(D)
N. **Adjournment:** The meeting was adjourned at 5:50 pm. Lisa Vadnais moved to adjourn the meeting, Amy Grohman seconded, and all were in favor.

Jeremy Ray, Superintendent of Schools Date: 1/27/2023

School Committee Members:

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

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

FALL	Coach's Name	Stipend	Nominated	Approved by Board	Background/Experience	Sent Frontline Form	
Head Middle School Football Grade 8	Gary Pleau	$3,538.53	7/15/2022	8/10/2022	Current Coach and BHS employee	X	
Head Middle School Football Grade 7	Gary Pleau	$3,538.53	7/15/2022	8/10/2022	Current Coach and BHS employee	X	
Football Assistant	Kelly O'Guinn	$2,123.12	7/15/2022	8/10/2022	Current coach	X	
Football Assistant	Jay Demick	$2,123.12	7/15/2022	8/10/2022	Current Coach and BSD Employee	X	
8th Grade Boys Soccer Coach	Robert Martens	$2,359.02	7/15/2022	8/10/2022	Current Coach and BIS Employee	X	
8th Grade Girls Soccer Coach	Sophie Manning	$2,359.02	7/15/2022	8/10/2022	Current Coach and BMS Teacher	X	
Grade 7 Field Hockey Coach	Briana Lagasse	$2,359.02	10/7/2022	10/26/2022		X	
Grade 8 Field Hockey	Stephanie Coleman	$2,359.02	7/15/2022	8/10/2022	Current Coach	X	
Middle School Volleyball	Justine Bouthot	$2,162.44	7/15/2022	8/10/2022	Current BMS Coach, Varsity Assistant, and BMS Teacher	X	
Middle School Cross Country Coach	Mike Hallett	$1,965.85	8/23/2022	8/24/2022	Current Indoor Track Coach for BMS		
Athletic Director	Karl Lebreux	$10,500.00	8/23/2022	8/24/2022	Current Athletic Director		
Grade 5 Cross Country	Nick Reny	$786.34	9/6/2022	9/14/2022	BMS Employee and 8th grade baseball coach		
Grade 5 Cross Country	Maggie Guzman	$786.34	9/6/2022	9/14/2022	BMS Employee and did last year		
7th Grade Boys Soccer Coach	Eric Howell	$2,359.02	9/4/2022	9/14/2022	Teacher at BMS		
Girls Soccer Coach Grades 6 & 7	Don Stanhope	$2,359.02	9/4/2022	9/14/2022	Teacher/Coach		
WINTER	**Coach's Name**	**Stipend**	**Nominated**	**Approved by Board**	**Background/Experience**		
Middle School Winter Cheering Co-Coach	Natalie Hatch	$982.92 (split stipend)	10/24/2022	11/9/2022			
Middle School Winter Cheer Co-Coach	Olivia Souliere	$982.92 (split stipend)	10/24/2022	11/9/2022			
Grade 7 Boys Basketball	Derek Gaudreau	$3,145.36	10/24/2022	11/9/2022			
Boys Basketball Grade 8	Tim Guillerault	$3,145.36	10/24/2022	11/9/2022			
Grade 7 Girls Basketball	Melody Michaud	$3,145.36	10/24/2022	11/9/2022			
Grade 8 Girls Basketball	Don Stanhope	$3,145.36	10/24/2022	11/9/2022			
Third Team Boys Basketball BMS	Richard Shumate	$1,160.00	11/14/2022	11/30/2022			
BMS Wrestling Head Coach	James Smith	$2,752.19	1/19/2023				
Middle School Indoor Track Head Coach	Mike Hallett	$2,555.61	1/19/2023				
Middle School Indoor Track Assistant Coach	Derek Gaudreau	$1,533.36	1/19/2023				
Middle School Indoor Track Assistant Coach							
Unified Basketball Head Coach	Marc Boissoneault	$1,965.85	1/19/2023				
Unified Basketball Assistant BMS							
SPRING	**Coach's Name**	**Stipend**	**Nominated**	**Approved by Board**	**Background/Experience**		
Grade 7 Baseball Coach							
Grade 8 Baseball Coach							
Grade 7 Softball Coach							
Grade 8 Softball Coach							
Head Outdoor Track Coach							
Assistant Coach Outdoor Track							
Girls LAX Coach							
Outdoor Track Head Coach							
Boys LAX Coach							
Non Athletic Stipends	**Recommended**	**Stipend**	**Nominated**	**Approved by Board**	**Background/Experience**		
IA Equipment Maintenance	Raymond Sampson	$1,907.00	8/23/2022	8/24/2022			
Yearbook	Anne Marie Duguay	$2,272.00	8/23/2022	8/24/2022			
Math Curriculum Leader	Linda Descoteaux	$786.34	8/23/2022	8/24/2022			
Science Curriculum Leader	Chelsea Brittain	$786.34	8/23/2022	8/24/2022			
ELA Curriculum Leader	Susanna Sharpe	$786.34	8/23/2022	8/24/2022			
Social Studies Curriculum Leader	Susanna Sharpe	$786.34	10/7/2022	10/26/2022			
MS Curriculum Lead	Susanna Sharpe	$1,965.85	9/9/2022	9/14/2022			
Jazz Instructor	Dave Stebbins	$2,229.00	8/23/2022	8/24/2022			
Choral Instructor	Ann Guiney	$1,704.00	8/23/2022	8/24/2022			
Drama Instructor	Coleen Hatt	$852.00	8/23/2022	8/24/2022			
Drama Instructor	Rob Petit	$852.00	8/23/2022	8/24/2022			
Instrumental Instructor	Amy Delorge	$2,414.00	8/23/2022	8/24/2022			
Civil Rights	Samara Yandell	$852.00	8/25/2022	8/24/2022			
Civil Rights	Gustavo Gomez	$852.00	8/25/2022	9/14/2022			
Team Leader Grade 7	Coleen Hatt	1179.51	8/25/2022	9/14/2022			
Team Leader Grade 7	Karen Bouchard	1179.51	8/25/2022	9/14/2022			
STEM Team Leader	Ray Sampson	1179.51	8/25/2022	9/14/2022			
Team Leader Grade 6	Sophia Manning	1179.51	8/25/2022	9/14/2022			
Team Leader Grade 6	Landyn Bowers	1179.51	8/25/2022	9/14/2022			
Team Leader Grade 5	Justine Bouthot	1179.51	8/25/2022	9/14/2022			
Team Leader Grade 5	Debbie Chapman	1179.51	8/25/2022	9/14/2022			
Special Education Team Leader	Marc Boissnnault	1179.51	8/25/2022	9/14/2022			
Unified Arts Team Leader	Samara Yandell	1179.51	8/25/2022	9/14/2022			

Biddeford Schools

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MEMO

TO: Biddeford School Board & Jeremy Ray, Superintendent of Schools
FROM: Scott Descoteaux, BMS Principal
CC: Martha Jacques, BHS Principal
Mandy Cyr, Director of Instruction
RE: STEM Programming Options
DATE: January 2, 2023

The current grade level configuration of students requires the school department to examine STEM offerings at Biddeford Middle School. The STEM team, along with building administration, has been working on identifying two options for consideration.

Option 1: Develop a two-year 6th/7th grade STEM program at BMS
Option 2: Provide all grade 6 students with STEM UA options and create a one-year 7th-grade STEM team.

<table>
<tr><th></th><th>Grade 6</th><th>Grade 7</th><th>Grade 8</th></tr>
<tr><td>Option 1</td><td colspan="2">STEM Team programming</td><td rowspan="2">Transitional STEM programming for students on the STEM Team during grade 7 of the 2022-2023 school year.

2023-2024 school year, all grade 8 students would be able to register for STEM-related courses</td></tr>
<tr><td>Option 2</td><td>UA STEM Offering to all grade 6 students</td><td>STEM Team</td></tr>
</table>

Option 1: Two-year 6/7th grade STEM Program
Considerations: • Core STEM teachers would continue to deliver popular programming in a 2-year curriculum format. • Creates an alternative to traditional programming in grade 6. • Possibility of attracting students from other towns, such as Dayton, which ends in 5th grade. • Interested students would need to apply during March of their grade 5 year. • Grade 6 may look slightly different in terms of programming due to the need for English Language Arts and a Social Studies class. • Looping with the students may occur with some of the STEM teachers depending on the certification. Staffing: • Teacher certifications may not allow current staff to teach at the grade 6 level. • Two current MS STEM teachers will move to BHS for the 2023 - 2024 school year to support the additional number of STEM students on the BHS campus. • Work with current BMS staff to identify interest in participating in a grade six STEM team. Current STEM teachers would collaborate for vertical alignment of curriculum and implementation. Grade 6 STEM teachers may need to teach courses outside the STEM team.
Option 2: Grade 6 UA options with a Grade 7 STEM Team
Considerations: • Increased number of seats in the grade 7 STEM team. • Grade 6 students would receive foundational STEM instruction from teachers versed in the grade 7 STEM curriculum goals and objectives. • All grade 6 students would continue with a consistent curriculum • Looping with the students would not take place as in previous years. Staffing: • Two current MS STEM teachers will move to BHS for the 2023 - 2024 school year to support the additional number of STEM students on the BHS campus. • STEM teachers would develop a curriculum for Grade 6 UA options that will support the development of STEM thinking with students and increase engagement. This may also lead to increased interest in the grade 7 STEM Team.

Administrator Recommendation

The recommendation is to provide a STEM program to grade 6 and grade 7 students (option 1).

EDUCATIONAL PHILOSOPHY/MISSION

MISSION: All students are assured of an education that prepares them for the future.

VISION: A partnership of schools and the community will work together to create opportunities for the success of all learners.

The School Committee makes the following commitments:

A. The Biddeford Schools should be a leader in student-centered learning in the region. We will not retreat to one-size-fits-all academics.

B. We should continue to educate ourselves and our community about serving the whole child, being mindful of trauma and the ravages of substance abuse. We will not ignore--nor excuse--the impact of what happens outside of school.

C. We support all learners. We will not norm our expectations to the population we serve. Those who struggle or excel will be met, each in her own way.

Our graduates will be prepared for the future by

A. **Becoming Effective Communicators.** The students will be active listeners who are able to interpret and synthesize information accurately. They will use oral, written,visual, artistic, and technological modes of expression effectively.

B. **Evolving Into Creative and Critical Thinkers.** Students will analyze problems and develop solutions that are considerate of global views by incorporating skills from all content areas and disciplines. The students will be able to express these solutions and support their relevance.

C. **Being Informed Problem Solvers and Decision Makers.** Students will be able to analyze and solve problems creatively. The students will have the ability to evaluate relevant data in order to select effective outcomes. They will be able to express and support these solutions in a variety of ways including a responsible consideration of other viewpoints.

D. **Practicing Global and Responsible Citizenry.** Students will interact effectively within a diverse community by having respect for all people. The students will know the value of actively participating in their community through volunteerism and organizations. They will be able to utilize resources wisely. Students will understand the need to accept responsibility for their own actions and personal decisions.

E. **Striving to Become Life-Long Learners.** Students will create and execute plans for personal and professional growth. They will seek and use information from a variety of sources in a life-long quest for knowledge which will help them initiate and adapt to the constantly changing world around them.

F. **Developing the Skills of Quality Workers.** The students will establish goals and complete them

in a timely manner. They will persist in improving performance and exhibiting initiative. They will demonstrate and share a quality product. Students will work effectively both independently and collaboratively.

The Biddeford School System believes that:

A. Every child needs to feel important;

B. It is essential to provide a safe environment for successful learning;

C. Students will leave school with the knowledge and skills to find a career **and continue their education;**

D. All students learn in different ways;

E. Schools, parents, and the community **are invited to be** ~~should be~~ active and supportive to ensure the success of our students;

F. An appreciation of cultural diversity is essential to the future of our community; and

G. Teachers do make a difference in students' lives.

The School Committee fully accepts the responsibility for formulating policies and acquiring adequate funding to support the education process. The Committee shall always consider the welfare of students as the single most important factor in making decisions related to educational policy. It shall be the policy of the School Committee and administrators to promote sound educational practices and professional development.

Legal Reference: 20-A MRSA § 1001, et seq; 4511.3, § 4801 et seq.

Adopted: August 1988

Revised: August 11, 1998; April 27, 1999

Revised:_____

NOTE FROM CHRIS DEC 2: The passage we've mulled in Part D is verbatim from MRSA 20-A § 4805 (1). This subsection is technically captured in the Legal Reference's "et. seq." This may address the question of whether this is a political or philosophical sentiment of the School Committee - It's not. Is codified in in Chapter 209 of the statute regarding "School Days, Holidays, Special Observances"

PILOT PROGRAMS

The School Committee expects the school unit's curriculum to reflect the best thinking and research available on teaching and learning. In order to ensure that new programs meet the needs of students and are integrated appropriately with existing curriculum **major**, pilot programs may be approved by the School Committee. **Major pilot programs are those with substantive impact on staffing, collective bargaining, physical plant, budget, or curricular alignment with Maine's Learning Results and/or the Committee's strategic planning.**

Any proposed pilot program shall be reviewed by the School Committee, the Superintendent and appropriate building administrators, **and should be periodically reviewed by the school committee**. If the School Committee approves a **major** pilot program, the building administrator shall designate an appropriate staff member to plan and oversee the pilot program. He/she shall also be responsible for evaluating the program and reporting observations to the building administrator. Upon completion of the program, the building administrator shall make a recommendation to the Superintendent and School Committee as to whether the program should be adopted as part of the curriculum, continued as a pilot or discontinued.

Adopted: March 14, 1995

Revised: April 27, 1999, _____

DRUG AND ALCOHOL USE BY STUDENTS

Philosophy

The Biddeford School Department recognizes that the use of illegal substances is a significant health problem for adolescents, often impacting negatively on behavior, educational opportunities, and developmental skills for both academics and athletics. Please refer to policy JJIC-R for the substance abuse policy language related to student participation in athletics and extra-curricular activities. To accomplish the goal of providing a safe and healthy learning environment for students, a cooperative effort among school staff, students, parents, law enforcement and organizations concerned with the use of drugs and alcohol by school-aged youth will be engaged.

In order to promote the safety, health and well-being of students, the Biddeford School Committee endorses a three-pronged approach to address the issue of drug and alcohol use; prevention/education; intervention and discipline. The Superintendent is responsible for developing appropriate administrative procedures, curricula and programs to implement this policy.

Community Involvement for Review & Revision

A committee consisting of a minimum of a school administrator, teacher, community member and school committee member will review this policy at least every five (5) years and may be reviewed more frequently as there is a need.

Prohibited Conduct

No student shall distribute, dispense, possess, use or be under the influence of any alcoholic beverage, malt beverage, fortified wine or other intoxicating liquor. Nor shall a student manufacture, distribute, dispense, possess, use or be under the influence of any narcotic drug, hallucinogenic drug, amphetamine, barbiturate, marijuana, anabolic steroid, any other controlled substance defined in federal and state law/regulations, any look-alike substance, or any substance that is represented to be a controlled substance. **No student shall distribute, dispense, possess, consume or carry on school property or on school-sponsored activities so-called "energy" or malt beverages that require that the purchaser be at least age 21, even if the consumer needn't have reached the age of 21.**

These prohibitions apply to any student who is on school property, who is in attendance at school or at any school-sponsored activity, or whose conduct at any time or place directly interferes with the operations, discipline, or general welfare of the school.

Disciplinary Action

Principals may suspend and/or recommend expulsion of students who violate this policy based upon the facts of each case and in accordance with established disciplinary procedures.

Students may also be referred to law enforcement authorities for investigation and/or prosecution.

Prevention/Education

The Biddeford School Department will provide students with information and activities focused on educating students about drugs and alcohol and preventing their use. Programs shall teach students that the use of drugs and alcohol is illegal and harmful; how to resist peer pressure; and address the legal, social and health consequences of drug and alcohol abuse. The Biddeford School Department supports the use of community partners for assisting in the education and professional development of administrators, teachers, coaches, advisors, students, and parents in the area of symptoms of adolescent chemical dependency, adolescent substance abuse, and their impacts on student participants. In addition, the Biddeford School Department recognizes that any policy related to the use of illegal substances needs to e incorporated into the context of a broader school and community effort to support prevention programs.

Intervention

The school unit will establish a team approach to intervene with students with drug/alcohol problems. Students will be assisted in addressing their drug/alcohol problems and in continuing their educational program. Students will be provided with information and referral, if necessary, to aid them in obtaining assistance from appropriate community organizations. Student records concerning such interventions shall be kept confidential as required by state and federal laws.

Policy Communication

The school unit shall distribute this policy and appropriate related information to staff, students and parents on an annual basis through handbooks and/or other means selected by the Superintendent and building administrators.

Legal Reference: 21 USC § 812 (Controlled Substances Act)
21 CFR Part 1300.11-15
Pub. L. No. 101-226 (Drug-Free Schools and Communities Act Amendments of 1989)
17-A MRSA § 1101
42 USC § 290dd-2
42 CFR § 2.1 et seq.
20-A MRSA §§ 1001(9); 4008

Cross Reference: GBEC – Drug-Free Workplace
JICIA – Weapons, Violence and School Safety
JJIC-R, General Rules for Students Participating in Athletics and in Extra Curricular Activities
JKD – Suspension of Students
JKE – Expulsion of Students
JLCD – Administering Medication to Students
JRA – Student Records

Adopted: March 14, 1999
Revised: April 27, 1999; August 10, 1999, September 9, 2014,_____

DROPOUT PREVENTION
STUDENT WITHDRAWAL FROM SCHOOL

The School Committee believes that a high school diploma signifies the minimum preparation for life. Therefore, the School Committee strongly urges every teacher, guidance counselor, principal, parent, and citizen to exert influence to keep all students in school through high school.

Dropout Prevention Committee

In order to reduce the school dropout rate, the Superintendent shall establish a Dropout Prevention Committee to study the problem of dropouts, habitual truancy, and the need for alternative programs, **Pre-**kindergarten to grade 12. The Committee will meet at least annually, make recommendations for addressing the problem, and submit a plan of action to the School Committee in accordance with the provisions in Maine law.

The Committee will consider the following when developing its plan: reasons why students drop out of school; maintenance of continuing contacts with recent dropouts in order to extend opportunities for alternate educational program, counseling, and referral; education of teachers and administrators about the dropout problem; use of human services programs to help dropouts; the School Committee's policies on suspension, expulsion, and other disciplinary action; and discriminatory practices and attitudes within the unit.

Committee Membership

As required by law, the Dropout Prevention Committee shall be composed of the following members:

A. A member of the School Committee selected by the School Committee;

B. A school administrator selected by the Superintendent;

C. A teacher and a school counselor selected by the teachers' organization;

D. A parent selected by the local parent group or by the School Committee if no such group exists;

E. A school attendance coordinator**, truancy interventionist, and/or resiliency coordination** from the school system selected by the Superintendent;

F. A high school student selected by the Dropout Prevention Committee members selected in paragraphs A to E;

G. A dropout selected by the Dropout Prevention Committee members selected in paragraphs A to E; and

H. A community resident of the district selected by the Dropout Prevention Committee members selected in paragraphs A to E.

The School Committee recognizes the importance of success as a motivator and as a factor in a student's commitment to education. For those students who have been identified as at risk of dropping out, every effort will be made to provide alternative instructional arrangements that take into account both the student's need for success and the unit's commitment to adequate minimum standards of achievement.

Student Withdrawal From School

In the event that students do withdraw from school, school administrators shall arrange for regular contacts to be made with them for the purpose of informing them of the process for readmission, making them aware of alternatives in the community for continuing their education and stating the unit's willingness to assist them in their educational efforts.

Legal Reference: 20-A MRSA §§ 5001-A; ~~5102~~-5103

Cross Reference: JEA - Compulsory Attendance Ages
IHBH -

Adopted: April 26, 1994

Revised: April 27, 1999, _____

CARE OF SCHOOL PROPERTY BY STUDENTS

Textbooks, ~~library and other instructional materials, as well as other school property~~ school property including but not limited to print materials, electronic appliances, athletic gear, musical instruments, and facilities, are available to students for their use. Each student is responsible for loss or damage beyond normal wear. ~~Parents shall be notified and students shall be billed for the repair or replacement costs of such materials.~~ **Students will be billed for the replacement costs of such materials.**

If reimbursement is not made within a reasonable time:

~~A. Students may be denied the privilege of checking out library materials or using other school property/facilities;~~

B. Damage to school property may be recovered in a civil action to obtain the **permitted** **"**double the damage**;"** as permitted by law; or

C. ~~The cost may be recovered by requesting the municipal assessor to include the value in the parents' next municipal tax bill.~~ **Costs of lost, destroyed, or damaged school books and instructional appliances may be recovered by requesting the municipal assessor to include the value in the next municipal tax of the delinquent parent.**

~~If lost materials are subsequently located and returned within the same academic year, a refund of any bill paid will be made.~~

The Superintendent shall **see that students and parents are notified annually of their responsibilities under this policy, such as publication in pupil/parent handbooks.** ~~be responsible for developing any necessary administrative regulations to implement this policy. Staff, parents and students shall be notified of this policy through appropriate means such as handbooks.~~

Legal Reference: 20-A MRSA §§ 6805-6807

Adopted: March 17, 1993

Revised: April 27, 1999, _____

PROFESSIONAL STAFF DEVELOPMENT OPPORTUNITIES

The School Committee recognizes the importance of developing, maintaining, and extending the skills of staff members and encourages employees to engage in programs and activities that will lead to their professional growth and increased competence.

The Superintendent is authorized to initiate programs and activities which are designed to serve the following purposes:

A. To provide a structure through which staff members can stay abreast of new developments in their areas of specialty;

B. To familiarize staff members with new research and innovative teaching methods;

C. To assist staff members in the process of change and school improvement; and

D. To facilitate the development, implementation, and evaluation of new programs.

Within budgetary limitations, visitations and attendance at conferences may be approved by the Superintendent in accordance with School Committee policy.

Legal Reference: Chap. 125.23 B (5)(m) (Maine Dept. of Ed. Rule)

Adopted: February 22, 1994

Revised: April 27, 1999
Reviewed: _____

CURRICULUM RESEARCH

The School Committee recognizes the importance of research as a means of improving educational practices and the instructional program. The School Committee encourages administrators and instructional staff to cultivate a spirit of inquiry and to investigate and apply research findings that will benefit the instructional program and the school unit's students. The Superintendent is authorized to approve appropriate curriculum research to the extent that it does not interfere with the regular educational program.

The School Committee expects the Superintendent and staff to evaluate curriculum and educational practices in light of available research, and use such research in curriculum planning and professional development activities. The Superintendent shall establish appropriate liaisons with educational organizations and agencies engaged in research that will benefit the school unit.

Adopted: March 14, 1995

Revised: April 27, 1999
Reviewed: _____

POST-SECONDARY ENROLLMENT OPTIONS

The intent of this policy is to establish the requirements for student enrollment in post-secondary courses taken before high school graduation.

Eligible Institutions

Students may take courses at eligible post-secondary institutions within Maine, which include the University of Maine System, the ~~Vocational Technical~~ **Community** College System and Maine Maritime Academy.

Students may be allowed to take courses at private colleges or other institutions, **or other Department of Education endorsed programs**. Any such requests shall be considered on a case-by-case basis, provided such courses are not available at Biddeford High School.

Student Eligibility Requirements

A student may take no more than one course per semester and two courses per academic year.

A student must meet the following criteria prior to enrolling in a post-secondary course:

Note: Paragraphs A through D reflect the statutory requirements.

A. Have a minimum of a "B" **(**or 5.0) average in his/her courses overall;

B. Meet the course admission standards of the eligible institution;

C. Provide evidence of parent/guardian approval for taking the course; and

D. Obtain approval from the principal and guidance counselor. The student must meet with his/her guidance counselor to develop a plan describing how the course will help the student meet graduation requirements in order to obtain approval.

Awarding of Credits

The eligible institution shall grant full credit to any student who successfully completes a course.

High school graduation credit for a course taken under this policy shall be awarded as follows:

A. The student must earn a passing grade in the course.

B. Attendance must satisfy the instructor's requirements.

Financial Assistance

A. The Maine Department of Education shall pay applicable tuition costs for any student enrolled in a course under this policy if the eligible institution requires tuition payment.

B. The student and his/her parent/guardian are responsible for paying for all textbooks, course fees and transportation costs.

School Unit Reporting Requirements

The Superintendent shall ensure that information concerning post-secondary enrollment options is made available to parents and students.

The Superintendent shall provide an annual report to the School Board regarding the number of students taking courses at post-secondary institutions and the courses taken.

Legal Reference: 20-A MRSA § 4771 et seq.

Adopted: May 31, 1989

Revised: April 27, 1999
Reviewed: _____

PATRIOTIC EXERCISES

Maine law requires display of and instruction about the American flag in the classrooms of our schools.

In order to foster appreciation and respect for the flag as a symbol of our nation, the Pledge of Allegiance will be recited each morning and at assemblies and other appropriate occasions in every school. It is the responsibility of the Superintendent, through each building principal, to ensure that this policy is implemented. The building principal may determine how the Pledge will be initiated, such as by individual teachers or by intercom.

Individual students may decline to participate in the Pledge of Allegiance. Students who do not participate must remain quiet and refrain from disruptive or distracting behavior while the Pledge is being recited.

Teachers may not be compelled to recite the Pledge of Allegiance, but they are not excused from the duties to initiate and supervise student recitation of the Pledge as assigned by the principal nor from implementation of curriculum that promotes honor and respect for the flag and our country.

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

Cross Reference: IMDB – Flag Displays

Adopted: April 27, 1999
Reviewed: _____

ASSIGNMENT OF STUDENTS TO CLASSES—FIVE-YEAR-OLDS

Maine law permits children who are at least five years old on October 15 of the school year to enroll in school. The intent is that these students begin their school careers in Kindergarten at this age.

However, it is recognized that exceptions to this initial placement may be justified under limited circumstances. In such rare cases, enrolling five-year-old students may be placed in first grade at the discretion of school officials in accordance with the following:

A. Social and emotional maturity should have been demonstrated such as to predict success in grade one;

B. The decision of placement lies with the Principal, appealable to the Superintendent whose decision shall be final;

C. The right must be reserved to the school to administer testing as appropriate to making a proper determination of placement;

D. Any such placement is to be conditioned upon demonstrated success and reviewed at appropriate intervals;

E. A student who was enrolled in a public kindergarten in another state and was promoted to first grade may enroll in first grade; and

F. All exceptional placements are to be reported to the Superintendent.

The Superintendent shall promulgate regulations/procedures to implement this policy.

Legal Reference: 20-A MRSA § 5201

Cross Reference: IKE - Promotion, and Retention of Students
JFAA - Admission of Resident Students
JFAB - Admission of Non-Resident Students

Adopted: February 1988

Revised: April 27, 1999
Reviewed: _____