

**SANFORD SCHOOL DEPARTMENT
SANFORD SCHOOL COMMITTEE
REGULAR BUSINESS MEETING AGENDA
City Council Chambers, 3rd Floor, City Hall Annex
Monday, September 14, 2026 ~ 6 pm**

Note: This is a combination **VIRTUAL** and **IN-PERSON** meeting, with members attending via Zoom Video Conferencing and in-person.

If you would like to join this meeting via Zoom, please use the following link:

<https://sanford-org.zoom.us/j/2049585346?pwd=ThXZE5SVmwzNzFuMmIYbExxZzhiZz09>

Meeting ID: 204 958 5346

Passcode: hN6zJT

Public comments will be heard during the meeting, both in-person and via Zoom. For those unable to attend, public comments can be submitted via email to: schoolinfo@sanford.org prior to 4:00 PM on the day of the meeting.

This meeting will be available on Channel 26 locally and live-streamed at <https://townhallstreams.com/towns/sanfordme>; it will also be available for viewing via this link after the meeting has ended.

Members present: Amy Sevigny, Paula Cote, Lisa Blanchette, Melissa Simpson, Jonathan Stimmell

Student Reps present: Alessandra Castro

Staff present: Matt Nelson, Superintendent
Steve Bussiere, Assistant Superintendent
Cheryl Fournier, Business Administrator
Joe Mastraccio, Principal, Sanford Middle School
Tracy Gibson, Principal, Sanford High School
Zach Lemelin, Athletic Director

Guests present:

A. Call to Order _____
(time)

B. Pledge of Allegiance

C. Mission The mission of the Sanford School Department is to “Prepare all students with

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future-ready skills and knowledge to empower success in a rapidly changing world.”

D. Adjustments

E. Approval of Minutes

1. Monday, July 6, 2026, Regular Business Meeting ([Attachment](#))
2. Thursday, August 20, 2026, Workshop ([Attachment](#))
3. Monday, August 24, 2026, 8:00am, Executive Session ([Attachment](#))
4. Monday, August 24, 2026, 8:30am, Executive Session ([Attachment](#))
5. Monday, August 24, 2026, 9:30am, Executive Session ([Attachment](#))
6. Monday, August 24, 2026, 10:30am, Executive Session ([Attachment](#))
7. Monday, August 24, 2026, Workshop ([Attachment](#))

Recommendation: To approve the minutes as presented.

F. Public Comments

G. Communications

H. Committee Reports

1. Policy Committee - See policies in agenda.
2. Sanford Schools Legacy Foundation
3. Sanford Performing Arts Center Advisory Committee

I. Superintendent's Report

1. Staffing Update
2. School Committee Goal Setting and areas of focus for 2026-2027 School Year Workshop w/ Administrators.
3. School Committee Workshop on Development of Strategic Plan
4. Student Representative Report
5. New Student Representative Process
6. Opening of Schools Update
7. Enrollment Update

J. Directors' Reports

1. Joe Mastraccio Principal, SMS
 - i. School Opening Update
2. Tracy Gibson Principal, SHS
 - i. School Opening Update
3. Zach Lemelin
 - i. Fall Athletics Update
4. Steve Bussiere
 - i. Transportation

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- ii. Cell Phone Policy Implementation Update
- iii. Reach My Teach

K. New Business

1. 2026-2027 School Committee Meeting Schedule ([Attachment](#))
Recommendation: To approve the 2026-2027 School Committee meeting schedule as presented.
2. **Naming Rights** – Brian Flanagan Memorial Bridge: To accept a donation from the Sanford School's Legacy Foundation and approve a request to name a bridge on the cross-country trail near Alumni Stadium after Brian Flanagan.
Recommendation: To accept a donation from the Sanford School's Legacy Foundation and approve a request to name a bridge on the cross-country trail near Alumni Stadium after Brian Flanagan.
3. **Comprehensive Health and Safety Emergency and Management Plan** - Steve Bussiere
Recommendation: To adopt the Updated Comprehensive Health and Safety Emergency and Management Plan as presented.

L. Old Business

M. Resignations/Retirements*

1. Superintendent Nelson will announce the following resignations/retirements*:

Shannon Seebeck	Educational Technician	BRIDGE	6/16/2026
Sydney Wolf	Special Education Social Worker	CJL	6/16/2026
Kevin Alston	Maintenance	District	7/1/2026
Deborah Sanborn*	Central Office Receptionist / Accounts Payable Assistant	District/Central Office	10/8/2026
Gail Burnette	MLL Teacher	SCAE	6/2026
Charlene Foss	Educational Technician I Self-Contained	SHS	6/16/2026
Chris Jeney	Alternative Education Science Teacher	SHS	6/16/2026
Eric Ames	Part Time Custodian	SMS	6/16/2026
Brent Coleman	Social Worker - General Education	SMS	8/21/2026
Stacey Irish	Educational Technician II Resource Room	SMS	6/16/2026
Andrew Johnson	MLL Teacher	SMS	6/16/2026
James McDonald	2nd Shift Custodian	SMS	9/4/2026
Paula Sheehan-Kopp	Special Education Teacher	SMS	6/16/2026
Kerry Brunault	Educational Technician I Self-Contained	SPE	6/16/2026
Matthew Joudrey	Kitchen Personnel	SPE	6/16/2026

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Rachel Wilson Legere	Teacher	SPE	6/16/2026
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N. Staff Appointments

1. Superintendent Nelson will announce the following Appointments:

Chloe Camire	ESY Substitute Teacher	CJL	7/6/2026
Ryan Mullett	ESY Substitute Teacher	CJL	7/2026
Michelle Payeur	ESY Substitute Teacher	CJL	7/6/2026
Vicky Thyng	ESY Educational Technician	CJL	7/6/2026
Marilyn Weltin	ESY Substitute Teacher	CJL	7/6/2026
Marie Frechette	School Year Administrative Assistant	CJL	8/24/2026
Lilly Moran	Educational Technician I	CJL	8/26/2026
Lazara Rangel	Educational Technician III Special Education Self-Contained	CJL	8/26/2026
Stacey Reguera	Math & Literacy Educational Technician II	CJL	8/26/2026
Jennifer Ring	Library Educational Technician III	CJL	8/26/2026
Nicole Blount	Communications Coordinator	District	8/10/2026
Angela Lepore	Receptionist/Accounts Payable	District	9/9/2026
Alexia Ortega	District Student Enrollment and Educational Records Administrative Assistant	District	8/3/2026
Diane Ramsdell	Substitute Summer Kitchen Personnel	District	7/15/2026
Kathleen Voter	School Psychologist	District	8/25/2026
Shiejanie Joy Kingsbury	Title I Educational Technician II	MCS	8/26/2026
Kari Thompson	Special Education Educational Technician I	MCS	8/26/2026
Savannah Thyng	Pre-Kindergarten Educational Technician I	MCS	8/26/2026
Heather Lawrence	Educational Technician III Special Education	SHS	8/26/2026
Vicki Payeur	Educational Technician III Resource Room Job Share (Part-Time) 2 days/week	SHS	8/26/2026
Melinda Williams	Educational Technician II L Job Share (Part-Time) 3 days/week	SHS	8/26/2026

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Mackenzie Betty	Educational Technician III	SMS	8/25/2026
Emma Cyr	Kitchen Personnel	SMS	8/24/2026
Gwendlyn DeYoung Reynolds	Educational Technician I Life Skills	SMS	8/26/2026
Elisabeth Hall	Administrative Assistant to the Nurse	SMS	8/1/2026
Felicia Kearns	Student Council/Student Leadership Split Stipend	SMS	8/31/2026
David Willinski	Student Council/Student Leadership Split Stipend	SMS	8/31/2026
Amanda Bouffard	Educational Technician II Self-Contained	SPE	8/26/2026
Jennifer Brook	Kitchen Personnel	SPE	8/24/2026
Rachel Lumbert	Educational Technician III - Self-Contained Grades 3/4	SPE	8/26/2026
Jason Richard	AGC/SRTC Construction Academy Instructor	SRTC	7/15/2026
Sheri Tweedie	PT MCCA [Academic, Career, and College Advisor] Advisor	SCAE	9/1/2026

2. Superintendent Nelson will announce the following Schedule B Appointments:

School	Appointment	Description	Schedule
SHS	Ethan Stump	Head Football Coach	B
SHS	Nicholas Cliche	Asst Football Coach	B
SHS	Michael Ellis	Asst Football Coach	B
SHS	Jon St.Pierre	Asst Football Coach	B
SHS	Anythony Nguyen	Freshman Football	B
SHS	Dana Newton	Asst Freshman Football Coach	B
SHS	Nathaniel Smith	Cross Country Coach	B
SHS	Lindsey Strout	Asst Cross Country Coach	B
SHS	Rossie Lontine-Kearson	Golf Coach	B
SHS	Conor Kilroy	Asst Golf Coach	B
SHS	Martha Kane	Head Field Hockey Coach	B
SHS	Haley Wood	Asst/JV Field Hockey Coach	B
SHS	Michael Crowe	Boys Head Soccer Coach	B

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SHS	John Hamilton	Asst Varsity Boys Soccer Coach	B
SHS	Patrick Powell	Boys Asst/JV Soccer Coach	B
SHS	Alyanna Beaudoin	Girls Head Soccer Coach	B
SHS	Greg Fiandaca	Asst Varsity Girls Soccer Coach	B
SHS	MacKenna Carter	Girls JV Soccer Coach	B
SHS	Catrina Doyon	Fall Cheerleading Coach	B
SHS	Ryan Geary	Head Girls Volleyball Coach	B
SHS	Hunter Brannan	JV Girls Volleyball	B
SHS	Tori Lawrence	First Team Volleyball Coach	B
SMS	Erin Fraser	Field Hockey Coach	B
SMS	Penny Christie	Cross Country Coach	B
SMS	Meagan Collupy	Asst Cross Country Coach	B
SMS	Nicholas Ericson	Girls Soccer Coach	B
SMS	Caylee Dubois	Boys Soccer Coach	B
SMS	Chris Kumka	Boys Soccer Coach	B
SMS	Joshua Allen	Athletic Coordinator	D

O. Staff Transfers

1. Superintendent Nelson will announce the following transfers:

Beth Gauthier	From District Substitute to Educational Technician I at CJL	CJL	8/26/2026
Marisa Stam	From Outreach at MCS to Outreach at CJL	CJL	9/1/2026
Christine Underwood	From Kitchen Personnel Substitute for the District to Kitchen Personnel at CJL	CJL	8/24/2026
Leah Marks	From Outreach at SPE to Outreach at MCS	MCS	8/26/2026
Kristen Montesano	From Special Education Educational Technician at SMS to Special Education Educational Technician at SHS	SHS	8/26/2026
Hannah O'Connell	From Substitute to Educational	SHS	8/25/2026

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	Technician I Self-Contained		
Jenny McLendon	From Educational Technician II Self-Contained at SPE to Educational Technician II Self-Contained at SMS	SMS	7/2026
Sarah Mills	From Educational Technician III Title-Literacy at SPE to Educational Technician III Library at SPE	SPE	Once a replacement is found for Sarah's prior position
Tamara Wood	From Educational Technician I Self-Contained at CJL to Educational Technician I Self-Contained at SPE	SPE	8/26/2026

P. Staff Nominations

1. Superintendent Nelson will nominate the following professional staff for 1st year probationary contracts:

Christine Aldrich	PreK Teacher	CJL
Mackenzie Howard	Special Education Teacher (Self-Contained)	CJL
Angela Jackson	Alternative Education Science Teacher	SHS
Michelle Simard	Special Education Teacher	SHS
Megan Valente	Special Education Social Worker	SHS
Susan Wrisley	Social Studies Teacher	SHS
Jacqueline Hamilton	Grade 5 Teacher	SMS
Hannah Neilson	Grade 6 Teacher	SMS
Darci Saulnier	Special Education Teacher FLS (1 year)	SMS
Joseph Bradbury Shaw II	MLL Teacher	SMS
Conor Treacy	Special Education Teacher Co-Taught 7/8	SMS
Maile Biehl	Grade 2 Teacher	SPE
Erin Magaw	Kindergarten Teacher	SPE
Tara McCarn	Nail Technician Instructor	SRTC

Recommendation: To accept the nominated professional staff as presented with a 1-year probationary contract as presented.

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Q. Policies and Procedures ([Executive Summary](#))

i. First Reading

[JLF](#) - Child Abuse and Neglect: Recognition, Reporting, Prevention and Education

[JLF-E](#) - Suspected Child Abuse and Neglect Reporting Form

[IHBAC](#) - Child Find

[IICA](#) - Field Trips and Other Student Travel

[IICA-R](#) - Field Trips and Other Student Travel Procedures

[GBC](#) - Staff Ethics

[GBEBB](#) - Staff Conduct with Students

Recommendation: To accept the first reading of policies JLF, IHBAC, IICA, GBC, and GBEBB, procedure IICA-R, and form JLF-E.

ii. Second Reading

[BEDH](#) - Public Comment at School Committee Meetings

Recommendation: To accept the second reading of policy BEDH.

R. Items for Future Agenda(s)

S. Calendar Announcements

Wednesday, Sept. 16	Sanford Performing Arts Center Advisory	SHS	3:30 PM
Friday, Sept. 18	SRTC Advisory Committee	SRTC	10:00 AM
Monday, Sept. 21	Curriculum Committee	CO	8:00 AM
Monday, Sept. 21	Executive Session	CO	5:00 PM
Monday, Sept. 21	School Committee Meeting	Chambers	6:00 PM
Monday, Sept. 21	Wellness Committee	CO	3:30 PM
Monday, Oct. 5	Safety Committee	CO	3:15 PM
Monday, Oct. 5	School Committee Meeting	Chambers	6:00 PM

T. Adjournment

Recommendation: To adjourn at _____.

