

Dates to Remember

Meeting Agendas

-- [Organizational meeting June 12, 2000](#)

-- [Regular meeting June 13, 2000](#)

Meeting Minutes

-- May 11, 2000

DATES TO REMEMBER

Policy Subcommittee Meeting

June 15, 2000

9:00 a.m. - William H. Jordan Conference Room

School Board Workshop Meeting

June 27, 2000

7:00 p.m. - High School Library

Topic: Final review of 1999-2000 goals

Facilities Committee Meeting

June 29, 2000

9:00 a.m. - William H. Jordan Conference Room

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MEETING AGENDA

Thursday, May 11, 2000

SCHOOL BOARD MEETING

7:30 p.m. - Council Chambers

PRECEDED BY

6:30 p.m. Executive Session to discuss negotiations

7:00 p.m. Finance Committee Meeting

William H. Jordan Conference Room

AGENDA

CITIZENS IN THE AUDIENCE ARE INVITED TO SPEAK ON A TOPIC THAT IS INTRODUCED DURING THE COURSE OF THE MEETING. EACH CITIZEN IS TO BE LIMITED TO ONE PRESENTATION, PER CITIZEN, PER TOPIC, OF NOT MORE THAN FIVE MINUTES. AUDIENCE PARTICIPATION SHALL CEASE ON A TOPIC AT SUCH TIME AS THE CHAIRMAN CALLS FOR THE BOARD ACTION.

1. Pledge of Allegiance
2. Adjustments to agenda
3. Approval of May School Board minutes
4. Comments by high school and middle school students
5. COMMUNICATIONS

6. RECOGNITION

- a. Annual recognition of staff for years of service
- b. Recognition of retiring faculty/staff
- c. Recognition of 2 Middle School students

7. SUPERINTENDENT'S REPORT

- a. Update on Future Direction Planning Team
- b. Update on state mandated fingerprinting
- c. Notification of resignations
- d. MEA Results -- Reading , Writing, Health

8. PRINCIPALS' REPORTS

- a. Middle School
- b. Pond Cove
- c. High School

9. COMMITTEE REPORTS

- a. Finance Subcommittee
- b. Policy Subcommittee
- c. Facilities Committee

10. UNFINISHED BUSINESS

- a. Consideration of the Superintendent's nomination of a teacher to a second year contract

11. NEW BUSINESS

- a. Consideration of Superintendent's nomination to middle school guidance counselor position
- b. Consideration of Superintendent's nominations of athletic fee positions for fall 2000
- c. Consideration of Superintendent's nominations to fill co-curricular fee positions for school year 2000 - 2001
- d. Consideration of approval of negotiated contracts:
 - Administrator
 - Secretaries and Education Technicians I

e. Consideration of adoption of mission/belief/vision for Cape Elizabeth Schools

f. Consideration of proposal to authorize summer hiring

g. Policy first reading, GCSA - Employee Computer and Internet Use

ORGANIZATIONAL SCHOOL BOARD MEETING

MONDAY, JUNE 12, 2000

7:45 p.m.

William H. Jordan Conference Room

AGENDA

o The meeting will immediately follow the swearing -in ceremony. Swearing-in of three school board members - Elaine Moloney, Susan Steinman and Kevin Sweeney. (These board members will be sworn in at the beginning of the Town Council meeting in the Council Chambers at 7:30 p.m.)

1. Welcome to new Board members
2. Overview of Organizational Meeting (for new Board members)
3. Election of Chair
 - a. Open nominations
 - b. Close nominations
 - c. Vote
4. Assignment of Leaders (Chairs) for standing committees
 - a. Finance Chair
 - b. Policy Chair
 - c. Planning Chair (new)
 - d. Appointment of Vice Chair (new)
5. Assignment to standing committees
 - a. Finance (2)
 - b. Policy (2)
 - c. Planning (2)
 - d. Future Direction Planning Team (2)

6. Complete all other assignments
7. Set dates for summer meetings
8. Adjourn

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MEETING MINUTES

May 11, 2000

Cape Elizabeth, Maine

A meeting of the School Board was held at 6:30 p.m. in the William H. Jordan Conference Room.

School Board members present were:

George Entwistle, Chairman

Jennifer DeSena

Marie Prager

John Ridge

James Rowe

Kevin Sweeney

Keith Witherell

Dr. Thomas Forcella, Superintendent of Schools

Others present included Pauline Aportria, Business Manager.

The meeting was called to order by Chairman Entwistle at 6:30 p.m.

Jennifer DeSena made a motion to enter executive session for the purpose of discussing negotiations with three bargaining units of the Cape Elizabeth Education Association: the Food Services Employees; the Educational Technicians II; and the Bus Drivers, Custodians and Maintenance Mechanics.

Marie Prager seconded. The motion was approved 7-0.

The School Board entered executive session at 6:32 p.m.

Kevin Sweeney made a motion to enter public session. John Ridge seconded. The motion was approved 7-0.

The School Board entered public session at 7:05 p.m. and immediately adjourned to a meeting of the Finance Subcommittee.

The regular meeting of the School Board was held on Thursday, May 11, 2000, at 7:30 p.m. in the Council Chambers.

School Board members present were:

George Entwistle, Chairman

Jennifer DeSena
Marie Prager
John Ridge
James Rowe
Kevin Sweeney
Keith Witherell

Dr. Thomas Forcella, Superintendent of Schools

The meeting was called to order at 7:35 PM by Chairman George Entwistle.

Others present included: Peter Dawson, Nancy Hutton, Tom Eismeier, Dwight Ely, Carmen Melito, Marla Bonneau, Claire LaBrie, Pauline Aportria, Sue Weatherbie, Keith Weatherbie, Elizabeth Geyer, Anna Metzger,

1. Pledge of Allegiance to the Flag led by Chairman Entwistle

2. Adjustments to agenda

a. Item #5 "Communication" was moved to be included after Item #7 "Superintendent's Report"

b. Item 11d. "Consideration of a request for approval of an educational trip to Italy" was moved from New Business to be included under Item 8a High School Principal's Report"

3. Approval of School Board Minutes

The minutes of the regular meeting held on April 11, 2000 were approved as presented.

4. Comments by Student Representatives

John Crafts and Elizabeth Geyer reported on items of interest from the students' perspective at the High School.

Middle School representatives Anna Metzger and updated the Board on activities of interest going on at their school.

5. COMMUNICATIONS

The communications portion of the agenda was devoted to providing each of the School Board members and the Superintendent with an opportunity to reflect/share accomplishments and noteworthy events of the past year.

6. RECOGNITION

a. Members of the High School Math Team and their advisors were recognized for achieving first place in

their division at the state level. Certificates of recognition were presented by Chairman Entwistle and Principal, Peter Dawson.

b. Retiring members of the School Board were recognized for their years of service to the community and the schools and thanked for their many hours of dedicated service. Those recognized were Keith Witherell for 6 years of service and John Ridge for 3 years of service.

7. SUPERINTENDENT'S REPORT

7a. David Peary, High School French teacher, and 6 students presented a brief report on the French Exchange trip. He explained briefly how important it was as an educational experience. Mr. Peary stated that it is hoped that the relationship with the French town/school involved with the exchange will be continued and more students will have the opportunity to participate in the future.

7b. Dr. Forcella reported that the week of May 8-12 is Teacher Appreciation Week. He recognized all the teachers and staff for their continued service to the students of Cape Elizabeth. He explained that a small token of appreciation has been presented to each member of the staff on behalf of the Board.

7c. The Superintendent presented an update on the work of the Future Direction Planning Team and the input on the mission/vision/beliefs statements.

8. PRINCIPALS' REPORTS

Each of the building principals used the time for their report to reflect on accomplishments and noteworthy events of the year in their respective buildings.

9. SCHOOL BOARD SUBCOMMITTEES AND REPORTS

9a. Finance Subcommittee

Finance Subcommittee Chairman Keith Witherell reported that the subcommittee met prior to the school board meeting where they signed warrants, reviewed appropriations reports, and discussed items including an update of oil costs, a transfer of \$7500 from the contingency fund and an update on state funding.

9b. Policy Subcommittee

Policy Subcommittee Chairman Kevin Sweeney reported that the subcommittee met earlier today and added several items for review by the committee. One

of these items will be a more broad based look of the rules and regulations governing eligibility of high school students to participate in extra-curricular activities. It is felt that the rules are specific to athletics and need to be expanded to include co-curricular activities.

9c. Facilities Committee

Marie Prager presented a brief update on the work of the committee. She reported items including: where they are in the process of selecting an architectural firm to do a study of the facilities and make recommendations; a May 6th article which appeared in the Cape Courier; and planned visits by members of the committee to area all day kindergarten programs.

10. UNFINISHED BUSINESS

10a. Consideration of policies for second reading

Kevin Sweeney presented policy BEDH - Cape Elizabeth School Board Public Participation Policy for Regular Meetings and KLD - Public Complaints About School Personnel for second reading.

Kevin Sweeney made a motion that each of these policies be accepted as School Board policy. John Ridge seconded. After a brief discussion the motion was approved 7-0.

Technology Coordinator Gary Lanoie presented the following technology items for second reading: GCSA-R - Employee Computer and Internet Use Guidelines; IJNDB - Student Computer and Internet Use; IJNDB-R - Student Computer and Internet Use Guidelines; IJNC - Web Site Development.

Kevin Sweeney made a motion that each of the technology items be adopted by the Board for inclusion in the School Board Policy Manual. Jim Rowe seconded. The motion was approved 7-0.

Kevin Sweeney presented JHCA - Use of Unscheduled Class Time for High School Seniors and JJJ - Co-curricular and Athletic Programs & High School Eligibility Requirements for second reading.

Kevin Sweeney made a motion to adopt each of these items as School Board policy. Marie Prager seconded. The motion was approved 7-0.

10b. Consideration of the calendar for school year 2000-2001

Dr. Forcella presented the proposed calendar for the next school year. In response to questions about parent/public input on the addition of 8 shortened days, the Superintendent replied that only a minimal number of people had expressed concern. It was determined that this would serve as a pilot and evaluated at the end of the school year. Keith Witherell made a motion to adopt the calendar as presented for the 2000-2001 school year. Jennifer DeSena seconded. The motion was approved 7-0.

11. NEW BUSINESS

11a. Consideration of the superintendent's nominations of teachers for continuing contract status

Dr. Forcella nominated:

Amy Kieran, Katherine Cornell, Linda Paul, Karen Abbott, Elinor Campbell, Janet Amberger, Rebecca Williams, Sara Carroll, Christine Tweedie, Conrad Berthiaume, Terrance White, Scott Labbe, Susan Gifford, David Greely, Betsy Lavway, Elizabeth Lewis, Deborah Jackson, Greg Zande, Susan Metters, Sarah Ozyck, and Diane Reid.

Kevin Sweeney made a motion to accept the Superintendent's nominations. Jennifer DeSena seconded. During discussion of the motion, Marie Prager expressed concern about the process used to evaluate probationary teachers and whether we should offer continuing contracts to nearly 100% of all the people we hire. The motion was approved 6-0 with Marie Prager abstaining.

11b. Consideration of the superintendent's nominations of second year probationary teachers

Dr. Forcella nominated:

Debra Butterworth, Rebecca Kurty, Cameron Rosenblum, Bethany Etzel, Charles Carroll, Christine Groff, Kimberly Huchel, Lydia Schildt, Laurie Sivonen, Matthew Whaley, Douglas Charamut, Arthur Davis, Jamie Gillette, John Griffin, Lynn Hallett, Mark Pendarvis, Angela Schipani, Joel Shroder, Heather Thompson, Elizabeth Fagen.

Kevin Sweeney made a motion to accept the Superintendent's nominations. John Ridge seconded. The motion was approved 6-0 with Marie Prager abstaining.

11c. Consideration of the Superintendent's nomination to fill a teacher vacancy for 2000-2001

Dr. Forcella nominated Daniel Paul to fill an English teaching position at the High School for the 2000-2001 school year.

Jim Rowe made a motion to accept the Superintendent's nomination. Jennifer DeSena seconded. The motion was approved 7-0.

11d. Consideration of a request for approval of an educational trip to Italy

A high school English teacher, Nancy Murphy, presented a proposal to take 20 students on a trip to Italy during the week of April vacation next school year. It would require that the students and the teacher chaperones miss one day of school. The cost to the students will be approximately \$1500 plus spending money.

After a question and answer period, Kevin Sweeney made a motion that the School Board grant approval of the trip with the reservation that Ms. Murphy do a more in-depth check of the company sponsoring the trip and come back to the Board with an update. Keith Witherell seconded. The motion was approved 7-0.

11e. Consideration of approval of negotiated contracts

· Food Service Employees

Jim Rowe made a motion to approve the contract as presented. Jennifer DeSena seconded. The motion was approved 7-0.

· Educational Technicians II

Kevin Sweeney made a motion to approve the 3-year contract retroactive to September 1, 1999 as presented. John Ridge seconded. The motion was approved 7-0.

· Bus Drivers, Custodians and Maintenance Mechanics

Marie Prager made a motion to approve the contract as presented. Kevin Sweeney seconded. The motion was approved 7-0.

Chairman Entwistle announced dates of upcoming meetings involving the Board and its subcommittees.

12. Consideration of the Superintendent's request to enter executive session

John Ridge made a motion to enter executive session to discuss evaluation of Superintendent and School Board. Marie Prager seconded. The motion was approved 7-0.

The Board entered executive session at 9:55 p.m. in the William H. Jordan Conference Room

School Board members present were:

George Entwistle, Chairman
Jennifer DeSena
Marie Prager
John Ridge
James Rowe
Kevin Sweeney

Dr. Thomas Forcella, Superintendent of Schools

School Board member absent: Keith Witherell

Jennifer DeSena made a motion to enter public session. John Ridge seconded. The motion was approved 6-0.

The School Board entered public session at 10:25 p.m. There being no further business, the meeting was adjourned.

Respectfully submitted,

Thomas A. Forcella, Ed. D.

Superintendent of Schools

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