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Meeting Agendas

-- [Regular Meeting March 9, 2004](#)

Meeting Minutes

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DATES TO REMEMBER

Superintendent Search Subcommittee

Friday, March 12

10:30 a.m.

William H. Jordan Conference Room

School Board Finance Committee

Tuesday, March 16

9 a.m.

Superintendent's Office

Town Hall

Topic: 2005 Budget

Superintendent Search Subcommittee

Friday, March 19

8:15 a.m.

William H. Jordan Conference Room

Superintendent Search Subcommittee

Tuesday, March 23

10:30 a.m.

William H. Jordan Conference Room

School Board Workshop Meeting

March 23, 2004

7:00 p.m. - High School Library

Topics: Budget

Superintendent Search Subcommittee

Friday, April 2

8:15 a.m.

William H. Jordan Conference Room

Policy Subcommittee Meeting

Wednesday, April 6, 2004

12:00 Noon - William H. Jordan Conference Room

Building Committee

Wednesday, April 7, 2004

7:00 p.m. - William H. Jordan Conference Room

Superintendent Search Subcommittee

Friday, April 9

11 a.m.
William H. Jordan Conference Room

Finance Subcommittee Meeting

April 13, 2004
6:30 p.m. - William H. Jordan Conference Room

followed by:

Regular School Board Meeting

7:30 p.m. - Council Chambers

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MEETING AGENDA

CAPE ELIZABETH SCHOOL DEPARTMENT

Cape Elizabeth, Maine

TUESDAY, March 9, 2004

SCHOOL BOARD MEETING

7:30 p.m. - Council Chambers

PRECEDED BY

6:30 Executive Session To Discuss Contract Negotiations

7:00 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.

Pledge of Allegiance

Adjustments to agenda

Approval of February School Board minutes

Comments by high school and middle school students

COMMUNICATIONS

- a. Approval letters from Commissioner Gendron regarding building/renovation projects

COMMENTS FROM PUBLIC

RECOGNITION

- a. Superintendent named to Suburban School Superintendents

SUPERINTENDENT'S REPORT

Notification of teacher retirement

Presentation regarding Teacher Leader position at Pond Cove

PRINCIPALS' REPORTS

Pond Cove

High School

Middle School

COMMITTEE REPORTS

Finance Subcommittee

Policy Subcommittee

Building Committee

Communication Committee

UNFINISHED BUSINESS

- a. High School traffic - intersection of access road & Rt. 77

NEW BUSINESS

Consideration of recommendation for the Building Committee regarding the construction management company for the high school renovation project

Policies for first reading

- BCB: Board Member Conflict of Interest
- BCC: Nepotism
- IKFC: Awarding High School Credit Prior to Grade 9

Consideration of Superintendent's recommendations to athletic fee positions

Consideration of Superintendent's recommendations to co-

curricular fee positions

Consideration of request from Nutrition Advisory Council for School Board representation in its membership

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MEETING MINUTES

FEBRUARY 10, 2004

Cape Elizabeth, Maine

The regular meeting of the School Board was held on Tuesday, February 10, 2004, at 7:30 p.m. in the Council Chambers.

School Board members present were:

Marie Prager, Chair

Anne Belden

Jennifer DeSena

Elaine Moloney

Kathy Ray

Kevin Sweeney

Richard West

Dr. Thomas Forcella, Superintendent of Schools

The meeting was called to order at 7:30 PM by Chair Marie Prager.

Others present included: Nancy Hutton, Tom Eismeier, Jeff Shedd, Claire LaBrie, Pauline Aportria, Sue Weatherbie, Michael Irace, Kevin Johnson, Nora Daly

1. Pledge of Allegiance to the Flag led by Marie Prager

2. Adjustments to agenda

Item 12e "Consideration of request for High School AP Government class to travel to Washington DC" was moved to come after Item 7 "Recognition".

3. Approval of School Board Minutes

The minutes of the regular meeting held on January 13, 2004 were approved as presented.

4. Comments by Student Representatives

Michael Irace, one of the High School representatives to the School Board, reported on items of interest from the students' perspective at the High School.

Kevin Johnson and Nora Daly updated the Board on student activities at the Middle School.

5. COMMUNICATIONS

5a. Letters were received from three teachers, Sonia Medina, Kathy Hamblin, and Sarah Carroll, currently on unpaid leaves of absence for the current school year. All three will be returning to teaching at the beginning of the 2004-05 school year.

5b. Notification has been received that representatives of the State Department of Education will be visiting Cape Elizabeth will be doing a site visit as part of an evaluation of the Revolving Renovation Loan Fund Priority III application submitted by Cape Elizabeth in October.

5c. A notice was read from the Town Clerk regarding the local election scheduled on Tuesday, May 4, 2004.

6. COMMENTS FROM PUBLIC There were no public comments.

RECOGNITION

State Legislator Janet McLaughlin presented a legislative sentiment to Beverly Bisbee and Gary Lanoie in recognition of their work in developing and implementing the iTeam at Cape Elizabeth Middle School.

8. SUPERINTENDENT'S REPORT

8a. Technology Coordinator Gary Lanoie presented a brief presentation updating the School Board regarding technology in the schools.

9. PRINCIPALS' REPORTS

Each of the building principals reported on items of interest in their respective schools.

10. SCHOOL BOARD SUBCOMMITTEES AND REPORTS

10a. Finance Subcommittee

Finance Subcommittee Chairman Elaine Moloney reported that the subcommittee met prior to the school board meeting where they signed warrants, reviewed appropriations reports, and discussed items including the upcoming budget process, technology support, unemployment trust fund refund, and appointing negotiating team members

10b. Policy Subcommittee

Policy Subcommittee Chairperson Anne Belden reported that the subcommittee met on February 3, 2004. She reported that work continues on the Conflict of Interest and Nepotism policies. Jennifer DeSena and Jeff Shedd will work on drafts for the March meeting. The committee also discussed four other policy areas to consider during the current year: co-curricular rules and regulations (using the athletic policy as a guideline), diversity, high school diploma, and textbook/curriculum adoption. The next meeting of the committee will be on March 2 at noon in the Jordan Conference room.

10c. Building Committee

Building Committee Chairperson Elaine Moloney reported that the committee met on February 3. The work of the committee continues on schedule. A copy of the minutes of the meetings are posted on the web site and included in the board packet.

10d. Communication Committee

Communication Committee Chairperson Anne Belden reported that the committee met on January 28, 2004. Ways of improving communication were discussed. A packet of ideas for improving communication will be presented to the School board at its April meeting.

11. UNFINISHED BUSINESS

11a. Consideration of High School Mission Statement

High School Principal Jeff Shedd presented a revised mission statement supported by the high school faculty and answered question from the Board.

Kevin Sweeney made a motion to adopt the mission statement as recommended by the principal and faculty as presented and further that the definition of diversity be included in the document so as to have a clear and concise definition. After a clarifying question regarding the motion was asked and answered, a request for a second before further discussion was called for. There was no second to the motion.

Kevin Sweeney amended his motion to state that he moved to adopt the mission statement as recommended by the principal and faculty as presented. Anne Belden seconded. After a brief discussion a vote was called. The motion was approved 7-0. The mission statement adopted reads, "All students entering Cape Elizabeth High School will graduate equipped with a personal plan for the future and with well-rounded skills and knowledge. CEHS will challenge students to reach their potential; to demonstrate self-confidence, respect for others, and responsibility for their community; and to embrace and welcome diversity."

12. NEW BUSINESS

12a. Consideration of the superintendent's recommendations to athletic fee positions

Dr. Forcella recommended: High School: Joe Hendrickson, Varsity Softball; Bill Robidoux, Assistant Softball; Sam Coughlin, JV Softball; Ben Raymond, Varsity Boys Lacrosse; Charlie Carroll, Assistant Boys Lacrosse; Andy Strout, Varsity Boys Tennis; Ben Putnam, JV Boys Tennis; Susan Ray, Varsity Girls Tennis; David Weatherbie, Boys Track; Jeremy LaRose, Girls Track; Todd Day, Varsity Baseball; Aaron Filieo, Varsity Football
Middle School: Terry Long, Girls Assistant track; Murray Barton, Nordic Skiing; Ruth Hall, Nordic Skiing

Jennifer DeSena made a motion to accept the Superintendent's recommendations as presented. Anne Belden seconded. The motion was approved 7-0.

12c. Consideration of the superintendent's recommendations to co-curricular fee positions

Dr. Forcella recommended:

Kelly Hasson as a mentor for a new teacher for 2/3 of the current school year.

Elaine Moloney made a motion to accept the Superintendent's recommendation as presented. Kevin Sweeney seconded. The motion was approved 7-0.

12d. Consideration of Superintendent's nominations to administrative position for 2004-05

Dr. Forcella nominated the following.

Principals: Tom Eismeier, Pond Cove School; Nancy Hutton, Middle School; Jeffrey Shedd, High School

Assistant Principals: John Casey, Middle School; Mark Tinkham, High School

District-wide:

Claire LaBrie Director of Special Education

Pauline Aportria Business Manager

Gary Lanoie Technology Coordinator

Sarah Simmonds Facilitator of Professional Development and Curriculum

Keith Weatherbie .75 Athletic Administrator

Sue Weatherbie Community Services Director

Kevin Sweeney made a motion to accept the Superintendent's

nominations. Elaine Moloney seconded. The motion was approved 7-0.

12e. Consideration of request for High School AP Government class field trip

High school social studies teacher Ted Jordan presented a proposal for 18 students in his advanced placement government class to travel with him and 3 other chaperones to Washington, D.C., leaving after school on Wednesday, March 10 and returning Sunday, March 14. He provided details and rationale for the field trip.

Marie Prager explained that usually requests of this kind must be presented for a first review and come back the second month for consideration for final approval.

Kevin Sweeney made a motion to waive the normal requirement for a second hearing and approve the request with the understanding that what the Board is approving is the time away from school for the students and teachers. Kathy Ray seconded. The motion was approved 7-0.

Marie Prager review dates of upcoming meetings involving the School Board and its committees.

13. Anne Belden made a motion to move to the William H. Jordan Conference Room and enter executive session to discuss a personnel issue. Jennifer DeSena seconded. The motion was approved 7-0. Marie Prager stated that the Board would not be reconvening in public session after the executive session.

The meeting adjourned to executive session at 9:32 p.m.

Respectfully submitted,

Thomas A. Forcella, Ed. D.

Superintendent of Schools

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