

Meeting Minutes

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MEETING MINUTES

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February 8, 2005

Cape Elizabeth, Maine

The regular meeting of the School Board was held on Tuesday,
February 8, 2005, at 7:30 p.m. in the Council Chambers.

School Board members present were:

Kevin Sweeney, Chair

Henry Adams

Anne Belden

Patricia Brigham

Rebecca Millett

Elaine Moloney

Kathy Ray

Robert L. Lyman, Superintendent of Schools

The meeting was called to order at 7:30 PM by Chairman Kevin
Sweeney.

Others present included: Nancy Hutton, Tom Eismeier, Jeff Shedd,
Claire LaBrie, Pauline Aportria, Conor Hankinson, Nora Daly,
Elsa Mullin, Kelly Hasson, Karen Abbott, Gary Lanoie

1. Pledge of Allegiance to the Flag led by Kevin Sweeney
2. Adjustments to agenda

An item 11f. "Consideration of the Superintendent's nominations
to administrative positions for the 2005-06 school year" was added
under "New Business".

3. Approval of School Board Minutes

Elaine Moloney made a motion that the minutes of the regular
meeting held on January 11, 2005 be approved as presented. Trish
Brigham seconded. The motion was approved 7-0.

4. Comments by Student Representatives

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

Nora Daly and Elsa Mullin updated the Board on student activities at the Middle School.

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5. COMMUNICATIONS

5a. Retirements announced:

- Disability retirement of Rindi Martin-Weigel, Grade 2 teacher, will be effective immediately
- Nancy Hutton, Middle School Principal, will retire effective June 30, 2005. Nancy has been employed in Cape Elizabeth for 25 years, 15 as the Middle School Principal. She will be sorely missed.
- Two teachers submitted letters notifying the Superintendent of their intent to retire at the end of the current school year:
 - Judy Liberty, High School French teacher for 20 years
 - Charlotte Muzrall, Grade 2 teacher for 26 years.

5b. Resignations were received from two teachers and an educational technician II

- Brigid Reily, Special Education Life Skills Teacher at the High School
- Michael Burns, Special Education Life Skills Teacher at the Middle School
- Patty Laferriere, Half-time Special Education Educational Technician II at Pond Cove

6. COMMENTS FROM PUBLIC - There were no comments from the public.

7. SUPERINTENDENT'S REPORT

7a. The Superintendent reported that an issue of The View was published and distributed in January in a continuing effort to communicate important information regarding the schools to the Cape Elizabeth community.

7b. The Pond Cove Kindergarten Wing is completed and students are in. It was announced that an Open House will be held on

Sunday, February 13, 2005, from 1-3:00 with a brief ceremony at 2:00 p.m.

7c. The Superintendent gave a brief update on the progress of the renovations at the High School.

9. SCHOOL REPORTS

9a. In the High School Principal's report, Jeff Shedd reported on "the softer side" of the high school, the people and positions that support the emotional, non-academic needs of the students.

9b. Gary Lanoie presented his annual report from the tech department. It included updates on the technology plan, the MLTI program, the high school laptop program, summer staff development, and various other aspects of the program.

9c. Kelly Hasson reported on the new K-4 writing program introduced at Pond Cove this year. The report included information about the rationale for the program, the teacher training, and the response to the implementation.

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10. SCHOOL BOARD SUBCOMMITTEES AND REPORTS

10a. Finance Subcommittee

Finance Subcommittee Chair Kathy Ray reported that the Town Council met on February 3 and agreed on the C.P.I. of 3.3% to use for budget purposes.

She reported that the subcommittee met prior to the school board meeting where they signed warrants, reviewed appropriations reports, and discussed items including the Food Service Task Force Report, an update on State Subsidy for the 2005-06 budget, and an Athletic Boosters' 03-04 report.

10b. Policy Subcommittee

Policy Subcommittee Chair Anne Belden reported that the committee met on February 1, 2005 and have two different memorial policies and the policies from Section B of the Policy Manual to present for first reading at tonight's meeting. In addition they started reviewing the policies from the I Section of the Policy Manual.

10c. Communication Committee

Communication Committee Chair Rebecca Millett reported that the committee met on January 19, 2005. Items being worked on include improving communications with students, creating a

school board informational brochure, and getting information about the school board and its committees onto the website.

10d. Personnel Committee

Kevin Sweeney presented a brief update on the progress of the superintendent search.

11. UNFINISHED BUSINESS

There was no unfinished business for consideration.

12. NEW BUSINESS

12a. Consideration of recommendation to extend the appointments of officers and subcommittee representatives until the first School Board meeting following the November 2005 election

The Superintendent explained that since the voters of Cape Elizabeth voted to move all elections to November, the local elections, traditionally held in May, will be moved to November. This necessitates the extension of the committee appointments and the leadership appointments currently in place. Henry Adams made a motion to extend the terms of Kevin Sweeney as Chair of the School Board, Anne Belden as Vice-Chair of the School Board and all committee appointments to the first meeting of the School Board after the November 2005 election. Elaine Moloney seconded. The motion was approved 7-0.

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

Superintendent Lyman recommended: Sarah Hascall, Middle School Swimming; Rob Yokabaskas, Middle School Nordic Skiing Assistant; Muzzy Barton, Middle School Nordic Skiing Assistant; Ben Raymond, Varsity Boys Lacrosse; Sarah Kinsella, Varsity Girls Lacrosse; Andy Strout, Varsity Boys Tennis; Ben Putnam, Assistant Boys Tennis; Jamyn Mooney, Varsity Girls Tennis; Todd Day, Varsity Baseball; Joe Hendrikson, Varsity Softball; Sam Coughlin, J.V. Softball; David Weatherbie, Track.

Trish Brigham made a motion to approve the athletic fee positions as presented by the Superintendent. Rebecca Millett seconded. The motion was approved 7-0.

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

Superintendent Lyman recommended: Jill Bell to replace Hayden Atwood as Video-Conference Coordinator at the Middle School

for the remainder of the current school year; High School Theater Management, Dick Mullen; High School Theater Assistant, Peter Bloom; High School Tech Director/Set Design, Deb Richio.

Elaine Moloney made a motion to accept the Superintendent's recommendations to co-curricular fee positions. Trish Brigham seconded. The motion was approved 7-0.

12d. Consideration of policies for first reading

Anne Belden presented all of the policies from the B Section of the Policy Manual for first reading as part of the overall review and revision of the School Board Policy Manual. Section B deals with School Board Governance. She presented each policy individually with recommendations and notations from the Policy Committee and the School Board's legal advisors. In addition she presented two new policies for first reading: FFA- Memorial Events and FFAA-Memorial Scholarships and Gifts. The School Board members offered comments and suggestions for the Policy Committee.

12e. Consideration of proposal to endorse Project Graduation activities for June 2005

The Superintendent reviewed the history and explained that unless endorsed by the School Board, the activities will not be covered by the district's insurance. Both the Superintendent and the High School Principal recommend approval of the endorsement.

Kathy Ray made a motion to endorse Project Graduation activities for June 2005. Elaine Moloney seconded. The motion was approved 7-0.

It was suggested that it might be advisable to develop a policy, perhaps similar to the current field trip policy, delineating what needs to be done for Project Graduation activities to be endorsed.

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

Superintendent Lyman nominated the following:

Principals

Tom Eismeier, Pond Cove 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

Elaine Moloney made a motion to accept the Superintendent's nominations. Trish Brigham seconded. The motion was approved 7-0.

14. Public Comment There was no public comment

15. School Board Agenda Requests There were no agenda requests

16. Consideration of proposal to enter executive session to consider a personnel issue related to the superintendent search pursuant to 1 MRSA 405(6)(A)

Kathy Ray made a motion to enter executive session to discuss the superintendent search pursuant to 1 MRSA 405(6)(A). Elaine Moloney seconded. The motion was approved 7-0.

The School Board entered executive session at 10:10 p.m.

The School Board exited the executive session and adjourned the meeting at 10:50 p.m.

Respectfully submitted,

Robert L. Lyman

Superintendent of Schools

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