

## Meeting Minutes

-- [Regular Meeting April 12, 2005](#)

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### MEETING MINUTES

SUPERINTENDENT'S REPORT FOR APRIL 2005 Page 29

April 12, 2005

Cape Elizabeth, Maine

The regular meeting of the School Board was held on Tuesday, April 12, 2005, at 7:30p.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, Sue Weatherbie, Rob Moriarty, Conor Hankinson, Nora Daly, Sarah Kinsella, Andy Strout, Keith Weatherbie,

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

Three additions were made under "12. New Business"

- An additional coaching recommendation was added under Item 12a.
- An Item 12i. " Consideration of a request to determine the composition of the Substance Abuse Policy Review Committee" was added.

· An Item 12j "Consideration of the Superintendent's recommendation to fill a co-curricular fee position" was added.

### 3. Approval of School Board Minutes

The minutes of the regular meeting held on March 8, 2004 and special meetings held on March 21, and two on March 22, 2005 were reviewed. The minutes of the regular meeting were amended to show that under Item 11a "Policies for Second Reading" Policies BCC:Nepotism & BCB:Board Conflict of Interest should show "Not reviewed" rather than "No change recommended". Elaine Moloney made a motion to approve the minutes as amended. Trish Brigham seconded. The motion was approved 7-0.

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### School Board Minutes (continued)

#### 4. Comments by Student Representatives

Connor Hankinson and Rob Moriarty, the High School representatives to the School Board, reported on items of interest from the students' perspective at the High School.

Nora Daley and Liza Mullen updated the Board on student activities at the Middle School.

#### 5. COMMUNICATIONS

5a. The Superintendent pointed out a letter contained in the board packet from a parent complimenting the High School faculty for the excellent job they have done educating her daughter.

5b. The Superintendent reviewed lists of teachers who will be considered for continuing contract and for second year probationary contracts at next month's board meeting.

5c. The Superintendent called board members' attention to a brochure in the packet regarding an upcoming "School Law for Board Members Workshop" coming up in May.

6. COMMENTS FROM PUBLIC There were no public comments.

7. RECOGNITION There were no items for recognition.

#### 8. SUPERINTENDENT'S REPORT

8a. Budget update: The Proposed Budget as approved by the School Board will be presented to the Town Council Finance Committee tomorrow night, April 13, 2005 at 7:30 in the Council Chambers.

8b. The Superintendent noted that the PCPA has recently awarded a total of \$26,000 to benefit the Pond Cove School in ways determined by a survey of the staff. He thanked the parents

association for their generosity. He also noted that the High School has recently received a grant from UPS in the amount of \$10,910 to bring theater to senior citizens and young children. Kevin Sweeney added his thanks and that of the School Board to both groups for their "extremely generous grants".

8c. Superintendent Lyman noted that input is needed for the next issue of The View in mid to late May.

8d. Mr. Lyman distributed copies of local assessment measures materials.

8e. A report on the AP Government trip to Washington, D.C. was distributed to Board members.

8f. The Superintendent announced that Cape Elizabeth High School has been invited to The Improved Performance Schools Conference, limited to the top 25 schools in the state.

8g. Mr. Lyman noted to the School Board that he will be meeting with Alan Hawkins to arrange meetings and make arrangements for a smooth transition.

8h. The Superintendent gave an update on the construction/renovation progress at the High School.

8i. An update on the Middle School Principal Search was provided.

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School Board Minutes (continued)

## 9. SCHOOL REPORTS

### 9a. Middle School Program Report

Sarah Kinsella and Andy Strout, the physical education teachers from the Middle School, reported to the School Board on the winter physical education program. (See attached)

9b. Principal Tom Eismeier reported to the School Board on several items of interest at Pond Cove including an "Instructional Walkthrough".

9c. Sue Weatherbie and Keith Weatherbie presented a brief report on "Sports Done Right"

## 10. SCHOOL BOARD SUBCOMMITTEES AND REPORTS

### 10a. Finance Subcommittee

Finance Subcommittee Chairman Kathy Ray reported that the subcommittee met prior to the school board meeting where they signed warrants, reviewed appropriations reports, and discussed items including school bus lease, Food Services Task Force report,

and an update on the Pond Cove construction.

#### 10b. Policy Subcommittee

Policy Subcommittee Chairperson Anne Belden reported that the committee met on April 5th. High School students Mary Cox and Erin Crenshaw attended to offer input from the SAC on revisions to the Substance Abuse policy. It was decided to form an advisory committee to provide input to the Policy Committee. They also worked on several other policies in the I section of the manual and prepared two policies for reading at tonight's meeting which will be presented later.

#### 10c. Volunteer Advisory Committee

Trish Brigham reported that she attended the annual meeting of the committee with Gail Schmader to evaluate the volunteer program. She recognized the work of the volunteers and the great value of their volunteer hours.

#### 10d. Communication Committee

Communication Committee Chairperson Rebecca Millett reported that the committee has not met since the last School Board meeting.

### 11. UNFINISHED BUSINESS

#### 11a. Policies - Second Reading

BDE: School Board Standing Committees - Anne Belden made a motion to accept the policy as presented. She explained the changes that had been made. Henry Adams seconded. During discussion of the motion Kathy Ray asked why all members were appointed by the School Board Chair and voiced the opinion that only the Committee Chair should be appointed by the School Board Chair. Anne Belden amended her motion to include adding to B "Non school board advisory members may be added in a non-voting capacity." Henry Adams seconded the amendment. After discussion a vote was called on the amended motion. The motion was approved 5-2. (Yes K. Sweeney, H. Adams, A. Belden, P Brigham, E. Moloney. No: R. Millett, K. Ray)

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#### School Board Minutes (continued)

### 12. NEW BUSINESS

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

Superintendent Lyman recommended: Kurt Chapin, Assistant Varsity Girls Lacrosse; Mike Ott, 7th Grade Boys Lacrosse; Sarah Hascall, JV Girls Lacrosse; Adam Waxman, Assistant Varsity

Baseball; Evan Livada, Freshman Baseball; Joe Doane, Middle School Spring Track

Elaine Moloney made a motion to accept the Superintendent's recommendations to athletic fee positions as presented. Kathy Ray seconded. The motion was approved 7-0. A question was raised about why recommendations came to the Board after the season's start. The Athletic Director will be asked to submit a written reply

12b. Consideration of the 2005-2006 School Calendar/ first review

The Superintendent reviewed the work of the calendar committee and some of the decisions that lead to the draft calendar presented. No action is required at tonight's meeting. Final review and approval will be sought at the May meeting.

12c. Consideration of a request from a teacher for a 1-year leave of absence for child rearing leave

The Superintendent reviewed a letter from Second Grade teacher Julie Robbins, requesting an unpaid leave of absence for the 2005-06 school year to spend with her young children. Both the Superintendent and the Principal recommend approval. Trish Brigham made a motion to grant the 1-year unpaid leave of absence for child rearing to Julie Robbins. Elaine Moloney seconded. The motion was approved 7-0.

12d. Consideration of request for Cape Elizabeth Baseball trip to Cape Cod, April 18-20

Elaine Moloney made a motion to approve the baseball trip to Cape Cod as proposed. Henry Adams seconded. The motion was approved 7-0.

12e. Policies - First Reading

Anne Belden introduced Policy BDF :School Board Advisory Committees She explained that this is a new policy and read the introductory paragraphs. Board members were given an opportunity for input.

12f. Consideration of proposed 3-year lease for a new bus

Kathy Ray made the following motion: "That under and pursuant to the provisions of Title 20-A M.R.S.A. Sections 1001 and 1055 the Superintendent of Schools be and hereby is authorized to execute and deliver a tax-exempt lease purchase agreement with Gorham Leasing Group in the name and on behalf of the Town of Cape Elizabeth, a municipal school unit, acting by and through its School Committee (the "Issuer") for a school bus, with a purchase price of Sixty Seven Thousand Five Hundred and Twenty Dollars (\$67,520.00), in such form as the Superintendent may approve; and that the appropriate officials of the Issuer be and hereby are authorized to execute and deliver on behalf of the Issuer such other documents and certificates as may be required in connection

with such tax-

School Board Minutes (continued)

12f. Consideration of proposed 3-year lease for a new bus  
(continued)

exempt lease purchase agreement; be used, directly or indirectly, to acquire any securities and obligations, the acquisition of which would cause the tax-exempt

lease purchase agreement to be a "private activity bond" or an "arbitrage bond" within the meaning of Section 141 and 148, respectively, of the Internal Revenue Code of 1986, as amended (the "Code"); and that the tax-exempt lease purchase agreement issued pursuant hereto be designated as a qualified tax-exempt obligation within the meaning of Section 265(b)(3)(B) of said Code; and that the Superintendent be and he/she hereby is authorized to covenant on behalf of the Issuer to file any information report and pay any rebate due the United States in connection with the issuance of said tax-exempt lease purchase agreement, and take all other lawful actions necessary to insure the interest portion of the rental payments under and pursuant to the tax-exempt lease purchase agreement will be excluded from the gross income of the owners thereof for purposes of federal income taxation and to refrain from taking any action which would cause such interest portion of the rental payments to become includable in the gross income of the owners thereof."

Trish Brigham seconded. The motion was approved 7-0.

12g. Consideration of the Superintendent's nomination to a teaching position for the 2005-06 school year

The Superintendent nominated Morigan Burns to a teaching position in the Life Skills program at Pond Cove School. Elaine Moloney made a motion to accept the Superintendent's nomination. Kathy Ray seconded. The motion was approved 7-0.

12h. Consideration of a request from the Speech & Debate coaches for out of state trip with students

The Superintendent presented a request from the Speech and Debate coaches regarding a trip to compete at the Catholic Forensics League National Speech and Debate Tournament this year. Details were provided.

Trish Brigham made a motion to approve the trip as presented. Rebecca Millett seconded. The motion was approved 7-0.

12i. Consideration of a request to determine the composition of the Substance Abuse Policy Advisory Committee

Anne Belden explained that the Policy Committee is requesting that an advisory committee be set up to review, evaluate and make revisions to the existing Substance Abuse Policy and report back to the Policy Committee. The suggested composition of the committee is 2 high school students, the high school social worker, middle school guidance counselor, at least 2 school board members, 2 other staff members, the Community Liaison Officer and the Athletic Director.

Elaine Moloney made a motion to approve the composition of the committee as proposed. Trish Brigham seconded. The motion was approved 7-0.

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12i. (continued)

It was decided that Trish Brigham will serve as Chair of the Substance Abuse Policy Advisory Committee with Anne Belden and Elaine Moloney serving as well. Committee meetings will need to be posted

12j. Consideration of the Superintendent's recommendation to a co-curricular fee position

The Superintendent recommended Larry Allen to fill the position of musical director for the theater program. He explained that this is an approved position for the current school year and funds are in the budget to cover it. Trish Brigham made a motion to accept the Superintendent's recommendation as presented. Rebecca Millett seconded. The motion was approved 7-0.

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

There being no further business, the meeting was declared adjourned at 9:57 p.m.

Respectfully submitted,

Robert L. Lyman

Superintendent of Schools

MIDDLE SCHOOL AWARDS

Joe Wolanski and Rose Hewitt 8th Grades

Scholar Winners

Selected by the faculty as outstanding students. They will be honored at a banquet in Augusta on May 19th. Sponsored by MAMLE and NCMS

Michael Long 8th Grade, First Place Winner for 2nd year in a row

Nichole Alves 8th Grade 2nd Place Winner

Creative Capers - Writing Contest sponsored by Cape Elizabeth  
Arts Commission

Katie Mowles 8th Grade

Honored by the Maine State Legislature for Community Service  
Efforts through the Girl Scouts of America

The entire 7th Grade Class raise \$2000 for Project Smile to assist  
the Tsunami Victims

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