

The regular meeting of the School Board was held on Tuesday, February 12, 2008 at 7:00 p.m. in the Council Chambers.

School Board members present were:

Kathy Ray, Chair
Patricia Brigham, Vice-Chair
Karen Burke
Peter Cotter
Rebecca Millett
Jack Kennealy
Linda Winker

Student Representatives present:

Hudson Eakin
Hannah Dineen
Chelsey Whynot

Alan H. Hawkins, Superintendent of Schools

School Board member unable to attend:

Kiersten Brown, Student Representative

The meeting was called to order at 7:00 p.m. by Chairperson Kathy Ray.

Others present included:

1. **Pledge of Allegiance to the Flag** led by Kathy Ray
2. **Adjustments to Agenda**
None.
3. **Approval of School Board Minutes**
Ms. Brigham made a motion that the School Board minutes for the meeting held on January 8, 2008 be approved as presented. Mr. Kennealy seconded.
(Approved 7-0)
4. **Comments by Student Representatives**
Middle School representatives, Hannah Dineen and Chelsey Whynot, spoke about 'Boxes to Bagdad' efforts, the variety of extra-curricular activities and upcoming MEA testing.

Hudson Eakin reported briefly on items of interest from the students' perspective at the high school.
5. **Comments from the Public on Non-Agenda Items**
There were no comments from the public.

6. RECOGNITION

- a. **MS student's award - Maine Native American History and Culture Essay Contest** - 8th grader Emily Muscat earned first place in the Middle School Division of essay contest sponsored by the Secretary of State's Office. Her class has been invited to Augusta on March 20 for her award presentation and a special tour of the State House.
- b. **PC faculty listed in *Data Wise in Action*** – Tom Eismeier mentioned that Pond Cove faculty were highlighted as a model of “common commitment to shared leadership, collaborative learning, and evidence-based decision making.”
- c. **PC students “Giving It Up” for playground in Haiti** - Tom Eismeier said this came about as a topic of their climate committee. Gail Schmader contacted an international playground representative from Scarborough who works with third world countries to make connections with schools. Instead of just collecting donations, students were asked to give something up as a way to earn the funds. The students raised \$3000 in just four weeks.
- d. **HS Nat'l Honor Society's benefit for Duncan Kibet's Orphanage in Kenya** -Jeff Shedd spoke about the National Honor Society's contribution which, to date, is just over \$3300. Their donation goal for the year is \$4400.

7. COMMUNICATIONS

- a. **Consideration of Leave of Absence Request for 2008-09 from PC Staff Member** - Superintendent Hawkins read a letter from Ogden Williams who has requested an unpaid leave of absence. Ms. Millett made a motion to approve. Ms. Winker seconded. (Approved 7-0)
- b. **Consideration of Staff Retirements** - Superintendent Hawkins read letters from athletic director, Keith Weatherbie, community services director, Sue Weatherbie, and Pond Cove art teacher, Marie Hayes, announcing their retirements effective at the end of the current school year.
- c. **Budget Meeting Schedule Update** - Superintendent Hawkins announced the budget workshop dates and times will be: February 14, February 26, March 4, and, if needed, March 6. Meetings will all be held at CEHS Library at 7 pm. At the next regular meeting on March 11, it is anticipated the School Board will vote on its budget.
- d. **Middle School Visit by TC/SB rescheduled for February 29th** - Principal Connolly announced they would host the Town Council and School Board on Friday, February 29. This happens to be their Spirit Week in addition to being an MEA prep day. Schedules will be available from the Middle School.

8. SUPERINTENDENT'S REPORT

- a. **Latin Program at High School** - Superintendent Hawkins briefly reviewed the background for last year's decision to cut Latin II program. Principal Shedd then presented an historical perspective PowerPoint presentation on Latin at CEHS. Stated that the information he has is that most colleges look for students to get as far as they can in a foreign language. Ms. Burke asked

about class scheduling flexibility and the foreign language concurrence requirement. Ms. Brigham mentioned that this issue of concurrence could appear again with any language we consider adding. Mr. Kennealy said there would be a State requirement for foreign language beginning in 2012. He asked Principal Shedd what is the definition of fluency in a language. Mr. Kennealy's research found classical languages seemed to be treated as equally as foreign languages in other school districts. Mr. Kennealy expressed his reluctance to holding on to concurrence requirement given two years of a language might provide fluency. Ms. Brigham asked whether the current Latin I students could enter a Latin II program next year, and should the foreign language department weigh in. Principal Shedd said that if 19 sign up for Latin II it would be able to be scheduled. Ms. Burke encouraged more feedback from the foreign language department. She questioned why Latin was not considered part of the department and what might be the probability for students wanting Latin III or IV. She also wondered how other schools juggle scheduling with similar language offerings.

From the audience:

Frank Governali - has two sons taking Latin and believes the concurrence requirement should go.

Randi Bollenbach - parent of 9th grader doesn't believe that taking Latin will increase likelihood of students dropping other foreign languages.

Mort Soule - teacher of Latin doesn't feel students taking only to improve SAT scores. Feels Latin class nurtures the goals and mission of the school department. Noted that two years of Latin would look better to colleges. He would like to teach Latin II next year.

Ms. Millett expressed her belief that students and their families, with school support, could make the right decision for themselves without a concurrence requirement. An informal poll of the Board resulted in a 6-0 vote against keeping the foreign language concurrence requirement. (Kennealy, Millett, Ray, Brigham, Burke, Millett, Eakin in favor. Cotter abstained.)

- b. **Report on Energy** - Ernie MacVane explained how the software program allows monitoring of various mechanical systems allowing opportunities for energy savings. Staff regularly monitors data, responding to and fixing issues before they become larger. Maintained a consistent yearly use average, even though demand on utilities has significantly increased throughout facilities. Ms. Ray asked if occupancy sensor light switches have been considered. Mr. MacVane said these are in use in some areas and other types of light/energy saving devices. Mr. Kennealy asked how room temperature is monitored throughout the schools, having heard they are often very warm. Mr. MacVane said that some areas are not well insulated and cooler outside air is brought in with re-circulated air. Insulation and energy efficiency needs were incorporated in the budget.
- c. **Technology Report** - Gary Lanoie spoke on how he and a staff of four support the town and school departments. Some duties include supporting

school laptops, state testing and data management, PowerSchool Portal, ongoing Technology Plan (required by the State). Server issues becoming an increasing issue effecting many users when down. Community Services server and the back-up recently failed. Very recently, following a meeting with business owner and community member, Mark Stone, he's begun using some Open Source monitoring software that alert him to potential issues so they can be fixed before becoming wide spread problems. Mr. Kennealy mentioned the Smart Filter software and the one server it utilizes is beginning to get some attention and problems are getting resolved. He also commented that Gary has been doing a lot with very little. Some future investments are needed.

- d. **Superintendent's Budget Overview** - In the past, the superintendent's budget was based on CPI. This year, either the Town or School Board did not request that consideration. Instead it's based on what is seen as being needed. For the first time, because of legislation and following the Town's review, the citizens will vote on this budget. The Superintendent noted that the proposed budget included a 5.2% increase to reflect salary and energy increases only; an additional 2.27% reflected increases in a select few areas, and that the total 13.28% is not included in the proposed budget financial document. The 7.47% is included and the additional 5.81% is in proposed budget financial document. **The 7.47% is included and the additional 5.81% is in proposed addition paperwork.**
- e. **CEHS's NEASC Accreditation** - Principal Shedd reported that the High School has been taken off warning status and has continued accreditation by the New England Association of Schools & Colleges.
- f. **Comprehensive Plan Implementation Update** - Superintendent Hawkins reported that Town Manager, Michael McGovern, reviewing the Town's 2007 Comprehensive Plan, is requesting the School Board implement step #33 "Develop a model and generate updated school enrollment projections that accurately reflect the influence of in-migration and assess how school facilities will support projected school enrollment." This is expected to be accomplished during 2008. Nothing has been budgeted for this item. Ms. Ray requested that Superintendent Hawkins investigate the costs associated with a study of this nature and report back.
- g. **Update on Consolidation** - Superintendent Hawkins reported many acts addressing comprehensive plan still ongoing at the state level.
- h. **Legislative review** - Superintendent Hawkins reported that EPS funding formula still not available from the State. June's subsidy payment status also up in the air. Mr. Cotter reported that the Maine's Revenue Forecasting Committee report is due out on February 29. Right now, they are anticipating the State's shortfall to be over \$300 million.

- i. **CEEF Update** - Ms. Burke reported that a grant cycle is coming up at the end of March. Encouraged innovative applications by schools.

9. **UNFINISHED BUSINESS**

- a. Consideration of policies for second reading
 - JG: Student Placement
 - JG-R Pond Cove Placement
 - JG-R Middle and High School Placement - Ms. Brigham recommended acceptance of policy JG with JG-R (administrative guidelines). Seconded by Ms. Winker (Approved 7-0)
 - ACAA: Harassment - Ms. Brigham recommended acceptance of policy ACAA. Seconded by Ms. Millett. (Approved 7-0)

10. **NEW BUSINESS**

- a. **Consideration of Ted Jordan's HS government class trip (Washington, D.C., April 9-13)** - Ted Jordan requested permission for his senior government class to travel again this year. He plans not just to tour the city, but to also meet a diverse group of politicians and members of the media. Superintendent Hawkins asked for information on how he plans students' time, during the time frame of the trip. Mr. Jordan alternates more scheduled meetings with a museum visits for example. In the evenings, students eat together and often gather in chaperones' rooms to debrief the day's activities. There is student monitoring from 11 pm to morning in their rooms. Ms. Brigham made a motion to approve. Ms. Winker seconded. (Approved 7-0)
- b. **Consideration and action to approve PATHS Budget** - Superintendent Hawkins said the PATHS budget is presented each year to schools that participate. Amount is based on average attendance by district. Cape Elizabeth's share is 1.8%. Our total cost for FY2009 is \$49,694.08 - down approximately \$20,000. Ms. Ray made a motion to approve. Ms. Brigham seconded. (Approved 7-0)
- c. **Consideration and action to approve Superintendent's recommendations for Administrators' contract renewals for 2008-09** - Superintendent Hawkins recommended continuing employment contracts with Principals Connolly, Eisemeier, Shedd, Casey, and Henninger; and district staff Pauline Aportria, Dominic DePatsy, Gary Lanoie, Sarah Simmonds. Due to pending retirements, Community Services and Athletic Directors were not included. Ms. Ray made a motion to approve. Mr. Kennealy seconded. (Approved 7-0)
- d. **Consideration of change in HS co-curricular fee position for 2007-08** - Due to Rachel Guthrie's departure, Ros Gross will receive remainder of stipend for assuming the yearbook duties. Ms. Millett made a motion to approve. Ms. Brigham seconded. (Approved 7-0)

e. **Consideration of policies for first reading**

- EB: Safety Program
- EBAA: Chemical Hazards
- EBCA: Critical Incident/Crisis Response Plan
- EBCC: Bomb Threats

Ms. Ray asked whether any of these could be grouped under one potential threat policy. No action was required for first reading.

11. **COMMITTEE REPORTS**

Chairperson Ray announced that committee reports are posted on the web site and invited committee members to speak if there was anything essential to report at this public meeting.

Finance Committee - Ms. Millett reported that the committee met on January 23. Growing concern over negative food services balance. Analysis underway.

Calendar Committee - Ms. Brigham announced a draft calendar would be posted on the web site soon. Encouraged feedback from public. Anticipate March or April request for approval from the Board.

Ms. Winker commented on Hannaford Field and the Town's motion of support during its last Council meeting.

12. **PUBLIC COMMENT ON AGENDA ITEMS**

There were no comments by the public.

13. **SCHOOL BOARD AGENDA REQUESTS**

There were no agenda requests.

14. **ANNOUNCEMENTS OF UPCOMING MEETINGS**

Ms. Ray announced the following Committees' meeting dates:

- **Personnel Committee** – Friday, February 15 at 8 a.m. in the Jordan Conference Room.
- **Communications Committee** - *t/b/d* at 3 p.m. in the Pond Cove Media Center.
- **Finance Committee** - Wednesday, February 27 at 8 a.m. in the Superintendent's Office.
- **Sports Done Right** – Monday, March 10 at 7 p.m. in location *t/b/d*.
- **Calendar Committee** - Friday, February 8 at 12:30 p.m. at the MS Conference Room
- **Wellness Committee** – Monday, March 3 at 3:10 p.m. in the Fire Station Meeting Room.
- **Extra Curricular Committee** – Tuesday, March 4 at 3:30 p.m. in the Jordan Conference Room.
- **School Board Meeting** – Executive Session Tuesday, March 4 at 9:00 am in Superintendent's Office; Regular Meeting Tuesday, March 11 at 7:00 p.m. in Council Chambers.
- **School Board Workshops** - February 14, February 26, March 4 at 7 pm in HS Library

- **Strategic Planning Committee** - Wednesday, February 27 at 12:30 in Superintendent's Office.
- **Policy Committee** – Thursday, February 14 at Noon in the Jordan Conference Room.

There being no further business, Ms. Millett made a motion that the meeting be adjourned. Mr. Kennealy seconded. The motion was approved 7-0. The meeting was adjourned.

Respectfully submitted,

Alan H. Hawkins
Superintendent of Schools