

The regular meeting of the School Board was held on Tuesday, June 10, 2008 at 7:00 p.m. in the Council Chambers.

School Board members present were:

Kathy Ray, Chair  
Patricia Brigham, Vice-Chair  
Karen Burke  
Rebecca Millett  
Linda Winker

Alan H. Hawkins, Superintendent of Schools

School Board member unable to attend:

Peter Cotter

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

**Pledge of Allegiance to the Flag** led by Kathy Ray

**1. Adjustments to Agenda**

*ADDITIONS under Communications, Item 5j – students who participated in the community services luncheon. New Business under Item 9d ADD “English Language Arts (ELA). Add Item 9l, Moulton Field directional sign proposal. Items 9d and 9e were voted on immediately after Superintendent’s Report, Item 7b.*

**2. Approval of May 13, 2008 School Board Minutes**

Ms. Millett made a motion that the School Board minutes for the meeting held on May 13, 2008 be approved. Ms. Brigham seconded. (Approved 5-0)

**3. Comments by Student Representatives**

Piper Otterbein and Michaela Forde spoke briefly on items of interest from the middle school students’ perspective.

**4. Comments from the Public on Non-Agenda Items**

There were no comments from the public.

**5. COMMUNICATIONS**

- a. Introduction of Jeff Thoreck as incoming athletic administrator and Janet Hoskin as incoming Community Services Director** – Superintendent Hawkins introduced Jeff and Janet to the Board members. Janet and Jeff spoke briefly about their excitement to take on this new challenge.
- b. Notification of Resignations and Retirement** – Superintendent Hawkins read resignation letters from: Carrie Ann Apanovitch, CEHS teacher; Cheryl Higgins, CEMS teacher; Margaret Fogg, Director of Extended Day Program

at Community Services; Holly Smevog, Technology Integrator at CEMS; and Bruce Darrel Whidden, Jr., CEHS choral teacher.

- c. **Budget Update**- Superintendent Hawkins reported that voting is happening today. A yes vote means 4.6% school budget. A no vote will need to be interpreted whether voters meant budget amount was too high or too low. Ballots cannot be reviewed or counted for this clarification until June 17. Prior to July 18, the School Board's original budget (6%) stays in place until a Yes vote is received by Town voters. If a budget is not passed before July 18, the Town Council's budget (4.6%) stays in place. Superintendent Hawkins encouraged the public to follow the process should a second vote be necessary. If summer plans take you out of town during a second vote, remember that voting by absentee ballot is an option.
- d. **CEEF Dinner and Grant Celebration** – Ms. Burke and Ms. Brigham reported the event was well attended and they thanked CEEF for the opportunity to share grant activities.
- e. **8<sup>th</sup> Grade Land Trust work** – Principal Connolly reported that Steve Price and 8<sup>th</sup> grade students in collaboration with CE Land Trust and the town's Conservation Commission, worked to clear the entrance to Winnocks Wood Trail. Groups worked on town owned land, clearing it of dead brush, raking and spreading topsoil and mulch, and taking some time for nature observations.
- f. **Holman Field's Dugouts Dedication** – Ms. Brigham reported Holman Field dugouts dedication went well and noted that Capano Field also received dugouts. Appreciation was expressed for additions to these programs.
- g. **Moulton Field Sign Request** – Superintendent Hawkins reported that the entrance to Middle and Pond Cove fields is the Rey Moulton Field. Jessie Timberlake is requesting a small directional sign at the end of the field, which she will pay for. Ms. Millett asked for clarification of size and location of sign. Ms. Burke noted that if finding fields is an issue, perhaps Board members could further discuss the issue of signs for all fields and develop a plan.
- h. **Hannaford Coaches Box Naming** - Ms. Winker reported that there would be a coaches' box at the top of the bleachers. Box to be called "Legends Box" memorializing significant contributions to athletics in Cape Elizabeth. Individuals' names will appear on the box in small, plexi-glass plaques. A suggestion was made that the nominations for individual plaques be sent through a formal process and committee (separate from Hannaford Field). Vote tonight will be on the naming of the coaches' box.
- i. **Proposal for CEHS Track and Field Naming** - Principal Shedd spoke to his proposal to name the High School track and field the Keith R. Weatherbie Track and Field.
- j. **Student Participation in the Community Services Luncheon** – Ms. Brigham thanked all who participated in this event including, AJ Frustaci, Hannah Towers, Dick Mullen, Becky Swift, Lynn Spadinger and her whole second grade class; Judy Ferante, Terry White and sixth grade students, Mckenzie Layton, Hannah Newhall, Dana Hatton, Trevor Ewald, Will Britton,

Brian Nestor, Ethan Duperre, Danny Brett, Nick Shedd, Kevin Hare, and Justin Edgar

## 6. RECOGNITION

### a. High School –

- **Best High Schools Lists** - Principal Shedd reported Newsweek and US News has included CEHS on their lists of top high schools.
- **Kerry Kertes' engineering class project** - Ms. Brigham reported on the footbridge building activity in the Robinson Woods area done during a two-week time period by Kerry Kertes' engineering students. This was a collaborative effort using resources donated by Cape alum and Casco Bay Steel owner, Byron Tate. Thanks also go to Owest who loaned engineers to the project and taught and assisted students along the way, Pearsons Agway, and Jordan's Farm. Students involved were Jordi Odlin, Chris Bouchard, Andrew Jose, Andrew Moulton, Fritz Maddrell and Lincoln Jordan.

### b. Middle School –

- **Kristina Moniz's acceptance to the UNH Ocean Observing Workshop** -Principal Connolly reported that Kristina Moniz has been selected to participate in the Educator Institute's "Seasons in the Sea: Understanding Change in the Gulf of Maine Through Buoys, Boats and Satellites" workshop to be held July 7-July 11.
- **Students' performance on national world language tests** – Principal Connolly read a congratulatory letter from the American Association of Teachers of French. Almost 101,000 students enrolled in the *Concour's National* this year and reported that 8 middle school students finished in the top ten percent.

### c. Pond Cove -

- **Elementary Playground Outdoor Classroom** - Principal Eismeier reported that an alternative to a traditional playground has long been envisioned. Lisa Gent and Suzanne McGinn are helping to keep this vision moving forward, with input and support from staff. Project plans are about ready to go before the planning board.

### d. **Thank you to middle school and high school student representatives** – Ms. Ray thanked middle school student representatives, Piper Otterbein, Hannah Dineen, Michaela Forde, Jacob Wasserman, Christopher Burke, and Luke Sesselman and high school student representatives, Kiersten Brown and Hudson Eakin, for their service and time on the School Board.

### e. **Employees years of service recognition** – Ms. Ray recognized staff employed by the district for 5, 10, 15, 20, 25 and 40 years of service to our school district.

### f. **Retirees recognition** – Principal Eismeier spoke about the retirement of Marie Hayes, Pond Cove art teacher. Principal Connolly spoke about the retirement of Mary Smaha, Middle School teacher. Principal Shedd spoke about the retirement of former high school physics teacher and athletic administrator, Keith Weatherbie. Ms. Ray spoke to the retirement of Sue

Weatherbie, Community Services Director. Janet Hoskin spoke on the retirement of Margaret (Peggy) Fogg, Director of Extended School Care and expressed her thanks for her long service to the community. Ms. Hoskin announced that there would be a surprise reception in her honor on Monday, June 16 at the Community Center.

## **7. SUPERINTENDENT'S REPORT**

- a. **Congratulations to Class of 2008** - Ms. Ray congratulated the Class of 2008. Superintendent Hawkins congratulated the class and commended Principal Shedd and Assistant Principal Henninger for a well run ceremony and their extra efforts chaperoning the Project Graduation event.
- b. **Curriculum Management Plan (CMP) and English Language Arts Plan (ELA)** – Superintendent Hawkins reported that without a curriculum director on staff next year he will assume the role, with staff support, of managing curriculum, instruction and assessment. ELA will be the first curriculum area addressed using the CMP.

## **8. UNFINISHED BUSINESS**

- a. Consideration of policies for second reading
  - IHOA: Student Travel and Field Trips
  - IHOA-R: Guidelines, Student Travel and Field Trips
    - Ms. Brigham recommended acceptance of policy IHOA and IHOA-R as presented. Seconded by Ms. Winker seconded. (Approved 5-0)
  - IKF: Graduation Requirements
    - Ms. Brigham recommended acceptance of policy IKF as presented. Seconded by Ms. Winker seconded. (Approved 5-0)
  - JIC: System-Wide Student Code of Conduct
    - Ms. Brigham recommended acceptance of policy JIC as presented. Seconded by Ms. Winker seconded. (Approved 5-0)
  - JFCA: Student Support Teams
    - Ms. Brigham recommended acceptance of policy JFCA as presented. Seconded by Ms. Winker seconded. (Approved 5-0)
  - JFCIAA: Student Support Teams--*recommendation for deletion*
  - JFCIAA-R: Guidelines-Student Support Teams--*recommendation for deletion*
    - Ms. Brigham recommended acceptance of policies JFCIAA and JFCIAA-R as presented. Seconded by Ms. Winker seconded. (Approved 5-0)

## **9. NEW BUSINESS**

- a. **Consideration of request for one-year leave of absence (2008-2009 school year) for Middle School staff member Susan Deeves** – Superintendent

Hawkins read Susan Deeves' letter requesting a one-year leave of absence. Ms. Millett motioned for approval. Ms. Brigham seconded. (Approved 5-0)

**b. Consideration of the following policies for first reading.**

- JFABB: Foreign Exchange Student Program
- JID: Students of Legal Age
- JIH: Questioning and Searches of Students & Students' Locker/Storage Facilities
- JIH-R: Guidelines-Questioning and Searches of Students & Students' Locker/Storage Facilities
- JJIBB: Sportsmanship
- JIHA: Student Locker/Storage Facilities--*recommendation for deletion*

Ms. Brigham briefly reviewed each policy. - No action required for first reading.

**c. Consideration to increase hot lunch fees to \$2.85 for students and \$4.00 for adults** – Ms. Millett reported that even with reimbursement money foodservice expenses are not covering costs. This increase will remain in line with fees charged in area districts. Ms. Burke said she is comfortable with increase proposed and added that Wellness is looking at cafeteria offerings now. She anticipates that with planning and follow-through, a break-even point should be attainable. Ms. Millett motioned for approval. Ms. Brigham seconded. (Approved 6-0)

**d. Consideration to accept the current concept of the Curriculum Management Plan (CMP) and English Language Arts Plan (ELA)** –Ms. Millett asked about the forms reviewed at workshop and need for staff to be able to note financial repercussions. Ms. Millett thanked the CIA committee members for their efforts and is pleased that a concrete plan was able to come to fruition. Ms. Brigham asked whether the plan is fluid enough/will there be checks and balances during implementation. Linda Alfiero explained that every decision comes to the Curriculum Instruction and Assessment Committee and regular review and flexibility to adapt as needed is built in. Ms. Brigham motioned for approval. Ms. Millett seconded. (Approved 5-0)

**e. Consideration to compile CEHS alumni data to develop a directory** – Ms. Ray said that Peter Cary was in attendance if anyone had any questions on this item. Ms. Millett motioned for approval. Ms. Brigham seconded. (Approved 5-0)

**f. Consideration of recommendation by the Hannaford Field Committee regarding the naming of the Coaches Box at Hannaford Field to be called the Legends Box.** Ms. Winker read the motion for approval to name the coaches box at Hannaford Field the Legends Box and reported that the concept would entail a sign on the front of the structure with a title and would incorporate individual plaques to be placed on the outside walls of the structure memorializing individuals who have made significant contributions to the Cape Elizabeth athletic programs. Ms. Ray questioned whether the motion should contain the reference to individual plaques, noting that

individual plaques would need to go through the regular School Board approval process. Ms. Winker said tonight's vote should be on name of Legends Box only citing reference to 'the *concept*' of the opportunity for memorial signs in the motion read. Ms. Burke suggested approving the Legends Box portion and not *the concept* portion of original motion. Ms. Ray suggested sign policy procedure could use further review by either Extra-curricular or Policy committees. Ms. Brigham said that Policy Committee would review. Ms. Winker motioned for approval. Ms. Brigham seconded. (Approved 5-0)

- g. Consideration to name the Cape Elizabeth High School track and field after Keith R. Weatherbie.** Ms. Winker commented that she couldn't think of a better way to memorialize the contribution Keith has made to this community. Ms. Millett motioned for approval. Ms. Winker seconded. (Approved 5-0)
- h. Consideration of the Superintendent's nominations of new teachers for 2008-09.** Superintendent Hawkins recommended extending contracts to the following. He reported that the following are positions that must be filled regardless of outcome of final budget. There are other position nominations being held until the final outcome of the budget and any resulting staff cuts are known.

Sarah Truhel-K-4 Resource Room Teacher

Ms. Brigham motioned for approval. Ms. Burke seconded. (Approved 5-0)

Sarah Boeckel-HS Physical Education Teacher

Ms. Brigham motioned for approval. Ms. Winker seconded. (Approved 5-0)

Sarah Bohlman-HS Social Studies Teacher

Ms. Millett motioned for approval. Ms. Brigham seconded. (Approved 5-0)

Elizabeth McGovern-MS gr 5 Language Arts and Social Studies Teacher

Ms. Burke motioned for approval. Ms. Winker seconded. (Approved 5-0)

Leslie Thorup- MS gr 6 one-year only Language Arts and Social Studies Teacher

Ms. Brigham motioned for approval. Ms. Winker seconded. (Approved 5-0)

Diane Baker-MS gr 7 & 8 Language Arts and Social Studies .8 Teacher

Ms. Winker motioned for approval. Ms. Brigham seconded. (Approved 5-0)

Carrie Newton-MS gr 5/6 accelerated and gr 7 & 8 Language Arts Teacher

Ms. Brigham motioned for approval. Ms. Winker seconded. (Approved 5-0)

Marcia Chase-MS Spanish and French Teacher

Ms. Brigham motioned for approval. Ms. Burke seconded. (Approved 5-0)

Jessica Means-HS Instructional Support Choices Program Teacher – Mr. DePatsy explained that this is a new program. Funding has been allocated by re-structuring some existing positions.

Ms. Winker motioned for approval. Ms. Brigham seconded. (Approved 5-0)

**i. Consideration of the Superintendent's recommendations to co-curricular fee positions for 2008-09.**

Pond Cove:

Linda Paul – K Team Leader  
Julie Nickerson- Gr. 1 Team Leader  
Judy Ferrante-Allied Arts Team Leader  
Lynn Spadinger-Gr. 2 Team Leader  
Mary Dulac-Gr. 3 Team Leader  
Christine Tweedie-Gr. 4 Team Leader  
Susie Saffer-IST

Ms. Winker motioned for approval of Pond Cove co-curricular fee positions. Ms. Winker seconded. (Approved 5-0)

Middle School:

Becky Bean-Chorus 5-6 and Chorus 7-8  
Brian Freccero-Chess Club  
Terry White-Instrumental Music 5-8  
Gary Record-Math Club 5-6  
Brian Freccero-Math Club 7-8  
Charlie Carroll & Kathy Walsh-Outdoor Experience  
Margaret Walsh-Speech 5-6  
Joe Doane-Student Council 5-8  
Kathy Walsh-Gr. 5 Team Leader  
Charlie Carroll-Gr. 6 Team Leader  
Deb Casey-Gr 7 Team Leader  
Kris Moniz-Gr 8 Team Leader  
Ann-Marie Dionne-World Language Team Leader  
Andy Strout-Allied Arts Team Leader  
Cheryl Joys-Support Services Team Leader  
Kim Sturgeon-SST Coordinator  
Melissa Sullivan-RTI SST Team Member  
Julie Tselikis-Nurse and Gr. 8 SST Team Member  
Cheryl Joys-Learning Strategist SST  
Sally Connolly-Gr. 5 SST Team Member  
Allison Caruso-Gr. 6 SST Team Member  
Alison Hawkes-Gr. 7 SST Team Member

Ms. Burke motioned for approval of Middle School co-curricular fee positions. Ms. Brigham seconded. (Approved 5-0)

**j. Consideration of the Superintendent's recommendations to athletic fee positions for fall 2008.** Ms. Winker commented that despite programming

being run through the Community Center coaches would continue to be hired and paid through the school's budget. Superintendent Hawkins said that pay rates are not listed due to on-going teacher contract negotiations. Ms. Brigham asked about coaching evaluations and stressed their importance.

Middle School:

Diane Nicholson-Gr. 8 Field Hockey coach  
Megan Greenlaw-Gr. 8 Girls' Soccer coach  
Ben Dyer-Gr.7 Boys' Soccer coach  
Paul Casey-MS Boys' Cross Country coach  
Marguerite Lawler-Rohner-MS Girls' Cross Country coach  
Mark Ashe-Gr. 8 Boys' Soccer coach

Ms. Millett motioned for approval of Middle School athletic fee positions. Ms. Winker seconded. (Approved 5-0)

High School:

Mary Ann Doss-Girls Cross Country coach  
David Weatherbie-Boys Cross Country coach  
Darci Holland-Varsity Girls' Field Hockey  
Leslie Young-JV Girls' Field Hockey  
Aaron Filieo-Varsity Football  
Ron Kierstead-Football Assistant  
Art Jones-Football Assistant  
Foy Meyer-Football Assistant volunteer  
Ryan Piper-Football Assistant volunteer  
Jason Allen-Football Assistant volunteer  
Greg Sandell-Varsity Golf  
Ben Raymond-Boys' Varsity Soccer  
Gary Newell-JV Boys' Soccer Assistant  
Don Burke-JV Boys' Soccer  
David Croft-Freshman Boys' Soccer  
Rob Thompson-Girls' Volleyball

Ms. Millett motioned for approval of High School athletic fee positions. Ms. Winker seconded. (Approved 5-0)

**k. Consideration to grant the Superintendent authority to hire over the summer.**

Ms. Millett motioned for approval. Ms. Winker seconded. (Approved 5-0)

- l. Consideration for approval for Moulton Field directional sign but must first review signage planning for all fields and town property policies before implementation** – Ms. Burke expressed her support and brought up that if there is a need for clearer signs directing visitors to athletic fields, all fields should be looked at so implementation is consistent going forward. Superintendent Hawkins said if an implementation plan will be developed, a committee could be created to evaluate all athletic fields' signage needs -



considering individuals who may want to make donations and groups that may have to raise funds. Ms. Winker expressed her support and mentioned consideration of town sign ordinances. Ms. Millett recognized this as a larger issue to be addressed as a whole. Ms. Winker motioned for approval. Ms. Millett seconded. (Approved 5-0)

#### **10. 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 in addition to increase in lunch fees, foodservice is investigating option of credit card type program as payment option, as a way to increase profitability of lunch program.

**Communications Committee** - Ms. Millett reported that goals of committee were recently reviewed. Group discussed Superintendent being more present in buildings when schedule allows, and a couple of coffee hour/healthy snack event with Board members in school buildings. More details are available in committee's minutes.

**Wellness** – Ms. Burke reported a very productive year and foresee a big year ahead. Please check minutes on web site for more information.

**Sports Done Right** - Ms. Burke reported that high school students have taken the survey. Results are being compiled. A parent survey is on-line now. A Sports Done Right brochure now exists. Working towards Sports Done Right accreditation by the end of next year. An August kick-off barbeque is being planned. Working to plan a visit by a motivational speaker. Ms. Burke thanked all the community members' efforts.

**Extra-Curricular** – Ms. Winker reported that the middle school athletic program is being worked on. Information will be distributed soon.

#### **11. PUBLIC COMMENT ON AGENDA ITEMS**

There were no comments from the public.

#### **12. SCHOOL BOARD AGENDA REQUESTS**

There were no requests.

#### **13. ANNOUNCEMENTS OF UPCOMING MEETINGS**

Ms. Ray announced the following Committees' meetings are on the web site. Ms. Brigham noted a change to the Policy Committee meeting to Friday, June 13 at noon.

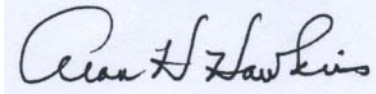
- **Personnel Committee** – Thursday, June 12 at 8 a.m. in the Jordan Conference Room.
- **Policy Committee** – **Friday, June 13** ~~Thursday, June 12~~ at 12 p.m. in the Jordan Conference Room.
- **Finance Committee** – Monday, June 23 at 8 a.m. in the Superintendent's Office.
- **Extra Curricular Committee** – Tuesday, June 10 at 5:30 p.m. in the Jordan Conference Room.

- **School Board Meeting** – Negotiating Committee Thursday, June 12 at 11 am and Friday, June 20 at Noon in the Jordan Conf Rm;  
Regular Meeting Tuesday, August 26.

**14. ADJORNMENT**

There being no further business, Ms. Brigham made a motion that the meeting be adjourned. Ms. Winker seconded. The motion was approved 5-0. The meeting was adjourned.

Respectfully submitted,

A handwritten signature in cursive script, reading "Alan H. Hawkins", is displayed on a light blue rectangular background.

Alan H. Hawkins  
Superintendent of Schools