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Cape Elizabeth

CAPE ELIZABETH SCHOOL BOARD

Tuesday, June 9, 2009

6:30 p.m. Executive Session

immediately followed by

7:00 p.m. Business Meeting

Town Council Chambers

Agenda

New Business

1. ADJUSTMENTS TO AGENDA
2. APPROVAL OF SCHOOL BOARD MINUTES
3. COMMENTS BY STUDENT REPRESENTATIVES
4. COMMENTS FROM PUBLIC ON NON-AGENDA ITEMS
5. RECOGNITION

Pond Cove's Natureland

Music Program

CEEF and Parent Associations

Volunteers

Retirees

Brief Intermission for reception to honor retirees.

6. COMMUNICATIONS

Resignations

Congratulations to Class of 2009

School Board's May Retreat

Sports Done Right Accreditation

7. NEW BUSINESS

- a. Consideration of Superintendent's nominations of new teachers for 2009-10.
- b. Consideration to approve co-curricular fee positions for 2009-10.
- c. Consideration to approve athletic fee positions for fall 2009.
- d. Consideration to grant the Superintendent authority to hire over the summer.
- e. Consideration to approve policies for second reading.
- f. Consideration of policies for first reading.
- g. Consideration and action to approve the 2009-2012 Cape Elizabeth Administrators Association Collective Bargaining Agreement.
- h. Consideration and action to approve proposal regarding non-

union employees' salaries and benefits.

- i. Consideration to approve Text We Can fundraising efforts.
- j. Consideration to approve tax-exempt lease purchase agreement for computer equipment in the amount of \$61,053.00.
- k. Consideration to approve job descriptions from the Human Resources Committee.

8. COMMITTEE REPORTS

9. PUBLIC COMMENT ON AGENDA ITEMS

10. SCHOOL BOARD AGENDA REQUESTS

11. ANNOUNCEMENTS OF UPCOMING MEETINGS

12. ADJOURNMENT

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SCHOOL BOARD

Executive Session

Tuesday, June 9, 2009

6:30 p.m.

Wm H. Jordan Conference Room

AGENDA

1. Consideration to enter into executive session pursuant to 1 M.R.S.A. §405(6)(D), to discuss negotiations with the Cape Elizabeth Educational Administrators Association.
2. Consideration and action to remain in Executive Session pursuant to 1 M.R.S.A. §405(6)(A), for the purpose of discussing non-union employees' salaries and benefits.
3. Consideration and action to return to public session.

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DRAFT MINUTES

SUPERINTENDENT'S REPORT FOR JUNE 2009 Cape Elizabeth, Maine

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The regular meeting of the School Board was held on Tuesday, June 9, 2009 at 7:00 p.m. in the Council Chambers.

School Board members present were:

Patricia Brigham, Chair

Karen Burke

Peter Cotter

Rebecca Millett

Kathy Ray

Mary Townsend

Linda Winker, Vice-Chair

Alan H. Hawkins, Superintendent of Schools

Unable to attend:

Chairperson Patricia Brigham called the meeting to order at 7:00 p.m.

1. Adjustments to Agenda –Superintendent Hawkins announced that the Board would return to executive session at conclusion of regular business meeting.

2. Approval of School Board Minutesa)

Regular meeting, Tuesday, May 12, 2009 - Ms. Winker made a motion that the minutes for the meeting be approved. Ms. Townsend seconded. (Approved 7-0)

b) Special Meeting, Tuesday, May 26, 2009 - Ms. Burke made a motion that the minutes for the meeting be approved. Mr. Cotter seconded. (Approved 7-0)

3. Comments from Student Representatives – Middle School representatives, Hannah Dineen and Piper Otterbein, spoke briefly on items of interest. Ms. Brigham announced that next year's student representatives to the School Board would be Julia Springer and Matt Miklavic.

4. Comments from Public On Non-Agenda Items – none

5. RECOGNITION

a. Pond Cove's Naturland – Principal Eismeier spoke briefly about the community effort behind the development of Natureland and its rainy official unveiling. Ms. Brigham thanked Cape Elizabeth Land Trust, Pond Cove Parents Association, Cape Elizabeth Education Foundation, Portland Trails, Bob Malley and Public Works, Suzanne McGinn and Lisa Gent, Pat Carroll of Carroll Associates, Todd Brydson of Earthtone Landscapes, general contractor Tony Owens, Michael Cain, Dana Furtado of DM Furtado & Daughter and his team, Skip Murray and crew, and Jim Rowe.

b. Music program –Superintendent Hawkins spoke to recognize the district's music program.

c. CEEF and Parent Associations – Ms. Brigham and Ms. Burke thanked CEEF and the parent associations for their efforts and support throughout the year.

d. Student Representatives - Ms. Brigham expressed her appreciation for the students' efforts to contribute to the meetings throughout the school year.

e. Volunteers - Gail Schmader, volunteer coordinator, spoke briefly about the district's volunteer efforts. Gail reported that over 925 volunteers provided approximately 20,000 hours of service to our schools. This does not include parent association activities. These efforts are valued at \$273,000. Retiring volunteers, Betsy Moir,

Ann Waecker, Kathy Fabish, Susan Macvicar and Alan Lishness, were recognized and received certificates of appreciation.

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f. Retirees - Principal Eismeier spoke briefly about retiring teachers, Ogden Williams and Ellen Brady. Buddy Earle spoke briefly about retiring middle school nurse, Julie Tselikis.

A brief reception to honor retirees immediately followed.

6. COMMUNICATIONS

a. Resignations – Superintendent Hawkins reported that second grade teacher, Nicole Ball, has resigned, as has elementary instructional support teacher, Sarah Truhel.

b. Congratulations to Class of 2009 – Ms. Brigham congratulated the graduating class and announced that graduation is scheduled for Sunday, June 17 at 1 pm at Fort Williams.

c. School Board's May Retreat – Ms. Brigham reported briefly on the Board's May retreat. Previously set goals were reviewed.

d. Sports Done Right Accreditation – Jeff Thoreck reported briefly on the sports done right accreditation recently awarded to Cape Elizabeth. Ms. Brigham thanked Jeff Thoreck and Janet Hoskin for moving forward the work of this group, begun by their predecessors.

7. NEW BUSINESS

- a. Consideration of the Superintendent's nominations of new teachers for 2009-10 – Superintendent Hawkins recommended approval of the following: James Siegel, High School English (1-yr) - Ms. Winker made a motion for approval. Ms. Townsend seconded. (Approved 7-0)
Joni Hewitt, district ELL teacher – Ms. Millett made a motion for approval. Ms. Ray seconded. (Approved 7-0)
Cynthia Tardiff, Middle School nurse - Ms. Burke made a motion for approval. Ms. Winker seconded. (Approved 7-0)
David Croft, Pond Cove life skills teacher – Ms. Burke made a motion for approval. Ms. Winker seconded. (Approved 7-0)
Susan Pillsbury, Pond Cove resource room teacher - Ms. Townsend made a motion for approval. Ms. Millett seconded. (Approved 7-0)
Heather Jones-Kennedy, Pond Cove Health teacher (.5) - Ms. Townsend made a motion for approval. Ms. Millett seconded. (Approved 7-0)
- b. Consideration to approve co-curricular fee positions for 2009-

10 – Superintendent

Hawkins explained these positions were inadvertently overlooked for Board approval at the beginning of the school year. Superintendent Hawkins recommended approval.

Pond Cove:

Linda Paul – K Team Leader

Julie Nickerson- Gr. 1 Team Leader

Lynn Spadinger-Gr. 2 Team Leader

Mary Dulac-Gr. 3 Team Leader

Tara Bucci-Gr. 4 Team Leader

Angela Moore-IS Team Leader

Judy Ferrante-Allied Arts Team Leader

Karen Abbott-Student Support Team

Cameron Rosenblum-Student Support Team

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Angela Moore-Student Support Team

Debbie Butterworth-Student Support Team

Cindy Perkins-Student Support Team

Becky Swift, Deb Jordan-Pearson and Suzanne Hamilton -SS Team (share position)

- Ms. Burke motioned for approval of Pond Cove co-curricular fee positions. Ms.

Townsend seconded. (Approved 6-1; Cotter)

Middle School:

Becky Bean - Chorus 5-6 and Chorus 7-8

Steve Price & Evan Solender - Drama

Terry White - Instrumental Music 5-8

Brian Freccero - Math Team 7-8

Elizabeth Johnston - Speech

Jennifer Cox - Debate (replaces nwspr stipend)

Carrie Newton & Chris Drake - Student Council

Steve Price & Evan Solender - Talent Show

Matt Whaley - Gr. 5 Team Leader

Charlie Carroll - Gr. 6 Team Leader

Deb Casey - Gr. 7 Team Leader

Kris Moniz - Gr. 8 Team Leader

Marguerite Lawler-Rohner - Allied Arts Team Leader

Lisa Leonard - World Language Team Leader

Cheryl Joys - Instructional Support Team Leader

Sally Connolly - Gr. 5 SST Team Member

Marguerite Lawler-Rohner - Gr. 6 SST Team Member

Carrie Newton - Gr. 7 SST Team Member

Brian Freccero - Gr. 8 SST Team Member

Kim Sturgeon - SST Coordinator

Gretchen Earle - SST Coordinator

- Ms. Millett motioned for approval of Middle School co-curricular fee positions. Ms.

Townsend seconded. (Approved 6-1; Cotter)

District:

Wendy Derzawiec - school web master

- Ms. Millett motioned for approval. Ms. Townsend seconded.

(Approved 7-0)

c. Consideration to approve athletic fee positions for fall 2009 – Middle School:

Ben Dyer - Gr. 8 Boys' Soccer

Wayne Wing - Gr. 8 Girls' Soccer

Diane Nicholson - Gr. 8 Field Hockey

Christopher Drake - Gr. 7 & 8 Tennis

Brian Hansen - Gr. 7 & 8 Tennis assistant

Megan Greenlaw - Gr. 7 Girls' Soccer

Mark Ashe - Gr. 7 Boys' Soccer coach

Joe Doane - Gr. 7 & 8 Boys' Cross Country

- Ms. Ray motioned for approval of Middle School athletic fee positions. Ms. Millett

seconded. (Approved 6-1; Cotter)

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High School:

Gary Newell -Varsity Girls' Soccer

Don Burke - JV Girls' Soccer

Andy Strout - Girls' Asst Soccer (boosters)

Ben Raymond - Boys' Varsity Soccer

David Croft - JV Boys' Soccer

Charlie Carroll - Boys' Asst Soccer (boosters)

Mary Ann Doss - Girls' Cross Country

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

Ryan Piper - Football Assistant (boosters)

Tom Wiley - Football Assistant-volunteer

Art Jones - Football Assistant (boosters)

Chris Mims - Football Assistant (boosters)

Darin Davis - Football Assistant (boosters)

Bill Hogan - Football Assistant-volunteer

William McGary - Golf co-coach

Nicholas Sansone - Golf co-coach

Rob Thompson - Girls' Volleyball

Aaron Spaulding - JV Boys' Basketball

- Ms. Burke motioned for approval of High School athletic fee positions. Ms. Winker

seconded. (Approved 5-2; Ray, Cotter)

d. Consideration to grant the Superintendent the authority to hire over the summer -

Ms. Ray motioned for approval. Mr. Cotter seconded. (Approved 7-0)

e. Consideration of the following policies for second reading –

• JICH: Substance Abuse - Principal Shedd confirmed that revisions make sense. For

future, should consider whether or not the community wants the school involved

philosophically in issues that take place outside of school grounds and connected to

that would be resource allocation.

- Ms. Millett moved that policy JICH be approved as presented.

Ms. Winker seconded.

(Approved 7-0)

• JLCA: Physical Examination of Cape Elizabeth Students - Ms. Millett moved that

policy JLCA be approved as presented. Ms. Ray seconded.

(Approved 7-0)

• JLDBG: Reintegration of Students from Juvenile Correctional Facilities - Ms. Millett

moved that policy JLDBG be approved as presented. Ms.

Townsend seconded.

(Approved 7-0)

f. Consideration of the following policies for first reading –

• JFABD (formerly JLG): Admission of Homeless Students

• KBF: Parent Involvement in Title I

• KLF: Statement of Community Education

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

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g. Consideration and action to approve the 2009-2012 Cape

Elizabeth Administrators

Association Collective Bargaining Agreement - Ms. Winker made a motion for

approval. Ms. Ray seconded. (Approved 7-0)

h. Consideration and action to approve proposal regarding non-union employees'

salaries and benefits -

- Ms. Millett made a motion for approval of non-classified employees' salaries and

benefits. Ms. Winkers seconded. (Approved 7-0)

- Ms. Brigham made a motion for approval of business manager's salary, as

presented. Ms. Townsend seconded. (Approved 7-0)

- Ms. Brigham made a motion for approval of the superintendent's salary, as

presented. Ms. Winker seconded. (Approved 7-0)

i. Consideration to approve Text We Can fundraising efforts – Ms Millett explained

there is a group of private citizens interested in raising funds to begin a Middle School

textbook replenishment cycle. Board policy requires approval for any fundraising efforts

related to schools in amounts over \$20,000. The 'Text We Can' group hopes to raise

\$60,000. Ms. Millett provided some further information about this group, of which she is

a citizen member, to the Board. Ms. Ray expressed that she felt that some kind of

acknowledgement form, signed by group and administrators, would be warranted.

- Ms. Millett made a motion for approval. Ms. Townsend

seconded. (Approved 7-0)

j. Consideration to approve tax-exempt purchase agreement for computer equipment in the amount of \$61,053.00 - Mr. Cotter requested the Board see full contract and bid proposal information.

- Ms. Ray made a motion for approval. Ms. Winker seconded. (Approved 6-1; Cotter)

k. Consideration to approve job descriptions from the Human Resources Committee - 00 - Ms. Ray proposed removing definition paragraph at beginning of school nutrition director position.

- Ms. Winker made a motion to approve the School Nutrition Director job description, with the two "definition" paragraphs removed, and the Educational Technician II Technology Integrator for Teachers job description, as presented. The Developmental Kindergarten Teacher job description was removed from consideration. Ms. Millett seconded. (Approved 7-0)

8. Committee Reports – Ms. Brigham announced the committee meeting agendas and dates are posted on the web site.

Extra-Curricular ad hoc – Ms. Winker thanked Steve Connolly, Jeff Shedd, Janet Hoskin, Scott Labbe and Jeff Thoreck for their involvement, especially with the Middle School athletics program. One-time annual athletic administrative and participation fees and option for refundable or rolling uniform fee have been proposed. It's anticipated that this would provide savings to most families. Hannaford Field guidelines (Policy KF and KF-R) have been reviewed. Updates will be provided on the web site as they are completed. Ms.

Millett questioned whether there is a public process for input/discussion on changes to field hours. Jeff Thoreck further clarified the Field changes proposed reflect what often happens currently. Superintendent Hawkins said that policy guidelines could include publication of Field policy changes in local newspaper.

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Alternative Energy - Ms. Ray reported she has forwarded information from the last committee meeting to the Board. Another meeting will be held on Monday, June 15.

Legislative – Ms. Millett reported that in 2011 current State forecasts project decreased level of funding. Secondly, Appropriations Committee

looking at employer share of retirement costs being shifted to local level.

9. Public Comment on Agenda Items – none

10. School Board Agenda Requests – None

11. Announcements of Upcoming Meetings – Ms. Brigham announced the committee meeting dates are posted on the web site.

- CEHS graduation - Sunday, June 14 at 1:00 p.m.

- School Board Meeting – next Regular Meeting: August 25 at 3:30 -6:30 p.m. in High School Library.

12. Adjournment – Mr. Ray made a motion re-enter executive session pursuant to 1 M.R.S.A.

§405(6)(D), and pursuant to 1 M.R.S.A. §405(6)(A), for the purpose of discussing

negotiations with the Cape Elizabeth Educational Administrators Association and non-union

employees' salaries and benefits. Ms. Townsend seconded.

(Approved 7-0)

The meeting was adjourned at 9:02 p.m.

Respectfully submitted,

Alan H. Hawkins

Superintendent of Schools

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SUPERINTENDENT'S REPORT FOR June 9, 2009 Cape Elizabeth, Maine

An Executive Session of the School Board was held on Tuesday, June 9, 2009 at 6:30 p.m. in the

Wm H. Jordan Conference Room in Town Hall. The Board re-entered Executive Session at

approximately 9:15 p.m. and then returned to public session, adjourning at 9:54 p.m.

EXECUTIVE SESSION MEETING

Minutes

Roll call/attendance to open the meeting

New Business

1. Consideration to enter into executive session pursuant to 1 M.R.S.A. §405(6)(D), to

discuss negotiations with the Cape Elizabeth Educational Administrators Association -

2. Consideration and action to remain in Executive Session pursuant to 1 M.R.S.A.

§405(6)(A), for the purpose of discussing non-union employees' salaries and benefits -

3. Consideration and action to table discussions to return to public session and scheduled

regular business meeting -

Motion: Mr. Cotter Second: Ms. Winker Vote: 7-0 Time: 7:00 p.m.

4. Consideration and action to return to public session -

Motion: Mr. Brigham Second: Mr. Cotter Vote: 7-0 Time: 9:44

p.m.

Respectfully submitted,

Alan H. Hawkins

Superintendent of Schools

X Brigham X Burke X Cotter X Millett X Ray X Townsend X

Winker

Motion: Ms. Brigham Second: Ms. Ray Vote: 7-0

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