

The regular meeting of the School Board was held on Tuesday, January 13, 2009 at 7:00 p.m. in the Council Chambers.

School Board members present were:

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

Student Representatives present:

Sara Friedman
Andrew Pezzullo

Alan H. Hawkins, Superintendent of Schools

Chairperson Kathy Ray called the meeting to order at 7:00 p.m.

1. **Adjustments to Agenda** – ADD: 6f, Chewonki Plan; 7f, MPA Decisions; and REMOVE: 5a, HS theater club.
2. **Approval of School Board Minutes from December 2, 2008 and December 16, 2008** - Ms. Ray made a motion that the minutes for the meeting held on December 2, 2008 be approved. Ms. Winker seconded. (Approved 6-0); and, Ms. Winker made a motion that the minutes for the business meeting held on December 16, 2008 be approved. Ms. Townsend seconded. Ms. Millett expressed her concern about an unclear delineation between business and workshop portions of the meeting. (Approved 5-1; Millett)
3. **Comments from Student Representatives** – Middle School students, Piper Otterbein and Hanna Dineen, and High School representatives, Sara Friedman and Andrew Pezzullo, spoke briefly on items of interest from the students' perspective.
4. **Comments from Public On Non-Agenda Items** - There were no comments from the public.

5. RECOGNITION

- a. **High School Theater Club Musical** – Mr. Mullen experienced some technical difficulties with his presentation and will return to present at the February meeting.
- b. **Ben Raymond, SP/CE Sentry's '2009 Great Person Award' recipient** – Superintendent Hawkins announced that Ben Raymond was selected as the local newspaper's great person award.
- c. **Kudos to Recent Ice Storm Responders** – Superintendent Hawkins thanked Charles Kennedy, Neil Williams, Peter Gleeson, Bob Malley, Mike McGovern, Deb Lane and Ernie MacVane for their efforts on behalf of the school system during the ice storm.

6. COMMUNICATIONS

- a. **Budget** – Superintendent Hawkins briefly explained about the state curtailment of education funds. State subsidy amounts are also being reviewed and could be cut. For the 2009-10 budget, administrators are meeting and working now, keeping mindful of the *possibility* of a 2% target budget. The superintendent's budget should be available for the board during the week of February 4th. Just prior to that date, administrators will meet with potentially effected staff. Information contained within the superintendent's budget

will not be released to the public prior to the Board's receipt of the budget document. Ms. Brigham stated that the school board discussed the 2% budget target at its December workshop. Given the current economic conditions, crises in state funding and the preference of administration, the majority of the board voted to direct the superintendent to begin the budget process reflecting a 2% budget increase. Ms. Ray reported speaking with Ms. Swift-Kayatta and the Joint Public Forum meeting is set for Wednesday, January 21 at 7 pm in Council Chambers. This listening/information gathering meeting is for citizens, and school and town staff to provide input on: where savings could be found, where spending/cuts could be made, and what level of taxes do citizens feel are appropriate. A follow up workshop between the boards is scheduled for January 28 [Snow date: Thursday, February 5] at 7 pm in the High School Cafeteria. The agenda for that evening is still being developed, but the meeting will be open to the public.

- b. **Workshop on Board Goals** – Ms. Brigham briefly reported on the January 5, 2009 Board goal setting workshop. Approximately 8 goals were developed and board will meet to review committee structure and how best to accomplish these goals. Goals will be shared with the district leadership at the January workshop and they anticipate formalizing this list at the February board meeting.
- c. **Legislation** - Superintendent Hawkins reported curtailment is being closely watched at this time. Local legislators are being kept informed about unfunded mandates and fuel concerns. Ms. Millett requested further information on unfunded mandates. Dominic DePatsy provided a brief overview of information on unfunded mandates, gained from his recent meeting with state leaders. The letter to the Governor, Education Commissioner and legislators was sent regarding handling of state's budget curtailment. Ms. Millett requested approval of a school board letter to Senators Collins and Snowe, and Representative Pingree requesting their support of education –a stopgap local block grant, major increase in federal funding of IDEA mandate and 504 legislation, reevaluation effectiveness of NCLB, and assistance to schools with increasing energy efficiency and increasing the use of alternative energy sources. Ms. Brigham suggested approval of the letter be addressed at the January 21 board meeting.
- d. **Deb Casey's CEEF Grant** – Superintendent Hawkins reported that through CEEF's generosity Deb Casey's 7th grade class would plan to visit the Museum of Fine Arts and the Mapparium in Boston in April. She will look to integrate social studies curriculum, with art, language arts, math and technology through this opportunity.
- e. **IDEA Requirement Success** – Mr. DePatsy reported on IDEA State Performance Plan status and that Cape was in complete compliance again this year. Last year, only seven districts of the 200+ made complete compliance. He gave credit to his instructional support staff.
- f. **Chewonki Plan** – Principal Connolly reported that given historical shortfall amounts (staff wages, transportation, hardship requests) it was expected that money could not be found in the budget to continue this 'key character development opportunity'. However, through generous donations from Glen Rudberg and Ted Darling of Ethos Marketing, Tom Gale of Vontweb Marketing, and two anonymous donors, this program will happen this year.
- g. **MPA Decision** – Jeff Thoreck spoke about the Maine Principals' Association ad hoc committee to address budget shortfalls. He summarized briefly the recommendations of the committee including: limiting the countable competitions, length of season, amount of qualifying teams for playoff competitions, freeze on officials fees, and eliminating participation in New England competitions. With feedback from coaches, boosters and parents, Cape Elizabeth's perspective on the proposed changes was passed along to the committee.

- h. **Drummond Woodsum Conference** – Ms. Ray briefly reported on information presented at the January 8th Maine School Management Association conference on school budget issues.

7. NEW BUSINESS

- a. **Consideration and action to approve High School athletic fee position** – Booster funded stipend position.
Mary Ellen Towne – Girls' Volleyball
Ms. Winker made a motion for approval. Ms. Ray seconded. (Approved 6-0)
- b. **Consideration and action to approve Middle School athletic fee position** –
Tom Kohan – Boys' Expansion Basketball
Ms. Ray made a motion for approval. Ms. Winker seconded. (Approved 6-0)
- c. **Consideration and action to accept a transfer of up to \$200,000 from the town's undesignated surplus fund to the school's undesignated surplus fund** – The transferred amount will not be more than 50% of the amount of the GPA curtailment amount for school year 2008-09. Ms. Ray reported that this agenda item referenced Town Council agenda item #30-2009 (January 12, 2009) and was approved by the Town Council. Ms. Millett made a motion for approval. Ms. Ray seconded. (Approved 6-0)
- d. **Consideration to authorize the Superintendent to expend the balance of the 2007-08 Bond** - Ms. Ray reported that this agenda item referenced Town Council agenda item #31-2009 (January 12, 2009) and that the Council approved the school to spend the remaining Bond funds designated for school in the amount of \$73,821. Superintendent Hawkins reported on on-going projects to be funded, specifically internal locks and servers for surveillance cameras as specified in emergency plan. Ms. Millett made a motion for approval. Ms. Townsend seconded. (Approved 6-0)
- e. **Consideration of the following three policies for second reading** –
- JIB: Student Involvement in Decision Making
 - JLCB: School Immunization Policy
 - BIA: New Board Member Orientation
- Ms. Millett moved that the three policies be approved as presented. Ms. Winker seconded. (Approved 6-0)
- f. **Consideration of the following policies for first reading**
- EFI: Food Service Records and Reports
 - EI: Insurance Management
 - JHCA: Use of Unscheduled Class Time for High School Seniors
 - JLCCA: AIDS (HIV) Attendance
- Ms. Millett briefly reviewed each policy. No action required for first reading.
- g. **Consideration and action to approve PATHS Budget** – Ms. Ray reported briefly on the PATHS committee budget meetings. An average of 9 students attend from Cape. Cape Elizabeth's Part I share is \$45,582.08 and the Part II share is \$659.52 for 2009-10. Ms. Winker made a motion to approve Cape Elizabeth's portion of the Portland Arts and Technology High School (PATHS) budget. Ms. Millett seconded. (Approved 6-0)
- h. **Consideration and action to approve the School Nurse job description** –Ms. Winker made a motion for approval of the nurse job description as presented. Ms. Millett seconded. (Approved 6-0)
- i. **Consideration to appoint a committee for future contract negotiations with the Cape Elizabeth Educational Administrators Association** – Ms. Brigham made a motion to appoint Kathy Ray and Peter Cotter, with Mary Townsend as an observer, to the committee for future negotiations with the CEEAA. Ms. Millett seconded. (Approved 6-0)

- j. **Consideration to approve direct communication with all CEEA members, through their president and executive committee, concerning the financial implications of current contractual agreements and the development of the FY 2010 school budget** – Ms. Millett made a motion for approval as presented. Ms. Burke seconded. Ms. Winker and Ms. Ray questioned what this motion would mean. Ms. Millett explained that it was her concerns about a budget being created by the Superintendent and district leadership team without all aspects of costs being addressed in an open and forthright manner that prompted the Superintendent to include this agenda item. Ms. Millett expressed that it was her opinion that given the status of the extreme economic conditions, the Board and CEEA should be able to meet to discuss all implications to move forward, and that she didn't see how a budget could be developed prior to such a meeting. Ms. Brigham expressed she felt the original motion reaffirmed actions that happen now between district leadership in the development of the Superintendent's budget. Right now, there is not a school board budget and that once the budget becomes the Board's, if they choose they may request a meeting such as the one suggested. Ms. Millett proposed a revision to the current motion to specify "... direct communication *between the superintendent, School Board Chair and Vice Chair and the CEEA members through their president and executive committee...*" Ms. Winker expressed support for Ms. Brigham's comment. Ms. Ray expressed that she is fine with the current process and felt that Board meetings with CEEA at this time would micro-manage the process. She stated that she wouldn't support the motion. Ms. Winker encouraged all CEEA members to participate in public budget meetings. Ms. Townsend expressed her support for the motion. Dwight Ely spoke that the CEEA feels they've been well informed by the superintendent and they do anticipate future discussions. Ms. Millett asked if the Board was comfortable with the concept of having two board members meet with the CEEA and district administration, provided that information is shared with all members of the Board. Seeing agreement, Ms. Millett withdrew her motion.

8. Committee Reports –

Finance – Ms. Millett asked about the cost of gas now being charged to the district, and community services activities fees somehow incorporating a pro-rated share of utilities onto outside organization's rental fees? Janet Hoskin reported that fees go toward community services and program costs only – not toward school costs. Ms. Brigham suggested that the policy group re-visit this topic as a use of facility fee structure. Ms. Millett questioned if an analysis could be done. Stating that given these economic times, it would be good to know one way or another.

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.

- **Personnel Committee** – Thursday, February 12 at 8 am in the Jordan Conference Room.
- **Policy Committee** – Tuesday, ~~January 20~~ **JANUARY 27** at noon in the Jordan Conference Room.
- **Finance Committee** – Wednesday, January 28 at 8 a.m. in the Superintendent's Office.
- **Extra Curricular Committee** – Wednesday, January 14 at 7:30 a.m. in the Jordan Conference Room.

- **School Board Meetings** – Committee Structure: Wednesday, January 21 at 8:00 a.m. in Jordan Conference Room; Joint Town Council Public Forum on Budget: Wednesday, January 21 at 7:00 p.m. in Town Council Chambers; Workshop Meeting: Tuesday, January 27 at 7 p.m. in the HS Library.
- **Sports Done Right** – Tuesday, February 10 at 7:00 p.m. in location t/b/d.
- **Wellness Committee** – Monday, February 2 at 3:15 p.m. in the Fire Station Meeting Room.

12. Adjournment - Ms. Ray made a motion for approval. Ms. Winker seconded. (Approved 6-0) The meeting was adjourned at 9:51 p.m.

Respectfully submitted,

Alan H. Hawkins
Superintendent of Schools