

The regular meeting of the School Board was held on Tuesday, May 11, 2010 at 7:00 p.m. in the Town Hall Council Chambers.

School Board members present:

Rebecca Millett, Chair  
Kathy Ray, Vice-Chair  
John Christie  
David Hillman  
Mary Townsend  
M. Kate Williams-Hewitt  
Linda Winker

Student Representative present:

Matt Miklavic  
Julia Springer

Alan H. Hawkins, Superintendent of Schools

Chairperson Rebecca Millett called the meeting to order at 7:00 p.m.

1. **Adjustments to Agenda** – Add approval of notice of amounts document for voters as item 7I; AP biology information under Communications, item 6g; Items 6f and 7f were taken out of order.
2. **Approval of School Board Minutes** –
  - a) **Business Meeting, Tuesday, April 13, 2010** - Ms. Ray made a motion that the minutes for the meeting be approved as presented. Ms. Winker seconded. Ms. Townsend requested that more Board members' comments be included, specifically relating to the budget discussion (Item 7A). Mr. Hillman expressed some confusion with the wording in paragraph three of that item and agreed that other information could be expanded. He will forward his proposed edits the Board. Ms. Ray then made a motion to table approval of the minutes for the April 13, 2010 business meeting. Ms. Winker seconded. (Approved 7-0)
  - b) **Special Meeting, Tuesday, April 27, 2010** - Ms. Winker made a motion that the minutes for the meeting be approved as presented. Ms. Ray seconded. (Approved 7-0)
3. **Comments by Student Representatives** – High School representative, Matt Miklavic, spoke briefly on items of interest from the students' perspective.
4. **Comments from Public On Agenda Items** – *none*
5. **RECOGNITION**
  - a. **Pond Cove Principal for a Day - Aiden Lee** – Second grade student, Aiden Lee, briefly described his duties and responsibilities as principal for the day. Principal Eismeier reported that Aiden did a wonderful job.
  - b. **PC/MS Arts Night** - Principal Connolly shared that the fourth annual arts night was a success. Art from every student was displayed in every hall throughout Pond Cove and the Middle School. Under the direction of Terry White, jazz combo and individual musicians played. The evening also included students reciting poetry, the unveiling of a CEEF-sponsored mural in the teachers' room, Becky Bean leading students in African

drumming, a student art bazaar, including MECA students creating art and a raffle opportunity. Special thanks went to Marguerite Lawler-Rohner, Becky Bean, Terry White, arts night committee chairs Suzanne McGinn and Lisa Gent, the MSPA, CEEF, Maine College of Arts students and all students, parents and community members who made the evening possible. Principal Eismeier noted that there was still quite a bit of artwork displayed, if anyone missed the event.

- c. **Teacher Appreciation Week** - Ms. Millett read a personal note that had been emailed to district staff in recognition of National Teacher Appreciation Week.
- d. **Project Citizen** - Principal Connolly, with Steve Price, described Project Citizen as an initiative to teach students about how public policy works. Mr. Price added that teacher Evan Solender was instrumental in getting program information from colleagues in the Portland Schools in order to implement the program here.
- e. **HS Government Students' candidate debates** - Principal Shedd thanked Ted Jordan for his skills in bringing the school and community together for these events. Students were leaders, moderators and asked well thought out follow-up questions at this event.

## 6. COMMUNICATIONS

- a. **Resignations- Cindy Perkins, Pond Cove and Sarah Harrington, High School** – Superintendent Hawkins announced Cindy Perkins and Sarah Harrington's resignations.
- b. **CEEF Spring Grant Cycle** – Claire Dunfey from CEEF announced that over \$27,000 in grant monies were distributed this spring. District professional development opportunities, Tom Lizotte is putting together a symphony together with an internationally known composer, and continued technology installations for Pond Cove were highlighted. She noted that of the last 48 technology-related installations, 37 were funded through parent organizations, like CEEF and PCPA. The hope is that the district will be able to pick up on their technology seed efforts going forward. All grant information can be found on the web site. Superintendent Hawkins thanked CEEF for their efforts over the years on behalf of Cape Elizabeth students. Ms. Millett thanked CEEF volunteers for their efforts. Mr. Hillman also thanked CEEF.
- c. **State of Our Schools** - Superintendent Hawkins reported briefly on the state's recently released School Achievement and Progress Report. Principals were on hand to speak to how growth is reflected in our schools.

Principal Eismeier referred the Board to the graphs in their packets, from the New England Common Assessment Project (NECAP). Levels of achievement and comparisons with area schools. This is the first year Maine has administered the NECAPs, as part of No Child Left Behind (NCLB). Prior to, the Maine Educational Assessment (MEA) was administered and data not available until the class had moved on. Maine now joins with NH, VT and RI to use the fall NECAP tests and saves state and taxpayer funds. Content in NECAP is well aligned with Maine although some increased Grade Level Expectations (GLE) in reading and math has been required. The March 2009 MEA results showed that Pond Cove easily met the standards for Adequate Yearly Progress (AYP) in attendance and overall achievement, but did not show enough progress in one sub category - students with individual education programs (IEPs) in mathematics. With NECAPs, the latest AYP declarations came from Augusta and it's possible that Pond Cove may end up on the list again, or Pond Cove may instead be granted "Safe Harbor" status as a school making substantial progress/improvements. The Maine DOE list shows Pond Cove, along with the Middle and High Schools, as consistently very high - above 80%. Augusta cautions schools against using just one measure to make significant decisions about students or schools. NECAP is considered an on-demand skill

test. Locally developed assessments can provide deeper insight into where our students are. The Developmental Reading Assessment (DRA) is one example. Data is uploaded for staff use via PowerSchool. Mr. Hillman asked for clarification of “PD, P, PP, SP” on graphs provided. Principal Eismeier explained that PD means proficient with distinction, P means proficient, PP means partially proficient, and SP means substantially below proficient.

Principal Connolly reported on challenges in reconciling achievement data. Over the past three years, percentile reports show that MS students made progress at 5.5% increase and 86.5% of students are meeting or exceeding standards in anything, yet state reports school as still not meeting AYP. For example, comparing previous MEAs as baseline data to determine growth on the NECAPs. Principal Connolly disagreed. For instance, throughout district history, math scores have always been 6- 9 points higher than reading scores of MEAs. On NECAPs, they were 6-9 points higher in reading over math throughout the district. State took MEAs (from March) and NECAPS (from October) and so six months of data is supposed to demonstrate a year’s worth of student improvement. Middle School missed AYP based on based on identified disability subgroup. State says that if 66% of students with IEPs meet or exceed the standard than you’re good. The state raises that bar each year. Looking at the Middle School’s bar graphs (*in packet*), in grades 5, 6, 7, and 8, except for a dip in 7<sup>th</sup> grade, students’ reading scores are close to the exceeds the standards range. Hopefully, the fall NECAPs will more closely reflect progress towards helping more students jump up to the next proficiency level. Overall, the Middle School has an 86.5% proficiency in reading and math. Intentions are to continue to accelerate that. Mr. Christie asked if meeting the state standard was enough for our students. Principal Connolly explained that expectations are higher. Mr. Hillman asked about the NECAP reading comparison line chart. Principally Connolly explained that due to fluctuations in state reporting, next year would be the first that a standard writing score will be available. Mr. Hillman wanted the public to be aware of looking at this data alone versus looking at overall trends.

Principal Shedd reported that the first year of NCLB they were on the list. Having stayed off since, the way the standards are currently set to increase the High School will be back on the list at some point. Unlike the other two schools, High School students are tested using state standards-SATs for juniors-just once. Over the past three years, two augmentation tests, for math and science, were added. High School students perform at the top of the state in math year after year. He believed that students’ high scores are a reflection of the district’s consistent curricular backbone in math. Additionally, math teachers are “data hounds” and concerned about getting the highest points possible on quality assessments. In reading, in two of the last three years, high school students scored top in State in percentage of students who meet or exceed. For the past two years, were either first or second in terms of the smallest percentage of students who were in the partially meets or does not meet category. In writing, in two of past three years students scored top in state in percentage of students who meet or exceed. For the past two years, were the lowest in terms of the smallest percentage of students who were in the partially meets or does not meet category. With two years of science data, one year they were at the top, the next year, fourth. This could account for what topics are emphasized. Believing that physics first is right way to go, junior students haven’t had biology or earth science that may appear. Speaking to the DOE School Achievement and Progress Report, by three-year average of math and reading combined, CEHS students performed at the top of state, 82.78% meets or exceeds on average. For two of past three years, CEHS was top school. State standards are not Principal Shedd’s gold standard and he would like to see reading and writing scores catch up to math scores. Mr. Hillman asked if the off years were consistent. Principal Shedd said he believed that was not the case.

- d. **Substance Abuse Survey** - Principal Shedd spoke briefly about two surveys taken by students relating to youth drug and alcohol use and general health and wellness issues. He is working on compiling data and trends from the two surveys. His final report will be available on the website at a later date. Principal Connolly confirmed that questions are included on the surveys to try to identify students who are making things up and those results will be thrown out. The Middle School results from the April health/wellness survey seemed to show that students, overall, felt that they're making good choices and have a trusted adult they can confide in. He stated that more could probably be done through current health education classes, as approximately one-quarter of students reported they probably wouldn't be caught if they took a drink and felt that there was no risk to taking a drink everyday.
- e. **7/8 Team Teaching Process** - Ms. Millett reported that she, Superintendent Hawkins, Ms. Ray and Principal Connolly and came up with a proposal that next fall a workshop, through the Teaching and Learning Committee, to discuss current instructional strategies used, issues that lead the school to consider changes, and the thinking behind extending team teaching. Next year, there will be some seventh grade teachers teaching both English Language Arts and Social Studies. Following the fall workshop, if all Board questions satisfactorily answered, will then move to parent questions and implementation.
- f. **K-12 Mathematics Curriculum Priority Learning Goals** - Principal Casey, with Steve Price, gave a brief overview of the changes to the learning results standards and assessments, and the development of district math curriculum goals. He explained that goal charts are best viewed in large display form, looked at horizontally and vertically at the same time and seeing each grade level, each strand and each skill. Ms. Millett requested the Board review these goals and submit their questions to Mary Townsend and the Teaching and Learning Committee, noting that the Math Curriculum presentation has been moved to June 1 (from May 25).
- g. **AP Biology** - Principal Shedd spoke about the biology curriculum as it came up during last fall's science curriculum committee presentation to the Board. He proposed taking one year off from teaching AP bio with expectation that it would return the following year. This time would allow the staff to begin work on improving the honors and AP biology curriculum. Students (approx 37) and parents potentially affected by this change were invited to a meeting and provided feedback.

## **7. NEW BUSINESS**

- a. **Consideration to approve the K-12 Guidance curriculum goals, as presented to the Board at its meeting on April 13, 2010** - Mr. Hillman motioned for approval. Ms. Townsend seconded. (Approved 7-0)
- b. **Consideration to sign the Maine DOE Race To The Top Memorandum of Understanding and Scope of Work checklist** - Superintendent Hawkins gave a brief overview of this developing program. He recommended signing as a memorandum of understanding and not a long-term commitment. School law attorneys believe this is a non-binding agreement. The President of the Cape Elizabeth Educators Association will sign. The document must be signed by May 14, 2010. If not signed at this point, we will not have the opportunity to participate, and potentially receive funding, if

- money becomes available. Fifty percent of money is to go to Title I schools and fifty percent to high performing schools. Mr. Hillman expressed strong concerns with language of memo of understanding. He believed that, as it's currently written, the document would be binding. Ms. Millett concurred. Ms. Ray also agreed saying that she would prefer a specific legal opinion. Mr. Hillman said that if a standard, non-binding clause could be added into the existing document, he would feel more comfortable signing. Mr. Christie asked if we could amend the document and then sign, seeing if the State would accept that version of the agreement. Ms. Millett proposed getting the appropriate, non-binding language from our attorneys and meeting on May 13, 2010 at 7pm to review new version of MOU, with adjusted language. - Ms. Williams-Hewitt motioned for approval to sign the MOU as originally presented. Mr. Hillman seconded. (Rejected 0-7)
- c. **Consideration to approve proposed calendar for 2010-11 school year** Ms. Ray thanked the Superintendent and administrators for their efforts on this student-centered calendar, noting the lack of early releases/late starts and interruptions in student days. Ms. Winker agreed with Ms. Ray's comments. Mr. Hillman asked if the same number of required student days as last year were reflected on this calendar. Superintendent Hawkins confirmed. - Ms. Ray motioned for approval as presented. Ms. Winker seconded. (Approved 7-0)
- d. **Consideration of Superintendent's nominations of the following teachers for continuing contracts** - Mr. Hillman motioned for approval of the following teachers for continuing contracts as presented. Ms. Williams-Hewitt seconded. (Approved 7-0)

**POND COVE SCHOOL**

Maryjane Johnston Art

**MIDDLE SCHOOL**Gretchen McCloy Guidance  
Tabitha Eastman Social Studies  
Elizabeth Johnston Grade 6**HIGH SCHOOL**Sarah Boeckel Physical Education  
John Brady Chemistry  
Tatiana Green Nurse  
Jessica Means Instructional Support  
Sarah Ward English**DISTRICT**Katie Vandervalk Speech & Language Therapist  
Dean Zaharis Technology Integrator

- e. **Consideration of Superintendent's nominations of teachers to second-year probationary contracts** - Mr. Hillman motioned for approval of the following teachers for second-year probationary contracts as presented. Ms. Townsend seconded. (Approved 7-0)

**POND COVE SCHOOL**David Croft Instructional Support teacher  
Susan Pillsbury Instructional Support teacher  
Heather Jones-Kennedy Health Educator**MIDDLE SCHOOL**

Jon Delisle Instructional Support teacher

**DISTRICT**

Joni Hewitt ELL Teacher

**f. Consideration to approve the following staff nominations for 2010-11.**

Caitlin Ramsey - MS Instrumental Music - *replacing Terry White*  
 Linda Alfiero - Pond Cove (K-5) Teacher Leader - *replacing Shari Robinson*

Tom Lizotte joined Superintendent Hawkins and Principal Connolly in strongly recommending Caitlin Ramsey's nomination. Principal Eismeier said that with literacy a key focus, Linda is a great candidate for this two-year leadership position.

- Ms. Ray motioned for approval of Caitlin Ramsey's nomination to MS Instrumental Teacher. Ms. Townsend seconded. (Approved 7-0)

- Mr. Hillman motioned for approval of Linda Alfiero's nomination to PC K-5 Teacher Leader. Mr. Christie seconded. (Approved 7-0)

**g. Consideration to approve a leave of absences for the 2010-2011 school year for Middle School staff member, Susan Deeves** - Principal Connolly is able to cover this one-year leave, if approved. - Mr. Christie motioned for approval of Susan Deeves' leave of absence for the 2010-11 school year. Ms. Townsend seconded. (Approved 7-0)

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

- JLCA: Physical Exam
- JJIAA: Concussions

- Ms. Ray briefly presented the policy changes. Ms. Millett informed new board members that this was first reading, public notice that changes are being considered. Any concerns by the public or Board members should be raised at next policy committee and would be scheduled for approval at second reading at next Board meeting. No action required for first reading.

**i. Consideration of the following job descriptions**

- Director of Community Services
- Fitness Center Attendant/Trainer

Mr. Hillman requested a change in the Attendant/Trainer description. Under *performance responsibilities*, paragraph 4, add the word "reasonably" after "*ensure that*" and after "*so that they are*". - Ms. Winker made a motion to recommend the approval of the job descriptions, with Mr. Hillman's edits to the Fitness Center Attendant/Trainer, as presented. Ms. Williams-Hewitt seconded. (Approved 7-0)

**j. Consideration and action to authorize and direct the Superintendent to deliver to the Town Clerk for display at all polling places the completed of Notice of Amounts Adopted at Town Council Meeting for Voters at School Budget Validation Referendum:** - The document was circulated for Board signatures. Mr. Christie clarified that the summary of total authorized expenditures amount was \$19,751,801 and that excluded ARRA funds.

- Ms. Ray made a motion That pursuant to 20-A M.R.S.A. §§ 1486(2) and 2307, the form of Notice of Amounts Adopted at Town Council Meeting be approved, and that the Superintendent of Schools be authorized and directed to complete said Notice in accordance with the meeting at which the school budget is approved, and to cause said notice, as completed, to be delivered to the Town Clerk for display at all polling places

for the school budget validation referendum to be held following the meeting at which the Town Council approves the school budget. Mr. Christie seconded. (Approved 7-0)

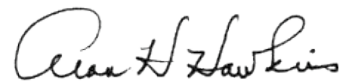
8. **Committee Reports** – Due to the late hour, reports were postponed until June’s meeting, but will appear earlier in that agenda, under communications.

Teaching & Learning ~ Mary Townsend, Chair  
Human Resources ~ Linda Winker, Chair  
Finance ~ Kathy Ray, Chair  
Legislative ~ David Hillman, Chair  
Wellness ~ Kate Williams-Hewitt, Chair  
Communications ~ Mary Townsend, Chair

9. **Public Comment on Non-Agenda Items** – *none*
10. **School Board Agenda Requests** – Ms. Williams-Hewitt and Mr. Hillman (middle school athletics) had agenda item requests and will send those to Ms. Millett for a future meeting.
11. **Announcements of Upcoming Meetings** - Ms. Millett reminded the audience that all committee meetings agendas and minutes are available on the school web site. She also noted that the Board Workshop on math curriculum has been postponed to June 1, although a special business meeting for May 13 at 7 pm will take place to consider vote on MOU.
12. **Adjournment** – Ms. Ray made a motion for adjournment. Ms. Winker seconded. (Approved 7-0)

The meeting was adjourned at 9:58 p.m.

Respectfully submitted,



Alan H. Hawkins  
Superintendent of Schools