

A regular business meeting of the School Board was held on Tuesday, October 11, 2011 at 7:00 p.m. in the Cape Elizabeth Town Hall Council Chambers.

School Board members present:

Mary Townsend, Chair
John Christie, Vice-Chair
David Hillman
Michael Moore
Kimberly Monaghan-Derrig
Kathy Ray
M. Kate Williams-Hewitt

Student School Board Representatives present:

Abby Donnelly
Sasha Lennon

Meredith S. Nadeau, Superintendent of Schools

Ms. Townsend called the meeting to order at 7:00 pm.

1. **ADJUSTMENTS TO AGENDA** - *none*

2. **APPROVAL OF SCHOOL BOARD MINUTES** –

a) **Business Meeting, Tuesday, September 13, 2011** - Ms. Monaghan-Derrig made a motion to approve the minutes as presented. Mr. Christie seconded. (Approved 7-0)

b) **Special Business Meeting, Thursday, September 22, 2011** - Ms. Williams-Hewitt made a motion to approve the minutes as presented. Mr. Christie seconded. (Approved 7-0)

3. **COMMENTS BY STUDENT REPRESENTATIVES** – Pond Cove representatives, Julia Thoreck and Sam Whitney; Middle School representatives, Hannah Bosworth and Roman Medina; and High School representatives Abby Donnelly and Sasha Lennon spoke briefly on items of interest from the students' perspective.

4. **COMMENTS FROM PUBLIC ON AGENDA ITEMS** – *none*. Ms. Townsend reminded the audience that public comments on non-agenda items are always welcomed and that [per Policy BEDH] requests must be made in writing to the Superintendent one-week in advance of a school board meeting.

5. **RECOGNITION**

a) **Kathy Ray** - Ms Townsend announced that this Board meeting would be Kathy Ray's last as a School Board representative.

Former superintendent, Alan Hawkins - thanked Ms. Ray for her strong support and insightful leadership as a Cape Elizabeth School Board member during his tenure.

Superintendent Nadeau thanked Ms. Ray for her years of service on the board speaking briefly on behalf of the district's administrators.

Ms. Townsend expressed her appreciation for Ms. Ray's experience, teamwork, dependability, and fairness. She thanked her for her willingness to continue her service to the town as she transitions to the Town Council.

Mr. Christie thanked Ms. Ray for her mentorship and guidance to him.

Mr. Hillman expressed his appreciation to Ms. Ray for helping him recognize the difference between being an advocate as a lawyer and a member of the School Board. He added that he, too, was glad to see her plan to continue her service to the Town on the Council.

Ms. Monaghan-Derrig said that she had learned much from Ms. Ray and wished her the best of luck on the Council.

Ms. Williams-Hewitt thanked Ms. Ray for her ability to see the big picture.

Mr. Moore thanked Ms. Ray for all of the reasons the previous speakers mentioned.

Ms. Ray thanked board members, school administrators and the community for their support during her eight years serving as a member of the School Board. She added that she looked forward to continuing to serve the Town of Cape Elizabeth should she be elected to the Council in November.

6. COMMUNICATIONS

- a) **2012 National Merit Semifinalists & Commended Scholars and 2011 AP Scholar Awards** - Superintendent Nadeau announced the National Merit Semifinalists and Commended Students and AP Scholars.
- b) **AYP Update** - Superintendent Nadeau announced the official AYP results from the Dept of Ed. This information was similar to what was shared with the board preliminarily in the spring. Pond Cove is on monitor status, due to reading and math scores in the students with disabilities cohort group; Middle School made AYP in reading and is on monitor status in math due to progress in economically disadvantaged cohort group; High School is on monitor status, due to reading and math scores in the students with disabilities cohort group.
- c) **Superintendent's Report** - Superintendent Nadeau updated the Board that: in the inaugural year of electronic parent-teacher conference scheduling for the High School all seemed to be going smoothly and was well received; Cape Robotics, under the leadership of Evan Thayer, has been working - and it appears successfully - to move the VEX Robotics tournament to the USM Gorham Campus; this year's Harvest Lunch fed approximately 50% of the student body; EPS funding is still preliminary but the district could lose approx \$244,000 in state funding; compliments should go to Pauline Aportria and her staff for their work this summer preparing for the audit. The auditors said that there were "...no material weaknesses..." in their report to the Town Council last week. The Superintendent's Office will be participating in the PCPA's Scarecrow Contest for the Harvest Festival on October 22. Anyone with an interest in contributing to the creation should contact Superintendent Nadeau. Ms. Nadeau concluded her update noting that the presentation skills displayed by the student presenters represented a piece of the work that occurs in the district to support literacy.

7. NEW BUSINESS

- a) **Consideration to approve proposed World Affairs Council Trip to Brown University (RI), November 11-13, 2011**- Mr. Christie motioned for approval of the trip as presented. Ms. Monaghan-Derrig seconded. (Approved 7-0)
- b) **Consideration to approve a 5-2-1-0 Let's Go! grant application for a stainless steel water fountain to be installed on the upper playground of the Pond Cove School -**

Ms. Williams-Hewitt motioned for approval as presented. Mr. Christie seconded.
(Approved 7-0)

- c) **Consideration to approve a memorial plaque placement in the newly created Rindi Martin-Weigel Memorial Garden at Pond Cove** - Ms. Monaghan-Derrig made a motion to approve as presented. Ms. Williams-Hewitt seconded. (Approved 7-0)
- d) **Consideration to approve the following co curricular and athletic staff nominations for the 2011-12 school year -**

HIGH SCHOOL

Lisa Melanson	Asst Speech Coach
Lisa Melanson	Bartleby/Literacy Magazine
Sarah Collins	Art Club
Tom Kohan	Senior to Senior (<i>privately funded</i>)
Erika Rusley	National Honor Society
Jim Ray	Varsity Boys' Basketball
Matthew Reid	JV Boys' Basketball
Mitch Ouellet	First Team Boys' Basketball (<i>Booster funded</i>)
Doug Worthley	Varsity Indoor Track (G&B)
Greg Marles	Asst Indoor Track
Ben Raymond	Varsity Swimming & Diving (G&B)
David Croft	Asst Swimming & Diving (G&B)
Billy LeBlond	Varsity Boys' Ice Hockey
Jason BreMiller	Varsity Girls' Ice Hockey
Bob Mills	Asst Girls' Ice Hockey (<i>Booster funded</i>)
Deven Morrill	Asst Nordic Ski (<i>Booster funded</i>)
Chris Roberts	Varsity Girls' Basketball
Tom Robinson	JV Girls' Basketball
Mike Bartley	Diving Coach (<i>Booster funded</i>)
Jay Casterella	Asst Girls' Basketball (<i>Booster funded</i>)
Shawn Guerrette	Alpine Ski

MIDDLE SCHOOL

Joe Doane 7th gr Boys' Basketball

- Mr. Moore motioned for approval of the staff nominations as presented. Mr. Christie seconded.
(Approved 7-0)

- e) **Consideration to approve the following staff nomination for the 2011-12 school year-**

Paul Casey RTI/Exec Functioning Services Teacher (grades 7-8)

- Mr. Moore motioned for approval of the staff nominations as presented. Ms. Williams-Hewitt seconded. (Approved 7-0)

- f) ~~Consideration to approve Pond Cove teacher Brienne Gallagher's request for an extended leave of absence during the 2011-12 school year -~~ **Item 7f tabled for a future meeting.**

- g) **Consideration and action to authorize the Superintendent to execute a tax-exempt lease purchase agreement with M.S.T. Government Leasing, LLC for the purpose of refunding and financing existing lease purchases of photocopier equipment and lease purchasing additional new and reconditioned photocopier equipment in the amount of \$201,550.61, and at an interest rate of not more than 3.290% per year through August 1, 2016.** (See memorandum from Business Manager.) Pauline Aportria summarized that this will save the district approximately \$6,000 per year for 5 years (\$30,000). - Mr. Christie motioned for approval as presented. Ms. Monaghan-Derrig seconded. (Approved 7-0)
- h) **Consideration to approve the following policy for second reading**
- **CBI: Evaluation of the Superintendent** - Ms. Ray motioned for approval of policy CBI as presented. Ms. Williams-Hewitt seconded. (Approved 7-0)
- i) **Consideration of the following policies for first reading. No vote required.**
- **GBEBB: Staff Conduct with Students** - Mr. Hillman may bring to the next Policy Cmte meeting suggestion for alternate text for second bullet point within 'prohibited conduct' paragraph. Mr. Moore wondered if more specific references to current social media outlets should be referenced.
 - **JJAB: Private School Students - Access to Public School Activities** - Superintendent Nadeau explained this policy from MSMA and also reviewed by the Maine Interscholastic Athletic Association. There is a requirement to allow private school students' access to our events, similar to the way that we permit home schooled children. This policy sets criteria that are in the best interest of students. Mr. Hillman will provide a suggested change for the next Policy Cmte to consider.
 - **JRA-E: Annual Notice of Student Education Records and Information Rights** - With the state eliminating their requirement to collect social security numbers, the paragraph referencing the collection of those numbers can be deleted.

8. **COMMITTEE REPORTS** –

Finance Cmte: Mr. Christie reported that the finance meetings in October, November and December would be looking closely at the big pieces of the budget in preparation for the Board's preparation of the next school budget. The October 25 agenda will relate to the district audit and control features. In future meetings, demographics and long-term planning, and shared services and pooled resources will be discussed. Board members should submit their questions about audit and control features in advance to Mr. Christie no later than Wednesday, October 19.

Board Retreat Update: Ms. Townsend reported that the Board's short-term 2011 goals set during the spring retreat, including hiring a new superintendent, negotiating a three-year contract with the teachers, and reviewing the budget and communicating it to the public to ensure passage, were achieved. The Board revisited longer-term goals that were to continue working with the DLT on common goals to support literacy and professional learning communities. In addition, the School Board committee structure was paired down and reorganized as follows - Under **Standing:** Finance and Policy remain; Teaching & Learning and Human Resources were dissolved. Under **Appointments:** CEEF, Maine School Management delegate, PATHS, Technology and Negotiations and Health Insurance Task Force remain; Greg Marles will provide updates from the Alternative Energy Committee instead of their being a separate board appointment. Under **Advisory:** Legislative and Positive Action remain; Buildings and Grounds may need to be formed in the coming months; and either dissolved or no further board advisor will be required for Communications, Extracurricular, Sports Done Right (Program no longer funded),

Strategic Planning and Wellness. The Board felt that the streamlining of committee structure would better allow the Board to focus on finance and policy work and support the new superintendent's goals for the district. The Board also discussed evaluation of the superintendent and may do quarterly, executive session, evaluations.

Community Services Advisory Commission Openings - Superintendent Nadeau announced that there will be two School Board appointed openings on the Community Services Advisory Commission. These are two-year terms and begin on January 1, 2012 so will need to be filled by the end of December. Community members with an interest in serving should contact Mary Townsend.

Legislative - Ms. Monaghan-Derrig reported that she, Senator Dill and Representative Eberle hope to coordinate regular, monthly meetings with the Town Council, School Board and related municipal administrators to address a variety of timely issues. Future meeting information will be posted on the web site.

9. **SCHOOL BOARD AGENDA REQUESTS** – *none*
10. **ANNOUNCEMENTS OF UPCOMING MEETINGS** - A Policy Committee meeting will be held on Tuesday, November 15 at 9:30 am in the Jordan Conference Room. Finance workshop meeting will be on Tuesday, October 25. All meeting information can always be found on the district web site.
11. **ADJOURNMENT** – Ms. Ray made a motion for adjournment. Ms. Williams-Hewitt seconded. (Approved 7-0)

The meeting was adjourned at 8:36 p.m.

Respectfully submitted,



Meredith Nadeau
Superintendent of Schools