

A Special Business meeting immediately followed an Executive Session of the Cape Elizabeth School Board held on Wednesday, June 20, 2012 at 4:00 p.m. in the Wm. Jordan Conference Room (Town Hall).

- John Christie     David Hillman     Michael Moore     Joanna Morrissey     Elizabeth Scifres     Mary Townsend     M. Kate Williams-Hewitt

*Mr. Christie, Mr. Moore and Ms. Scifres were unable to attend.*

**SPECIAL BUSINESS**  
**Minutes**

**1. NEW BUSINESS**

- a. Consideration to approve the following athletic and co curricular staff nominations for the 2012-2013 school year.

**MIDDLE SCHOOL**

- Jayson Jackson    Football (*Booster funded*)
- Eric French        Football (*Booster funded*)
- Wayne Wing        Girls' soccer - 7<sup>th</sup> grade
- Sarah Delisle      Girls' soccer – 8<sup>th</sup> grade
- Hannah Rohner    Field Hockey – 8<sup>th</sup> grade
- Paul Casey        Boys' Cross Country
- Joe Doane         Girls' Cross Country

**POND COVE**

- Holly Forsyth    Gr. 3 Team Leader

Motion: Ms. Morrissey    Second: Mr. Hillman    Vote: 4-0    Time: 4:42 p.m.

- b. Consideration to approve the following personnel nominations for 2012-2013.

- Erin Nelsen    Speech/Language Pathologist – MS/HS
- Linda Taylor    Grade 4 Teacher (1yr)
- Lindsay Kaplan    High School English Teacher (1yr)
- ~~Community Services Director~~

Motion: Ms. Morrissey    Second: Mr. Hillman    Vote: 4-0

- c. Consideration to approve the Cape Elizabeth Schools' LAU Plan dated June 2012 as presented.

Motion: Ms. Morrissey    Second: Ms. Williams-Hewitt    Vote: 4-0

- d. Consideration to approve the Cape Elizabeth Schools' Emergency Management Plan dated June 2012 as presented.

Motion: Mr. Hillman Second: Ms. Williams-Hewitt Vote: 4-0

- e. Consideration to approve the following entitled job descriptions enclosed with the Board packets as amended during the meeting:

- Administrative Assistant to the Director of Facilities and Transportation
- Transportation Scheduler
- School Bus Driver
- Director of Community Services
- Director of Facilities
- Technology Coordinator
- Community Services Office Manager/Administrative Clerk
- Volunteer Coordinator

Motion: Mr. Hillman Second: Ms. Morrissey Vote: 4-0

*[K-12 Literacy Coordinator, Athletic Administrator and Pond Cove Principal were held over for future discussion.]*

- f. Consideration to approve adjustments to the 2011-2012 School Budget dated June 20, 2012.

Motion: Ms. Morrissey Second: Mr. Hillman Vote: 4-0

## 2. ADJOURNMENT

Motion: Ms. Morrissey Second: Mr. Hillman Vote: 4-0 Time: 5:25 p.m.

Respectfully submitted,



Meredith Nadeau  
Superintendent of Schools