

A regular business meeting of the School Board was held on Tuesday, October 9, 2012 at 7:00 p.m. in the Cape Elizabeth Town Council Chambers. An executive session immediately preceded.

School Board members present:

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

Student School Board Representatives present:

Abby Donnelly
Nolan Morris

Meredith S. Nadeau, Superintendent of Schools

Ms. Townsend called the meeting to order at 7:05 pm.

1. **ADJUSTMENTS TO AGENDA** - *none*
2. **APPROVAL OF SCHOOL BOARD MINUTES** –
 - a) Executive Session, Tuesday, September 11, 2012
 - b) Regular Business, Tuesday, September 11, 2012- Mr. Christie made a motion to approve the slate of minutes as presented. Ms. Morrissey seconded. (Approved 7-0)
3. **COMMENTS FROM PUBLIC ON AGENDA ITEMS** – *none*
4. **COMMENTS BY STUDENT REPRESENTATIVE** - High School representatives, Abby Donnelly and Nolan Morris, and Middle School representative, Connor Thoreck, spoke briefly on items of interest from the students' perspective
5. **COMMUNICATIONS**
 - a) **2013 National Merit Semifinalists** - Principal Shedd reported that there were 11 National Merit Semifinalists in the Class of 2013. Those able to attend this evening were: Matt Gilman, Sam Sherman and Daniel Epstein. Other semifinalists included: Allie Briggs, Cam Caswell, Travis DeLano, Robert Freccero, Francesca Governali, Ben Hansel, Emma Inhorn and Brett Parker.
 - b) **Facilities Study Update** – Superintendent Nadeau reported on a draft facilities study that anticipated school district [Community Services and Pool included] capital needs to be between seven and ten million dollars over the next 10 years. The existing budget for capital plans is \$207,000. Mr. Moore provided a brief overview of school capital improvement budgeting and debt service and reiterated that a joint committee would be formed to discuss the final facilities report, all town needs and how to best develop a plan moving forward.
 - c) **Superintendent's Report** ~ Superintendent Nadeau reported that all three schools met federal and state requirements for Adequate Yearly Progress (AYP). Current class size information and guidelines were shared. A reminder about the Oct 16 Community Action Planning Forum (6:30-8pm at the High School Cafeteria) was made. All members of the community are welcome as this is to be a meeting for everyone to have input on what the school should look like a few years from now. Middle School Principal Steve Connolly has resigned to accept the superintendent's position in SAD 60. Superintendent Nadeau said she hopes to have an interim principal in place after Thanksgiving and begin the

search for a permanent replacement beginning in January 2013. The Superintendent invited anyone interested to join her on the afternoon of Monday, October 15 to help decorate a PCPA scarecrow for the school department's office.

6. NEW BUSINESS

- a) **Consideration to approve proposed World Affairs Council/Model UN Trip to the University of Connecticut, November 8 – 10, 2012** – Mr. Moore motioned to approve as presented. Ms. Morrissey seconded. (Approved 7-0)
- b) **Consideration to approve the following staff nomination for the 2012-2013 school year** – Ms. Morrissey motioned to approve as presented. Ms. Scifres seconded. (Approved 7-0)

MIDDLE SCHOOL

Paul Casey 0.5 FTE Language Arts/Social Studies

- c) **Consideration to approve the following co curricular staff nominations** – Mr. Moore motioned to approve the slate as presented. Ms. Morrissey seconded. (Approved 7-0)

HIGH SCHOOL

| | |
|-----------------|---------------------------------|
| Larry Allen | Music Director for Musical |
| Brandy Lapointe | Guidance Dept Head |
| Ben Raymond | Instructional Support Dept Head |
| Lindsay Kaplan | Gay Straight Alliance |
| Tony Gaboury | Jazz Combo I & II |
| Andrea Cayer | Natural Helpers (1/2) |
| Joyce Nadeau | Natural Helpers (1/2) |
| Brandy Lapointe | Student Advisory Council |
| Brian Graham | Jazz Band III |
| Tom Kohan | Freshman Class Advisor |

- d) **Consideration of the following policies for first reading.** (*No vote required*) – Mr. Christie updated the Board on the policy committee's work to bring district policies into compliance with current Maine law.
- AD – Educational Philosophy
 - GBEC – Drug Free Work Place
 - GBO – Family Care Leave
 - GCFB– Recruiting & Hiring of Administrative Staff
 - GCI – Professional Staff Development Opportunities
 - IHBA – Individualized Education Programs
 - IHBAA– Referral Pre Referral Policy
 - IHBAC – Child Find Policy
 - IHBG - Home Instruction Program
 - IHBGA - Home Instruction-Participation in School Programs
 - IKE- Student Progress Through the Grades
- Recommended for Deletion
- GCF – Prof Staff Hiring
- Reviewed with no changes recommended
- IJJ - Educational Materials Selection

- e) **Consideration to approve the following job descriptions** – Mr. Moore motioned to approve the slate of job descriptions as presented. Ms. Scifres seconded. *Mr. Hillman*

restated his workshop suggestion to incorporate a clause that the individual must always be in compliance with all district policies and procedures as well as all federal and state laws. Superintendent Nadeau reported consulting with labor policy experts and area school districts and the consensus was that no body had this language in their current job descriptions. She stated her support for amending the job descriptions accordingly. - Mr. Hillman proposed an amendment to the original motion to approve the slate of job descriptions within Agenda Item 6e subject to the addition of language to the effect that the employee must always be in compliance with all school board policies and procedures and federal and state laws. Mr. Moore and Ms. Scifres accepted Mr. Hillman's amendment. Mr. Christie expressed his concern that this is a clause that should govern all employees universally and believed the language would best be incorporated into a policy. (Approved 6-1; Christie opposed)

- Athletic administrator
- Principal - Elementary
- Literacy Coordinator
- Ed Tech III-Technology Integrator
- Food Service Manager
- Food Service Worker
- Head Custodian
- Custodian
- Maintenance Mechanic
- Maintenance Supervisor
- Community Services (CS) Director
- CS Adult Programs Coordinator
- CS Aquatics Fitness Supervisor
- CS Youth Program Extended Care Supervisor
- CS Youth Recreation Coordinator
- CS Extended School Care Program Coordinator
- CS Extended School Care Staff

7. **COMMITTEE REPORTS** – Mr. Hillman reported that the Insurance Task Force has completed a draft RFP, which has been reviewed by counsel, for an expert to be hired. The First Circuit Court's decision has allowed access to the information previously requested.

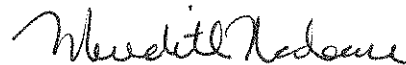
8. **SCHOOL BOARD AGENDA REQUESTS** - none

9. **ANNOUNCEMENTS OF UPCOMING MEETINGS** - Tuesday, October 16, 2012 will be the Community Action Planning Forum. If members of the public are unable to attend, thoughts/ideas may be communicated via email at communityforum@capeelizabethschools.org. The Tuesday, October 23 School Board Workshop will be discussion of the facilities study.

10. **ADJOURNMENT** – Ms. Morrissey made a motion to adjourn. Mr. Christie seconded. (Approved 7-0)

The meeting was adjourned at 8:19 p.m.

Respectfully submitted,



Meredith Nadeau
Superintendent of Schools