

A regular business meeting of the School Board was held on Tuesday, December 11, 2012 at 7:00 p.m. in the Cape Elizabeth Town Council Chambers. An executive session was held at 6:30 pm.

School Board members present:

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

Student School Board Representatives present:

Nolan Morris

Meredith S. Nadeau, Superintendent of Schools

School Board members unable to be present:

Abby Donnelly

Superintendent Nadeau called the meeting to order at 7:00 pm.

**1. CONSIDERATION TO ELECT BOARD OFFICERS AND COMMITTEE APPOINTMENTS –**

a) Election of Board Chair: John Christie

Motion: Ms. Townsend Second: Mr. Hillman Vote: 7-0

b) Election of Board Vice-Chair: Michael Moore

Motion: Ms. Williams-Hewitt Second: Ms. Scifres Vote: 7-0

c) Appointment of Committees:

STANDING COMMITTEES

**Finance**: Michael Moore, Chair; full Board membership

**Policy**: Joanna Morrissey, Chair; and Elizabeth Scifres and Kate Williams-Hewitt, members

Motion: Mr. Christie Second: Ms. Scifres Vote: 7-0

COMMITTEE APPOINTMENTS

**Cape Elizabeth Education Foundation**: Mary Townsend

**Health Insurance Task Force**: David Hillman and Michael Moore

**Maine School Management Assn Delegate**: David Hillman

**PATHS General Advisory Board**: Kate Williams-Hewitt

**Wellness Committee**: Mary Townsend and Elizabeth Scifres

**Technology Steering**: Kate Williams-Hewitt

**Transportation Appeals**: Mary Townsend

**Buildings and Grounds**: Michael Moore

Motion: Mr. Christie Second: Ms. Morrissey Vote: 7-0

## ADVISORY COMMITTEES

**Legislative Liaisons:** Mary Townsend and David Hillman**Dropout Prevention:** Joanna Morrissey**Co-curricular Steering:** Elizabeth Scifres**Athletic Steering:** Elizabeth ScifresMotion: Mr. Christie Second: Ms. Townsend Vote: 7-02. **ADJUSTMENTS TO AGENDA** - *none*3. **APPROVAL OF SCHOOL BOARD MINUTES** –

- a) Executive Session, Tuesday, November 13, 2012
- b) Regular Business, Tuesday, November 13, 2012
- c) Workshop, Tuesday, November 27, 2012

- Mr. Moore made a motion to approve the slate of minutes as presented. Ms. Scifres seconded. (Approved 7-0)

4. **COMMENTS FROM PUBLIC ON AGENDA ITEMS** – *none*5. **COMMENTS BY STUDENT REPRESENTATIVE** - High School representative, Nolan Morris, spoke briefly on items of interest from the students' perspective.6. **COMMUNICATIONS**

- a) **Boys' Cross Country Team State Championship** – Mr. Hillman spoke about the team's accomplishments after team members in attendance introduced themselves.
- b) **Superintendent's Report** - Superintendent Nadeau reported briefly on some items of interest. Susan Dana has been selected to participate in the Uruguay Educator Exchange Program sponsored by the U.S. State Department. The Instructional Support department was notified by the state department of education that they have met all requirements for Individuals with Disabilities in Education Act. Pond Cove received a Bronze award for their activities to promote healthy choices and wellness in the school setting. Seventh-grader, Fiona Simpson is being recognized by Maine's First Lady and the Maine Arts Commission. Fiona's artwork will be displayed in the Maine Youth Excellence in Art exhibition in Augusta. The TEDx Youth @ CEHS event was, by all accounts, a powerful and moving experience. The Mock Trial team won its third consecutive state championship. The Superintendent asked the Board to provide some feedback about year-round, school employees working or not on Monday, December 24 in light of the fact that municipal employees will be given December 24 as a paid day off this year. This would affect about 16 school business office, custodial and community services employees and cost approximately \$2,000. Members of the Board who spoke generally expressed the preference for not setting precedence and instead allowing those with vacation time to make use of it if they so desired.
- c) **TEDx Youth @ CEHS** – Mary Townsend, a co-organizer for the event, spoke briefly to the event development and success. The event was 12 months in the planning, included many volunteers and was completely privately funded through donations. The organizers hope to have a similar event in two years.

7. **NEW BUSINESS**

- a) **Consideration to approve High School World Affairs trip to Johns Hopkins University (MD) Model UN Conference, February 7-10, 2013** – Mr. Moore motioned to approve as presented. Ms. Morrissey seconded. (Approved 7-0)

- b) **Consideration to approve the following athletic staff nominations** – Ms. Morrissey motioned to approve the slate as presented. Ms. Scifres seconded. (Approved 7-0)

HIGH SCHOOL

Christopher Marston Ice Hockey, Boys' Assistant (booster-funded)  
 Stephanie Kramer Nordic  
 Alan King Basketball, Girls' First Team (booster-funded)

- c) **Consideration of the following policies for second reading** – Ms. Morrissey motioned for approval of the slate of policies. Ms. Williams-Hewitt seconded. (Approved 7-0)

- IHCD – Post-secondary Enrollment Options
- IJJ - Educational Materials Selection
- IKF – Graduation Requirements
- ILD – Student Surveys and Marketing Information
- JEA – Compulsory School Attendance
- JFC – Dropout Prevention Committee
- JHB – Truancy
- JIC – Student Code of Conduct
- JK – Student Discipline
- JKD – Suspension of Students
- JKE/R – Expulsion of Students/Expulsion Hearing and Reentry Guidelines
- JKF - Disciplinary Removals of Students with Disabilities
- JLF - Reporting Child Abuse and Neglect
- KDB - Public's Right to Know/Freedom of Access
- KLG/R – Relations With Law Enforcement/Procedure

Reviewed with no changes recommended

- IKFA – Early Graduation
- IKFC – Awarding High School Credit Prior to Grade 9
- IMBB – Accommodation of Sincere Beliefs in Required Instruction

- d) **Consideration of the following policies for first reading.** *(No vote required)*

- BBAA – Board Member Authority

– Superintendent Nadeau said that if members had feedback on the policy, they should share it with the policy chair prior to the next policy committee meeting. Mr. Hillman suggested the policy language be reviewed so that members of the Board have some flexibility to delegate authority to a board member within certain parameters. Board representation at legislative hearings or Maine School Management Association conferences were examples provided. The Superintendent said that she interpreted those examples to be implicit within the committee appointed role. Mr. Hillman may provide proposed language prior to the next policy meeting.

- e) **Consideration to approve the Superintendent's nomination to first continuing contract** – Ms. Scifres motioned to approve the nomination of **Brianne Gallagher** as Pond Cove counselor. Ms. Williams-Hewitt seconded. (Approved 7-0)

- f) **Consideration to approve Nordic ski team trip to Sugarloaf Outdoor Center (Carrabassett Valley, Maine) December 28-29, 2012** – Ms. Morrissey motioned to approve the Nordic Ski team trip as presented within the board agenda materials. Mr. Moore seconded. (Approved 7-0)
- g) **Consideration to approve the appointment of a school district physician, pursuant to Title 20-A M.R.S.A. section 6402-A** – Superintendent Nadeau said that she and the district nurses have met with Dr. Sonti and that she is enthusiastic about stepping into this role. Dr. Sonti is a family practitioner with a strong background in adolescent health policy. Her stipend for this one-year appointment will be \$1,000. Superintendent Nadeau explained that a district physician's role, as specified within the statute, is to advise the district on school health issues, policies and practices and perform any other health-related functions as directed by the Board. The superintendent envisions Dr. Sonti serving as a representative to the wellness committee and consulting on the development of health related policies. Mr. Moore motioned to approve the nomination of **Smita Sonti, MD** as school district physician. Ms. Williams-Hewitt seconded. (Approved 7-0)
- h) **Consideration to approve an extended leave request for a Middle School teacher during the 2012-2013 school year** – Superintendent Nadeau said that the substitute currently filling in for Ms. Eastman was able to continue in the position through the February (2013) break, when Ms. Eastman returns, and this was supported by Interim Principal, Doug Perley. This request is covered under the teachers' collective bargaining agreement. Ms. Morrissey motioned to approve the extended leave request of **Tabitha Eastman**. Ms. Scifres seconded. (Approved 7-0)
8. **COMMITTEE REPORTS** – Policy Committee work continues. Ms. Morrissey intends to continue with first Monday meetings, monthly, beginning at 7:30 a.m. Ms. Morrissey also asked individuals to pay close attention to the committee agendas, so that feedback could be provided appropriately as they move through the process.
9. **SCHOOL BOARD AGENDA REQUESTS** – Ms. Townsend requested more information on the evaluation of co- and extra-curricular leaders and athletic coaches.
10. **ANNOUNCEMENTS OF UPCOMING MEETINGS** - There will be a Technology Steering Committee meeting on December 13 at 2pm in the technology department in Town Hall. There will be a strategic planning meeting on December 19 at noon.
11. **ADJOURNMENT** – Ms. Morrissey made a motion to adjourn. Ms. Scifres seconded. (Approved 7-0)

The meeting was adjourned at 8:18 p.m.

Respectfully submitted,



Meredith Nadeau  
Superintendent of Schools