

CAPE ELIZABETH SCHOOL DEPARTMENT
Cape Elizabeth, Maine

TUESDAY, JUNE 11, 2013
SCHOOL BOARD
6:00 p.m. - Executive Session
immediately followed by
7:00 p.m. - Regular Business
TOWN COUNCIL CHAMBERS

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

AGENDA

Call to Order/Pledge of Allegiance

1. **ADJUSTMENTS TO AGENDA**
2. **APPROVAL OF SCHOOL BOARD MINUTES**
 - a. Executive Session, Tuesday, May 14, 2013
 - b. Regular Business, Tuesday, May 14, 2013
 - c. Executive Session, Tuesday, May 28, 2013
 - d. Special Business, Tuesday, May 28, 2013
 - e. Workshop, Tuesday, May 28, 2013

Motion: _____ Second: _____ Vote: _____

3. **COMMENTS BY STUDENT REPRESENTATIVES**
4. **COMMENTS FROM PUBLIC ON AGENDA ITEMS**
5. **RECOGNITION**
 - a. Retirees –

Paula Harris – Nurse, Pond Cove
Sherrri Gower – Educational Technician, Middle School
Paul Casey – Teacher, Middle School
Joyce Bell – Librarian, High School

Intermission ~ Brief reception to honor retirees

6. **COMMUNICATIONS**
 - a. Pond Cove Principal of the Day
 - b. Annual Report of Volunteer Services – Gail Schmader
 - c. Educational technician authorization renewal plan
 - d. Superintendent's Report

7. **NEW BUSINESS**
 - a. Consideration to approve an unpaid leave of absence for a High School teacher during the fall semester of the 2013-2014 school year.

Motion: _____ Second: _____ Vote: _____

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- b. Consideration to approve an unpaid leave of absence for a Middle School teacher during the 2013-2014 school year.

Motion: _____ Second: _____ Vote: _____

- c. Consideration to approve the following job descriptions:

- Director of Instruction
- Assistant Principal – Elementary
- Assistant Principal – Middle School
- Principal – Middle School
- Library and Instructional Technology Specialist
- School Nurse

Motion: _____ Second: _____ Vote: _____

- d. Consideration to approve the following personnel nominations for 2013-2014.

Nurse – Pond Cove
K-4 Elementary Technology Teacher
Library & Instructional Technology Specialist

Motion: _____ Second: _____ Vote: _____

- e. Consideration of the following policies for second reading and deletion.

- CBI: Evaluation of the Superintendent
- EBCF: Automated External Defibrillators
- EEA: Student Bus Transportation (*formerly policy EE*)
- EGAD: Copyright Compliance
- EGAD-R: Copyright Compliance procedure
- EHA: Electronic Signature and Filing
- EHB: School Records Retention Requirements
- FA: Facilities Development Goals
- FF: Naming of Facilities
- FFAA: Memorial Scholarships and Gifts

Recommended for Deletion

- EB: Safety Programs
- EBAA: Chemical Hazards
- EBCC: Bomb Threats
- ECE: Traffic and Parking Controls
- EE: Transportation Services Management (*recoded EEA*)
- EEAE: School Bus Safety Program
- EEAE-R: School Bus Accident procedures
- EF: Food Services Management
- EFI: Food Services Records and Reports
- EI: Insurance Management
- FB: Facilities Planning
- FF-R: Naming of Facilities guidelines
- FFA: Memorial Events

Motion: _____ Second: _____ Vote: _____

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- f. Consideration of the following policies for *first* reading.
- JKAA: Use of Physical Restraint & Seclusion
 - JKAA-R: Use of Physical Restraint & Seclusion procedures
 - GA: Personnel Goals
 - GBN: Family and Medical Leave

Reviewed/no changes recommended

- GBEBB: Staff Conduct with Students

Recommended for Deletion

- GAB: Job Descriptions
- GBL: Personnel Records
- GBN-R1: Federal Family & Medical Leave procedure
- BGN-R2: Maine Family & Medical Leave procedure
- GBO: Staff ID Badges
- GCB: Continuing Teacher Contracts

- g. Consideration to approve the following athletic and co curricular staff nominations for the 2013-2014 school year

DISTRICT

Mary Dulac	Certification Committee - Pond Cove Representative
Kathleen Walsh	Certification Committee - Middle School Representative
Christine Newell	Certification Committee - High School Representative
Mark Ashe	Certification Committee - At-Large Representative
Wendy Derzawiec	Webmaster

HIGH SCHOOL

Don Burke	Girls' JV soccer
Andy Strout	Girls' Asst Soccer (<i>Booster funded</i>)
Ben Raymond	Boys' Varsity Soccer
David Croft	Boys' JV Soccer
Jeff Davis	Boys' Soccer, First Team (<i>Booster funded</i>)
Charlie Carroll	Boys' Asst Soccer (<i>Booster funded</i>)
Amber Cronin	Girls' Cross Country
Derek Veilleux	Boys' Cross Country
Darci Holland	Varsity Field Hockey
Leslie Young	JV Field Hockey
Megan Stanley	Asst Field Hockey (<i>Booster funded</i>)
Aaron Filieo	Varsity Football
Ron Kierstead	Football Asst
Chris Mims	Football Asst
Ryan Piper	Football Asst (<i>Booster funded</i>)
Jason Jackson	Football Asst (<i>Booster funded</i>)
Eric French	Football Asst (<i>Booster funded</i>)
Tim Desmarais	Golf Coach
Sarah Boeckle	Girls' Volleyball

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Mary Ellen Towne Girls' Volleyball

MIDDLE SCHOOL

Nancy Murray Chorus (5-6)
Nancy Murray Chorus (7-8)
Steve Price Drama
Caitlin Ramsey Instr Music
Allison Caruso Math Team (5-6)
Adam Killip Math Team (7-8)
Carrie Newton Debate Team
Alison Hawkes Speech Team
Carrie Newton Student Council
Steve Price Variety Show
Laura Ellis Yearbook (1/2)
Laura Briggs Yearbook (1/2)
Steve Price Performance Center Director
Charlie Carroll Chewonki Coordinator
Pierre Paradis Robotics
Kate Karlonas Gr 5 Team Leader
Allison Caruso Gr 6 Team Leader
Danielle Kunert Gr 7 Team Leader
Terese Roberts Gr 8 Team Leader
Cheryl Joys Instructional Support Team Leader
Ann-Marie Dionne World Language Team Leader (1/2)
Amanda Kozaka Allied Arts Team Leader
Kim Sturgeon Student Support Team Leader
Cheryl Joys Student Support Team MEMBER - IS
Laura Ellis Student Support Team MEMBER – (5/6)

Motion: _____ Second: _____ Vote: _____

h. Consideration to grant the Superintendent of Schools the authority to hire over the summer.

Motion: _____ Second: _____ Vote: _____

i. Consideration to appoint a School Board liaison to the Community Services Advisory Commission.

Motion: _____ Second: _____ Vote: _____

j. Consideration to accept the Health Insurance Task Force's recommendation in the hiring of a health insurance professional to review health insurance cost and to authorize the Superintendent to enter into an agreement with the consultant.

Motion: _____ Second: _____ Vote: _____

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- k. Consideration to approve the C.E. Schools Teacher Certification/Educational Technician Authorization Renewal Plan as amended.

Motion: _____ Second: _____ Vote: _____

- 8. **COMMITTEE REPORTS**
- 9. **SCHOOL BOARD AGENDA REQUESTS**
- 10. **ANNOUNCEMENTS OF UPCOMING MEETINGS**
- 11. **ADJOURNMENT**

Motion: _____ Second: _____ Vote: _____ Time: _____