

A regular business meeting of the School Board was held on Tuesday, August 27, 2013 at 7:00 p.m. in the Cape Elizabeth High School Library. An executive session immediately preceded.

School Board members present:

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

Meredith S. Nadeau, Superintendent of Schools

Unable to be present: David Hillman  
Joanna Morrissey

Mr. Christie called the meeting to order at 7:01 pm.

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

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

- a) Executive Session, Tuesday, June 11, 2013
- b) Regular Meeting, Tuesday, June 11, 2013
- c) Executive Session, Tuesday, June 18, 2013
- d) Special Business, Tuesday, June 18, 2013

- Mr. Moore made a motion to approve the slate of minutes as presented. Ms. Scifres seconded. (Approved 5-0)

3. **COMMENTS FROM PUBLIC ON AGENDA ITEMS** – *none*

4. **COMMUNICATIONS**

a) **Superintendent's Report**

- Summertime hiring -
  - Stephanie Bouffard, Middle School Guidance (1yr)
  - Per Noreus, High School science (0.23 FTE)
  - Katharine Whipple, Gr 4 teacher
- Resignations of professional staff

- Superintendent Nadeau updated the board on personnel changes.

5. **NEW BUSINESS**

a) **Consideration to approve the following job description**

- Middle School Athletic Liaison

- Mr. Moore motioned for approval. Ms. Scifres seconded. (Approved 5-0)

b) **Consideration to approve the following policies for second reading** – Ms. Scifres motioned for approval. Ms. Townsend seconded. (Approved 5-0)

- GA: Personnel Goals
- GBN: Family & Medical Leave
- JKAA: Use of Physical Restraint & Seclusion
- JKAA-R: Use of Physical Restraint & Seclusion procedures

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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
- GBN-R2: Maine Family & Medical Leave procedure
- GBO: Staff ID Badges
- GCB: Continuing Teacher Contracts

Recommended for Deletion

- ABC: Student Involvement in Decision Making
- ACC: Section 504
- ACAA-E: Harassment Complaint/Witness Disclosure Form
- AEB: Recognition for Accomplishment
- ECB-R: Integrated Pest Management Procedures
- ECB-E: Pesticide Use Application/Notification

c) **Consideration of the following policies for *first* reading.**

- JICIA: Weapons, Violence & School Safety
- JICK: Bullying & Cyberbullying
- GCOA: Supervision & Evaluation of Professional Staff
- GCOC: Evaluation of Administrative Staff
- GCQC: Resignation of School Employees
- **GCQE: Enrollment of Non-resident Employees' Children**
- GDO: Support Staff Evaluations
- IGA: Curriculum Development and Adoption
- IHBEA: Programs for Students with Limited English Proficiency
- IJJ-E: Citizen's Challenge of Educational Media Form
- IJND: School District Website
- IJOC: School Volunteers

No changes recommended

- GCG: Long & Short-Term Substitute Employment
- GCGC: Teacher Job Share
- ICAA: Religious Holidays
- IHBB: Gifted and Talented
- IIB: Class Size

Recommended for Deletion from policy manual

- GCG-R: Long/Short-Term Sub Employment Guidelines
- HF: Board Negotiating Agents
- ID: Scheduling for Instruction
- IHOAA: Year End Activities

- d) **Consideration to approve the following co curricular and athletic extra curricular staff nominations** – Mr. Moore motioned for approval. Ms. Townsend seconded. (Approved 5-0)

MIDDLE SCHOOL

Paul Casey	Cross Country, Girls'
Joe Doane	Cross Country, Boys'
Chris Drake	Tennis
Jamie Murphy	Soccer, Girls' (gr 7)
Russell Thompson	Soccer, Boys' (gr 7)
Peter Weare	Football (gr 7 & 8) <i>booster funded</i>
Paul Wellman	Soccer, Boys' (gr 8)
Per Noreus	Tennis Asst

HIGH SCHOOL

Amory Houghton	First Team Boys' Soccer <i>booster funded</i>
Sarah Kinsella	First Team Girls' Soccer <i>booster funded</i>

POND COVE

Karen Dow Gr 1 Team Leader

- 6. **DISCUSSION:** Buildings and Grounds
- 7. **COMMITTEE REPORTS** – The next Policy Committee meeting will be held on September 9 at 7:30 a.m. in the Town Hall.
- 8. **SCHOOL BOARD AGENDA REQUESTS**
- 9. **ANNOUNCEMENTS OF UPCOMING MEETINGS** – The next regular business meeting will be held on Tuesday, September 10, 2013.
- 10. **ADJOURNMENT** – Ms. Townsend made a motion to adjourn. Ms. Williams-Hewitt seconded. (Approved 5-0)

The meeting was adjourned at 8:29 p.m.

Respectfully submitted,



Meredith Nadeau  
Superintendent of Schools