

A regular business meeting of the School Board was held on Tuesday, September 10, 2013 at 7:00 p.m. in the Cape Elizabeth Town Hall. An executive session immediately preceded.

School Board members present:

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

Student School Board Representatives present:

Sierra Bates
Tim Hartel

Meredith S. Nadeau, Superintendent of Schools

Mr. Christie called the meeting to order at 7:00 pm.

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

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

- a) Executive Session & Special Business, Thursday, August 15, 2013
- b) Executive Session, Tuesday, August 27, 2013
- c) Regular Meeting, Tuesday, August 27, 2013

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

3. **COMMENTS BY STUDENT REPRESENTATIVES** - High School representatives, Sierra Bates and Tim Hartel spoke briefly on items of interest from the students' perspective.

4. **COMMENTS FROM PUBLIC ON AGENDA ITEMS** -- *none*

5. **COMMUNICATIONS**

- a) **Superintendent's Report** - Superintendent Nadeau reported briefly on a successful opening to the school year. School staff members were recognized at the staff opening day meeting for their years of service. Total district enrollment is down by only two students from last year. Projections were that we would be down by 24 students. Pond Cove enrolled 50 new students (16 more than projected), the Middle School about 30 (19 more than projected), and the High School about 15 (down approximately 10 from projection). Class size guidelines: K-2 classes all falling within guidelines; Grades 3-4, a couple of classes falling at 23 students or one above the guideline; the Middle School has several classes at 23 and one or two at 24 students; the High School is monitoring classes as they are still within their add/drop period. World Language has been added to second grade curriculum this year. Middle school students will be offered the opportunity to participate in an after-school Mandarin language program offered through USM's Confucius Institute. Pond Cove will be working with Stan Davis on the topic of school climate and bullying, while the Middle and High Schools will be working with Steve Wessler on similar topics.

b) **Strategic Plan Overview** - Superintendent Nadeau updated the board on the strategic planning work. Draft goals with objectives including a timeline for the 5-year plan were discussed:

Goal One: Ensure opportunities for the success of all students by providing a high-quality and comprehensive instructional program.

Goal Two: Expand learning opportunities for all students by cultivating an inclusive and supportive district culture.

Goal Three: Increase student engagement in learning and teacher engagement in instruction.

Goal Four: Align the district budget with strategic plan goals and target resources accordingly.

Timeline for 5-year plan (2013-2018):

- August 2013: Draft shared with administration, faculty and School Board.
- September 2013: Draft shared with parents/community and focus of School Board workshop on 9/24.
- October 2013: Goals and Objectives adopted by the School Board and disseminated to the staff, students, and public.
- January 2014: Short-term and long-term action steps and measurable targets for objectives presented to the School Board.
- June 2014 and biennially through 2018: Progress report presentations to the School Board

6. NEW BUSINESS

a) **Consideration to approve proposed World Affairs Council/Model UN Trip to Brown University, November 8-10, 2013** - Ms. Morrissey motioned for approval. Ms. Scifres seconded. (Approved 6-0; Mr. Moore stepped out)

b) **Consideration to approve proposed CEHS Debate Team trip to Yale University, September 20-22, 2013** - Ms. Morrissey motioned for approval. Ms. Scifres seconded. (Approved 6-0; Mr. Moore stepped out)

c) **Consideration to approve the following athletic and co curricular staff nominations** - Ms. Morrissey made a motion to approve the slate nominations and associated stipends, with the addition of Kim Sturgeon as mentor to Stephanie Bouffard, as presented. Ms. Scifres seconded. (Approved 7-0) *Mr. Hillman said that he had several questions about the co curricular stipend development process and expressed his hope the Board could somehow have more input going forward.*

DISTRICT

Amanda Kozaka	Mentor for Carolyn Young & Cameron Rosenblum <i>(state req)</i>
Joel Shroder	Mentor for Elizabeth Yarrington <i>(state req)</i>
Marguerite Lawler-Rohner	Mentor for Janna DeWan <i>(state req)</i>
Christine Newell	Mentor for Per Noreus <i>(state req)</i>
Kim Sturgeon	Mentor for Stephanie Bouffard <i>(state req)</i>
Jill Anderews	Mentor for Erin Taylor <i>(state req)</i>
Mary Dulac	Mentor for Thomas Charltray <i>(state req)</i>
Sonia Croft	Mentor for Siobhan Bogle <i>(state req)</i>

Brandy LaPointe Mentor for Eamon Keenan (*state req*)

MIDDLE SCHOOL

Woodlin Tabery Girls' Soccer, gr 8
 Joanne Bearor Field Hockey, gr 8
 Lee Lane Girls' Soccer, gr 7

HIGH SCHOOL

English Dept Head Joel Shroder
 Guidance Dept Head Brandy LaPointe
 Arts & Technology Dept Head Betsy Nilsen
 Foreign Language Dept Head Ali Gwyther
 Social Studies Dept Head Sarah Harrington
 Math Co-Dept Head Chris Newell
 Math Co-Dept Head Courtney Ferrell
 Science Dept Head Shawn Guerrette
 Research Coordinator Dept Head Carolyn Young
 Senior Transition Project Co Coordinator Ted Jordan
 Senior Transition Project Co Coordinator Erin Hill
 Sophomore Advisor Tom Kohan
 Junior Advisor Joan Moriarty
 Senior Advisor Chris Newell
 Drama Performance-Fall Dick Mullen
 Drama Performance-Spring Dick Mullen
 Theater Class Productions Dick Mullen
 Theater Management Dick Mullen
 Theater Assistant Deb Richio
 Technical Director Peter Bloom
 Gay Straight Alliance Jonathan Werner
 Jazz Band I Tom Lizotte
 Jazz Band II Tom Lizotte
 Jazz Band III Tom Lizotte
 Jazz Combo I & II Tony Gaboury
 Math Team Chris Hayward
 Mock Trial Mary Page
 Science Olympiad Shawn Guerrette
 Speech Dick Mullen
 Speech Team Asst Coach Lisa Melanson
 World Affairs Council/
 Model UN Melissa Oliver

National Honor Society	Lauren Tarantino
Environmental Club	Sue Rose
Interact/Volunteer Club	Chris Newell
Interact/Volunteer Club	Courtney Ferrell
Debate	Lisa Melanson
Senior to Senior	Tom Kohan (<i>private donation</i>)
Bryan Connelly	Volleyball, First Team (<i>booster funded</i>)

d) **Consideration to approve the following policies for second reading** – Ms. Morrissey made a motion to recommend the policies listed in agenda item 6d for approval and deletion as presented. Ms. Townsend seconded. (Approved 7-0)

- JICIA: Weapons, Violence & School Safety
- JICK: Bullying & Cyberbullying
- GCOA: Supervision & Evaluation of Professional Staff
- GCOC: Evaluation of Administrative Staff
- GCQC: Resignation of School Employees
- 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

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

- GCQE: Enrollment of Non-resident Employees' Children

- Mr. Christie encouraged those with comments on the policy listed for first read to provide their feedback to Ms. Morrissey prior to the next (October 7) policy meeting.

f) **Consideration to Vote to Authorize \$88,750 Lease Purchase Agreement for a School Bus** – Ms. Scifres motioned for approval. Ms. Townsend seconded. (Approved 7-0)

- g) **Consideration to Vote to Authorize \$57,230 Lease Purchase Agreement for Computer Equipment and Related Software and Peripherals** – Mr. Hillman motioned to authorize the \$57,230 lease purchase agreement for computer equipment and related software and peripherals as set forth in the lease agreement attached to the agenda. Ms. Townsend seconded. (Approved 7-0)
- h) **Consideration to appoint Board representatives for the teachers' negotiation committee** – Ms. Townsend motioned to nominate **Elizabeth Scifres, Michael Moore** and **John Christie** to serve as Board representatives to the teachers' negotiation committee. Ms. Morrissey seconded. (Approved 7-0)
7. **DISCUSSION:** Mr. Moore, School Board Finance Committee chair speaking on behalf of the schools' buildings and grounds committee, presented an overview of a draft 10-year plan for school community services capital needs. The plan presented called for a \$13 million capital investment using a combination of budgeting, lease agreements and bonds. Mr. Moore announced that on Wednesday, September 25 the town council and school board would jointly meet to discuss town capital stewardship planning through the 2015-2024 fiscal years. *The full draft presentation by Mr. Moore is available as part of the school board agenda materials online.*
8. **COMMITTEE REPORTS** – The next Policy Committee meeting will be held on October 7 at 7:30 a.m. in the Town Hall.
9. **SCHOOL BOARD AGENDA REQUESTS** – *none*
10. **ANNOUNCEMENTS OF UPCOMING MEETINGS** - The next regular business meeting will be held on Tuesday, October 8, 2013. Ms. Williams-Hewitt announced that on September 20 at 9 AM the Town Library Planning Committee would meet and to check the town web site to confirm meeting location.
11. **ADJOURNMENT** – Ms. Morrissey made a motion to adjourn. Ms. Townsend seconded. (Approved 7-0)

The meeting was adjourned at 8:30 p.m.

Respectfully submitted,



Meredith Nadeau
Superintendent of Schools