

SUPERINTENDENT'S REPORT FOR APRIL 8, 2014 Cape Elizabeth, Maine

A regular business and budget workshop meeting of the School Board was held on Tuesday, April 8, 2014 at 7:00 p.m. in the Cape Elizabeth Town Hall. An executive session immediately preceded.

School Board members present:

John Christie, Chair  
Elizabeth Scifres, Vice-Chair  
David Hillman  
Susana Measelle Hubbs  
Michael Moore  
Joanna Morrissey  
M. Kate Williams-Hewitt

Meredith Nadeau, Superintendent of Schools

School Board members unable to attend:

Student Representatives, Sierra Bates and Tim Hartel

Mr. Christie called the meeting to order at 7:03 pm.

**1. ADJUSTMENTS TO AGENDA - none**

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

- a) Workshop, Tuesday, March 4, 2014
- b) Executive Session, Tuesday, March 11, 2014
- c) Regular Business, Tuesday, March 11, 2014
- d) Workshop, Tuesday, March 18, 2014
- e) Workshop, Tuesday, March 25, 2014
- f) Executive Session, Thursday, March 27, 2014
- g) Special Business, Thursday, March 27, 2014

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

**3. COMMENTS BY STUDENT REPRESENTATIVES - none**

**4. COMMENTS FROM PUBLIC ON AGENDA ITEMS -**

*Chris Straw (Shore Rd) - spoke to school budget funding choices and gifted and talented education.*

*Christopher Quinn (Ocean View Rd) - spoke to school budget funding and gifted and talented education.*

**5. COMMUNICATIONS -**

- a) **Recognition** ~ Cape Special Olympians - Coach Karen Johnson introduced co-coach, David Croft, and briefly described the team goals. Student-athlete Ian

Robertson described some recent activities and introduced fellow teammates: Nolan Dorrance, Thomas Bourdeaux, Jamison Vickery, Madison Mills, Evan Zack, Gabe Brewington, Thatcher Kent, Ethan Powers, Emily Whalen, Cody Spengler, Peter Tarling, Jacob Roberts, Allison Brooking and Henry Adams.

- b) Proficiency-based diplomas** – Principal Jeff Shedd and Ruth Ellen Vaughn presented an overview of proficiency-based diplomas. The information was presented for parents the prior week. Board graduation requirements policy (IKF) will need to be reviewed in light of the changing standards.
- c) 2014-2015 Middle School Mathematics** - Principal Mike Tracy and Ruth Ellen Vaughn presented a brief overview of the middle school mathematics curriculum trajectory changes being implemented. The changes are being made with end-goals in mind for students, including college and career readiness and proficiency-based graduation standards.
- d) School Climate Survey** - Superintendent Nadeau presented a brief overview of the approximately 1,200 pages of data from the district's student and parent engagement and satisfaction, and school climate and culture surveys. She announced that building-level results would be shared in greater detail by principals at the April 29<sup>th</sup> School Board workshop.
- The surveys were done, in part, because the strategic plan had specific goals around climate and culture and student and teacher engagement. In order to determine whether growth is occurring baseline data needed to be gathered.
- Overall, there were not a lot of surprises given the recent mission/vision work. Parent involvement and communication were viewed as strengths by both parents and staff, and student teacher relationships were viewed by both students and teachers as positive and respectful. Students are looking for choice, relevance and personalization. Parents are looking for increased choice and challenge. Staff are looking for feedback, increased involvement in decision-making, and personalization or choice with regard to professional development.
- Surveys were administered by the National Center for School Leadership between mid-to late November 2013 with results returned to the district in late January 2014. The district leadership team reviewed those results in February. In February and March, building-level administrators disseminated the results and began discussions with their faculty.
- e) Resignations/retirements** – Superintendent Nadeau announced that high school science teacher Susan Rose has resigned.
- f) Superintendent's Report** - Superintendent Nadeau reported briefly on some items of interest happening within the district.
- g) Summer programming** – Superintendent Nadeau informed the board that she would be developing a proposal for a summer program geared toward improving student outcomes and closing achievement gaps. The program's focus will be K-8 students.

**6. Consideration to enter WORKSHOP session to discuss the 2014-2015 budget**

Motion: Ms. Scifres Second: Ms. Williams-Hewitt Vote: 7-0 Time: 8:45 pm

Superintendent Nadeau distributed a revised budget summary document dated 4/8/14. Changes reflected from the March 18<sup>th</sup> workshop included health insurance rate information which came in lower than originally budgeted - saving approximately \$130,000. However, 6 charter school enrollment notifications have been received to date which represent a cost to the district of about \$60,000. Net difference being \$74,150.

Three items raised by the Board at the last budget workshop were: adding a teacher to Pond Cove at a cost of \$71,000, adding \$40,000 to contingency, and reducing the carry-forward from \$500,000 to \$400,000. Increase goes to \$0.49 per thousand which is 4.2% increase to tax.

Mr. Moore polled board members to see whether they were in favor of adding an additional teacher to Pond Cove, at a cost of \$71,000, with specific assignment to be based on Superintendent Nadeau's recommendation and on best enrollment information as it becomes available. (5-2 Morrissey, Hillman opposed)

Mr. Moore asked the board if they were in favor of adding \$40,000 to contingency funds. Majority agreed with group understanding that it's being done for unforeseen circumstances use only.

Mr. Moore polled the board to see whether they were in favor of reducing the carry-forward (reserve) balance to \$500,000, meaning the remaining undesignated fund balance may go below 2%. (3-4 Hillman, Measelle Hubbs, Moore, Scifres opposed)

Mr. Moore polled the board to see whether they were in favor of reducing the carry-forward (reserve) balance to \$400,000 meaning the remaining undesignated fund balance would be within the auditor's recommended guideline of approximately two percent of 2013-2014 school expenditures. (4-3 Christie, Morrissey, Williams-Hewitt opposed)

**7. Consideration to adjourn budget Workshop and re-enter Regular Business meeting**

Motion: Mr. Hillman Second: Ms. Measelle Hubbs Vote: 7-0 Time: 9:55 pm

**8. NEW BUSINESS**

**a) Consideration and action to adopt the 2014-2015 Community Services Budget and the related revenue components.** [*Expenditures in the amount of \$1,695,800; Revenues in the amount of \$1,240,800 and Local Appropriation in the amount of \$455,000*] - Mr. Moore motioned for approval of the Community Services Budget as presented. Ms. Scifres seconded. (Approved 7-0)

**b) Consideration and action to adopt the 2014-2015 School Board Budget -** Mr. Moore motioned for approval of the School Board Budget and related revenue components - expenditures in the amount of \$23,240,174; revenues in the amount of \$3,005,579 and local appropriation in the amount of \$20,234,595. Ms. Measelle Hubbs seconded. (Approved 7-0)

- c) **Consideration to appoint a representative to the Community Services Advisory Commission for 2014-2016** - Ms. Scifres motioned to appoint Amy Lombardo as representative to the Community Services Advisory Commission. Ms. Measelle Hubbs seconded. (Approved 7-0)
- d) **Consideration to approve proposed 2014-2015 academic year calendar** - Ms. Morrissey motioned to adopt the 2014-2015 academic year calendar as presented. Ms. Scifres seconded. (Approved 7-0)
- e) **Consideration to approve the following athletic extra and co curricular staff nominations** - Ms. Scifres motioned to approve the nominations as presented. Ms. Morrissey seconded. (Approved 7-0)

HIGH SCHOOL

Greg Marles	Asst. Varsity Baseball (Booster funded)
BJ Nicholson	Asst. Varsity Softball (Booster funded)
Elizabeth Yarrington	Asst. Girls' JV Lacrosse (Booster funded)
Charlie Carroll	Asst. Boys' Varsity Lacrosse (Booster funded)
Kurt Chapin	Asst. Girls' Varsity Lacrosse (Booster funded)
Elizabeth Yarrington	National Honor Society

MIDDLE SCHOOL

Michael Foley	gr 7 co-coach Girls' lacrosse
Peter Black	gr 7 co-coach Girls' lacrosse

- f) **Consideration to approve the following personnel nominations for the 2014-2015 school year** - Mr. Moore motioned to approve the personnel nominations as presented. Ms. Scifres seconded. (Approved 7-0)

Stephanie Bouffard	Middle School Guidance
Chris Turner	Middle School Computer Technology (0.4FTE)

9. COMMITTEE REPORTS - none

10. SCHOOL BOARD AGENDA REQUESTS - none

- 11. ANNOUNCEMENTS OF UPCOMING MEETINGS - Policy Committee meeting will be held on April 14 at 7:30am in the Jordan Room. Teacher Negotiations Committee meeting will be held on April 10 at 4pm in the Jordan Room. The School Budget will be presented to the Town Council at their meeting on April 16 at 7pm.

12. **ADJOURNMENT** – Ms. Scifres made a motion to adjourn. Ms. Morrissey seconded.  
(Approved 7-0)

The meeting was adjourned at 10:30 p.m.

Respectfully submitted,



Meredith S. Nadeau  
Superintendent of Schools