

A regular business meeting of the School Board was held on Tuesday, June 10, 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 7:00 pm.

1. **ADJUSTMENTS TO AGENDA** - *Item 6A was tabled for a future meeting.*

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

a) Executive Session, Tuesday, May 13, 2014

b) Regular Business, Tuesday, May 13, 2014

c) Workshop, Tuesday, May 27, 2014

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

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

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

5. **COMMUNICATIONS** -

a) **Pond Cove Principal for the Day ~ Anders Page-Roth** spoke briefly about his experience serving as principal of Pond Cove for a day.

b) **Recognitions** ~

Senator Rebecca Millett presented legislative sentiments to recognize the following:

**Jane Vaughn** 1<sup>st</sup> place in annual Merriconeag Poetry Festival

**David Dutton** 1<sup>st</sup> place in Maine Ford/AAA Student Automotive Skills competition. *Principal Shedd accepted on David's behalf because he was attending the national competition in Dearborn, Michigan. Principal Shedd was able to announce that David's team just place 3<sup>rd</sup> in the nation!*

**Model UN team** delegates and coaches on their achievements

**Science Team** for their 3<sup>rd</sup> North Shore Science League competition championship

Teacher **Jim Ray** and his **woodworking students'** contributions to Camp Susan Curtis

The **Boys' Basketball, Girls' Ice Hockey, Football and Volleyball teams** for their Maine Principals' Association Sportsmanship Award

- c) **STEM Fair** – Principal Shedd spoke briefly about the development of math teacher Roger Rioux’s idea to create a STEM [science, technology, engineering and math] fair. After almost a year of work by a core group of organizers including Roger, Ginger Raspiller, Chris Newell and Evan Thayer, and with financial support from CEEF, on the morning of May 22 staff and students in grades 9, 10 and 11 had the opportunity to listen to and network with a wide variety of STEM-industry professionals.
- d) **Retirees** – Retiring staff – **Linda Paul** (12 yrs), **Suzanne Janelle** (25 yrs), and **Andrea Cayer** (39 yrs) – were individually recognized. A brief reception immediately followed.
- e) **Annual Report of Volunteer Services** – Speaking on behalf of the Director of Volunteer Services, Gail Schmader, Elizabeth Scifres and Superintendent Nadeau provided a brief overview of volunteer efforts as provided within Cape Elizabeth Schools volunteer services annual report. During the school year the district had the benefit of more than 1,000 volunteers who provided over 22,000 hours of service. There were 36 students who served as mentors to younger students. More detailed information from Gail’s report can be found online.
- f) **Resignations** - Superintendent Nadeau announced the resignations of Rob Thompson, Middle School special educator, and Janna DeWan, High School visual art teacher.
- g) **Superintendent’s Report** - Superintendent Nadeau reported briefly on some items of interest happening within the district. CEEF recently awarded Spring cycle grants directed toward: a second TEDxYouth event, advisory program training at the High School, creating a math lab lending library and ‘then and now’ anniversary project at Pond Cove, registration for two teachers to attend a week-long summer professional development at Bard College Institute for Writing and Thinking.

## 6. NEW BUSINESS

- a) **Consideration to adopt the Cape Schools Strategic Plan Goals and Objectives’ Measurements** - Ms. Morrissey made a motion to consider adoption as presented. Ms. Williams-Hewitt seconded. Superintendent Nadeau reminded the audience that a version of the objectives and measurements was first shared in February, followed by further discussion at the May 27<sup>th</sup> board workshop. Following the May meeting a request was made for district leadership to ‘take another look’ at the measurements. District leadership met to try and reflect the feedback given and that work is what is being presented for consideration this evening. The Superintendent added that because of the significance of this work – this being the guide to determine whether or not appropriate progress toward the plan goals are being made - it shouldn’t be rushed through, so if the Board doesn’t feel its right than work should continue. Mr. Christie reminded the audience that the Plan Objectives were previously approved [10/8/13]. Ms. Williams-Hewitt and Ms. Morrissey said having only received the document earlier in the day they would appreciate more time to review it. Mr. Hillman expressed feeling there could be some further improvements. Mr. Moore echoed Ms. Williams-Hewitt’s and Ms. Morrissey’s sentiments, but also wished to

have a hard deadline for completion. Ms. Scifres said she was impressed that administrators were able to turn-around a revised document in two weeks, but would appreciate a bit more time to review. Mr. Christie motioned to table the agenda item to the August business meeting and requested the Board provide him with written feedback on the document received this evening by June 20<sup>th</sup>. Mr. Hillman seconded. **(Approved 7-0)**

- b) Consideration to approve nominations of new personnel for 2014-2015** – Ms. Morrissey motioned to approve the nominations as presented. Ms. Scifres seconded. **(Approved 7-0)**

<b>Katherine Atkinson</b>	Kindergarten teacher
<b>Amanda Aceto</b>	Kindergarten teacher
<b>Danielle Hessert</b>	Kindergarten teacher
<b>Per Noreus</b>	Physics (0.47 FTE)
<b>Noel Harroff</b>	District Technology Coordinator

- c) Consideration to grant the Superintendent of Schools the authority to hire over the summer** – Ms. Scifres motioned to grant the Superintendent of Schools the authority to hire over the summer. Ms. Morrissey requested an amendment be added to include ‘with the exception of administrative positions which will require Board approval’. Ms. Measelle Hubbs seconded. **(Approved 7-0)**

- d) Consideration of the following policies for first reading:**

- ADC: Use of Tobacco Products and Electronic Nicotine Delivery Systems
- JIC: System-wide Code of Conduct
- JICH/-R: Student Alcohol, Drug and Tobacco Use / procedure
- JKD: Suspension of Students

– Ms. Morrissey called attention to the policies included in the Board agenda packet for first reading. Mr. Moore inquired about viewing in context the relationship of cross-referenced policy JJJ (extra/co curricular). Mr. Hillman had several concerns; including around reports to local law enforcement, some language within JICH-R, and the list of prohibited substances. Superintendent Nadeau expressed the hope that these policies could be brought for Board adoption at the August meeting so that they would be in effect at the beginning of the new school year, and so that would mean the Policy Committee would need feedback by June 20 and need to meet next prior to August’s business meeting.

- e) Consideration to approve the adoption of Cape Elizabeth High School’s mission statement** – Superintendent Nadeau said that as part of the New England Association of Schools and Colleges (NEASC) accreditation process one of the items that needs to be in place is a mission statement for the High School. Ms. Scifres motioned to approve as presented. Ms. Williams Hewitt seconded. **(Approved 7-0)**

- f) **Consideration to authorize Cape Elizabeth School Department to request of the Maine Department of Education to grant an Option 5 Extension through July 1, 2020 for the requirement that students demonstrate proficiency in the standards of the eight content areas and the standards of the Guiding Principles in order to receive a diploma.** [Ref Maine Revised Statutes 20-A Section 4722-A] – Ms. Morrissey motioned to approve item 6f as presented. Ms. Williams Hewitt seconded. (Approved 7-0)
- g) **Consideration to authorize a \$20,000 budget transfer between the funding categories regular instruction-contingency and system administration** [Fiscal note: to cover costs associated with the retirement of the former business manager.] – Ms. Scifres motioned to approve as presented. Ms. Williams Hewitt seconded. (Approved 7-0)
7. **COMMITTEE REPORTS** – Superintendent Nadeau reported that the **Teacher/Administrator Evaluation Committee** work would continue following a required vote by faculty to affirm the existing committee membership.
8. **SCHOOL BOARD AGENDA REQUESTS** – *Superintendent Nadeau said that because the Board requested some future agenda topics at their retreat, a draft workshop calendar for 2014-15 was included with their agenda packet.*
9. **ANNOUNCEMENTS OF UPCOMING MEETINGS** - There will likely be another business meeting scheduled to address the nomination of a high school assistant principal and the teachers' collective bargaining agreement. No date has been set yet. The **Community Service Advisory Commission** meets this Wednesday evening. The next **Policy Committee** meeting date has not been scheduled but hope to schedule one in early August.
10. **ADJOURNMENT** - Mr. Moore made a motion to adjourn. Ms. Williams-Hewitt seconded. (Approved 7-0)

The meeting was adjourned at 9:46 p.m.

Respectfully submitted,



Meredith S. Nadeau  
Superintendent of Schools