

A regular business meeting of the School Board was held on Tuesday, November 18, 2014 at 7:00 p.m. in the Cape Elizabeth High School Library & Learning Commons. A School Board Finance Committee meeting immediately followed.

School Board members present:

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

Student School Board Representatives present:

Sierra Bates
Natalie Vaughan

Meredith S. Nadeau, Superintendent of Schools

School Board members absent: Joanna Morrissey

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, Tuesday, October 14, 2014
- b) Regular Business, Tuesday, October 14, 2014
- c) Executive Session, Tuesday, October 28, 2014
- d) Workshop, Tuesday, October 28, 2014
- e) Special Business, Thursday, November 6, 2014

- Mr. Moore made a motion to approve the slate of minutes as presented, and added that Item 2a (Executive Session on October 14) should be changed to correctly reflect that Ms. Scifres was not absent from that meeting. Ms. Scifres seconded. (Approved 6-0)

3. COMMENTS BY STUDENT REPRESENTATIVES - High school representatives, Sierra Bates and Natalie Vaughan, spoke briefly on items of interest from the students' perspective.

4. COMMENTS FROM PUBLIC ON AGENDA ITEMS - none

5. COMMUNICATIONS -

- a) **School Board Goals review**- Mr. Christie reviewed the 2014 Board's goals which had been set during an annual board retreat in February.

Cape Elizabeth School Board - 2014 Goals

- 1. Complete, adopt and support the District's 5-year Strategic Plan - In conjunction with the administrative team, support of the community, and adoption of Indicators of Success this evening, this goal has been met.

2. Support the FY15 and FY16 funding requirements of the 10-year Capital Improvement Plan – The Town Council will hold a public hearing on December 8 on a proposed \$1.75 million bond to fund school capital improvements. A 10-yr combined school and municipal CIP was first presented on September 25, 2013. Interested community members can obtain more information by following the School Board link on the school district website.
3. Present the Strategic Plan, capital needs and other district priorities to the public through comprehensive public communications – This item fairly subjective. Community seems pleased with addition of Facebook presence.
4. Create an online District Report Card to measure progress against the Strategic Plan – This item is pending adoption of measures.
5. Complete contract negotiations with Cape Elizabeth Education Association and Cape Elizabeth [Educational] Administrators Association – The CEEA (teachers) agreement has been completed; the CEEAA (administrators) agreement is in process.
6. Complete the creation of a district-wide teacher evaluation standard – Teacher/administrator evaluation work continues.
7. Complete the audit of the Cape Elizabeth School Policy Manual – Work on student substance abuse-related policies took longer than anticipated. With those policies on this evening's agenda for approval, progress towards this goal continues.
8. Sponsor a school budget that supports the Strategic Plan and maintains vital programs and services – Completed.
9. Continue to explore district topics during workshops and business meetings - Workshops and meetings have been scheduled on district topics. Progress will continue.

- b) **Superintendent's Report** - Superintendent Nadeau updated the board on items of interest happening within the district during the past month.

6. NEW BUSINESS

- a) **Consideration to approve C.E. Strategic Plan Indicators of Success** - Ms. Scifres motioned for approval with changes as amended during this evening's business meeting. Ms. Williams-Hewitt seconded. (Approved 6-0)

Discussed changes to be included were:

- Grade range clarification [K-12 or 5-12] added next to word 'students' throughout document.

- Under number one: total number of students involved... *will increase to a total of 160 students by June 2018* [instead of will increase by at least 10 students per year].

- Number 12 was added. *Annually, beginning in 2015, building administrators will have the opportunity to provide feedback to district administrators regarding district climate, culture and professional support.*

- b) **Consideration to approve the following policies for second read** - Ms. Measelle Hubbs motioned for approval of the slate of policies as presented and with implementation to be effective the first day of school after second quarter - January 20, 2015. Ms. Williams-Hewitt seconded. (Approved 6-0)

– Sierra Bates asked for clarification of the policy revisions. Principal Shedd summarized major changes. Ms. Williams-Hewitt inquired about training of coaches. Principal Shedd said he would meet with students and share information with parents. Ms. Scifres expressed concern about responsibility for captaincy decisions being transferred to coaches. Chairman Christie spoke and shared some statements on behalf of policy chair, Joanna Morrissey: *Jo deeply regrets not being able to attend tonight's meeting for the crowning moment of over a year's worth of thoughtful and heartfelt work that has been put into the suite of student behavior policies that are on for a second read in tonight's agenda. She is, however, here in spirit as she is at the American Public Health Association's Annual meeting in (of all places) New Orleans, hearing fresh insights and ideas on how to address health in all policies (a major theme of this year's conference).*

She has asked me to convey a few words on her behalf:

First, while it has been said before, it cannot be over stated: THANK YOU to everyone who has touched these policies. She would most notably like to thank the incredible insights of Elizabeth Scifres. Her unwavering and clear stance on these policies have helped make them what they are today. In addition, the folks who answered surveys, came out for our world café, and answered follow up questions must also be recognized. Jeff Shedd, Jeff Thoreck, Joyce Nadeau, the student council and their SB representatives, Meredith Nadeau, and current policy committee members Susanna Measelle-Hubbs and Kate Williams-Hewitt. You guys have been troopers through all those early morning meetings. And of course a special thanks to our ad-hoc committee member David Hillman, who brings a whole new meaning to the words 'unwavering' and 'passionate' when it comes to putting our students interest first.

Jo would also like you all to know these proposed policy changes are the only time it has prompted people to call her HOUSE and say how very pleased and proud they were—calling these changes a breath of fresh air.

Aside from the calls, we have also received a number of emails in favor of these changes.

The only push back on these changes by some has been allowing student athletes or club members to keep their awards and captaincies should they violate our policies. Jo would like to add some clarification:

First, just because it is not automatic, doesn't mean the team or club can't exercise that option. Second, since these policies are referred to more often

than many of the other policies, we need to review them more often as well—ideally annually—in order to stay current on public health and safety concerns as well as any changes in the law. If those provisions aren't working, or we receive more written feedback expressing lack of support, we can revisit.

It is important to note policies are living documents. The current work on these policies took so long in large part because it had been too long since they were last reviewed and so much in our society's attitudes and knowledge of risk has changed.

Instead of going into great depth on what has changed here tonight, Jo encourages viewers to refer to the tapes from June 10th and October 14th school board meetings the October 18th article on the district website as well as the information in tonight's meeting packet for more detailed overview.

Moving forward, it is our sincere desire these policies become effective for the beginning of our spring semester upon return from Christmas break.

Like any policy, they are only as effective if everyone understands and supports them. Unfortunately for Jeff and Jeff, this means they have more work to do, but we look forward to seeing the results. –Thank you.

- ADC: Use of Tobacco Products and Electronic Nicotine Delivery Systems
- JIC: System-wide Student Code of Conduct
- JICH: Student Use of Alcohol, Drugs, Tobacco and Other Prohibited Substances
- JICH-R: Student Use of Alcohol, Drugs, Tobacco and Other Prohibited Substances procedure
- JJJ: High School Co-Curricular and Extra-Curricular Activities Eligibility and Code of Conduct
- JKD: Suspension of Students
- KLG: Relations with Law Enforcement

Reviewed/No Changes Recommended

- KLG-R: Relations with Law Enforcement procedure

- c) **Consideration of the following policies for first read** (No vote req.) – Superintendent Nadeau briefly reviewed first read policies. Anyone who wishes to share feedback on these policies should speak with a member of the policy committee before its next meeting on Dec 1.

- JLCB: Immunization of Students and Communicable Diseases
- JCB-E: Yearly Immunization Exemption Form
- JLCA: Sharing Medical Information Between School and Home

Recommended for Removal/Deletion

- JLCC: Communicable Disease

- d) **Consideration to approve the following athletic and co curricular staff nominations** – Mr. Moore motioned for approval of the slate as presented. Ms. Scifres seconded. (Approved 6-0)

MIDDLE SCHOOL

Sarah Boeckel Basketball, Girls' gr 8
Sabrina Best Basketball, Girls' gr 7

HIGH SCHOOL

Tom Kohan Booktalk (1/2)
Carolyn Young Booktalk (1/2)
Kevin Fogg Basketball, Boys' JV
Mike Bartley Diving (booster-funded)

- e) **Consideration to approve a proposed CEHS World Affairs Council/Model UN team trip to Johns Hopkins University, February 5-8, 2015** – Mr. Moore motioned for approval as presented. Ms. Williams-Hewitt seconded. (Approved 6-0)
- f) **Consideration to approve the re-appointment of Smita Sonti, M.D. as school district physician, pursuant to Title 20-A M.R.S.A. section 6402-A** – Ms. Measelle Hubbs motioned for approval as presented. Ms. Scifres seconded. (Approved 6-0)
– Administration was asked to consider issue of medical malpractice and to see if the district can be named as an additional insured.
- g) **Consideration to approve the following staff nomination for the 2014-2015 school year** - Ms. Scifres motioned for approval as presented. Ms. Measelle Hubbs seconded. (Approved 6-0)

John Holdridge High School Special Educator [1yr, 0.5 FTE]

7. **COMMITTEE REPORTS** – The **Buildings & Grounds Committee** met to review capital plan; no changes to projects. A public hearing presentation is scheduled for the Dec. 8 Town Council meeting. A natural gas proposal was given to the town in the last few months. Buildings & Grounds Committee will review provider's proposal and analyze other possible energy sources. This would be a joint (school board/town council) project and potential opportunity to save money. **PATHS** – Ms. Measelle Hubbs reported that PATHS did not receive PRIME manufacturing grant primarily because they need to strengthen their engineering and manufacturing ties. PATHS participated in the STEM-Expo with Portland Schools. PATHS visits are offered to grade 8 and high school students. The Superintendent has shared this information with Principals Tracy and Shedd.

8. **BOARD AGENDA REQUESTS** – *There were no board agenda requests.*

Mr. Moore thanked out-going School Board Vice Chair, Elizabeth Scifres, for her service to the board during the last three years with the following statement:

Elizabeth, I want to thank you for serving on the School Board. It has been an honor and privilege serving with you.

In three short years, Elizabeth has been instrumental in moving the district forward. As the current Vice Chair, she has helped shepherd the strategic plan to its final approval. She was there at the beginning participating in both the Strategic Plan and Mission and Vision stakeholder groups.

Elizabeth also served on the Policy Committee, Negotiations Committee, Finance Committee, Wellness Committee, Co-curricular Steering Committee and Athletic Steering Committee. The Policy and Negotiations Committees in particular require significant time, focus and a willingness to hear different perspectives.

Elizabeth brought to the School Board an innate ability to see where the District needed to go and how changes may be perceived in the broader community. Her constant reminder of the importance of communicating changes and getting ahead of an issue were a source of strength and support for the entire Board.

Elizabeth is thoughtful, intelligent, composed, focused and compassionate. She is approachable and understands the wide range of perspectives in our community. She never loses the forest for the trees knowing that every decision ultimately involves a person whether it be a student, teacher, parent, or citizen.

Elizabeth will be sorely missed. I will miss her integrity, focus and strategic thinking. I will also miss her proofreading skills and attention to punctuation.

Elizabeth, I want to thank you for serving on the School Board. Our schools and community are stronger because of you. I hope to see you on the Board again soon.

9. **ANNOUNCEMENTS OF UPCOMING MEETINGS** -

Chairman Christie shared issue with new school board organizational meeting scheduled by Charter to take place on December 8. He suggested a **caucus** be held in advance on **December 3 at 6pm** in Superintendent's Office. Chairman Christie will contact board member-elect Powers. New board members will be sworn in during the Town Council meeting on December 8. A town bond presentation and public hearing will follow. The next regular **School Board business** meeting will be held on Tuesday, December 9 at 7pm in Council Chambers. The **School Board Workshop** will be held on Wednesday, December 17 at 6:30pm in the CEHS Library & Learning Commons. This will be a joint meeting with the Community Services Advisory Commission. Topics to be discussed will include pre-planning pool and other fixed cost needs and sharing of survey results. The next **Policy Committee** meeting will be held on December 1 at 7:30 a.m. in the Wm. Jordan Room (Town Hall).

10. **ADJOURNMENT** – Ms. Scifres made a motion to adjourn. Ms. Measelle Hubbs seconded. (Approved 6-0)

The Regular Business meeting was adjourned at 8:48 p.m.

Respectfully submitted,



Meredith Nadeau
Superintendent of Schools