

A Regular Business meeting of the School Board was held on Tuesday, May 10, 2016 at 7:00 p.m. in Cape Elizabeth Town Hall Council Chambers. An Executive Session immediately preceded.

School Board members present: Heather Altenburg
Susana Measelle Hubbs, Vice-Chair
Michael Moore
Joanna Morrissey
Barbara Powers
Elizabeth Scifres, Chair
John Voltz

Montana Braxton, Student Representative
Natalie Vaughan, Student Representative

Ruth Ellen Vaughn, Director of Instruction

Absent: Meredith S. Nadeau, Superintendent

Ms. Scifres called the meeting to order at 7:00 pm.

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

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

- a) Executive Session, Tuesday, April 12, 2016
- b) Regular Business, Tuesday, April 12, 2016
- c) Executive Session, Wednesday, April 27, 2016

- Ms. Measelle Hubbs 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, Natalie Vaughan and Montana Braxton, spoke briefly on items of interest from the students' perspective.

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

5. **COMMUNICATIONS** -

- a) **Superintendent's Search Update** - Elizabeth Scifres announced that, following Dr. Craig King's withdrawal from consideration, the Board is preparing to hire an interim superintendent and will re-launch its search for a full time, permanent superintendent next fall/early winter.

- b) **Superintendent's Report** – Ruth Ellen Vaughn reported on behalf of Superintendent Nadeau on items of interest happening within the district since the last School Board Business meeting. High school special educator Siobhan Bogle has resigned.

6. NEW BUSINESS

- a) **Consideration and action to approve Pond Cove School's student early release schedule providing five (5) student early release days with a 1:30pm dismissal.** [Brought forward for vote/procedural clarification, following amendment to original motion at business meeting of 4/12/16.]
- Ms. Measelle Hubbs motioned to approve five (5) 1:30PM elementary school-only early release days on the 2016-2017 school calendar. Ms. Morrissey seconded. *Discussion: Ms. Powers, Mr. Voltz and Mr. Moore said they would vote against the original motion in support of original request for more professional development time. Mr. Voltz seconded. (Motion Failed 3-4 with Powers, Morrissey, Moore, Voltz opposed)*
 - Mr. Moore motioned to amend the original motion to approve five (5) elementary school-only early release days on the 2016-2017 school calendar at the regular (12:05PM) early release times. Mr. Voltz seconded. (Amended Motion Approved 4-3 with Altenburg, Measelle Hubbs, Scifres opposed)
Discussion on amended motion: Ms. Morrissey said she would vote in favor because it was the original request and would provide more quality time as a true half-day; added that she would like to see as a workshop discussion in the future. Ms. Altenburg said she continues to believe that a half-day is less useful for student productivity and believed the 1:30 dismissal would have lessened the impact. Ms. Measelle Hubbs said the Board asked for a creative balance on several occasions but was presented with only a 7 or 5-day proposal from which to choose; added other parents with whom she spoke expressed support of 1:30 dismissal.
- b) **Consideration authorize and direct the Superintendent, pursuant to 20-A MRSA sections 1486(2) and 2307, to deliver to the Town Clerk for display at all polling places the completed Notice of Amounts Adopted at Town Council Meeting For Voters at School Budget Validation Referendum.** – Ms. Measelle Hubbs motioned for approval. Ms. Morrissey seconded. (Approved 7-0)
- c) **Consideration to approve the following job descriptions:**
- HR Coordinator
 - Bookkeeper and Payroll Coordinator
 - Accounts Payable Clerk and Receptionist
- Catherine Messmer provided an overview of the position description changes.
– Ms. Morrissey motioned to approve as presented. Ms. Powers seconded. (Approved 7-0)

- d) **Consideration to approve the following School Board policies and procedures for second reading and adoption:**
 - JJJ: High School Co curricular and Extra curricular Activities Eligibility and Code of Conduct
 - KCD: Public Gifts/Donations to the Schools
- Ms. Powers motioned for approval of policies as presented. Mr. Moore seconded. (Approved 7-0)

- e) **Consideration of the following School Board policies for first reading.**
 - KCE: Receiving Grant Funds
 - JJIAB: Private School Students Access to Public School Curricular, Interscholastic and Extracurricular Activities
 - JJIAB-E1: Private School Student Application for Participation in C.E. Co Curricular Activities
 - JJIAB-E2: Private School Student Application for Participation in C.E. Extra curricular Activities
 - JJIAB-E3: Verification of Private School Student Eligibility for Participation in C.E. Co Curricular Activities
 - JJIAB-E4: Verification of Private School Student Eligibility for Participation in C.E. Extra Curricular Activities
- Ms. Powers provided an overview of policies reviewed and presented this evening.

- f) **Consideration to approve the Superintendent’s nominations of the following personnel to third-year probationary contracts.** (According to 20-A M.R.S.A. § 13201, the deadline for written notice of renewal/non-renewal to probationary teachers is May 14. Also CEEA collective bargaining agreement, Article XVI – Contract Notification.)

POND COVE SCHOOL

Katherine Atkinson	Teacher
Danielle Hessert	Teacher
Amanda Marsden	Teacher

MIDDLE SCHOOL

Linda Chao	Nurse
Eteri Shvets	Teacher

HIGH SCHOOL

Jacqueline Bromage	Social Worker
Nicole Carrera Sirois	Teacher
Kierston Donovan	Teacher
Heather Ferrenbach	Teacher
Kevin St. Jarre	Teacher

SPECIAL EDUCATION

Susan Bahadori	Speech/Language Pathologist
Kristen Tevanian	Speech/Language Pathologist

- Ms. Measelle Hubbs motioned for approval of the slate as presented. Ms. Morrissey seconded. (Approved 7-0)

g) Consideration to approve the Superintendent's nominations of the following personnel to second-year probationary contracts.

MIDDLE SCHOOL

Joshua Chase Teacher

HIGH SCHOOL

Elizabeth Murphy-Lewis Social Worker
Aysun Simpson Teacher
Elizabeth Thomas College Counselor

DISTRICT

Molly Kellogg Gifted & Talented Specialist
Rosemary Kooy School Psychologist

- Ms. Morrissey motioned for approval of the slate as presented. Ms. Powers seconded. (Approved 7-0)

h) Consideration to approve the Superintendent's nominations of the following personnel to first continuing contracts.

POND COVE SCHOOL

Thomas Charltray Teacher
Erin Taylor Nurse
Katherine Whipple Teacher

MIDDLE SCHOOL

Stephanie Bouffard Guidance
Per Noreus Teacher

HIGH SCHOOL

Deborah Braxton Nurse
Candace O'Brien Teacher
Jonathan Werner Library & Instructional Technology Specialist
Elizabeth Yarrington Teacher
Carolyn Young Library & Instructional Technology Specialist

- Ms. Measelle Hubbs motioned for approval of the slate as presented. Ms. Morrissey seconded. (Approved 7-0)

i) Motion: That the Superintendent of Schools be authorized to execute and deliver 'Vote to Authorize Amendments to Maine School Management Association Property & Casualty Insurance Declaration of Trust and Participation Agreement' documents. (To be adopted in form presented to this meeting and that a copy of said Vote be filed with the minutes of this meeting.) - Ms. Morrissey motioned for approval. Ms. Measelle Hubbs seconded. (Approved 7-0)

7. COMMITTEE REPORTS - Finance chair Morrissey updated the board on the budget process to date.

8. **BOARD AGENDA REQUESTS** – Mr. Voltz proposed a future discussion of school calendar development to include school start times. *Ms. Scifres responded that this would likely have to begin as a future workshop item.*
9. **ANNOUNCEMENTS OF UPCOMING MEETINGS** – Policy committee will meet on **Monday, June 6** at 7:30 am in the Jordan Conference Room. The final School Board **Regular Business** meeting of this school year will be held on **Tuesday, June 14** in the Town Hall Council Chambers at 7pm.
10. **ADJOURNMENT** – Ms. Altenburg made a motion to adjourn. Ms. Measelle Hubbs seconded. (Approved 7-0)

The meeting was adjourned at 7:57 p.m.

Respectfully submitted,

A handwritten signature in blue ink that reads "Ruth Ellen Vaughn". The signature is fluid and cursive, with a long horizontal line extending to the right.

Ruth Ellen Vaughn
Director of Instruction
Maine Superintendent certification (010) #458929