

A regular business meeting of the School Board was held on Tuesday, November 8, 2016 at 7:00 p.m. in the 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

Howard P. Colter, Interim Superintendent of Schools

Absent: Maggie Gleason, Student Representative
Kinnon McGrath, Student Representative

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

1. **ADJUSTMENTS TO AGENDA** - *Item 6c in the evening's agenda was addressed before other items on the evening's agenda. Item 6d was tabled.*

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

- a) Executive Session, Tuesday, October 11, 2016
- b) Regular Business, Tuesday, October 11, 2016
- c) Executive Session & Special Business, Tuesday, October 18, 2016
- d) Workshop, Tuesday, October 25, 2016

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

3. **COMMENTS BY STUDENT REPRESENTATIVES** - *Middle School representatives and High school representatives were not in attendance this evening.*

4. **COMMENTS FROM PUBLIC ON AGENDA ITEMS** [per SBoard Policy BEDH] – *none*

5. **COMMUNICATIONS**

- a) **Recognition of departing School Board member** -
- b) **Superintendent Search** - Ms. Scifres outlined the search process as described in her electronic communication of October 25, 2016.
- c) **Superintendent's Report** - Superintendent Colter updated the Board on items of interest since the last business meeting.
 - **CEEF** reported that two of the three grants submitted for consideration this fall were from students.
 - **DOE Determination of Compliance Performance - Special Ed Dept. sy16** acknowledgement of compliance from the state.
 - **Considerations for CIP** -

- Pond Cove Playground
- Generators for Pond Cove/Middle School -
- High School Renovations - locker/weight rooms, classroom -
- *CIP to be included as part of 'budget process' workshop at 6:30pm on November 15 in CEHS Library. A walk through of the high school will begin at 6:00pm.*

6. NEW BUSINESS

- a) **Consideration to approve a CEHS Model UN (World Affairs Council) trip to Boston University Model UN Conference (BosMUN), February 10-12, 2017** – Ms. Measelle Hubbs motioned for approval as presented. Ms. Morrissey seconded. (Approved 7-0)
- b) **Consideration to approve a CEHS Model UN (World Affairs Council) trip to Boston College Model UN Conference (EagleMUNC), March 17-19, 2017** Ms. Morrissey motioned for approval as presented. Ms. Measelle Hubbs seconded. (Approved 7-0)
- c) **Consideration to approve a CEHS Model UN (World Affairs Council) trip to Dartmouth College Model UN Conference (DartMUN), April 7-9, 2017** Ms. Measelle Hubbs motioned for approval as presented. Ms. Morrissey seconded. (Approved 7-0)
- d) **Consideration to adopt the School Board Goals for 2016-2017** Ms. Morrissey motioned for approval as presented. Ms. Measelle Hubbs seconded. (Approved 7-0)

Cape Elizabeth School Board 2016-17 Goals

1. **Superintendent Search:** Recruit and select a highly-qualified, experienced district-level leader who is the right fit for Cape Elizabeth.
2. **K-12 Alignment:** Establish and document consistent, coherent, transparent learning goals in all instructional areas both horizontally (common learning expectations across a grade-level or course regardless of teacher) and vertically (each grade builds on the work of the prior grade and all curriculum is aligned to a set of K-12 graduation standards); develop a district calendar to support both consistent and uninterrupted student in-class time as well as time for teacher growth and collaboration; keep professional development focused on these goals.
3. **Climate/Culture:** Give high priority to clear and regular communication within district, with parents, and with the

community at large with emphasis on transparency, relationship building, and trust building.

4. Proficiency Based Education: Continue to develop for 2017-18 implementation at the freshmen level clear learning goals in ELA, math, science, and social studies, and documentation procedures (including report cards) to support this implementation and transition to standards-based diploma in 2021-22.

5. Evaluation System: Support and monitor implementation of new teacher evaluations system; review integrity of the system and solicit teacher and principal feedback.

6. Resource allocation: Prepare a budget that supports district goals; conduct negotiations with the CEEA based on positive regard and fiscal responsibility.

- e) **Consideration and action to approve the following 2016-17 administrative, athletic, and co-curricular personnel nominations** Ms. Morrissey motioned for approval of the slate as presented. Ms. Measelle Hubbs seconded. (Approved 7-0)

SPECIAL EDUCATION

Elizabeth Mackie Cape Special Olympics (co-advisor)

DISTRICT CERTIFICATION

Michael Efron Mentor for Aysun Simpson
Catherine Cornell Mentor for Kaili Gallant
Mary Dulac Mentor for Julie Merriam
Laura Trippe Mentor for Eteri Shvets

HIGH SCHOOL

Jim Ray Basketball, Boys Varsity
Kevin Fogg Basketball, Boys JV
Chris Casterella Basketball, Girls Varsity
Tom Robinson Basketball, Girls JV
Ben Raymond Swimming Head
David Croft Swimming, Asst
Mike Bartley Diving Coach (booster-funded)
Mathew Buotte Ice Hockey, Boys Varsity
William Guite Ice Hockey, Boys Asst
Bob Mills Ice Hockey, Girls Varsity

Kevin Joy	Ice Hockey, Girls Asst
Doug Worthley	Indoor Track, Head
Andrew Lupien	Indoor Track, Asst
Greg Marles	Indoor Track, Asst
Mike McLaughlin	Indoor Track Strength Coach
Jeff Davis	Alpine Ski
Nicole Carrera Sirois	Alpine Ski Asst
Shawn Guerrette	Nordic Ski
Connor Hasson	Basketball, Boys 1 st Team (booster-funded)
Claude Lemelin	Alpine Ski Asst (booster-funded)

- f) **Consideration to approve the following co-curricular job description** Ms. Morrissey motioned for approval as presented. Ms. Powers seconded. -- **VOTE HELD-OVER to December 13 agenda** in order to provide the board with more information on the terms of employment (12-months), why position established, etc.

- K-12 Professional Development Committee Member

- g) **Consideration to approve the following School Board policies as presented for second reading** Ms. Morrissey motioned for approval of the slate as presented. Ms. Measelle Hubbs seconded. (Approved 7-0)

- KCD - Public Gifts/Donations to the Schools
- KCD-R – Public Gifts/Donations to the Schools procedure
- JB – Transgender Students

- h) **Consideration to appoint Elizabeth Scifres and Heather Altenburg Board Representatives to the 2017-2018 Calendar Committee.** Ms. Measelle Hubbs motioned for approval. Ms. Morrissey seconded. (Approved 7-0)

7. **COMMITTEE REPORTS** – Ms. Powers updated the board on the **Policy** Committee work (bullying prevention). Mr. Voltz gave a brief update on the Town's Spurwink Committee. Ms. Scifres updated the board on the **Calendar** Committee work to date. Start times have not been touched upon.

8. **SCHOOL BOARD AGENDA REQUESTS** – none

9. **ANNOUNCEMENTS OF UPCOMING MEETINGS** – There will be a **School Board Finance Cmte/Workshop** meeting on Tuesday, November 15 beginning at **6:30 pm** in the High School Library and Learning Commons (LLC) on the topic of the budget process and CIP. A **walk through of the high school facilities** will be held at **6:00 pm on November 15**, immediately prior to the 6:30pm Workshop.... The **2017-2018 School Calendar Committee** will meet on November 16 at 3:30 in MS LLC. The **Policy Committee** will meet on Thursday,

December 8 at 8:00AM in the Lower Level Conference Room (Town Hall). The next regular **School Board Business Meeting** will be held on Tuesday, December 13, 2016 at 7pm in the Town Council Chambers.

10. **ADJOURNMENT** – Mr. Moore made a motion to adjourn. Ms. Measelle Hubbs seconded. (Approved 7-0)

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

Respectfully submitted,



Howard P. Colter
Interim Superintendent of Schools