

A Regular Business meeting of the School Board was held on Tuesday, April 11, 2017 at 7:00 p.m. in Cape Elizabeth Town Hall Council Chambers. An Executive Session immediately preceded.

School Board members present: Heather Altenburg
Kimberly Carr
Susana Measelle Hubbs, Vice-Chair
Joanna Morrissey
Barbara Powers
Elizabeth Scifres, Chair
John Voltz
Maggie Gleason, Student Representative

Howard P. Colter, Interim Superintendent of Schools

Absent: Kinnon McGrath, Student Representative

Ms. Scifres called the meeting to order at 7:02 pm.

1. **ADJUSTMENTS TO AGENDA** - none

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

- a) Budget Workshop, Tuesday, March 7, 2017
- b) Executive Session, Wednesday, March 15, 2017
- c) Regular Business, Wednesday, March 15, 2017
- d) Budget Workshop, Tuesday, March 21, 2017
- e) Special Business, Tuesday, March 28, 2017
- f) Budget Workshop, Tuesday, March 28, 2017
- g) Budget Workshop, Tuesday, April 4, 2017

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

3. **COMMENTS BY STUDENT REPRESENTATIVES** - High school representatives, Maggie Gleason, spoke briefly on items of interest from the students' perspective.

4. **COMMENTS FROM PUBLIC ON AGENDA ITEMS** - Ms. Scifres invited members of the public to speak to items on or off the agenda.

Maureen Clancy (Hemlock Hill Rd) - a member of the Cape Diversity Coalition, speaking to the proposed Resolution.

5. COMMUNICATIONS -

- a) **New England Secondary School Consortium 2017 Conference** – Cathy Stankard, high school teachers, Courtney Ferrell and Kevin St. Jarre, and Susana Measelle Hubbs, spoke briefly about their attendance at this annual conference and the professional development opportunities it afforded.
- b) **Superintendent's Report** – Superintendent Colter briefly updated the Board on items of interest within the district. Linda Chao, Middle School nurse, and elementary teacher, Linda Sigmund, have resigned. The Maine DOE has selected Zabina Zimmerman's artwork for its Maine Learning Technology Initiative (MLTI) screensaver challenge.

6. NEW BUSINESS

- a) **Consideration to appoint Howard Colter as Interim Superintendent for Cape Elizabeth Schools for the 2017-2018 school year** - Ms. Measelle Hubbs motioned for approval as presented. Ms. Morrissey seconded. (Approved 7-0)
- b) **Consideration to approve the Superintendent's nomination Cathy Stankard as Director of Teaching and Learning for the 2017-2018 school year** - Ms. Measelle Hubbs motioned for approval as presented. Ms. Powers seconded. (Approved 7-0) *Superintendent Colter clarified this administrator position will be given a two-year contract (July 1, 2017 thru June 30, 2019) and would become an annual appointment thereafter.*
- c) **Consideration of the following School Board policies for first reading.** *No vote required.*
 - IJOC – Volunteers

- Ms. Powers spoke about the review process. References will be provided and checked by Volunteer Coordinator John Holdridge for all (non-parent) community volunteers. Building principals will have the opportunity to regularly review volunteer assignments. Definition of supervision was clarified. Restrictions around the use of personal technology devices was added.
- d) **Consideration and action to approve the following 2016-17 co-curricular personnel nominations** - Ms. Morrissey motioned for approval of the slate as presented. Ms. Altenburg seconded. (Approved 7-0)

HIGH SCHOOL

Alana Cooper	Drama Performance - spring (co-advisor)
Lisa Melanson	Drama Performance - spring (co-advisor)
Woody Tabery	Tennis, Asst. (JV)
Timothy Lavalley	Lacrosse, Boys' First Team

MIDDLE SCHOOL

Alison Caruso Softball, 7th gr
Shane Knowles Baseball, 7th gr

- e) **Consideration to approve the Superintendent's nominations of personnel to second-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.) - Ms. Carr motioned for approval of the slate as read. Ms. Altenburg seconded. (Approved 7-0)

POND COVE SCHOOL

Karen Jennings Teacher
Julie Merriam Teacher
Katharine Zellers Teacher

HIGH SCHOOL

Jana Dewan Teacher [0.7 FTE]

- f) **Consideration to approve the Superintendent's nominations of personnel to third-year probationary contracts.** - Ms. Measelle Hubbs motioned for approval of the slate as read. Ms. Morrissey seconded. (Approved 7-0)

POND COVE SCHOOL

Kaili Gallant Teacher

MIDDLE SCHOOL

Joshua Chase Teacher

HIGH SCHOOL

Elizabeth Murphy-Lewis Social Worker [0.5 FTE]
Joanna Payne Teacher [0.53 FTE]
Aysun Simpson Teacher [0.75 FTE]
Elizabeth Thomas College Counselor

DISTRICT SERVICES

Rosemary Kooy School Psychologist

- g) Consideration to approve the Superintendent’s nominations of personnel to first Continuing Contracts. - Ms. Carr motioned for approval of the slate as read. Ms. Morrissey seconded. (Approved 7-0)

POND COVE SCHOOL

Katherine Atkinson Teacher
Danielle Hessert Teacher
Amanda Marsden Teacher

MIDDLE SCHOOL

Eteri Shvets Teacher also Pond Cove [0.75 FTE]

HIGH SCHOOL

Nicole Carrera Sirois Teacher
Kevin St. Jarre Teacher

DISTRICT SERVICES

Susan Bahadori Speech & Language Pathologist -
PC & Middle schools [0.5 FTE]
Kristen Tevanian Speech & Language Pathologist -
Middle School

- h) Motion (1): “Vote to Approve Total School Budget for the 2017-2018 School Year,” be approved and that an attested copy of said Vote be filed with the meeting minutes.

VOTED: That the School Board recommends to the Town Council that the School Board be authorized to expend \$24,879,014. for the fiscal year beginning July 1, 2017 and ending June 30, 2018 from the Town’s contributions to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act, non-state-funded school construction projects, additional local funds for school purposes under the Maine Revised Statutes, Title 20-A, section 15690, unexpended balances, tuition receipts, state subsidy and other receipts for the support of schools.

- Ms. Morrissey motioned for approval of the 2017-2018 School Year total budget in the amount of \$24,879,014. Ms. Measelle Hubbs seconded. (Approved 7-0)

- i) Motion (2): “Vote to Approve Additional Local Funds for the 2017-2018 School Budget,” be approved and that an attested copy of said Vote be filed with the meeting minutes

VOTED: That the School Board recommends to the Town Council that \$ 6,856,753 be raised and appropriated in additional local funds and gives the following reasons for exceeding the State's Essential Programs and Services funding model by \$ 6,483,184:

The \$ 6,856,753 is needed in order to sustain educational services and programs for all students K-12. These funds support teachers, staff development, guidance counselors, nurses, co-curricular activities, auxiliary personnel and administrators to maintain class sizes and quality of educational services as expected by the town. Additionally the school district actively pursues all available avenues to collaborate and consolidate services in order to offset the escalating costs of utilities, insurance and other fixed costs.

State Mandated Explanation: The additional local funds are those locally raised funds over and above the Town's local contribution to the total cost of funding public education from kindergarten to grade 12 as described in the Essential Programs and Services Funding Act and local amounts raised for the annual payment on non-state funded debt service that will help achieve the school department budget for educational programs.

(Note that when the school budget exceeds the School Department's maximum state and local spending target under the Essential Programs and Services funding model, then pursuant to 20-A M.R.S.A. § 15671-A(5)(B)(1), the amount of additional local funds must be approved by a majority of the entire membership of the School Board.)

- Ms. Morrissey motioned for approval to raise and appropriate additional local funds in the amount of \$6,856,753 for the 2017-2018 School Budget. Ms. Measelle Hubbs seconded. (Approved 7-0)

- j) **ORDERED: Changes in Anticipated State Subsidy: That in the event the Town receives more state general purpose aid for education than the \$1,827,740 amount included in the school budget, the Town shall use 50% of the extra amount to reduce the amount of taxes raised for the school budget, and 50% to supplement the school department unassigned fund balance; and that in**

the event the amount of that state aid is less than the amount included in the school budget, the Town Treasurer shall execute a journal entry in the amount of any shortfall to be debited from the Town's unassigned fund balance and credited to the school department's fund balance.

- Ms. Morrissey motioned for approval of proposed agenda item 6j version A (as included in agenda materials). Ms. Measelle Hubbs seconded. (Approved 6-1; Voltz)

Mr. Voltz made a motion for approval of proposed agenda item 6j Version B. Item not accepted as amended motion or seconded for approval.

7. **COMMITTEE REPORTS** – Heather Altenburg and Susana Measelle Hubbs briefly updated the board on committee work.
8. **BOARD AGENDA REQUESTS** – Susana Measelle Hubbs requested a future discussion around input on the Town's Comprehensive Plan.
9. **ANNOUNCEMENTS OF UPCOMING MEETINGS - Policy Committee** is scheduled to meet next on Tuesday, May 2 at 6:30pm. The next **Budget Workshop** will be a presentation to the Town Council on April 25 at 7:00pm in Town Hall.
10. **ADJOURNMENT** – Ms. Morrissey made a motion to adjourn. Ms. Measelle Hubbs seconded. (Approved 7-0)

The meeting was adjourned at 9:05 p.m.

Respectfully submitted,



Howard P. Colter
Interim Superintendent of Schools