

A regular business meeting of the School Board was held on Tuesday, October 10, 2017 at 7:00 p.m. in the Cape Elizabeth Town Hall Council Chambers. An executive session immediately preceded.

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

Howard P. Colter, Interim Superintendent of Schools

Absent: Joanna Morrissey  
Emily Healy, Student Representative

Ms. Scifres called the meeting to order at 7:08 pm.

1. **ADJUSTMENTS TO AGENDA** - none

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

- a) Executive Session, Tuesday, September 12, 2017
- b) Regular Business, Tuesday, September 12, 2017
- c) Workshop, Tuesday, September 26, 2017
- d) Special Business, Tuesday, September 26, 2017

- Ms. Powers made a motion to approve the slate of minutes as presented. Ms. Altenburg seconded. (Approved 6-0)

3. **COMMENTS BY STUDENT REPRESENTATIVES** - High school representative, Ali Ingalls, spoke briefly on items of interest from the students' perspective.

4. **COMMENTS FROM PUBLIC ON AGENDA ITEMS** [per SBoard Policy BEDH] –

*Chris Straw* (Shore Rd) - speaking to agenda item 5c. Stated his belief that the board appropriately approved a full-time curriculum director during the last budget cycle... Would like to see data results explored thoroughly, specifically relating to class of 2025 (current 5<sup>th</sup> grade) math scores.

5. **COMMUNICATIONS**

- a) **Portland Arts & Technology High School (PATHS) program student(s)** - Student Andy Erskine spoke briefly about his learning opportunities at PATHS' culinary program.
- b) **Principals' Update** – postponed in lieu of MEA presentation
- c) **2016-17 Maine Education Assessment (MEA) Results** – Director of Teaching and Learning Cathy Stankard presented the district's latest MEA assessment data results.

She will return to a future meeting to speak more specifically on how this data will influence instruction and increase students' learning.

- d) **Superintendent's Report** - Superintendent Colter updated the Board on items of interest and provided an overview of current student enrollment. The Town Manager would like all town board members, including the school board, to begin using town-issued email accounts. The School Nutrition department has initiated a 'backpack' program to provide healthy, non-perishable food to students and their families during weekends or school breaks. If you or someone you know would like to participate in the backpack program, please contact a member of your school's administration (principal, nurse, counselor or nutrition director). Increasingly, area school districts seem to be moving to later start times.
- e) **Superintendent Search Update** - Ms. Scifres announced the 2018 superintendent search has been launched. Interested candidates can get more information about the timeline, process, and district by visiting the home page of the district web site - [www.cape.k12.me.us](http://www.cape.k12.me.us). It is hoped that interviewing will be scheduled during mid-November with a candidate nomination in December 2017.

## 6. NEW BUSINESS

- a) **Consideration to approve the Cape Elizabeth School Department's Administrators' Performance Evaluation and Professional Growth (P-PEPG) Plan.** – Ms. Measelle Hubbs motioned to approve the plan as presented. Ms. Powers seconded. (Approved 6-0)
- b) **Consideration and action to approve the following 2017-18 administrative, athletic, and extra curricular personnel nominations.**  
- Ms. Powers motioned for approval of the slate as presented. Mr. Voltz seconded. (Approved 5-1; Measelle Hubbs)

### HIGH SCHOOL

Drama Performance - Fall	Christine Marshall
Drama Performance - Spring	Christine Marshall
Freshman co-Advisor	Sarah McKeown
Freshman co-Advisor	Marie Cross
Gay Straight Alliance Advisor	Kevin St. Jarre
Sophomore Advisor	Tom Kohan
Theater Management	Christine Marshall
Visual Arts - Semester 1	Sarah Collins
Visual Arts - Semester 2	Sarah Collins
Theater Class Productions	<u>Dick Mullen</u>
Basketball, Boys' varsity	Jim Ray
Basketball, Boys' JV	Kevin Fogg
Basketball, Girls' varsity	Chris Casterella

Basketball, Girls' JV	Tom Robinson
Basketball, Unified	Sarah Boeckel
Swimming, Head	Ben Raymond
Swimming, Asst	David Croft
Ice Hockey, Boys' varsity	Matthew Buotte
Ice Hockey, Girls' varsity	Bob Mills
Ice Hockey, Girls' varsity	Kevin Joy
Indoor Track, Head	Doug Worthley
Indoor Track, Asst	Andrew Lupien
Alpine Ski, Head	Jeff Davis
Indoor Track, Strength Coach	Mike McLaughlin (booster-funded)
Basketball, First Team	Connor Hasson (booster-funded)
Diving Coach	Michael Bartley (booster-funded)
Alpine Ski Asst.	Claude Lemelin (booster-funded)
Ice Hockey, Boys' varsity asst.	Lane Feldman (booster-funded)
Ice Hockey, Boys' varsity asst.	Joe Hetrick (booster-funded)

MIDDLE SCHOOL

Debate	Carrie Newton
Robotics (gr 5-6)	Tom Charltray
Boys 8 <sup>th</sup> Basketball	Joey Doane
Boys 7 <sup>th</sup> Basketball	Joe Doane
Boys Exp Basketball	David Shields

DISTRICT PLCSS

Mentor for Beth Neuts	Kim Huchel
Mentor for Jake Haugevik	Cheryl Joys
Mentor for Julie Merriam	Mary Dulac
Mentor for Ginger Raspiller	Chris Newell

c) **Consideration and action to approve the following policy as presented** - Ms. Powers motioned for approval as presented. Ms. Altenburg seconded. (Approved 6-0)

- JJJ: High School Co-curricular and Extracurricular Activities Eligibility and Code of Conduct

d) **Consideration to approve a CEHS Model UN/World Affairs Council Trip to Boston College Model UN Conference (EagleMUNC) in Boston, MA March 16-18, 2018** – Ms. Measelle Hubbs motioned for approval. Ms. Powers seconded. (Approved 6-0)

e) **Consideration to approve a CEHS Model UN/World Affairs Council Trip to Dartmouth College Model UN Conference (DartMUNC) in Hanover, NH April 6-8, 2018** – Ms. Measelle Hubbs motioned for approval. Ms. Powers seconded. (Approved 6-0)

f) **Consideration to approve the following job description** - Ms. Powers motioned for approval of the amended job description as presented. Mr. Voltz seconded. (Approved 6-0) Cathy Stankard handed out a revised version of this new, administrative curricular job description and defended the importance of having proficiency-based education positions at the Middle School. Stipends will be funded through a grant during the 2017-18 school year.

- Content Leader - Middle School

7. **COMMITTEE REPORTS** – Ms. Measelle Hubbs reported that the next Town Comprehensive Plan meeting would be October 23. Superintendent Search committee will begin shortly.

8. **SCHOOL BOARD AGENDA REQUESTS** – Consideration of future workshop on school (late) start times, perhaps in association with calendar development and wellness, was proposed by John Voltz.

9. **ANNOUNCEMENTS OF UPCOMING MEETINGS** – The **Policy Committee** will meet next on Tuesday, October 24 immediately prior to that evening's regularly scheduled **School Board Workshop** which begins at 6:30pm in the CEHS Library.

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

The meeting was adjourned at 8:35 p.m.

Respectfully submitted,



Howard P. Colter  
Interim Superintendent of Schools