

A regular business meeting of the School Board was held on Tuesday, April 10, 2018 at 7:00 p.m. in the Cape Elizabeth Town Hall Council Chambers. An executive session immediately preceded.

School Board members present: Susana Measelle Hubbs, Chair
Elizabeth Scifres
M. Nasir Shir
Hope Straw
John Voltz
Alison Ingalls, Student Representative

Howard P. Colter, Interim Superintendent of Schools

*Absent: Heather Altenburg
Kimberly Carr
Emily Healy, Student Representative*

Ms. Measelle Hubbs called the meeting to order at 7:03 pm.

1. **ADJUSTMENTS TO AGENDA** - none

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

- a) Executive Session and Special Business, Thursday, March 8, 2018
- b) Budget Workshop, Thursday, March 8, 2018
- c) Executive Session, Thursday, March 15, 2018
- d) Regular Business, Thursday, March 15, 2018
- e) Budget Workshop, Thursday, March 15, 2018
- f) Budget Workshop, Thursday, March 20, 2018

- Ms. Scifres made a motion to approve the slate of minutes as presented. Ms. Straw seconded. (Approved 5-0)

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

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

5. **COMMUNICATIONS**

- a) **High School Greenhouse proposal** - High School biology teacher Bill Brewington presented a proposal for a greenhouse installation on the grounds of Cape Elizabeth Schools. This will return as an action item on the board's 8 May regular business meeting agenda.
- b) **Principals' Updates** – Principals Eastman, Shedd, and Manjourides updated the Board on items of interest. With staff support, High School Principal Jeff Shedd has coordinated a schedule for seniors to recover instructional time lost due to the 9 storm days used and prior to graduation on 10 June.

- c) **Superintendent's Report** - Superintendent Colter updated the Board on items of interest. The last student day would be an early release on Friday, 22 June, due to the need to make up 9 lost school days. The High School administration and staff are providing opportunities for seniors to recover lost instructional time prior to graduation on 10 June. Student enrollment as of 1 April is 1597. Superintendent Colter spoke in support of the proposed action item for Cape Elizabeth Schools to join the Greater Sebago Education Alliance (GSEA) regional service center.

6. **NEW BUSINESS**

- a) **Motion to Authorize Submission of Part II Application for Regional Service Center:** I move to authorize the submission of a Part II application to the Commissioner of the Department of Education to approve the formation of the Greater Sebago Education Alliance (GSEA) regional service center, provided that the Cape Elizabeth municipal school unit's membership and participation in the regional service center is subject to approval by this School Board and by the voters of the Town of Cape Elizabeth - Ms. Scifres motioned for approval. Mr. Voltz seconded. (Approved 5-0)
- b) **Consideration to approve an unpaid leave of absence for the 2018-2019 school year for elementary teacher Marianne Harrington** - Ms. Scifres motioned for approval. Mr. Voltz seconded. (Approved 5-0)
- c) **Consideration of the following administrative procedure (policy) for second reading**
- GCF-R: Transferring and Hiring Personnel
- Ms. Scifres motioned for approval. Mr. Shir seconded. (Approved 5-0)
- d) **Consideration and action to approve the following 2017-18 athletic personnel nominations** - Mr. Voltz motioned for approval of the slate as presented. Ms. Scifres seconded. (Approved 5-0)

MIDDLE SCHOOL

Morgan Kerr	Outdoor Track
Matthew Caton	Softball, 7 th
Aron Buterbaugh	Lacrosse, girls' 7 th

HIGH SCHOOL

Brian McDonald	Strength Coach
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- e) **Consideration to approve Cape Robotics team trip to VEX Robotics World Championship (Louisville, KY), April 25-28, 2018** [per SBoard Policy IHOA] - Ms. Straw motioned for approval. Mr. Shir seconded. (Approved 5-0)

- f) **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.)

POND COVE SCHOOL

Jennifer Adams	Teacher
Cherrie MacInnes	Teacher
Melissa Richard	Teacher

MIDDLE SCHOOL

Joseph V. Doane	Teacher
Jake Haugevik	Teacher
Sarah Kaufman	Teacher
Morgan Kerr	Teacher
Louise Lynch	Social Worker
Elizabeth Neuts	Teacher
Emily Piller	Teacher
Jill Young	Nurse

HIGH SCHOOL

Danielle Grimes	Social Worker
Kerry Kertes	Teacher
Sarah McKeown	Teacher
Ginger Raspiller	Teacher

DISTRICT

Kacie Burregi	BCBA
Laura Ruel	OT
Christine Winterbrook	GT Coordinator

Motion: Ms. Scifres Second: Mr. Voltz Vote: 5-0

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

POND COVE SCHOOL

Karen Jennings Teacher
 Julie Merriam Teacher
 Katherine Zellers Teacher

HIGH SCHOOL

Janna Robinson Teacher

Motion: Mr. Shir Second: Ms. Scifres Vote: 5-0

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

POND COVE SCHOOL

Kaili Gallant Teacher

MIDDLE SCHOOL

Joshua Chase Teacher
 Joanna Payne Teacher

HIGH SCHOOL

Aysun Simpson Teacher
 Elizabeth Thomas College Counselor

DISTRICT

Rosemary Kooy School Psychologist

Motion: Mr. Voltz Second: Mr. Shir Vote: 5-0

- i) **Consideration to approve the planting of a tree on school grounds in memory of former Middle School teacher Danielle Kunert - Mr. Shir motioned for approval. Ms. Scifres seconded. (Approved 5-0)**

- j) **Consideration to adopt the 2018-2019 School Board Budget and the related revenue components** - Mr. Voltz motioned to adopt the 2018-2019 School Budget with expenditures in the amount of **\$25,641,276** and related revenue components. Mr. Shir seconded. (Approved 5-0)

7. **COMMITTEE REPORTS** – Ms. Scifres updated the board on Policy Committee activities. Ms. Measelle Hubbs spoke to activities of the Town Comprehensive Plan committee and encouraged participation in the online forum.

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

9. **ANNOUNCEMENTS OF UPCOMING MEETINGS** – School Board **Budget Public Forums** will be held on **April 11** in Council Chambers at 9AM and 6PM. These forums will be open to the public to answer questions and receive feedback. These forums will be broadcast live and recorded for CETV. On **April 12** at 7PM in Council Chambers there will be a public meeting between the School Board and Town Council in order to highlight the challenges encountered during the development of the 2018-19 school budget. The formal presentation of the School Board budget to the Town Council will be on **April 24** (& April 25, if needed) at 7pm in Council Chambers. The Negotiations Committee has reached agreements with two of the three units: Bus Drivers, Custodians, Food Service, and Maintenance Mechanic unit and Administrative Support Personnel and Educational Technicians I unit. The town's Spurwink School Committee has had its final meeting and recommended that discussions begin to allow the historical society to take over the facility.

10. **ADJOURN** – Ms. Straw made a motion to adjourn. Mr. Shir seconded. (Approved 5-0)

The regular business meeting was adjourned at 8:18 p.m.

Respectfully submitted,



Howard P. Colter
Interim Superintendent of Schools