

Cape Elizabeth School Board
 REGULAR BUSINESS MEETING
 Tuesday, June 11, 2019
 6:30 P.M.
 TOWN COUNCIL CHAMBERS

- Heather Altenburg
- Kimberly Carr
- Elizabeth Scifres
- M. Nasir Shir
- Piper Strunk

- Susanna Measelle Hubbs
- Hope Straw
- Laura deNino
- Julia Thoreck

MINUTES

Call to Order/Pledge of Allegiance

1. ADJUSTMENTS TO AGENDA

1. Superintendent Donna Wolfrom asked to add 8F “Consideration to approve Marcia Weeks as Business Manager”
2. Dr Wolfrom asked to add Wendy Derzawiec to co-curricular, District Webmaster
3. Many of the members of the Girls’ Basketball Team were playing in a lacrosse game, so the recognition was moved to a later period within the night’s agenda

2. APPROVAL OF SCHOOL BOARD MINUTES

Regular Business Meeting, Tuesday May 14, 2019

Motion:	Elizabeth Scifres	Second:	Heather Altenbur	Vote:	6-0
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3. COMMENTS BY STUDENT REPRESENTATIVES

The student representatives were not in attendance.

a. COMMENTS FROM PUBLIC ON AGENDA ITEMS [per SBoard Policy BEDH]

Cape Elizabeth State Representative Anne Carney spoke about her Co-Sponsored motion (with Rep. Rebecca Millett) to ask the State to acknowledge Cape High School students for their accomplishments in Fall/Winter Sports.

- Lisa Goodreau-Individual Class B XC State Champ
- Darcy Cochran-Class B Champ 55m Hurdles

- CEHS Boys Basketball Team-Class B South Champs
- CEHS Girls Swim Team-Class B Champs
- Olivia Tighe-State Record 200 Freestyle
- CEHS Boys Ski Team-Class B Alpine State Champs (second year in a row)

Aila Mansman and peers who were current and past students of CEHS came to bring attention on the lack of current policy and guidelines on how to report sexual assault in the Student Handbook. Two Students spoke specifically about an act of violence and a sexual assault respectively. SB Chair Measelle-Hubbs thanked them, expressing that although they were not on tonight’s agenda and they didn’t have prior knowledge about the topic in which they spoke, they would look into addressing their concerns.

4. PRESENTATIONS

- a. Presidential Scholar Award: Rohan Freedman

The actual award is presented in Washington DC later this month. Rohan, a senior was in attendance with his twin sister and mother. CEHS Principal Jeff Shedd announced that out of 3.5 million high school seniors nationally, 161 are awarded the Presidential Scholar designation. Rohan was one of two scholars selected for the State of Maine.

5. Recognition of Retirees:

Lisa Derman-Pond Cove Teacher, started as a parent volunteer in 1995. 14 years of service.

Tom Lizotte-wasn’t in attendance, CEHS 17 years in the Music Department

Richard Mullen-43 years in Cape, retires with the longest number of years in the State of Maine.

Mark Pendarvis-20 years at CEHS, Spanish Teacher

Morte Soule-50 years, 17 at CEHS, original Latin Teacher at CEHS

6. **RECOGNITION OF BASKETBALL PLAYERS:**

Girls Basketball Team won the Sportsmanship Award. This award is voted by other teams in the league.

Lilian Frame
Emily Supple
Emily Goulding
Alison Gerety
Addison Whalen
Jessica Robicheaw
Carly Chapin
Isabel Bermin
Saylor Wood
Kaylee Manning
Cathy Nadeau
Alison Ingalls
Brooke Harvey
Meghan Gerety
Andy York
Jeff Mitchell

7. Reception for Retirees-small break

8. **ADMINISTRATIVE REPORTS**

a. Principals' Updates

1. PCES Principal Jason Manjourides spoke briefly of the busy end of the year. PCES is finishing up on the academic assessments. Field days planned, 4th grade celebration, and field trips, but also maintaining routines in the learning and teaching. Fourth graders are ready for 5th grade, Step Up is June 13. Wanted to thank Middle School staff for help with the transition plan.
2. CEMS Principal Troy Eastman spoke of the complexity of transitioning and placing 4th graders. Hosted an incoming parent night, and spoke of its success. 8th grade transition to HS is June 14. He also spoke of appropriateness of peer recognition and successes within his staff.
3. CEHS Principal Jeff Shedd thanked parents who helped with Project Graduation. Thanked the HS Parent Association. Mentioned trends in colleges for the past year, "an awful lot of students going to State Universities in Maine", also 12 students who will be attending SMCC post-grad. Mentioned that he was remiss because at graduation he asked veterans to stand, but failed to ask students who were going into the Armed Forces to be recognized. He mentioned them (two students) at this meeting

- b. Director of Special Services Del Peavey reported two weeks prior that they conducted interviews for the School Psychiatrist. Working towards Extended School Year taking place at the HS. Currently servicing 167 students throughout the district. PC-71, MS-46 and HS-50, 12 students in referral and two students out of district.

- c. Director of Teaching and Learning Cathy Stankard talked about the Gifted & Talented Program. Currently have 5 third graders, which represents 5% of the class, which is where it should be. Interviewed for a new GT Teacher, and hope to have a recommendation for hire by next week. Professional Development: 50 applications were received and are in the process of the reviewing. Grade School Partnership Coach, Ted Hall, is completing this year's work by providing facilitator and analysis data training to any available Teacher Leaders. PC is June 20, MS June 25, and HS June 27. Planning for the next year continuing. Publicly acknowledged Team leaders, who they will be replacing in the fall. Continuing Professional Development conversation.

- d. Business Manager Catherine Messmer was out sick and not in attendance, Board Members had her financials and notes, and Superintendent Donna Wolfrom mentioned that she would be happy to get answers to questions regarding them.

- e. Superintendent Donna Wolfrom reported that Cape Elizabeth has been diligently working on end of year processes. Planning for the next school year has begun, special training as mandated by new laws for reporting suspected sexual abuse and suicide prevention have begun as well by the school social workers and counselors, and some staff as well. Maintenance and custodial staff have been planning. Touched on the resignation of Cathy Messmer, current Business Manager, and the new recommendation on the replacement for her position.

1. NEW BUSINESS

- a. Consideration to approve the following job descriptions:
 - Maintenance Mechanic Foreman
 - School Business Manager
 - Bookkeeper/Payroll Coordinator
 - Accounts Payable Clerk and Receptionist

Superintendent Donna Wolfrom spoke briefly about updating job descriptions, to make sure there was agreeance with the new postings.

Motion:	Kimberly Carr	Second:	Elizabeth Scifres	Vote:	7-0
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b. Consideration to grant the Superintendent of Schools authority to hire school personnel, excluding administrative positions which will require Board Approval, during the summer.

Co-chair Heather Altenburg asked for clarification, which Superintendent Donna Wolfrom responded with “this motion allow for us to continue hiring throughout the summer without us having to call everyone back for a meeting”.

Motion:	Heather Altenbur	Second:	Laura deNino	Vote:	7-0
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c. Consideration to approve the following policies for second reading.

FF–Naming of School Facilities

- Hope Straw discussed more language around the process, creating intent, and noted that the public had been given the chance for feedback, and none was given.

ACAA-Harassment and Sexual Harassment of Students

- Hope Straw again mentioned that there were minor updates for naming.
- Nasir Shir mentioned the previous commentary during the Public Agenda portion of the meeting with HS Students and Former students (Sexual Assault Reporting Policy), and wanted to make sure that the ACAA was amendable should notes for this come back

from the dialogue from the students.

- Hope Straw mentioned the Cyber Bully and that there was a separate policy for that. The Assault question is on the radar for the Agenda for the Fall. It falls in line with the mandatory reporting.
- Board Chair Measelle Hubbs mentioned that there is always room for review as far as amending. Mr Shir mentioned having a non-bias person come to discuss the nature of student reporting should the student come against bias from staff. Board Chair Measelle Hubbs was unsure of how to handle this, wherein Ms Straw re-directs the conversation to the matters at hand, and tables the assault questions for another time.
- Ms Scifres thanked board members for addressing her previous concerns of taking more time in the discussions, since it was re-naming of school facilities.

Motion:		Second:		Vote:	7-0
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d. Consideration to approve the following 2019-2020 co-curricular and extra-curricular personnel nominations:

Motion:	Laura deNino	Second:	Heather Altenburg	Vote:	7-0
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District Webmaster	Wendy Derzawiec
Kindergarten Team Leader	Dawn Rioux
Grade 1 Team Leader	Linda Alfiero
Grade 2 Team Leader	Kaili Gallant
Grade 3 Team Leader	Sarah Adams
Grade 4 Team Leader	Ingrid Whitaker
Allied Arts Team Leader	Rebecca Bean
Special Ed Team Leader	Chip Babineau
Content Leader-ELA	Rosemary Ginn
Content Leader-Math	Melissa Richard
Content Leader-Science	Kate Zellers/Julie Merriam
Content Leader-Social Studies	Karen Ferry
Student Support Team Leader	Rosemary Ginn
Student Support Team Member	Chip Babineau
Student Support Team Member	Debbie Butterworth
Student Support Team Member	Bri Gallagher
Student Support Team Member	Jon Delisle

Ms Scifres thanked Administrative for putting the work to get these recommendations and positions in before the school year.

EXTRA CURRICULAR STIPENDS

POSITION	LAST NAME	FIRST NAME
Robotics	Charltray	Thomas
Grade 4 Chorus	Bean	Rebecca
High School Musical	Lee	Joanne
Soccer, Boys' Varsity	Raymond	Ben
Soccer, Boys' JV	Croft	David
Soccer, Girls', Varsity	Forsyth	Graham
Soccer, Girls' JV	Burke	Don
Cross Country, Head Coach	Lupien	Andrew
Cross Country Asst.	Devries	Amy
Field Hockey, Varsity	Bisogni	Maura
Field Hockey, JV	Nicholson	Diane
Golf	Trottier	Adam
Golf Asst.	Heskett	Katy
Football, Varsity Head Coach	Green	Sean
Football Assistant (1 st Stipend)	Cliche	Nick
Football Assistant (2 nd Stipend)	Shorey	Andy
Football Assistant (2 nd Stipend)	Vail	Rob
Football Assistant (2 nd Stipend)	Salamone	Ernie
Football Assistant (2 nd Stipend)	Bernard	Dom
Volleyball Varsity Head Coach	Boeckel	Sarah
Volleyball JV	Lavallee	Jean
Soccer, Girls' Asst.	Strout	Andrew
Soccer, Boys' Asst.	Carroll	Charlie
Soccer, Boys' First Team		
Football Asst.	Dacey	Rob
Football Asst.	Davis	Wes
Volleyball First Team	Rioux	Roger
Strength & Conditioning for Volleyball	McDonald	Brian
Strength & Conditioning for XC	McDonald	Brian
Cross Country Asst.	Gillis	AG

Heather Altenburg asked for clarification on the Football Asst. Stipend

Jeff Shedd explained that he believed these positions are funded by Booster Club funds, but would confirm. Ms Altenburg seemed satisfied with this response.

e. Consideration to approve Dr. Kaite Haaland as Psychological Examiner

Motion:	Elizabeth Scifres	Second:	Heather Altenburg	Vote:	7-0
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Superintendent Donna Wolfrom said the Team interviewed her and Dr Wolfrom interviewed her via Skype, as Dr. Haaland was in Colorado. Positive remarks. Clarified as a full-time position.

f. Consideration to approve Marcia Weeks as Business Manager

Motion:	Hope Straw	Second:	Elizabeth Scifres	Vote:	7-0
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Dr Wolfrom spoke of Ms Weeks resume. She had previously worked in a County position for the State of Arizona. Her current position has been for the Portland Public Schools. Dr Wolfrom was impressed with her experience and knowledge.

1. COMMITTEE REPORTS

Policy Committee - Hope Straw

Ms Straw spoke of the intent to meet in the fall regarding policy.

Possible subjects: Cellphone Policy, Assault Policy, Technology Policy

PATHS - Susana Measelle Hubbs - nothing to report.

Tech Committee - Elizabeth Scifres

Ms. Scifres ceded her time to the Chair to speak of the website possibilities. Currently identifying host/content to land on for the site. 3-6 weeks after the signed contract is the hope of the launch after, September is a goal. Mr Shir voiced concern about the site being user friendly.

Dropout Committee - M. Nasir Shir

Met a while ago, most of the time of this meeting was spent with a young gentleman who had dropped out of the CEHS. He came to share the good, bad and ugly. He spoke of his personal experience, as every experience is unique, what worked, what didn't. The meeting was positive and this gentleman wants to continue to be involved in the committee. Next meeting is June 14th 8 am.

CEEF - Kimberly Carr - nothing to share.

1. SCHOOL BOARD AGENDA REQUESTS

Meeting will be end of August. Ms Scifres reminded the public of the many avenues to get a request in for the meeting. Ms Carr asked about ALICE Training. How is this proceeding?

1. ANNOUNCEMENTS OF UPCOMING MEETINGS

Possible ALICE Workshop update
Policy meeting in September

1. CONSIDERATION TO ADJOURN

Motion:	Kimberly Carr	Second:	Heather Altenburg	Vote:	7-0
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