

[Dates to Remember](#)

Meeting Agendas

-- [Regular Meeting April 9, 2002](#)

Meeting Minutes

-- [Regular Meeting March 12, 2002](#)

DATES TO REMEMBER

School Board Workshop Meeting

April 23, 2002

7:00 p.m. - High School Library

Topics: TBA

Building Committee Meeting

Thursday, April 25, 2002

7:00 p.m. - William H. Jordan Conference Room

Policy Subcommittee Meeting

Wednesday, May 1, 2002

12:00 Noon - William H. Jordan Conference Room

Finance Subcommittee Meeting

May 14, 2002

6:30 p.m. - William H. Jordan Conference Room

followed by:

Regular School Board Meeting

7:30 p.m. - Council Chambers

[Return to top](#)

MEETING AGENDA

TUESDAY, April 9, 2002

SCHOOL BOARD MEETING

7:30 p.m. - Council Chambers

PRECEDED BY

6:30 p.m. Finance Committee Meeting

William H. Jordan Conference Room

AGENDA

CITIZENS IN THE AUDIENCE ARE INVITED TO SPEAK ON A TOPIC THAT IS INTRODUCED DURING THE COURSE OF THE MEETING. EACH CITIZEN IS TO BE LIMITED TO ONE PRESENTATION, PER CITIZEN, PER TOPIC, OF NOT MORE THAN FIVE MINUTES. AUDIENCE PARTICIPATION SHALL CEASE ON A TOPIC AT SUCH TIME AS THE CHAIRMAN CALLS FOR THE BOARD ACTION.

1. Pledge of Allegiance

2. Adjustments to agenda
3. Approval of March School Board minutes
4. Comments by high school and middle school students
5. COMMUNICATIONS
6. COMMENTS FROM PUBLIC
7. RECOGNITION
8. SUPERINTENDENT'S REPORT
 - a. Update on Future Direction Planning
 - b. Update on Education Foundation
 - c. Notification of teacher retirements
9. PRINCIPALS' REPORTS
 - a. Pond Cove
 - b. High School
 - c. Middle School
10. COMMITTEE REPORTS
 - a. Finance Subcommittee
 - b. Policy Subcommittee
 - c. Building Committee
11. UNFINISHED BUSINESS
 - a. Policies - Second Reading
 - DF-R: Fundraising Administrative Procedure
 - DFAB: Athletic Booster Organizations
 - DFD-R: Athletic Regulation: Gate Receipts and Admissions/Fundraising
 - GBL: Personnel Records
 - JJI: Philosophy and Beliefs
 - JJI-R Athletic Administrative Guideline/Philosophy & Beliefs
 - JJIA: Athletic Steering Committee

- JJIF: Sanctioning of Sports
- JJIG: Evaluation of Coaches
- JJJ-R: Athletic Rules and Regulations
- JJJ-R1 Athletic Substance Abuse Policy
- JJJ-R2 Athletic Contract

12. NEW BUSINESS

- a. Consideration of Superintendent's recommendations to athletic fee positions for spring 2002
- b. Consideration of school calendar for 2002-03 school year
- c. Consideration of a teacher's request for an unpaid leave of absence for the 2002-03 school year
- d. Consideration of the 2002-2003 School Budget

13. Consideration of the Superintendent's request to enter executive session to discuss negotiations with:

- a. Administrators Association
- b. Secretaries and Ed Tech I Bargaining Unit
- c. Ed Tech II and Ed Tech II Bargaining Unit

[Return to top](#)

MEETING MINUTES

March 12, 2002

Cape Elizabeth, Maine

The regular meeting of the School Board was held on Tuesday, March 12, 2002, at 7:30p.m. in the Council Chambers.

School Board members present were:

George Entwistle, Chairman

Jennifer DeSena

Elaine Moloney

Marie Prager

James Rowe

Susan Steinman

Kevin Sweeney

Dr. Thomas Forcella, Superintendent of Schools

The meeting was called to order at 7:30 PM by Chairman George Entwistle.

Others present included: Nancy Hutton, Tom Eismeier, Jeff Shedd, Claire LaBrie, Pauline Aportria, Sue Weatherbie, Chris Roy, Dave Greenwood, Brianna Bowman, Lily Hoffman, Laura Briggs, Lisa Silverman Gent, Tina Harnden, Pat Carroll

1. Pledge of Allegiance to the Flag led by Chairman Entwistle

2. Adjustments to agenda

There were no adjustments to the agenda.

3. Approval of School Board Minutes

The minutes of the regular meeting held on, February 12, 2002 were reviewed. Kevin Sweeney asked that they be amended to show his remarks and concern about the fundraising for the baseball and softball trips under item 12c. The minutes were approved as amended.

4. Comments by Student Representatives

Chris Roy and Dave Greenwood, the High School representatives to the School Board, reported on items of interest from the students' perspective at the High School.

Brianna Bowman and Lily Hoffman updated the Board on student activities at the Middle School.

5. COMMUNICATIONS

5a. The Superintendent mentioned that an article from the Maine State Superintendents Association on funding was included in the board packet. He pointed out however, that the financial situation in Augusta is fluctuating and hard to predict.

5b. Jim Rowe commented on the demonstration of the ATM classroom at the High School during a recent Technology Committee meeting and how it opened his eyes to what's coming in education.

6. COMMENTS FROM PUBLIC

There were no public comments.

7. RECOGNITION

There were no items for recognition.

8. SUPERINTENDENT'S REPORT

8a. Update of the work of the Future Direction Plan The Superintendent reported that the curriculum mapping project continues and is nearly completed. He anticipates that it will be on track and completed by the end of the current school year. He also reported that the Climate Team completed a survey of all staff to be used as baseline data. They plan to do the survey again in 2 years to check on progress. The administration will be reporting the material to the staff. The information will be shared with the School Board at a workshop session later this year.

8b. Update on Cape Elizabeth Education Foundation Dr. Forcella reported that there will be an informal informational meeting at the Purpoodock Club on Thursday, March 14, 2002 for members of the community. Invitations were sent out last week.

8c. Notification of a teacher resignation/retirement The Superintendent announced that Anine Burgess, a 26-year veteran of teaching here in Cape Elizabeth, will retire at the end of the current school year.

8d. Cape Play Report (Please see attached report.) Laura Briggs, co-chair of Cape Play, gave a brief summary of the written report concerning the rebuilding of the Pond Cove and Middle School Playground and a proposed playground at Fort Williams. She then turned the floor over to Pat Carroll, the landscape architect, to explain the proposed changes to the school playgrounds. At the end of the report, each school board member commented. It was the consensus of the board that this is a job well done and a wonderful example of how people working together can accomplish a goal.

9. PRINCIPALS' REPORTS

Each of the building principals updated the School Board regarding topics of interest and activities at their respective schools.

10. SCHOOL BOARD SUBCOMMITTEES AND REPORTS

10a. Finance Subcommittee

Finance Subcommittee Chairman Kevin Sweeney reported that the subcommittee met prior to the School Board meeting where they signed warrants, reviewed appropriations reports, and discussed items including an energy update, negotiations schedule and the schedule of the 2002-03 budget review. He commented on the all day budget review held on Saturday, March 2, and announced that the review of the budget will continue at the March 26 workshop meeting. The next meeting of the committee will be held on April 9, 2002, prior to the School Board meeting.

10b. Policy Subcommittee

Policy Subcommittee Chairperson Jennifer DeSena reported the

committee met on March 6 and finalized a number of policies for first reading, many of them the result of the work of the Athletic Task Force. She went on to say that these policies are on the agenda of tonight's meeting, under "New Business" and will be presented at that time. The next meeting of the committee will be held on Wednesday, April 3, 2002, at noon in the Jordan Conference Room.

10c. Building Committee

Building Committee Chairperson Marie Prager reported that the Building Committee met on February 27, 2002. It was decided that 2003-2004 will be the earliest date possible for the start of the building/renovation project. The only item with an impact on this year's budget is the decision to keep the kindergarten at the high school. This will necessitate the installation of one portable (two classrooms) at the high school to accommodate the incoming 9th graders at a cost of \$40,000. Four subcommittees were formed to address questions that have been raised: High School; Middle School; Pond Cove; Population Projections. The next meeting of the committee will be held on Wednesday, March 27 at 7:00 p.m. in the Jordan Conference Room.

10d. Planning Committee

Planning Committee Chair Marie Prager reported that the first meeting of the committee for the current school year was held on Wednesday, February 27, 2002. The five-year plan set last year was halted by this year's budget constraints; there will be no added programs or staff (other than to meet enrollment needs). The committee will meet again in June after the budget is finalized to create a new five-year plan.

11. UNFINISHED BUSINESS

11a. Consideration of a proposed High School Baseball trip to Delray Beach Florida

Jim Rowe made a motion to approve the baseball trip as described in the written material provided in the board packet. Elaine Moloney seconded. During discussion of the motion, Kevin Sweeney stated that he would stand on the objections he stated last month when this was first brought before the board; that in difficult financial times he cannot support approving "extravagant" trips even though no school department funds are being used or even requested.

11a. (continued)

The motion was approved 6-1. (Yes - DeSena, Entwistle, Moloney, Prager, Rowe, Steinman. No - Sweeney)

11b. Consideration of a proposed High School Softball trip to Orlando, Florida

Jim Rowe made a motion to approve the softball trip as described in the written material provided in the board packet. Marie Prager seconded. During the discussion of the motion, Kevin Sweeney questioned the timeliness of the request and asked that all such requests in the future come to the board well before preparation of the trip is begun. The motion was approved 6-1. (Yes - DeSena, Entwistle, Moloney, Prager, Rowe, Steinman. No - Sweeney)

12. NEW BUSINESS

12a. Consideration of the superintendent's recommendations to athletic fee positions

Dr. Forcella recommended: Roger Rioux,, Varsity Baseball; Scott Labbee, Assistant Baseball; Mort Soule, JV Baseball; Joe Hendrickson, Varsity Softball; Bill Robidoux, Assistant Softball; Sam Coughlin, JV Softball; Ben Raymond, Varsity Lacrosse; Charlie Carroll, Boys Lacrosse Asst., Ben Blouin, JV Boys Lacrosse; Andy Strout, Boys Tennis; Ben Putnam, JV Boys Tennis; Susan Ray, Girls Tennis; Jamyn Mooney, JV Girls Tennis; Stephanie McLarty, Varsity Girls Lacrosse; Sarah Jordan, JV Girls Lacrosse; Rick Guerette, Boys Track; Jeremy LaRose, Girls Track; John Casey, 8th Grade Baseball; Carlee Bean, 8th Grade Softball; Chris Roberts, 8th Grade Girls Lacrosse; Joel Shroder, 8th Grade Boys Lacrosse; Wayne Bridgham, 7th Grade Softball; Rebecca Sawyer, 8th Grade Softball.

Jim Rowe made a motion to approve the Superintendent's recommendations to athletic fee positions. Susan Steinman seconded. The motion was approved 7-0.

12b. Consideration of the superintendent's recommendation to co-curricular fee position

Dr. Forcella recommended Sarah Collins for the Spring Art Club Advisor.

Kevin Sweeney made a motion to approve the Superintendent's recommendation to the co-curricular fee position. Susan Steinman seconded. The motion was approved 7-0.

12c. Consideration of a proposed High School Economics class trip to New York City

Dr. Forcella presented a proposal from Ted Jordan, economics teacher, for his class to travel to New York City to visit the New York Stock Exchange. It was pointed out that this first-hand experience is extremely valuable to the learners.

Kevin Sweeney made a motion to approve the field trip as described in the written proposal. Marie Prager seconded. During discussion of the motion Kevin Sweeney again pointed out the need for timeliness in requests of the board regarding trips. Susan Steinman suggested that the board design a form with all of the necessary information for use in such requests.

The motion was approved 7-0.

12d. Consideration of sabbatical leave requests for 2002-2003

Susan Steinman, Sabbatical Leave Chair, presented proposals from three teachers for the upcoming school year. The three teachers are: Susan Dana, World Language teacher at the Middle School; Andrew Strout, Physical Education teacher at the Middle School; and, Richard Rothlisberger, Art teacher at the High School. Both Susan Dana and Richard Rothlisberger are requesting the second semester of the year and Andrew Strout is requesting the second trimester of the Middle School calendar. Mrs. Steinman summarized each of the proposals and stated that the Sabbatical Leave Committee's recommendation is to approve each of them. Susan Steinman made a motion to approve the sabbatical leaves of Susan Dana, Andrew Strout, and Richard Rothlisberger for the 2002-2003 school year as described in the proposals. Jennifer DeSena seconded. The motion was approved 7-0.

12e. Consideration of request from a teacher for unpaid leave for 2002-2003

The Superintendent presented a request from Sarah Carroll, a third grade teacher, for an unpaid child rearing leave for the 2002-2003 school year and recommended that it be approved. Kevin Sweeney made a motion to accept the Superintendent's recommendation to approve the unpaid leave for the 2002-2003 school year to Sarah Carroll. Susan Steinman seconded. The motion was approved 7-0.

12f. Policies - First Reading

The following policies were presented for first reading:

- DF-R: Fundraising Administrative Procedure
- DFAB: Athletic Booster Organizations
- GBL: Personnel Records
- JJI: Philosophy and Beliefs
- JJI-R Athletic Administrative Guideline/Philosophy & Beliefs
- JJIA: Athletic Steering Committee
- JJIF: Sanctioning of Sports
- JJIG: Evaluation of Coaches
- JJJ-R: Athletic Rules and Regulations

Each was presented and discussed with Board members asking questions and offering suggestions.

Chairman Entwistle announced dates of upcoming meetings involving the Board and its subcommittees.

There being no further business, Kevin Sweeney made a motion that the meeting be adjourned. Susan Steinman seconded. The Board approved the motion 7-0. The meeting was adjourned at 9:45PM.

Respectfully submitted,

Thomas A. Forcella, Ed. D.

Superintendent of Schools

[Return to top](#)