

A regular business meeting of the School Board was held on Tuesday, December 9, 2014 at 7:00 p.m. in the Cape Elizabeth Town Hall. An executive session immediately preceded.

School Board members present:

John Christie  
David Hillman  
Susana Measelle Hubbs  
Michael Moore  
Barbara Powers  
M. Kate Williams-Hewitt

Student School Board Representatives present:

Natalie Vaughan  
Piper Strunk and Julia Thoreck, Middle School representatives

Meredith S. Nadeau, Superintendent of Schools

School Board members absent: Joanna Morrissey  
Sierra Bates, Student School Board Representative

Superintendent Nadeau called the meeting to order at 7:00 pm.

**1. CONSIDERATION TO ELECT BOARD OFFICERS AND COMMITTEE APPOINTMENTS –**

a) Election of Board Chair: **Joanna Morrissey**

Motion: Mr. Christie Second: Ms. Measelle Hubbs Vote: 6-0

b) Election of Board Vice-Chair: **Kate Williams-Hewitt**

Motion: Mr. Hillman Second: Mr. Christie Vote: 6-0

c) Appointment of Committees:

**STANDING COMMITTEES**

Finance: **Michael Moore**, Chair; full Board membership

Policy: **John Christie**, Chair

Policy members: **David Hillman, Barbara Powers**

Motion: Ms. Williams-Hewitt Second: Mr. Moore Vote: 6-0

**COMMITTEE APPOINTMENTS**

Cape Elizabeth Education Foundation: **Barbara Powers**

Maine School Management Assn. Delegate(s): **Barbara Powers**, delegate; **Kate**

**Williams-Hewitt**, alternate delegate

PATHS General Advisory Board: **Susana Measelle Hubbs**

Wellness Committee: **Kate Williams-Hewitt** and **Barbara Powers**

Technology Steering: **Michael Moore**

Transportation Appeals: **Kate Williams-Hewitt**

Buildings and Grounds: **Michael Moore**

Teacher/Administrator Evaluation: **Kate Williams-Hewitt and Susana Measelle Hubbs**

Motion: Ms. Williams-Hewitt Second: Mr. Moore Vote: 6-0

#### ADVISORY COMMITTEES

Legislative Liaison(s): **Barbara Powers**

Dropout Prevention: **John Christie**

Community Services Advisory: **David Hillman**

Innovation Team: **Susana Measelle Hubbs and John Christie**

Motion: Ms. Williams-Hewitt Second: Mr. Moore Vote: 6-0

#### 2. **ADJUSTMENTS TO AGENDA** - *none*

#### 3. **APPROVAL OF SCHOOL BOARD MINUTES** -

a) Executive Session, Tuesday, November 18, 2014

b) Regular Business, Tuesday, November 18, 2014

c) Workshop, Tuesday, November 18, 2014

- Mr. Hillman made a motion to approve the slate of minutes as presented. Mr. Christie seconded. (Approved 6-0)

#### 4. **COMMENTS BY STUDENT REPRESENTATIVES** - High school representative, Natalie Vaughan, and Middle school representatives, Piper Strunk and Julia Thoreck, spoke briefly on items of interest from the students' perspective.

#### 5. **COMMENTS FROM PUBLIC ON AGENDA ITEMS** - *none*

#### 6. **COMMUNICATIONS** -

- a) **Fall athletics update** - Athletics administrator Jeff Thoreck spoke briefly highlighting achievements of fall athletic teams. He announced that due to this evening's poor weather conditions the Class A state championship girls' volleyball team would attend to be recognized at another time. Golf team was state Class B runner up and Western Maine Conference champions. Girls' cross-country finished third at states and regionals, with first place finishes at the Western Maine Conference meet and the Festival of Champions in Belfast. Boys' cross-country had third place finishes at states and regionals, with a fourth place finish at Western Maine Conference meet. Field hockey and football teams had quarterfinal appearances. Boys' soccer had an exceptional season with a tough loss in a semi-finals game. Girls' soccer was Western Maine Regional champions and Class B runner up. Sailing finished an impressive 8<sup>th</sup> place at the Great Oaks Invitational in Louisiana. Cape Ultimate (Frisbee) was fall league state champions. There were 17 Western Maine Conference senior all academic all-stars, 27 Western Maine Conference all stars, two team conference championships and two teams were runner-up state champions. Coach Sarah Boeckel was recognized as coach of the year by three organizations: Maine Volleyball Coaches Association, the Forecaster Coach of the Year, and the Maine Sunday Telegram Coach of the Year.

- b) **Superintendent's Report** - Superintendent Nadeau updated the board on items of interest happening within the district during the past month.

**7. NEW BUSINESS**

- a) **Consideration to approve CEHS Baseball team trip to Vero Beach, Florida, April 16-22, 2015** – Mr. Moore motioned for approval. Mr. Christie seconded. (Approved 6-0)

Discussion: Mr. Moore inquired about options for families without the financial resources to participate. Paul Godfrey and varsity coach Andrew Wood responded that at a booster meeting early in the process there were options presented and no issues were expressed at that time. Mr. Hillman asked if everyone, freshman up to seniors, had an opportunity to attend. Coach Wood responded that the trip was only offered to sophomores, juniors and seniors. Mr. Godfrey said that this is a varsity-focused trip and freshman should have future opportunities to participate. Ms. Powers requested the group's trip authorization form be updated to reflect in the affirmative that all parent chaperones will have attended volunteer training prior to the trip. Mr. Godfrey said they are still working to identify chaperones but that all would have the volunteer training.

- b) **Consideration to approve the proposed 2015-2016 academic year calendar** – Mr. Christie motioned for approval of the draft calendar as presented. Ms. Measelle Hubbs seconded. After discussion Mr. Moore proposed tabling the motion so that a new draft could be presented. Superintendent Nadeau said that with the limited time between now and the winter break, a draft could be circulated for feedback in January so that the Board could take action in February.

Discussion: Superintendent Nadeau stated that this draft was first presented publically in September, a calendar meeting open to staff was held in mid-to-late October. As discussed in September, the version presented this evening was developed in consultation with other PATHS sending schools because we are required to have no fewer than five dissimilar calendar days. Comments received from faculty pertained to two areas; one being a request to move the October 9 workshop day to the 13<sup>th</sup> in order to reduce the number of interrupted weeks in October. Unfortunately, due to the needs of the other PATHS sending districts this cannot be accommodated. The second was around early release days. If the board wished to entertain the option for more early release days than the calendar should not be adopted this evening and instead another draft brought back to a subsequent meeting so that there would be time for public review and comments.

Ms. Powers inquired about required teacher work days and student days. Ms. Measelle Hubbs inquired about the history of early release days in the district. Mr. Christie inquired about the history of the high school's 7:55 start time and research around the importance of sleep. Principal Shedd responded that the start time has changed several times – both earlier and later - during his tenure. With later school

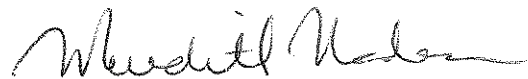
start times extra curriculars began to meet earlier in the day defeating the intentions of having a late start. Superintendent Nadeau added as an option to changing the start time for all students, some districts offer more of a flexible school day. For example, some courses might be offered after school or into the evening by teachers who might have flex work days. Ms. Williams-Hewitt said that due to budget constraints at the time the bus routes were merged creating the start times that exist now. Ms. Powers said she would be open to letting the public know start and end dates and vacations. She would be open to giving the leadership team a month to come up with a proposal for the board and inquired whether community services could support specialized programs in support of added early release days.

- c) **Consideration to approve the following policies for second read** - Ms. Measelle Hubbs motioned for approval of the slate of policies attached to item 7c as presented. Mr. Hillman seconded. (Approved 6-0)
- JLCB: Immunization of Students and Communicable Diseases
  - JCB-E: Yearly Immunization Exemption Form
  - JLCA: Sharing Medical Information Between School and Home  
Recommended for Removal/Deletion
  - JLCC: Communicable Disease
- d) **Consideration to approve the nomination of new personnel for the 2014-2015 school year** – Mr. Christie motioned for approval of Mary Hart, high school visual arts educator, as presented. Ms. Measelle Hubbs seconded. (Approved 6-0)
- Mary Hart** High School Visual Arts Educator [Spring sem, part-time]
- e) **Consideration to approve an unpaid leave request for Middle School teacher, Elizabeth Johnston, from approximately January through April 2015** – Mr. Moore motioned for approval as presented. Mr. Christie seconded. (Approved 6-0)
- f) **Consideration to approve the following athletic curricular staff nomination** – Mr. Christie motioned for approval as presented. Mr. Hillman seconded. (Approved 6-0)
- MIDDLE SCHOOL
- Patrice Leary-Forrey** Nordic Ski
- g) **Consideration to approve Nordic Ski team trip to Stratton Brook Hut at Sugarloaf (Carrabassett Valley, Maine) December 28-30, 2014** - Mr. Moore motioned for approval as presented. Ms. Measelle Hubbs seconded. (Approved 6-0)  
Discussion: Mr. Hillman raised a question about having a policy requiring proof of health insurance for students prior to traveling out of state on team trips.

8. **COMMITTEE REPORTS** – Michael Moore, chair of the **Buildings & Grounds** and **Finance Committees**, reported that last evening the Town Council voted to approve 1.75M bond funding for required non-discretionary capital projects ranging from roof replacement to electrical services. Disciplined annual budgeting work will continue. The **Teacher Evaluation Committee** is beginning its work with Anita Stewart McCaffrey. She is a former school administrator and teacher and current USM professor who is working with the committee to move the process forward. Her particular strength is student-learning objectives and working around assessment design.
  
9. **BOARD AGENDA REQUESTS** – *There were no board agenda requests.*
  
10. **ANNOUNCEMENTS OF UPCOMING MEETINGS** -  
John Christie reported that the **Policy Committee** was still working to determine the next meeting date. The **School Board Workshop** will be held on Wednesday, December 17 at 6:30pm in the CEHS Library & Learning Commons.
  
11. **ADJOURNMENT** – Mr. Christie made a motion to adjourn. Ms. Williams-Hewitt seconded. (Approved 6-0)

The meeting was adjourned at 8:25 p.m.

Respectfully submitted,



Meredith Nadeau  
Superintendent of Schools