

A regular business meeting of the School Board was held on Tuesday, June 9, 2015 at 7:00 p.m. in the Cape Elizabeth Town Hall. An executive session immediately preceded.

School Board members present: John Christie  
David Hillman (arrived after approval of minutes)  
Susana Measelle Hubbs  
Joanna Morrissey, Chair  
Barbara Powers  
M. Kate Williams-Hewitt, Vice-Chair

Meredith S. Nadeau, Superintendent of Schools

*Absent:* Michael Moore  
Sierra Bates & Natalie Vaughan, student representatives

Ms. Morrissey called the meeting to order at 7:00 pm.

**1. ADJUSTMENTS TO AGENDA - none**

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

- a) Budget Workshop, Monday, May 4, 2015
- b) Executive Session, Tuesday, May 12, 2015
- c) Regular Business, Tuesday, May 12, 2015
- d) Workshop, Tuesday, May 26, 2015

- Mr. Moore made a motion to approve the slate of minutes as presented. Ms. Williams-Hewitt seconded. (Approved 5-0)

**3. COMMENTS BY STUDENT REPRESENTATIVES - none**

**4. COMMENTS FROM PUBLIC ON AGENDA ITEMS - none**

**5. COMMUNICATIONS -**

- a) **Pond Cove Principal of the Day – Declan Scifres** spoke briefly about his experience serving as principal of Pond Cove.

- b) **Recognitions -**

**Annemieke Buterbaugh** read her winning essay describing her mural installation at Pond Cove Elementary School. Annemieke won a full summer camp scholarship to the Maine College of Art.

Legislative sentiments from Senator Rebecca Millett were presented to **Lily Jordan** and **Will Steidl** in recognition of their National Scholastic Art and Writing Awards.

- c) **Annual Report of Volunteer Services** – Director of Volunteer Services, Gail Schmader, provided a brief overview of volunteer efforts as provided within Cape Elizabeth Schools' volunteer services annual report. *More detailed information from Gail's report can be found online.*

- d) Recognition of **Retirees** – Retiring staff – **Gail Schmader** (25 yrs), **Belinda Snell** (28 yrs), **Jamie Michaud** (21 yrs), **Karen Abbott** (17 yrs) and **Tracy Greenwood** (28 yrs) – were individually recognized. A brief reception immediately followed.
- e) **Administrators' Strategic Plan updates** – Principals Tracy, Hasson and Shedd, and Director of Instruction Ruth Ellen Vaughn briefly updated the Board on strategic plan related endeavors within the buildings and the district.
- f) **National Center for School Leadership 2<sup>nd</sup> Annual (parent/student) Survey Results** - Superintendent Nadeau presented a brief [overview](#) of the approximately 800+ pages of data from the district's 2<sup>nd</sup> annual student and parent engagement and satisfaction surveys. It is expected that the staff climate and culture survey will be completed by the end of school.  
Surveys were administered by the National Center for School Leadership (NCSL) between mid-to late January 2015 with results returned to the district in late March. The district leadership team reviewed those results in April and May. Surveying was conducted to help in identifying progress made around the district's mission/vision/values and to collect stakeholder input.  
The NCSL considers constituent responses at least 10% above the national average as 'very positive', within a 20% or more unfavorable rating as 'presenting opportunities', and responses within 10% or more below the national average as areas to 'shed more light on'.
- g) **Superintendent's Report** - Superintendent Nadeau updated the board on items of interest happening within the district during the past month. Cape Elizabeth Schools' has entered into an agreement to share costs and resources of its Director of School Nutrition with the Scarborough Schools. Enrollment: current incoming 5<sup>th</sup> grade at 112 students (at projection), 4<sup>th</sup> grade at 140 (a bit above), kindergarten is at 92 students. Anticipate one-year elementary teacher job postings for grades K and four at this point. Search for a special education director continues.

## 6. **NEW BUSINESS**

- a) **Consideration to approve Lisa Melanson's proposed EF Tour to Italy, France and Spain, June 21-30, 2016** -  
– Ms. Williams-Hewitt made a motion for approval as presented. Mr. Christie seconded. (Approved 5-0; *Ms. Measelle Hubbs absent*)
- b) **Consideration to approve the nominations of new personnel for 2015-2016** –  
Ms. Williams-Hewitt motioned for approval as presented. Ms. Powers seconded. (Approved 6-0)

**Elizabeth Murphy-Lewis** - Social Worker (high school/ 0.5FTE)

**Molly Kellogg** - Gifted & Talented Educator (district / 0.2FTE)

- c) **Consideration to grant the Superintendent of Schools the authority to hire school personnel, excluding administrative positions which will require Board approval, over the summer** – Ms. Williams-Hewitt motioned for approval as presented. Mr. Christie seconded. (Approved 6-0)
  
- d) **Consideration to approve the following job descriptions:**
  - Instructional Team Leader – Pond Cove
  - Organizational Team Leader – Pond Cove
  - Student Support Team Member – Pond Cove

– Ms. Williams-Hewitt motioned for approval as presented. Ms. Measelle Hubbs seconded. (Approved 6-0)
  
- e) **Consideration to approve the following athletic and co-curricular staff nominations for the 2015-2016 school year** – Ms. Measelle Hubbs motioned for approval of nominations as presented. Ms. Williams-Hewitt seconded. (Approved 6-0)

**DISTRICT**

Wendy Derzawiec	District Webmaster
Mary Dulac	Pond Cove certification cmte
Kathleen Walsh	Middle School certification cmte
Christine Newell	High School certification cmte
Mark Ashe	At-Large certification cmte

**SPECIAL EDUCATION**

Karen Johnson (1/2)	Cape Special Olympics
David Croft (1/2)	

**MIDDLE SCHOOL**

Woodlin Tabery	Soccer, Boys' gr 8
Fritz Maddrell	Soccer, Girls' gr 8
Caitlin Dodge	Soccer, Girls' gr 7
Christopher Drake	Tennis, 7 <sup>th</sup> & 8 <sup>th</sup>
Ben Putnam	Tennis Asst.
Peter Weare	MS Football (booster funded)
Kathy Walsh	Gr 5 Team Leader
Allison Caruso	Gr 6 Team Leader
Kris Moniz	Gr 7 Team Leader
Terese Roberts	Gr 8 Team Leader
Tammy Thatcher	Special Education Team Leader
Ann-Marie Dionne	World Language Team Leader
Marguerite Lawler-Rohner	Allied Arts Team Facilitator
Kim Sturgeon	Student Support Team co-Leader

Stephanie Bouffard Student Support Team co-Leader  
 Laura Ellis Student Support Team MEMBER

Nancy Murray Chorus (7-8)  
 Steve Price Drama  
 Caitlin Ramsey Instr Music  
 Allison Caruso Math Team (5-6)  
 Adam Killip Math Team (7-8)  
 Carrie Newton Debate Team  
 Alison Hawkes Speech Team  
 Carrie Newton Student Council  
 Steve Price Variety Show  
 Steve Price Performance Center Director  
*t/b/d* Chewonki Coordinator  
 Tom Charltray Robotics (5/6)  
 Pierre Paradis Robotics (7/8)  
 Alison Hawkes Newspaper

#### HIGH SCHOOL

Ben Raymond Soccer, Boys' Varsity  
 David Croft Soccer, Boys' JV  
 Charlie Carroll Soccer, Boys' Asst. (booster funded)  
 Craig Fannan Soccer, Girls' Varsity  
 Don Burke Soccer, Girls' JV  
 Andy Strout Soccer, Girls' Asst. (booster funded)  
 Derek Veilleux Cross Country, Boys'

Andrew Lupien Cross Country, Girls'  
 Darci Holland Field Hockey, Varsity  
 Leslie Young Field Hockey, JV  
 Tony Decker Golf  
 Aaron Filieo Football, Varsity  
 Ron Kierstead Football Asst.  
 Chris Mims Football Asst.  
 Roy Kierstead Football Asst. (booster funded)  
 Calvin Hall Football Asst. (booster funded)  
 Rob Susi Football Asst. (booster funded)  
 Ryan Piper Football Asst. (booster funded)  
 Sarah Boeckel Volleyball  
 Hilary Roberts Volleyball, JV  
 Tom Robinson Volleyball, First Team (booster funded)

Erin Hill English Dept. Head  
 Brandy LaPointe Guidance Dept. Head  
 Betsy Nilsen Arts & Technology Dept. Head  
 Sarah Harrington Social Studies Dept. Head

Courtney Ferrell	Math Dept. co-chair
Roger Rioux	Math Dept. co-chair
Kathy Bock	Science Dept. Head
Scott Shea	Health Dept. Head
Ben Raymond	Special Education Dept. Head

**POND COVE**

Amanda Marsden	Instructional Team Leader K
Karen Ferry	Instructional Team Leader 1
Linda Siegmund	Instructional Team Leader 2
Talya Edlund	Instructional Team Leader 3
Ingrid Whitaker	Instructional Team Leader 4
Cameron Rosenblum	Instructional Team Leader Allied Arts Instructional and Organizational Team
David Croft	co-Leader – Special Education Instructional and Organizational Team
Jeff Davis	co-Leader – Special Education
Danielle Hessert	Organizational Team Leader K
Sara Hollowell	Organizational Team Leader 1
Sara Carroll	Organizational Team Leader 2
Ann Valente	Organizational Team Leader 3
Erik Nielsen	Organizational Team Leader 4
Marcia Chase	Organizational Team Leader Allied Arts
Faith Barnes	Student Support Team Member
Debbie Butterworth	Student Support Team Member
Brianne Gallagher	Student Support Team Member
Rosemary Ginn	Student Support Team Member
Deborah Jordan Pearson	Student Support Team Member
Rebecca Bean	Chorus, Gr 4
Tom Charltray	Robotics (elementary)

f) **Consideration and action to approve revisions to the following School Board policy and procedure:**

- JIH – Questioning and Searches of Students and Students' Locker/Storage
- JIH-R – Procedure Questioning and Searches of Students and Students' Locker/Storage

– Mr. Christie motioned for adoption of the second read policy and procedure as presented. Ms. Powers seconded. (Approved 6-0)

- g) **Consideration to allow the Superintendent to carry 10 unused vacation days forward into the next contract year** - Ms. Williams-Hewitt motioned for approval. Ms. Measelle Hubbs seconded. (Approved 6-0)
- h) **Consideration and action pursuant to section 1485(4) of Title 20-A, that the Superintendent of Schools be authorized, after the close of the fiscal year in order to address audit related adjustments that may be needed, to transfer not more than 5% of the total appropriation for any cost center in the current fiscal year operating budget to another cost center or among other cost centers, provided that the total current fiscal year operating budget shall not be increased by such transfers.** - Ms. Williams-Hewitt motioned for approval as presented. Ms. Powers seconded. (Approved 6-0)

**7. COMMITTEE REPORTS -**

**CEEF** - Ms. Powers reported on fundraising opportunities available via the CEEF web site.

**Innovations Team** - Ms. Measelle Hubbs reported on the committee's unsuccessful CEEF spring grant request and feedback received for re-submission during CEEF's fall grant cycle.

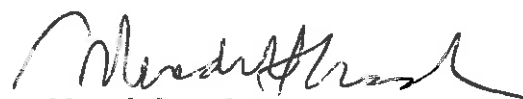
**8. BOARD AGENDA REQUESTS** - Superintendent Nadeau suggested that if Board members had specific workshop topics they would like to see addressed to please share them with either Board leadership or with her soon.

**9. ANNOUNCEMENTS OF UPCOMING MEETINGS - Community Services Advisory Commission and Teacher/Admin Evaluation Committee** meet on June 10. The **Innovations Team** meets on June 16. There will be a **Negotiations** meeting on Thursday, June 11. The next **School Board Regular Business** meetings will be held on Tuesday, August 25<sup>th</sup> in the High School Library Learning Commons, and again on Tuesday, September 8<sup>th</sup> in the Town Council Chambers.

**10. ADJOURNMENT** - Ms. Measelle Hubbs made a motion to adjourn. Ms. Williams-Hewitt seconded. (Approved 6-0)

The meeting was adjourned at 10:06 p.m.

Respectfully submitted,



Meredith Nadeau  
Superintendent of Schools