

A regular business meeting of the School Board was held on Tuesday, September 8, 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
Michael Moore
Joanna Morrissey, Chair
Barbara Powers
M. Kate Williams-Hewitt, Vice-Chair

Student School Board Representatives present: Montana Braxton
Natalie Vaughan

Meredith S. Nadeau, Superintendent of Schools

Ms. Morrissey called the meeting to order at 7:05 pm.

1. **ADJUSTMENTS TO AGENDA** - none

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

- a) Special Business, Thursday, August 6, 2015
- b) Executive Session, Tuesday, August 25, 2015
- c) Regular Business, Tuesday, August 25, 2015
 - Mr. Moore made a motion to approve the slate of minutes as presented. Ms. Williams-Hewitt seconded. (Approved 7-0)

3. **COMMENTS BY STUDENT REPRESENTATIVES** - High school representatives, Natalie Vaughan and Montana Braxton, spoke briefly on items of interest from the students' perspective.

4. **COMMENTS FROM PUBLIC ON AGENDA ITEMS** -

William Gross [Sea View Ave] - spoke to agenda item 5a (*Smarter Balance*)
Jen Brooking [Two Lights Rd] - spoke to non-agenda item (*special education*)
Cindy Voltz [Philip Rd] - spoke to non-agenda item (*special education*)
Audra Welton [Two Lights Rd] - spoke to non-agenda item (*special education*)
John Voltz [Philip Rd] - spoke to agenda item 5 (*communications*) and to non-agenda item (*survey presentation*)

5. **COMMUNICATIONS** -

- a) **Smarter Balanced** - Director of Instruction Ruth Ellen Vaughn briefly reviewed assessment results. This was a benchmark year, so there was no 'apples-to-apples' comparison. The state announced before last year's grade 8 testing was completed that Smarter Balanced would not be offered in the future. Our district (NCLB) report card from the state will continue to be based on our 2013-14 NECAP because whatever instrument the state offers next will make it another benchmark year.

- b) **2015 Summer Program – Open Doors Studio** – Ms. Vaughn, along with Lisa Melanson and John Holdridge provided an overview of the 2015 summer program's project-based, across-curriculum learning.
- c) **Administrators' Strategic Plan updates** – Principals Shedd, Hasson, Tracy and Ruth Ellen Vaughn briefly updated the Board on strategic plan related endeavors within the buildings and the district. Principal Hasson also provided a framework for the use of the five Pond Cove (early release) staff development days.
- d) **Superintendent's Report** - Superintendent Nadeau updated the board on items of interest happening within the district. An interim, part-time special education director (Steve Floyd) has been hired and will work three days a week. This search committee, like the business manager search committee in a previous school year, was unable to find a candidate for the position and so the decision was made to move forward with an interim appointment to begin the school year. A new posting for a permanent director is anticipated around the end of this year. Pond Cove Assistant Principal Julie Nickerson has accepted a principal position with Freeport Schools. Her last day will be September 11. Cathy Messmer has been hired to serve as the district's new business manager with today being her first day.

6. NEW BUSINESS

- a) **Consideration to approve the following job descriptions:**
 - Educational Technician I - Library
 - Educational Technician I
 - ~~High School Assistant Principal~~ HELD FOR FUTURE MEETING
 - High School Freshman Transition Coordinator
 - ~~School Department Business Manager/Municipal Comptroller~~ HELD FOR FUTURE MEETING
 - Confidential Secretary (Central Office)
- Mr. Moore motioned for approval of the slate as presented. Ms. Williams-Hewitt seconded.
 - Discussion- Mr. Hillman questioned the descriptions for high school assistant principal and school district business manager and offered revisions.
- Mr. Moore amended his motion to approve the Ed Tech I – Library, Ed Tech I, High School Freshman Transition Coordinator, and Confidential Secretary (Central Office) job descriptions. *High School Assistant Principal and School Department Business Manager/Municipal Comptroller job descriptions will be tabled to allow Mr. Hillman to provide his edits for consideration at a future meeting.* Mr. Hillman seconded. (Approved 7-0)
- b) **Consideration to approve the following athletic staff nominations for the 2015-2016 school year** – Mr. Moore motioned for approval of nominations as presented. Mr. Christie seconded. (Approved 7-0)

MIDDLE SCHOOL

Daniel Weeks Soccer, Boys' gr 7
Matt Whaley Cross Country, Girls' (7/8)

HIGH SCHOOL

Maura Meyers Field Hockey, varsity
Chris Whitney Golf, varsity

c) **Consideration of the following School Board policies for first reading.** No vote required.

- EHB – School Records Retention
- JJH – Interrupted Study
Recommended for Deletion
- JJB – School-sponsored Social Activities/Events

- Mr. Christie reviewed the policies for first reading and further discussion at the next Policy Committee meeting.

7. **COMMITTEE REPORTS** -

Teacher/Admin Evaluation - will meet Thursday and the following Wednesday to continue its work.

8. **BOARD AGENDA REQUESTS** - *none*

9. **ANNOUNCEMENTS OF UPCOMING MEETINGS** - The September **School Board Workshop** meeting will be held on Monday, September 21st in the High School Library Learning Commons. Topic is slated to be attendance and curriculum work, and the Buildings & Grounds committee will report out on the Community Services engineering study. **Policy** will be meeting on the 3rd Monday, monthly at 7:30am. The next School Board **Regular Business** meeting will be held on Tuesday, October 13 in the Town Council Chambers. A school board appointed representative to the Town **Bottle Shed Committee** would be made at the next regular business meeting.

10. **ADJOURNMENT** - Ms. Measelle Hubbs made a motion to adjourn. Ms. Williams-Hewitt seconded. (Approved 7-0)

The meeting was adjourned at 9:09 p.m.

Respectfully submitted,



Meredith Nadeau
Superintendent of Schools