

A regular business meeting of the School Board was held on Tuesday, January 13, 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
Susana Measelle Hubbs
Michael Moore
Joanna Morrissey, Chair
Barbara Powers
M. Kate Williams-Hewitt, Vice-Chair

Student School Board Representatives present:
Sierra Bates and Natalie Vaughan

Meredith S. Nadeau, Superintendent of Schools

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

1. **ADJUSTMENTS TO AGENDA** - add Item 5e, a presentation by the district's library & instructional technology specialists (LITS)

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

a) Executive Session, Tuesday, December 9, 2014

b) Regular Business, Tuesday, December 9, 2014

c) Workshop, Tuesday, December 17, 2014

- 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, Sierra Bates and Natalie Vaughan spoke briefly on items of interest from the students' perspective.

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

William Gross [Sea View Ave] - *speaking to agenda item 5c, asked whether there would be public comment opportunities at the board budget workshops scheduled during February and March.* Mr. Moore responded affirmatively adding that all meetings are open to the public and citizen input is welcomed.

5. **COMMUNICATIONS** -

a) **Recognition** -

• Representatives from Cape's Class A state championship **girls' volleyball team**, along with coach, Sarah Boeckel and assistant coach Hillary Roberts, were in attendance to be recognized for their achievements.

• High school teacher-coach, Mary Page, along with David Hillman and Sierra Bates, spoke briefly about Cape's **Mock Trial team** and their fifth consecutive state championship. The team will compete nationally in North Carolina in the spring.

- b) **2015-2016 School Year Calendar (2nd Draft)** – Superintendent Nadeau, following December’s board meeting discussion, presented a second draft calendar that included five K-4 only early release dates intended for teacher collaborative planning time use. Staff and public feedback will be solicited with a due-by date at the end of January. Depending upon timing for public comment period if revisions are made, the calendar may either be presented for adoption or have another first reading at the board business meeting in February.
- c) **Proposed FY16 Budget Meetings** – Superintendent Nadeau introduced the proposed 2015-2016 budget planning dates. The initial public budget presentation will be during February’s regular school board business meeting (2/10/15) this year. Finance chair Michael Moore invited the community to ask/email budget questions to him, the school board, or superintendent at any time.
- Superintendent Nadeau added that budget preparation always involve some unknowns and this year the Governor’s budget proposal included flat funding for general purpose aid while the education committee’s subcommittee report on the essential programs and services (EPS) formula made recommendations for changes.
- The district is looking closely at enrollment and awaiting more information from Planning Decisions. It is known that the incoming kindergarten class is likely to be smaller than the current kindergarten class, and classes moving up from the elementary school are smaller than classes leaving the middle school. After about a year, high school graduating classes will likely begin to shrink by about 20 students a year.
- Historically, school staff submit budget proposals to their administrator. That administrator then brings forward their budget proposal to the school superintendent and business manager in December. Scott Wyman, the district’s business manager, plugs in all the known pieces, i.e., general purpose aid, health insurance, teacher salary increases, fuel costs, etc., so in turn the superintendent can present a budget to the board that is in the best interest of the K-12 system.
- d) **Retirements** – Superintendent Nadeau announced two notifications received to date – Gail Schmader and Jamie Michaud.
- e) **Library & Instructional Technology Specialists (LITS) presentation** - Amanda Kozaka, Jonathan Werner and Carolyn Young presented briefly about their evolving role as library and instructional technology specialists within the schools’ library learning common (LLC) spaces. The LLCs offer an interactive online presence - <http://capellc.cape.k12.me.us> or @Cape_LLC.
- f) **Superintendent’s Report** - Superintendent Nadeau updated the board on items of interest happening within the district during the past month. Google apps for families night will be on January 29. In February, there will be a parent night with Dr. Michael Shackelford on differentiated instruction. Thanks to a CEEF grant, Steve Wessler will be in the district doing climate/culture training with middle and high school staff and students next week. The annual Cape Celebrates Literacy Author Fest will be held on Saturday, April 11. March’s C.E. Community Reads book will be ***World Class Learners: Educating Creative and Entrepreneurial Students*** by Yong Zhao.

6. NEW BUSINESS

- a) **Consideration to approve Cape Elizabeth's PATHS Part I and II Budget Costs for 2015-2016 in the amount of \$55,152.37.** [Part I \$54,640.68 / Part II \$511.69] – Mr. Moore motioned for approval. Mr. Christie seconded. (Approved 7-0)
- b) **Consideration to approve a World Affairs Council trip to Dartmouth College Model UN Conference, April 10-12, 2015** – Mr. Moore motioned for approval of trip as presented within school board agenda packet. Ms. Measelle Hubbs seconded. (Approved 7-0)
- c) **Consideration to approve a Girls' Tennis Team trip to Hilton Head, SC, April 18-25, 2015** – Mr. Christie motioned for approval of trip as presented within school board agenda packet. Ms. Williams-Hewitt seconded. (Approved 7-0)
Coach Boeckel was present to answer questions.
- d) **Consideration to approve Ted Jordan's AP Government class trip to Washington, D.C., March 25-27, 2015** – Mr. Christie motioned for approval of trip as presented within school board agenda packet. Ms. Williams-Hewitt seconded. (Approved 7-0)
Superintendent Nadeau noted the last day of the trip falls during the high school's March parent conferences.
- e) **Consideration to approve the following athletic co curricular staff nomination** – Mr. Moore motioned for approval as presented. Ms. Williams-Hewitt seconded. (Approved 7-0)

MIDDLE SCHOOL

John Libby Basketball, Boys' 8th
David Shields Basketball, Boys' 7th
Steve Brinn Basketball, Boys' Expansion

HIGH SCHOOL

Stanis Moody-Roberts Alpine Ski Asst (*booster funded*)

7. **COMMITTEE REPORTS** – Mr. Christie reported that the **Policy Committee** has reviewed about 77% of School Board policies to date. Superintendent Nadeau noted that the board would soon need to appoint negotiation committees for bargaining with custodial/foodservice/transportation group, as well as the Ed tech I/administrative support and Ed tech II/III bargaining units.

8. **BOARD AGENDA REQUESTS** – *There were no board agenda requests.*

9. **ANNOUNCEMENTS OF UPCOMING MEETINGS** -

The **School Board Workshop/Finance** meeting will be held on Tuesday, January 27 at 6:30pm in the CEHS Library & Learning Commons. Topics discussed will likely include general, longer-term drivers of school spending and revenue, such as enrollment, wage

growth and contracts. Discussion around specific budget items will be held until after the superintendent's budget is presented on February 10. The **School Board Goal-Setting Retreat** will be held on Friday, January 16 at 8am at St. Alban's. The **Teacher/Administrator Evaluation Committee** meeting will be held on Thursday, January 29 at 3 pm in the Wm. Jordan Conference Room. The subcommittee on **student growth** will also meet Thursday, January 29. The **Policy Committee** meeting will be held on February 24 at 3pm in the Wm. Jordan Conference Room. The next **School Board Regular Business** meeting will be held on Tuesday, February 10 at 7pm in the Town Council Chambers.

10. **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