

Cape Elizabeth School Board
 Tuesday April 13, 2021
 6:30 p.m. Regular Business Meeting
[Via Zoom](#)
 Meeting PW: *HpPNWU7
 MINUTES ([VIDEO LINK](#))

Strategic Plan Goals:

Health and Well-Being

Our schools will provide a supportive learning environment in which physical, social, and emotional well-being are valued and promoted.

Global Competency

Our students will be personally responsible, aware, empathetic, and engaged local and global citizens.

Multiple Pathways and Definitions of Success

Our schools will value, promote, and celebrate multiple pathways and definitions of success.

Safe, Sustainable, and Effective Facilities

Our schools will be safe and effective facilities. They will be updated and maintained to meet the needs of students and staff in accordance with long-term financial planning.

Environmental Responsibility

The school department will prioritize environmental responsibility, including stewardship and sustainability.

Roll Call:

- | | | | |
|---|---|--|---|
| <input checked="" type="checkbox"/> Heather Altenburg | <input checked="" type="checkbox"/> Kimberly Carr | <input checked="" type="checkbox"/> Philip Saucier | <input checked="" type="checkbox"/> Elizabeth Scifres |
| <input checked="" type="checkbox"/> Cynthia Voltz | <input checked="" type="checkbox"/> Jennifer McVeigh | <input checked="" type="checkbox"/> Laura deNino | |
| <input checked="" type="checkbox"/> Joey Labrie | <input type="checkbox"/> Ellie Gagne
(not present) | | |

AGENDA

Call to Order/Pledge of Allegiance

6:30 p.m.

- I. Adjustments to Agenda - none
- II. Approval of Minutes March 9, 2021

Motion:	Laura DeNino	Second:	Kimberly Carr	Vote:	Unanimous
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Heather Altenburg: Yay <input checked="" type="checkbox"/> Nay <input type="checkbox"/>	Kimberly Carr: Yay <input checked="" type="checkbox"/> Nay <input type="checkbox"/>	Philip Saucier: Yay <input checked="" type="checkbox"/> Nay <input type="checkbox"/>	Elizabeth Scifres: Yay <input checked="" type="checkbox"/> Nay <input type="checkbox"/>
Cindy Voltz: Yay <input checked="" type="checkbox"/> Nay <input type="checkbox"/>	Jennifer McVeigh: Yay <input checked="" type="checkbox"/> Nay <input type="checkbox"/>	Laura DeNino: Yay <input checked="" type="checkbox"/> Nay <input type="checkbox"/>	

- III. Approval of Minutes March 16, 2021 – Special Business Meeting

Motion:	Laura DeNino	Second:	Elizabeth Scifres	Vote:	Unanimous
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Heather Altenburg: Yay <input checked="" type="checkbox"/> Nay <input type="checkbox"/>	Kimberly Carr: Yay <input checked="" type="checkbox"/> Nay <input type="checkbox"/>	Philip Saucier: Yay <input checked="" type="checkbox"/> Nay <input type="checkbox"/>	Elizabeth Scifres: Yay <input checked="" type="checkbox"/> Nay <input type="checkbox"/>
Cindy Voltz: Yay <input checked="" type="checkbox"/> Nay <input type="checkbox"/>	Jennifer McVeigh: Yay <input checked="" type="checkbox"/> Nay <input type="checkbox"/>	Laura DeNino: Yay <input checked="" type="checkbox"/> Nay <input type="checkbox"/>	

- IV. Comments from Public on Agenda Items (per SB BEDH)- before the comments were started, Chairperson Altenburg explained how the Board had extended the speaking time to an hour, because of Agenda Item C.
- A. Win Phillips (12:00)
 - B. David Hughes (14:28)
 - C. Chris Straw (17:08)
 - D. John Lewis (20:07)
 - E. Renee Burch (23:02)
 - F. Josh Dennison (25:37)
 - G. Cherie Gustafson (28:15)
 - H. Stacey Hughes (31:30)
 - I. Kelly McDonald (34:10)
 - J. Amanda Marsden (36:52)
 - K. Jess Davis-Knowlton (39:25)
 - L. Eliot Hughes (41:50)
 - M. Alice Reiniger (43:30)
 - N. Aimee Parsons (46:04)
 - O. Christine (50:10)
 - P. Susana Measelle Hubbs (53:14)
 - Q. Zakia Nelson (55:25)
 - R. McCormick Family (58:25)
 - S. Nicole Boucher (1:01:17)
 - T. Tara Bucci (1:03:55)
- V. Comments from Student Representatives
- A. Joey Labrie (1:05:38) – talks about clubs and organizations, achievements to be noted, SATs, and student life, among other things.
- VI. Presentations:
- Social Workers (1:08:57), a [slide show](#) presented by Sarah Hanson, Deb Hannon, and Danielle Grimes depicted the ongoing support that the social workers and counseling department provides for the students and staff of the district.
- VII. COVID Update – Superintendent Wolfrom – (1:29:30) presents her slide show
- A. Elizabeth Scifres asks what happens if we’re designated yellow right after April Vacation, and we haven’t pivoted yet? Superintendent Wolfrom answers that we would consider if we wanted to stay in hybrid or move into a 4-day week, the yellow designation does allow for choice.
 - B. Kimberly Carr – 1:47:05
 - C. Jennifer McVeigh – asks about bussing transportation, and numbers. Those numbers aren’t available at the time of the meeting.
 - D. Cindy Voltz – 1:54:48
 - E. Phil Saucier – 2:00:45
 - F. Kimberly Carr – 2:01:24

- G. Jennifer McVeigh – 2:03:23
- VIII. Administrative Reports
 - A. Principals
 - i. Jason Manjourides – 2:08:24
 - ii. Troy Eastman – 2:12:55
 - iii. Jeff Shedd – 2:15:52
 - B. Business Manager ***supporting documents included** 2:17:32
 - C. Director of Teaching & Learning 2:19:08
 - D. Director of Special Services 2:20:46
 - E. Superintendent 2:21:36
 - i. 2021 WMC Champions – Alpine Ski Team – Congratulations - Girls & Boys Teams
 - ii. Enrollment Numbers ***supporting document included**
 - iii. FY22 Budget Update
- IX. New Business

A. Notification of retirees and resignations:

Retirees:

1. Linda Alfiero, PCES, First Grade Teacher
2. Debbie Butterworth, PCES, Math Interventionist
3. Mary Dulac, PCES, Literary Interventionist
4. Michele Gagne, CEMS, Administrative Assistant
5. Candace O'Brien, CEHS, Math Teacher

Resignations:

6. Montserra Torres-Salvador, CEHS, Spanish Teacher
7. Cathy Stankard, Director of Teaching & Learning
8. Noel Harroff, Director of Technology
9. Perry Schwarz, Director of Facilities & Transportation

B. Consideration to approve Marija Randall for the High School Math Teacher position

This was replacing Ms. O'Brien who is retiring.

Motion:	Elizabeth Scifres	Second:	Kimberly Carr	Vote:	Unanimous
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C. Consideration to act on recommendation by the District Planning Committee:

The recommendation to go four in person days a week, for hybrid students (Monday, Tuesday, Thursday and Friday)

- Laura DeNino 2:27:10
- Jennifer McVeigh 2:29:26
- Phil Saucier 2:32:28

- Cindy Voltz 2:37:00
- Elizabeth Scifres 2:38:39
- Kimberly Carr 2:42:09
- Heather Altenburg 2:45:34
- Kimberly Car 2:52:00

Motion:	Laura DeNino	Second:	Kimberly Carr	Vote:	Majority Yay One Nay
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D. Consideration to approve the Director of Educational Technology Job Description
With the separation of the town and the school's shared position, this decision for the position to be more focused on the education piece.

Motion:	Laura DeNino	Second:	Elizabeth Scifres	Vote:	Unanimous
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Cindy Voltz: Yay <input checked="" type="checkbox"/> Nay <input type="checkbox"/>	Jennifer McVeigh: Yay <input checked="" type="checkbox"/> Nay <input type="checkbox"/>	Laura DeNino: Yay <input checked="" type="checkbox"/> Nay <input type="checkbox"/>	

E. Consideration to approve the Technology Integrator Job Description

Motion:	Laura DeNino	Second:	Elizabeth Scifres	Vote:	Unanimous
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Cindy Voltz: Yay <input checked="" type="checkbox"/> Nay <input type="checkbox"/>	Jennifer McVeigh: Yay <input checked="" type="checkbox"/> Nay <input type="checkbox"/>	Laura DeNino: Yay <input checked="" type="checkbox"/> Nay <input type="checkbox"/>	

F. Consideration to approve the FY22 School Budget
Mr. Saucier and Marcia Weeks present at 2:58:16, starting with an overview of the process and a slide show.

Motion:	Laura DeNino	Second:	Kimberly Carr	Vote:	Unanimous
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G. Second Reading - Policy DJF – School Nutrition Procurement Procedures and Code of Conduct

Motion:	Elizabeth Scifres	Second:	Laura DeNino	Vote:	Unanimous
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H. First Reading:

- 1) Policy JFABD
- 2) Policy JFC
- 3) Procedure JFABD-R
- 4) Procedure JFC-R

X. School Board Agenda Requests

XI. Committee Reports:

- F. PATHS – Cindy – 3:14:45
- G. Policy – Elizabeth
- H. DEI – Heather
- I. Superintendent Search Committee – Heather 3:16:55
- J. Technology Committee – Cindy 3:17:54

XII. Announcement of Upcoming Meetings

- A. DEI Task Force – April 14, 3:30 pm via Zoom
- B. Policy Committee – April 26, 3 pm via Zoom
- C. School Board Presents Budget to Town Council – April 26, 6:00 pm via Zoom
- D. School Board Budget Workshop (if needed) – April 27, 6:30 pm via Zoom
- E. Finance Sub Committee – April 27, 8:30 am via Zoom

XIII. Consideration to Adjourn

Motion:	Laura DeNino	Second:	Elizabeth Scifres	Vote:	Unanimous
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Cindy Voltz: Yay <input checked="" type="checkbox"/> Nay <input type="checkbox"/>	Jennifer McVeigh: Yay <input checked="" type="checkbox"/> Nay <input type="checkbox"/>	Laura DeNino: Yay <input checked="" type="checkbox"/> Nay <input type="checkbox"/>	

PUBLIC PARTICIPATION AT BOARD MEETINGS

BEDH

Regular, special and emergency meetings of the Board are open to the public. The Board wishes to provide opportunities for citizens to express their interests, concerns and suggestions related to matters under consideration by the Board. The public is cordially invited to attend and participate in these meetings as set forth in this policy.

In order that the Board may fairly and adequately discharge its overall responsibilities, citizens or groups wishing to address the Board on a topic not otherwise on the agenda must submit a request in writing to the Superintendent at least one full week in advance of the scheduled meeting. The Superintendent and/or Board Chair may add the item to the agenda at their discretion.

As the elected representative body of the school unit, the Board conducts meetings to carry out the official business of the schools. These meetings are not public forums, but are meetings at which the Board does its business in public. An agenda is prepared and published in advance of each meeting in accordance with Board policy. Anyone desiring additional information about any item on the agenda should direct inquiries to the Superintendent's Office.

Generally, opportunities for the public to speak on agenda items will take place prior to the Board's vote on those items.

The Board Chairperson is responsible for ensuring the orderly conduct of Board meetings. The following ground rules shall guide public participation at Board meetings:

- A. Citizens, employees, students and others with a legitimate interest in the Board's business is welcome to participate as provided in this policy.
- B. Orderly conduct of a meeting does not permit spontaneous discussion from the audience. Speakers are to identify themselves by name before they begin speaking and to direct their comments and questions to the Board Chairperson. Board members wishing to address a speaker are asked to direct their comments through the Board Chairperson.
- C. In order to make the most efficient use of meeting time, groups or organizations are asked to designate spokespersons to present their comments. Speakers are also requested to avoid duplication or repetition of remarks made by others. The Board Chairperson has the prerogative to limit the time allotted for comments on a particular topic as well as the time each individual may speak.
- D. Gossip, defamatory comments, and abusive, vulgar, or threatening language are not permitted. The Board Chairperson has the prerogative to stop any presentation which violates this rule or which would violate the privacy interests of any individual
- E. Complaints concerning individual students or employees will not be aired in public at Board meetings, but will be referred to the administration for resolution as appropriate.

F. Employees and employee groups may not discuss matters at Board meetings for which other, more appropriate forums are provided by law or contract.

Legal Reference: 1 M.R.S.A. Section 401 et seq.
20-A M.R.S.A. Section 1001

Cross Reference: BEDB – Agenda

ADOPTED: March 8, 2005 (Replaced original BEDH)
Revised: June 14, 2011
April 9, 2013