

Cape Elizabeth School Board
 Tuesday September 8, 2020
 6:30 p.m. Business Meeting
 Executive Session Following
 Via Zoom
 Meeting ID: 891 1948 7792
 Meeting PW: 3b+#EBD7

Heather
 Altenburg

Kimberly
 Carr

Philip
 Saucier

Elizabeth
 Scifres

***M. Nasir
 Shir**
 *Not in
 attendance

Hope Straw

Laura
 deNino

AGENDA

**Call to Order/Pledge of Allegiance
 6:30 p.m.**

I. Adjustments to Agenda
 None

II. Approval of Minutes August 18, 2020

Motion:	Elizabeth Scifres	Second:	Laura DeNino	Vote:	Unanimous
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"/>		
M. Nasir Shir: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Hope Straw: Yay <input checked="" type="checkbox"/> Nay <input type="checkbox"/>	Laura DeNino: Yay <input checked="" type="checkbox"/> Nay <input type="checkbox"/>			

III. Comments from Public on Agenda Items (per SB BEDH)

- Win Phillips, teacher at CEHS, and President of CEEA, wanted to first of all thank the Board for responding to the many questions from the staff. He also wanted to thank the Superintendent for working closely with the Association to resolve problems and answer questions. His comments can be viewed around the 6-minute mark of the recorded video.

IV. Comments from Student Representatives

- Student Representatives are usually picked in the spring, and the school shutdown made this impossible, Mr. Shedd is hoping to resolve this by the next meeting.

V. Presentations:

- Andrew Strout Retirement
 - Mr. Strout was not in attendance because he was already enjoying his retirement up north in the woods. Andy started in the district as a

Teacher's Aide at the HS in 1983. School year 1985, he accepted a position at the MS as the Phys. Ed. Teacher, and has been there ever since. He has also had several coaching positions over the years. Mr. Eastman then spoke fondly of Mr. Strout, and it can be viewed around the 12-and-a-half-minute mark of the video.

- Peter Esposito, Director of Nutrition Services – Meal Ordering Plan
 - i. Mr. Esposito started by congratulating Mr. Strout on his retirement noting his willingness to pitch in and help start a community garden plan program at the HS with no hesitation. He then spoke of the new meal ordering program happening at the schools. New software was purchased. There are still some necessary tweaks and changes that need to occur, but today was the first day of utilizing the program, and it went considerably well. He was also able to secure a waiver for the entire district to eat for free until December 31, 2020. He speaks around the 16-minute mark of the video.

VI. Administrative Reports

A. Principals

- a) Jason Manjourides - It was a pleasant surprise at how well today went. Bussing seemed seamless, lunch went well. His report starts around the 19-minute mark.
- b) Troy Eastman – Agrees on all sentiments that Mr. Manjourides stated, the MS had hoped that things went smoothly, and largely, they did due to the roll-in start. His report starts around 22:28 in the video.
- c) Jeff Shedd - Overall echoes the same things, a good first day. Outdoor wi-fi is now available, all 9th graders received their iPads. His report starts around the 26-minute mark.

B. Business Manager

- a) Marcy Weeks – starts off by sharing the CARES Act Grant money that was just awarded to the district. She reviewed the Annual Timeline by Quarter to show what to expect over the school year. Her report starts around the 31-minute mark.

C. [Director of Teaching and Learning](#)

D. Director of Special Services

- a) Del Peavey – A Social-Emotional Health Committee was created, they met a couple of times. A decision to have Leah Hough, who was an adjunct faculty member at Leslie College come to do Trauma Sensitivity Training to the staff of all 3 schools. Mr. Peavey's report starts around the 38-minute mark.

E. Superintendent – Dr. Wolfrom's report starts around the 41-minute mark. She echoed the thanks to everyone, but wanted to mention the positivity of the bus drivers, along with Pat Fowler's accomplishment in getting the schedules together in a week's time. She visited all three schools, and was impressed by the check-ins, the systems in place, the set-ups of classrooms, and it was great to see the students in the schools.

a) Enrollment Numbers

- a. Superintendent Wolfrom went over the Hybrid vs Remote Learning enrollment numbers, and to keep in mind that they are still changing.

- b. She also touched about the MPA guidelines and how they did not currently meet with CDC guidelines. The MPA are going back to revise, and we will await the decisions.

b) New Hires:

- a. Thomas McNeely, HS, Math Teacher
- b. Alymkan Sydykbekova, CO, Accounts Payable Coordinator
- c. Daniel Meeken, HS, Ed Tech III
- d. Robert Wheeler, HS, Music Teacher
- e. Nathaniel Hunt, HS, Science Teacher
- f. Kimberly Chouinard, PC, First Grade Teacher
- g. Leon Okitosongo, HS, French Teacher
- h. James York, HS, Ed Tech III
- i. Erica Marcus, MS, Mindfulness Director, Grant
- j. Joseph Forsyth, MS, Classroom Teacher 7th & 8th grades

VII. New Business

A. Consideration to approve the Tech Integrator Job Description.

- i. Work has been ongoing to get the description in line with what the Tech Integrators do on a daily basis.

Motion:	Elizabeth Scifres	Second:	Kimberly Carr	Vote:	Unanimous
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M. Nasir Shir: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Hope Straw: Yay <input checked="" type="checkbox"/> Nay <input type="checkbox"/>	Laura DeNino: Yay <input checked="" type="checkbox"/> Nay <input type="checkbox"/>	

B. Consider to approve the following nominations for Fall Coaches:

- i. Ms. Altenburg thanked these coaches for being patient in the process, and for stepping up to help give the students a well-rounded education.

8 th Grade Field Hockey	School Funded	Not a new hire	Not a new position	Suzanne Martin-Pillsbury
7 th Grade Field Hockey	School Funded	Not a new hire	Not a new position	Elizabeth Neuts
Tennis, CEMS	School Funded	Not a new hire	Not a new position	Christopher Drake
Assistant Tennis, CEMS	School Funded	Not a new hire	Not a new position	Niamh Colpitts
Boys Cross Country, CEMS	School Funded	Not a new hire	Not a new position	Joe Doane
Girls Cross Country, CEMS	School Funded	Not a new hire	Not a new position	Joey Doane
Boys' Varsity Soccer	School Funded	Not a new hire	Not a new position	Ben Raymond
Boys' JV Soccer	School Funded	Not a new hire	Not a new position	David Croft

Girls' Varsity Soccer	School Funded	Not a new hire	Not a new position	Graham Forsyth
Girls' JV Soccer	School Funded	New hire	Not a new position	Michael Young
Cross Country, Head Coach	School Funded	Not a new hire	Not a new position	Andrew Lupien
Cross Country, Asst Coach	School Funded	Not a new hire	Not a new position	Amy Devries
Field Hockey, Varsity	School Funded	Not a new hire	Not a new position	Maura Bisogni
Field Hockey, JV	School Funded	Not a new hire	Not a new position	Diane Nicholson
Golf	School Funded	Not a new hire	Not a new position	Adam Trottier
Golf, Asst.	School Funded	Not a new hire	Not a new position	Katy Heskett
Football, Varsity Head Coach	School Funded	Not a new hire	Not a new position	Sean Green
Football, Asst. (1 st Stipend)	School Funded	Not a new hire	Not a new position	Nick Cliché
Football, Asst. (2 nd Stipend)	School Funded	Not a new hire	Not a new position	Andy Shorey
Football, Asst. (2 nd Stipend)	School Funded	Not a new hire	Not a new position	Rob Dacey
Football, Asst. (2 nd Stipend)	School Funded	Not a new hire	Not a new position	Dominic Bernard
Football, Asst. (2 nd Stipend)	School Funded	Not a new hire	Not a new position	Wes Davis
Volleyball Varsity Head Coach	School Funded	Not a new hire	Not a new position	Sarah Boeckel
Volleyball, JV	School Funded	Not a new hire	Not a new position	Jean Lavallee
Soccer, Girls' Asst.	Booster Funded			Andrew Strout
Football Asst.	Booster Funded	New Hire		Jon St. Pierre
Football Asst.	Booster Funded			Wes Davis
Volleyball First Team	Booster Funded			Roger Rioux
Strength & Conditioning for Volleyball	Booster Funded			Brian McDonald
Strength & Conditioning for XC	Booster Funded			Brian McDonald
Cross Country Asst.	Booster Funded			AG Gillis

Motion:	Laura DeNino	Second:	Phil Saucier	Vote:	Unanimous
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C. Consideration and action to approve the following 2020-2021 administrative personnel nominations:

- i. Ms. Altenburg, again thanked these teachers for stepping up beyond their teaching duties.

School	Position	Nominee
PCES	Student Support Team Member	Kacie Burregi
PCES	Student Support Team Member	Rosemary Ginn
PCES	Student Support Team Member	Chip Babineau
PCES	Student Support Team Member	Deb Butterworth
PCES	Student Support Team Member	Bri Gallagher
PCES	Student Support Team Member	Jon Delisle
PCES	Curriculum Leader Position – ELA	Rosemary Ginn
PCES	Curriculum Leader Position - Math	Melissa Richard
PCES	Curriculum Leader Position – Science	Julie Merriam
PCES	Curriculum Leader Position – Social Studies	Karen Ferry
PCES	Team Leader – Grade K	Kate Atkinson
PCES	Team Leader – Grade 1	Linda Alfiero
PCES	Team Leader – Grade 2	Kaili Gallant
PCES	Team Leader – Grade 3	Katherine Zellers
PCES	Team Leader – Grade 4	Ingrid Whitaker
PCES	Team Leader – Allied Arts	Becky Bean
PCES	Team Leader – Special Ed	Chip Babineau
CEMS	Team Leader – Grade 5	Matt Whaley
CEMS	Team Leader – Grade 6	Alison Caruso
CEMS	Team Leader – Grade 7	Kris Moniz
CEMS	Team Leader – Grade 8	Terese Roberts
CEMS	Team Leader – Allied Arts	Marguerite Lawler-Rhoner
CEMS	Team Leader – Special Education	Cheryl Joys
CEMS	Team Leader – World Language	Susan Dana
CEMS	Curriculum Leader Position – ELA	Claire Ramsbotham & Joanna Payne

CEMS	Curriculum Leader Position - Math	Per Noreus
CEMS	Curriculum Leader Position – Science	Sashi Kaufman
CEMS	Curriculum Leader Position – Social Studies	Hannah Hyde & Joanna Payne

Motion:	Laura DeNino	Second:	Elizabeth Scifres	Vote:	Unanimous
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D. Consideration to approve nominations for the following committees:

Evaluation Steering Committee	Recertification Committee
Susan Dana	Mary Dulac
Mary Dulac	Alison Hawkes
Kristina Moniz	Sarah McKeown
Terese Roberts	Win Phillips
Cam Rosenblum	Kris West
Michael Young	

Motion:	Hope Straw	Second:	Kimberly Carr	Vote:	Unanimous
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E. Consideration to approve the following Peer Mentors:

Mentor	Educator
Sara Hollowell	Kimberly Chouinard, PCES
Aysun Simpson	Nathaniel Hunt, CEHS
Laura Trippe	Haley Malm, CEMS
Courtney Ferrell	Drew McNeely, CEHS
Ali Gwyther	Leon Okitosongo, CEHS
Joanne Lee	Rob Wheeler, CEHS

Motion:	Laura DeNino	Second:	Elizabeth Scifres	Vote:	Unanimous
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VIII. Consideration to create a Cape Elizabeth School District Task force to address DEI within the district to be comprised of several School Board members, administrators, teachers and students.

- i. There is a lot of energy behind the DEI movement, and in an effort to keep this going, a committee is formed to keep the conversations going.

Motion:	Laura DeNino	Second:	Kimberly Carr	Vote:	Unanimous
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IX. School Board Agenda Requests

X. Second Reading of Policies:

- i. These policies required updates to the Title IX requirements. These changes were discussed and implanted at the August Public Policy meeting. Ms. Straw discusses them around the 1-hour ten-minute mark.

B. AC

Motion:	Hope Straw	Second:	Laura DeNino	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"/>
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C. ACAA

Motion:	Hope Straw	Second:	Elizabeth Scifres	Vote:	Unanimous
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D. ACAB

Motion:	Hope Straw	Second:	Elizabeth Scifres	Vote:	Unanimous
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XI. Announcement of Upcoming Meetings

- A. School Board Retreat – September 22, TBD- Heather Altenburg suggests moving this meeting due to conflicts. An update will follow and be made public.
- B. School Board Workshop – September 22, 6:30 pm via Zoom
- C. Policy Committee – September 29, 3:00 pm via Zoom

XII. Consideration to enter into Executive Session pursuant to 1 M.R.S.A. §405(6)E) for the purpose of consultation between school unit and its attorney.

Motion:	Elizabeth Scifres	Second:	Phil Saucier	Vote:	Unanimous
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XIII. Consideration to Adjourn

Motion:	Elizabeth Scifres	Second:	Laura DeNino	Vote:	Unanimous
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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