

School Board members present:

Christopher Boniakowski
Peter Joy Engel
Jennifer McVeigh
Phil Saucier, *Chair*
Lee Schroeder
Caitlin Sweet
Cynthia Voltz, *Vice Chair*

Celeste Tourangeau, *Student Representative*
Tom Cadigan, *Student Representative*

Superintendent Christopher Record, Ph.D.

MINUTES

1. CALL TO ORDER/PLEDGE OF ALLEGIANCE

2. ADJUSTMENTS TO AGENDA – None

3. APPROVAL OF MINUTES - [0:37 mins in]

- a. Regular Business, Tuesday, September 9, 2025

Motion: Ms. McVeigh Second: Ms. Engel Vote: Approved 7-0

4. AWARDS & RECOGNITIONS

- a. **Cafeteria compost efforts at CEMS & CEHS [1:19 mins in]** - CEMS teachers Chriss Sutherland (along with Kyle Dancause, who was unavailable this evening) and CEHS technology integrator Tom Farmer, spoke about their efforts to re-start composting/recycling that were, by all accounts, well-established pre-Covid. Mr. Farmer mentioned that due to the incoming ninth grade students having only known composting during their time at CEMS, composting is going very well at CEHS. Environmental Club representatives, co-president Kaia Craig, Colm Hiser-Folland and Lily Northup spoke briefly about their experiences. The group recognized the support of facilities and school nutrition program staff, a relationship with Garbage to Garden, and grant support from EcoMaine. Mr. Sutherland said

currently he is required to do much of the physical, daily composting efforts (dumping sorted liquids, food waste) and is paid for this time through a MS club stipend. He wishes to have this work become integrated into current custodial/facilities efforts. He also noted this process/setup is one that should be considered within the school building project space design. *A group photo was taken.*

5. **COMMENTS BY STUDENT REPRESENTATIVES** (Celeste Tourangeau & Tom Cadigan) *[13:42 mins in]* - Celeste and Tom spoke briefly on items of interest from the students' perspective.
6. **COMMENTS FROM PUBLIC ON AGENDA** (per [BEDH](#)) – *[16:29 mins in]* - None
7. **PRESENTATIONS AND ADMINISTRATIVE REPORTS** - *information is provided within school board agenda materials.*
 - a. **Director of Teaching & Learning, Molly Dilworth, updates on teacher summer curriculum projects and the on-going curriculum review cycle** - *[17:00 mins in]* - Ms. Dilworth presented on CESD summer and curriculum and professional development work happening since the opening of the new school year. Ms. Voltz expressed appreciation for the presentation tying in the Board's goals with on-going district efforts. Ms. Schroeder inquired about how a layperson might learn about or differentiate between 'Marzano' and other assessment frameworks. *An Internet search for 'Marzano New Art and Science of Teaching' was the quick suggestion.* Ms. Sweet expressed that getting this information [specifics around investment in staff/professional development] out into the greater community would be beneficial.
 - b. **BUSINESS MANAGER'S REPORT** - *See supporting document included within agenda packet [41:06 mins in]*

The state recently opened the process for submission of school facility improvement grants. The Program would provide 30% of the project costs as a grant, with the remaining 70% financed at a zero-percent interest rate. Submissions are due by October 31. Award announcements are expected by January 2026. CESD's team has been working with Harriman to identify three priority number one projects that address health, safety, and compliance needs. Two CEHS projects have been identified. The replacement of a roof air-handling unit above the cafeteria, and the installation of ADA-compliant

walkways around the school grounds. For the third project, installing an ADA-compliant public address system, including an intercom extension to the playground area at Pond Cove.

For the monthly financial report, the percentage of the year that has occurred as of September 30 is 25%. The total expenditure amount for the year is at 23.2%. Last year at this time, it was 22%. The 8-year average spent is 23%.

Nutrition program September 2025 update: 16,504 lunches and 5,470 breakfast meals served. An increase of 300 meals from this time last year. Revenue generated from the state claim will be \$90,859.

c. **SUPERINTENDENT'S REPORT** - *[43:14 mins in]*

- **School building project update** - design and preliminary site plan review work continues; town councilors have been updated on the work of Harriman and project timelines. They are expected to nominate a School Building Committee representative at an upcoming meeting.
- Enrollment numbers - *provided within packet*
- Other -
 - 2025 graduate **Sage Evans** was recently recognized with a U.S. Presidential Scholar Award.
 - **Greater Cape School and Community Alliance**, part of our pathways/strategic plan work with the goal of bringing local businesses/non-profits/post-secondary institutions together and making connections for future employment of students. Looking for volunteers to join. There is more information in the *Cape Courier* and on our website.

8. **NEW BUSINESS**

- a. **Consideration to approve the collective bargaining agreement for the Cape Elizabeth Education Association Educational Technicians II and Educational Technicians III dated July 1, 2025 to June 30, 2028.** *[47:45 mins in]*

Motion:	Ms. McVeigh	Second:	Ms. Voltz	Vote:	Approved 7-0
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- b. **Consideration to approve the nominations to serve as Chair and Vice-chair of the Cape Elizabeth School Building Committee (SBC).** [CE School Advisory Building Committee creation as approved 8/26/25 and updated 9/9/2025] *[50:57 mins in]*

Chris Boniakowski	Chair
Caitlin Sweet	Vice-Chair

Motion: Ms. Voltz Second: Ms. Engel Vote: Approved 7-0

- c. **Consideration to approve the slate of nominees to the Cape Elizabeth School Building Committee (SBC)** [CE School Advisory Building Committee creation as approved 8/26/25 and updated 9/9/2025] *[52:08 mins in]*

<u>Name</u>	<u>Representing</u>
T.B.D. by T.C.	Town Council
Daniel Chase	Community
Patrick Cotter	Community
Jocelyn Dickson	Community
Jenn Grymek	Community
Tim Hebda	Community
<i>Tyler Morin</i>	<i>Alternate</i>
David Bagdasarian	School
Tiffany Karnes	School
Caitlin Ramsey	School
Sarah Rubin	School

Motion: Ms. Sweet Second: Ms. Schroeder Vote: Approved 7-0

- d. **Consideration to support passage of the Maine School Boards Association's (MSBA) proposed resolutions to be considered by the MSBA Delegate Assembly meeting on October 18, 2025.** [Note: Lee Schroeder, delegate and Cindy Voltz, alternate as voted 12/10/2024] [54:06 mins in] - Mr. Boniakowski made the point that, to the extent possible, in the reference to technology and "reliable" broadband access, he would prefer MSBA support the Maine-defined levels/standards versus the lower quality ones referenced federally.

Motion:	<u>Ms. Voltz</u>	Second:	<u>Ms. McVeigh</u>	Vote:	<u>Approved 6-0 (Sweet abstained)</u>
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- e. **Consideration to approve Policy EGAD - Copyright Compliance** [57:53 mins in] - Policy committee chair Ms. Sweet reviewed policies presented as discussed at the [September 17, 2025 Policy Committee](#). Ms. Sweet added that some further work on the *procedure* for on-boarding new members could be expected in the future.

Motion:	<u>Ms. Sweet</u>	Second:	<u>Ms. Engel</u>	Vote:	<u>Approved 7-0</u>
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- f. **Consideration to approve the Administrative Procedure EGAD-R - Copyright Compliance** [1:03:02 mins in]

Motion:	<u>Ms. Sweet</u>	Second:	<u>Ms. Engel</u>	Vote:	<u>Approved 7-0</u>
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- g. **Consideration to approve Policy IJND - CESD Websites/Webpages** [1:03:33 mins in]

Motion:	<u>Ms. Sweet</u>	Second:	<u>Ms. Engel</u>	Vote:	<u>Approved 7-0</u>
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- h. **Consideration to approve Policy BEDG - Minutes** [1:04:10 mins in]

Motion:	<u>Ms. Sweet</u>	Second:	<u>Ms. Engel</u>	Vote:	<u>Approved 7-0</u>
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9. **SCHOOL BOARD AGENDA REQUESTS** [1:07:33 mins in] - None

10. COMMITTEE REPORTS & UPCOMING MEETINGS - [1:07:42 mins in]

- a. Legislative liaisons - *Lee Schroeder; Cindy Voltz, alt*
 - i. MSBA Delegate Assembly - Sat, Oct 18, 9:15 am ZOOM
- b. Buildings & Grounds - *Chris Boniakowski*
 - i. B&G Committee met recently and lots of projects are being done; HVAC audit received for CEHS; upcoming new state policy impact (LD 1) regarding indoor air-quality standards for schools, and Dave and his team are working on developing a model policy for Board review; multiple RFPs (roof & windows) have been received and have been ranked, awarded, and scheduled to minimize disruptions; working on furthering green clean practices; implementing norms for custodial staff, and hiring new staff.
- c. Public Outreach - *Joy Engel*
 - i. Oct 27, 8:30 am Jordan Conf Room, Town Hall

Public Outreach Committee meets on Oct 27 and expects to approve what the group considers to be their Charter for Board review/approval, and discuss how to further enhance communication/engagement around policy work.
- d. Policy Cmte - *Caitlin Sweet*
 - i. Oct 15, 8:30 am Jordan Conf Room, Town Hall
 - ii. Nov 19, 8:30 am Jordan Conf Room, Town Hall

Policy expects to begin discussion around devices but wants to make everyone aware this work takes time. Public comment is not an option during policy cmte mtgs, however public feedback/input is always welcomed. (Email: cesb@capeelizabethschools.org)
- e. School Board Workshop - October 28, 6:30 pm CEHS Library

Topic: Presentation and review of student, staff, and parent/guardian experience survey results
- f. Site Plan Public Meeting re: School Building Project - October 29, 6 pm MS/PC Cafe
- g. School Building Cmte (SBC) – Wednesday, Nov 5, at 6:00 pm in CEMS
- h. Regular Business Mtg – Wednesday, Nov 12, 6:30 pm Town Hall
- i. PATHS - *Chris Boniakowski*
 - i. November 13, 8:30am at WRVC

PATHS group met last week. *Dr. Record was selected as Chair, after having served as vice chair last year.* After their HVAC program was shuttered, PATHS experienced a slight drop in enrollment this year. They are expecting to rebound with a program return in the near future. Open House for the program is Oct 16 and all are welcomed.

- j. School Board Retreat - Nov 18, 5 pm, McKernan Center (SMCC)

11. CONSIDERATION TO ADJOURN - [1:18:05 mins in]

Motion:	<u>Ms. Sweet</u>	Second:	<u>Ms. McVeigh</u>	Vote:	<u>Approved 7-0</u>
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