

Cape Elizabeth School Board
Tuesday February 8, 2022
6:30 p.m. Regular Business Meeting
Town Hall Council Chambers

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:

☐ Heather
Altenburg

☐ Kimberly
Carr

☐ Kathleen
Curry-Sparks

☐ Jennifer
McVeigh

☐ Phil Saucier

☐ Elizabeth
Scifres

☐ Cynthia
Voltz

☐ Ellie Gagne

☐ Kathrynne
Clay

AGENDA

Call to Order/Pledge of Allegiance

6:30 p.m.

- I. Adjustments to Agenda
- II. Approval of Minutes January 11, 2022 – Regular Business Meeting

Motion:		Second:		Vote:	
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Heather Altenburg: Yay ☐ Nay ☐	Kimberly Carr: Yay ☐ Nay ☐	Kathleen Curry Sparks: Yay ☐ Nay ☐	Jennifer McVeigh: Yay ☐ Nay ☐
Phil Saucier: Yay ☐ Nay ☐	Elizabeth Scifres: Yay ☐ Nay ☐	Cynthia Voltz: Yay ☐ Nay ☐	

- III. Comments from Public on Agenda Items (per SB BEDH)
- IV. Comments from Student Representatives
- V. Presentations:

- District I Music Students with Ms. Joanne Lee & Mr. Robert Wheeler
- Facilities Director David Bagdasarian explaining recent burst pipe incident at CEHS & recognizing staff that went above & beyond to help
- Extended Learning Opportunities (ELO) by ELO Coordinator Sarah Plummer & Assistant Principal Nate Carpenter

A. Administrative & Staff Reports: See written DLT reports

B. Business Manager ***supporting documents included**

C. Superintendent

- COVID Update
- Enrollment Numbers *supporting document included
- Building Project Update
- Other

VI. New Business

A. Consideration to approve resolution captioned “Resolution Regarding School Revolving Renovation Loan”, attached hereto as Exhibit A.

Motion:		Second:		Vote:	
Heather Altenburg: Yay ☐ Nay ☐	Kimberly Carr: Yay ☐ Nay ☐	Kathleen Curry Sparks: Yay ☐ Nay ☐	Jennifer McVeigh: Yay ☐ Nay ☐		
Phil Saucier: Yay ☐ Nay ☐	Elizabeth Scifres: Yay ☐ Nay ☐	Cynthia Voltz: Yay ☐ Nay ☐			

B. Consideration to approve the CEHS Model United Nations Dartmouth College United Nations Conference Field Trip from April 8 to April 10, 2022

Motion:		Second:		Vote:	
Heather Altenburg: Yay ☐ Nay ☐	Kimberly Carr: Yay ☐ Nay ☐	Kathleen Curry Sparks: Yay ☐ Nay ☐	Jennifer McVeigh: Yay ☐ Nay ☐		
Phil Saucier: Yay ☐ Nay ☐	Elizabeth Scifres: Yay ☐ Nay ☐	Cynthia Voltz: Yay ☐ Nay ☐			

C. Consideration to approve the CEHS Program of Studies for the 2022-2023 Academic Year.

Motion:		Second:		Vote:	
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Heather Altenburg: Yay ☐ Nay ☐	Kimberly Carr: Yay ☐ Nay ☐	Kathleen Curry Sparks: Yay ☐ Nay ☐	Jennifer McVeigh: Yay ☐ Nay ☐
Phil Saucier: Yay ☐ Nay ☐	Elizabeth Scifres: Yay ☐ Nay ☐	Cynthia Voltz: Yay ☐ Nay ☐	

D. Consideration to approve updates to the Confidential Secretary Job Description.

Motion:		Second:		Vote:	
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Heather Altenburg: Yay ☐ Nay ☐	Kimberly Carr: Yay ☐ Nay ☐	Kathleen Curry Sparks: Yay ☐ Nay ☐	Jennifer McVeigh: Yay ☐ Nay ☐
Phil Saucier: Yay ☐ Nay ☐	Elizabeth Scifres: Yay ☐ Nay ☐	Cynthia Voltz: Yay ☐ Nay ☐	

E. Second Reading: Policy EEBB – Use of Private Vehicles for School Business

Motion:		Second:		Vote:	
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Heather Altenburg: Yay ☐ Nay ☐	Kimberly Carr: Yay ☐ Nay ☐	Kathleen Curry Sparks: Yay ☐ Nay ☐	Jennifer McVeigh: Yay ☐ Nay ☐
Phil Saucier: Yay ☐ Nay ☐	Elizabeth Scifres: Yay ☐ Nay ☐	Cynthia Voltz: Yay ☐ Nay ☐	

F. Second Reading: Policy BG - School Board Policies

Motion:		Second:		Vote:	
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Heather Altenburg: Yay ☐ Nay ☐	Kimberly Carr: Yay ☐ Nay ☐	Kathleen Curry Sparks: Yay ☐ Nay ☐	Jennifer McVeigh: Yay ☐ Nay ☐
Phil Saucier: Yay ☐ Nay ☐	Elizabeth Scifres: Yay ☐ Nay ☐	Cynthia Voltz: Yay ☐ Nay ☐	

H. Consideration to approve BG-R – Policy Adoption & Amendment Procedure

Motion:		Second:		Vote:	
Heather Altenburg: Yay ☐ Nay ☐	Kimberly Carr: Yay ☐ Nay ☐	Kathleen Curry Sparks: Yay ☐ Nay ☐	Jennifer McVeigh: Yay ☐ Nay ☐		
Phil Saucier: Yay ☐ Nay ☐	Elizabeth Scifres: Yay ☐ Nay ☐	Cynthia Voltz: Yay ☐ Nay ☐			

VII. First Reading:

- i. BBAB – Student School Board Representatives
- ii. AC – Nondiscrimination/Equal Opportunity & Affirmative Action
- iii. ACAB – Employee Discrimination/Harassment & Title IX Sexual Harassment

VIII. School Board Agenda Requests

IX. Committee Reports:

- A. PATHS – Cindy
- B. DEI – Heather
- C. Technology Committee – Cindy
- D. Building Oversight Committee - Heather

X. Announcement of Upcoming Meetings

- A. PATHS – February 10, 8:30 am WRVC
- B. School Board Budget Workshop – February 15, 6:30 pm CEHS Library
- C. Policy Committee – February 28, 3:30 pm Jordan Conference Room
- D. School Board Budget Workshop– March 1, 6:30 pm CEHS Library or
- E. DEI Task Force – March 3, 3:30 pm CE Fire Station
- F. Building Project Public Forum – March 7, 6:30 pm Zoom
- G. District Planning Committee – March 15, 6:30pm Zoom

XI. Consideration to Adjourn

Motion:		Second:		Vote:	
Heather Altenburg: Yay ☐ Nay ☐	Kimberly Carr: Yay ☐ Nay ☐	Kathleen Curry Sparks: Yay ☐ Nay ☐	Jennifer McVeigh: Yay ☐ Nay ☐		
Phil Saucier: Yay ☐ Nay ☐	Elizabeth Scifres: Yay ☐ Nay ☐	Cynthia Voltz: Yay ☐ Nay ☐			

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