

Cape Elizabeth School Board
Tuesday February 9, 2021
6:30 p.m. Regular Business Meeting
Executive Session to Follow
[Via Zoom](#)
Meeting PW: *HpPNWU7
[MINUTES](#)

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	☒ Philip Saucier	☒ Elizabeth Scifres
☒ Cynthia Voltz	☒ Jennifer McVeigh	☒ Laura deNino	
☒ Joey Labrie	☐ Ellie Gagne (Not in attendance)		

AGENDA

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

- I. Adjustments to Agenda
 - A. Elizabeth Scifres asks to expand the make-up of the Interview Committee for the Superintendent Search.
- II. Approval of Minutes January 12, 2021

Motion:	Laura DeNino	Second:	Kimberly Carr	Vote:	Unanimous
---------	-----------------	---------	------------------	-------	-----------

Heather Altenburg: Yay ☒ Nay ☐	Kimberly Carr: Yay ☒ Nay ☐	Philip Saucier: Yay ☒ Nay ☐	Elizabeth Scifres: Yay ☒ Nay ☐
Cindy Voltz: Yay ☒ Nay ☐	Jennifer McVeigh: Yay ☒ Nay ☐	Laura DeNino: Yay ☒ Nay ☐	

- III. Approval of Minutes January 19, 2021 – Special Business Meeting

Motion:	Elizabeth Scifres	Second:	Kimberly Carr	Vote:	Unanimous
Heather Altenburg: Yay ☒ Nay ☐	Kimberly Carr: Yay ☒ Nay ☐	Philip Saucier: Yay ☒ Nay ☐	Elizabeth Scifres: Yay ☒ Nay ☐		
Cindy Voltz: Yay ☒ Nay ☐	Jennifer McVeigh: Yay ☒ Nay ☐	Laura DeNino: Yay ☒ Nay ☐			

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

- A. David Hughes, 8 Hannaford Cove Road – Mr. Hughes comments pertain to the agenda and how it can be improved, they can be heard around the 7-minute mark of the video.
- B. Tasha Novak, 8 Cole Field Road – speaks on the impact of the pandemic, and can be heard around the 11-minute mark.
- C. Stacy Hughes, 8 Hannaford Cove Road – speaks on Committee Reports, requests a committee be formed to discuss topics of the pandemic and Covid, her comments being at 15:05.
- D. Amy Parsons, 43 Stonybrook – piggybacks on emphasis on communication surrounding the pandemic. She starts around 18:35.
- E. Kelly Fredericks – spoke of the early release at the High School, and the need of Wednesdays. At the Middle School, there are gaps in learning, with only 40% of the content in the class, which would be detrimental when moving forward in future grades. Comments begin around 23:45.

V. Comments from Student Representatives

Joey Labrie is solo tonight, Ellie couldn't make it. His comments start around the 27-minute mark. He notes that the early release isn't so abnormal, that this hour would have been in the middle of the day, and is very important to seek help should they need it. He also states that the Wednesday break is imperative for school work, catch up and a mental health breather.

VI. Presentations:

- 2021 All Eastern Honor Mixed Choir Recognition – Joanne Lee & Rob Wheeler – this starts around 31 minutes into the video. Congratulations to the students.
 - Emma Frothingham - Chorus
 - Olivia Oullette - Chorus
 - Heath Kennedy - Band
 - Sophia Toon - Band
 - Ava Corbin - Band
 - Zoe Burgard – Band
- [Nurses' Update](#)
 - Click the link above to view the clip containing the presentation of the School Nurses

VII. Administrative Reports

- A. Principals – [Reports on Academic Progress](#)
 - i. Link above to the clip containing the Academic Progress presentation
- B. Business Manager ***supporting documents included**

Ms. Weeks starts her report around the 2-hour 29- minute mark of the video. She touches on the invoicing that is in progress surrounding the Coronavirus grants. Full budget analysis is forthcoming. Monies spent on substitutes is being monitored closely, some of the Covid money has been used. The School Nutrition program received a grant from Full Plates Full Potential along with a Thank You, for continuing to feed the children during the pandemic.

C. Director of Teaching & Learning

- i. This presentation is combined tonight with the Principal's Academic Progress report, the link is located in Item A under Administrative Reports

D. Director of Special Services

Student Age out, current changes in the MDOE. In the past, we've had students that needed additional years in the HS, was generally capped at the year they turned 20. This has been to 22 (the day they turn this age). This might have possible budget implications down the road, the current model adds 4 years. He can be viewed around 2:32:00 of the video. Ms. Voltz asked when it takes effect. Mr. Peavey said it was immediate, notes that correspondence has been mostly individually-based through IEP meetings.

E. Superintendent

- i. Enrollment Numbers ***supporting document included**
- ii. FY22 Budget Update
- iii. SY22 Calendar: ***supporting documents included**

Superintendent Wolfrom starts (2:37:00) by thanking the Administrators for their continued hard work. The calendar this year is based on optimism that by the fall, school will resume full time. The budget started in a 7.4% increase, and because of several reductions (course reimbursement, retirement, etc.), we're down to 7.18%, a reduction of \$62,000 so far. She touches briefly on the recent move to remote learning at PC and the MS, it has been due to staffing challenges. This did not involve any students, but did involve quarantine.

VIII. New Business

A. Consideration to approve the following Athletic Nominations:

School	Sport	Funded	Coach
CEHS	Alpine, Head Coach	School	Courtney Watson

Motion:	Laura DeNino	Second:	Elizabeth Scifres	Vote:	Unanimous
---------	--------------	---------	-------------------	-------	-----------

Heather Altenburg: Yay ☒ Nay ☐	Kimberly Carr: Yay ☒ Nay ☐	Philip Saucier: Yay ☒ Nay ☐	Elizabeth Scifres: Yay ☒ Nay ☐
Cindy Voltz: Yay ☒ Nay ☐	Jennifer McVeigh: Yay ☒ Nay ☐	Laura DeNino: Yay ☒ Nay ☐	

B. Consideration to approve SY21-22 Calendar

Motion:	Laura DeNino	Second:	Elizabeth Scifres	Vote:	Unanimous
---------	--------------	---------	-------------------	-------	-----------

Heather Altenburg: Yay ☒ Nay ☐	Kimberly Carr: Yay ☒ Nay ☐	Philip Saucier: Yay ☒ Nay ☐	Elizabeth Scifres: Yay ☒ Nay ☐
Cindy Voltz: Yay ☒ Nay ☐	Jennifer McVeigh: Yay ☒ Nay ☐	Laura DeNino: Yay ☒ Nay ☐	

C. Second Reading - Policy JICJ – Student Use of Cell Phones and Other Electronic Devices.

Ms. Scifres discusses the minor changes with language with this policy from the last meeting. One thing the Board and the Committee felt needed addressing was camera phones, and where they are prohibited.

Motion:	Elizabeth Scifres	Second:	Kimberly Carr	Vote:	Unanimous
---------	-------------------	---------	---------------	-------	-----------

Heather Altenburg: Yay ☒ Nay ☐	Kimberly Carr: Yay ☒ Nay ☐	Philip Saucier: Yay ☒ Nay ☐	Elizabeth Scifres: Yay ☒ Nay ☐
Cindy Voltz: Yay ☒ Nay ☐	Jennifer McVeigh: Yay ☒ Nay ☐	Laura DeNino: Yay ☒ Nay ☐	

D. Consideration to expand the definition of the Committee for the Superintendent Search. Because this was voted on before, allowing multiple building administrators, stemming from the unique situation of retiring administrators.

Motion:	Elizabeth Scifres	Second:	Kimberly Carr	Vote:	Unanimous
---------	-------------------	---------	---------------	-------	-----------

Heather Altenburg: Yay ☒ Nay ☐	Kimberly Carr: Yay ☒ Nay ☐	Philip Saucier: Yay ☒ Nay ☐	Elizabeth Scifres: Yay ☒ Nay ☐
Cindy Voltz: Yay ☒ Nay ☐	Jennifer McVeigh: Yay ☒ Nay ☐	Laura DeNino: Yay ☒ Nay ☐	

- E. First Reading: Ms. Scifres explains the progress at the 2:56:30 of the video
- Policy IMB – Teaching About Controversial Issues
 - Policy IMBB – Accommodation of Sincere Beliefs in Required Instruction
 - Policy DB – Annual Budget
 - Procedure DB-R – Budget Procedures

IX. School Board Agenda Requests –

- request for Covid updates added to the agenda
- Strategy for Covid Communication

X. Committee Reports:

- PATHS – Heather – was a short meeting
- Policy – Elizabeth, already discussed above
- DEI – Heather- meeting bi-weekly. Different cohorts are meeting, discussions happening. Sharing “tickets to do”, impressed with all of the work that is taking place. As a district, Ms. Altenburg is proud that this is a process that has been started.

- I. School Building Committee – Heather – applications are being processed; proposals are being reviewed.

XI. Announcement of Upcoming Meetings

- A. DEI Task Force – February 10, 3:30 pm via Zoom
- B. Policy Committee – February 22, 3 pm via Zoom
- C. School Board Budget Workshop – February 23, 5:00 pm via Zoom, **time is 6:30pm**
- D. Finance Sub Committee – February 23, 8:30 am via Zoom
- E. Technology Committee – February 24, 12:30 pm via Zoom
- F. DEI Task Force – February 24, 3:30 pm via Zoom
- G. PATHS – February 25, 8:30 am via Zoom
- H. Calendar Committee – February 25, 3 pm via Zoom – Strike, will not be needed

- XII. Consideration to enter into Executive Session pursuant to 1 M.R.S.A. §405 (6)(A) for the purpose of discussing a personnel item.

Motion:	Elizabeth Scifres	Second:	Phil Saucier	Vote:	Unanimous
Heather Altenburg: Yay ☒ Nay ☐	Kimberly Carr: Yay ☒ Nay ☐	Philip Saucier: Yay ☒ Nay ☐	Elizabeth Scifres: Yay ☒ Nay ☐		
Cindy Voltz: Yay ☒ Nay ☐	Jennifer McVeigh: Yay ☒ Nay ☐	Laura DeNino: not present Yay ☐ Nay ☐			

XIII. Consideration to Adjourn

Motion:	Phil Saucier	Second:	Jennifer McVeigh	Vote:	Unanimous
Heather Altenburg: Yay ☒ Nay ☐	Kimberly Carr: Yay ☒ Nay ☐	Philip Saucier: Yay ☒ Nay ☐	Elizabeth Scifres: Yay ☒ Nay ☐		
Cindy Voltz: Yay ☒ Nay ☐	Jennifer McVeigh: Yay ☒ Nay ☐	Laura DeNino: not present 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