

Cape Elizabeth School Board
Tuesday, February 13, 2024
6:30 p.m. Regular Business Meeting
Town Hall Council Chambers
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.

Heather Kathleen ~~Jennifer~~ Philip Elizabeth ~~Caitlin~~ Cynthia
Altenburg Curry-Sparks ~~McVeigh~~ Saucier Scifres Sweet Voltz

Student Representatives

Sophia Toon Jack McCormick

AGENDA

Call to Order/Pledge of Allegiance

1. ADJUSTMENTS TO AGENDA

- a. Moving the ELO students to the start of the meeting so that they can leave to do homework.
- b. Item 9b - Program of Studies, moving to the March meeting.

2. APPROVAL OF SCHOOL BOARD MINUTES

- a. Regular Business Meeting, Tuesday, January 9, 2024
- b. Executive Session, Wednesday, January 10, 2024

Motion:	Phil Saucier	Second:	Kathleen Curry-Sparks	Vote:	4-0
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Heather Altenburg	Kathleen Curry-Sparks	Jennifer McVeigh	Philip Saucier	Elizabeth Scifres	Caitlin Sweet	Cynthia Voltz
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✓ Yea ☐ Nay	✓ Yea ☐ Nay	☐ Yea ☐ Nay	✓ Yea ☐ Nay	✓ Yea ☐ Nay	☐ Yea ☐ Nay	☐ Yea ☐ Nay
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3. COMMENTS FROM PUBLIC ON AGENDA ITEMS (per policy [BEDH](#))

- a. None

4. COMMENTS FROM STUDENT REPRESENTATIVES

- a. 34:30 of the video, Sophia Toon starts the report, and at 34:14 Jack McCormick takes over to finish out the presentation.

5. PRESENTATIONS

- a. ELO student presentations (Theo, Boden, and Gillian) - (3:40 of the video)
 - i. Sarah Plummer introduces the program and gives context at the happenings in CEHS and the district for students. Student presentations start at 7:32 of the video With Theo Rodrigues. Boden Terry presents at 17:22. Gillian Lench starts at 25:41.
 - ii. Interest-base projects, internships, and group ELOs.
- b. Principal Karnes Pond Cove mid-year update (40:52 of the video)
- c. Principal Rubin CEMS mid-year update (51:38 of the video)
- d. Principal Springer CEHS mid-year update (1:06:19 of the video)

6. ADMINISTRATIVE AND STAFF REPORTS

- a. ***See District Leadership Team written reports***

7. BUSINESS MANAGER’S REPORT **supporting documents included*

- a. 1:15:03 of the video

8. SUPERINTENDENT’S REPORT (1:16:56)

- a. SBAC
- b. Enrollment Numbers **supporting document included*
- c. Other

9. NEW BUSINESS

- a. Consideration to approve the **CEHS Model United Nations Trip to Dartmouth College (Hanover, NH) April 5-7, 2024.** (1:21:22) The two student representatives spoke about their personal experiences of the Model UN Field Trip and how it has shaped their lives. They fully endorsed the trip.

Motion: Kathleen Curry-Sparks Second: Heather Altenburg Vote: 4-0

Heather Altenburg	Kathleen Curry-Sparks	Jennifer McVeigh	Philip Saucier	Elizabeth Scifres	Caitlin Sweet	Cynthia Voltz
✓ Yea ☐ Nay	✓ Yea ☐ Nay	☐ Yea ☐ Nay	✓ Yea ☐ Nay	✓ Yea ☐ Nay	☐ Yea ☐ Nay	☐ Yea ☐ Nay

- ~~b. Consideration to approve the **CEHS Program of Studies for the 2024-2025 Academic Year.**~~

~~Motion: _____ Second: _____ Vote: _____~~

Heather Altenburg	Kathleen Curry-Sparks	Jennifer McVeigh	Philip Saucier	Elizabeth Scifres	Caitlin Sweet	Cynthia Voltz
☐ Yea ☐ Nay	☐ Yea ☐ Nay	☐ Yea ☐ Nay	☐ Yea ☐ Nay	☐ Yea ☐ Nay	☐ Yea ☐ Nay	☐ Yea ☐ Nay

- c. Consideration to approve the **Accounting Clerk job description.** (1:25:03) Ms. Weeks talks about the importance of this position in her department.

Motion: Heather Altenburg Second: Kathleen Curry-Sparks Vote: 4-0

Heather Altenburg	Kathleen Curry-Sparks	Jennifer McVeigh	Philip Saucier	Elizabeth Scifres	Caitlin Sweet	Cynthia Voltz
✓ Yea ☐ Nay	✓ Yea ☐ Nay	☐ Yea ☐ Nay	✓ Yea ☐ Nay	✓ Yea ☐ Nay	☐ Yea ☐ Nay	☐ Yea ☐ Nay

- d. Consideration to approve the **Cape Elizabeth School Department LAU Plan.** (1:27:45) Ms. McClellan speaks about the Lau Plan and how it came to be.

Motion: Kathleen Curry-Sparks Second: Heather Altenburg Vote: 4-0

Heather Altenburg	Kathleen Curry-Sparks	Jennifer MeVeigh	Philip Saucier	Elizabeth Scifres	Caitlin Sweet	Cynthia Voltz
✓ Yea ☐ Nay	✓ Yea ☐ Nay	☐ Yea ☐ Nay	✓ Yea ☐ Nay	✓ Yea ☐ Nay	☐ Yea ☐ Nay	☐ Yea ☐ Nay

e. Consideration to approve Policy **IHBEA - English Learners** (1:31:15)

Motion:	Kathleen Curry-Sparks	Second:	Heather Altenburg	Vote:	4-0
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Heather Altenburg	Kathleen Curry-Sparks	Jennifer MeVeigh	Philip Saucier	Elizabeth Scifres	Caitlin Sweet	Cynthia Voltz
✓ Yea ☐ Nay	✓ Yea ☐ Nay	☐ Yea ☐ Nay	✓ Yea ☐ Nay	✓ Yea ☐ Nay	☐ Yea ☐ Nay	☐ Yea ☐ Nay

f. Consideration to **Rescind/Delete** Policy **JJIG - Evaluation of Coaches** (1:31:56)

Motion:	Kathleen Curry-Sparks	Second:	Heather Altenburg	Vote:	4-0
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Heather Altenburg	Kathleen Curry-Sparks	Jennifer MeVeigh	Philip Saucier	Elizabeth Scifres	Caitlin Sweet	Cynthia Voltz
✓ Yea ☐ Nay	✓ Yea ☐ Nay	☐ Yea ☐ Nay	✓ Yea ☐ Nay	✓ Yea ☐ Nay	☐ Yea ☐ Nay	☐ Yea ☐ Nay

g. Consideration to approve Policy **KCE - Receiving Education Foundation Funds** (1:33:02)

Motion:	Kathleen Curry-Sparks	Second:	Heather Altenburg	Vote:	4-0
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Heather Altenburg	Kathleen Curry-Sparks	Jennifer MeVeigh	Philip Saucier	Elizabeth Scifres	Caitlin Sweet	Cynthia Voltz
✓ Yea ☐ Nay	✓ Yea ☐ Nay	☐ Yea ☐ Nay	✓ Yea ☐ Nay	✓ Yea ☐ Nay	☐ Yea ☐ Nay	☐ Yea ☐ Nay

h. **First Reading Policies:** (1:34:12)

- i. Policy **JJH - Interrupted Study** *[recommended for removal]*
- ii. Policy **JKF - Disciplinary Removal of Students with Disabilities**

10. **Discussion regarding the seven school building solutions presented by Harriman at the School Building Advisory Committee (SBAC) Public Forum held on February 1st, 2024.** Including feedback for SBAC members Cindy Voltz and Caitlin Sweet to guide their decision-making at the upcoming SBAC meeting on 2/15/24. (1:36:30) Dr. Record goes over the options that the SBAC has been formatting. At 1:45:06, Mr. Saucier starts the SB comments that the SBAC committee will take into consideration as they narrow down the options to three from seven.

11. SCHOOL BOARD AGENDA REQUESTS

- a. Mr. Saucier asked if sometime in the future that the Board could hear the benefits of CEEF to better understand the scope of what they bring to the schools.

12. COMMITTEE REPORTS:

- a. PATHS – Elizabeth (2:03:01)
- ~~b. Technology Committee – Heather~~
- c. SBAC - Cindy (already covered throughout the meeting)
- d. Buildings & Grounds - Elizabeth (2:06:42)

13. ANNOUNCEMENT OF UPCOMING MEETINGS (2:08:10)

- a. SBAC Comm Subcommittee - Feb 15, 8:30am Zoom/Town Hall - Jordan CR
- ~~b. SBAC Finance Subcommittee - Feb 15, 4:00 pm Town Hall - Jordan CR~~
- c. SBAC - Feb 15, 6:30 pm Town Hall
- ~~d. SBAC Comm Subcommittee - Feb 22, 8:30am Town Hall - Jordan CR~~
- ~~e. SBAC Finance Subcommittee - Feb 22, 4:00 pm Town Hall - Jordan CR~~
- f. School Board Budget Workshop - Feb 27, 6:30 pm CEHS Library
- g. Buildings & Grounds Cmte - Feb 28, 3:30pm Middle School Library
- h. Policy Cmte - Feb 28, 4:15pm Town Hall - Asst. Superintendent's Office
- i. SBAC Comm Subcommittee - Feb 29, 8:30am Town Hall - Jordan CR
- j. SBAC Finance Subcommittee - Feb 29, 4:00 pm Town Hall - Jordan CR
- k. School Board Budget Workshop - March 5 *(if needed)*, 6:30 pm CEHS Library
- l. SBAC Comm Subcommittee - Mar 7, 8:30am Town Hall - Jordan CR
- m. SBAC Finance Subcommittee - Mar 7, 4:00 pm Town Hall - Jordan CR

- n. SBAC - Mar 7, 6:30 pm Town Hall & Zoom --Harriman presents progress update on development of three preferred options
- o. SBAC Community Forum with Harriman Architects: *Learn About the 3 Preferred Options* - Apr 4, 6pm Town Hall & Zoom

14. CONSIDERATION TO ADJOURN (2:11:50)

Motion:		Kathleen Curry-Sparks		Second:	Phil Saucier		Vote:	4-0	
Heather Altenburg	Kathleen Curry-Sparks	Jennifer McVeigh	Philip Saucier	Elizabeth Scifres	Carlin Sweet	Cynthia Voltz			
✓ Yea ☐ Nay	✓ Yea ☐ Nay	☐ Yea ☐ Nay	✓ Yea ☐ Nay	✓ Yea ☐ Nay	☐ Yea ☐ Nay	☐ Yea ☐ Nay			