School Board members present:
Christopher Boniakowski
Peter Joy Engel
Jennifer McVeigh
Phil Saucier, *Chair*
Lee Schroeder
Cynthia Voltz, *Vice Chair*
Madison Kirwan, *Student Representative*

Superintendent Christopher Record, Ph.D.

Absent
Caitlin Sweet
Tori Stevens, *Student Representative*

MINUTES

Call to Order/Pledge of Allegiance

1. **ADJUSTMENTS TO AGENDA** – *None.*

2. **APPROVAL OF SCHOOL BOARD MINUTES** *[8:38 mins in]*

   a. Regular Business Meeting, Tuesday, February 11, 2025
   b. Special Business Meeting, Monday, February 24, 2025

Motion: Ms. McVeigh Second: Mr. Boniakowski Vote: Approved 6-0

3. **COMMENTS FROM PUBLIC ON AGENDA ITEMS** (per BEDH) – *[9:13 mins in the recording]*

   - Chriss Sutherland (379 Spurwink Ave) - teacher in Cape Schools and a parent of students in the district. Speaking to the $800,000 reduction in state funding for FY26 due to increased Town property valuation. Requesting the Board support a zero percent reduction in the school budget and with no reductions in force.

4. **COMMENTS FROM STUDENT REPRESENTATIVES** – *[13:34 mins in]* Madison Kirwan spoke briefly on items of interest from the students' perspective.

5. **PRESENTATIONS** -
   a) **ELA Curriculum Review Update -** *[15:28 mins in]* by Assistant Superintendent Michelle McClellan and ELA Strategist Patricia Mullen [See also Asst Superintendent McClellan's update in this evening's packet for a process overview.]

6. **ADMINISTRATIVE & STAFF REPORTS**: *See agenda materials for summary reports.*

7. **BUSINESS MANAGER'S REPORT** - *See supporting document included within agenda packet* - *[43:06 mins in]* Ms. Weeks was unable to attend. Superintendent Record presented her report.

   The percentage of the year to date is 67%. The total general fund expenditures amounted to 63%. Last year at this time, it was 63%. The 7-year average spent is 62.88%.

   Nutrition program February 2025 update: 9,588 lunches and 3,397 breakfast meals served. Revenue generated from the state claim will be $51,388.

8. **SUPERINTENDENT'S REPORT** *[44:19 in]*
   a. **School building project updates** - Last evening, March 10, the School Board-approved (2/24/25) building project was formally presented to the Town Council for consideration of a future referendum. The Council scheduled a *Public Hearing* to hear comments around the timing of the referendum for **March 24 (2025) at 7pm**. The Town Council is scheduled to make their decision at an April 7 meeting.

      The **CEEF** board has agreed to serve as a 501(c)(3) for the benefit of accepting donations for the benefit of the Cape Schools building project. Donations are also gratefully accepted directly to the School Department Central Office (2nd floor of Town Hall). Contact Superintendent Record with any questions.

   b. **Enrollment Numbers** - Current student enrollment is holding steady.

c. **Other - Assistant Superintendent Michelle McClellan** has announced her decision to **retire at the end of this school year**.

9. **NEW BUSINESS**

a. **Consideration to approve the creation of a three-member Public Outreach School Board standing committee for the purposes of providing up to date and accurate information to the public regarding the on-going work of the School Board - ***[49:28 in]*

Motion: Ms. McVeigh Second: Ms. Voltz Vote: Approved 6-0

b. **Consideration to approve Joy Engel as committee chair , Caitlyn Sweet, and Cindy Voltz serving on the Public Outreach standing committee - ***[52:19 in]*

Motion: Ms. McVeigh Second: Mr. Boniakowski Vote: Approved 6-0

c. **Consideration to approve the Superintendent's recommendations for administrator contract renewals.** [According to 20-A M.R.S.A. § 13303(1)A.] - *[53:16 in]*

Sarah Forrey-Pettit	PCES Asst. Principal
Jake Haugevik	CEMS Asst Principal
Ryan Fairchild	Director of Special Services
Tiffany Karnes	PCES Principal
Troy Patterson	Educational Technology Director
Sarah Rubin	CEMS Principal
John Springer	CEHS Principal
Jeff Thoreck	Athletic Administrator

Motion: Ms. McVeigh Second: Ms. Voltz Vote: Approved 6-0

d. Consideration to approve Policy **EEA - Student Transportation Services** *[56:00 in]*
- Ms Engel briefly reviewed the policy updates in policy chair Sweet's absence.

Motion: Ms.Engel Second: Ms. McVeigh Vote: Approved 6-0

e. Consideration to approve Policy Policy **JICIA - Weapons, Violence and School Safety** *[58:09 in]*

Motion: Ms. Engel Second: Mr. Boniakowski Vote: Approved 6-0

f. Consideration to approve Policy Policy **BEDF - Voting Methods and Quorums Safety** *[59:02 in]*

Motion: Ms. Engel Second: Mr. Boniakowski Vote: Approved 6-0

g. **First Reading Policies** – *[59:33 mins in]* Ms. Engel provided a brief overview of the policies being reviewed. Additional details are provided within the March 3 policy committee meeting minutes included within the agenda materials.

i. Policy **JJI - Athletic Philosophy and Beliefs** *and*
JJI-R - Procedure
- Board questions around JJI-R and its focus on athletics when JJI changes seem to be evolving for 'all extracurriculars'. The policy will likely be the philosophy and the procedure will provide the framework for decisions. Asst Superintendent reminded the Board that these are not the only procedures available, these are just the ones available in the Board's manual.

ii. Policy **KCD - Public Gifts/Donations to the School**
iii. Policy **IJOC - School Volunteers**

10. **SCHOOL BOARD AGENDA REQUESTS** – None.

11. **COMMITTEE REPORTS**: – *[1:56:57 mins in]*
a. Dropout Prevention – Ms. McVeigh confirmed there has not been a meeting since the last Board meeting.
b. Diversity, Equity and Inclusion (DEI) - Ms. Engel reported that the committee met last week and continues to go through the 2024 audit, including discussions around breaking down the silos that exist within the community.

c. Wellness - Ms. Engel said there has not been a meeting since the last Board meeting.
d. PATHS – No meeting since the last Board meeting. Mr. Boniakowski announced the next PATHS/WRVC meeting will be on March 13.
e. Technology Steering – Mr. Boniakowski reported that there has been no meeting since the last Board meeting.
f. Buildings & Grounds – Mr. Boniakowski reported the committee met last week and received updates on work done during February break and there was discussion of a draft Capital Improvement Plan with Dave Bagdasarian. The next meeting is scheduled for April 10.

12. **ANNOUNCEMENT OF UPCOMING MEETINGS** *[1:18:47 mins in]*

a. PATHS – March 13, 8:30 am at PATHS
b. Negotiations Cmte [Admin Asst/ET I] Executive Session - Mar 18, 3:45 pm Jordan Rm Town Hall
c. Negotiations Cmte [Ed Tech II & III] Executive Session - Mar 19, 3:45 pm Jordan Rm Town Hall
d. District Wellness Cmte - March 20, 3:30 pm MS Library [rescheduled from 3/6]
e. Negotiations Cmte [Bus/Maint/Food/Custodians] Executive Session - Mar 24, 3:00pm Jordan Rm Town Hall
f. Town Council's PUBLIC FORUM on school building project referendum - March 24, 7pm Town Hall
g. School Budget Workshop – March 25, 6:30 pm CEHS Library
h. School Budget Workshop *(if needed)* – March 26, 6:30 pm CEHS Library
i. Negotiations Cmte [Admin Asst/ET I] Executive Session - Mar 27, 3:45pm Jordan Rm Town Hall
j. Policy Committee – March 31, 9 am Jordan Room Town Hall
k. Negotiations Cmte [Ed Tech II & III] Executive Session - Mar 31, 3:45pm Jordan Rm Town Hall
l. Negotiations Cmte [Admin Asst/ET I] Executive Session - April 1, 3:45pm Jordan Rm Town Hall
m. School Budget Workshop *(if needed)* – April 1, 6:30 pm CEHS Library

13. **CONSIDERATION TO ADJOURN** - *[1:20:28 mins in]*

Motion: Mr. Boniakowski Second: Ms. McVeigh Vote: Approved 6-0