

Cape Elizabeth School Board
Tuesday, May 14, 2024
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.

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
2. APPROVAL OF SCHOOL BOARD MINUTES
 - a. Regular Business Meeting, Tuesday, April 9, 2024

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

3. COMMENTS FROM PUBLIC ON AGENDA ITEMS (per policy [BEDH](#))
4. COMMENTS FROM STUDENT REPRESENTATIVES

5. PRESENTATIONS

- a. Sophia Toon & Jack McCormick, 2023-2024 School Board Student Representatives
- b. Unified Basketball
- c. Special Olympics
- d. Emma Young, National STEM Competition
- e. Maine State Science Fair Participants
- f. ModelUN
- g. Update from SBAC Co-chairs (Town Councilor Penny Jordan & School Board member Cindy Voltz) & Lisa Sawin from Harriman on the final design option selected by SBAC on 5/9/24

6. ADMINISTRATIVE AND STAFF REPORTS **See District Leadership Team reports included*

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

8. SUPERINTENDENT’S REPORT

- a. SBAC
- b. Enrollment Numbers **supporting document included*
- c. Other
 - i. Preview of the ELL curriculum review update coming on June 11th by Asst. Superintendent Michelle McClellan

9. NEW BUSINESS

a. **Consideration to approve the nomination(s) of new personnel for 2024-2025**

_____	<u>CEHS Mathematics teacher</u>
_____	<u>Special Education Evaluator</u>
_____	<u>Special Education Teacher</u>
_____	<u>Multilingual Learners teacher [0.8 FTE, new]</u>
_____	<u>Kindergarten teacher</u>

Motion:	_____	Second:	_____	Vote:	_____
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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 Superintendent’s nomination of personnel to second-year probationary contracts.** *(According to 20-A M.R.S.A § 13201, the deadline for written notice of renewal/non-renewal to probationary teachers is May 14. Also CEEA collective bargaining agreement, Article XVI - Contract Notification.)*

- Emily Adour, Gr 2 Teacher
- Tracey Alexander, Gr 3 Teacher
- Christine Capobianco, Gr 4 Teacher
- Tammy Carusone, Chorus/Music Teacher
- Erika Charpentier, Social Worker
- Margaret Clune, Gr 2 Teacher
- Colleen Currier, Social Studies Teacher
- Ashley Damboise, RTI Math Teacher
- Emily Davison, World Language Teacher
- Madison Gassman, Kindergarten Teacher*
- Ariana Hadiaris, Social Worker
- Jennifer Helis, Multilingual Teacher*
- Eric Huntington, Technology Integration Teacher
- Emily Marsters, Gr 1 Teacher
- Daniel Meeken, Special Education Teacher
- Robin Monahan, Special Education Teacher
- Patricia Mullen, Language Arts/Social Studies Instructional Strategist
- Rebecca Nyanutse, World Language Teacher
- Jamie Parsons, Gr 1 Teacher
- Lauren Scaccia, Social Worker
- Brigid Smith-Franey, Math Teacher
- Lauren Van Orman, Kindergarten Teacher
- Thomas Wilson, English Teacher

Motion:		Second:		Vote:	
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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 Superintendent’s nomination of personnel to first continuing contracts.

- Ellen Bailey, Math Instructional Strategist
- Jacqueline Bromage, Social Worker
- Alison Buchbaum, Science Teacher
- Nicole Carey, Kindergarten Teacher
- Erica Gordon, Gr 4 Teacher
- Claire Haft, Kindergarten Teacher
- Libby Heselton, School Counselor
- Tami Johnsen, Extended Learning Instructional Strategist
- Melissa Shabo, Instrumental Music Teacher
- Christopher Sutherland, World Language Teacher
- Alex Trammell, Gr 4 Teacher

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

d. Consideration to accept the following CEEF awarded grants with an approximate combined value of \$24,915. [Per admin proc [KCD-R](#) - Gift Acceptance.]

- Art Advocacy Through Mural Making (CEMS) [fiscal note: \$11,000]
- CEMS Explore [fiscal note: \$13,915]

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

e. Consideration to approve the Dean of Students job description.

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

f. Consideration to approve the CEMS MTSS Coordinator job description.

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

g. Consideration to approve the Mindfulness Coordinator job description.

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

h. Consideration to authorize the Superintendent of Schools, pursuant to 20-A MRSA section 1485(4), to transfer not more than 5% of the total appropriation for any cost center in the current fiscal year operating budget to another cost center or among other cost centers, after the close of the fiscal year in order to address audit related adjustments that may be needed and provided that the total current fiscal year operating budget shall not be increased by such transfers.

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

i. Consideration to approve **IKF - Graduation Requirements**

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

j. Consideration to approve **JKD - Suspension of Students**

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

k. Consideration to approve **KDA - Public Information Program**

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

l. Consideration to approve **KEB (previously *KLD*) - Public Complaints about School Personnel**

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

- m. **First Reading Policies:**
 - i. Policy **JRA - Student Records and Information**
 - ii. Policy **KBF - Parent Involvement with Title I**
 - iii. Policy **IHBAC - Child Find**

10. SCHOOL BOARD AGENDA REQUESTS

11. COMMITTEE REPORTS:
- a. PATHS – Elizabeth
 - b. Technology Committee – Heather
 - c. SBAC - Cindy
 - d. Buildings & Grounds - Elizabeth

12. ANNOUNCEMENT OF UPCOMING MEETINGS

- a. SBAC Comm Subcommittee - May 16, 8:30 am Town Hall - Jordan CR
- b. CE School Building Advisory Cmte - May 16, 6:30 pm Town Hall
- c. SBAC Comm Subcommittee - May 23, 8:30 am Town Hall - Jordan CR
- d. School Board Workshop - May 28, 6:30 pm CEHS Library
- e. Policy Cmte - May 29, 4:15 pm Town Hall - Jordan CR
- f. SBAC Comm Subcommittee - May 30, 8:30 am Town Hall - Jordan CR
- g. CEHS Graduation - June 2, 1:00 pm
- h. SBAC Comm Subcommittee - June 6, 8:30 am Town Hall - Jordan CR
- i. CE School Building Advisory Cmte PUBLIC FORUM - June 6, 6pm Town Hall

13. CONSIDERATION TO ADJOURN

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