

Cape Elizabeth School Board
Tuesday, September 13, 2022
6:30 p.m. Regular Business Meeting
Town Hall Council Chambers
MINUTES
[VIDEO LINK](#)

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	☒ Philip Saucier	☒ Elizabeth Scifres	☒ Cynthia Voltz
☒ Juliet Moore			☒ Jack Quinn			

AGENDA

Call to Order/Pledge of Allegiance

1. ADJUSTMENTS TO AGENDA
 - a. Agenda Item 9c, move to a later date
2. APPROVAL OF SCHOOL BOARD MINUTES
 - a. Regular Business, Tuesday, June 14, 2022
 - b. Executive Session, Tuesday, June 14, 2022
 - c. Special Business, Tuesday, June 21, 2022
 - d. Special Business, Thursday, July 14, 2022

e. Regular Business, Tuesday, August 9, 2022

Motion:		Phil Saucier	Second:		Kathleen Curry-Sparks	Vote:		7-0
Heather Altenburg	Kimberly Carr	Kathleen Curry-Sparks	Jennifer McVeigh	Philip Saucier	Elizabeth Scifres	Cynthia Voltz		
☒ Yea ☐ Nay	☒ Yea ☐ Nay	☒ Yea ☐ Nay	☒ Yea ☐ Nay	☒ Yea ☐ Nay	☒ Yea ☐ Nay	☒ Yea ☐ Nay	☒ Yea ☐ Nay	

3. COMMENTS FROM PUBLIC ON AGENDA ITEMS *(per SB BEDH)* None
4. COMMENTS FROM STUDENT REPRESENTATIVES presentation starts at the 3 minute mark of the video.
5. PRESENTATIONS start around the 6-minute mark.
 - a. DLT - Opening of School - highlights
6. ADMINISTRATIVE AND STAFF REPORTS **supporting documents included*
 - a. 23:38 - David Bagdasarian, Director of Facilities spoke of the summer work on the buildings and campus
7. BUSINESS MANAGER’S REPORT **supporting documents included*
 - a. 34:33 - Marci Weeks, Business Manager discusses the financial reports
8. SUPERINTENDENT’S REPORT - starts around 37-minute mark of the video
 - a. Covid Update
 - b. Enrollment Numbers **supporting document included*
 - c. Entry Plan - Interviews Conducted
 - d. Building Project
9. NEW BUSINESS - 1:07:21
 - a. Recognition of new hires for SY23:
 - i. Lucas Swinford, HS Math
 - ii. Alison Buchsbaum, HS Science
 - iii. Michael Flaim, HS Social Studies
 - iv. Nicole Tamarro, MS Ed Tech III
 - v. Melissa Shabo, MS Music
 - vi. Libby Heselton, MS Guidance - 1 yr only
 - vii. Gabriella Morse, Kindergarten
 - viii. Claire Haft, Kindergarten

- ix. Jordyn Jamieson, PC grades 3/4
- x. Erica Gordon, PC grades 3/4
- xi. Alex Trammell, PC grade 4 - 1 yr only
- xii. Christopher Sutherland, MS Spanish
- xiii. Tami Johnsen, Extended Learning
- xiv. Ellen Bailey, Math Instructional Strategist
- xv. Hilary Roberts, PC Special Education - 1 yr only
- xvi. Kristen Polky, EL Ed Tech III
- xvii. Jamie Eavenson, Food Service
- xviii. William Sawyer, MS Music
- xix. Sarah Gagne, Volunteer Coordinator
- xx. Mark Meyer, PC/MS Ed Tech III
- xxi. Nicole Carey, Kindergarten - 1 yr only
- xxii. Nicole Patch, PC grade 1
- xxiii. Jeff Lowe, MS grade 7
- xxiv. Sophie Olmstead, MS STEM/Interventionist
- xxv. Charlie Tryder, HS Special Ed Ed Tech III
- xxvi. Sula Flock, CO Receptionist/Accounts Payable
- xxvii. Rebecca Sumner Wandell, MS Office Administrative Assistant
- xxviii. Brad Campbell, Bus Driver/Custodian

b. Consideration to approve the School Board Goals. - 1:09:35

The Board met in June at Retreat and came up with the following goals.

- i. Support the passage of a bond in 2022 for a new Pond Cove School and Middle School as well as the renovation of Cape Elizabeth High School.
- ii. Review data points for social emotional learning (SEL), academics, and diversity, equity, and inclusion (DEI) in order to measure efficacy and progress of programming.
- iii. Communicate with the community through multiple channels to provide information and seek feedback in order to be effective, transparent and a positive voice for education.
- iv. Create a fiscally responsible budget, through the established budget process, that provides a high quality education and meets the needs of all students.

- v. Advance the efficacy of the Board by participating in activities such as mentoring new members and supporting continued opportunities for learning for all Board members.

Motion: Elizabeth Scifres Second: Kathleen Curry-Sparks Vote: 7-0
 (All in favor, please raise your hand All opposed, please raise your hand).

Heather Altenburg	Kimberly Carr	Kathleen Curry-Sparks	Jennifer McVeigh	Philip Saucier	Elizabeth Scifres	Cynthia Voltz
☒ Yea ☐ Nay	☒ Yea ☐ Nay	☒ Yea ☐ Nay	☒ Yea ☐ Nay	☒ Yea ☐ Nay	☒ Yea ☐ Nay	☒ Yea ☐ Nay

- c. Consideration to approve the High School Baseball Field Trip to Orlando Florida for Training Camp from April 12th to the 15th, 2023.

It was decided this agenda item is to be tabled.

Motion: _____ Second: _____ Vote: _____

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

- d. Consideration to approve the Lead Custodian Job Description. **supporting documents included*

1:11:34 mark of the video

Motion: Cynthia Voltz Second: Elizabeth Scifres Vote: 7-0

Heather Altenburg	Kimberly Carr	Kathleen Curry-Sparks	Jennifer McVeigh	Philip Saucier	Elizabeth Scifres	Cynthia Voltz
☒ Yea ☐ Nay	☒ Yea ☐ Nay	☒ Yea ☐ Nay	☒ Yea ☐ Nay	☒ Yea ☐ Nay	☒ Yea ☐ Nay	☒ Yea ☐ Nay

- e. **First Readings:** 1:12:49

- i. Policy EEAEFA

ii. Policy IHBA

10. SCHOOL BOARD AGENDA REQUESTS - None

11. COMMITTEE REPORTS: - 1:15:27

- a. PATHS – Cindy
- b. DEI – Heather
- c. Technology Committee – Cindy
- d. Building Oversight Committee - Heather

12. ANNOUNCEMENT OF UPCOMING MEETINGS - 1:19:56

- a. School Board Workshop – Sept. 27, 6:30 pm CEHS Library
- b. DEI Task Force – Sept. 29, 3:30 pm, Zoom
- c. Policy Committee - Sept. 29, 3 pm Jordan Conference Room
- d. Public Design Workshop & Tour - Oct. 3, 4:30 pm, MS Cafetorium

13. Consideration to enter into Executive Session pursuant to 1 M.R.S.A. §405 (6)(A) for the purpose of discussing a personnel item. 1:21:32

Motion: Elizabeth Scifres	Second: Jennifer McVeigh	Vote: 7-0
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Heather Altenburg	Kimberly Carr	Kathleen Curry-Sparks	Jennifer McVeigh	Philip Saucier	Elizabeth Scifres	Cynthia Voltz
☒ Yea ☐ Nay	☒ Yea ☐ Nay	☒ Yea ☐ Nay	☒ Yea ☐ Nay	☒ Yea ☐ Nay	☒ Yea ☐ Nay	☒ Yea ☐ Nay

14. CONSIDERATION TO ADJOURN

Motion:	Second:	Vote:
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Heather Altenburg	Kimberly Carr	Kathleen Curry-Sparks	Jennifer McVeigh	Philip Saucier	Elizabeth Scifres	Cynthia Voltz
☒ Yea ☐ Nay	☒ Yea ☐ Nay	☒ Yea ☐ Nay	☒ Yea ☐ Nay	☒ Yea ☐ Nay	☒ Yea ☐ Nay	☒ Yea ☐ Nay