

Cape Elizabeth School Board
Tuesday, October 10, 2023
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.

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

Sophia Toon Jack
McCormick

AGENDA

Call to Order/Pledge of Allegiance

1. ADJUSTMENTS TO AGENDA - None
2. APPROVAL OF SCHOOL BOARD MINUTES
 - a. Regular Business Meeting, Tuesday, September 12, 2023
 - b. Special Business Meeting, Tuesday, September 26, 2023

Motion:	Phil Saucier	Second:	Caitlin Sweet	Vote:	7-0
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[illegible]

3. COMMENTS FROM PUBLIC ON AGENDA ITEMS (*per policy BEDH*) None
4. COMMENTS FROM STUDENT REPRESENTATIVES (1:35 of the video)
 - a. Jack McCormick starts the summary report with what is happening in the schools right now. PC is working on how to decipher their feelings, as well as a bus safety meeting. MS is just finished with NWEA, despite a few Wi-Fi struggles. School-wide pink out happened for Breast Cancer Awareness. HS students are raving about *Afterthought*. Spirit Week happened with it culminating in a pep rally, and the Homecoming dance is coming up.
5. PRESENTATIONS (6:55 of the video)
 - a. None
6. ADMINISTRATIVE AND STAFF REPORTS
 - a. Troy Patterson - Tech Department (7:48 of the video) - Mr. Patterson introduced his team, Andrea Fuller - Data Facilitator. Conor Hardimon - CEMS based Computer Technician. Jason Lund - Network Specialist, leads the way on a lot of projects like Verkada and Share911. Matthew Young - Network Specialist, does a lot of the hardware, like the servers and such. Jason and Matthew are split with the Town. HS Tech Integrator, Tom Farmer. PC Tech Integrator, Leesa Joiner. MS Tech Integrator, Erik Huntington, new this year. Dean Zaharis, part-time with PowerSchool and other things.
 - b. Ryan Fairchild - Special Services (19:25 of the video) - Mr. Fairchild starts by discussing the Public Preschool Program, and how the services are not being provided by his department this year.
7. BUSINESS MANAGER'S REPORT **supporting documents included* (38:47 of the video)
 - a. We are currently at 25% of spending for the year. It represents a reasonable spending trend.
8. SUPERINTENDENT'S REPORT (40:13)
 - a. SBAC
 - b. Enrollment Numbers **supporting document included*
 - c. Other
9. NEW BUSINESS

- a. Consideration to approve the unanimous recommendation of the School Building Advisory Committee to contract with Harriman as the architectural design team for the school project and authorize the Superintendent and Town Manager to negotiate said contract and for the Town Manager to sign a contract for services. (50:19)

Motion: Cynthia Voltz Second: Caitlin Sweet Vote: 7-0

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 unanimous recommendation of the School Building Advisory Committee to contract with CESO as the communication consultant for the school project and authorize the Superintendent and Town Manager to negotiate said contract and for the Town Manager to sign a contract for services. (57:23)

Motion: Caitlin Sweet Second: Cynthia Voltz Vote: 7-0

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

- c. Consideration to approve the following policies for **Second Reading**

- Policy **BEDH - Public Participation at Board Meetings** (1:05:32)

Motion: Kathleen Curry Sparks Second: Heather Altenburg Vote: 7-0

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

- Policy **BBAA - School Board Powers and Responsibilities**

Motion:	<u>Kathleen Curry-Sparks</u>	Second:	<u>Heather Altenburg</u>	Vote:	<u>7-0</u>
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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

- Policy **JLCA - Physical Examination Requirements and Sharing Information Between School & Home**

Motion:	<u>Kathleen Curry-Sparks</u>	Second:	<u>Heather Altenburg</u>	Vote:	<u>7-0</u>
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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

- Policy **JLCB - Immunizations of Students and Communicable Diseases**

Motion:	<u>Kathleen Curry-Sparks</u>	Second:	<u>Heather Altenburg</u>	Vote:	<u>7-0</u>
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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

- Policy **JLCC - Communicable Infectious Diseases**

Motion:	<u>Kathleen Curry-Sparks</u>	Second:	<u>Heather Altenburg</u>	Vote:	<u>7-0</u>
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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

- **Policy JLCE - First Aid**

Motion:	Kathleen Curry-Sparks	Second:	Heather Altenburg	Vote:	7-0
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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

- **Policy JLCD - Administration of Medication to Students**

Motion:	Kathleen Curry-Sparks	Second:	Heather Altenburg	Vote:	7-0
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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

- **Procedure BDE-R - Standing Committees Operating Procedures**

Motion:	Kathleen Curry-Sparks	Second:	Heather Altenburg	Vote:	7-0
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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

- d. **First Reading Policies:** (1:25:13)
- i. Policy **BE - School Board Meetings**
 - ii. Policy **JLCDA - Medical Marijuana in Schools**
 - iii. Policy **JJIF - Management of Concussions and Other Head Injuries**

10. SCHOOL BOARD AGENDA REQUESTS (1:28:51)

- a. None

11. COMMITTEE REPORTS: (1:29:12)

- a. PATHS – Caitlin
- b. Technology Committee – Cindy
- c. SBAC - Cindy
- d. Buildings & Grounds - Phil

12. ANNOUNCEMENT OF UPCOMING MEETINGS (1:31:35)

- a. School Board Retreat - Oct 11, 4 pm, Inn by the Sea
- b. PATHS, Oct 12, 8:30 WRVC
- c. Buildings & Grounds - Oct 18, 3:30 pm, Venue TBD
- d. CE SBAC -Oct 19, 6:30 pm Town Council Chambers
- e. School Board Workshop –Oct 24, 6:30 pm CEHS Library
- f. Policy Committee - Nov 2, 4:15 pm Jordan Conference Room

13. CONSIDERATION TO ADJOURN

Motion:	Caitlin Sweet	Second:	Jennifer McVeigh	Vote:	7-0
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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