

Cape Elizabeth School Board
 Tuesday May 11, 2021
 6:30 p.m. Regular Business Meeting
[Via Zoom](#)
 Meeting PW: *HpPNWU7

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:

- | | | | |
|--------------------------------------------|-------------------------------------------|-----------------------------------------|--------------------------------------------|
| <input type="checkbox"/> Heather Altenburg | <input type="checkbox"/> Kimberly Carr | <input type="checkbox"/> Philip Saucier | <input type="checkbox"/> Elizabeth Scifres |
| <input type="checkbox"/> Cynthia Voltz | <input type="checkbox"/> Jennifer McVeigh | <input type="checkbox"/> Laura deNino | |
| <input type="checkbox"/> Joey Labrie | <input type="checkbox"/> Ellie Gagne | | |

AGENDA

Call to Order/Pledge of Allegiance

6:30 p.m.

- I. Adjustments to Agenda
- II. Approval of Minutes April 12, 2021 – Special Business Meeting

Motion:		Second:		Vote:	
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Heather Altenburg: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Kimberly Carr: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Philip Saucier: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Elizabeth Scifres: Yay <input type="checkbox"/> Nay <input type="checkbox"/>
Cindy Voltz: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Jennifer McVeigh: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Laura DeNino: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	

- III. Approval of Minutes April 13, 2021 – Regular Business Meeting

Motion:		Second:		Vote:	
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Heather Altenburg: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Kimberly Carr: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Philip Saucier: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Elizabeth Scifres: Yay <input type="checkbox"/> Nay <input type="checkbox"/>
Cindy Voltz: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Jennifer McVeigh: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Laura DeNino: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	

IV. Approval of Minutes April 15, 2021 – Special Business Meeting

Motion:		Second:		Vote:	
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Heather Altenburg: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Kimberly Carr: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Philip Saucier: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Elizabeth Scifres: Yay <input type="checkbox"/> Nay <input type="checkbox"/>
Cindy Voltz: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Jennifer McVeigh: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Laura DeNino: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	

- V. Comments from Public on Agenda Items (per SB BEDH)
- VI. Comments from Student Representatives
- VII. Presentations: NAMM's 'Best Communities for Music Education'
- VIII. COVID Update – Superintendent Wolfrom
- IX. Administrative Reports
 - A. Principals
 - B. Business Manager ***supporting documents included**
 - C. Director of Teaching & Learning
 - D. Director of Special Services
 - E. Superintendent
 - i. Enrollment Numbers ***supporting document included**
 - ii. FY22 Budget Update
- X. New Business

A. Consideration to approve Bianca Luque for the High School Spanish Teacher position

Motion:		Second:		Vote:	
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Heather Altenburg: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Kimberly Carr: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Philip Saucier: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Elizabeth Scifres: Yay <input type="checkbox"/> Nay <input type="checkbox"/>
Cindy Voltz: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Jennifer McVeigh: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Laura DeNino: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	

B. Consideration to approve Melissa Oliver for the High School Social Studies Teacher position

Motion:		Second:		Vote:	
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Heather Altenburg: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Kimberly Carr: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Philip Saucier: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Elizabeth Scifres: Yay <input type="checkbox"/> Nay <input type="checkbox"/>
Cindy Voltz: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Jennifer McVeigh: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Laura DeNino: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	

C. Consideration to approve Thomas Farmer for the High School Technology Integrator position

Motion:		Second:		Vote:	
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Heather Altenburg: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Kimberly Carr: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Philip Saucier: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Elizabeth Scifres: Yay <input type="checkbox"/> Nay <input type="checkbox"/>
Cindy Voltz: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Jennifer McVeigh: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Laura DeNino: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	

D. Consideration to approve the Leave of Absence Request for Louise Lynch

Motion:		Second:		Vote:	
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Heather Altenburg: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Kimberly Carr: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Philip Saucier: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Elizabeth Scifres: Yay <input type="checkbox"/> Nay <input type="checkbox"/>
Cindy Voltz: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Jennifer McVeigh: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Laura DeNino: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	

E. Consideration to approve the Superintendent’s nominations of personnel to second-year probationary contracts.

Name	Location
Kimberly Chouinard	PCES
Megan O’Neill	PCES
Ellen Werner	PCES
Haley Malm	CEMS
Nathaniel Hunt	CEHS
Drew McNeely	CEHS
Leon Daniel Okitosongo	CEHS
Robert Wheeler	CEHS

Motion:		Second:		Vote:	
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Heather Altenburg: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Kimberly Carr: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Philip Saucier: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Elizabeth Scifres: Yay <input type="checkbox"/> Nay <input type="checkbox"/>
Cindy Voltz: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Jennifer McVeigh: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Laura DeNino: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	

F. Consideration to approve the Superintendent’s nomination of personnel to third year probationary contracts.

Name	Location
Kaite Haaland	District

Michael Giampetruzzi	District
Emilee Conroe	District
Paige Buchanan	PCES
Jessica Miller	CEMS
Alexander Anesko	CEHS
Karen Jenkins	CEHS
Christine Marshall	CEHS

Motion:		Second:		Vote:	
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Heather Altenburg: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Kimberly Carr: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Philip Saucier: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Elizabeth Scifres: Yay <input type="checkbox"/> Nay <input type="checkbox"/>
Cindy Voltz: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Jennifer McVeigh: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Laura DeNino: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	

G. Consideration to approve the Superintendent’s nomination of personnel to first year continuing contracts.

Name	Location
Michael Adrian	PCES
Katrina Aspinwall	CEMS
Sarah Hanson	CEMS
Amy DeVries	CEHS
Michael Young	CEHS

Motion:		Second:		Vote:	
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Heather Altenburg: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Kimberly Carr: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Philip Saucier: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Elizabeth Scifres: Yay <input type="checkbox"/> Nay <input type="checkbox"/>
Cindy Voltz: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Jennifer McVeigh: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Laura DeNino: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	

H. Consideration of School Board Member on the Assistant Superintendent Interview Committee

Motion:		Second:		Vote:	
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Heather Altenburg: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Kimberly Carr: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Philip Saucier: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Elizabeth Scifres: Yay <input type="checkbox"/> Nay <input type="checkbox"/>
Cindy Voltz: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Jennifer McVeigh: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Laura DeNino: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	

I. Consideration of School Board Member on the Director of Educational Technology Interview Committee

Motion:		Second:		Vote:	
Heather Altenburg: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Kimberly Carr: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Philip Saucier: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Elizabeth Scifres: Yay <input type="checkbox"/> Nay <input type="checkbox"/>		
Cindy Voltz: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Jennifer McVeigh: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Laura DeNino: Yay <input type="checkbox"/> Nay <input type="checkbox"/>			

J. Consideration of School Board Member on the Director of Facilities and Transportation Interview Committee

Motion:		Second:		Vote:	
Heather Altenburg: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Kimberly Carr: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Philip Saucier: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Elizabeth Scifres: Yay <input type="checkbox"/> Nay <input type="checkbox"/>		
Cindy Voltz: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Jennifer McVeigh: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Laura DeNino: Yay <input type="checkbox"/> Nay <input type="checkbox"/>			

K. Consideration to approve the Assistant Superintendent Job Description

Motion:		Second:		Vote:	
Heather Altenburg: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Kimberly Carr: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Philip Saucier: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Elizabeth Scifres: Yay <input type="checkbox"/> Nay <input type="checkbox"/>		
Cindy Voltz: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Jennifer McVeigh: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Laura DeNino: Yay <input type="checkbox"/> Nay <input type="checkbox"/>			

L. Consideration to approve the Affirmative Action Plan

Motion:		Second:		Vote:	
Heather Altenburg: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Kimberly Carr: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Philip Saucier: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Elizabeth Scifres: Yay <input type="checkbox"/> Nay <input type="checkbox"/>		
Cindy Voltz: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Jennifer McVeigh: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Laura DeNino: Yay <input type="checkbox"/> Nay <input type="checkbox"/>			

M. Consideration to approve the Affirmative Action Officer/Title IX Coordinator Job Description

Motion:		Second:		Vote:	
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Heather Altenburg: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Kimberly Carr: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Philip Saucier: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Elizabeth Scifres: Yay <input type="checkbox"/> Nay <input type="checkbox"/>
Cindy Voltz: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Jennifer McVeigh: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Laura DeNino: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	

N. Consideration to approve the Recertification Plan

Motion:		Second:		Vote:	
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Heather Altenburg: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Kimberly Carr: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Philip Saucier: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Elizabeth Scifres: Yay <input type="checkbox"/> Nay <input type="checkbox"/>
Cindy Voltz: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Jennifer McVeigh: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Laura DeNino: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	

O. Consideration to approve the Recertification Committee Representative Job Description

Motion:		Second:		Vote:	
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Heather Altenburg: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Kimberly Carr: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Philip Saucier: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Elizabeth Scifres: Yay <input type="checkbox"/> Nay <input type="checkbox"/>
Cindy Voltz: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Jennifer McVeigh: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Laura DeNino: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	

P. Second Reading - Policy JFABD – Education of Homeless Students

Motion:		Second:		Vote:	
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Heather Altenburg: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Kimberly Carr: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Philip Saucier: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Elizabeth Scifres: Yay <input type="checkbox"/> Nay <input type="checkbox"/>
Cindy Voltz: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Jennifer McVeigh: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Laura DeNino: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	

Q. Second Reading - Policy JFC – Dropout Prevention Committee

Motion:		Second:		Vote:	
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Heather Altenburg: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Kimberly Carr: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Philip Saucier: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Elizabeth Scifres: Yay <input type="checkbox"/> Nay <input type="checkbox"/>
Cindy Voltz: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Jennifer McVeigh: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Laura DeNino: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	

R. Second Reading:

- 1) Procedure JFABD-R – Education of Homeless Students Procedures
- 2) Dropout Prevention Plan (Replacing JFC-R)

XI. School Board Agenda Requests

XII. Committee Reports:

- A. PATHS – Cindy
- B. Policy – Elizabeth
- C. DEI – Heather
- D. Technology Committee – Cindy
- E. Finance Committee - Phil

XIII. Announcement of Upcoming Meetings

- A. DEI Task Force – May 12, 3:30 pm via Zoom
- B. PATHS – May 13, 8:30 am via Zoom
- C. Policy Committee – May 24, 3:00 pm via Zoom
- D. Finance Sub Committee – May 25, 8:30 am via Zoom
- E. School Board Workshop – May 25, 6:30 pm via Zoom

XIV. Consideration to Adjourn

Motion:		Second:		Vote:	
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Heather Altenburg: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Kimberly Carr: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Philip Saucier: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Elizabeth Scifres: Yay <input type="checkbox"/> Nay <input type="checkbox"/>
Cindy Voltz: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Jennifer McVeigh: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	Laura DeNino: Yay <input type="checkbox"/> Nay <input type="checkbox"/>	

PUBLIC PARTICIPATION AT BOARD MEETINGS

BEDH

Regular, special and emergency meetings of the Board are open to the public. The Board wishes to provide opportunities for citizens to express their interests, concerns and suggestions related to matters under consideration by the Board. The public is cordially invited to attend and participate in these meetings as set forth in this policy.

In order that the Board may fairly and adequately discharge its overall responsibilities, citizens or groups wishing to address the Board on a topic not otherwise on the agenda must submit a request in writing to the Superintendent at least one full week in advance of the scheduled meeting. The Superintendent and/or Board Chair may add the item to the agenda at their discretion.

As the elected representative body of the school unit, the Board conducts meetings to carry out the official business of the schools. These meetings are not public forums, but are meetings at which the Board does its business in public. An agenda is prepared and published in advance of each meeting in accordance with Board policy. Anyone desiring additional information about any item on the agenda should direct inquiries to the Superintendent's Office.

Generally, opportunities for the public to speak on agenda items will take place prior to the Board's vote on those items.

The Board Chairperson is responsible for ensuring the orderly conduct of Board meetings. The following ground rules shall guide public participation at Board meetings:

- A. Citizens, employees, students and others with a legitimate interest in the Board's business is welcome to participate as provided in this policy.
- B. Orderly conduct of a meeting does not permit spontaneous discussion from the audience. Speakers are to identify themselves by name before they begin speaking and to direct their comments and questions to the Board Chairperson. Board members wishing to address a speaker are asked to direct their comments through the Board Chairperson.
- C. In order to make the most efficient use of meeting time, groups or organizations are asked to designate spokespersons to present their comments. Speakers are also requested to avoid duplication or repetition of remarks made by others. The Board Chairperson has the prerogative to limit the time allotted for comments on a particular topic as well as the time each individual may speak.
- D. Gossip, defamatory comments, and abusive, vulgar, or threatening language are not permitted. The Board Chairperson has the prerogative to stop any presentation which violates this rule or which would violate the privacy interests of any individual
- E. Complaints concerning individual students or employees will not be aired in public at Board meetings, but will be referred to the administration for resolution as appropriate.

F. Employees and employee groups may not discuss matters at Board meetings for which other, more appropriate forums are provided by law or contract.

Legal Reference: 1 M.R.S.A. Section 401 et seq.
20-A M.R.S.A. Section 1001

Cross Reference: BEDB – Agenda

ADOPTED: March 8, 2005 (Replaced original BEDH)
Revised: June 14, 2011
April 9, 2013