

Chebeague Island School Committee Meeting Minutes Tuesday, May 1, 2018

Call to Order

The meeting was called to order at 5:05 pm by Chairperson Jeff Putnam. Present: School Committee members Jeff Putnam, Stephen Todd, Courtney Doughty, Jen Belesca and Suzanne Rugh (excuse late); school staff Superintendent/Principal Mike Pulsifer, and Pre-K Teacher Nancy Earnest; Town Manager Marjorie Stratton; and guests David Brunner, John Thaxter, Bob Earnest and Ken Pelton.

Flag Salute

The Pledge of Allegiance was recited.

Approval of Agenda

A motion was made by Courtney Doughty and seconded by Stephen Todd to approve the agenda as written but to move New Business to the beginning of the meeting. The motion passed 4-0.

Approval of Minutes

A motion was made by Stephen Todd and seconded by Jen Belesca to approve the School Committee meeting minutes of April 10, 2018. The motion passed 3-0-1 (Doughty).

Correspondence

None.

Public Comment

None

Reports

School Committee Chair: Jeff Putnam updated everyone on the upcoming grades 3-5 school trip to Flagstaff, Maine on June 6th, 7th, and 8th. This year's trip will offer many outdoor activities for our students. Jeff also reminded everyone of the Saturday, June 9th Town Meeting to authorize the school budget for next year. The meeting will begin at 9:00 am.

Superintendent/Principal: Mike Pulsifer reported the school car had been hit while parked at the Stone Pier. He has been in contact with the insurance company about it. Mike also reported that the CPA will be offering CTC tickets for K-12 student travel on the ferry to the mainland for activities that are not covered by the school plan. And finally, Nancy Earnest gave a presentation to the School Committee on instructional workshops she attended that were titled "Fostering Music and Movement in Early Childhood Classrooms." Nancy attended four professional presentations in Waterville, Maine this school year that were designed to help Pre-K teachers "energize and generate" learning and growth in early learners through music and movement enhancements in the classroom. Nancy also received over \$600 in equipment to use. Nancy said she gained many connections, lesson plans, equipment and strategies to use for her Pre-K students.

New Business

Adjustment to Student Days on 2017/18 Calendar: Mike Pulsifer proposed making the last student day June 21st, instead of June 22nd. The 21st would be the 175th student day of the year, which is required by the Maine Department of Education. He said this would allow the teachers more time to do packing that would be needed to vacate the school for the renovation. The packing would be done during the afternoon of June 21st and all day on June 22nd. A motion was made by Stephen Todd and seconded by Jen Belesca to have the last student day June 21st. The motion passed 4-0.

2018/19 School Calendar: A draft 2018/19 school calendar was reviewed by the School Committee. On it, the teachers would have three workshops beginning on August 28th and the students' first day would be on September 4th. The last student day (without any no school days) would be on Wednesday, June 12th, with teachers having one more day to work on June 13th. A motion was made by Jen Belesca and seconded by Courtney Doughty to approved the 2018/19 School Calendar as proposed. The motion passed 4-0.

Other Business

Warrant # 23 was reviewed by the School Committee and approval was authorized for it. In addition, Mike Pulsifer shared a "year to date" spending overview for this school year at the 10-month point. At the current time, it is very close to being overspent due to extra costs from unforeseen renovation needs, but he is hopeful that we will finish the year under budget.

Old Business

School Renovation: David Brunner was in attendance at the meeting, and he did a review for the School Committee of the bid openings that were done on Friday, April 27th in Freeport. David noted that three companies offered sealed bids to do the renovation work for the school. The bids came in as follows: Doten Construction at \$1,859,000; Great Falls Construction at \$1,730,535; and Ducas Construction at \$1,606,467. He noted that all three were significantly above our budget, and David had some suggestions on how to proceed. He suggested first that the School Committee authorized town manager Marjorie Stratton to send a letter to Ducas Construction informing them that we want to engage the company in negotiations (not to exceed 60 days) to do the renovation, provided we can come to a cost that is lower than the current bid.

A motion was made by Stephen Todd and seconded by Suzanne Rugh to authorize Marjorie Stratton to send a letter to Ducas Construction informing them of our desire to engage with them in negotiations (not to exceed 60 days) to do the renovation, provided we can come to a cost that is agreeable to both parties. The motion passed 5-0.

David next shared a review sheet that broke down the bid offering from Ducas Construction as compared to what we had developed to do the same section of the project's work. Some of our projections were close to the bid, and others were too low. After discussion, the School Committee asked David to meet with Ducas Construction's owner Patrick Ducas to review that sheet to make sure we were both considering the same information for the bid and projected costs. David said he would meet with Patrick Ducas and report back to the SC after that meeting.

David then shared some cost saving ideas he generated after the bid openings, that might help reduce the cost of the renovation if they were approved by the School Committee. The SC reviewed all of them, noting that they would reduce the scope of the renovation, but would also reduce the cost of it as well. A lengthy discussion was held on the list, but no firm decisions were agreed upon by the SC. David said he would also review the list with Patrick Ducas during his meeting with him.

Marjorie Stratton suggested that the School Committee attend the next Board of Selectmen meeting on Wednesday, May 9th to review the bids with them, and to solicit their input on the renovation going forward. Everyone agreed that was an appropriate step, and Marjorie said she would put that on the agenda for May 9th.

Marjorie Stratton also informed the School Committee that she was going to ask the Board of Selectmen to approved a Bond Anticipation Note from Machias Savings Bank for the loan needed to do the renovation. Machias Savings Bank offered a loan rate of 2.19%, and that was the lowest of three banks contacted. Jim Saffian is the town's legal counsel, and he will work with Machias Savings Bank to get that BAN in place.

David Brunner shared his fourth and final bill for the pre-construction architectural work done. After reviewing it, a motion was made by Jen Belesca and seconded by Courtney Doughty to pay that bill of \$13,674.29 from the Capital Improvement Reserve fund. The motion passed 5-0.

Mike Pulsifer shared that he has found a moving company to move our boxes and equipment, and that should be able to be completed after school gets out and before the renovation would commence. He also said that his research on the costs for a portable classroom would exceed our budget, and he recommended not renting one for next year. He did say that we can move into the CRC reasonably, and while covering the lion's share of their bills during our occupancy it would still be much cheaper than renting portable classrooms.

Adjournment

Courtney Doughty motioned and Suzanne Rugh seconded to adjourn the School Committee meeting at 7:10 pm. The motion passed 5-0.