

## **Chebeague Island School Committee Meeting Minutes Tuesday, February 26, 2019**

### **Call to Order**

The meeting was called to order at 5:04 pm by Chairperson Jeff Putnam. Present: School Committee members Jeff Putnam, Suzanne Rugh, Courtney Doughty and Jen Belesca (Stephen Todd excused absent); school staff Superintendent/Principal Mike Pulsifer, Pre-K Teacher Nancy Earnest, K-2 Teacher Tammy Hoidal, 3-5 Teacher Sarah Klein, Guidance Counselor Denise Sullivan, Secretary Meredith Beaupre; and guests Marjorie Stratton, Bob Earnest, Herb Maine and Lila Bisharat.

### **Executive Session**

A motion was made at 5:05 pm by Suzanne Rugh and seconded by Courtney Doughty to go into Executive Session for the purpose of discussing contract negotiations as per 1 MRSA § 405 (6) D. The motion passed 4-0. At 5:59 pm a motion was made by Courtney Doughty and seconded by Suzanne Rugh to leave the executive session and re-enter the public meeting. The motion passed 4-0.

### **Flag Salute**

The Pledge of Allegiance was recited.

### **Approval of Agenda**

A motion was made by Jen Belesca and seconded by Suzanne Rugh to approve the agenda as written. The motion passed 4-0.

### **Approval of Minutes**

A motion was made by Courtney Doughty and seconded by Jen Belesca to approve the School Committee meeting minutes of February 5, 2019 as written. The motion passed 4-0.

### **Correspondence**

Mike Pulsifer received an email letter yesterday from school secretary Meredith Beaupre that had suggestions for some structural changes to the school day, and some staffing ideas to save money. Mike met with Meredith today, and she said that she worked closely with Denise Sullivan and Laura Summa on the proposal. Mike said he also met today with the K-5 classroom teachers about the letter, and they said they did not yet have a chance to fully digest it. Mike does plan on sharing the suggestions with all staff before having comments on it.

### **Public Comment**

Leila Bisharat informed the School Committee that the Recompense Fund is taking grant applications until May 31<sup>st</sup>. Those applications are for \$1,500 to \$15,000 grant requests. She also noted that smaller grants are also available and applications can come in at anytime.

### **Reports**

School Committee Chair: None

Superintendent/Principal: Mike Pulsifer announced that we have two less students in school at CIS now, one is going to be homeschooled, and the other moved off the island.

### **Old Business**

School Renovation: Mike Pulsifer informed the School Committee that our insurance carrier approved a claim for \$11,671.48 for damages caused by water into our school renovation site last summer. Mike also updated the SC that the town's contingency fund was going to pay for the \$7,234.69 change order for the electrical hookup work for the generator and switch. An earlier agreement by the SC to pay for the electrical conduit costs will not be needed as the new hook up will include the conduit in the work approved by the town. Mike did inform the SC that there is a need for work to be approved to cover the hook up and placement of the new propane tank. A bid was received from Island Energy in the amount of \$2,585 to cover that work. After discussion, a motion was made by Courtney Doughty and seconded by Suzanne Rugh to approve taking \$2,585 from the School Department's Capital Improvement fund to pay for the propane work. The motion passed 4-0. And finally, it was agreed to discuss the costs and plan for moving back into the school at the next SC meeting on March 5<sup>th</sup>.

2019/20 School Department Budget: The School Committee did a line by line review of the proposal given out by the Superintendent, and a discussion was held on each section of the budget. Jeff Putnam found an error in the calculation, and that adjustment was made to the budget sheet. A number of recommendations were discussed, but no votes were taken. A number of questions were raised on potential savings for the district, and those will be worked on by the Superintendent for the next meeting. Mike Pulsifer shared a potential revenue sheet with the School Committee, and also shared the preliminary ED279 report from the Department of Education that reflects state funds coming to the district next year.

Superintendent Search: The application period has closed, and the School Committee has the applications and will review them this week. It was agreed to select finalists and then interview those applicants next week. After the interviews, candidates selected would be invited to the school for a visit to meet with the teachers and students.

### **New Business**

MainePERS Audit: Marjorie Stratton shared that she has been in close contact with MainePERS on the audit. At this time, we are needing to compile salaries earned by Ed Tech 2's and 3's and part-time teachers who did not contribute into MainePERS and should have done so from the period of 2007 to 2018. Mike Pulsifer has been in contact with our insurance company to see if our Errors and Omissions policy will help cover some of the costs owed. More information will be shared as it becomes known.

### **Other Business**

Warrant # 15 was reviewed by the School Committee and approval was authorized for it.

### **Adjournment**

Courtney Doughty motioned and Jen Belesca seconded to adjourn the School Committee meeting at 7:42 pm. The motion passed 4-0.