

## **Chebeague Island School Committee Meeting Minutes Tuesday, August 16, 2016**

### **Call to Order**

The meeting was called to order at 5:03 pm by Vice Chairperson Jeff Putnam. Present: School Committee members Jeff Putnam, Beverly Johnson, Steven Todd, and Jen Belesca (Suzanne Rugh was excused absent); and school staff Superintendent/Principal Mike Pulsifer.

### **Flag Salute**

The Pledge of Allegiance was recited.

### **Approval of Agenda**

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

### **Approval of Minutes**

A motion was made by Beverly Johnson and seconded by Steven Todd to approve the July 12, 2016 meeting minutes as written. The motion passed 4-0. A motion was made by Jen Belesca and seconded by Beverly Johnson to approve the August 4, 2016 workshop minutes as written. Motion passed 4-0.

### **Correspondence**

Mike Pulsifer shared an email he received from Carol Sabasteanski about an upcoming Yarmouth Town Council meeting that will have the 2016-17 proposed CTC ferry schedule on the agenda. It has changes on it due to the change in school start and end times in Yarmouth. Steven Todd agreed to attend as the representative of the School Committee, and will report back to the full School Committee after that meeting.

### **Public Comment**

None

### **Reports**

School Committee Vice Chair: Jeff Putnam reported that there is an upcoming meeting on August 18<sup>th</sup> in Augusta that he, Beverly Johnson and Kristin Westra will be attending. It is an organizational meeting for the WeatherBlur teaching and learning units that CIS will be taking part in this school year. This program is grant supported, and Jeff said he will update the School Committee at its next meeting.

Superintendent/Principal: Mike Pulsifer reported that we have hired a new Administrative Secretary to replace Althea Dugliss. Meredith Beaupre will begin her duties at Chebeague Island School in mid August, and everyone is looking forward to working with her.

Mike Pulsifer also reported that he and the CIS teachers had met the past two days with the Long Island School teachers and principal to work on our curriculum alignment and assessment targets for student learning. When a complete document has been put together, he will share it with the School Committee for their review.

And finally, with the start of the 2016-17 school year just around the corner, Mike Pulsifer reviewed the three workshop days planned for the teachers. August 30<sup>th</sup> will be used for state mandated trainings for staff, August 31<sup>st</sup> will be used to get rooms and student learning units ready, and on September 1<sup>st</sup> the entire staff will meet to do a study group of a book everyone read over the summer; *Lost at School* by Ross Greene. The first three workshop days should present lots of learning and constructive time to get ready for the new school year.

### **Old Business**

Cook/Kitchen Manager Job Description – Second Reading: A motion was made Beverly Johnson and seconded by Jen Belesca to approve the second reading of the Cook/Kitchen Manager job description. The motion passed 4-0.

Custodian Job Description – Second Reading: A motion was made by Jen Belesca and seconded by Beverly Johnson to approve the second reading of the Custodian job description. The motion passed 4-0.

Bus Driver Job Description – Second Reading: A motion was made Beverly Johnson and seconded by Jen Belesca to approve the second reading of the Bus Driver job description. The motion passed 4-0.

Joint Meeting with the BoS and CIRC Board: The School Committee agreed to invite the Board of Selectmen and Chebeague Island Recreation Center Board to meet with them to discuss any joint efforts that might present themselves for renovation or construction needs. The School Committee is moving forward on its efforts to renovate the school, and wanted to make sure the other two Boards had an opportunity to discuss their needs with the School Committee should they want to be included in any renovation or construction discussions. The School Committee agreed to offer October 4<sup>th</sup> and 18<sup>th</sup> as possible joint meeting dates. The Superintendent will pass those two dates on to the other Boards.

### **New Business**

None

### **Other Business**

None.

### **Adjournment**

Steven Todd motioned and Beverly Johnson seconded to adjourn the School Committee meeting at 5:41 pm. The motion passed 4-0.