

Chebeague Island School Committee Meeting Minutes

Tuesday, October 16, 2018

Call to Order

The meeting was called to order at 6:03 pm by Chairperson Jeff Putnam. Present: School Committee members Jeff Putnam, Suzanne Rugh, Courtney Doughty, Stephen Todd and Jen Belesca; school staff Superintendent/Principal Mike Pulsifer and Pre-K teacher Nancy Earnest; and guests Mark Dyer, Town Manager Marjorie Stratton, John Thaxter, Dan Malloy, and Polly Wentworth.

Flag Salute

The Pledge of Allegiance was recited.

After the Pledge of Allegiance, Chairperson Jeff Putnam asked those present at the meeting to take part in a moment of silence in observance of the loss of our Chebeague Island School teacher Kristin Westra. After the reflection, Jeff also took time to thank the superintendent for his efforts over the past two weeks, and he also thanked the school staff and community members who together helped each other during this sad time.

Approval of Agenda

A motion was made by Jen Belesca and seconded by Stephen Todd to approve the agenda as written. The motion passed 5-0.

Approval of Minutes

A motion was made by Courtney Doughty and seconded by Jen Belesca to approve the School Committee meeting minutes of September 18, 2018 as written. The motion passed 4-0-1 (Todd). Another motion was made by Courtney Doughty and seconded by Jen Belesca to approve the School Committee Workshop minutes of September 25, 2018 as written. The motion passed 5-0.

Correspondence

Mike Pulsifer informed the School Committee that a large outpouring of calls and emails of support and condolence have been received at the school, and those are still coming in at this time.

Public Comment

None

Reports

School Committee Chair: Jeff Putnam reminded the School Committee members of the Saturday joint workshop with the Yarmouth School Committee at 8:45 am at their Superintendent's office.

Superintendent/Principal: Mike Pulsifer shared that a new part-time Educational Technician II has been hired to help in the Special Education Department. Her name is Melissa Smithwick, and her application information was in the School Committee's packets.

Mike also shared that he has put an advertisement on Serving Schools for our Grades 3-5 teacher vacancy. He would like to begin the interview process soon, and would welcome a School Committee member or two on the initial interview team. The final candidate will come before the full School Committee for approval.

And finally, Mike shared that donations in honor of Kristin have been coming in. He noted that the Westenders and the Slow Bell had a fundraiser night and raised \$500 that was donated to the students in Kristin's class. Marjorie Stratton informed the SC that she had received a donation from Machias Savings Bank for a \$175 gift certificate to Skillin's Greenhouse to purchase something to plant in Kristin's memory. Marjorie also let everyone know that the Board of Selectmen had also agreed to give a donation in Kristin's memory as well.

Old Business

School Renovation Update: John Thaxter reviewed the most recent discussions from the construction meetings. The renovation is on hold right now until we can address the mold issue found in the school. John also shared the most recent change order list and associated costs, and those were discussed with the School Committee.

An email from David Brunner was reviewed by the School Committee, and it was noted that lots of questions still need to be decided, but the mold remediation should take priority. At this time the SC agreed that the electrical panel in the school should be able to take a large generator if it is installed in the future, but they do not have any plan to include the generator in the current renovation work. Mark Dyer informed the SC that the Board of Selectmen approved a 400amp upgrade to the electrical system. He also let everyone know where the new electrical pole will be placed and that there will be an underground conduit that will be from the pole to the school. The BoS approved that underground upgrade as well.

Jen Belesca reviewed some color choices for cabinet laminates and paint colors, and after discussion agreement was reached on those choices. Jen will inform David Brunner.

Included in the School Committee packets were the following:

- Air Quality Management's mold assessment
- A bid from BIOS to do the mold remediation
- A bid from Eastern Mold Remediation to do the mold remediation
- A denial letter from Maine Municipal Association on our insurance claim to cover any part of the mold remediation.

The mold assessment and remediation bids were reviewed. After reviewing the denial letter on our claim to MMA, the School Committee asked Mike Pulsifer to contact them again to pursue a different approach with our Builders Risk insurance or our regular liability insurance plan. If that did not help, Mike was given permission to contact legal advice on the matter.

New Business

Undesignated Funds: Currently, the School Department has an audited amount of \$55,205 in undesignated funds. After discussion, it was agreed that the audited undesignated funds should be placed in the Capital Reserve account. A motion was made by Jen Belesca and seconded by Suzanne Rugh to put \$55,205 of undesignated funds into the Capital Reserve account. The motion passed 5-0.

First Reading of Policies: Draft policy JJIF Management of Concussions and Other Head Injuries was reviewed by the School Committee. This is a required Department of Education policy. After discussion, a motion was made by Courtney Doughty and seconded by Stephen Todd to approved policy JJIF Management of Concussions and Other Head Injuries as a first reading. The motion passed 5-0.

Food Service Postponement Request: Mike Pulsifer said that the Department of Education needed a formal vote by the School Committee to postpone our food services until after the renovation is completed. After discussion, a motion was made by Jen Belesca and seconded by Stephen Todd to approve the application to postpone the Chebeague Island School's food service program until after the renovation is completed and the kitchen is working again. The motion passed 5-0.

Other Business

Warrant # 7 was reviewed by the School Committee and approval was authorized for it.

Adjournment

Suzanne Rugh motioned and Jen Belesca seconded to adjourn the School Committee meeting at 7:17 pm. The motion passed 5-0.