

# **Chebeague Island School Committee Meeting Minutes**

## **Tuesday, April 9, 2019**

### **Call to Order**

The meeting was called to order at 5:07 pm by Chairperson Jeff Putnam. Present: School Committee members Jeff Putnam, Courtney Doughty, Stephen Todd and Jen Belesca (Suzanne Rugh excused absent); school staff Superintendent/Principal Mike Pulsifer, Pre-K Teacher Nancy Earnest and 3<sup>rd</sup> to 5<sup>th</sup> Teacher Sarah Klein; Town Manager Marjorie Stratton and guest Polly Wentworth.

### **Executive Session**

A motion was made at 5:07 pm by Stephen Todd 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 5:55 pm a motion was made by Stephen Todd and seconded by Jen Belesca 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 Stephen Todd to approve the agenda with one new item added under New Business: (c) Teacher Contract. The motion passed 4-0.

### **Approval of Minutes**

A motion was made by Courtney Doughty and seconded by Stephen Todd to approve the School Committee meeting minutes of April 2, 2019. The motion passed 4-0.

### **Correspondence**

Mike Pulsifer reported that he had received three emails about volunteers wishing to work on flowers and gardens around the school. The School Committee said to invite those people to the next SC meeting on May 7<sup>th</sup> to hear more from them. Marjorie Stratton noted that the town had received a gift certificate from our bank that was redeemable at Skillins Greenhouse that could be used for some of the planting costs.

### **Public Comment**

Marjorie Stratton reminded the School Committee that paperwork to seek re-election is due on Friday, April 12<sup>th</sup>.

### **Reports**

School Committee Chairperson: None.

Superintendent/Principal: Mike Pulsifer reported that he had recently contacted Western World, a second liability company we have a policy with for possible errors and omissions. He also sent some documents electronically to them as well. He is waiting to hear back on this claim. Mike

also noted that he had hired a new cook/custodian; Polly Wentworth. Polly was in attendance, and everyone congratulated her on her appointment.

### **Old Business**

**2019/20 School Department Budget:** The School Committee reviewed a draft budget they had been working on previously, and this edition included some changes in the salaries trios. A lengthy discussion was then held on what to include for a possible MainePERS payout. The options seemed to center around paying it all off in one year, or paying it out over two or three years. The SC decided the thing to do to eliminate any interest payments was to include funds in next year's budget to cover a payment all at once. A motion was made by Jen Belesca and seconded by Stephen Todd to add \$100,000 to the Contingency trio for MainePERS costs, creating a 2019/20 school budget of \$1,316,065. The motion passed 4-0.

**School Renovation Update:** A review of the final punch list provided by John Thaxter and David Brunner was done by the School Committee. It was noted that a few things were on hold due to not being readily available, but they were on backorder and coming in soon. Mike Pulsifer reported that Claire Betz had done her third blower door test, and the results were excellent. She did have some questions about the attic areas (attic and storage) and the air venting in the kitchen, but those will be addressed by Ducas prior to the job being over. Mike said that David will probably do a Substantial Completion notice soon, and that will allow the Town to release some funds to Ducas. If the Substantial Completion notice is given, the school and keys can be turned over to the Town. One concern brought up was the kitchen flooring that still needs to be finished from the punch list. The School Committee was clear that they did not want workers in the kitchen when school was in session with children. Mike said he would make sure to confirm that with Ducas and David Brunner.

Jeff Putnam confirmed that the volunteer move date was still on for April 13<sup>th</sup>. Mike Pulsifer said the school was planning some move in activities for the children the week they return. It was also agreed that some special thank you cards should be given to the many volunteers, vendors and donators to this project.

Marjorie Stratton shared some good news, that our Bond Anticipation Note interest was probably going to be in the \$16,000 range, which was below the Superintendent's anticipated amount. Mike Pulsifer also shared that when the School Committee voted at the last meeting to pay for some contracts and supplies for the renovation, it was not noted to take the funding from the Capital Improvement funds, so those things would be paid by the regular school budget unless a change was made. After a discussion on this, a motion was made by Courtney Doughty and seconded by Jen Belesca to use the Capital Improvement fund to cover costs for the hallway cubbies, closet shelving, new room cabinets, Laura Summa's services for moving, and costs for pods to store things. The motion passed 4-0.

Mike Pulsifer shared that Laura Summa had contacted him via email about some donors desiring to give money to the project for some finishing touches. Everyone was very happy to hear this, and Mike said as those checks are received he will let everyone know.

### **New Business**

2019/20 School Calendar: A draft calendar was presented for the School Committee to review. The approved 2019/20 Yarmouth calendar was also compared, to review for student coordination between our districts. After a discussion, it was decided to have one less student day for CIS so the student total days would be 175, but the teacher days would stay at 183. A motion was made by Jen Belesca and seconded by Stephen Todd to approve the 2019/20 Chebeague Island School Calendar with the discussed modifications. The motion passed 4-0.

2019/20 CTC Contract: A draft contract was submitted to the School Department from the Chebeague Transportation Company. It had some new and different language, had some added information, and some deletions from the past agreement. The School Committee discussed the contract, and asked Mike Pulsifer to meet with Carol Sebasteanski from CTC to go over it again with their suggestions. This contract will be discussed further at a later meeting.

Teacher Contract: Jeff Putnam informed everyone present that the teachers and School Committee had met earlier that evening, and he was happy to announce that a new teacher contract was agreed upon by both sides. A motion was made by Stephen Todd and seconded by Courtney Doughty to approve the new teacher contract for the years 2019/20, 2020/21 and 2021/22. The motion passed 4-0.

### **Other Business**

None

### **Adjournment**

Jen Belesca motioned and Stephen Todd seconded to adjourn the School Committee meeting at 7:27 pm. The motion passed 4-0.