

Chebeague Island School Committee Meeting Minutes Tuesday, January 22, 2019

Call to Order

The meeting was called to order at 5:47 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, Pre-K Teacher Nancy Earnest and special education teacher Mary Holt.

Flag Salute

The Pledge of Allegiance was recited.

Approval of Agenda

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

Chebeague Island School Walk Through by School Committee

A motion was made by Jeff Putnam and seconded by Suzanne Rugh at 5:49 pm to move the School Committee meeting to the school renovation site for a tour of the school. The motion passed 5-0. At 6:22 pm a motion was made by Jeff Putnam and seconded by Suzanne Rugh to reconvene the meeting at the CRC from the school renovation tour. The motion passed 5-0.

Approval of Minutes

A motion was made by Jen Belesca and seconded by Stephen Todd to approve the School Committee meeting minutes of January 10, 2019 as written. The motion passed 5-0.

Correspondence

School Committee Chair Jeff Putnam received a letter from Lynne Priest on behalf of the Chebeague Island Library requesting an increase in the amount the library charges the school to have library classes there once per week. After a general discussion, it was agreed to discuss this further at the next School Committee meeting before responding to Lynne.

Public Comment

None

Reports

School Committee Chair: None

Superintendent/Principal: None

Old Business

School Renovation Update: The School Committee had many favorable comments about the tour of the school and the progress so far. Everything seems to be progressing nicely.

John Thaxter shared that a new change order is needed to fix a moisture problem in the floor. A lengthy discussion was held on the floor tiles and the moisture barrier requested for the non-tiled areas as well as removing tiles in three rooms and adding a moisture barrier there. It was an expensive change order, and at this time no decision was made. Further discussion is needed. It was noted that the Board of Selectmen's contingency is getting low as well. There is less than \$29,000 left in that contingency.

A thank you letter was sent to Claire Betze for her generous donation of time and work to the renovation project and that letter was reviewed by the School Committee.

The School Committee heard from Mike Pulsifer that there is a need for storage cabinets in the two new rooms at the end of the school. No decisions were made, and further discussion is needed. Also discussed was the need for some corridor cubbies for the students' backpacks, coats and boots and slippers. No decision was made on that need, and further discussion is needed.

Mike Pulsifer also updated the School Committee that he is still compiling a list of potential reimbursements for the mold insurance claim, and when that total is firm, he will share it with the School Committee.

A review of the School Department's reserve accounts was done. At this time there is \$74,244 in the Capital Reserve, \$81,704 in the Tuition Reserve, and \$60,519 in the Special Education Reserve. A long list of potential renovation needs was reviewed that could use up some of the Capital Reserve account funds, but no decisions were made. Further discussion will occur at a later time. Mike Pulsifer also shared that the 2017/18 school audit has been completed, and our auditor will be at a future meeting to review the audit. There could be some funds left over in the School Department budget from that school year that could be designated or refunded.

Superintendent Search: The advertisement for the position has been placed on servingschools.com and the application for candidates is on our website. Completed applications are being sent to the school in care of the School Committee Search Chair, and those applications will be kept at school for Jeff Putnam to pick up.

Second Reading of Policies: After reviewing the policies, a motion was made by Jen Belesca and seconded by Stephen Todd to approve policies JICH Drug and Alcohol Use by Students and JICIA Weapons, Violence and School Safety as second and final readings. The motion passed 5-0.

New Business

2019/20 School Department Budget: A lengthy discussion was held on various parts of school budget, including estimated student numbers, tuition costs, salaries, health insurance costs, and ferry costs. At this time no firm budget decisions were made. It was also noted that the teacher

contract will expire August 30th, and a new one is needed. The School Committee asked the Superintendent to have an executive session on the next SC agenda to discuss the teacher contract in more detail.

Superintendent Job Description: A recommended job description was in the School Committee's packets, but no discussion was held due to time restraints. School Committee members will review the job description on their own and give feedback to the Superintendent and Chairperson.

Other Business

Warrant # 13 was reviewed by the School Committee and approval was authorized for it.

Adjournment

Stephen Todd motioned and Jen Belesca seconded to adjourn the School Committee meeting at 7:47 pm. The motion passed 5-0.