

Chebeague Island School Committee  
Regular Meeting Minutes- at the Recreation Center  
July 6, 2021  
6:00 P.M.

**Call to Order**

The meeting was called to order at 6:03 p.m. by the Superintendent Ann Kirkpatrick. School Committee members in attendance were Suzanne Rugh, Leah Guay, Jeff Putnam, Viktoria Wood, and Meredith Beaupre. Others in attendance were Polly Wentworth.

**Approval of Agenda-** A motion was made by Jeff Putnam to approve the agenda as written. Seconded by Leah Guay. Motion passed 5-0-0.

**Minutes from June 15, 2021-** A motion was made by Leah Guay to approve the minutes of June 15, 2021, Seconded by Suzanne Rugh. Motion passed 2-0-3 (jp,vw,mb).

**Election of School Committee Chair-** A motion was made by Jeff Putnam to elect Leah Guay as the Chair of the Chebeague Island School Committee. Seconded by Suzanne Rugh. A motion was made by Suzanne Rugh to stop nomination for the chair. Seconded by Meredith Beaupre. Motion passed 5-0-0.  
Motion to elect Leah Guay passed 5-0-0.

**Election of School Committee Vice Chair-** A motion was made by Jeff Putnam to elect Suzanne Rugh as the Vice Chair of the Chebeague Island School Committee. Seconded by Leah Guay. Motion passed 5-0-0.

**Correspondence-** None

**Public Comment -** None

**Reports**

School Committee Chairperson- Newly elected Leah Guay thanked the school committee for the honor to serve as Chair.

Superintendent/ Principal- Ann Kirkpatrick updated the School Committee with the progress of the replacement of the boat structure on the playground. A Motion was made by Jeff Putnam to pay \$2000 of the restoration of the boat from the Playground Reserve Account. Seconded by Suzanne Rugh. Motion passed 5-0-0.

The floors in the school will be receiving a coat of wax sometime in August. This is the reason we are not meeting in the school; all tables and chairs are tucked away and off the floor.

The Superintendent and Lead Teacher have started talking about goals for the upcoming school year.

LeadTeacher- The Superintendent read a letter from Sarah Klein. The letter welcomed the new School Committee members. Sarah has been relaxing, spending time with family. She is in

contact with the staff with conversations, thoughts and early stages of planning for next school year.

### **New Business**

What is included in the back to school packet for parents? The Superintendent/Principal shared with the School Committee a copy of the school calendar and the emergency/information sheet given to the parents. Also included is the bus schedule, September lunch menu, Federal free and reduced lunch application, and handbook.

The School Committee had some recommendations for this packet that included sending an information sheet to the Middle and High School parents, cleaning up the contact information of all parents, make sure both parents receive student information if they do not live together and use emails and text messages to contact parents with change of plans.

The School Committee schedule for the year was shared with the meetings scheduled for the First and Third Tuesday of the month. A Motion was made by Jeff Putnam to accept the dates as presented. Seconded by Suzanne Rugh. Motion passed 5-0-0.

Dates will be given to the town office to be put on the town's calendar.

The School Committee Chair asked the Superintendent to purchase from Maine School Management Association 4 School Board Handbooks for the new members.

Committees of the Board- The School Committee Chair is the ex facto member of all committees of the School Committee;

Finance/Negotiations- Leah Guay, Jeff Putnam and Vika Wood

Buildings and Grounds- Leah Guay, Jeff Putnam and Meredith Beaupre

Policy- Leah Guay, Suzanne Rugh and Meredith Beaupre

### **Old Business**

The School Day, Bus Times and Boat times were reviewed;

School Boat times are 7:05/7:20 and 2:50/3:05.

School Instruction times are Middle and High School 8:00- 2:45, CIS 8:30-3:00

When scheduling the elementary school bus pick up times it is recommended that we are mindful that parents need to have time to catch the 8:00 boat.

### **Other Business**

Vika Wood brought 4 warrants for the School Committee to review and sign.

Adjournment at 7:011 pm

Respectfully Submitted,

Ann C. Kirkpatrick; Superintendent