

## Chebeague Island School Committee Minutes December 3, 2019

### Call to Order

The meeting was called to order at 6:07 am by Chairperson Jeff Putnam. School Committee members in attendance were Jen Belesca, Suzanne Rugh and Carol White. School staff present were Superintendent/Principal Ann Kirkpatrick and PreK teacher Nancy Earnest.

### Flag Salute

The Pledge of Allegiance was recited.

### Approval of Agenda

No additions were made to the agenda, there will not be an executive session. A motion was made by Suzanne Rugh to approve the agenda as written. Seconded by Jen Belesca. Motion passed 4-0-0.

### Approval of Minutes from November 19, 2019

A Motion was made by Jen Belesca to approve the minutes as written and seconded by Carol White. Motion passed. 3-0-1 (jp).

### Correspondence

No correspondence

### Public Comment

No public comment

### Reports

School Committee Chairperson: Jeff Putnam led a conversation about curriculum and where the administration and teacher need to focus. It was agreed that there needs to be more communication with Yarmouth School to ensure that our incoming sixth graders are not struggling academically in the transition to Middle School. It was suggested that Principal Kirkpatrick contact the Principal of Yarmouth Middle School and have a conversation about curriculum. The Chebeague Island School needs to concentrate on Respond to Interventions (RTI) by making sure the students in Literacy and Math are meeting benchmarks. The benchmarks need to be defined with assessments including phonological assessment, reading fluency, speed, accuracy and comprehension. This work will begin now as it may require money in next year's budget for assessment tools and classroom reading material.

Superintendent/Principal: Ann Kirkpatrick shared about the fire trucks at school on Sunday, December 1, 2019. A teacher was working and smelled propane or gas and wanted it checked out. The firefighters arrived and checked the building. They also toured the building and suggested that we do not use the doorstops.

An email was sent to Patrick Ducas requesting a meeting at the school to get the Superintendent and facilities director up to speed on the systems, punch list items and a suggestion for a maintenance plan for the building. I hope to hear back from Mr. Ducas by the end of the week.

#### Old Business

Policy- JLCE First Aid and Emergency Medical Care was reviewed. Motion by Suzanne Rugh and seconded by Jen Belesca to approve policy JLCE in first reading. Motion passed 4-0-0.

Policy- KI Visitors in the School was reviewed and some revisions were suggested. It will be brought back for the first reading next meeting.

#### New Business

Superintendent Evaluation- Suzanne Rugh shared the work on the evaluation tool that she and Courtney Doughty worked on in the Google Suite.

#### Other Business

No Warrant at this meeting

Adjournment at 7:34

Respectfully Submitted,  
Ann C. Kirkpatrick; Superintendent