

Chebeague Island School Committee Meeting Minutes Tuesday, January 2, 2018

Call to Order

The meeting was called to order at 6:10 pm by Chairperson Jeff Putnam. Present: School Committee members Jeff Putnam, Courtney Doughty, and Stephen Todd, (Jen Belesca and Suzanne Rugh excused late); and school staff Superintendent/Principal Mike Pulsifer.

Flag Salute

The Pledge of Allegiance was recited.

Approval of Agenda

A motion was made by Stephen Todd and seconded by Courtney Doughty to approve the agenda as written. The motion passed 3-0.

Approval of Minutes

A motion was made by Stephen Todd and seconded by Courtney Doughty to approve the meeting minutes of December 5, 2017 as written. The motion passed 3-0.

Correspondence

A letter from the Deputy Commissioner of Education Suzanne Beaudoin was received. It gave approval from the Department of Education for the Chebeague Island School renovation project.

A letter from the Brunswick School Superintendent Paul Perzanoski was received. It asked if there was any interest in joining with them for doing collaborative projects together or discussing district reorganization. At this time all of our business office tasks are done by the town, so we are all set. But it was noted, if something out of the ordinary occurs in the future, we could bring up discussions with Brunswick later. Mike Pulsifer will contact Brunswick and let them know we are not interested at this time.

A letter from the Maine School Management was shared, and in it were the major points from the MSMA's stance on the possibility of 3 and 4 year olds becoming part of the public school sector in the future. As this topic is only in the discussion phase at this time and not approved by the legislature yet, the letter was informational only.

Public Comment

None

Reports

School Committee Chair: None

Superintendent/Principal: Mike Pulsifer noted the 2018/19 budget process is underway, and he is meeting with teachers to get a list of their needs. He also noted that the Board of Selectmen would

like to meet with the School Committee on Wednesday, February 7th to have a preliminary budget discussion, and again on Tuesday, March 20th for a final budget discussion.

Old Business

School Renovation: An email from David Brunner was reviewed, and in it he shared some attachments that are required public postings for us to begin the process of getting a general contractor. After discussion, a motion was made by Suzanne Rugh and seconded by Stephen Todd to approve the two Notices to General Contractors Request for Qualifications and to post them on the town's website and in the *Portland Press Herald* on January 8th and 15th. The motion passed 4-0. David also shared in his email form AIA A305 – 1986, a Contractor's Qualification Statement and a General Contractor's Qualification Supplement form that will need to be completed by interested contractors. All were reviewed by the School Committee and agreed upon for use. And finally, in his email David gave a general timeline for completion of the many steps leading up to construction. It was an inclusive timeline, but it did not have construction starting until mid to late May at the earliest. The School Committee agreed to call David in Seattle at the end of the meeting to see if anything could be done to begin the construction earlier. (The phone call was made at 7:35 pm to David Brunner and he agreed to look over the timeline again and report back to the School Committee at their January 16th meeting.)

Mike Pulsifer reported that he has contacted a number of storage companies to see what it would cost to get storage pods at the school for the many things needing storage during construction. A review of those companies was done. Mike also shared that the Recreation Center has agreed to let our K-2 and 3-5 students use two rooms there for classes during construction, and the Kids' Place has also agreed to let Pre-K use a room there for classes. He is still working on a space for school administration and food service to set up during construction.

And finally, Mike Pulsifer shared the variance application that David Brunner gave to the Chebeague Island Board of Appeals for our front entrance renovation change. That meeting will be held on January 11th and Marjorie Stratton will represent the School Department at it.

Second Reading of Policies: A motion was made by Suzanne Rugh and seconded by Stephen Todd to approve policies IKE Promotion, Retention and Acceleration of Students; IJJ-E Challenge of Instructional Materials Form; and ILA Student Assessment as second readings. The motion passed 3-0.

New Business

Chebeague Island School Report Card: Mike Pulsifer shared a new version of the school report card. The goal of the new report card was to align it with the recently approved learning targets the School Committee approved. Those learning targets are what students at each grade level are expected to be taught and master. A review of each grade level's card was done, and a general discussion was held. After the review, it was agreed to look at some specific parts more closely and get back to the School Committee with updates. Specifically targeted were Math goals/telling

time and including an allied arts comment section. Mike noted that he will meet with the staff again and put this topic on a future School Committee agenda for their review.

First Reading of Policies: A motion was made by Jen Belesca and seconded by Stephen Todd to approve policies ILD Educational Research: Student Submission to Surveys, Analyses, or Evaluations, IMBB Exemption from Required Instruction, and JEA Compulsory Attendance as first readings. The motion passed 4-0.

Other Business

Warrant #11 was reviewed and approval was authorized for the warrant.

A telephone call was made to David Brunner in Seattle, Washington, and the renovation time line was discussed. This topic will be brought up again at a future meeting.

Adjournment

Suzanne Rugh motioned and Jen Belesca seconded to adjourn the School Committee meeting at 7:40 pm. The motion passed 4-0.