

Chebeague Island School Committee Meeting Minutes

Tuesday, April 2, 2019

Call to Order

The meeting was called to order at 6:04 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 Technology instructor Beverly Johnson; guests Marjorie Stratton, Polly Wentworth, John Thaxter, Laura Summa, Christin Nadeau, Bob Earnest and Herb Maine.

Flag Salute

The Pledge of Allegiance was recited.

Approval of Agenda

A motion was made by Jen Belesca and seconded by Courtney Doughty to approve the agenda as written. The motion passed 4-0.

Approval of Minutes

A motion was made by Courtney Doughty and seconded by Jen Belesca to approve the School Committee meeting minutes of March 19, 2019. The motion passed 3-0-1 (Todd).

Correspondence

Jeff Putnam reported that the School Committee had received two emailed letters, one from Laura Summa and one from Denise Sullivan, both were on the Cook/Custodian vacancy, and Denise's letter praised the great work that Laura had done in the position. Mike Pulsifer reported that he and Marjorie Stratton received a letter from our Maine Municipal Association insurance firm that denied our insurance claim for errors and omissions coverage for the MainePERS audit results. Mike also said he unfortunately received a letter from our legal counsel that confirmed the MMA stance on their claim denial as a valid one.

Public Comment

None

Reports

School Committee Chair: Jeff Putnam reported that there is a meeting on Friday, April 5th of area School Committee members to meet with Representative Cathy Breen to discuss possible legislation that is being discussed in Augusta. He will keep everyone up to date on that meeting.

Superintendent/Principal: Mike Pulsifer reported earlier in the Correspondence section, and confirmed again, that it appears very likely we will owe for the full amounts due for the school and employee shares of the MainePERS audit amounts due, as our insurance carrier denied our claim and our lawyer affirmed their stance as valid. Marjorie Stratton said her office has compiled the September to December figures owed, and it amounts to \$6,377, and figures compiled of what is owed for the previous four years before that would be \$35,301. A lengthy discussion was held

by the SC on this issue. Mike also noted that the Maine School Management Association had recommended three new policies (IMB, IMC, and GBIA) that all Maine School Committees should consider approving, and if there is time at a future meeting, he would recommend putting them on an agenda to review them.

Old Business

2019/20 School Department Budget: The School Committee reviewed a draft budget they had worked on and then discussed three potential additions to it:

- An increase in tuition due to additional students moving to Chebeague Island next year
- An increase to cover any MainePERS costs due to the insurance denial
- An increase to the secretary's hours to cover the phone and teacher travel needs during net year's school hours

No votes were taken, and final decisions would take place at the next SC meeting.

School Renovation Update: A thorough review of the renovation's final touches was done by John Thaxter, and he confirmed that the renovation is wrapping up soon. He should have a final punch list walk through, and occupancy could be given to the School Department. He noted there is a final blower door test on April 3rd, the kitchen flooring should be done this week, along with the floor waxing of the school floors. The generator and extra electrical panel work is not yet hooked up, but that can come later. He also said there is still an eye wash station that needs placement, but that should happen soon. The containment fencing around the construction site should be down by April 8th. A substantial completion form needs to be done by the architect, and then final payments may be made to the renovation company and the project will be complete.

Marjorie Stratton reminded everyone that no one can move in until the certification of occupancy is received. She also confirmed that town workers and trucks can be available to help with the move over the weekend of April 13th. She also confirmed that volunteer student workers could help if they have permission from their school for the hours volunteered. Jeff Putnam noted that the volunteer move days are still April 13th and 14th. He wanted to have the three teachers, the administration and specialists' things moved into the school that weekend. A discussion was had by the SC to hire Laura Summa to be the person to help coordinate the school move. She will work with volunteers and school staff to move things into the school, and move things back into the CRC and Kids Place from the pods, and help with finishing touches on the project. Laura confirmed her availability to help until May 1st. Bob Earnest asked if a map could be received from the staff to help movers locate where to place things, and Mike Pulsifer said he would get that map to the staff.

After discussion, a motion was made by Stephen Todd and seconded by Courtney Doughty to hire Laura Summa to coordinate the moving effort for the school. The motion passed 4-0. Mike Pulsifer said that his office has ordered the attic storage shelves and plastic bins, the bathroom paper holders and the ADA required signage. He is working with Consolidated Communications to get the internet transferred, but he needs Beverly Johnson's help with the room internet hookups. Marjorie Stratton confirmed that she approved Change Order # 47 for the floors being cleaned and waxed, and one last Change Order is out there for the dimmers to be installed in three classrooms missing them. Jeff Putnam noted that he would like the town to have a chance to see the school renovation first hand, and would like to discuss an Open House at a future meeting. Everyone liked this idea.

After a lengthy discussion on new hallway cubbies needs, storage cabinets for the two new rooms, and shelving installed in the new closets, a motion was made by Stephen Todd and seconded by Jen Belesca to accept the bid proposal from Craig Howard for installing hallway cubbies and from Pond Cove for the two new classroom cabinets. The motion passed 4-0. Another motion was made by Stephen Todd and seconded by Courtney Doughty to accept the bid proposal from E. Carrier for the school closet shelving needs in the hallway, the multipurpose room, and two classrooms. The motion passed 4-0.

New Business

Appointment of Superintendent/Principal: Jeff Putnam informed everyone that the search and interviewing for a new Superintendent and Principal had been successful, and he would like to recommend the School Committee hire Ann Kirkpatrick. A motion was made by Jen Belesca and seconded by Courtney Doughty to appoint Ann Kirkpatrick as Superintendent/Principal of the Chebeague Island School Department for the 2019/20, 2020/21 and 2021/22 school years. The motion passed 4-0.

Appointment of Probationary Teacher: A recommendation was made by Mike Pulsifer to appoint Sarah Klein as the 3rd to 5th grade teacher for the 2019/20 school year. After the recommendation, a motion was made by Courtney Doughty and seconded by Jen Belesca to appoint Sarah Klein as the 3rd to 5th grade teacher for the 2019/20 school year. The motion passed 4-0.

Resignation of Spanish Teacher: Mike Pulsifer reported that Matt Hoidal submitted his resignation, effective at the end of school, and it was included in the School Committee packets. After reading the letter, a motion was made by Jen Belesca and seconded by Courtney Doughty to regretfully accept the resignation of Matt Hoidal effective at the end of the school year. The motion passed 4-0. After the vote, it was suggested that Mike Pulsifer confer with Ann Kirkpatrick to see if she would like to lead the search for a Spanish teacher, or would she like Mike to do that.

2019/20 Calendar: As it was late in the meeting, it was agreed by consensus to move this item to the next School Committee meeting's agenda.

Other Business

Warrant # 18 was reviewed by the School Committee, and approval was authorized for it. Also, a report on year-to-date spending was included with the warrant.

Executive Session

A motion was made at 7:31 pm by Jen Belesca and seconded by Stephen Todd to go into Executive Session for the purpose of discussing contract negotiations as per 1 MRS § 405 (6) D. The motion passed 4-0. At 7:45 pm a motion was made by Courtney Doughty and seconded by Stephen Todd to leave the executive session and re-enter the public meeting. The motion passed 4-0. No action was taken as a result of the executive session.

Adjournment

Jen Belesca motioned and Courtney Doughty seconded to adjourn the School Committee meeting at 7:46 pm. The motion passed 4-0.