

## **Chebeague Island School Committee Meeting Minutes Tuesday, August 7, 2018**

### **Call to Order**

The meeting was called to order at 6:03 pm by Chairperson Jeff Putnam. Present: School Committee members Jeff Putnam, Courtney Doughty, Stephen Todd, Suzanne Rugh and Jen Belesca; school staff Superintendent/Principal Mike Pulsifer; and guests Peggy Brown, Dan Malloy, and Geoff Summa.

### **Executive Session**

At 6:04 pm a motion was made by Suzanne Rugh and seconded by Courtney Doughty to go into executive session for the purpose of discussing a personnel employment item as per 1 MRSA § 405 (6) A. The motion passed 5-0. At 6:28 pm a motion was made by Courtney Doughty and seconded by Suzanne Rugh to exit the executive session. The motion passed 5-0. The School Committee returned to public session and no action was taken due to the executive session deliberations.

### **Approval of Agenda**

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

### **Approval of Minutes**

A motion was made by Jen Belesca and seconded by Courtney Doughty to approve the School Committee meeting minutes of July 17, 2018 as written. The motion passed 5-0.

### **Correspondence**

Summer resident Peggy Brown was in attendance at the School Committee meeting, and she had again emailed the superintendent about the possibility of including a gender neutral bathroom in the renovation plans. That email was shared with the School Committee. A lengthy discussion ensued between Peggy and the School Committee. It was noted that the School Committee did consider including an additional gender neutral bathroom earlier in the planning process, but at this time the budget and funding prohibit that expenditure. There are also other considerations the School Committee would want to discuss if extra funding was available, such as a generator. Each School Committee member in turn shared their views of the gender neutral bathroom and the questions Peggy brought up surrounding it. After discussion, Peggy asked if she could get School Committee permission to pursue possible grants that might assist in financing the bathroom addition to the project, as long as she does not solicit grants from any Chebeague Island organizations or connections. A motion was made by Jen Belesca and seconded by Stephen Todd to approve Peggy Brown investigating possible grants to support the funding of additional renovation work to cover a gender neutral bathroom. Peggy was also directed to report back to the School Committee in a month on her progress. The motion passed 5-0.

Mike Pulsifer shared an email that he received from Maine@openthebooks in Florida requesting employee data on our staff. Many school districts in Maine received this request of information. Mike responded with an email that was offered to all Maine superintendents from Drummond and

Woodsum. He will keep the School Committee updated on any responses he receives if there is a cost element to it.

Mike Pulsifer also shared a letter of resignation he received from our school Administrative Secretary Meredith Beaupre. Mike said he is very sorry to see Meredith leave, but her family and business obligations are at the point where she needs to give them more time. She will be greatly missed at school.

### **Public Comment**

None

### **Reports**

School Committee Chair: None

Superintendent/Principal: Mike Pulsifer shared that he received an email from a new family that moved to Chebeague, and they informed him they have a kindergarten student and a fourth grade student. He also said that he was contacted recently by a mainland family that would like to move to Chebeague, and they have three school aged children, with one being a pre-kindergarten aged child. Courtney Doughty shared that she also knew of a third family looking for residence on Chebeague Island that also had school aged children.

Mike Pulsifer informed the School Committee that the Department of Education will be reviewing our Special Education program this year. The state routinely schedules a review every five years or so on all Special Education programs in Maine. As more information is known he will update the School Committee.

### **Old Business**

School Renovation: Architect David Brunner submitted at report to the School Committee dated August 3<sup>rd</sup> and it covered an overview of the work completed to date, change orders requested or considered, and the upcoming schedule for renovation meetings. The School Committee reviewed and discussed that report. Suzanne Rugh was in attendance at the last renovation meeting on July 31<sup>st</sup> and said she felt very comfortable in how David Brunner protected the interests of the town and school during the review of work and change order discussions. Geoff Summa was in attendance at the School Committee meeting and he had some concerns and questions on the renovation that he shared with the School Committee. Geoff's major points were as follows:

- He is hopeful that the insulation is being installed correctly, as there is a minimum of a 60% efficiency gain guaranteed by the renovation company. He recommends Claire Betz supervise and approve the installation going forward.
- When the roof was cut open, a protective cover was not put in place or was missing, and rain came into the school and water damage may have occurred. He saw moisture on classroom finishes, and water on our boiler room electronics. Geoff is also concerned that moisture could get trapped inside walls, and mold could develop if not mitigated now.
- He asked if John Thaxter was reporting to the School Committee regularly as our agent. It was noted that John has not attended a meeting with an update yet, and Mike Pulsifer will invite John to the next School Committee meeting to report out to the group.

- Geoff said he would try to attend the next renovation meeting on Tuesday, August 14<sup>th</sup> at 1:00 pm, but was not sure he could make it. He said he would be able to make the next School Committee meeting on August 21<sup>st</sup> to hear the renovation updates.

Memorandum of Understanding with the Chebeague Recreation Center: The School Committee had approved an earlier version of the MOU with the CRC, but an additional line was requested by the CRC director that Mike Pulsifer shared with the School Committee. After discussion, a motion was made by Jen Belesca and seconded by Stephen Todd to approved the amended Memorandum of Understanding with the Chebeague Recreation Center for sharing of the facility with the School Department for the school year. The motion passed 5-0.

### **New Business**

First Readings of Policies: A motion was made by Jen Belesca and seconded by Stephen Todd to approve policies JLFA Child Sexual Abuse Prevention and Response, JFAA Admission of Resident Students, and JEB Admission to the CISD's Pre Kindergarten Program as first readings. The motion passed 5-0.

### **Other Business**

A review of the 2017/18 budget expenditures was reviewed, and at this time there is an amount unspent that will be accurately finalized by the auditor at a later time. Bills from 2017/18 are still trickling in, but it won't be long until we can close the books on last year. Mike Pulsifer also shared that there is still an amount from the 2016/17 school year undesignated that will need the School Committee's attention in the near future.

### **Adjournment**

Courtney Doughty motioned and Jen Belesca seconded to adjourn the School Committee meeting at 7:39 pm. The motion passed 5-0.