

Chebeague Island School Committee Meeting Minutes Tuesday, March 5, 2019

Call to Order

The meeting was called to order at 5:03 pm by Chairperson Jeff Putnam. Present: School Committee members Jeff Putnam, Suzanne Rugh, Courtney Doughty, Stephen Todd and Jen Belesca; school staff Superintendent/Principal Mike Pulsifer and Pre-K Teacher Nancy Earnest; and guests Marjorie Stratton, Bob Earnest, David Brunner, Laura Summa and Peter Hall.

Executive Session

A motion was made at 5:04 pm by Suzanne Rugh and seconded by Jen Belesca to go into Executive Session for the purpose of discussing contract negotiations as per 1 MRSA § 405 (6) D. The motion passed 5-0. At 6:03 pm a motion was made by Courtney Doughty and seconded by Suzanne Rugh to leave the executive session and re-enter the public meeting. The motion passed 5-0.

Flag Salute

The Pledge of Allegiance was recited.

Approval of Agenda

A motion was made by Jen Belesca and seconded by Stephen Todd to approve the agenda with one change: to move the New Business: 2018 Financial Audit Report to the beginning of the agenda after reports were concluded. The motion passed 5-0.

Approval of Minutes

A motion was made by Suzanne Rugh and seconded by Jen Belesca to approve the School Committee meeting minutes of February 26, 2019 with one spelling correction on a guest's name. The motion passed 5-0.

Correspondence

None

Public Comment

None

Reports

School Committee Chair: None

Superintendent/Principal: Mike Pulsifer informed the School Committee that the School Department has been getting charged for all of the weather related late-start boats, and going forward, he is going to ask CTC to move the regular 7:05 am student run to the later start time on those school delay days. That would eliminate the 7:05 am boat on school late-start days for everyone, including non-student riders. CTC will make an announcement on those late-start days of the ferry time changes. Mike also informed the School Committee that the barrier fence around

the school construction site will be in place until Ducas can get the snow sufficiently melted to allow it to be taken down. This will save them digging it out now with the heavy snow load.

New Business

Auditor Peter Hall from Smith and Associates of Yarmouth was present to give a presentation on the 2018 financials of the town and school. On the school side, overall Peter found no material weaknesses or control issues, but was wary to give a full qualified statement due to the need of gaining information from the insurance company we work with now. That company owes some data to the state and it is not yet submitted. Peter did recommend that the school accounts should be separated from the town accounts for easier auditing and clarity of processing. And finally, Peter cautioned that the MainePERS missed payments are a serious issue, and it could render this 2018 audit inaccurate. It could also have an effect on other business issues for the town going forward. He suggests meeting with the liability insurance company as soon as possible to review our Errors and Omissions policy. In a worst case scenario, the amount owed could be in the six figure range.

Old Business

School Renovation: David Brunner reviewed the progress to date, and informed everyone that we are nearing the “punch list” phase of the renovation. Things could be done near the end of March. We will keep a retainer until the final touches are completed, and then a final payment can be made. David is cautiously optimistic that we will be under budget and have work completed before the scheduled contract conclusion time. David also said he was trying to find some quotes for storage cabinets in the two new classrooms, and is looking online and has contacted Pond Cove Cabinetry. He will have more information on this at the next School Committee meeting.

Laura Summa was present and went over her proposal to move everyone and everything back into the school when the renovation is completed. Her proposal was discussed and questions were asked and answered, but no decision was made on the plan or proposal one way or the other. It was agreed to discuss this proposal again at the next SC meeting.

2019/20 School Department Budget: The School Committee did a review of the draft budget from February 26th, which was up approximately 3.78% over last year’s budget. A spreadsheet of some potential saving areas was reviewed that included the following:

- Increasing FICA/Medicaid/MainePERS costs
- Reducing Ed Tech costs
- Reducing Music costs
- Reducing Guidance costs
- Reducing Contracted Services costs
- Reducing Electricity costs
- Reducing Fuel Oil costs.

No final decisions were made, and further discussion is needed on those topics. It was also discussed to keep the Custodian and Food Service position as one position. Laura Summa noted that from her perspective, it would not be financially sound for her to take the position part-time or full-time due to increased insurance costs that would be incurred to her and her family. Mike Pulsifer suggested having something in the budget to cover any MainePERS audit finding costs.

Those could range from the possible \$5,000 liability insurance deductible to an unknown much larger cost not covered by insurance. And finally, a possible new position of After Hours Supervisor was briefly discussed, but no decision was made on that position. As it was getting late, it was decided that the discussion needed to be continued at the next meeting.

Superintendent Search: Not discussed due to time constraints, will be on the next agenda.

Second Reading of Policies: Not discussed due to time constraints, will be on the next agenda.

Memorial Discussion: Not discussed due to time constraints, will be on the next agenda.

Other Business

Warrant # 16 was reviewed by the School Committee and approval was authorized for it.

Adjournment

Suzanne Rugh motioned and Courtney Doughty seconded to adjourn the School Committee meeting at 7:45 pm. The motion passed 5-0.