

## **Chebeague Island School Committee Meeting held at CIS August 18, 2015**

### **Call to Order**

The meeting was called to order at 6:05 pm. Present: School Committee members Beverly Johnson, Suzanne Rugh, Carol White, Jeff Putnam, Jen Belesca (late excused); Superintendent/Principal Mike Pulsifer and Administrative Secretary Althea Dugliss.

### **Flag Salute**

The Pledge of Allegiance was recited.

### **Approval of the Agenda**

A motion was made by Suzanne Rugh and seconded by Jeff Putnam to approve the agenda, with some minor adjustments to the order. Voted unanimously, motion approved.

### **Approval of Minutes**

A motion was made by Carol White and seconded by Suzanne Rugh to approve the School Committee minutes of June 16, 2015 as written. The motion was approved 3-0-1 (Jeff Putnam abstained due to not being on the School Committee at that meeting and Jen Belesca was not in attendance at the time of the vote).

A motion was made by Jeff Putnam and seconded by Jen Belesca to approve the School Committee minutes of July 21, 2015 as written. The motion was approved 3-0-2 (Suzanne Rugh and Beverly Johnson abstained due to not being in attendance at the July 21st meeting).

### **Election of School Committee Officers for 2015-16**

A motion was made by Suzanne Rugh and seconded by Jeff Putnam to nominate Beverly Johnson as Chairperson of the School Committee for 2015-16. The motion was approved 4-0-1 (Beverly Johnson abstained).

A motion was made by Beverly Johnson and seconded by Carol White to nominate Suzanne Rugh as Vice Chairperson of the School Committee for 2015-16. The motion was approved 4-0-1 (Suzanne Rugh abstained).

### **Correspondence**

Building Use Requests: Mike Pulsifer reported that the CISD had two requests to use the school building recently; August 15th by the Chebeague.net company, and September 11th by the Island Institute Board. Both requests were approved.

Summer Newsletter: Mike Pulsifer reported that the Summer CIS Newsletter went home recently, and it was a great edition. Many positive comments have been heard about the Newsletter. A big thank you goes to Althea Dugliss for her time and expertise in getting this Newsletter out to everyone on the island.

### **Public Comment**

None

## **Reports**

School Committee Chairperson: Beverly Johnson reported that she recently attended a multi-day Bird Sleuth retreat and was able to gain a lot of information that will be educationally beneficial to our students this year as they take part in their bird study unit. This year she plans on working with the K-2 and 3-5 students on bird studies. In addition, she is also planning on attending an overnight retreat on Hog Island in September, and this retreat is also about birding programming.

Superintendent/Principal: Mike Pulsifer reported that he has been asked by teachers this summer if we can put together job descriptions and evaluation protocols for everyone. The School Committee agreed that this should be done, and those descriptions and protocols will be shared with the School Committee as they become available.

It was also offered to have a new School Committee member orientation for Jeff Putnam, but he said that Bump Hadley had shared information with him prior to becoming a School Committee member. After a general discussion it was decided that at a future School Committee meeting it would be good to have an updated orientation for all of the School Committee members.

Mike also shared a spreadsheet showing all enrolled CISD students for the 2015-16 school year. A general discussion ensued about student numbers at each grade level/school, and comparisons to past years were discussed. A more specific discussion was held on the student numbers in the Pre-K program. At the conclusion of the discussion, it was decided to allow one additional student to attend Pre-K this year, even though his birthdate is after the recommended state cutoff date of October 15. Additionally, the School Committee agreed that at this time it did not need a specific policy on Pre-K enrollments, but would consider each case individually if any came up in the future.

## **Old Business**

2015-16 School Committee Meeting Schedule: The School Committee agreed to have this year's meetings on the first and third Tuesdays of each month. While most meetings have started at 6:00 pm in the past, it was suggested that if a meeting's agenda did not seem to be too long, having our meetings begin at 6:30 pm would be a good idea. Mike Pulsifer will adjust the School Committee starting times for each meeting according to the estimated length of each agenda. A complete list of the year's meeting dates will be shared with the full School Committee at a future time.

Steve Blatt Presentation: Mike Pulsifer noted that Architect Steve Blatt will attend our next School Committee meeting on September 1st. He will be present to go over the CIS Facilities Study that his company did in June, and to answer any specific questions about the study and our school's needs that the School Committee may have.

## **New Business**

AP Warrant #1 was shared among the School Committee members, and approval was authorized for that warrant.

School Van: Mike Pulsifer informed the School Committee that the school van is in pretty rough shape. Our mechanic (Clint) informed us that he does not feel comfortable working on the van, as it is past its usable life and it is in poor mechanical shape, and he does not want any liability that he may have saying it is OK to drive. Mike offered to check out a used van that the Saco School Department has for sale, but it will not pass inspection due to some body work that needs to be done. After a lengthy discussion, it was recommended that the School Department needs a safe and trustworthy vehicle to transport our staff and students. A motion was made by Carol

White and seconded by Jen Belesca to authorize the Superintendent to get a better vehicle, and to use up to \$10,000 from the contingency fund for this purchase. Voted unanimously, motion approved.

### **Other Business**

Mike Pulsifer informed the School Committee that Chuck Elder has asked if he could borrow the School Department's picnic tables for his on-island wedding happening this weekend. It was a short notice request, and after discussion and consideration, it was agreed to allow Chuck to borrow the tables, on the condition that if any damage is done during their use or moving, he would be liable for repair and/or replacement.

### **Adjournment**

Beverly Johnson motioned and Jen Belesca seconded to adjourn the School Committee meeting at 7:45 pm. Voted unanimously, motion approved.