

Chebeague Island School Committee Meeting Minutes Tuesday, May 3, 2016

Call to Order

The meeting was called to order at 6:02 pm by Chairperson Beverly Johnson. Present: School Committee members Beverly Johnson, Carol White and Suzanne Rugh; school staff Superintendent/Principal Mike Pulsifer, Custodian/Cook Laura Summa and Pre-K Teacher Nancy Earnest; guests Bob Earnest, Geoff Summa, Claire Betze, Brooks Winner and Harry Poldolsky. Excused absent: Jennifer Belesca and Jeff Putnam.

Flag Salute

The Pledge of Allegiance was recited.

Approval of Agenda

A motion was made by Carol White and seconded by Suanne Rugh to approve the agenda as written. Motion passed 3-0.

Approval of Minutes

A motion was made by Carol White and seconded by Suzanne Rugh to approve the April 19, 2016 meeting minutes as written. Motion passed 3-0.

Correspondence

None

Public Comment

None

Reports

Beverly Johnson reported that the Island Institute will hold technology workshops on May 25 and June 1, both from 3-5 pm. The topic of the workshops will be learning and using Quickbooks for those needing a great electronic way to organize their personal or small business finances (non-profits, fishermen, etc.) At this time the workshops will be at the Chebeague Island School, but Beverly will keep everyone posted on the dates, times and locations.

Mike Pulsifer reported that the second extra Early Release day was used on April 27th when Jessica Odgren from the Island Institute came to CIS and worked with the staff on Google Docs training. It was a productive day and very helpful for the staff. He also informed the School Committee that the CIS teachers would like to use the third and final extra Early Release day on Friday, May 20. The purpose of the release time would be for teachers to work on the DOE mandated teacher evaluation plan for next year's pilot. Additionally, Mike said that he is trying to host a full day workshop next fall on one of the teacher workshop days before school starts. He would like to get a presenter to come to school who specializes in the topic of motivating students and helping staff

work with hard to reach students. The plan is also to invite Long Island to take part as well. He will keep the School Committee updated on the workshop's progress.

Mike also informed the School Committee that CIS received its three-year School Approval from the DOE recently. This was awarded to us after the state received our updated Emergency Management Plan.

Mike regretfully let the School Committee know that long-time Ed Tech III Marty Trower submitted her letter of retirement. She will be greatly missed. Her last day will be the last student day on June 17, 2016.

On April 27th Harrison Middle School Principal Bruce Brann and Guidance Counselor Laura Mike came to CIS and met with the 5th graders for the first of the Step-up activities for our 5th grade students. The students learned about schedules, extra curricular activities and what a normal school day would be like. A second Step-up day is planned for June 14th, when our 5th graders will go to Harrison Middle School and spend the day there. Carol White inquired if there is any decision yet on the start times next year for Yarmouth Schools. It was noted that as of now, no firm decision has been made. It was suggested that this should be something to discuss at a future meeting.

And finally, Mike reported that he went to Augusta on Thursday, April 21st and met with Ted Fournier, the financial contact at the DOE for Local Entitlement grant awards. Our school will need to show (budget-wise) that we are making yearly maintenance of effort for services and costs for our special education programming. Mike informed the School Committee that we are meeting that effort, but would need to do some small adjustments to our current budget proposal to enhance our chances of getting more Local Entitlement grant funding for next year. The adjustments would not change our budget's bottom line, but would only shift some tuition funds from the regular education budget to the special education budget. After discussion, Carol White motioned to move \$2,500 from trio 8318 (middle school regular education tuition) to trio 8518 (middle school special education tuition) and to move \$2,500 from trio 8319 (high school tuition) to trio 8519 (high school special education tuition). The motion passed 3-0.

Old Business

Second Reading of Policies: A motion was made by Carol White and seconded by Suzanne Rugh to approve the second reading of policies ECB Pest Management, ECB-R1 Annual Pesticide Notification, EFE Competitive Food Sales – Sales of Foods in Competition with the School Food Service Program, GBO Family Care Leave, IGA Curriculum Adoption and IHBAL Grievance Procedure for Persons with Disabilities. The motion passed 3-0.

Energy Audit of Chebeague Island School: Claire Betze from Building Works LLC was in attendance at the meeting, and she reviewed her energy audit that was completed for CIS. Some points of note are as follows:

- For a school built in 1953, the school is still performing well energy-wise. Some updates are needed, but it is a fairly sound building
- CIS has better than normal internal median energy use
- The blower door test showed quite a few leaks (10 air changes per hour)

- Prioritized needs for improvement
 - Roof
 - Tighten the building
 - Air exchange and ventilation
 - Heating system/heat distribution and hot water system
 - Insulation of walls and windows
- A suggestion was made to use this energy audit along with the facility study and space study to get a clear picture of the total needs, to help shape the direction needed for repairs and renovations or new construction.
- An energy use monitor might be something to consider to help with decision making, and it could be a good educational study for students.
- Brooks Winner and Harry Poldolsky (from the Island Institute) suggested that there might be some grant funding available in the future to help fund an energy study project. They also suggested that Chebeague Island should get an Energy Action Committee formed, and use local leaders to head up the committee. Brooks suggested that either Geoff Summa or Bob Earnest would be good leaders for that committee.

2016-17 School Calendar Adjustment: Mike Pulsifer informed the School Committee that our current approved calendar for next year has an early release day on October 6th and a workshop day on October 7th. Both days are scheduled in the calendar for teachers to attend the Island Institute Conference. He was recently informed that the conference has been moved to October 13th and 14th, and our school calendar should be adjusted for that change. A motion was made by Carol White and seconded by Suzanne Rugh to change our early release day on October 6th to October 13th and to change the teacher workshop day on October 7th to October 14th. The motion passed 3-0.

New Business

School Committee Retreat and Meeting Schedule: Beverly informed the School Committee that David Brunner will be on Chebeague Island the week of May 23 to 27. David is an architect helping us with our School Space Use study. It was suggested to move our May 17th School Committee meeting to the following week to accommodate David's visit to Chebeague Island. After a review of calendars by those present, it was agreed to change the May 17th meeting to Wednesday, May 25th. As all five School Committee members were not in attendance at this meeting, it was suggested to put this item on a future School Committee agenda to get a full membership discussion on the date for a retreat and retreat discussion topics and the summer meeting schedule.

Other Business

Warrant #19: Warrant #19 was not ready at the time of the School Committee meeting, and alternative arrangements will be made for the School Committee to review that warrant.

Adjournment

Suzanne Rugh motioned and Carol White seconded to adjourn the School Committee meeting at 7:46 pm. The motion passed 3-0.