

Chebeague Island School Committee  
Regular Meeting Minutes  
November 29, 2022  
6:00 P.M.

**Call to Order**

The meeting was called to order at 6:07 p.m. by Jeff Putnam. School Committee members in attendance were Courtney Doughty and Geoff Summa. Absent Elizabeth Doughty and Nancy Earnest. Also in attendance was Superintendent Ann Kirkpatrick, Polly Wentworth and Carol White.

**Approval of Agenda for November 29, 2022-** A motion was made by Geoff Summa to approve the agenda for November 29, 2022. Seconded by Courtney Doughty. Motion passed 3-0-0.

**Minutes from November 1, 2022-** A motion was made by Courtney Doughty to approve the minutes for November 1, 2022. Seconded by Geoff Summa. Motion passed 2-0-1(jp).

**Correspondence-** Jeff Putnam has been corresponding with the Town Administrator to work on a format for the school budget that works for everyone and is not time consuming. The School Committee will explore using the same format the Town Select Board uses.

Jeff Putnam has received correspondence about the School Handbook. Jeff reminded Committee members that it has been in draft form since September 30 and will be on the agenda for final approval at the next meeting

**Public Comment-** Carol White is keeping us informed about the water testing, the iron levels and the discoloration of the water. Good news, all required testing is within the acceptable levels for drinking. The iron treatment system for the water supply coming into the building is not working properly. Carol White and Jon Rich have been working on possible solutions. If it is not resolved they will contact the people that installed the charcoal system to help solve the problem. Any shutdowns of the water system will try to be scheduled over the holiday break so there is no disruption to the student's school day.

**Report from School Committee Chair-** The new school website has been launched. There are still minor details and adjustments to be made. Staff are finding it easier to work with than the previous platform. Jeff apologized for asking that the bus schedule be put on the website. As soon as it was noted as an issue it was taken down.

**Report from Superintendent/Principal-** Before the Thanksgiving Break some schools across the state were pranked regarding the safety of students. Chebeague Island School DID NOT receive such a prank. Therefore, there was no information to share with parents. At CIS the doors are locked. Any non-school employee, including School Committee members and town officials need to be let into the building. Students are always with an adult when they are

outside at recess or lunch. Our standards for keeping students safe is always a top priority for all staff members.

Ms. Kirkpatrick and Mrs. Klein put a challenge to the 3-5 students to learn their multiplication facts 0-5. The students met the goal and were given the opportunity to try an olympic sport.

They traveled to the Belfast Curling Club and learned how to deliver a stone down a sheet of ice. They have another challenge; multiplication facts 0-7. The students are working hard!

**Report from Lead Teacher-** In a letter from Sarah Klein, she thanked everyone for coming to the Open House. The students were excited and proud to share their work.

The Yarmouth Tech team came out to look at our system (they had designed it). We learned that the signal coming into the building is strong but the safety measure it runs through once in the building slows it down and makes it inconsistent. They have shared information with Sarah and Beverly Johnson to update the system with a 'mesh' wifi. We hope to implement this by January 2023.

Winter Concert is Friday, December 16, 2022 at 5:30 at the Hall. The community is welcome and encouraged to join us.

### **Old Business**

**Guidance /Social Worker Update-** Our Serving School post for a social worker has been updated to include "or Guidance Counselor". There have been no inquiries about the position at this point.

**Budget Timeline-** The 2023/2024 (FY24) budget needs to be ready for School Committee Approval at the first meeting in May 2023. The School Committee and the Select Board will meet on Tuesday April 11, 2023 to share budgets. Jeff Putnam plans to meet with the Select Board Chair to share big ticket items before the meeting.

By using the same format from the town, it is hopeful that the school committee can get the history of the budget's proposed and actuals to develop the next budget.

**Curriculum** - there is no update at this time.

### **New Business**

**Bus Discussion** - Geoff Summa asked about substitute bus drivers and what qualification that they need. Fortunately our bus driver is rarely out. There are 2-3 qualified substitute drivers on the island that we call. We do not solicit drivers from the mainland. When the bus driver is out the van is available- for clarification from 8:00AM - 4:00PM.

### **FY22 Budget Review -**

As there were still journal entries being made, this will be tabled.

### **FY23 Update**

The new budget printout was shared with the School Committee members. Superintendent Kirkpatrick had a summary sheet from July 1 - October 31, 2022. At this point the school year is approximately a third completed. Therefore the budget should have about 66% left.

**Warrant-** There was a warrant to sign-  
Suggestion was made to have the credit card cycle change to better line up with our board meetings and to have the statements emailed instead of snail mailed.

The School Committee adjourned at 7:46PM  
Respectfully Submitted,  
Ann C. Kirkpatrick; Superintendent