

Chebeague Island School Committee  
Regular Meeting Minutes  
August 22, 2023  
6:00 P.M.

**Call to Order**

The meeting was called to order at 6:03 p.m. by School Committee Chair Elizabeth Doughty. School Committee members in attendance were Courtney Doughty, Nancy Earnest, Jeff Putnam (6:10), and Geoff Summa. Also in attendance was Superintendent; Ann Kirkpatrick.

**Approval of Agenda for August 22, 2023-** A motion was made by Nancy Earnest to approve the agenda for August 23, 2023. Seconded by Geoff Summa. Motion passed 4-0-0.

**Minutes from August 8, 2023-** A motion was made by Nancy Earnest to approve the minutes for August 8, 2023. Seconded by Geoff Summa. Motion passed 3-0-1(cd).

**Public Comment-** none

**Correspondence-** The Superintendent and School Committee members received an email from Courtney Doughty stating her concerns about the school committee's vote on the slate of positions.

**Report from the School Committee Chair** Elizabeth Doughty shared that at a meeting with the Town Manager today that the 2022 Audit should be completed within the next month. The auditors contacted the DOE regarding the letter sent to the Superintendent about losing money due to the audit not being complete. The State has agreed to send the July and August payments by the end of August!

Elizabeth also asked that by our first meeting of the month, the school committee would like to have a copy of the Individual Department Expense sent to the Superintendent.

All bills will be sent to the Town Office from the school no later than 10:00 AM on Tuesday for a warrant that evening. The other day that bills will be going to the Town Office will be Wednesday by noon.

**Report from the Superintendent/Principal-** We are under a boil water order at school. We are fortunate to have Carol White helping us navigate through these water tests!

We can not cook or clean without first boiling the water. Bottled water has been ordered and will be delivered on Friday.

The kitchen has all its inspections from the state. Christin and Ann have filled out the applications for all students to receive free lunch.

The generator will be inspected next week.

Thank you to Mary Train and Heidi Donnelly for hosting an open house last Friday to answer questions and field concerns from parents about the new class configuration.

Thank you to Chuck for mowing the field this summer and Genaro for mowing the school lawns. It took Genaro a few times to get the lawns under control and they look great now!

We continue to work and communicate with Kids Place regarding staffing.  
The bus is back on the island. It has passed its semi-annual inspection and had a window replaced.

There is an Open House tomorrow, Wednesday, August 23, 2023 from 4:30-6:00 for the students and their parents to visit with the teachers and see their classrooms.

The school boat will start next Wednesday, August 30, 2023 7:05/2:50.

### **Old Business**

**Policies to the Website-** We are at the end of the policies that we have copies or files on to be able to post to the website. We will be starting the review next time of Policies that are mandatory. At the end of the school year we should have a notebook (hard copy) and a thumb drive with all of the current policies.

**Internet Upgrade-** This is moving up to be a top priority as the start of the school year draws near.

**Handbook update-** We are near ready for the handbook to be online, on our website and hardcopies to the parents. Please remember with all handbooks they are a work in progress.

**Summer Newsletter-** The summer newsletter has been mailed to all the homes on the island. At this time not all school committee members have received one. We will put it on the school website and also ask Bev to post it to her website. At the current time we have not received any feedback regarding the newsletter.

### **New Business**

**October Meeting with Yarmouth.** We will have a joint meeting with Yarmouth School Board on Saturday, October 14, 2024. We will take the 8:00 boat and return on the 10:15 boat. The meeting should last about an hour.

**Review FY24 Budget Spending for July through current.** - The School Committee was sent the Individual Department Expense Detail. The current budget line is at zero as the Town Manager has not entered the amount into the trio line. This will be completed prior to our September meeting.

**Staffing Update** - We are still working on securing a Special Education teacher. We are also working on a plan for coverage until a teacher is hired. The School Committee shared ideas about attracting candidates.

Motion: Nancy Earnest made a motion to give the Superintendent permission to offer a contract to Christine Day to teach art at Chebeague Island School. Seconded by Courtney Doughty. There was a discussion and questions before the vote was called.

Christine has worked with children all her life; teaching in a day care before moving to a Montessori preschool. It was after that experience that Christine decided to start her own business as a visiting teacher with an art based curriculum. She has been enjoying summers on Long Island for 25 years and during Covid moved there permanently. She is also currently the art teacher at the Long Island School

Motion to hire Christine Day as the art teacher passed 5-0-0.

Next meeting is Tuesday, September 5, 2023.

**Warrant-** There was a warrant to sign.

The School Committee adjourned at 7:28PM

Respectfully Submitted,

Ann C. Kirkpatrick; Superintendent