

Chebeague Island School Committee
Regular Meeting Minutes
August 8, 2023
6:00 P.M.

Call to Order

The meeting was called to order at 6:00 p.m. by School Committee Chair Elizabeth Doughty. School Committee members in attendance were Nancy Earnest, Jeff Putnam, and Geoff Summa. Absent school committee member Courtney Doughty. Others in attendance were Superintendent; Ann Kirkpatrick, Teachers; Mary Train and Heidi Donnelly, community members; Corie Meehan, Melissa Yosua-Davis, and Jim Gallagher.

Approval of Agenda for August 8, 2023- A motion was made by Jeff Putnam to approve the agenda for August 8, 2023. Seconded by Nancy Earnest. Motion passed 4-0-0.

Minutes from July 11, 2023- A motion was made by Nancy Earnest to approve the minutes for June 20, 2023. Seconded by Geoff Summa. Motion passed 4-0-0.

Public Comment- none

Correspondence- The Superintendent read letters of resignation from Mandy Metrano, art teacher and Justina Warren, primary teacher.

The school received an email from the MDOE regarding the financial audit for FY22. Because the audit has not been completed the state will not be forwarding our funding until the audit is completed.

Carol White sent an email letting the School Committee know that she will be applying for a grant to help with the continued efforts to keep the water safe for drinking through testing.

Report from School Committee Chair- Elizabeth has been in contact with the Town Office regarding the mowing of the ball field and the audit. The ball field will be mowed one time before school begins and another time during the month of September. Elizabeth is setting up a meeting with the book keeper, town manager, superintendent and herself to make sure there is a process in place for warrants aligning with the School Committee meetings.

Report from Superintendent/Principal- Superintendent Ann Kirkpatrick shared that the school was awarded a grant to help with our water situation. The money will be used to mediate our current water problems or search for a new well site. The Superintendent was in contact with the Yarmouth Superintendent Dr. Andrew Dolloff in regards to the October joint meeting. A tentative date of Saturday, October 14 was selected for the meeting. Yarmouth will host this year. The bus is currently off island for its semiannual inspection. A new window will also be installed. The lawn mower threw a rock and broke the window.

Report from Lead Teacher- Mary Train will be attending a 3 day workshop at the Gulf of Maine Institute in preparation for our fifth graders trip there with Yarmouth.

Mary Train and Heidi Donnelly will be traveling to Mount Desert Island to participate in the 3 day 2 night gathering and work sessions for the upcoming school year with the TLC from the Island Institute.

Old Business

Review of the FY2023 Budget Standing

A copy of the Detailed Expenditure Report was handed out. The Superintendent also sent a summary of the cost centers to the School Committee members. At the current time there are 2 cost centers that have expended more funds than was budgeted. Debt Service to SAD #51 is over \$4,157. This was a difference in what SAD #51 estimated the cost would be in preparing the budget and the actual cost. Facilities and Maintenance is the other cost center that is over spent. This was also expected as the oncoming issue with the water and a bill spanning 4 fiscal years. The third cost center that we anticipated would be over is the regular education and the Middle School tuition was more than was anticipated. All expenditures from this cost center will not be finalized until after the August 23, 2023 pay period.

Motion: Nancy Earnest moved that the School Committee authorize \$2,500 be moved from the Systems Administration Cost center to the Facilities and Maintenance Cost Center. Seconded by Jeff Putnam. Motion passed 4-0-0.

Systems Administration Cost Center Balance is now about \$959, Facilities and Maintenance Cost Center is now about \$205.

The School Committee will wait until all the bills have been paid before transferring funds to the Debt Service Line. They will also wait for the end of August to determine the amount in the Regular Education line.

Student Count for 2023/2024- At this current time we have 16 students enrolled in the school; PreK has 5 students, Kindergarten has 1 student, Grade 1 has 3 students, Grade 2 has 3 students, Grade 3 has no students, Grade 4 has 2 students and Grade 5 has 2 students.

Handbook update- We have a goal to have this completed before the start of school.

Policies posting to the Website - This will be an ongoing process. Once the policies are posted, we will begin a review of them. The School Committee has asked that a budget be posted to the school's website.

Internet upgrade status- This is a work in progress. In working at the school the internet connection drops often.

New Business

Review FY24 Budget Spending for July through current. - tabled

Staffing Update - The art position has been posted and there are currently 2 applicants. We hope to interview next week to have a candidate for the next meeting.

The Superintendent handed out the current Slate of Positions. Due to the recent resignation of the primary teacher, the Superintendent made a recommendation to move from 2.6 classroom teachers to 2.0 classroom teachers. The classroom configuration would be PreK-1 and grades 2-5.

Motion: Jeff Putnam made a motion that we accept the new slate of positions as presented. Seconded by Geoff Summa. There was a discussion and questions before the vote was called.

Mary Train and Heidi Donnelly handed out a tentative schedule of what the day would look like for the students. The 'breakout room' would turn into a STEM lab for the students to explore numeracy, shapes, science, building and 3-D printing. Questions were asked regarding why this works now and did not work 6 months ago. It is the level of experience of our current teachers. Motion passed 4-0-0.

Next meeting is Tuesday, August 22, 2023.

Warrant- There was not a warrant to sign.

The School Committee adjourned at 7:28PM

Respectfully Submitted,

Ann C. Kirkpatrick; Superintendent