

Chebeague Island School Committee  
Regular Meeting Minutes  
April 9, 2024  
5:00 P.M.

**Call to Order**

The meeting was called to order at 5:07 p.m. by School Committee Chair Elizabeth Doughty. School Committee members in attendance were Nancy Earnest and Geoff Summa, Courtney Doughty (5:30). Jeff Putnam was absent. Also in attendance was Lead Teacher Mary Train. On Zoom was Superintendent Ann Kirkpatrick.

**Approval of Agenda for April 9, 2024-** The topic of the undesignated funds from the recent audit was added to the agenda. A motion was made by Geoff Summa to approve the agenda with the additional item for April 9, 2024. Seconded by Nancy Earnest. Motion passed 3-0-0.

**Minutes from March 21, 2024-** A motion was made by Nancy Earnest to approve the minutes for March 21, 2024. Seconded by Geoff Summa. Motion passed 3-0-0.

**Report from Lead Teacher-** Mary Train brought a request to have the whole school participate in the Island Institute 3 day educational trip with other island students to the Schoodic Peninsula. Dates for the trip are May 6-8, 2024. Parents are welcome to attend. Students under grade 2 must have a parent with them to participate.  
Motion: Nancy Earnest moved that the School Committee approve this trip for the students. parents and teachers. Seconded by Geoff Summa. Motion passed 3-0-0.

Mary Train brought a second request for the end of the year trip to Boston for grades 4 and 5 as a way to wrap up their studies of the early colonies. The trip will be June 2 - 4, 2024.  
Motion: Nancy Earnest moved that the School Committee approve this trip for the students in grades 4 and 5. Seconded by Geoff Summa. Motion passed 3-0-0.

**New Business**

**Undesignated Funds-** The school Committee was made aware that there is over \$218,000 of undesignated funds from the recent audit. The School Committee needs to decide how to allocate the funds. The School Committee can keep up to 3% of the approved budget without designating it; put money into the reserve accounts; use the funds to offset the next budget requirement to the taxpayers. The School Committee will take up this topic at their next meeting.

There was further discussion on budget items and lines were asked to be adjusted. The changes will be made and sent to the Town Manager to put in the full town budget. Budget meeting with the Town Selectboard and the School Committee will be on Tuesday, April 9, 2024 at the Hall at 6:00PM.

**Executive Session-** Elizabeth Doughty moved that the School Committee go into Executive Session pursuant to 1 M.R.S.A. §405(6)(A). Employment-related matters. Seconded by Nancy

Earnest. Motion passed 4-0-0. The School Committee moved into executive session at 5:41pm. The School Committee came out of executive session at 5:56pm.

**Next meeting:** Tuesday, April 23, 2024 at the Chebeague School at 6:00PM.

The School Committee adjourned at 5:58PM

Respectfully Submitted,

Ann C. Kirkpatrick; Superintendent