

ISLE AU HAUT SCHOOL COMMITTEE

April 28, 2017

Meeting Minutes

School Committee Members Present: Karen Teague, Roz Santospago, Alison Richardson, Kendra Chubbuck

Staff Present: Chris Elkington, Rita MacWilliam

Guest Present: Yvonne Thomas, Island Institute

Absent: Melanie Guzek

1. Call to Order and Declaration of a Quorum

Chris opened the meeting and declared a quorum at 8:33 a.m.

2. Reorganization of the Board

a. Election of Officers:

- i. Chair – Kendra Chubbuck was nominated for Chair. Vote: 4 in favor; 0 opposed.
- ii. Vice Chair – Rozalyn Santospago was nominated for Vice Chair. Vote: 4 in favor; 0 opposed.
- iii. Secretary – Karen Teague was nominated for Secretary. Vote: 4 in favor; 0 opposed.

3. Welcome New Board Member

The Board's newest member, Melanie Guzek, was unable to attend this meeting. She will join us at our next meeting in May.

4. Adjustments to the Agenda

None.

5. Approval of Minutes.

The Minutes from the March 17, 2017 minutes were reviewed. A Motion was made by Roz to approve the Minutes as read. Vote: 4 in favor; 0 opposed.

6. Citizen's Comments

None present.

7. TLC Planning/Funding

Yvonne Thomas of the Island Institute discussed funding the TLC in the future. They currently have funding secured for the next two years. Their goal is to establish a more sustainable funding model for the future. They will be working hard over these next two years to accomplish this.

8. Superintendent's Report

- a. Town Meeting Review/Thoughts: Town Meeting went well. The school budget is in

great shape.

b. Three-year old Program: Chris and Rita have discussed the possibility of creating a program where pre-school age children could come into the school a couple of times a week. Rita would coordinate this with the specials' teachers. This would help them get acclimated to school. Transportation would be provided by the parents.

A Motion was made by Kendra to approve that three and four year olds attend a program at the school at the discretion of the teacher with transportation to be provided by the parents. Vote: 4 in favor; 0 opposed.

c. Fire Department Request: Luther Smith, Fire Chief, presented the board with a plan to build a water tank on school property. It would be able to store 7,000 gallons of water and provide a faster response in case of a fire. The tank would be set to the side of the school in between it and the brook. Luther explained to the board that there would still be brush in between the tank and the school and that it would not be something the children could climb on.

A Motion was made by Alison to approve the Fire Chief's request to put a water tank on school property. Vote: 4 in favor; 0 opposed.

d. Audit Report & CAP Plan: Chris discussed the auditor's suggested plan for keeping track of the school's finances. They recommended the school check book be reconciled monthly and that the Board of Selectmen review the monthly bank statements and reconciliation. Rita reconciles the school check book. It was agreed that Rita and Karen would meet periodically to review the reconciliations.

e. 2017/2018 Calendars: The board reviewed two draft calendars for the 2017/18 school year. After discussion, a Motion was made by Karen to approve Draft #1 Rita's 2017/2018 school calendar. Vote: 4 in favor; 0 opposed.

9. Teacher's Report

In addition to Rita's report dated April 28, 2017, she informed the board that the school's water test came back and everything is good. She also discussed the upcoming TLC field trip to MDI scheduled for May 15th through 18th.

She also discussed the possibility of having a longer school day for grades 4 through 8. This would allow her more time with the older students to concentrate on curriculum. She suggested an additional 45 minutes Monday through Thursday. This would affect the bus driver's schedule as well.

A Motion was made by Alison to approve the May TLC field trip. Vote: 4 in favor; 0 opposed.

A Motion was made by Alison to approve extending the school day to 3:15 for 4th through 8th graders Monday through Thursday. Vote: 4 in favor; 0 opposed.

10. Executive Session pursuant to 1 M.R.S.A. §405(6) (A) Personnel

A Motion was made by Karen to go into Executive Session. Vote: 4 in favor; 0 opposed. Executive session began at 10:25 a.m. and ended at 10:29 a.m.

11. Action Items

Nominations: A Motion was made by Alison to Nominate Rita MacWilliam for a two-year contract. Vote: 4 in favor; 0 opposed.

12. Maintenance

Now that the weather is better, Luther Smith will be beginning some of the work that was approved in the fall. Rita provided a list of some other maintenance issues at the school.

The board discussed the possibility of contracting for maintenance in the future. Is there a possibility of hiring a maintenance director to streamline the process? This will be put on next month's agenda to be discussed further.

13. Policies

Kendra and Rita are continuing to work on the student handbook.

14. New Business

The May meeting needs to be rescheduled as two board members will be away on the TLC field trip. A Motion was made by Karen to move the May meeting to May 22, 2017 at 7:00 p.m. Vote: 4 in favor; 0 opposed.

Alison and Kendra attended the I LEAD conference. They shared with the board some of the things they learned and discussed some other ways we could receive I LEAD training, such as them coming out to the island.

A possible website for the school was discussed. Another option is to have a link for the school on the town's website.

15. Executive Session pursuant to 1 M.R.S.A. §405(6) (F) Confidential Records

A Motion was made by Kendra to go into Executive Session. Vote: 4 in favor; 0 opposed. Executive session began at 10:37 a.m. and ended at 10:58 a.m.

16. Adjourn

Kendra made a Motion to adjourn. Vote: 4 in favor; 0 opposed. The meeting was adjourned at 11:20 a.m.

Respectfully Submitted,

Karen Teague, Secretary