

## ISLE AU HAUT SCHOOL COMMITTEE

July 18, 2016

### Meeting Minutes

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

Absent: Sue MacDonald

Staff Present: Rita MacWilliam, [Chris Elkington (via conference call)]

#### 1. Call to Order and Declaration of a Quorum

Kendra opened the meeting and declared a quorum at 7:06 p.m.

#### 2. Minutes

The Minutes from 6/24/16 were reviewed. A Motion was made by Kendra to accept the minutes as written. Vote: 4 in favor; 0 opposed.

#### 3. Teacher's Report

Rita provided a report on her progress in getting ready for the school year. She has begun organizing and cleaning out the basement and closets.

She has also ordered new materials for reading and math to incorporate the Common Core standards approved by Maine. She asked the board for guidance on how much she could spend on materials. After discussion, Alison made a Motion to allow Rita the right to spend up to \$1,000 a month on classroom materials. Anything above and beyond that amount needs to be approved by the Superintendent. Vote: 4 in favor; 0 opposed.

Rita would like to attend a 2 day Literacy Professional Development conference in Portland on August 2<sup>nd</sup> and 3<sup>rd</sup> for \$100. She would need boat fare and a hotel room. Roz made a Motion to allow Rita to attend the conference. Vote: 4 in favor; 0 opposed.

The pie auction will be held on August 18, 2016 at 7:00 p.m. Rita will provide posters for the students to color and hang up.

Rita would like to schedule parent meetings and student assessments the week of August 15<sup>th</sup>.

#### 4. Superintendent's Report

Chris enjoyed his brief visit to the island. He was impressed with the school and the materials in the school. He was able to meet with Rita and have a discussion regarding education and so forth.

Chris has told the board that he would be sending the school board regulation books for us in the next two weeks.

#### 5. Citizens Comments

No citizens present.

#### 6. Art and Music Teacher Update

There have been two applicants for the Art Teacher position. Chris and Rita will set up interviews for next week. There have not been any applicants for the Music Teacher position.

#### 7. Maintenance Update

The basement is very wet and there is a musty smell. Rita disposed of many cardboard boxes down there that were wet. The board would like to go through the school and review the report Ellard Taylor wrote up regarding repairs the school needed. It was agreed to go through the school on Friday, July 22<sup>nd</sup> to check on the building condition.

Fire extinguishers at the school are all up to date.

There have been no bids on painting the school. Chris informed the board that as long as we followed a sealed bid, board members and their relatives could put in a bid.

#### 8. Health Insurance, Teacher

Rita reviewed her health insurance benefits and proposed that the School Board pays her current insurance premiums and deductibles. This would cost less than her going on the school's current insurance policy. Karen made a motion to have the superintendent work with Rita to finalize her health benefits at less than the original offer in her contract at a savings to Isle au Haut. Vote: 4 in favor; 0 opposed.

#### 9. Policies

School Committee – Chris will check on #4 and #6 and what the requirements for substituting are.

School Volunteers – there was discussion about taking out #1 and #2 and adding:

Regular (full and part-time) volunteers will be fingerprinted and have a criminal background check conducted. The cost of fingerprinting shall be reimbursed. Volunteers will complete a form that includes their background, specialties, and times available. Volunteers will be interviewed by the teacher.

Chris will send the board a copy of Deer Isle Elementary School's policies so we can compare them to what we have.

The new student handbook should be made electronic so updates may easily be done and reprinted.

#### 10. New Business

There is an old projector at the school that no longer gets used. We discussed whether to dispose of it or possibly sell it. It was agreed that Rita would ask Chris if any other school would benefit from us donating it to them.

We are still trying to coordinate the brunch for Paula. Kendra will check with Paula for

dates. We discussed providing a gift certificate for her.

11. Adjourn

Kendra made a Motion to adjourn. Vote: 4 in favor; 0 opposed. The meeting was adjourned at 8:40 p.m.

Respectfully Submitted,

Karen Teague, Secretary