

ISLESBORO CENTRAL SCHOOL DEPARTMENT
SCHOOL COMMITTEE MEETING
JANUARY 9, 2018—6:15 P.M. IN MS. KELLEY'S ROOM

MINUTES

5:45 P.M.: Finance Committee meeting to review warrants. Laura Houle, Chloe Joule, and Patrick Phillips met at 5:45 to review the most recent month's warrants, which had been provided by Sally McDonough. The Committee also discussed the upcoming discussions on the 2018-19 budget development process. The meeting was adjourned at 6:10 p.m.

- I. Call to Order and Roll Call. Board Chair Laura Houle called the meeting to order at 6:15 p.m. Board members present: Laura Houle, Bill Kelly, John Gorham, Lars Nelson, and Chloe Joule. Others in attendance: Heather Knight, Linda Gillies, and Patrick Phillips.
- II. Approval of Minutes
 - a. Minutes of the December 12, 2017 meeting. Motion by John Gorham, with second by Lars Nelson, to approve the minutes of the December 12, 2017 board meeting. Unanimous in favor.
- III. Correspondence: None
- IV. Adjustments to the Agenda: None
- V. Open Session: Linda Gillies asked if she could make her comments under the agenda discussion regarding possible changes to the administrative structure. This was approved.
- VI. Presentations: Elementary Writing Program: Deb Delea, Title I teacher. This presentation was postponed until the January meeting due to the lack of a ferry to get Deb back to the mainland.
- VII. Unfinished Business
 - a. Second reading of policies: Motion by Bill Kelly, with second by Chloe Joule, to approve the second reading of the following policies. Unanimous in favor.
 - i. AE—Sustainability and Environmental Health
 - ii. ADA—School District Goals and Objectives
 - iii. DJE—Purchasing and Bid Procedures
 - b. Budget development timeline and priorities. The board reviewed the budget timeline and decided that in the absence of emerging budgetary issues that would require extra time and discussion, the board could use the tentative meeting schedule for January 30th to continue its discussions on possible changes to the administrative structure.
- VIII. Discussion: Continued review of the process and any preliminary data on possible changes to the current administrative structure. Laura Houle updated

the board on the recent steps that had occurred with the questionnaire of other district leaders, the staff survey, the faculty meeting, and the meeting of Laura's committee. Linda Gillies offered several thoughts about the board's upcoming discussion on possible changes to the administrative structure. She requested that the board be certain to account for the individual student attention that Heather has provided, that she has been instrumental in helping the school move toward a more personalized approach, and we must not lose this focus. Linda also noted that having two administrators has been a very helpful model, that collaboration has produced better outcomes for the school.

The board then discussed in greater detail some of the data that had emerged from the various surveys, discussions, and questionnaire. Laura noted that a clear theme in all the data is the worry that folding the two current positions into a single administrative role would run the risk of being too big for one person, potentially leading to burnout or in some tasks falling through the cracks. However, she noted, when the faculty discussions shifted to include the possibility of a second administrative position, possibly part time, the faculty seemed more amenable to some sort of combined superintendent/principal position. Lars Nelson voiced concerns about the possibility of repeating a situation that had proven to be not effective. Bill Kelly advocated for his earlier position that such a combined position would provide the school with a more cohesive and deeper level of administrative leadership, especially in view of the pending project to develop a new 10-year plan for the school.

The board asked that Patrick and Laura work on developing job descriptions for a combined superintendent/principal position for one part of the school, and one for a teaching principal or other administrative combination. The board also asked that Laura and Patrick develop a sample job posting for the positions. The board then agreed to use the January 30th date for a special board meeting to potentially reach consensus on this issue. Patrick agreed to consult with the board attorney to be sure the board has the proper motion if indeed it decides to move in this direction.

IX. New Business

- a. Discussion and possible approval of sailboat donation to ICS. John Gorham outlined the possible donation of a Dark Harbor 20 that a local family wishes to give to the school. The board asked that John work with Jess Woods and Heather to develop a clearer statement of how the boat would be helpful to the school program and seek a formal letter from the family. John agreed to bring this issue back to an upcoming meeting.
- b. First reading of policies: Motion by Bill Kelly, with second by Chloe Joule, to approve the first reading of the administrative procedure ADA-R with the understanding that the third paragraph on the formation of a subcommittee would be deleted. Unanimous in favor.
 - i. ADA-R—10-Year Plan Development Process

- X. Committee/Administrative Reports
- a. Principal: Heather Knight updated the board on the upcoming trip by the Horticulture students and Mr. Martin to Augusta to advocate in favor of protecting Maine's coastal waters in the wake of possible changes to the off-shore drilling regulations. She also noted that the breakfast program pilot will get under way soon, and that preliminary funding had been found. Heather also listed a few upcoming dates when board members are invited to spend a day in the classrooms. Dates are: Thursday, 1/18; Monday, 1/22; Wednesday, 1/24, and Tuesday, 1/30.
 - b. Superintendent: Patrick noted that he will be reverting to his every week on island schedule after getting feedback from staff that his presence here more frequently would be better. He also noted that he will be teaching a class on Thursday nights so the schedule would work better for that reason as well.
 - c. Region 8: John Gorham noted that the construction project is moving forward on schedule.
 - d. Committee Reports: None.
- XI. Other Business
- XII. Executive Session: The board entered executive session at 8:10 p.m. under MRSA Title I Section 405 6a to discuss a personnel matter. The board came out of executive session at 9:10 p.m. and took no action as a result of the discussion.
- XIII. Adjournment: The meeting was adjourned at 9:15 p.m.

Respectfully submitted,

Patrick R. Phillips, Superintendent of Schools