

ISLESBORO CENTRAL SCHOOL DEPARTMENT  
SCHOOL COMMITTEE MEETING  
JUNE 13, 2017—6:15 P.M. IN THE ICS MUSIC ROOM

MINUTES

- I. Call to Order and Roll Call: Chairperson Laura Houle called the meeting to order at 6:17 p.m. Board members present: Laura Houle, Bill Kelly, Lars Nelson, John Gorham, and Chloe Joule. Others present: Patrick Phillips, Heather Knight, and Jess Woods. (Note: during the meeting, the board attended a presentation in Jen McFarland's room where Harper Conover, Jen McFarland, Donna Seymour, and several others were present.)
- II. Approval of Minutes
  - a. Minutes of the May 9, 2017 regular board meeting: Motion by John Gorham, with second by Lars Nelson, to approved the minutes of the May 9, 2017 board meeting. Unanimous in favor.
- III. Correspondence: None
- IV. Adjustments to the Agenda: It was agreed to move those items on the agenda to be presented by Jess Woods up on the agenda, right after the classroom presentation in Jen's room.
- V. Review of Financial Records: Mr. Phillips gave a brief update on the end of year finances, noting that Sally McDonough estimates that we are still currently projecting a positive balance approximately as anticipated when the budget was developed last year. John Gorham noted that we probably do not need to print out the complete budget overview documents that are produced for each meeting in order to save a tree. After some discussion, it was agreed that the financial overview reports would only be printed out 3 to 4 times per year and reviewed with the Finance Committee only. The Committee would then report to the board at the next meeting on the status of the budget.
- VI. Open Session: No comments were offered.
- VII. Presentations: Jen McFarland, Donna Seymour, and Harper Conover—Cooperative Program: The board attended a presentation in Jen's room in which Harper Conover provided an overview of a project he completed this year with support from his family and Donna Seymour. Jen provided an overview of the project and added that this type of special project could form a workable basis to allow students to pursue more of a personalized program. Harper then presented information about his family's trip across the country in an RV and his investigations into the geology of the Grand Canyon and Native American heritage. Harper fielded a number of questions from the audience and demonstrated a sense of poise and confidence throughout the presentation and follow up.
- VIII. Unfinished Business
  - a. Update on health/sex ed. curriculum and letter to parents (Jess Woods): Jess Woods outlined the recent clarification of the condom availability process, and discussed the curriculum context in which the process exists. She had provided for the board copies of the letter to parents, which outlines the schools sex education and health program, and copies of the best practices guide provided by Maine DOE. Mr. Phillips added that the school had purchased a wall-hanging basket for the low bathroom which would be an additional location for condoms (in addition to Mr. Powers' room). Some concerns were raised by the board on the potential for inappropriate use by students, and the administration agreed that if any such instances occurred, the current strategies would be reviewed and discussed with the board.

- b. Proposed modifications to awarding credits (Jess Woods) Reflections on town meeting: Jess Woods reviewed a proposal to modify the current health credit requirement in the board policy on graduation requirements, arguing that moving forward, it would be more effective for students to reduce the requirement from 1 credit to ½ credit. This would coincide with the introduction of a health education program (non-credit bearing) at the middle school level. Jess asked the board to consider whether this new system would take effect with the current high school students or be postponed until the middle school health program had been in place for several years. The board asked for a recommendation from Jess, who said that upon reflection, she believed it should be implemented now. Motion by John Gorham, with second by Lars Nelson, to approve the recommendation to adjust the health credit requirement to ½ credit and to have the requirement apply to current high school students. Unanimous in favor.
- c. Reflections on town meeting concerns: budget format, Region 8 students, mainland bus options, and magnet program review: The board continued to discuss a few concerns that had been raised at town meeting. It was agreed that the following steps would be taken in the near future: Patrick will develop, with support from Sally and the town office, a modified budget format for next year's town report that will be simpler and less confusing; Heather will consult with Dick Cilley to review options for mainland transportation to determine if contracting with another district or transportation company would allow us to bring the current bus to the island; and Patrick agreed to prepare a written report on the magnet program that evaluates its current effectiveness in reached stated goals, and review the report with the board as the new school year begins.
- d. Second reading of policies:
  - i. GCOA—Teacher Evaluation: Mr. Phillips noted that he had made revisions to the policy as discussed at the last meeting. Motion by Lars Nelson, with second by John Gorham, to approve the second reading of the GCOA--Teacher Evaluation policy. Unanimous in favor.

## IX. New Business

- a. Budget transfer authority motion: “Pursuant to 1485(4) of Title 20-A, the Superintendent of Schools be authorized to transfer not more than 5% of the total appropriation for any cost center in the current fiscal year operating budget to another cost center or among other cost centers, provided that the total current fiscal year operating budget shall not be increased by such transfers.” Motion by John Gorham, with second by Lars Nelson, to approve the motion as written. Unanimous in favor.
- b. Board meeting materials distribution discussion: John Gorham reviewed his reasoning for raising this issue, noting that it is important to allow a thorough review of all discussion materials prior to the meeting so that board members can be fully prepared for the meeting and also pay full attention to presentations rather than be asked to review handouts at the same time. Mr. Phillips agreed that this is an important aspect of board meeting procedure and will be followed in all but emergency situations.
- c. First reading of policies:
  - i. JFAB-R—Admission of Non-Resident Students—Administrative Procedures: The board reviewed this policy which had been brought to the Policy Committee this spring. It was asked whether this policy should be where it is noted that teachers who do not live on the island can enroll their children at school for a specified cost. Patrick agreed to add this language to the current draft. Motion to

approve JFAB-R—Admission of Non-Resident Students-Administrative Procedure by Lars Nelson, with second by John Gorham. Unanimous in favor.

- ii. ADC-R—Tobacco Use and Possession—Administrative Procedures: Mr. Phillips explained that a review of our previous policy on Tobacco Use was suggested by Caer Hallundbaek, from PenBay Health Center. This policy had also been reviewed by the Policy Committee. Motion by Bill Kelly, with second by Chloe Joule, to approve the first reading of policy ADC-R—Tobacco Use and Possession. Unanimous in favor.
- iii. Pathways Internship Parent Waiver Form: Jess Woods reviewed the form she had developed to assure that parents had approved of and understood the inherent risks of community-based internships. Motion by John Gorham, with second by Bill Kelly, to approve the Pathways Internship Waiver form. Unanimous in favor.
- iv. Pathways Information Packet: Jess Woods also reviewed the packet of materials that outline the Pathways internships program, and noted that she had used the format and excellent work of the Rural Aspirations Foundation in the preparation of this packet.

X. Committee/Administrative Reports

- a. Principal: Heather reviewed a number of recent activities at the school, including an update on Sally; the excellent support provided by Cher Piper, who has stepped into the art program and done a splendid job; the role played by Katie Yeatts, who has stepped into the school secretary position and done an amazing job so far; the Picture Writing program that Becky Bolduc has recently participated in; and noted that she would be working on her personal reflections in anticipation of conducting her evaluation at the August meeting.
- b. Superintendent: Mr. Phillips reviewed his end-of-year note to staff in which he had used Maslow’s hierarchy as a way of capturing the current state of the professional climate at school, noted that we need to schedule a very brief July board meeting for the sole purpose of approving new staff (it was agreed that we’d do this on July 11 at 2:00 p.m. with two board members agreeing to phone in from work); and provided a rough schedule for his trips to the island this summer.
- c. Region 8: John Gorham updated the board on developments with the construction project at Region 8, that the City of Rockland had completed its preliminary work, that the architect has made a few modification to the plan, and that the Region 8 board will be selecting a general contractor at it August 3<sup>rd</sup> meeting and will break ground shortly thereafter.
- d. Committee Reports: None.

XI. Other Business: None

XII. Executive Session: None

XIII. Adjournment: Motion by Lars Nelson, with second by John Gorham, to adjourn. Unanimous in favor. The meeting with adjourned at 8:10 p.m.

Respectfully submitted,

Patrick R. Phillips, Superintendent of Schools