

ISLESBORO CENTRAL SCHOOL DEPARTMENT
SCHOOL COMMITTEE MEETING
DECEMBER 12, 2017—6:15 P.M. IN THE ICS MUSIC ROOM

MINUTES

5:45 P.M.: Finance Committee meeting to review warrants. The Finance Committee met to review the past month's warrants, which had been prepared by Sally.

- I. Call to Order and Roll Call: Laura Houle, Board Chair, called the meeting to order at 6:15 p.m. Board members in attendance: Laura Houle, Bill Kelly, John Gorham (arrived at 6:25), Lars Nelson, and Chloe Joule. Others in attendance: Heather Knight, Rob McHugh, Renee Miller, Annika Rogers, and Patrick Phillips, superintendent.
- II. Approval of Minutes
 - a. Minutes of the November 14, 2017 board meeting: Motion by Lars Nelson, with second by Chloe Joule, to approve the minutes of the November 14, 2017 board meeting. Unanimous in favor.
- III. Correspondence
 - a. Letter from Maine Community Foundation regarding scholarship: Heather Knight reviewed two recent letters from the Maine Community Foundation which included information about scholarship funds to support continuing education by ICS graduates and community members. Motion by Bill Kelly, with second by John Gorham, to approve the establishment of the new scholarship funds. Unanimous in favor.
 - b. Mr. Phillips submitted a letter giving notice that he would not seek to extend his current contract beyond the end of the 2017-18 school year. Motion by John Gorham, with second by Bill Kelly, to accept the letter with regret. Unanimous in favor.
- IV. Adjustments to the Agenda: The board agreed to move the presentation on the senior trip prior to the correspondence item on the agenda.
- V. Open Session: No comments were offered.
- VI. Presentations: Senior class trip presentation and discussion—Rob McHugh, Renee Miller, and Annika Rogers. Rob McHugh presented information about the proposed trip by the seniors to Panama. He reviewed the trip itinerary and described the priorities the seniors used in reaching their decision on a trip. Renee and Annika both added their comments as well. Motion by Bill Kelly, with second by Chloe Joule, to approve the senior class trip to Panama. Unanimous in favor.
- VII. Unfinished Business
 - a. Update from Heather Knight on varsity basketball program: Heather updated the board on the difficulties we encountered this year with low numbers for a varsity basketball program. She noted that after discussion with the athletic directors and coaches, we will formalize the plan to have 8th graders play with the varsity team. Looking ahead at the upcoming middle school groups, this should produce a more stable situation in the future.

She also updated the board on the current plan to have one of our students play with the JV team in Camden.

- b. Update from Heather Knight on the curriculum development process: Heather presented a one-page overview of where each curriculum area is in the development process, and noted that we should have all areas completed by the end of the summer ahead.
- c. Update from Heather Knight on the laptop purchase process: Heather updated the board on the unfortunate situation with our laptop purchase, which resulted in us needing to return the first batch of student laptops, and to replace those with new machines that had to be shipped from China. She noted that the HP rep in southern Maine had agreed to personally deliver the new machines to school later this week. The computers should be in students' hands early next week or just after the holiday break at the latest.

VIII. New Business

- a. First reading of policies: Patrick updated the full board on the work on the Policy Committee that resulted in the following three policies being brought to the board for first reading. Motion by Bill Kelly, with second by Chloe Joule, to approve the three policies for first reading. 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 for the 2018-19 school budget: Patrick reviewed the proposed budget timeline with the board, highlighting that we have a special meeting of the board on the timeline for late January, which might not be needed if the budget development process is unfolding smoothly.
- c. Discussion: What process should the board use to evaluate possible changes to the current administrative structures? There was extensive discussion about how to proceed with the board's decision to investigate possible changes to the current administrative structure. Laura Houle had volunteered to lead a committee of board members and teachers, with the current administrators serving as ex officio non-voting members as needed. Bill Kelly offered his thoughts about the philosophical basis for having a "head of school" as a key part of the school's ability to position itself to attract families to the island. He also noted that in recent years, we seem to be in a pattern of keeping superintendents for just a few years, as most are semi-retired. Chloe Joule suggested that having a historical view of how things worked previously with a combined superintendent-principal role would be important for the committee to investigate. It was also suggested that we provide both a face-to-face meeting with faculty, but also use a written or digital survey. Laura noted that her committee would meet for the first time on Monday, December 18th at 3:00 p.m. A broader meeting with the entire faculty will take place on Monday, January 8th at 3:00 p.m. A report from the committee will be brought to the board meeting on Wednesday, January 9th.

IX. Committee/Administrative Reports

- a. Principal: Heather updated the board on Family Coding Night, upcoming school visits by various other schools and groups, and a proposed “Upstander” training proposal.
- b. Superintendent: Patrick updated the board on his recent experience at the Magic of Christmas performance at the Portland Symphony, but also commented that the ICS concert was also terrific.
- c. Region 8: John Gorham updated the board on the recent developments in the construction project at Region 8 and noted that the project is on schedule, and that the new logo will be unveiled around the time that the project is completed.
- d. Committee Reports: Patrick noted that both the Policy Committee and Finance Committee work was embedded in the items earlier on the agenda.

X. Other Business

- XI. Executive Session: Discussion of a personnel matter, Title I MRSA, section 405: The board entered executive session at 8:00 p.m. and came out at 8:30 p.m. No action was taken as a result of the discussion..

- XII. Adjournment: The meeting was adjourned at 8:30 p.m.

Respectfully submitted,

Patrick R. Phillips, Superintendent of Schools