

ISLESBORO CENTRAL SCHOOL DEPARTMENT  
SCHOOL COMMITTEE MEETING  
MAY 10, 2016—6:15 P.M.--MUSIC ROOM

MINUTES

- I. Call to Order and Roll Call: The meeting was called to order at 6:17 p.m. by board chair Laura Houle. Present: Board members, Laura Houle, Bill Kelly, Mike Boucher, John Gorham, and Lars Nelson. Also present: Heather Knight, Principal, Melissa Olson, and Patrick Phillips, Superintendent.
- II. Approval of Minutes
  - a. Minutes from the April 12, 2016 board meeting: Motion by Mike Boucher, with second by Lars Nelson, to approve the minutes of the April 12, 2016 board meeting. Unanimous in favor.
- III. Correspondence
  - a. Letter from Dolly Sullivan regarding Teacher of the Year awards. Mr. Phillips noted that an email from Dolly Sullivan from Educate Maine was included in the board packets. The email notified Kristen Kelley that she had been selected as Waldo County Teacher of the Year. Mike Boucher suggested that we place a framed photograph of Kristen, and one of Katie (who was selected as Economics Teacher of the Year last year), in the front hall of the school.
- IV. Adjustments to the Agenda: None.
- V. Review of Financial Records: Mr. Phillips noted that expenditures and revenues continue to unfold as predicted, and that the amount of money remaining in the budget corresponds with the predicted balance forward. Mike Boucher asked about the revenue line for magnet tuition, which seemed large at this late point in the school year. Mr. Phillips stated that Sally had not indicated any degree of concern with the outstanding balance, but that he would verify that the current status was normal for this time of year.
- VI. Open Session: No comments were made.
- VII. Presentation: Sustainability Night Report: Melissa Olson was present for a brief update to the board on the previous Thursday's Sustainability Night. She outlined for the board the evening's schedule, which included remarks from Heather, Ryan, and Melissa to the gathered attendees, followed by a gourmet dinner, prepared by Jon Erskine, classroom presentations by students in grades K-12. She noted that the student projects were outstanding and that the overall project was a great success. Melissa had gathered response cards from the faculty, and from that feedback has some clear ideas on how to build on this successful event, and ways to make it better, in the future. Mike Boucher suggested that we initiate some sort of Sustainability Club that would give committed students and teachers a more formal structure for engaging in related activities for the school. It was noted that the Sustainability Night was an explicit project designed to highlight and conduct purposeful activity

related to the School Vision statement. It was agreed that we should continue to seek ways to manifest the Vision in the coming months and years.

#### VIII. Unfinished Business

- a. Second reading of policy JK—Student Discipline. Motion by Mike Boucher, with second by Bill Kelly, to approve the second reading of policy JK—Student Discipline. Unanimous in favor.
- b. Discussion of 2016-17 school calendar. Mr. Phillips and Ms. Knight highlighted a few small changes that had been made to the draft calendar since the April board meeting, including scheduling a student day for the Monday, December 19<sup>th</sup>, which would keep the holiday vacation to two weeks. Ms. Knight also reviewed the modifications that had been made to the professional day schedule, noting that we are proposing to decrease the number of half days for PD, but increase the number of full days. She also noted that no PD days will be scheduled during the months of January and February, when snow days and February vacation already provide disruption to regular learning days. Bill Kelly stated that he opposed the length of the holiday vacation in December, commenting that none of the other regional districts had such a lengthy vacation. Ms. Knight noted that this was a priority of the teachers and is similar in length to previous years. She also noted that no strong objections have been raised in past years by parents. John Gorham agreed that the two-week vacation has now become something of a tradition and that he is fine with the two-week vacation. Motion by Lars Nelson, with second by John Gorham, to approve that calendar as submitted by the administration. 4 to 1 in favor, with Bill Kelly opposing.
- c. Storage space bid and total project cost update. Mike Boucher updated the board on the Facilities Committee discussion from earlier in the day, at which time a total budget for the storage space project was brought forward by Dick Cilley. The clarifications had to do with final costs from the heating contractor, and the fire suppression contractor, as well as an adjusted plan on how to deal with the metal siding. Mike clarified that the plan is now to remove just the metal siding from the wall area where the storage space will connect to the building, rather than removing the entire wall. This will allow the cost to come in at \$25,760, with a real possibility of costing less if an acceptable door can be found for a lower cost. Bill Kelly had concerns about the changes related to the original bid specs. Motion by Mike Boucher, with second by Lars Nelson, to approve the project moving forward with the clarified costs. 4-0 in favor, with Bill Kelly opposing.

#### IX. New Business

- a. Staff assignments for the 2016-17 school year. Ms. Knight reviewed with the board the modifications she is proposing for the 2016-17 school year, including a modified role for Colden Golann, who will be teaching ELA and social studies in the middle school grades in addition to his technology teaching. She also noted the role that Patty Crawford will hold next year, which involves Title I teacher and coordinator, SAT coordinator, and team

teacher with the guidance counselor for grades K-5. Several board members expressed strong support for the modifications and suggested that the board create a letter to the staff expressing gratitude for all the creativity and commitment reflected in these very thoughtful changes in the school program for next year. Laura commented that she would work with Mr. Phillips to create such a letter. Ms. Knight noted that teachers from the high school grades will be attending the Hurricane Island Leadership Institute in late June to continue their planning for the personalization focus for the program next year. Mike Boucher suggested that we create a similar opportunity for teachers in grades K-12. Motion by Lars Nelson, with second by Mike Boucher, to support the staff assignments as proposed by the administration. Unanimous in favor.

- b. Middle school/high school program rollout timeline. Ms. Knight shared a timeline for action related to the rollout of the modified high school and middle school programs for next year.
- c. Probationary teacher nominations for the 2016-17 school year. Mr. Phillips nominated the following probationary teachers for contracts for the 2016-17 school year: Chelsea Fairbank and Lisa Freeman for Probationary III status; and Colden Golann, Jon Kerr, Chris Morris, Rob McHugh, Patrick Powers, and Jess Woods for Probationary II status. Motion by Mike Boucher, with second by Lars Nelson, to approve the superintendent's nominations. Unanimous in favor.
- d. School board meeting dates and times for June through August. Mr. Phillips suggested, in view of the projected work load for the administration and board over the summer (with no anticipated staff hiring), that the July board meeting be cancelled. Mike Boucher suggested that if the board votes to cancel the meeting that both the superintendent and principal submit reports by email to the board. Motion by Mike Boucher, with second by Lars Nelson to approve the cancellation of the July board meeting with the stipulation that both superintendent and principal submit reports to the board during July. Unanimous in favor. It was also noted that the board will continue to begin its meetings at 6:15 p.m.
- e. First reading of policies:
  - i. EFE—Competitive Food Sales—Sales of Foods in Competition with the School Food Service Program. Motion by Bill Kelly, with second by Lars Nelson, to approve policy EFE for first reading. 4 to 1 in favor. Mike Boucher opposing.
  - ii. ACAA—Harassment and Sexual Harassment of Students. Motion by Bill Kelly, with second by Lars Nelson, to approve the first reading of policy ACAA. Unanimous in favor.

X. Committee/Administrative Reports

- a. Principal: Ms. Knight outlined a number of areas in her report, including congratulation to Kristen Kelley, a timeline for senior portfolio presentations, details on the Islesboro summer school program, details on

the Islesboro summer program (which will be using the gym), and upcoming events for the school during the months of May and June. It was suggested that we ask the town to pay for Dick to clean the gym floor to ensure proper maintenance.

- b. Superintendent: Mr. Phillips updated the board on the progress made by the evaluation committee, noting that the committee will await further guidance from Maine DOE prior to making final recommendations to the board on policy and evaluation system details. He anticipates a presentation to the board in August or September. Mr. Phillips also noted that Heather, Linda Bowe, and he will prepare a report on the year's work on the Action Plan for the June meeting. He also noted that he will have Heather's evaluation prepared for an executive session at the June meeting. Bill Kelly asked the superintendent to also move forward on an evaluation process for himself. He agreed to locate the district superintendent evaluation form and get it out to the board soon.
- c. Region 8: John Gorham updated the board on the latest plan for building renovation at Region 8 and summarized the recent presentation by Beth Fisher with our local selectmen's meeting.
- d. Committee Reports. None.

XI. Other Business: It was suggested by Mike Boucher that we include a student achievement data presentation for the June board meeting, to include both NWEA and MEA data. Ms. Knight noted that we are not certain when the revised MEA results will be released to schools, but will inform the board on this. It was also suggested that we establish a separate account for the Horticulture Program to permit maximum efficiency in the program's operation.

XII. Executive Session. None.

XIII. Adjournment. Motion by Mike Boucher, with second by John Gorham, to adjourn the meeting. Unanimous in favor. The meeting was adjourned at 9:20 p.m.