

**Deer Isle-Stonington CSD #13 School Committee  
Meeting Minutes  
Deer Isle-Stonington Elementary School  
Thursday, March 6, 2008 at 6:00 P.M.**

**Board Members Present:**

James Adams, Mark Cormier, Skip Greenlaw, Aimee Hunt, Walter Kumiega, Don Sargent

**Student Representatives Present:**

Allison Turner

**Staff Present:**

Bruce Ives, Catherine Ring, Todd West

**Guests:**

Dana Bowden, Cohn Bruce, Josephine Jacobs (arrived late), Colin Powell

**1) Call to Order and Declaration of a Quorum:**

Chair Kumiega called the meeting to order and declared a quorum at 6:02 P.M.

**2) Moment of Silence:**

A moment of silence was observed.

**3) Election of Officers:**

Kumiega suggested the status of the School Committee Membership be discussed prior to the election of officers. Ives distributed copies of a letter from Bill Stockmeyer, attorney. Kumiega stated that the issue is that the School Committee did not approve the election warrants, so the validity of the appointments is in question. Ives said the letter indicated the current undeclared board members should continue as “de facto” board members until the next election, referencing the end of the first and third paragraphs and the next to last paragraph of the letter from Stockmeyer. Greenlaw didn’t feel it was prudent to wait until June for an election and wondered if an off-cycle election could be held. Ives said he believed Stockmeyer indicated waiting was ok. Greenlaw said the towns should be contacted to schedule an election as soon as possible. General consensus was that the required lead-time was 45 days. Adams and Cormier thought the elections could wait until June to save the cost of an off-cycle election. Adams pointed out that it was not a contested race. Kumiega questioned if it was ok to elect officers before that election. Sargent noted that the bylaws say election occurs at the first meeting following the municipal election. Ives felt the letter should be interpreted as nothing changing, including status of officers. Kumiega mentioned that the MMA has offered conflicting advice.

**Kumiega nominated Aimee Hunt as treasurer, Greenlaw seconded. Vote 5/Y, 0/N, 1/A – Hunt**

**Cormier nominated Greenlaw to one of the co-chair positions, Adams seconded.**

**Hunt nominated Kumiega to the other co-chair position, Sargent seconded.**

**Vote both co-chairs as nominated: 6/Y, 0/N**

**4) Introductions:**

5) **Citizen Comments:**

There were no citizen comments.

6) **Approval of the Agenda:**

Motion by Kumiega to add an Executive Meeting on contract negotiations. Second by Hunt.  
**Vote 6/Y, 0/N.**

7) **Approval of the minutes of the Regular Meetings of February 5, 2008 and February 26, 2008:**

West noted that the February 5, 2008 minutes, paragraph 9.C., should read that AP courses must be approved by the College Board or colleges may not accept them.

Paragraph 8.C. should clarify that the students are receiving \$500 grants each.

In the February 26, 2008 minutes, paragraph 6.A. should read, "Vote: 4/Y, 1/N"

**Kumiega moved to amend the February 5, 2008 and February 26, 2008 minutes, Hunt seconded. Vote: February 5, 2008 minutes- 6/Y, 0/N; February 26, 2008 minutes – 5/Y, 0/N, 1/A (Cormier)**

8) **ACTION ITEMS:** (taken out of order)

A) **Board Committee Appointments:**

Add Hunt and Sargent to the Technology Committee and Brian Van Emmerik to the Evaluation Committee. **Motion by Hunt, second by Sargent, to approve the appointments.**

Ring questioned if the rest will stay as is, referencing some staff changes. It was noted that Robert Webster is going to provide an updated list and that this vote is only on the Board Member Appointments, not Staff Appointments. **Vote: 6/Y, 0/N.**

9) **Discussion Items:**

A) **School District Consolidation and Repeal:**

Greenlaw noted that the legislature approved LD 1932 and that there has been much activity in the past few days. He said Gov. Baldacci has introduced an amendment to the appropriations bill that has the legislative members irate. The Governor has indicated he will veto LD1932, because of the Damon, Martin and Raye amendments. Greenlaw projects that the legislature will enact the bill, the Governor will veto the bill and the veto will be overridden. He noted that larger communities such as Portland and Bangor seem to be getting increases instead of cuts and he plans to investigate this further with the legislature.

B) **Policy Revision Review:**

1. **Bullying Policy 2.13**

Hunt questioned when "student" is replaced with "person" and asked the committee to review these changes. West encourages the committee to review "cyberbullying" and make a specified part of the policy.

2. **Staff Conduct With Students Policy 5.15**

Cormier questioned the use of "adult" versus "staff" and asked for a review for clarification.

3. **Automated External Defibrillators Policy 6.09**

4. **Relations with Law Enforcement Authorities Policy 6.12**

5. **Comprehensive Emergency Management Plan Policy 7.10**

Hunt noted that in item 5, the digit “4” was left out of “paragraphs [4]A through D”

#### **6. Custodian Job Description Policy 9.02**

There will be a second reading of the policies at the next meeting.

#### **C) MELMAC Implementation Grant Application**

West distributed his MELMAC report. This is a planning grant for the MELMAC program that will provide \$40K over 4 years to increase support and activities leading to higher levels of post-secondary enrollment. He feels that if the application is accepted, he needs to be able support it with sufficient personnel. It should be supported with a staff person, not a community member on stipend. He estimates the cost to be about \$10K per year for salary & benefits.

Cormier notes that this would make a financial wash, but West notes that benefits would be gained. Greenlaw asks what happens when the grant money ends; will West be looking for additional funds to continue? With \$10K for personnel and another \$10K to pick up where the grant ends, that is a \$20K future commitment. West advises that one-half to one third of the staff members' time will be given to non-grant duties. Hunt reminds the board to consider the strategic plan. A reference is made to the “sixth day of guidance.” West advises the application must be submitted by April 1<sup>st</sup>, only 40 would be approved, then only 30 of the 40 accepted. Greenlaw said to look at it with the budget in mind and vote. Hunt wants everyone to read the application carefully as it contains a lot of information. Turner was for it; currently a student has to aggressively pursue their needs for post-secondary education since there is no support for them, especially at the lower class levels. Powell said his experience was the same and may have cost him admission to one of his school choices. Greenlaw questioned if this was the duty of guidance. West advised guidance handles counseling, administration, post-secondary counseling and coordination of testing. Greenlaw asked if counseling takes precedence over post-secondary duties; West advised no. Turner stated there is not much counseling available; there is no place “to vent”. Roberta Johnson has one advisory group with whom she is working diligently on post-secondary goals. Adams says we should find the money to support this. Hunt noted that in the past, an unbalanced distribution of administration duties left guidance taking up slack. Kumiega said send the grant in, then the board can vote on accepting it. Greenlaw asked about voting tonight.

**Adams moved that the MELMAC Implementation Grant Application be moved to an Action Item. Kumiega seconded. Vote: 4/Y, 2/N**

Cormier asked how many non-admin staff there are. West indicated about 17-18 Full Time Equivalents (FTE) with about 170-180 students giving an approximate student: teacher ratio of 10:1. Hunt asked about cost of extra personnel; West advised it is included in the budget.

**Kumiega moved to approve submission of the application; Adams seconded.**

Cormier noted the student: teacher ratio and would rather use existing staff. West pointed out the guidance training specific to counseling & post-secondary duties that other staff would not have received. Greenlaw questioned if Cormier is opposed to the extra position or the funding; Cormier said the extra position is the issue. West clarified the grant is not contingent on funding an extra position, though he feels that is the best way to implement it.

**Vote to approve submission of the application: 4/Y, 2/N**

#### **D) 2008-2009 School Calendar Draft #3 and #3A**

Greenlaw noted an issue is February & April vacation versus March vacation. Ring stated that the faculty have concerns about the long stretch from December to March

being difficult and then followed directly by Maine Educational Assessments (MEAs). Turner said a survey of students show about 90% are for March vacation since it means finishing the school year earlier, thus allowing them to begin jobs/vacation/etc sooner. An informal poll showed four yea's and two ambivalent. Ives questioned if there are legal implications in coordinating within the district, specifically mentioning vocational education.

West noted that the Reaccreditation Process Proposal has the bulk of the work scheduled in workshop days and after school meetings. With only four early release days requested, West wants to include some evening time so that parents and the community can be involved in the processes. Hunt asked where the early release days would fall on the calendar. There was no Board consensus on early release days. West is to discuss with Robert Webster about when the half days would occur and there should be a new draft for the next meeting.

**E) 2008-2009 School Budget Draft #1**

Ives distributed the Budget Cover Memo and asked all to read and review. Ring is requesting a half time staff person for foreign language, \$15K for literacy materials and \$10K for Candace Bray, literacy consultant. Adams asked about the music program being shared with Sedgwick. Greenlaw asked if Bray could come to a meeting and present. Ring said yes, along with a K-2 teacher presentation.

West says the high school is building toward achieving the strategic plan. The Student Services position request was discussed with MELMAC. He has included a Learning Center Aide. Currently, teachers staff study halls during their prep time, splitting up the duties and leaving everyone with short prep time and the students with a dysfunctional study hall. He also included tech support for Nick Caros to work in the summer and for some contracted services for items that Caros cannot complete on his own. The physical plant needs some entry doors and a new phone system. He feels the current phone system presents a safety issue. He recommends a lease of mobile cart laptops instead of a purchase to avoid owning equipment that rapidly becomes obsolete. Greenlaw requested a cost comparison of lease versus purchase. West said NWEA testing (computer based) would provide some baselines for our schools and is used in most schools in this region. West noted that he had met with the various departments regarding next year's course offerings. Math and English are not fully staffed and some tough choices will have to be made.

**10) REPORTS**

Greenlaw asked for suggestions for reports in future meetings. The following were offered:

- Literacy with Candace Bray, K-2 teachers and high school
- Special Education
- Tech Committee Plan – West noted that there are two outside assessment reports, one from last fall and one from a year ago. He will provide copies to the Board
- Arts program with Jim Gray and the Kennedy Center Partnership
- Instruction, class size and pullouts
- Volunteer coordination and after school programming
- Health Coordinator and Food Service
- Elementary Foreign Language – including benefits data
- High school and elementary school athletic field improvements
- Dom Parisi with a plan to work with students on energy conservation

**Written presentations should be provided in advance!**

**A) Student Board Representatives**

Allison Turner indicates she spoke with Mangels, who was not able to attend. Turner says there is an issue with AP Calculus. The test date is set in stone, as are the required study hours. Due to snow days and other half days, the class is behind schedule and will probably have to come in after school to make up lost time. She would like to see a half time math teacher added to free the calculus teacher, Ms. Turner, from taking a study hall during the other 40 minutes of the block. She says the students in the study hall often go to the gym or the library, anyway, leaving Ms. Turner with two students in study hall. West noted that AP Calculus is a one and a half credit course this year, so it was 80 minutes first semester, but only 40 minutes this semester. He notes that adding 40 more minutes will put Ms. Turner over three and a half classes, since she also has a tutorial block. Greenlaw, Hunt and Cormier all expressed agreement that if AP Calculus is offered, then it should be fully supported.

Turner noted that Student Council is “on pause” as they have been unable to make a quorum (7 attending with at least one from each class). The problem is the before-school meeting time and underclassmen with no transportation. They hope to remedy the problem by moving to a mid-day meeting and will be approaching West with this request.

**B) Elementary School Principal**

Catherine Ring has worked with Brent Morey, DI Fire Chief, on the parking issue. Keith Trundy served as a parking attendant, performing very well. Ring has cones and signs on order to clarify where parking is permitted.

Ring referenced the Foundations program discussed earlier, then noted that MEA’s are this week. She again explained the tight three week window allowed for testing and noted that Julie Armillotti has been doing a great job of coordinating the testing.

**C) High School Principal**

Todd West noted an item not included in his report. The computer network at the high school was down last week, so rank cards could not be posted. Instead, they were handed out at parent/teacher conferences. He noted that attendance at the conferences was higher than normal. He pointed out that he had already reviewed the MELMAC application issue and moved on to scheduling.

West advised they want to start on student schedules next week and asked that the courses be reviewed quickly so the scheduling isn’t delayed. There will be some changes in Math: Trigonometry/Advanced Algebra will be 1 credit. AP Calculus will be 2 credits. There will also be Pre-calculus and Statistics.

They need another half-time math teacher and a half time English teacher. Greenlaw says half-time teachers don’t seem to be as motivated. West thinks they could increase Hank Davis to three quarter time and then would only need a half-time English staff person. He quickly added that he could easily support a full-time staff person.

**D) Superintendent**

Not reporting; not present due to illness

Committee reports were requested. Committee Reports should be added to Item #10 on the Agenda.

Kumiega reported for the Maintenance Committee. He advised most issues are included in the budget. He noted that oil was pre-bought last year for significant savings. He said Ken Kean had some equipment issues he was trying to resolve. Also, Kean is also looking into repairing the school’s truck instead of trying to purchase a new one.

Adams would like to see the curriculum for Freshman Basic Skills. Turner suggested that some of the kids from that class also come in to report.

Sargent reported for the **Technology Committee**. He notes that teachers need to come on board. He pointed out that SIS (Student Information System) will be replacing MEDMS. West noted that he had tried to purchase this in advance of its release by the state and was advised by Infinite Campus that they would only sell to the state, stating that the state is the only vendor. The state plans to release it as part of reconsolidation. Greenlaw questioned if they could do this and will investigate.

#### **11) COMMUNICATIONS**

Greenlaw noted that Dom Parisi wants to set up an energy conservation group locally, involving the students in a survey on the island and perhaps looking into energy generating wind machines. West noted that the physics class and the Green Marine class have been working on conservation issues. Adams said the elementary level Gifted & Talented have also been working on conservation issues. Greenlaw questioned lights being on a lot and Kumiega said that Kean is always reminding everyone to turn them.

#### **12) EXECUTIVE SESSION**

**Kumiega moved to enter executive session for contract negotiations at 8:35 pm, Hunt seconded. Vote: 6/Y, 0/N.** Those present were Ives and Committee members Adams, Cormier, Greenlaw, Hunt, Kumiega and Sargent. **The meeting returned to regular session at 8:53 pm**

#### **13) ADJOURNMENT**

**A motion was made to adjourn the meeting at 8:55.**

**Respectfully submitted:**

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**Leslie Billings**