

**CRANBERRY ISLES SCHOOL DEPARTMENT**  
**School Committee Meeting**  
**Ashley Bryan School, Islesford**  
**Friday, 3 June 2022**  
**8:30 a.m.**

**MINUTES**

**Attendance:**

Amy Palmer, board chair  
Cari Alley, board member  
Darlene Sumner (called in during Principal's report)

Mike Zboray, superintendent  
Hayley Fenton, principal  
Katie Fernald, community member  
Katelyn Damon, parent/community member

**Call to Order**

The meeting was called to order at 8:30 a.m.

**Approval of Voucher**

**Approval of Minutes:** [6 May 2022](#)

Cari Alley made a motion to approve the May minutes as written. Amy Palmer seconded. Unanimously approved (2-0).

**Public Comment** - None at this time.

**Reports and Updates:**

- **Principal's Report**
  - Discussion re: school building safety
    - New Doors, commercial grade locking
    - Buzzer/doorbell
    - Walkie talkies
    - Arrange a consult to help develop/review our safety plan with someone that has expertise and can evaluate a rural environment with limited emergency response.
- **Superintendent Update**
  - Superintendents discussion around common sense gun legislation, access to mental health
  - Wednesday met with Mt. Desert Elementary School board and principal to discuss grades 7 and 8 and a closer partnership, returning to pre-COVID connections such as chorus and ArtsFest. This partnership will be explored further this summer once there is a new principal for the Cranberry Isles.

**Discussion Items:**

- **High School Liaison Document**
  - [High School Fact Sheet - New or Non-Enrolled Students](#)
  - [High School Fact Sheet - Enrolled Students](#)
    - Omit the section under "Bus Transportation" that states students usually go to the Northeast Harbor Library.

- Question: is there a place that high school students can go while waiting for the boat? An MOU with a local facility?
- Boarding Section “all boarding arrangements are subject to approval”-clarify that the board is approving the payment, not the family.
- Add more information about the transition piece
  - MDI Advantage
  - Step Up day
  - Open House (evening event-if that still happens)
  - Meetings with the guidance counselor
- Add more resources
  - The number to the main office
  - Information about the freshman guidance counselor
- Clarify if student leaves school early due to illness the parent is responsible for transportation arrangements.
- Contact information for questions about the tuition/boarding amounts. List website to the state where the tuition is listed. List superintendent’s phone number.
- Revise “Boat transportation will be paid to and from school for students who are boarding off island” and clarify that it is for weekends/vacations.

**Action Items:**

- **Nomination and Election of Principal and Special Education Teacher**
  - Amy Palmer made a motion to accept the nomination of Katie Truesdale for the position of Principal and Special Education Teacher for the 2022-2023 school year. Cari Alley seconded the motion. Discussion: uncomfortable with assigning teaching duties that are not in the initial contract. Approved (2/0/1). Darlene Sumner abstained.
- **Authorization for Superintendent to Hire During the Summer Months**
  - Cari Alley made a motion to authorize the superintendent to hire during the summer months. Amy Palmer seconded. Discussion: Darelne Sumner clarified that there would be communication during the summer if any summer hires are made. The superintendent confirmed that the board would be sent a nomination summary form. The superintendent will have his assistant call the board members to alert them that a nomination form is in their emails. Unanimously approved (3-0).
- **Transfer Reserves**
  - Amy Palmer moved to transfer \$ 3,500.00 to the Emergency Special Education Reserve as directed in the 2021-22 budget. Cari Alley seconded. Discussion: clarified this is an annual process. Unanimously approved (3-0).
  - Amy Palmer moved to transfer \$ 2,000.00 to the Maintenance Reserve as directed in the 2021-22 budget. Cari Alley seconded. No discussion. Unanimously approved (3-0).

**Other Business**

- Cari Alley: Rusty slide on ABS has not been removed yet. Hayley will ask Jim again to remove it.
- Darlene Sumner: Can a high school parent serve as the high school liaison position? Yes. Hayley Fenton will put together the interview team and send out an invitation to high school parents.
- Boat transportation bid: one bid for \$124,950.00
- Commuter boat - can the time be adjusted? The original purpose of the commuter boat was to align with high school bus transportation? Could the users be surveyed to see if it would impact them

**Future Agenda Items**

- Extend transportation bid?
- Transportation/school hours
- Middle School
- High School Liaison
- Updated drafts of high school transition.
- Hiring/nominations
- Update from Eric Hann, slide update, basement repairs
- Visioning for the school

**Date, Time, and Location of Next Meeting: To be determined**

Special meeting this summer will be called to discuss middle school if things progress.

Friday, 5 August 2022 - at Longfellow School at 8:45 a.m. as the next regular meeting.

**Adjournment**

Cari Alley made a motion to adjourn the meeting at 10:55. Amy Palmer seconded. No discussion. Unanimously approved (3-0).

Respectfully submitted:  
Hayley Fenton, Principal