

**Cranberry Isles School Department  
School Committee Meeting  
Longfellow School, Great Cranberry  
Friday, November 11, 2022  
8:35 AM**

**MINUTES**

<b>Attendance</b>	Amy Palmer, Board Chair Cari Alley, Board Member Darlene Sumner, Board Member Katie Truesdale, Principal (Virtual) Mike Zboray, Superintendent Katy Fernald Georgia Howland (Virtual)
<b>Call to Order</b>	The meeting was called to order at 8:30 AM by Amy Palmer
<b>Approval of Voucher</b>	Approval of voucher
<b>Approval of Minutes</b>	Cari Alley made a motion to approve the October 7, 2022 minutes as written. Amy Palmer seconded. Unanimously approved (2-0).
<b>Public Comment</b>	<ul style="list-style-type: none"> <li>● Katy Fernald: Possibility of a community meeting before town meeting</li> </ul>
<b>Reports and Updates</b>	<p><b>Principal's Report:</b></p> <ul style="list-style-type: none"> <li>● See attached</li> <li>● Wind-days: Katie will continue to talk with Captain Norm when Gale winds are forecasted, Small Craft Advisory with freezing spray, etc. that impact travel in collaboration with Mike and Amy</li> <li>● Katie will check with Jim re: generator on Ashley Bryan</li> </ul> <p><b>Superintendent's Update:</b></p> <ul style="list-style-type: none"> <li>● AOS meeting: Review of Lockdown at the High School</li> <li>● Safety plan review; special considerations for Cranberry Island students (collaboration efforts with the High School Liaison, Maintenance Director, and Cranberry Islands Principal)</li> <li>● Evaluation plan and process review for district administrators</li> <li>● Placement of camera will be shifted over to Longfellow door and ipad streaming will be installed</li> <li>● Other: Door locks discussion and past practice about community connections</li> </ul> <p><b>Transportation Update:</b></p> <ul style="list-style-type: none"> <li>● Discussion with Beal and Bunker around billing procedure, review of transportation cost sheet, and future needs</li> </ul> <p><b>Maintenance Update:</b></p> <ul style="list-style-type: none"> <li>● Eastern Maine Mold update</li> </ul> <p><b>High School Liaison/Fact Sheet:</b></p> <ul style="list-style-type: none"> <li>● High School Liaison update: will develop a form for a contingency plan; creating additional resources for heating, food, clothing, etc.; developing community connections for new</li> </ul>

	<p>families; available for in-person/group networking for island parents</p> <ul style="list-style-type: none"> <li>• CIS Fact Sheet review: Discussion around what a “special boat transportation” means</li> </ul> <p><b>Longfellow School Security Camera Update:</b></p> <ul style="list-style-type: none"> <li>• Refer to Superintendent Update</li> </ul>
<b>Discussion Items</b>	<p><b>Preliminary Budget</b></p> <ul style="list-style-type: none"> <li>• Review of preliminary budget summary</li> <li>• MDES/CIS partnership; will there be future costs about this (special education might incur an additional expense)</li> <li>• Principal personnel matters concerning contract, appointment/duties</li> <li>• Work agreement personnel matters regarding job supervision/evaluation, duties/assignments, hiring</li> </ul>
<b>Action Items</b>	N/A
<b>Other Business</b>	<ul style="list-style-type: none"> <li>• Post office is closed on Islesford</li> </ul>
<b>Public Comment</b>	N/A
<b>Future Agenda Items</b>	<ul style="list-style-type: none"> <li>• Next budget meeting will be in-person</li> </ul>
<b>Date, Time, and Location of Next Meeting</b>	<b>December 2, at 9:30 AM, Superintendent’s Office District Office Bar Harbor</b>
<b>Executive Session</b>	Amy made a motion and Cari seconded to enter into <b>Executive Session Pursuant to 1 M.R.S.A. § 405(6)(A) to discuss a personnel evaluation</b> at 11:32 AM. No discussion. Unanimously approved (3-0). Exited executive session at 11:37 AM
<b>Adjournment</b>	Amy made a motion to adjourn the meeting at 11:37 AM, Cari seconded. No discussion. Unanimously approved (3-0).

Respectfully Submitted,

Katie Truesdale, Principal