

MINUTES

MAY MONHEGAN SCHOOL COMMITTEE REGULAR MEETING

Monday, **May 22**, 2023, 12:30 pm, Monhegan Library & via Zoom

Present at the Library: Chairman Jes Stevens, Treasurer Felicia Dunson, Secretary Daphne Pulsifer, Superintendent Tonya Arnold, Brandon Bezio and Sierra Brock.

Call to Order at 12:58pm

MINUTES:

Minutes of 04/24/23 were amended to include the time when the meeting adjourned. Motion by Jes Stevens to approve minutes of 04/24/23 as amended. Second by Felicia Dunson. Motion passed unanimously.

Motion by Jes Stevens to approve minutes of 4/26/23 as read. Second by Felicia Dunson.

Motion passed unanimously.

Motion by Jes Stevens to approve minutes of 5/6/23 as read. Second by Felicia Dunson. Motion passed unanimously.

CHANGES TO AGENDA; Financial Items #1 and 2 will be tabled due to the absence of Auditor Fred Brewer.

PUBLIC PARTICIPATION ON AGENDA ITEMS

At this time, Jes Stevens notes the recent passing of former Ed Tech and Substitute Teacher Nancy Vogt. Nancy's contributions to the school are greatly appreciated and she will be missed by the community.

The Committee would like to purchase flowers in Nancy's memory. The School Committee agreed to also make a contribution to MISCA in Nancy's honor. The School Committee agrees a total of \$200 from the Friends of Monhegan School Fund will be used for these purposes.

SUPERINTENDENT'S written [REPORT](#) was received.

Tonya Arnold will not be coming to the island as planned on May 30th, due to a death in her family. She still plans to be here June 12 - 16 for Graduation, to help with closing the school and transitioning to a new teacher.

The Guidance Consultant's contract ends June 30th. Tonya is anticipating plans for hiring a replacement.

TEACHER'S REPORT:

No written report was received this month.

Teacher has been working to organize, inventory and catalog the contents of the school, including books, curriculum materials and supplies.

Felicia shared that the Cuttyhunk Trip was a huge success.

CHAIRMAN'S REPORT:

TLC Coordinator Ken Stevens visited the island.

Ant Treatment was done at the school on May 16th. Signs were posted. Students and staff were away for the Cuttyhunk Trip.

This month Jes Stevens has spent considerable time working on Teacher House and Little Teacher House documents as well as preparations for the superintendent contract.

Discussion followed regarding the purchase of Town trash bags.

Chairman recognizes the enormous amount of work the the Teacher Kaitlyn O'Donnell has done to organize the school house and create a google.doc that catalogs school supplies, curriculum materials and books. This inventory will be a tremendous help to the school and the new teacher.

FINANCIAL

1. TABLED Presentation of School Audit 2021-22 School Year by Fred Brewer
2. TABLED Vote to accept School Audit as presented by Auditor Fred Brewer for 2021-22 School Year

Agenda items above were Tabled until the regular June Meeting. Supt. Arnold made a thorough attempt to schedule the presentation of the Year Ending 2021 Audit for today. She will apply for DOE to grant an Audit Extension due to audit delay.

Motion by Jes Stevens to Recess. Daphne Pulsifer Seconds. Motion passed unanimously.

Recess from 3:18 to 3:28pm

FINANCIAL continued

3. Written Report was received from Business Manager Belinda Waterhouse.

It is noted that there may be three pay periods in the month of May and there may be an error related to custodial pay, although the EDU 11 - PR shows two and one is remaining for 5-28. Tonya Arnold will communicate with Belinda for clarification about this.

All Financial spreadsheets were reviewed.

Motion by Jes Stevens to put aside vote on Warrants to enter into executive session to discuss use of the Teacher House Property pursuant to M.R.S.A. §405(6)(c). Second by Felicia Dunson. Motion passed unanimously.

Enter Executive Session 3:36pm

Leave Executive Session 5:36pm

FINANCIAL continued

4. Motion by Daphne Pulsifer to approve Warrant EDU 11 - PR in the amount of \$9,321.64. Second by Felicia Dunson. Motion passed unanimously.
Motion by Daphne Pulsifer to approve Warrant EDU 11 - AP in the amount of \$9,389.26, with \$3,192.93 of that total to be paid with REAP funds. Second by Felicia Dunson. Motion passed unanimously.
5. REAP: Brief discussion of planning for REAP funds.

POLICY

1. Annual Review of the following policies/plans:

- a. Policy EBCA - Comprehensive Health and Safety and Emergency Management Plan and EBCA-A - Comprehensive Health & Safety & Emergency Management Plan (access by request to Supt. Tonya Arnold)
Review of this policy will continue during regular committee meetings.
2. Motion by Jes Stevens to repeal Policy ADB - Drug/Alcohol Use and Possession .
Second by Felicia Dunson. Motion passed unanimously.
3. Motion by Daphne Pulsifer to accept Second Reading & Enactment of the following policies:
 - a. Policy GBEC - Drug-free Workplace - changes required by new laws enacted in 2021 & 2022 - new to us
 - b. Policy JIC - Monhegan School Student Code of Conduct - changes required by new laws enacted in 2021 (revision)
 - c. Policy JICIA - Weapons, Violence and School Safety - changes required by new laws enacted in 2021 & 2022 (revision)
 - d. Policy JICH - Drug and Alcohol Use by Students - a required policy - new to us
 - e. Policy JKD - Suspension of Students - changes required by new laws enacted in 2021 (revision)Second by Felicia Dunson. Motion passed unanimously.
4. Motion by Daphne Pulsifer to approve as read Policy LB - Secondary School Tuition, Room and Board, and Other Expenses. Second by Felicia Dunson. Felicia Dunson and Daphne Pulsifer vote to approve. Jes Stevens abstains as the parent of a student beginning secondary school in the fall of 2023.

OLD BUSINESS

1. Superintendent Employment Agreement: Discussion followed regarding superintendent employment agreements. A brief meeting to discuss amendments to the 2022-2023 agreement and the new Superintendent agreement for 2023 -2026 is scheduled for May 25th at 9:00am.

NEW BUSINESS none

SCHEDULE NEXT MEETINGS

Emergency Meeting May 25, 2023, 9:00 am at the Monhegan Library and via Zoom.

Next Regular Meeting: Mon., June 26, 2023, 3:30 pm, Schoolhouse & via Zoom

BUILDING & GROUNDS

1. Schoolhouse
 - a. NO New Needs were noted
 - b. School Floor Refinishing: Felicia has reached out to three school facilities managers in the mid-coast and has not received responses. She will follow up this week.
 - c. Maintenance Plan & Summer 2023 Work Priorities were discussed. Chairman will ask for estimates for painting exterior trim on the schoolhouse.
2. Teacher House Property

- a. New: Tenants at Teacher Little House have been given permission to paint the porch railing. They will provide paint and supplies.
- b. Budget: No new progress to report
- c. Mortgage: Further discussion regarding pay off of the mortgage for the Teacher House property will wait until Maintenance Plans have been worked on.
- d. Maintenance Plans & Summer 2023 Work Priorities were discussed.
- e. Teacher House Lease: The new Teacher has requested a lease start date of July 15th. Every effort will be made to accommodate this time frame. The 2023-2024 lease for the Teacher House should be finalized by the regular School Committee Meeting in June.
- f. Little Teacher House Lease: Chair is working to finalize a new lease with tenants of the Little Teacher House.

Motion by Jes Stevens to adjourn. Second by Felicia Dunson. Motion passed unanimously.

Adjourned at 7:33pm

Respectfully submitted,
Daphne Pulsifer
Secretary

Join Zoom Meeting:

<https://us02web.zoom.us/j/81247831308?pwd=SFROb3E5ZHF0dUxadDRkanpFNUQzQT09>

Meeting ID: 812 4783 1308, Passcode: 252588

One tap mobile

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*+13126266799,,81247831308#,,, *252588# US (Chicago)*

Back Up Zoom Link:

<https://us04web.zoom.us/j/8698799458?pwd=OE9PSXRrT3IyYzY5RnZoVE9wUkUxZz09>

Meeting ID: 869 879 9458 Passcode: 7GKS98