

**MINUTES**

**SEPTEMBER MONHEGAN SCHOOL COMMITTEE REGULAR MEETING**

Monday, **September 25**, 2023, 4:30 pm, Monhegan School.

Present: Chairperson Jes Stevens, Secretary Daphne Pulsifer, Lead Teacher Terry Wood.

Present via Zoom: Treasurer Felicia Dunson, Supt. Tonya Arnold.

Call to Order 4:37 pm

CHANGES TO AGENDA: none

Motion by Felicia Dunson to accept Minutes of 08/28/23. Second by Daphne Pulsifer. Motion passed unanimously by roll call vote.

PUBLIC PARTICIPATION ON AGENDA ITEMS (including comments and questions): none

SUPERINTENDENT'S written REPORT was received.

TEACHER'S written REPORT was received.

Lead Teacher Terry Wood also noted that the current substitute teachers are not always available. The possibility of putting up a sign to see if additional substitutes could be found was discussed.

CHAIRMAN'S REPORT:

A confusing situation arose with Consolidated Communications and was reported to Tonya Arnold. CCI claims to have received a request for new phone service to the school and as a response they are requesting easements in order to run new lines up Lighthouse Hill. The school has not made such a request. NetworkMaine reports that CCI main island internet lines are not being maintained leaving the island and school internet very vulnerable. The school internet was down, although it is working now. Jes and NetworkMaine had to advocate for the school in order to get action by CCI. Overall, there is a lot of miscommunication and lack of communication on the part of CCI. Once the broadband system is up, Jes recommends advocating for NetworkMaine to change internet service to Axiom.

Jes has been checking in periodically with the teacher to help her get settled in the school and to make sure she has support.

FINANCIAL

1. Business Manager's written report was received.

As of September 1st, 2023, Tonya Arnold is no longer receiving Health Insurance through the Monhegan School. Tonya will check with Belinda to be sure this Accounts Payable line item is correct for this Warrant.

Brian Barrows of Northeast Technologies has received the second (final) payment for the new Wifi system out of the Tech Account. This expense will be reimbursed with federal funds from E-rate.

REAP letter of award for FYA 2023 (REAP 21) has been received. The Award total is \$19,222.00.

The BEAR form with proof of payments and additional paperwork for E-rate reimbursements is due at the end of October. Jes will work with Belinda Waterhouse to complete the form.

2. VOTE ON WARRANTS

Motion by Daphne Pulsifer to approve Warrant EDU 03 - PR in the amount of \$1,780.55.

Second by Jes Stevens. Motion passed unanimously by roll call vote.

Motion by Jes Stevens to approve Warrant EDU 03 - AP in the amount of \$11,464.71, with \$4,206.00 paid from REAP, \$0.00 from Friends of Monhegan School, and \$502.42 paid from the Teacher House Account. Second by Daphne Pulsifer. Motion passed unanimously by roll call vote.

POLICY: Policy JFAAA Pre-Kindergarten and Kindergarten Screening Policy was discussed. No changes were made.

RECESS from 5:57pm - 6:07pm

#### OLD BUSINESS

TLC Memorandum of Understanding 2023-2024 has been signed by Superintendent and Teacher in September 2023. Jes Stevens requests that the Island Institute include School Committees in the process of reviewing and signing the Memorandum of Understanding.

#### NEW BUSINESS

1. Motion by Jes Stevens to elect Daphne Pulsifer as Secretary, Felicia Dunson as Treasurer and Jes Stevens as Chairman of the Monhegan School Committee. Second by Daphne Pulsifer. Motion passed unanimously by roll call vote. (This vote for Committee Officers was delayed from July).
2. Appointment of Dr. William Stephenson as School Health Advisor per MRSA Title 20-A Sec 6402-A(4): Motion by Jes Stevens to appoint Dr. William Stephenson as School Health Advisor for the 23-24 School year. Second by Felicia Dunson. Motion passed unanimously by roll call vote.
3. The School Committee acknowledges the 2023 Municipal Election of Truant Officer Willard Boynton.
4. The School Committee acknowledges Tonya Arnold as the 2023/2024 Attendance Coordinator.

#### SCHEDULE NEXT MEETINGS & STAFF VISIT(S)

1. Next Regular Meeting: Mon., October 23, 2023, 4:30 pm, Zoom & School
2. Logistics: Eileen Pew will be visiting in October. Her plans are not set. There may need to be a charter arranged for Friday, October 20th for the TLC field trip. The School Nurse is also expected in October.

#### BUILDING & GROUNDS

1. Schoolhouse
  - a. No New Needs were noted
  - b. Fire Safety Inspection: Terry Wood has been doing drills with the kids. Jes Stevens and available committee members will be inspecting CO2 and Smoke Detectors.
  - c. Upcoming Priorities: Propane supply and Heater function should be checked before the heating season starts. Interior storm windows need to be put in. Window in main attic space needs to be shut.

2. Teacher House Property

- a. Some yard work has been completed by Hanna. There are still a few hours budgeted for yard work. When work is completed a final bill will be submitted. The outgoing eighth grader volunteered his time this summer to restack the firewood outside the Teacher House.
- b. Fire Safety Inspections for Teacher House and Little Teacher House need to be scheduled.
- c. Branch Wood has presented a materials list to Jes for the Teacher House walkway and step. He will be ordering the materials from Rankins.
- d. Leases: The Addendum to the lease for the TH in regards to exchange of rent for labor has been drafted for review.

LTH tenants will move out October 31st. Their lease will be terminated on October 31, 2023 as they have requested. An inspection date of October 31 or November 1 will be scheduled with the tenants. The current TH Basement Lease allows for use of the TH Basement for 30 days after the termination of the LTH Lease and the tenants have confirmed that they want to use their basement space thru November 30, 2023 .

Discussion followed regarding the process for finding a new tenant for the LTH.

EXECUTIVE SESSIONS: none

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

Meeting 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*

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***Back Up Zoom Link:***

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

*Meeting ID: 869 879 9458 Passcode: 7GKS98*