

MINUTES

OCTOBER MONHEGAN SCHOOL COMMITTEE REGULAR MEETING

Monday, **OCTOBER 23**, 2023, 4:30 pm, Schoolhouse & via Zoom

Present: Chairman Jes Stevens, Lead Teacher Terry Wood

Present via Zoom: Supt. Tonya Arnold, Treasurer Felicia Dunson, Secretary Daphne Pulsifer, Business Manager Belinda Waterhouse.

Call to Order 4:41pm

Motion by Felicia Dunson to accept minutes of 09/25/23 as prepared. Second Jes Stevens.

Motion passed unanimously by roll call vote.

CHANGES TO AGENDA: none

PUBLIC PARTICIPATION ON AGENDA ITEMS: none

SUPERINTENDENT'S written REPORT was received.

Jes Stevens commented that John Armentrout was very helpful with tech issues last week and that Brian Barrows has also been excellent to work with.

TEACHER'S written REPORT was received.

There is community interest in having the kids run Bingo fundraising events for Friends of Monhegan School. Felicia will look into organizing this.

CHAIRMAN'S REPORT:

The MSMA Fall Conference is this week. Board members are encouraged to go. Tonya has registration information.

The TLC MOU has been reviewed by Chairman Jes Stevens. The document has now been finalized with Supt., Teacher, and Chairman all signing. Jes attended the advisor portion of the TLC field trip last week. Past teacher Kaitlyn O'Donnell also attended.

Daphne will post paper copies of upcoming School Meeting Agendas as Jes may not always be able to do so.

There is no current staff interested in the LTH benefit at this time.

FINANCIAL

1. Business Manager written report was received.
 - a. Financial spreadsheets were reviewed.

There was discussion about payroll procedure.

Friends of Monhegan School received a donation from Bill and Annie Hidell.

The Youth Arts Initiative Savings account is still not established. Belinda is waiting on the bank.
 - b. REAP Grant Spreadsheet was updated and should be current now. REAP Yr 21 FY 2023 award amount of \$19,222.00 needs to be added to Financial Spreadsheet Budget Tab
 - c.
 - d. 2022-23 Audit material are being scanned/delivered to the Auditor this week.

Financial Uploads to DOE are in process and have been difficult due to uploading issues.

- e. Reporting of 2023 Schoolhouse & Equipment Rental Income not shared due to limited time and because a couple checks are not yet received. Business manager does have access to the spreadsheet listing the rentals but Jes needs to double check that nothing was missed being entered from the end of the season.
2. VOTE ON WARRANTS
 - a. Motion by Daphne Pulsifer to approve Warrant EDU 04 - PR in the amount of \$10,661.28. Second by Felicia Dunson. Motion passed unanimously by roll call vote.
 - b. Motion by Daphne Pulsifer to approve Warrant EDU 04 - AP in the amount of \$11,412.65, with \$582.86 paid with REAP funds. Second by Jes Stevens. Motion passed unanimously by roll call vote.

RECESS from 6:22 pm - 6:35 pm

POLICY

1. Review and consideration of possible revision to clarify definition of the term “year round” resident to the following policy: Policy LB - Secondary School Tuition, Room and Board, and Other Expenses. Tonya Arnold will draft suggestions to clarify this policy for the Committee to consider and discuss further. Changes will be reviewed by legal counsel.

OLD BUSINESS

1. None

NEW BUSINESS

1. December Holiday Event Planning was discussed. Individual committee members volunteered for the tasks necessary to prepare for the event.
The School kids have already begun writing a script for the school play.
The date for the Holiday Event is set for December 14.
2. Potential Impacts of Ferry Schedule on School Calendar were discussed.
3. Parents have been mailed the E-Rate Survey. Surveys need to be returned ASAP. The Survey helps us receive E-Rate funds which reduce our internet costs by about \$6,000.

SCHEDULE NEXT MEETINGS & STAFF VISIT(S)

1. Next Regular Meetings:
 - a. Mon., November 20, 2023, 4:30 pm, Schoolhouse & via Zoom
 - b. Mon., December 11, 2023, 4:30 pm, Schoolhouse & via Zoom
2. Holiday Party Thurs., Dec. 14 @ 5:00 pm; Discussion of possible PM session early release with students returning early evening for event prep.
3. Tentative Schedule for Budget Workshops:

Budget Workshop #1: *Wed., Jan. 3, 2024, 12:30-3:00 pm & 3:30-5:30 pm,*
 Budget Workshop #2: *Thursday, Jan. 4, 2024, 8:30-11:15 am,*
 Budget Workshop #3: *Wed., Jan. 10, 2024, 8:30-11:15 am & 12:30-3:00 pm,*
 Budget Hearing Mon., *Jan. 29, 2024 at 4:30 pm/School Comm. Meeting at 5:00 pm*
 Jes will check on the availability of the Library for these meetings. Tonya will confirm her availability.
4. Logistics: Jes notes that the charter list is small which means planning ahead is more important.

BUILDING & GROUNDS

1. Schoolhouse

The propane heater was successfully started on October 16th. Attic windows have been closed. Thank you Terry Wood. Insulating boxes have been put over attic steps. Interior storm windows are in shed, to be installed.

Fire Safety Inspection is to be scheduled

2. Teacher House Property

Shower head was broken. The tenants have replaced it. Thank you!

The new steps at the Teacher House have been rebuilt by the tenant. The wood stove has been working well.

Fire Safety Inspection is to be scheduled.

Jes Stevens has drafted an advertisement for rental of the LTH. She will email it to the other Committee members for review.

EXECUTIVE SESSIONS: none

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

Meeting adjourned at 8:55 pm

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