

MINUTES

DECEMBER MONHEGAN SCHOOL COMMITTEE REGULAR MEETING

Monday, **DECEMBER 11**, 2023, 11:45 am, Library & via Zoom

Present: Treasurer Felicia Dunson, Secretary Daphne Pulsifer.

Present via Zoom: Supt. Tonya Arnold, Chairman Jes Stevens, Lead Teacher Terry Wood, Business Manager Belinda Waterhouse.

Call to Order 11:52 am

TEACHER'S written REPORT was received. (Teacher attended meeting from 11:45 am - 12:30 pm)

The freezer at the Teacher's House stopped working and has been replaced with a new freezer purchased from Kelsey's Appliance in Rockport.

Some water quality issues have been noted at the Teacher's House after water was pumped from the Teacher House well to help a neighbor.

Lucas has looked at a leak at the washing machine at the Teacher House.

Thursday December 14 will be an early release for the students. They will return to school at 4:00 to be ready for the school play and community Holiday Party which will begin at 5:00. Committee members and volunteers will set up the school for the event after the students have been dismissed at 2:00.

SCHEDULE NEXT MEETINGS

Tonya Arnold will come to the island on a charter boat January 3, weather permitting, for Budget Workshops and the Special Meeting. She will stay with Jes Stevens and return to the mainland on the ferry January 4th.

1. Budget Workshop #1: *Wed., Jan. 3, 2024, 12:30-3:00 pm & 3:30-4:30 pm, Monhegan Library & via Zoom.*
2. Special Meeting: *Wed., Jan. 3, 2024, 4:30 pm, Monhegan Library & via Zoom*
3. Budget Workshop #2: *Thurs., Jan. 4, 2024, 8:30-11:15 am, Monhegan Library & via Zoom*
4. Budget Workshop #3: *Wed., Jan. 10, 2024, 8:30-11:15 am & 12:30-3:00 pm, Monhegan Library and/or via Zoom*
5. Budget Hearing Mon., *Jan. 29, 2024 at 4:30 pm, Schoolhouse & via Zoom*
6. Next Regular Meeting: *Mon., January 29, 2023, immediately following the Budget Hearing., Schoolhouse & via Zoom*

NEW BUSINESS

1. Motion by Jes Stevens to approve first day of School Calendar 2024-25 as Tuesday, August 27. Second by Felicia Dunson. Motion passed unanimously by roll call vote.
2. Tonya Arnold and Terry Wood have been working on Goals for 2024-25 School Year. The Committee reviewed and discussed goals for Teacher, Ed Tech, Superintendent & School Committee. Motion by Jes Stevens to accept 2024-25 School Committee Goals as read today. Second by Daphne Pulsifer. Motion passed unanimously by roll call vote.

MINUTES

Motion by Jes Stevens to approve minutes of 11/20/23 & 11/26/23 as read. Second by Felicia Dunson, Motion passed unanimously by roll call vote.

CHANGES TO AGENDA: none

PUBLIC PARTICIPATION ON AGENDA ITEMS: no public participation.

SUPERINTENDENT'S written REPORT was received.

Tonya is no longer on the State Legislative Committee with MSSA.

Deadline for the School Audit has been extended to 12/31/2023. In order for the School Audit to be completed, the Town Audit must also be completed. Tonya and Belinda are continuing to reach out to Fred Brewer, but Tonya may have to file for another extension if the audits are not completed in time.

CHAIRMAN'S REPORT:

Chairman's work this month has focused on the Teacher House property and managing tech issues.

FINANCIAL

Business Manager reports that Town Manager Carley Feibusch has been great about processing school warrants as soon as she gets them. Thank you Carley!

64.34% of the budget is remaining. We are on track for the year.

Warrants were reviewed and minor corrections were made.

Felicia will communicate with the store and request a balance due invoice for next month's warrant.

Belinda will chart Teacher House and Little Teacher House rent payments separately to make it easier to track payments.

The new Youth Arts Initiative account has been established.

WARRANTS: Motion by Jes Stevens to approve Warrant EDU 06 - PR in the amount of \$10,760.78. Second by Daphne Pulsifer. Motion passed unanimously by roll call vote.

Motion by Daphne Pulsifer to approve Warrant EDU 06 - AP in the amount of \$9,753.97, with \$466.36 of that total paid with REAP funds, and \$1,314.00 of that total paid from the Teacher House Account. Second by Felicia Dunson. Motion passed unanimously by roll call vote.

1. REAP Grant Update & Review:
REAP Year 20 has \$16,234.92 remaining. REAP Year 21 has \$19,222.00 available.
The REAP spreadsheet is currently not up to date.
2. Status of 2022-23 Audit - Delay of Auditor's Report & Update: Audit is still not complete.
3. Status of 2022 Plantation Audit : Audit is still not complete.
4. Report of 2023 Schoolhouse Rental Income:
\$1,581.00 has been received to date. 435.00 will be paid. The total anticipated Rental Income from Schoolhouse use, and from chair and table rentals is \$2,016.00.

Recess from 2:08 pm to 2:19 pm.

POLICY

1. Motion by Felicia Dunson to approve Policy LB - Secondary School Tuition, Room and Board, and Other Expenses, as revised. Second by Daphne Pulsifer. Jes Stevens recuses herself. Motion passed unanimously by roll call vote. (Revisions were made to clarify definition of the term “year round” resident.)
2. Motion by Jes Stevens to adopt Policy DJH - Purchasing, Contracting and Procurement Staff Code of Conduct. Second by Daphne Pulsifer. Motion passed unanimously by roll call vote.

BUILDING & GROUNDS

1. Schoolhouse:

Chairman Jes Stevens is already receiving requests for Summer 2024 Schoolhouse Rentals. Discussion followed regarding a possible period in the summer calendar for rentals and how rentals might be managed. Jes will not be managing the rentals in the future as she has done in the past. Tonya Arnold will review the calendar to determine dates when the Schoolhouse might not be used by the staff and could then be rented.

1. Teacher House Property
 - a. The new freezer was delivered to the Teacher House on Friday, 12/8.
 - b. LTH: Updated signs for Rental of the Little Teacher House will go up. The floors have been painted. The propane heater was used while the floors were being painted. The water was not turned on.
 - c. The finalized lease for the Teacher House will be collected tomorrow.

EXECUTIVE SESSION:

At the last regular committee meeting, because there was not enough time for a full review, the committee provided a limited evaluation of the superintendent. Since that time Chairman Jes Stevens has compiled individual committee evaluations. This summary evaluation has been shared with the committee and Superintendent Tonya Arnold. As no further discussion is called for, this summary evaluation will be added to the superintendent’s employee file. There is no executive session for the purpose of discussion of evaluation of superintendent pursuant to 1 M.R.S.A. § 405(6)(A).

OLD BUSINESS

Brief discussion of planning for the Holiday Party at the school. Everything's coming together. See you all for the fun!!!

Motion by Jes Steven to adjourn. Second by Felicia Dunson. Motion passed unanimously. Adjourned at 3:23 pm.

Respectfully submitted,
Daphne Pulsifer
Secretary

Join Zoom Meeting:

<https://us02web.zoom.us/j/81247831308?pwd=SFROb3E5ZHFOdUxadDRkanpFNUQzQT09>

Meeting ID: 812 4783 1308, Passcode: 252588

One tap mobile

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

Back Up Zoom Link:

<https://us02web.zoom.us/j/2171870882?pwd=M3Rwc0xZRDZRSUV1bjZIWWk2bXR5Zz09>

Meeting ID: 217 187 0882 Passcode: 305967