

**MINUTES**

**MAY MONHEGAN SCHOOL COMMITTEE REGULAR MEETING**

Monday, **MAY 20**, 2024. Scheduled to begin at 4:30 pm in the Monhegan Library & via Zoom.

Present: Chairman Jes Stevens, Secretary Daphne Pulsifer.

Present via Zoom: Treasurer Felicia Dunson, Superintendent Tonya Arnold, Lead Teacher Terry Wood, Business Manager Belinda Waterhouse.

Called to Order at 4:43 pm.

Motion by Jes Stevens to approve as amended MINUTES of 04/28/24. Second by Felicia Dunson. Motion passed unanimously by roll call vote.

CHANGES TO AGENDA: As noted by Tonya Arnold, no action will be taken under Policy items 2a, 2b and 2d. Flagpole Finial is added as an item under Buildings and Grounds.

PUBLIC PARTICIPATION ON AGENDA ITEMS: none

SUPERINTENDENT'S written REPORT was received.

TEACHER'S written REPORT was received.

CHAIRMAN'S REPORT: Chairman received a quote of more than \$700 for repair of flagpole finial. Insurance will not cover the repair.

Chairman is still collecting charter documentation.

All School rental payments for 22-23 season have been received. 2024 rentals are going well.

We have forward motion on allocation from MLTI for new devices.

**FINANCIAL**

1. Business Manager's written report was received.

a. Audit Updates: Superintendent will apply for another extension with DOE as the audit has been delayed. She will provide auditor Fred Brewer with dates for the June Committee meeting in hopes that he will be ready to present the audit then.

b. All Financial spreadsheets were reviewed. Revenue includes \$50 proceeds from Bingo.

2. VOTE ON WARRANTS

Motion by Daphne Pulsifer to approve Warrant EDU 11 - PR in the amount of \$4,753.46.

Second by Felicia Dunson. Motion passed unanimously by roll call vote.

Motion by Daphne Pulsifer to approve Warrant EDU 11 - AP in the amount of \$6,946.17, with \$1,651.30 of that total paid from the REAP Account and \$361.83 paid from the Teacher House account. Second by Felicia Dunson. Motion passed unanimously by roll call vote.

(A payment to the store is included in this warrant and approved. The check will be issued and held until the School Account with the store is reviewed and corrected.)

3. Chairman requested all outstanding 23/24 bills be submitted by June 15 in time for the June warrant.

4. Superintendent has conservatively projected the amount of funds that will be available for carryover to the next fiscal year. Warrant proposals were shared.

## BUILDING & GROUNDS

1. Schoolhouse
  - a. Flagpole finial needs replacing. Committee discussed plans for scheduling Nor'East Flagpole to come to the island to lower the pole, make repairs, and inspect the overall condition of the flagpole.
2. Teacher House Property
  - a. The Teacher House has a new door knob with a lock. Keys for the new lock and for the Little Teacher House have been made and distributed. Tenants, caretaker and school committee all have copies.
  - b. Next Teacher House Property Meeting: June 18, 4 pm, at the Schoolhouse. Superintendent is not required to attend.

Recess from 6:06 pm to 6:20 pm.

## POLICY

1. Second Reading & Enactment: none
2. First Reading & Adoption or Replacement/Revision of the following policies:
  - a. No Action: GBO - Family Care Leave
  - b. No Action: GCI - Professional Staff Development Opportunities
  - c. Motion by Jes Stevens to eliminate Policy GCN - Supervision and Evaluation of Teaching Staff. Second by Felicia Dunson. Motion passed unanimously by roll call vote. (This policy was replaced by: GCOA - Supervision and Evaluation of Professional Staff.)
  - d. No Action: IKE - Promotion, Retention and Acceleration of Students
  - e. Motion by Daphne Pulisfer to approve first reading of Policy ILA - Student Assessment. Second by Felicia Dunson. Motion passed unanimously by roll call vote.
  - f. Motion by Jes Stevens to approve first read of Policy ILD - Educational Research: Student Submission to Surveys, Analyses, or Evaluations. Second by Felicia Dunson. Motion passed unanimously by roll call vote.

## OLD BUSINESS

1. Insurance Coverage: Plantation Insurance has been renewed for this year. Chairman recommends that the replacement cost for the Schoolhouse, and other town buildings, be increased when the policy is again up for renewal. The insurance coverage should appropriately reflect actual replacement costs. Chairman will draft a letter to the Assessors with a recommendation for changes to the policy.  
Current Device Insurance is in place through September.
2. Chairman will handle the Superintendent Employment Agreement Annual Salary Notification.

## NEW BUSINESS

### 1. National School Meals Program Postponement Application

a. At this time a public hearing on the consideration of applying for postponement of National School Breakfast and Lunch Programs until August 31, 2030 was held. There was little discussion.

b. Motion by Jes Stevens to approve the application for postponement of the National School Breakfast and Lunch Programs until August, 2030. Felicia Dunson second. Motion passed unanimously by roll call vote.

### 2. Teacher Nomination - Superintendent nominated Terry Wood as second year probationary teacher for the Monhegan School for the 2024-2025 school year.

Motion by Jes Stevens to approve the nomination of Terry Wood as second year probationary teacher. Second by Felicia Dunson. Motion passed unanimously by roll call vote.

## SCHEDULE NEXT MEETINGS & STAFF VISIT(S)

A. Next Teacher House Property Special Meeting: Tuesday, June 18, 2024, 4:00 pm,  
Location: Schoolhouse.

B. Next Regular Meeting: Friday, June 28, 4:30 pm. At the Schoolhouse & Zoom

C. Logistics (inc. ferry, charters, hosting, and phone/video conferencing) none to note.

Meeting adjourned at 6:52 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*

*+13017158592,,81247831308#,,,,\*252588# US (Washington DC)*

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

### **Back Up Zoom Link:**

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

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