

MINUTES

OCTOBER MONHEGAN SCHOOL COMMITTEE REGULAR MEETING

Monday, **OCTOBER 28**, 2024, scheduled to begin at 4:30 pm, Schoolhouse & via Zoom.  
Present: Chairman Jes Stevens, Treasurer Felicia Dunson, Secretary Daphne Pulsifer, Lead Teacher Terry Wood, Ed Tech Naomi Gillespie, Christina Rollins-Harrison, Sarah Harrison-Rollins, Taj Rollins, Athelia Rollins, Jenn Pye, all currently enrolled elementary students.

Present via Zoom: Superintendent Tonya Arnold, Business Manager Belinda Waterhouse.

Called to order at 4:36 pm.

CHANGES TO THE AGENDA: Motion by Jes Stevens to approve changes to the agenda to cover Student Presentation first, table Financial Part I and then cover the remainder of the agenda in the order in which it was written. Second by Felicia Dunson. Motion passed unanimously.

NEW BUSINESS

1. Student Presentation - The students presented a powerpoint with their proposal for an official school mascot and school colors. Each student spoke in turn to share their thoughts. They chose Blue and Green for the school colors. “Green would represent the forest on Monhegan and Blue would represent the ocean around Monhegan”. They chose the Mallard as the school mascot. Mallards live on Monhegan all year round. The male Mallard has blue and green feathers, Also, Monhegan and Mallard both start with “m”. As the students described it, “Monhegan Mallards” has pleasing alliteration. Two concept designs for a logo were shared. The students hope to develop their ideas further and be able to use a finished design on T-shirts and other swag that could be worn and sold at school events. “We want the ability to participate in other island (TLC) activities such as spirit week.” During Spirit Week students often incorporate the school colors and mascot into the celebration.
2. Vote on official school mascot and school colors: Motion by Jes Stevens to approve School Colors and Mascot as presented by the school body today. Second by Felicia Dunson. Motion passed unanimously.

Students and most community members left the meeting after the motion passed.

Present: Chairman Jes Stevens, Treasure Felicia Dunson, Secretary Daphne Pulsifer, Lead Teacher Terry Wood, Jenn Pye.

Present via Zoom: Superintendent Tonya Arnol, Business Manager Belinda Waterhouse.

MINUTES

1. Motion by Jes Stevens to approve minutes of 09/23/24 as read. Second by Felicia Dunson. Motion passed unanimously.

PUBLIC COMMENT: It was noted that policies linked on the agenda are not accessible to parents.

Approved policies are available to the public through the school website. Policies linked to agenda items have not been approved, and are references for Committee discussion pending approval. Parents interested in learning more about policies linked to the agenda are encouraged to communicate with the Superintendent.

#### OLD BUSINESS

##### FINANCIAL - Part 1 TABLED DUE TO AUDITOR'S CHANGE OF AVAILABILITY

1. Presentation of 2022-23 School Year Audit (availability to present confirmed 10-7-24) by Fred Brewer - TABLED
2. Vote to accept 2022-23 School Year Audit as presented by Auditor Fred Brewer - TABLED

#### NEW BUSINESS - CONTINUED

3. December Holiday Event Planning: Teacher Terry Wood presented plans for a holiday play to include public involvement. Comments about diversity and faith-based subject matter in the play and the community event were considered. The evening performance has educational value. Students work on literacy skills, memorize lines and develop presentation skills. The school presentation is expected to be 20 - 25 minutes long.

The Holiday Event is set for December 19, starting at 5:00 pm. Clean up will be the responsibility of the Committee. The Chair and Teacher will coordinate preparations of the schoolhouse and communication with the custodian.

4. Potential Impacts of Ferry Schedule on School Calendar: no new information.
5. E-Rate Survey: The Superintendent has communicated with all the parents regarding the E-Rate survey. She received 50% of the surveys. This gave her adequate information and she has made her report.

Break from 6:07 pm to 6:19 pm.

TEACHER'S written REPORT was received.

\$110.00 in donations were received at the first Bingo night (10/18) of the year. It was suggested that future money raised at Bingo may be a fundraiser for making school mascot swag.

#### FINANCIAL - Part II

1. Business Manager & Treasurer's Reports: no written report was provided.
  - a. All Financial spreadsheets were reviewed. PR Warrant this month includes four Payroll periods. If the 2022-23 Audit is not ready by October 31, Tonya Arnold will apply for another extension.

b. Belinda will have everything for the 2023-2024 Audit delivered to the auditor next week.

2. VOTE ON WARRANTS

Motion by Jes Stevens to approve Warrant EDU 04 - PR in the amount of \$22,678.85. Second by Daphne Pulsifer. Motion passed unanimously.

Motion by Jes Stevens to approve Warrant EDU 04 - AP in the amount of \$10,547.35, with \$1,090.00 from REAP, and \$2,530.63 from the Teacher House Account. Second by Daphne Pulsifer. Motion passed unanimously.

SUPERINTENDENT'S written REPORT was received. DOE website issues are causing problems with staff certification reports.

#### CHAIRMAN'S REPORT:

Chairman attended the Maine School Management Association Fall Conference. Jes Stevens attended the MSBA Board Chair Workshop on Wednesday, October 23. On Friday, the 25th, she attended School Finance 101 and Board Leadership and Teamwork in Challenging Times. Of note, she learned that Committee Meetings agenda item "Public Participation on Agenda Items" is recommended to read "Public Comment on Agenda Items". This item is included with the intention of providing the opportunity to hear from the public about listed agenda items.

#### POLICY

Policies listed below were discussed.

1. AC - NONDISCRIMINATION/EQUAL OPPORTUNITY AND AFFIRMATIVE ACTION
2. ACAA - HARASSMENT OF STUDENTS
3. Repeal ACAA-R and adopt ACAA-R1 and ACAA-R2 in its place
  - a. ACAA-R1 - STUDENT DISCRIMINATION AND HARASSMENT MONHEGAN SCH Policy ACAA - DRAFT Rev 10-28-24 COMPLAINT PROCEDURE
  - b. ACAA-R2 STUDENT SEX DISCRIMINATION/HARASSMENT COMPLAINT PROCEDURE
4. ACAB - HARASSMENT OF EMPLOYEES
5. Repeal ACAB-R and adopt ACAB-R1 and ACAB-R2 in its place
  - a. ACAB-R1 - EMPLOYEE DISCRIMINATION AND HARASSMENT COMPLAINT PROCEDURE
  - b. ACAB-R2 - EMPLOYEE SEX DISCRIMINATION/HARASSMENT COMPLAINT PROCEDURE

Recess from 8:50 pm to 8:55 pm.

Motion by Jes Stevens to accept First Read of Policies AC, ACAA, ACAA R1, ACAA-R2, ACAB, ACAB-R1, ACAB-R2 and to table the adoption of all said policies until the next meeting. Second by Felicia Dunson. Motion passed unanimously.

SCHEDULE NEXT MEETINGS & STAFF VISIT(S)

1. Next Regular Meetings:
  - a. Mon., November 18, 2024, 4:30 pm, Schoolhouse & via Zoom
  - b. Mon., December 16, 2024, 4:30 pm, Library (to be confirmed) & via Zoom
2. Holiday Party Thurs., Dec. 19 @ 5:00 pm; PM session early release (to be determined; return early evening for event prep.)
3. Budget Workshop #1: *Wed., Jan. 8, 2025, 12:30-3:00 pm & 3:30-4:30 pm, Library? (Supt. arrives by charter)*
  - 3b. *Sch Comm. Special Meeting - Executive Session, Wed., Jan. 8, 2025*
4. Budget Workshop #2: *Thu., Jan. 9, 2025, 8:30-11:15 am, Library? (Supt. leaves on ferry), Back-up Date: Fri., Jan. 10, 8:30-11:15 am, Library)*
5. Budget Workshop #3: *Wed., Jan. 15, 2025, 8:30-11:15 am & 12:30-3:00 pm, Zoom and/or Library?*
6. Budget Hearing: *Mon., Jan. 27, 2024 at 4:30 pm, Schoolhouse & via Zoom*
7. Regular Meeting: *Mon., Jan. 27, 2024, 5:00 pm, Schoolhouse & via Zoom*

## BUILDING & GROUNDS

### 1. Schoolhouse

The new Axiom equipment has been mailed to the school. The equipment will be installed soon. Terry and Branch Wood did a great job winterizing the Schoolhouse. Thank you!

- a. Response to the MMA Risk Assessment is in progress.
- b. CCI poles are on island. There is no information as to when they will be installed.

There is a question as to whether or not the school garden cart may be in the way of the work for setting the pole in that area.

### 2. Teacher House Property

- a. Hot Water Heater has been installed.
- b. Water testing is still to be done. Samples may be taken to the mainland tomorrow.

EXECUTIVE SESSIONS: none

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

Adjourned at 9:32 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=OE9PSXRST3IyYzY5RnZoVE9wUkUxZz09>

Meeting ID: 869 879 9458 Passcode: 7GKS98