MONHEGAN SCHOOL

Regular School Committee Meeting
Monday, December 15, 2025
4:30 pm

Present: Chair Daphne Pulsifer, Treasurer Felicia Dunson, Secretary Maura Conley, Tech Lead Jes Stevens

Present via Zoom: Supt Maria Libby, Business Manager Belinda Waterhouse, Teacher Kat Radune

1. ***Call to Order*** *4:31*
2. No Adjustments to the Agenda
3. No Public Comments on Items not on the Agenda
4. **Minutes**

Felicia makes a motion to accept the minutes of November 17, 2025 Regular School Committee and December 1, 2025 Special School Committee. Maura seconds. Motion passes unanimously by roll call vote.

5. Daphne gave an Overview of **Budget Development & Approval Process**:
    a. Now-January - Review/Set Goals - Teacher, Superintendent, Committee
    b. Now-January - Research and Create Draft Budget
    c. Late January - Public Budget Hearing & Committee Approval of Budget
    d. February - Committee Approval of Warrant Articles & Provide for Plantation Annual Report
    e. April - Plantation Meeting for Vote on School Budget Warrants

6. **Calendar** - 2026-27
    a. Maria reviewed first drafted 2026-2027 School Year Calendar

Maura motions that Sept 1 to be the starting date of the 2026-27 school year. Felicia seconds. Motion passes unanimously by show of hands.

7. The **Board Chair's Report** was received verbally. Dates and plans for the upcoming workshops and retreat were reviewed.
    a. Budget Meeting Reminders
        i. Workshop 1: Saturday, January 17, 9am - 12pm, Library

ii. Workshop 2: Saturday, January 17, 1:30pm - 4:00pm, Library iii. Special Board Meeting (Executive Session) Possible, Sunday, January 18, 1:30pm

iv. Workshop 3: Wednesday, January 21, 8:30am - 11:15am, LIbrary and via Zoom

v. Budget Hearing, January 26, 4:30 - 6:30, Schoolhouse and via Zoom

b. Winter Retreat

i. Friday, January 16, 8:30am - 11:30am and 12:30pm - 3:15pm, Library

ii. Sunday, January 18, 2:00pm - 4:45pm, if needed

iii. Review Draft Agenda

c. Logistics (incl. charters, hosting, and phone/video conferencing)

d. Holiday Party Reminders/Last Minute Details

8. The **Superintendent's Report** was received verbally. Maria is generally beginning to orient and organize herself in this new position.

9. **Financial Report**

a. Audit Update was received verbally from Belinda Waterhouse. The 2023-24 audit is not ready to present because it is under peer review. It should be done for next month.

b. Business Manager and Treasurer's Reports including Review of Financials. Warrants EDU 06 Payroll and Accounts Payable were received and reviewed.

Daphne motion to approve EDU 06 Payroll warrant in the amount of $13,194.69. Maura seconds. Motion passes unanimously by show of hands.

Felicia motions to approve EDU 06 Accounts Payable in the amount of $3,724.04, with $161.02 coming from the Reap account and $300 coming from the Friends of Monhegan School account. Daphne seconds. Motion passes unanimously by show of hands.

10.Policy- none

11. The **Next Regular Meeting** is planned for January 26, 4:30pm

12. **Buildings and Grounds**- There is hope that the West side of the school building may be painted in April.

Daphne motions to adjourn. Felicia Seconds. Motion passes unanimously by show of hands.

11. ***Adjourn*** *6:16*

Respectfully Submitted,
Maura Conley
Secretary