MONHEGAN SCHOOL

Regular School Committee Meeting
Monday, August 24, 2026
4:30 pm

Present: *Chair Daphne Pulsifer, Secretary Maura Conley, Treasurer Felicia Dunson, , Superintendent Maria Libby (via Zoom), Belinda Waterhouse (via zoom), Tech Consultant Jess Stevens*

1. **Call to Order 4:32**

2. **Adjustments to the Agenda:**
   a. Add Agenda Item under 6b" FY26 EDU 12A
   b. Move item 6 up to item 5.

3. **Public Comments on Items not on the Agenda:** none

4. **Minutes**

Felicia makes a motion to approve minutes of the August 9, 2026. Daphne seconds. Motion passes unanimously by show of hands.

5. **Review and approve Ground Rules.**
   A list of teamwork best practices created from the January 2026 workshop was reviewed and agreed upon. It will be at the bottom of future agendas as a reminder.

6. **Financial Report**
   Belinda Waterhouse Reviewed Financials.
   i. The 24-25 Audit materials have been turned over to auditors, but waiting for confirmation that they have been received and underway.

Daphne makes a motion to approve an adjustment to EDU 12A by an additional $271.42. Felicia seconds. Motion passes unanimously by show of hands.

Daphne makes a motion to approve EDU02 Accounts Payable in the amount of $23,812.99 with $443.35 coming from the REAP account. Felicia seconds. Motion passes unanimously by show of hands.

7. **Calendar**

The calendar was reviewed for 2026- 2027 and possibilities were discussed for changing the 2027-28 calendar. Parents will be asked their initial thoughts at the Sep 11 parent meeting.

8. **Goals**
   A working document of Goals for 2026-27 was reviewed and discussed. Maria will edit them and they will be revisited before approval.

9. **Superintendent's Report** was received (appendix a) and presented by Maria
   a. Extra Curricular Activities
   b. In-school specials
   c. Start of school year
   d. Fall 2026 visits (Sept 11, Oct 5-6)

10. **Board Chair's Report**
    a. School Committee Fall Retreat Date will be - October 5th, 4-7PM
    b. Next Regular Meeting: September 28, 2026, 4:30pm

11. **Policy Committee Meeting**
    a. September 11th, 9AM
       i. Review: JLF, JLF-1, KFB, ECD, CBC

12. **Buildings and Grounds**

Lucas is just about done work on the Ell. Shelley is painting the West side of the building. Lucas Chioffi, Ruth Miller, and Daphne took a walk around the school property to talk about the needs of the grounds. Jess shared some of her knowledge, removed some of the wild parsnip, and will be meeting with Daphne again soon Steph has expressed some interest in fixing up the school garden with the children.

Summer Rentals have been completed.

Little Teacher House Property is having a small repair to the porch completed by Lucas.

Daphne motions to adjourn. Maura seconds. Motion passes unanimously by show of hands.

13. **Adjourn 6:13pm**

Monhegan Staff and Board Ground Rules

1. Prepare well
2. Set time limits with realistic expectations
3. Share the air
4. Be fully present
5. Review and document action items at end
6. Share the workload
7. Keep students at the forefront
8. Assume the best
9. Practice mutual respect, gratitude, and honesty
10. Seek first to understand, then to be understood

Respectfully Submitted,
Maura Conley

appendix a

MONHEGAN PLANTATION SCHOOL DEPARTMENT
SUPERINTENDENT REPORT TO THE BOARD

Maria Libby
August 24, 2026

General

- The school year kicks off in just over a week. Kat has been busy preparing throughout the summer and with the addition of Emily Sapienza, we are bound for a fantastic school year.
- I will be out for the day on September 11. I have three meetings set up that day, one with Daphne to go over school record retention, one meeting for all parents, and one first aid meeting with Kat, Emily, and Jes. I am hoping to also plan a policy meeting that day. I will be in the classroom the rest of the day unless other needs arise.
- I am also coming out on October 5th and 6th (overnight). Hopefully we can plan a fall retreat for the afternoon/evening of October 5.

Leadership, Culture, and Learning

- Spent time planning and prepping for the summer retreat where we began setting goals for the year (which we will finalize during the August 24 board meeting.) These goals will provide direction for our work this year.
- One of the goals is to involve more community members in the school through extracurricular and other events, which will strengthen community investment and further add to the culture.
- Kat and I met for the better part of a day on August 9 to review curriculum work, discuss goals, and do some fall planning. It was a productive day!
- We will continue some key conversations during a fall retreat.

Policy and Governance

- Have been gathering information about policies that need to be updated this fall and still plan to dive into a thorough review of our policies in the next couple of weeks.

Communications and Community Relations

- Kat and I sent a parent welcome letter in mid-August to help provide key information to parents and notify them about a parent meeting we will have in early September.
- Plan to send another letter to the community in the next couple of weeks to keep the community informed about school happenings.

Organizational Management

- We were awarded the 2026 REAP grant for $27,881.
- Organized the staff and board required trainings through a combination of links and setting up “courses” in Vector/Target Solutions. The latter platform required entering the teacher and ed tech and reassigning board roles.
- Attended an all-day training with the DOE in Waterville to learn how to set up and upload required state reports (e.g. attendance) on the new system called Connect.

appendix a

- Created a form for staff to get fill out to get paid for extra-curricular work so that we can account for and better document this work.
- Have been collaborating with a Special Education service provider to organize testing, meetings, paperwork, etc.

Curriculum Planning/Development

- Working with Kat and the Bridges Math Program to order materials and get contracted support in implementing key parts of that math curriculum.
- Facilitated a connection with the Grace Innovation Center in St. George for a fall field trip.

Human Resources Management

- Have been collecting, collating, and then forwarding contracts (e.g. nurse, ed tech, etc.) to Belinda.
- Contracts we have for 2026-27 beyond regular employees: Nurse, Counselor, Special Education, Custodian, Bridges Math, Technology, Garden.
- Creating island flyers for extracurricular activities.
- Continue to communicate and meet regularly with Kat to support her work by being a thought partner, working through issues, answering questions, etc.

On my agenda:

1. Vision/Mission/Goals - Fall/Winter retreat
2. Safety, Protocols
3. Policy - organize

Respectfully submitted,
Maria Libby