MONHEGAN SCHOOL

Regular School Committee Meeting
Monday, February 23, 2026
4:30 pm

Present: Chair Daphne Pulsifer, Secretary Maura Conley

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

1. **Call to Order: 4:35**
2. Adjustments to the Agenda :none
3. Public Comments on Items not on the Agenda: none
4. **Minutes**
   Felicia makes a motion to approve the minutes of the January 18, 2026 Special Board Meeting and the January 26, 2026 Regular School Committee. Daphne second. Motion passes unanimously by roll call vote

5. The Draft of the 2026-27 **Calendar** was reviewed
   Maura motions to approve the calendar as presented. Daphne second. Motion passes unanimously by roll call vote.

6. School **Committee Member Election** at 2026 Annual Town Meeting. Daphne will follow up on the process for the posting of the open position this year.

7. A document created by Maria, outlining **REAP funding allocations** was reviewed

8. **Teacher report** was received and reviewed by Kat. See (see appendix A)

9. **Board Chair's report** was received verbally including final prep for the Plantation Annual Report.

   Felicia motions to Approve Warrant Articles for the 2026-2027 (appendix B) Daphne second. Motion passes unanimously by roll call vote.

The proposed School Budget (FY 2027 Financials for Annual Meeting) and Superintendent Update (appendix C) drafted for the town annual report were reviewed.

10. **Superintendent's Report** was received (see appendix D)

11. **Financial Report** was received (see appendix E) and warrants were reviewed.

Daphne Motions to approve EDU 08 - Payroll in the amount of $8,104.68 Maura seconds. Motion passes unanimously

Daphne Motions to approve EDU 08 - Accounts Payable in the amount of $20,040.46. With $10,808.29 from the REAP account and $56.42 from the teacher house account. Felicia seconds. Motion passes unanimously by roll call vote.

12. **Policy**

Felicia Motions to approve second reads of: GCBAB - Education Technician Contracts/Compensation Schedules, JFCK - Student Use Of Cellular Telephones And Other Electronic Devices, JFCK - R - Rules For Student Use Of Cellular Telephones And Other Privately Owned Electronic Devices; as presented. Motion passes unanimously by roll call vote.

13. Next Regular School Committee **Meeting - scheduled for 4:30 on March 30**, 2026 at the school and via zoom

14. **Buildings and Grounds**

It was noted that the lawncare rate will increase, and that there is a need to purchase soil for low points in the school lawn.
Summer school rental reservations are underway. All requests have been confirmed or denied.

Maura makes a motion to adjourn the meeting. Daphne seconds. Motion passes unanimously by roll call vote.

15. **Adjourn: 6:08**

Respectfully Submitted,
Maura Conley
Secretary

appendix A

2/23/26 Teacher's Report

Updates:

- Our 4th grader completed the optional math NWEA testing.
- The Sugarloaf trip went well. All students tried Nordic and Alpine skiing, and we saw progress with their skills in just a few short days. The house rental was perfect for a large group. Students enjoyed cooking and meal related chores and daily morning and evening meetings. We also had some down time built into the days that they appreciated. Logistics were relatively smooth in terms of getting rentals and Go Cards, getting to activities, meals, etc.
    - Reminders for next year:
        - Essential for teacher to have the time inshore before the trip to grocery shop (Friday)- would be good to structure school schedule and departure with this in mind.
        - Helpful to get to the ski area ahead of families to get logistics sorted (Go Cards, questions, check in, unpack groceries, get situated. If we did a similar trip and rented the same place next year this may not be as critical.
        - Revisit: chaperone attendance (grade level of students and # of chaperons per student) and use of chaperones on trip (supporting students with skiing after lessons- related to adult ski ability, commitment to activity, etc.

- I've been working on ways for students to be more autonomous with their learning, and rolled out the new plan today. At this point in the year, and the age/stage of the students, they are now ready for it. Students each have an individualized 'Math Menu and 'Reader's and Writer's Workshop Menu' with 'Must Do's' and 'May Do's' that they check off as they move through the tasks. There is a lot of choice in terms of the way they can practice skills.
- The students and I are planning to organize a 'Spring Open Mic' event around March 20. Students will share their own poetry and memorize and recite works of famous poets. Community members will be invited to share music, writing, comedy, magic tricks, monologues, etc. that are appropriate for audience members of all ages. It would be great to work with the school board to coordinate food/drinks for this event (students also want to cook/bake something).

March Important Dates:

- **Thursday, March 12**- Early Release @ 10:30 AM
- **Friday, March 13**- No School
- **Monday, March 16**- Delayed Start @ 12 PM

appendix B

Monhegan School

Warrant Articles for Annual Meeting – April 2026 (School Year 2026-2027)

Art. XX. To see what sum the municipality will appropriate for the total cost of funding public education from pre-kindergarten to grade 12 as described in the Essentials Programs and Services Funding Act **(recommend $ 72,088)** and to see what sum the municipality will raise as the municipality's contribution to the total cost of funding public education from pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act in accordance with the Maine Revised Statues, Title 20-A § 15688.

Recommend: $ 72,088

Explanation: The school administrative unit's contribution to the total cost of funding public education from pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act is the amount of money determined by state law to be the minimum amount that municipality must raise in order to receive the full amount of state dollars.

Art. XX. Shall Monhegan Plantation raise and appropriate **$ 280,236** in additional local funds, which exceeds the State's Essential Programs and Services model by **$ 280,236** as required to fund the budget recommended by the school committee? The school committee recommends **$ 280,236** for additional funds and gives the following reason for exceeding the State's Essential programs and Services model: Public education from pre-kindergarten to grade 12 here on Monhegan costs significantly more than the state's formula allows for.

Explanation: The additional local funds are those locally raised funds over and above the school administrative unit's local contribution to the total cost of funding public education from pre-kindergarten to grade 12 as described in the Essential Programs and Services Funding Act.

TOTAL PROPOSED BUDGET:	*$ 402,958*
EARNED INTEREST INCOME APPLIED:	*- 6,000*
ESTIMATED STATE SUBSIDY :	*- 9,634*
CARRYOVER FROM UNDESIGNATED FUND:	*- 35,000*
LOCAL TAX ASSESSMENT:	***$ 352,324 (= $72,088 + $280,236)***

Art. XX. To see what sum the municipality will authorize the school to expend for the fiscal year beginning July 1, 2026 and ending June 30, 2027 from the school's administrative unit's contribution to the total cost of funding public education from pre-kindergarten to grade 12

as described in the Essential Programs and Services Funding Act, non-state funded construction projects, additional local funds for school purposes under the Maine revised Statutes, Title 20-A §15690, unexpended balances, tuition receipts, state subsidy and other receipts for the support of the school.

School Committee Recommends: $ 402,958.

Art. XX. To see if the Plantation will authorize the School Committee to **accept and expend** other anticipated and unanticipated revenues, educational grants and subsidies from Federal, State, local or private sources for the support for the school.

School Committee Recommends a Yes Vote

Art. XX. To see if the Plantation will vote to continue supporting the Monhegan School's commitment to participating in The Outer Islands Teaching and Learning Collaborative.

School Committee Recommends a Yes Vote

Art. XX. To see what sum the Plantation will authorize to be expended for **Regular Education.**

School Committee Recommends: $ 256,133.

· *This cost center is the total of Elementary Instruction, Field Trips, Secondary Instruction and Gifted & Talented*

Art. XX. To see what sum the Plantation will authorize to be expended for **Special Education.**

School Committee Recommends: $ 6,075.

· *This cost center is the total of Special Education and Psychological Services.*

Art. XX. To see what sum the Plantation will authorize to be expended for **Student and Staff Support.**

School Committee Recommends: $ 17,047.

Art. XX. To see what sum the Plantation will authorize to be expended for **System Administration.**

School Committee Recommends: $ 92,460.

appendix B

Art. XX. To see what sum the Plantation will authorize to be expended for **Facilities and Plant Maintenance.**

School Committee Recommends: $ 31,242.

Art. XX. To see what sum the Plantation will authorize the School Committee to transfer from the ending balance of the Plant/Maintenance funds for the 26/27 school year to the Capital Reserve Fund.

School Committee Recommends $ 2,000.

Art. XX. Shall the school committee be authorized to transfer up to $ 40,000 from the unexpended balances to the Capital Improvement Reserve Fund and expend up to $ 50,000 from said account for any unexpected or emergency school facility capital needs?

School Committee Recommends a Yes Vote

Art. XX. Shall the school committee be authorized to transfer $10,000 from the ending balance of the Secondary Education fund for the 26/27 school year to the Secondary School Reserve Account and expend up to $ 32,000 from said account for any unexpected secondary student tuition, room, and board?

School Committee Recommends a Yes Vote

appendix C

Annual Report from Monhegan Superintendent of Schools

February 1, 2026

Dear Citizens of Monhegan Plantation:

The community should be proud of Monhegan School. Despite a year of transition with a new teacher and superintendent, we continue providing excellent education with rich opportunities for our students through our unique island setting and dedicated community support.

We appreciate the many volunteers who helped with plays, classroom activities, library groups, gardens, field trips, and learning showcases. Students have engaged in hands-on learning by building cardboard and Lego towns to understand how a community operates and functions. The Inter-Island Event and virtual literacy groups provide valuable social connections with similar island peers. Participation in the Outer Islands TLC and off-island field trips are also important components of our program to socialize our young learners with others their age and broaden their experiences.

Our primary goal is equipping students with skills for success in any future path. Next year, we'll explore extracurricular opportunities on the island and work to improve 7th-8th grade transition planning for high school. We're continuing to build a fund to offset secondary tuition and broad cost fluctuations.

The School Committee's 2025 goals, which we still support, focus on: building relationships, supporting project-based and outdoor learning including art and music, strengthening core curriculum and professional development, addressing student needs beyond the school year and preparing them for mainland transition, and creating sustainable long-range budgetary plans.

Since joining in December, I've worked with the teacher and School Committee to establish working norms and understand our roles. This spring and summer, we will work on developing two-three year goals for sustainable progress.

Students continue excelling academically with personalized attention few schools can provide. The island offers significant advantages, and we're addressing its limitations through careful planning. This is a place with a strong sense of identity, a community that cares deeply about its children, and students who are filled with joy. They are learning how to think critically, be resourceful and creative, and solve problems collaboratively. The staff, committee members, and I appreciate the support you give to the students and the school.

Sincerely,

Maria Libby, Superintendent

appendix D

MONHEGAN PLANTATION SCHOOL DEPARTMENT
SUPERINTENDENT REPORT TO THE BOARD

Maria Libby
February 23, 2026

Leadership and District Culture

- Worked collaboratively with the board and teacher to develop and implement the wintert retreat agenda in January that was the foundation of vision work we will continue to pursue.
- Learning the traditions and culture of the Monhegan school by talking with the teacher, board, and community members.
- While I am still learning, I have supported the work of the teacher, the business manager, the tech coordinator, and the board in a variety of ways since my start.
- Attended the final installment of a year-long professional development program, National Women Leadership Consortium through AASA (nat'l supt assoc) in February in Nashville. Excellent network, speakers, experience.
- Attended and presented a Rural Roundtable discussion at the National Conference on Education, also hosted by AASA and in February in Nashville.

Policy and Governance

- This is an area of future work to have policies easily accessible, changes tracked efficiently, and make sure policies are updated.
- Currently in the process of adopting 3 policies, two of which are new.

Communications and Community Relations

- My 4-day visit to the island in January proved invaluable in meeting many community members and getting to know the teacher and board better. I have continued to be in contact with numerous community members in the hiring process for subs. When I was out there, I met 33 people!
- I have written the Superintendent letter for the annual report.
- I'd like to consider other ways to engage the community from a distance.

Organizational Management

- I worked diligently to prepare and present the FY27 budget.
- I gained an understanding of the anticipated use of currently available REAP funds.
- I have tried to streamline and update a number of other funds documents, such as the secondary reserve, the capital planning documents, etc.
- I gained an understanding of the device inventory belonging to the school.
- I have met with the Tech consultant to develop a plan for disposal of older devices (laptops and ipads).
- I continue to spend time organizing electronic documents and files on the Supt computer and Supt drive.

appendix D

- I am in the process of trying to help the district switch to Google Workspaces so that we can have shared drives to more easily access files and to organize them in a single location.
- I am working with Kat to refine attendance tracking and create a protocol for it.
- I support Kat regarding school operations due to weather, trips, ferry schedules, etc.
- Consistently fielding inquiries/setting up/updating systems: State Testing, MEIS, NEO, etc.

Curriculum Planning/Development

- Worked collaboratively to support the Sugarloaf trip and helped to develop a protocol to define its parameters.
- Observed the teacher while I was on the island and participated in a few school activities with the students.
- In the nascent stages with the teacher to create a curriculum document that would define learning outcomes for grades K-8.
- Met with Yvonne to better understand the TLC structure and programming

Instructional Leadership

- Have not done work in this area yet other than to support the teacher as best I can through our weekly meetings and as needed beyond that.

Human Resources Management

- Have hired or am in the process of hiring 5 subs (Ada, Mary, Liz, Emily, Emily)
- Will evaluate the teacher by the end of March

Future areas of focus:

1. Vision/Mission/Goals
2. Safety, Protocols
3. Policy
4. FY27 Contracted positions

Respectfully submitted,
Maria Libby

appendix E

Financial Report – February 23, 2026
Monhegan School

Financial Package

- Enclosed please find warrants AP Warrant EDU 08 and PR Warrant EDU 08 – February, 2026. We are approximately 67% of the way through the fiscal year. We should have approximately 33% of the budget remaining. At this time, we have 61%. We will spend this down with year end accruals, but we are in a comfortable place.
- I have highlighted some expenses through the budget to show the places we will probably not be spending. This should give you an idea of where our carryover will likely come from.

REAP

- REAP Grant FY 2024 (REAP 2022) has an available balance of $ 12,267. We must have this money committed prior to the September 30th. This amount includes the REAP expenses through EDU 08 – February, 2026..

- REAP Grant FY 2025 (REAP 23) has an untouched balance of $ 25,881. and will expire in September 2027.

- We will be applying for FY 2026 this spring.

Schoolhouse Rentals

- The Schoolhouse rentals should be up to date .

Other

With the changeover in staffing this year, we have been a little nervous about the position of the budget. I spend some time forecasting through the end of the year and feel we are good in all cost centers except System Admin. We may want to think about transferring some funds from Instruction to System Admin. It shouldn't be more than $ 3,000. That we will need to keep us from overspending. We don't have to decide right now, but we should have this done by the end of June. This process takes a school committee vote.

AUDIT

- I am getting ready to upload everything to Fred's office for FY 2025. It will feel good to have our audits current!

If you should have any questions, please feel free to reach out to me.

Respectfully submitted,

Belinda

Belinda Waterhouse, Business Manager
Monhegan School