MONHEGAN SCHOOL

Regular School Committee Meeting
Monday, March 30, 2026
4:30 pm
Monhegan School & via Zoom

Present: Chair Daphne Pulsifer, Secretary Maura Conley, Treasurer Felicia Dunson, Tech Consultant Jess Stevens

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

1. **Call to Order 4:31pm**
2. Adjustments to the Agenda: none
3. Public Comments on Items not on the Agenda: none
4. **Minutes**

Daphne motions to approve minutes of February 23, 2026 as presented. Maura Seconds. Motion passes unanimously by show of hands.

5. Teacher Report was received and reviewed by Kat (see appendix A)
6. Board Chair's Report was received verbally

8 macs and 6 ipads have been made available to the town for purchase at the same rate that apple offered to buy them back for. All have been spoken for and Jess is in the process of decommissioning the old electronics

7. Superintendent's Report was received and reviewed by Maria (*appendix B*)
    a. Current Last Day of School: June 11, 2026, this is a change. One day was lost due to no available teacher, so one day has been added)

8. Financial Report
    a. Board discussed who would be available for Plantation Annual Meeting (April 11, 5:30 pm) Belinda and Maria hope to join the zoom
    b. FY25 Audit Updates - Maria reports that an extension was approved to extend to June 30th of 2026
    c. Review of Financials
        1. *Felicia motions to approve EDU 09 Pay Roll warrant in the amount of $23,516.99. Daphne seconds. Motion passes unanimously by show of hands.*
        2. *Daphne motions to approve EDU 09 Accounts Payable warrant in the amount of $16,267.66 with $2,137.08 coming from REAP and $966.81 coming from the teacher house account. Felicia seconds. Motion passes unanimously by show of hands.*

9. Policy Committee, met March 24, 2026, Minutes (appendix C)

Felicia motions to approve the Second Read of policy ECD as presented. Daphne seconds. Motion passes unanimously by show of hands.

Felicia motions to approve First Reads of: KFB, KFB - 1, KFB - 2, KFB - A, KFB - B as edited. Maura seconds. Motion passes unanimously by show of hands.

10. Next Regular Meeting is scheduled for April 27, 2026 at 4:30. Superintendent Visit is scheduled for May 18,19 and June 2. Felicia reported the church has said Parsonage is available for these dates and general school visits after Indigenous Peoples Day as long as needs of the Seacoast Mission are prioritized.

11. April cleaning day is scheduled for Friday August 24th 1-3.

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

Adjourn 5:58 pm

Respectfully submitted,
Maura Conley

appendix A

3/23/26 Teacher's Report

Updates:

- We received a snowshoe donation in February from a community member (after an impromptu conversation in the woods), and we made immediate use of the snowshoes before the snow disappeared. It will be great to have them next winter and incorporate them as part of our winter PE programming. I'd love to acquire cross country skis for students as well so that we can make as much use as possible of the snow while we have it- and be even more prepared for our winter trip.
- Our 2nd and 4th grader are receiving ukulele lessons on Tuesday afternoons from 1-1:30 while younger students are at the library. Angela is joining us for lesson time, to both learn and support. It's been both helpful and fun to have her at school for lesson time.
- The open mic event on 3/18 went well. All students performed two of their own poems, our 2nd grader memorized and recited a Shel Silverstein poem, and our 4th grader performed a highly complicated Paul Fleischman 'two voices' poem with me. We sang two songs and our older students accompanied us on ukulele. Angela performed the songs with us.
- Touch points with families/community so far this year:
    - September 10-12 IIE Field Trip
    - September 25 Open House (community)
    - Oct. 1- Trap Day (community)
    - October 31 Halloween music performance
    - November 17 Fall Conferences
    - December 4 Learning Showcase (community)
    - December 18 Holiday Play (community)
    - January 17 Bingo Night with Maria (community)
    - February 9-13 Sugarloaf Trip
    - March 18 Spring Open Mic Night (community)
    - March 23 Winter Conferences
    - April 16 (date TBD)- Earth Day Clean-up
- Students are preparing for this week's conferences by filling out learner behavior self assessment forms, reviewing winter goals, looking through recent academic work, and setting spring goals. They will help lead conferences with their families this week.
- We'll be starting seeds soon indoors and getting on a regular Garden time schedule again. I'll be incorporating garden learning into our theme study curriculum, as it fits well with life science benchmarks for all grade levels.

March Important Dates:

- **Week of 3/23**- Family Conferences

appendix B

MONHEGAN PLANTATION SCHOOL DEPARTMENT
SUPERINTENDENT REPORT TO THE BOARD

Maria Libby
March 30, 2026

Leadership, Culture, and Learning

- About 5 years ago I had an idea to create an institute for female superintendents in the state. Working with MSSA, we developed the Women in Leadership Institute that has run the past four years. There have been 2 cohorts to participate in the multi-year institute. On March 20, we brought the two cohorts together for a day (and night) in Freeport. It was a huge success and we plan to begin cohort 3 this fall.
- I have attached a brochure that is hot off the press that outlines some professional work that I will be engaged in next year through MSSA.

Policy and Governance

- Organized a policy meeting to review custodial and school rentals. Prepared recommended changes, worked with the committee to finalize recommendations to the full board.

Communications and Community Relations

- Communicated with parents around weather and health related schedule changes.
- Communicated with parents regarding summer opportunities for their children including process and research to generate ideas.

Organizational Management

- Worked to help organize the sale of excess computers and ipads to the community and/or potential third party vendor.
- I continue to spend time organizing electronic documents and files on the Supt computer and Supt drive.
- Worked with Kat on a protocol to create some consistent guidelines for the Sugarloaf trip
- Worked with Kat to manage school operations due to weather, trips, ferry schedules, etc.

Curriculum Planning/Development

- Support Kat as needed with curriculum planning, purchasing supplies, etc.

Human Resources Management

- Will evaluate the teacher by the end of March/mid-April
- Continued process to hire subs and get the necessary paperwork done.

Other

- Convened a meeting with the DOE Green Schools Director to explore the possibility of grant funding for solar power.

Future areas of focus:

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

Respectfully submitted,
Maria Libby

Approved 4/27/26

appendix C

MONHEGAN SCHOOL

Policy Committee Meeting
Tuesday, March 24, 2026
10:00 am

via Zoom
https://networkmaine.zoom.us/j/88565162182?pwd=UO3qqH67Pb6jWT3S8hLW5iZvdkEjKE.1&jst=2

MINUTES

Committee Members Present
Felicia Dunson
Maura Conley

Others Present
Maria Libby, Superintendent

12. Call to Order
    The meeting was called to order at 10:00 AM.

13. Adjustments to the Agenda
    There were no adjustments to the agenda.

14. Policy Revisions
    a. ECD
       The committee talked at length about this policy that had a first read last spring after much discussion. The policy was tabled until this meeting when we considered how to realistically define the scope of the services needed, how to best manage the services, and the needs of the school district. There are some related aspects to consider at another time, including storage of the carpets and stage curtain. It was also determined that a designated school board member would be the most appropriate person to oversee the contracted custodial work since they are living on the island and present. The committee decided to separate the policy from the procedure. This will go to the board as a second read.
    b. ECD-R
       This procedure outlines the responsibilities of the contracted custodial worker. The designated school committee member will do any necessary training and quality control, with the Superintendent making any recommendations when they are on the island in the fall and spring.

c. KFB
d. KFB-1
e. KFB-2
f. KFB-A
g. KFB-B

The above 5 policies were taken as a group to make sure language was consistent and rental fees were updated in all relevant locations. The updated rates will go into effect for the summer of 2027 since the summer of 2026 contracts are already in the works.

12. Adjourn

The meeting adjourned at 12:00 PM.