

MOOSABEC CSD AND SCHOOL UNION NO. 103
JOINT SCHOOL COMMITTEE MINUTES

PLEASE NOTE THAT THE MINUTES ARE NOT FINAL UNTIL APPROVED AT THE NEXT MEETING.

A meeting of the Moosabec CSD and School Union No. 103 Joint School Committee was held at the Jonesport-Beals High School on September 8, 2021 with members present as follows: Julie Farris, Suzen Polk-Hoffses, Mariner Bunker, Calvin Beal, Adam Merchant and Velton Alley Jr. Also present was Superintendent of Schools Lewis Collins.

September 8, 2021
Jonesport, Maine

CALL TO ORDER AND PLEDGE: Chair Farris called the meeting to order at 6:03 pm

1. Approval of Minutes of August 17, 2021

Motion made and seconded to approve the minutes of August 17, 2021.
Motion passed 6-0

2. Motion and second to accept the Superintendent's recommendation to create a new position designation as Bus Driver/Custodian at a maximum pay rate of \$20.00 per hour for the 2021-22 school year. Superintendent Collins explained that it is an administrative nuisance to attempt to track staff hours who serve in both positions and having one pay rate for the combined position would make much more sense. Both the Support Staff President, Crystal Blackwood, and the drivers/custodians, Susan Alley and William Alley, are in agreement with this proposal.

Motion passed 6-0.

3. Motion and Second to accept the Superintendent's nomination of Michele Johnson as a central office administrative assistant and special education secretary for up to 40 hours per week at \$23.00 per hour. Superintendent Collins explained that the office has been without a person in the position since April 1. Ms. Johnson has been serving as a contracted payroll specialist and now knows that portion of the job very well. Ms. Johnson will be cross-trained by April Carver in all aspects of the administrative assistant roles and will also serve as special education secretary for all schools. Superintendent Collins will bring a revised job description to the Board at their next meeting for review and approval.

Motion passed 6-0.

4. Adjournment:

Motion and Second to adjourn passed 6-0.
Meeting adjourned at 6:45 p.m.