

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

Jonesport, Maine
January 10, 2018

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 Family and Consumer Science Room on January 10, 2018 with members present as follows: Ernest Kelley Jr., Julie Farris, Clifford Norton III, Frank Alley and Calvin Beal. Also present were Michael Kelley and Superintendent of Schools Denis Howard.

Julie Farris called the meeting to order at 7:12 p.m.

The Superintendent opened the meeting with the Pledge of Allegiance.

1. Approval of Minutes of November 15, 2017

The Joint School Committee voted (1,370-0-0) to approve the minutes of November 15, 2017.

2. The Joint School Committee shall organize by electing annually a Chairman and Secretary who shall both be members of a School Committee.

A. Chairman

A motion was made and seconded to have Julie Farris serve as Chairman.

A motion was made and seconded that nominations cease.

The Joint School Committee voted (1,370-0-0) that nominations cease.

The Joint School Committee voted (1,370-0-0) that Julie Farris serve as Chairman.

B. Secretary

A motion was made and seconded to have Debbie Kelley serve as Secretary.

A motion was made and seconded that nominations cease.

The Joint School Committee voted (1,370-0-0) that nominations cease.

The Joint School Committee voted (1,370-0-0) that Debbie Kelley serve as Secretary.

3. The Joint School Committee shall adopt a written plan of cost sharing for the supervisory unit.

It was voted (1,370-0-0) to adopt and use the following four factors for cost sharing: (a) enrollment, (b) teachers, (c) state educational subsidy and (d) state valuation. Cost sharing percentages to be used for the 2017-2018 school year are as follows:

Beals	21.0765%
Jonesport	41.9906%
Moosabec CSD	36.9330%

4. The Joint School Committee shall determine the relative amount of service to be performed by the Superintendent in each unit.

The Joint School Committee voted (1,370-0-0) that the relative amount of service to be performed by the Superintendent in each unit be at the discretion of the Superintendent and on as needed basis.

5. The Joint School Committee shall determine the minimum number of visits, which the school superintendent is required to make to each school for each term of the school year.

The Joint School Committee voted (1,370-0-0) that the minimum number of visits which the school superintendent is required to make to each school be at the discretion of the Superintendent.

6. The Joint School Committee shall ratify the employment of office personnel.

The Superintendent reported that he would be continuing to employ April Carver and Terri Crowley as Secretary/Bookkeepers.

The Joint School Committee voted (1,370-0-0) to ratify the employment of April Carver and Terri Crowley as Secretary/Bookkeepers for the 2018-2019 year.

7. The Joint School Committee shall adopt a budget for the operation of the office of Superintendent of Schools including office assistants, supplies, utilities and other office expenses.

The Joint School Committee voted (1,370-0-0) to employ Denis Howard as Superintendent of Schools for the 2018-2019 year with salary and benefits to be discussed at a later date.

8. Adjournment

The Joint School Committee adjourned at 7:37 p.m.

Respectfully submitted,

Denis Howard
Superintendent of Schools