

MOOSABEC COMMUNITY SCHOOL & UNION 103
JOINT COMMITTEE MEETING AGENDA

Re : Moosabec CSD \$ Union 103 JoinSchool Committee

Meeting Place: Jonesport-Beals High School Library

Date : Wednesday, June 4, 2025

Time: 6:00 p.m.

AGENDA

1. Call to Order and Pledge

2. Approval of Minutes of March 5, 2025

3. Public Comment (Limited to 20 minutes)

4. Committee Report
 - a. Superintendent's Report

5. Old Business
 - a. The Superintendent recommends that the temporary Administrative Assistant to the Superintendent position be moved to a full time position starting July 1, 2025.

1st _____ 2nd _____ Vote _____

In order to determine whether a quorum will be present, please notify the Superintendent of Schools Office whenever you are unable to attend a meeting (497-2154).

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6. New Business

- a. Hiring of Administrative Assistant to the Superintendent for the school year of 2025-2026:

Superintendent Swain recommends Jessica Potts for the position of Administrative Assistant to the Superintendent with a salary of \$33,030.00 annually. This position would be 5 days per week during the school year and 3 days per week during vacation weeks. This position will include: 13 paid holidays, 15 paid sick days, 5 paid personal days, and 10 vacation days.

1st _____ 2nd _____ Vote _____

- b. Executive Session, 1 M.R.S.A. § 405(6)(A)1. - Personnel

In: _____ 1st _____ 2nd _____ Vote _____

Out _____

7. Miscellaneous

8. Adjournment

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