

AOS 96
 Superintendent's Office
 291 Court Street
 Machias, ME 04654
 (207) 255-6585

Draft Minutes
AOS 96
Machias Bay Area School System
Wednesday, January 25, 2017
Superintendent's Office
4:30 PM

I. Call to order at 4:30 p.m. by Kelli Emery.

II. Roll Call by Town.

Cutler	Melanie Ferguson
East Machias	Mike Look
Jonesboro	Kelli Emery
Machias	Terry Sanborn, Teresa Saddler, Gerard NeCastro
Machiasport	Rose Williams
Marshfield	Amanda Hanscom
Northfield	Audre Hayward
Roque Bluffs	Joyce Getchell
Wesley	Colleen Durling
Whiting	
Whitneyville	Lori Nehrings

A quorum was established with 783 votes out of 1000 votes.

III. Approval of the minutes of February 4, 2016.

Motion by Terry Sanborn to approve the minutes of February 4, 2016.
 Second: Joyce Getchell; Vote: Unanimous.

IV. Agenda Adjustments: None.

V. New Business:

1. Executive Session: Evaluation and Contract Negotiations: 1
M.R.S.A. § 405(A):

Motion to enter into Executive Session at 4:32 p.m. by Mike Look.
 Second: Gerard NeCastro; Vote: Unanimous.

Declared out of Executive Session at 4:50 p.m. by Terry Sanborn.
 Second: Mike Look; Vote: Unanimous.

2. Approval of Special Education Director's Contract:

Motion by Terry Sanborn to approve a 3 year contract for Mary Maker, Special Education Director for AOS 96 with the provision for a 2% increase for the 2017/2018 school year.
Second: Mike Look; Vote: Unanimous.

3. Approval of Superintendent's Contract:

Motion by Terry Sanborn to approve a 5 year contract for Scott Porter, Superintendent of Schools for AOS 96 with a provision for a 2% increase for the 2017/2018 school year.
Second: Mike Look; Vote: Unanimous.

4. Central Office Roof Project:

The Superintendent informed the Joint Board that Joe Dowling replaced the roofing on the central office building this past summer. After inspecting the roof, Mr. Dowling determined that only the front half of the roof needed to be replaced. The total cost for replacing the front half of the central office roof was \$5,376.00.

5. Audit:

The Superintendent informed the Joint Board that the Central Office audit has been completed. The Superintendent explained that the 2015/2016 audit has a fund balance of \$71,105.00, but \$16,067.28 was used in the 2016/2017 central office budget to lower town assessment and \$26,618.85 is being used in the proposed 2017/2018 central office budget which would leave \$28,418.87 in the central office fund balance.

6. Approval of Financial Procedures and Policies Manual:

The Superintendent distributed copies of the proposed Financial Procedures and Policies manual. After reviewing the manual the Joint Board decided to take action.

Motion by Mike Look to approve the Financial Procedures and Policies manual.
Second: Joyce Getchell; Vote: Unanimous.

7. Review of Central Office Budget:

The Superintendent distributed copies of the proposed 2017/2018 central office budget. The Superintendent went on to explain that the most significant increase was due to adding a 2 day per week position for state and federal grant funds management. He explained that some of the AOS 96 Town auditors recommended that grant fund requests be made in a

more timely manner. The employee in the added 2 day per week position will be responsible for state and federal grant reporting. The total proposed gross 2017/2018 central office budget increased by 3.8% while the net budget after applying \$26,618.85 fund balance only increased by 1.8%.

8. Approval of Proposed 2017/2018 Central Office Budget:

Motion by Terry Sanborn to approve the proposed central office budget in the amount of \$532,751.29.

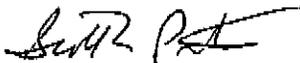
Second: Joyce Getchell; Vote: Unanimous.

VI. Adjournment:

Motion to adjourn at 5:17 p.m. by Terry Sanborn.

Second: Mike Look; Vote: Unanimous.

Respectfully Submitted,



Scott K. Porter

Superintendent of Schools

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