

**Minutes**  
**Machias School Committee**  
**Wednesday, March 11, 2026**  
**Machias Memorial High School**  
**Room 6**  
**4:15 PM**

**Attendance:** Teresa Saddler, Jen Weaver, Calia Burke, Kim Roberts.

**Others Present:** Wendy Black, Sue Dow, Nicole Case.

**I.** Call to order at 4:15 p.m. by Teresa Saddler.

**II. Approval of the minutes of January 7, 2026.**

Motion by Calia Burke to approve the minutes of January 7, 2026.  
Second: Jen Weaver; Vote: 4-0.

**III. Agenda Adjustments:** None.

**IV. Public Comment:** None.

**V. Reports:**

RMG: Attached.

MMHS: Attached.

Superintendent: Attached.

**VI. New Business:**

**1. Policy DB: Annual Budget:**

Motion by Teresa Saddler to approve Policy DB: Annual Budget.  
Second: Jen Weaver; Vote: 4-0.

**2. Policy DD: Grants:**

Motion by Teresa Saddler to approve Policy DD: Grants.  
Second: Jen Weaver; Vote: 3-1.

**3. Policy DM: Cash in School Buildings:**

Motion by Teresa Saddler to approve Policy DM: Cash in School Buildings.  
Second: Jen Weaver; Vote: 4-0.

**4. Policy DKC: Expense Authorization and Reimbursement:**

Motion by Teresa Saddler to approve Policy DKC: Expense Authorization and Reimbursement.  
Second: Jen Weaver; Vote: 4-0.

**5. Procedure DKC-R: Expense Reimbursement Procedure: Travel:**

Motion by Teresa Saddler to approve Procedure DKC-R: Expense Reimbursement Procedure: Travel.  
Second: Jen Weaver; Vote: 4-0.

**6. Teacher Nominations:**

The Superintendent nominated Hannah Faulkingham for an elementary teaching position at the Rose M. Gaffney School for the 2026-2027 school year.

Motion by Jen Weaver to approve the Superintendent's nomination of Hannah Faulkingham for an elementary teaching position at the Rose M. Gaffney School for the 2026-2027 school year.  
Second: Kim Roberts; Vote: 4-0.

The Superintendent nominated Abigail Morgan for an elementary teaching position at the Rose M. Gaffney School for the 2026-2027 school year.

Motion by Teresa Saddler to approve the Superintendent's nomination of Abigail Morgan for an elementary teaching position at the Rose M. Gaffney School for the 2026-2027 school year.  
Second: Jen Weaver; Vote: 4-0.

**VII. Adjournment:**

Motion by Teresa Saddler to adjourn at 5:06 p.m. until the next regular meeting of the Machias School Committee, April 1, 2026 at 4:15 p.m.  
Second: Jen Weaver; Vote: 4-0.

Respectfully Submitted,

Nicole Case  
Superintendent of Schools  
AOS 96  
Machias Bay Area School System