

**Minutes**  
**Machias School Committee**  
**Wednesday, January 17, 2024**  
**Machias Memorial High School**  
**Room 6**  
**4:15 PM**

**Attendance:** Teresa Saddler, Richard Shaw, Calia Burke, Jennifer Weaver,  
Whitney Wood.

**Others Present:** Sue Dow, Nicole Case, Mary Maker, Scott Porter.

**I.** Call to order at 4:04 p.m. by Teresa Saddler.

**II.** **Approval of the minutes of December 6, 2023.**

Motion by Richard Shaw to approve the minutes of December 6, 2023.  
Second: Jennifer Weaver; Vote: 5-0.

**III.** **Agenda Adjustments:** None.

**IV.** **Public Comment:** None.

**V.** **Principals' Reports:**

**RMG:** Enclosed.

**MMHS:** Enclosed.

**VI.** **New Business:**

**1. Teacher Nomination:**

The Superintendent nominated Amber Heath for the PreK teaching position at the Rose M. Gaffney School for the 23/24 school year.

Motion by Teresa Saddler to approve the Superintendent's nomination of Amber Heath for the PreK teaching position at the Rose M. Gaffney School for the 23/24 school year.

Second: Whitney Wood; Vote: 5-0.

**2. January Workshop:**

The Superintendent reported that AOS 96 staff members met at the

Rose M. Gaffney School on January 2, 2024 to attend a joint workshop in the morning hours. The AOS 96 employees went back to their respective school's mid-morning to continue professional development activities.

**3. Substitute Teacher Pay:**

The Superintendent reported there are a very limited number of substitute teachers. He recommends increasing the substitute teacher rate from \$110.00 per day to \$125.00 per day. The School Committee agreed to increase the rate to \$125.00 per day.

**4. MSSA Winter Convocation:**

The Superintendent reported he attended the Annual MSSA Winter Convocation in South Portland on January 11 and 12, 2024. The Convocation consisted of a meeting with the Commissioner of Education, as well as, professional development for Maine Superintendents.

**5. FY 25 Budget Development Timeline:**

The Superintendent explained the FY 25 budget timeline to the School Committee. The timeline included receiving the State subsidy report in the next several weeks. The Principals will be sending their FY 25 budget requests to the AOS 96 Business Manager in February. The Superintendent also reported that the new tuition rates have been released. The 23/24 Rose M. Gaffney tuition rate is \$7,791.00 and the 23/24 Machias Memorial High School tuition rate is \$10,832.00.

**6. Executive Session: Negotiations: 1 M.R.S.A. § 405(6)(D):**

Motion by Teresa Saddler to enter into Executive Session at 4:55 p.m.  
Second: Richard Shaw; Vote: 5-0.

Declared out of Executive Session at 5:35 p.m. by Teresa Saddler.

**VII. Adjournment:**

Motion by Teresa Saddler to adjourn at 5:36 p.m.  
Second: Richard Shaw; Vote: 5-0.

Respectfully Submitted,

Scott K. Porter  
Superintendent of Schools  
AOS 96  
Machias Bay Area School System