

**Minutes**  
**Machias School Committee**  
**Wednesday, January 22, 2025**  
**Machias Memorial High School**  
**Room 6**  
**4:00 PM**

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

**Others Present:** Nicole Case, Sue Dow, Bob Berta, Scott Porter.

**I.** Call to order at 4:00 p.m. by Teresa Saddler.

**II. Approval of the minutes of January 8, 2025.**

Motion by Jen Weaver to approve the minutes of January 8, 2025.  
Second: Calia Burke; Vote: 5-0.

**III. Agenda Adjustments:** None.

**IV. Public Comment:** None.

**V. New Business:**

**1. Teacher Nomination:**

The Superintendent nominated Jen Bunker for an elementary teaching position at the Rose M. Gaffney Elementary School for the remainder of the 24/25 school year.

Motion by Teresa Saddler to accept the Superintendent's nomination of Jen Bunker for an elementary teaching position at the Rose M. Gaffney Elementary School for the remainder of the 24/25 school year.  
Second: Calia Burke; Vote: 5-0.

**2. 25/26 Budget Timeline:**

The Superintendent distributed copies of the 25/26 Budget Development Timeline document. He conveyed to the Committee that the budget vote in Machias might be in May this year.

### **3. Superintendent Search Process.**

The School Committee Chair asked for a member of the Committee to represent Machias on the Superintendent Search Committee. Whitney Wood will be the representative for Machias with Jen Weaver as an alternate.

### **VI. Adjournment:**

Motion to adjourn at 4:05 p.m. by Whitney Wood.  
Second: Teresa Saddler; Vote: 5-0.

Respectfully Submitted,

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