

**EUSTIS SCHOOL DEPARTMENT**  
**TUESDAY, August 12, 2025**  
**5:00 P.M.**  
**MINUTES**

- I. Call to order – Jeff Brickley, Chair**  
**B. Gundlah and J. Whiting were absent**
- II. Pledge of Allegiance**
- III. See if the Board will approve the minutes of the 6/3/25 Board Meeting? J. Ilsley motioned to approve. S. Strunk seconded. Vote in favor 3-0**
- IV. Welcome Guests:**
- V. Principal's Report**
  - 1. School Updates – Tabitha reported to the board that she had hoped to present the Student Handbook but she plans to do an overhaul of the present Handbook. This will take place after the Board Policy book has been updated.**  
**Tabitha mentioned that she takes part in the WMEC of Franklin County planning of UMF Workshops as well as the TLN which gives her a chance to meet with other Principals.**  
**Soccer games have been scheduled with Boys having 6 games and 8 for the girls team.**  
**There will be 4 – Coed games as well.**  
**Hire Soccer Coaches – The board will vote tonight to hire our returning coaches: Stephanie Keen as girl's coach. Thomas Keen as boy's coach.**  
**Tabitha mentioned to the board that this year is a bargaining year for teachers.**  
**Tabitha told the board that they will need to vote to have Tabitha remain on the bank account but that Barry London be replaced by Tim Richards.**  
**A school tour will take place at the September board meeting.**  
**The back to school BBQ will take place on August 25 at 4:00.**  
**Our enrollment to date is 92.**  
**We are down one Ed. Tech., down a night time custodian, and insuring Nursing coverage.**
- VI. Superintendent's Report**
  - 1. Board Policy – Tim gave the board members present a copy of the Board Policy.**  
**Our policy needs to be reviewed and updated. After some discussion it was decided to have a couple of board members and Tim meet on a different night other than our regularly schedule board meeting to review and make changes to our policy. The first meeting will take place at 4:00 on Tuesday, August 26, at school. They will work on 3 sections and bring to the board for a second reading and approval at the following board meeting. We will also be working on a digital version of the Board Policy.**  
**The board gave Tim approval to put out to bid that we are looking for someone to plow our school grounds this winter.**  
**Tim recently attended a MSMA workshop with 20 other new Superintendents/Assistant Superintendents. Tim mentioned that he has been assigned a mentor: Kelly McFadden, from Greenville.**
  - 2. Accept an Ed. Tech. resignation – Tim read resignation letters from Alana Mahar, Ed. Tech as well as Abe Darienzzo, Custodian. At this time we have not filled either positions.**

**Tim spoke to the board about getting approval to hire a full-time custodian instead of part times as that fits our needs better. It is the hope that this person would also train to be a bus driver. Tim checked with Susan and it is doable this year without health insurance, with the hopes of being able to provide health insurance next year. We would like to post this vacancy.**

**VII. School Chair's Report - Jeff asked present board members if they have been receiving emails from MSMA.**

**VIII. Public Comment**

**IX. Adjustment to the Agenda**

**X. Action Items**

- 1. To see if the board will hire Stephanie Keen as Girl's Soccer Coach? S. Strunk motioned to approve. J. Ilsley seconded. Vote in favor 3-0.**
- 2. To see if the board will hire Thomas Keen as Boy's Soccer Coach? J. Ilsley motioned to approve. S. Strunk seconded. Vote in favor 3-0.**
- 3. To see if the board will accept the resignations of Alana Mahar as Ed. Tech. and Abe Darienzzo as night time custodian? S. Strunk motioned to approve. J. Ilsley seconded. Vote in favor 3-0.**
- 4. To see if the board will approve the hiring of a custodian for full time instead of part time without benefits? J. Ilsley motioned to approve. S. Strunk seconded. Vote in favor 3-0.**
- 5. To see if the board will approve to remove Barry London's name from the checking account and replace him with Tim Richards? S. Strunk motioned to approve. J. Ilsley seconded. Vote in favor 3-0.**
- 6. To see if the board will approve to remove Barry London's name from the Warrant and replace him with Tim Richards? S. Strunk motioned to approve. J. Ilsley seconded. Vote in favor 3-0.**

**XI. Adjournment: S. Strunk motioned to adjourn at 5:45. J. Ilsley seconded. Vote in favor 3-0.**