



MINUTES OF WINDSOR EDUCATIONAL FOUNDATION AND REED FUND  
OCTOBER 16, 2023  
WINDSOR TOWN OFFICE

Note: These minutes may not be considered an official public record until such time as they are read and accepted by the Windsor Educational Foundation and Reed Fund Members.

Members present: Bonnie Squiers, Ray Chavarie, Theresa Haskell, Heather Wilson, and Andrew Ballantyne.

Public present: Tom Reed.

**Andrew Ballantyne called the Windsor Educational Foundation and Reed Fund meeting to order at 6:00 p.m.**

**Bonnie Squiers made a motion to approve the minutes dated July 10, 2023, as printed, seconded by Ray Chavarie, and approved 5-0-0.**

Theresa handed out the quarterly balances and they are as follows:

|                                 |                            |
|---------------------------------|----------------------------|
| Money Market Account            | \$ 1,755.58                |
| 1 Year CD                       | \$ 45,186.89               |
| Interest from Stocks            | \$ 5,107.12                |
| Stocks                          | <u>\$191,427.38</u>        |
| <b>Balances as of 9/30/2023</b> | <b><u>\$243,476.97</u></b> |

Heather Wilson brought in three requests.

1. Jana Diket, 8<sup>th</sup> Grade Science/Social Studies Teacher, came in with a request for an insulated saltwater tank (which she already has the chiller) and materials to grow seaweed in the classroom. They will be planning a field trip to Isleboro to see a Seaweed Farm & Oyster Farm in November or in the Spring. Students will also be studying local waterways and sharing their data as part of Maine's Citizen Scientists – looking at water quality. Students will use the data that they collect, and we will submit it to the State of Maine 4H Cooperative Extension program. Kristel Anuszewski will also be meeting with Jana and Keri Kazor (University of Maine Cooperative Extension Contact, as well as an Aquaculture Scientist) in using some of this information in the Learning Commons as well with several other classes. Also, Beth Choate (ELA Teacher) will also be piggybacking some reading and writing activities with the 8<sup>th</sup> Graders on this project as well. Jana is asking for \$1,747.71 to make this all happen. Jana said

the class has recently gone on a Damariscotta River Cruise on the Damariscotta River. Once this seaweed is grown, they will take it out to sea.

Ray Chavarie said he feels the Windsor Educational Foundation monies that have been left to the Town of Windsor that are being asked to be spent by the Windsor School are not what Mr. Reed had initially intended to be used for. Heather Wilson said she has been asked by this committee to bring in requests that she receives from Teachers and to have the Teachers come with the requests, which is what she is doing now. Heather said she doesn't understand why Ray is so against everything that she brings in. Much Discussion. Ray Chavarie he would be resigning as a Director of the Windsor Educational Foundation and Reed Fund and left the meeting at 6:45 p.m.

2. Theresa asked what else Heather had for tonight. Heather said she has a request from Carolyn Blomerth and Kayla Coitrone (4<sup>th</sup> Grade Teachers) to fund a class set of Handwriting Without Tears workbooks and teacher copies. This is a continuation program of a research-based handwriting program that the RSU Board has approved for K-3. They fund the workbooks each year through the school budget. In Third Grade, the students are introduced to cursive writing, which as you can imagine, is not mastered. As a Fourth Grade Team, they are looking to help the students use and expand on the skills they learned in Third Grade. Handwriting is a foundational skill for strong literacy development, and they are looking to put this in the next year's budget cycle if this is a success which they feel it will be. The total amount for the Cursive Success Student Edition workbooks and Teacher's Guides is \$547.98.

Andrew Ballantyne asked how much the fund receives in interest in a year's time. Theresa said it could run anywhere from \$3,000.00 to \$5,000.00 a year. In the past we have always looked at the requests coming in and spend out as needed by what is within the Fund received. Andrew said he feels we should place a yearly cap on spending to make this fund last longer. Tom Reed said he had looked at the original documents from Mr. Reed and how a letter was written back in the 1950 for this fund to be used. Within his letter he wrote "*The income to be devoted to meeting minor necessary expenses in running the town's public schools, as in the judgment of the Honorable Board of Selectmen, and its successors, deem for the best, the remainder or balance of income to apply on the school tax, to the end that the taxpayers may gain some relief thereby.*" With also the following "*all cafeteria and lunchroom items, ought not exceed 10 percent of the annual income and, at least 90 percent to apply on the school tax.*" "*My chief purpose in making this gift is for the ultimate good and benefit of the children attending the town's public schools, and it is his prayer that they will make a strenuous effort to save their money as urged by Commissioner Norman U. Greenlaw in his letter of August 22, 1950, for had it not been his lifelong practice, these gifts could never have been made.*" Andrew Ballantyne said after reading the wishes of Mr. Reed regarding this Fund, he understands that Mr. Reed is looking to do what is in the best interests of the Windsor School children and if we can continue to help in ways that will benefit the children then we are doing our job.

**Andrew Ballantyne made a motion to approve the \$1,747.71 for the Insulated Tank and supplies for the 8<sup>th</sup> Graders, seconded by Bonnie Squiers, and approved 4-0-0.** Andrew said we already have an investment in the chiller so this will move forward with our previously approved investment.

**Theresa Haskell made a motion to approve the \$547.98 for the Cursive Success Student Edition books and Teacher's Guide for the Fourth Grade with having Heather Wilson**

**bringing this to the RSU #12 Board to put in the budget for the coming years, seconded by Bonnie Squiers and approved 4-0-0.** Andrew Ballantyne indicated this would only be funded for one year and that it will not be approved for subsequent years as this is a pilot project to showcase to the RSU #12 School Board that it is worthwhile so they can properly evaluate the funding for future years if successful and the remaining members agreed.

Theresa said the next scheduled meeting will be on January 8, 2024, and will be our Annual Meeting. Heather Wilson asked why we don't have this located at Windsor Elementary School so the members and public could see where the Windsor Educational Foundation and Reed Fund previously approved funds have been used for. It was decided to have the next meeting at the Windsor Elementary School located within the library. Theresa said she will have to get approval from the School and RSU to have this meeting located there and will fill out the form to do so.

**Andrew Ballantyne adjourned the meeting at 7:16 p.m.**

The next meetings will be.

January 8, 2024 (Annual Meeting) – **Located at the Windsor Elementary School in the Library.**

**\*\*Dates are subject to change.**

Submitted by Theresa L. Haskell Secretary