

West Bath School Administrative Unit

Board of Directors Meeting Minutes

December 6, 2017 at 6:30 PM at the West Bath School

Members Present: Dennis Crews, Keith Hinds, Robert McDaniel, Ashleigh Randall, and Mary Wallace

Members Absent: None

Others Present: Ida Beal, Patrick Bowdish, Aggie Demers, Sally Hennessey, Rachel Hunter, Robert Schulz with students Niesa Wallace, Paxton Fogg, and Makenzie Beal, Addison & Elena Randall, and Emily Thompson

Call to Order:

The meeting was called to order at 6:30 PM by Superintendent Emily Thompson.

The Pledge of Allegiance was recited.

Nomination and Election of Board Chair

Mrs. Thompson welcomed board members and attendees to the meeting and explained that as this was the first meeting after seating a new board member, it was also the timeframe for electing a new chair and vice-chair of the board. Mrs. Thompson asked if there were any nominations for board chair?

Mr. McDaniel made a motion for Mr. Hinds to be board chair. Mrs. Randall seconded that motion.

Mrs. Thompson asked if there was any discussion? Mr. Crews asked Mr. Hinds if he was okay with this nomination, to which he answered affirmatively.

Vote (4-0, 1 abstention).

Nomination and Election of the Vice Chair

Mr. Hinds opened the floor for nominations for vice chair. Mrs. Randall made a motion for Mr. Crews to be vice chair. Mrs. Wallace seconded the motion. There was no further discussion.

Vote (4-0, 1 abstention).

Comments from the Chair:

Mr. Hinds thanked the board for giving him the opportunity to continue as another year of board chair. He said that he looked forward to another year of fun and excitement.

Approve/Amend Minutes of 10/4/17 and 11/15/17

Mr. McDaniel noted that the final sentence on page 5 under section 10.4 needed to be completed. Mrs. Thompson said that if the board looked at the top of page 6 there was duplication in her transcription of the meeting and that if the duplication was removed, the paragraph would make sense. She apologized for her error.

Mr. McDaniel made a motion to accept the minutes as adjusted. Mr. Crews seconded the motion.

Vote (5-0).

Adjustments to Agenda:

Mr. Hinds made one adjustment to the agenda. He moved item 12.3.1 and to item 15.8. He said that this agenda item would be informed by discussion under new business, and any policy changes should be discussed after that conversation.

Public Comments:

None

Staff Report:

Mr. Schulz thanked the board for another year of offering this spectacular experience for the students. He said that following the Chewonki experience, students are introduced to the guiding question for the fall expedition: How can I alter the environmental impact of my choices on places that are important to me? Every child in the class came to recognizing Chewonki as a place that is important to them. He explained that the questions that support the overall guiding question are: How do we look at the waste in our school? How do we grow food here? How do we grow food locally? How do we decide what we eat? How will we use resources within our school? This opportunity creates a platform to talk to students in an area where they do not usually have a voice. That opportunity is appreciated.

Niesa Wallace began the student presentation about why Chewonki was important. She said that at Chewonki the students had chores. They learned how to take care of themselves and others. They made food for the group, collected wood and water, and cut the wood. They did their own dishes. They learned about animals, milking cows, and different microorganisms. Niesa said the students knew they were safe because the guides made sure they were safe.

Paxton Fogg said that at Chewonki the students used the Code of Character, such as being respectful and responsible. He said that if the students were not respectful, they may not have heard directions that were given for an activity, and then when it came time to do the activity they may have then hurt themselves or someone else. He also said that the students demonstrated responsibility by completing tasks that were asked of them without issue. He said that some of the tasks that students had to complete were carrying water to the campsite and sweeping the barn out after farm chores.

Makenzie Beal said that the students used Habits of Scholarship, mainly preparedness and self-directed learning, on an everyday basis. She stated that being prepared meant that the students wore the right clothing for the weather or the task. She also said they had to be self-directed and not fool around during instruction and tasks, and to pay attention to their own well-being by staying full, safe, and hydrated.

Paxton thanked the board for supporting the 5th grade trip to Chewonki and said that he hoped the board would continue to support the trip for students.

Mr. Hinds asked if there were any questions from the board for the students.

Mrs. Randall asked, since it had been a couple of months since they had gone to Chewonki, do they still find themselves putting things into practice? The students said that they absolutely did. Mr. McDaniel asked if the trip was something that they would like to see continue for other students? Paxton said yes, that he felt that it gives students a way to understand what being in the wilderness is all about. It gives them a chance to get to know the environment, get dirty, and bond with the earth. Mr. Hinds asked the students what one thing was that they learned to do at Chewonki? Niesa responded that they learned to milk a cow. Makenzie said that she was able to do the high walk on the ropes course. Paxton said he learned that he could walk a mile and a half. Mr. Hinds asked Mr. Schulz from his perspective, which is more ideal, taking one class he took this year, or having a large group? Mr. Schulz responded that Chewonki manages the group size so that the students have the same close community experience regardless. The hard work comes when the group returns to school and you continue building the rapport and team building work. He said that it carries on and gives him a chance to be a better teacher, and gives the children a chance to be better young adults.

Mr. Hinds thanked the students for speaking, the parents for bringing them in for the meeting and thanked Mr. Schulz for giving his own time to provide this experience for the students.

Mrs. Hennessey spoke from the audience and said that as a graduate of West Bath School and a grandmother now, as a tax payer she is always excited to support the school budget for these kinds of reasons. WBS offers its children an exceptional experience K-5, but as these young children are heading into middle school and needing to take more responsibility for themselves, she thinks this is an incredible opportunity that is provided to the students at West Bath.

Committee Reports

1. Policy Committee – No updates
2. Technology Committee – No updates
3. Facilities – Mrs. Thompson said that the alarm system update has been started and is scheduled to be completed the following day.
4. Finance Committee
 - 4.1.1. Payroll Warrants – Payroll warrants were reviewed by Mr. Hinds on 10/3, 10/17, 11/1, 11/4, and 11/28.
 - 4.1.2. AP Warrants – AP warrants were reviewed by Mr. Hinds and Mr. Crews on 10/6, 10/20, 11/9, and 11/21.

Superintendent's Report

1. Financial Report – Mrs. Thompson said that in the simplest terms with 58.3% of the year remaining, 71.58% of the budget remains. Mrs. Thompson said that if the board members look at each of the line items, lines are tracking where they should be, if not better. She asked the board to turn to page 7 to review the library finances. She said that the salary/professional line has been 84% expended and the sub line is over-expended. She said she wished to remind the board that there was a resignation of the librarian at the start of the school year, and that the funds in the salary/professional line completed contractual obligations for that contract. The school has had a long-term sub for the position now. That line will be over-expended, but if the board members review the overall library account there is still 74% of the budget remaining.
2. District Updates
 - a. Updated Calendar – Mrs. Thompson provided the board with the updated calendar with the date changes that the board voted on at the prior meeting. She said that it has been placed on the school website and parents have been informed of the changes. She said that she would bring any adjustments moving forward as necessary to board meetings. Mr. Hinds asked what the impact on attendance has been with the changes that were made. Mrs. Thompson responded that there was no negative impact to attendance, and said that as Mrs. Wallace had predicted, parents were happy about having the children attend a full day of school prior to Thanksgiving rather than a half day.
 - b. 2017-2018 October 1st Enrollment – Mrs. Thompson shared the October 1st enrollment data. She explained that the reason that this is the data that is reviewed, even though it is December, is because this is the data that gets filed with the state each year on November 1st. Typically this data is reviewed at the November board meeting, but with the power outages, there was not the capacity to file the reporting until later in the month. Mrs. Thompson said that the numbers have already changed since October 1st. She stated the overall student numbers are down by 5, but the reason for that is that there are 7 fewer students in pre-K students as compared to last year, and 10 fewer students at the 9-12 level as compared to last year. On the budgetary side, Mrs. Thompson said that the school department had budgeted for 11 more 6-12 students than are currently enrolled.

This will be a positive impact on the budget. Mrs. Thompson said that she would update the student numbers in March as part of the budget process and in preparation for April Enrollment reporting.

- c. EL National Conference – Mrs. Thompson said that the faculty members who attended the National Conference arrived back from the conference to a week-long power outage, but she did not want it go to unnoticed that Rob Schulz and Beth Jarvis presented their mindfulness work at the national conference to a large national audience. She shared some of the evaluation feedback with the board, reading the following comments: Your work is amazing, keep sharing, so many helpful tips, protocols feel useful and flexible, very well organized and lots of practical uses, thank you and amazing work, informative and applicable. Mrs. Thompson said she wished to thank Mr. Schulz and Mrs. Jarvis for being willing to put themselves and their work out there on a national stage. They represented West Bath well.
- d. Read to Ride Summer Reading Program – Mrs. Thompson shared that West Bath School had participated in the Maine Department of Education and Maine Freemason Read to Ride Summer Reading Program. The goal is to read for 500 hours during the summer, and 24 boys and 24 girls from around the state are selected to win a bicycle and helmet. Mrs. Thompson said that two students, Noah Craney and Makenzie Beal were selected from West Bath. She also shared that Makenzie Beal demonstrated true compassion by giving her bike back and allowing another name to be drawn, as she already had a bicycle. Maggie Longley was selected in this drawing. Mrs. Thompson said that the school also recognized Cooper Snell for reading 1765 minutes during the summer, and gave him a gift card to the Mustard Seed Book Store. She thanked the Maine Freemasons and the Department of Education for helping to support summer reading.
- e. EL Credentialing – Mrs. Thompson said that the staff was excited to learn that after submitting the first round of qualifying criteria to determine whether or not the school can work through the credentialing process this year, West Bath has learned that the school has been approved to continue!! The next big benchmark will be due on March 1st, where the school will have to submit claims and evidence that show our achievements in 3 dimensions of achievement, knowledge and skills (test scores), character, and high quality work. Mrs. Thompson said that there is a lot of work ahead to pull this all together, but the process is feeling very worthwhile, and it is what the school has been working towards.
- f. Power Outage Losses – Mrs. Thompson said that as the board was aware, there were food services losses during the recent power outage. The total amount of losses were \$1,183.51. She said the losses have been reported to the town, and the town included the figure in their claim made to FEMA and MEMA. Mrs. Thompson explained that the governor had requested a disaster declaration from the national government. If that is signed, then it is possible that communities will be reimbursed for their losses, but it may take up to a year. If the funds are not approved, the town administrator said that he will then contact Maine Municipal

and talk about filing insurance claims. Mrs. Thompson said that the school department will need to pay close attention to food service accounting in the meantime.

- g. Forecaster Article - Mrs. Thompson said that she wanted board members to be aware of an article that was published in last Thursday's Forecaster. The article expressed that Brunswick was interested in talking about district consolidation with West Bath, and raised some questions from members of the community. Mrs. Thompson said she had spoken with the assistant superintendent in Brunswick about the article and she had clarified that Brunswick's board had asked them to examine all types of possibilities for regionalization (including consideration of forming an RSU and/or developing a regional service center and/or applying for the next round of competitive regionalization grants. The article was from a board workshop where the superintendent was describing different types of options and implications. The comments that were stated in the article were made by a board member, and while the board and district has no current plans or intent to consolidate they will be seeking opportunities for regionalization. Mrs. Thompson said that West Bath has a good partnership with Brunswick, and the districts will continue to talk about ways in which we can possibly collaborate.
- h. Upcoming Events:
 - i. Hour of Code – Mrs. Thompson stated that on December 7th, Mr. Bowdish and Mrs. Parker will host an Hour of Code. She explained that this is a global event, where during this week communities are asked to host an event for families to develop an interest in computer science.
 - ii. Winter Celebration of Learning – Mrs. Thompson invited board members to attend the Winter Celebration of Learning on December 21st from 3-4 PM. She commented that students have participated in an extensive amount of field work and work with experts throughout this round of expeditions. Maine author Lynn Plourde worked with all of the students on November 27th, and on December 8th the 4th grade will be visited by Maine's poet laureate, Stuart Kestenbaum to work with students on their poetry and to talk about what inspires him to write. She encouraged board members to come to the winter celebration of learning and see what West Bath's students have been working on!
 - iii. Upcoming Winter Concerts:
 - 1. 4th & 5th December 12th @ 5:30
 - 2. K-3 December 14th @ 5:30
 - iv. Little Elf Shop – December 15th – Mrs. Thompson said that on December 15th, the WBS PTO (now called Community Crew) will be once again hosting the Little Elf Shop, which is organized by parent Hannah Whitney. They spend the the year collecting donations to set up a store in the school's library, where all items are a quarter. Students can purchase presents for up to 6 members of their family. If they do not have the \$1.50,

they are given that too. Students then take their presents to the hallway where they all get wrapped and labeled. It's the most wonderful, joyful day of the year. Mrs. Thompson told the board that volunteer wrappers are always needed, and to let her know if they have an interest in volunteering.

i. Grant Updates

- i. Mobil Exxon Math and Science Grant - Mrs. Thompson said that she is pleased to announced that WBS is once again recipients of the Exxon Mobil Math and Science grant, in the amount of \$500! This grant is to be utilized towards the enrichment of the school's math and science program.

Old Business

1. Child Development Services

Mrs. Thompson said that she has continued to follow the CDS Advisory Meetings at the state level and that her intention on putting this on the agenda is to continue to keep the board up to date on what is known, so they can be planning for the future. She explained that the advisory committee has been meeting weekly, and the final meeting, which is open to the public, is scheduled for December 11th.

From the December 11th meeting, they will be proposing the funding plan for long and short term to include planning for facilities, staffing, and regionalization opportunities. She said that she provided minutes from the November meeting because if board members glance at the discussion column they can see where there are questions and concerns within the committee but that they are questions that still do not have answers, despite the fact that they are moving forward with writing legislation. Mrs. Thompson said that the meetings are public and all have a portion that allows for public comment.

3. SMLC Update

Mrs. Thompson said she also wanted to follow up with an update on SMLCs. The first round of applications was due on November 30th. At the last meeting, the board discussed SMLCs. It was determined that West Bath should not be trailblazers, and if an opportunity came up that made sense for West Bath, the board would discuss it then. Mrs. Thompson said that the consensus around the state had been that districts were going to hold back, and not submit applications. The day before applications were due, the Cumberland County districts decided to put forth part A of applications, which are supposed to be non-binding, to see what subsidy impact it would have on them. This resulted in a last minute conversation that Mrs. Thompson had with Brunswick to see if it made sense to have West Bath join in with their application with Freeport and Topsham. Mrs. Thompson said that their regional center would be focused on credit recovery for high school students, which does not apply to West Bath, and regionalized professional development, which also does not apply to West Bath because of the work with EL. Mrs. Thompson said that did contact the MSMA to discuss implications with the director, and

called the board chair and talked it over with him, but because it was too late to call could a board meeting to discuss it due to applications being due the same day, Mrs. Thompson did not add West Bath to the list of districts that would consider participating. She said that she of course, we will continue to work with the neighboring districts on areas where partnering does make sense.

4. Board Goals

Mr. Hinds said that in October the board reviewed the prior goals and had asked the members to be thinking about changes they wished to make to this year's goals. He said that the goals give an opportunity to help to focus budget conversations.

Mr. McDaniel said that in regards to working positively with town departments, the power outage is providing some positive opportunities, as everyone is talking and is concerned. He stated that in particular he had spoken with the Town Administrator about what would have happened at the school if the power outage had been in February and what type of damage would have happened to the school.

Mr. Crews said in regards to the second bullet point, now that programs have been in place for two years, is it appropriate to still call them "new programs" that the board needs to evaluate, or is the goal to maintain the support for programs? Mr. McDaniel said that Chewonki has been in place for two years, but that the school is still in the midst of the second year of boat building. Mr. Crews said that he agrees, and addressing the wording may be more appropriate for next year. Mrs. Randall asked about whether school lunch should be named as a goal? She said that last year school lunch was not included in the budget because of budget restraints, and with the unknowns about CDS whether wording so specific should be removed and broad wording used? Mrs. Wallace said she felt the final bullet of reviewing the success of pilot programs was the same as reviewing the 5th grade programs in the second bullet. Mr. Crews said that he would argue that it is better to have some specific points there because top level statements are too generic to be a goal. Even if the goal is not achievable in the next year, if it is something the board is interested in doing, maybe it should be kept there for visibility. If the board drops off the school lunch from board goals, it ceases to be a goal. Mr. Hinds asked if it is realistically a goal for next year? Mr. Crews said that if it is removed, it never comes back. He said that at one point the board wanted to add foreign language opportunities, but that hasn't resurfaced as a priority. Mrs. Thompson mentioned that the board could also consider having 1, 2, and 3 year goals. Mrs. Randall said that she was concerned if the board keeps items on the list and does not address them then the goals do not serve a real purpose. Mrs. Wallace asked for clarification around what the purpose of board goals was. Mr. Hinds said that ideally it helps the drive the budget process. Mr. Crews said this is one reason he advocates for keeping things on the goals list that may not make it into the budget, as the board then still continues to discuss them.

Mrs. Wallace asked why foreign language is not included? Mr. Hinds said that the only reason it is not on the list is because it was not raised, or was raised and was voted down.

Mr. Hinds asked if there was anything that the board wished to take off or add to the goals? Mr. Crews said that looking at the partnership with all town departments, he would like to look at concrete steps for developing a contingency. Mr. McDaniel said that it would be wise to develop a plan for emergencies to preserve school functions. Mr. Crews said that we should develop emergency management planning policies for disaster level emergencies.

Mr. McDaniel made a motion that the board add the development of emergency management and preparedness policies. This was seconded by Mr. Crews. Vote (5-0).

Mr. Hinds made a motion that the the board add a 4th bullet point that is explore appropriate cost saving partnerships with other districts. Mrs. Randall seconded the motion. Mrs. Thompson asked Mr. Hinds to expand upon his motion, as the overall bullet says to develop policy and encourage opportunities with the needs of students in mind. She asked if the exploration of opportunities for students could only happen if they generated a cost savings? Mr. Hinds said that cost savings are only appropriate if the needs of the students are being kept in mind. Mrs. Wallace asked if it should be a bullet point of it's own? Mr. Hinds said that he would like to keep it where it is, as it keeps the needs of students first, cost savings second. Saving money but hurting students would not be our goal.

Vote (5-0).

Mr. Hinds made a motion to approve the board goals as amended. Mr. McDaniel second the motion. Vote (5-0).

5. Executive Session

Mr. Hinds made a request to enter into an executive session pursuant to Title 1, Chapter 13, Section 405,6,A. of the M.R.S.A. for the purpose of discussing personnel issues at 7:33 PM. Mr. Crews seconded the motion. Vote (5-0).

6. Return to Regular Session

Mr. McDaniel made a motion to return to regular session at 7:45 PM. Mrs. Wallace seconded the motion. Vote (5-0).

New Business

1. Board Standing Committee Assignments

Board Standing Committee Assignments were made. Mrs. Wallace replaces Mr. Crews on the facilities committee. Mrs. Wallace replaces Mr. St. John on the technology

committee. Mrs. Randall will be the board representative to the Comprehensive Needs Assessment Committee.

Mr. McDaniel made a motion to approve committee assignments. Mr. Crews seconded the motion. Vote (5-0).

2. Personnel Item(s) - Action

i. Hiring of Susan Beauregard – 20% School Nurse

Mrs. Thompson brought forth the nomination of Susan Beauregard as 20% school nurse. She said that she has experience as an RN at Midcoast Hospital's Addiction Resource Center Intensive Outpatient program, has been a substitute school nurse, a CAN, a child victim advocate, an AmeriCorps Vista volunteer, and a high school ed tech. Her recommendations express that she is client centered, enthusiastic, respectful, eager to learn, and confident in her work.

Mr. Hinds made the motion to approve the hiring of Susan Beauregard. Mr. Crews seconded the motion. Vote (5-0).

3. School Choice Request

Mr. Hinds said that the board received an email from a parent outlining a unique situation. The family had applied for school choice, the request was approved on West Bath's end. But, it had just recently been discovered that the school the student is attending is not on the state approved list, and therefore is not eligible to receive tuition payments. In that time, a sibling elected to attend another school. The request that is before is that we the board take the approved school choice for the older child and apply it to the younger child. The question before the board is do we want to grant the request to shift the approval from one child to another? Mr. Hinds said that in the board packet is the letter from the community member and email exchanges with the superintendent. He said that the school choice policy was followed. The policy is clear that the burden is on the parent to make sure that the attending school is on the list, nevertheless some of the state rules have changed. Mr. Crews said that his concern about the unique situation is that it is the precedence issue. School choice right now is not set up by family, it is set up by student. If you take out the first part of the request that they requested a slot, can't make use of the slot, selected school is not on the approved list, and just look at the second situation of a child who started within the district and then transferred out, for any other situation the policy is clear cut. The parents are welcome to apply for school choice funding for the next year, but in the current year did not make the application window. Isolating the two events makes it seem clear cut. He stated that his concern is that the board would be setting a different precedent for related members. Mr. McDaniel said that it would require changing the policy. Mr. Crews said that his concern that while it seems like a unique situation it might not stay that way.

Mr. Hinds said that this concern was anticipated and legal counsel has developed alternative language that could be used to adopt and modify the policy if the board chooses to. The language was distributed.

Mrs. Wallace said that her concern with this case is that no one informed the parent of the change. Someone should have let him know as he had no reason to believe that it would be different this year than in the past. Mr. Crews said that there is a zero financial impact. Financially the board does not have to concern itself with the financial side. It is really a policy issue. Mrs. Wallace said that where the board's policy changed, someone should have let him know of the change. Mr. Crews said that the board's policy did not change. The state changed their rules for how a school gets granted onto the school's list. The board's policy does not address that at all, it just says that the school needs to be on the list. Mrs. Wallace asked Mrs. Thompson if she knew that the school was not on the list. Mrs. Thompson said she did not. What she knew was that the child was approved for school choice. Mrs. Wallace asked if she knew the school was not on the list at that time. Mrs. Thompson said that she was not aware. She said that the first notification came from the school itself that they are not able to receive funds.

Mr. Crews said that the other precedence concern has to do with how to track students from year to year, and once students are approved for school choice, that is carried forward from year to year. In this case, this student had not been approved, and the application window does not come up until January. Everyone else has to go through the application process, and if there are too many students who apply, there needs to be a lottery system. In this case, there would be a student bypassing the entire selection process. He said that this concerns him as it passes on eligibility to younger siblings without going through the application process. Mr. Hinds commented that this could be addressed through policy wording change, and through any motion to address this situation, something to the effect that this is limited to this school year only. Mr. Hinds said that he highly suspects that the board will hit the school choice cap in the next year, so this is a valid concern.

Mrs. Wallace said this is a difficult situation. Policy wise it does not make any sense. The board definitely has to make sure that it is clear why the decision is being made, and moving forward there are no exceptions. Mr. Crews asked about the new restrictions the state has about having schools get onto the list, whether that went into effect this year? Mrs. Thompson said that things have changed at the state level since the school year has started. If one visits the state website you can see the list of all of the approved schools from last year, but the current year's tuition is not up yet, and she suspects that is where the changes to the approved schools from last year to this year will be made more apparent. This family in the past has been able to petition the state to ask for out of state schools to be added to the approved list, and the state has done so. The changes did not come from the school department, or from the policy, the changes came at the state level

and after the school year started with the intention of keeping funds in the state. Mr. Crews said that it is a change that happened after the window for school choice closed. Mrs. Thompson said that when she asked the parent if the school was on the list and the answer was no, there was no reason to think that the process was going to be any different. She said that this issue still isn't clear, as when you search on line, there's no evidence that any changes have been made. You have to call the Department of Education and talk with them to hear that there are changes. Mrs. Thompson said that she understands the frustration of the parents where they were anticipating funding, but also that the board's policy is clear. She said that if the board approves it, it will be important to be sure that the policy is amended to ensure this is not precedent setting. She also said that the other thing to keep in mind is that policy JFABA is the board's most amended policy, as school choice has been hard to get right. The board's policy does not currently say that these things are not allowed. Mr. Crews asked if it would behoove the board to require that the school be on the list before approval for school choice? Mrs. Thompson said that she felt that it's a moving target, as schools that were on the list last year are not this year, and it may be better to have the policy be very clear that the responsibility is on the parent.

Mr. Crews says that he thinks the board should enact the language changes from the attorney, but also to make a one-time approval because the process changed at the state level. The parent wasn't at fault, the school system wasn't at fault, and there is no net cost. Mrs. Wallace said that this should include that this is a decision for one year, and that the second student needs to still apply for school choice next year.

Mr. Crews made a motion to approve for this current school year only the transfer of funds with the understanding that the student is not guaranteed school choice next year. This was seconded by Mrs. Randall. Mr. Hinds asked if there was any public comment. Mr. Bowdish commented that Mr. Crews said it was a zero sum proposition. He asked for that to be explained. Mr. Crews said that the board provides the amount of funding for school choice students that they would pay for the RSU, and the parents provide the rest. Since this money has been approved as part of the budget for student A, moving it to student B has no impact on the budget. Mr. Bowdish commented that if the money was not spent, it would roll back into the school budget. Mr. Crews agreed.

Vote (5-0).

4. Meeting Continuation

Mr. Hinds made a motion to continue the meeting past the 8 PM timeframe. Mr. Crews seconded the motion. Vote (5-0).

5. Emergency Management Grant Update

Mr. Hinds said that he wished to give Mr. McDaniel the opportunity to update the board on grant funds and generators. Mr. McDaniel said that he had spoken with Jay McCreight. She asked her aides to try to find funds to support obtaining emergency power. They suggested that the board needs to approach Sagadahoc Emergency Management by contacting Sarah Bennett, the director of SCEMA, to discuss the emergency preparedness grant. He said that the 2017 grant cycle has come and gone and the 2018 rules have not been published. Mr. McDaniel said that in speaking with the town administrator, the town is interested in getting a new generator and pursuing the firehouse as an emergency shelter. Mr. McDaniel said that the fire house as an emergency shelter is capped at 30 people and the school could possibly house 2-3 times as many people. Mr. McDaniel said that he proposes that the board designate someone to continue to work with Sarah Bennett.

Mr. Hinds said that he would like to see this work go to the facilities committee, for them to begin to spec out the school and identify the challenges and rough out costs. He thanked Mr. McDaniel for all of his legwork.

6. Renewed Board Orientation – January 11, 2018 @ 6:00 PM

Mr. Hinds said that when board was first formed, had a workshop on responsibilities and requirements of the board. Mr. Hinds said he would like to entertain a motion that this be done again on January 11th at 6 PM. Mrs. Randall made this motion. Mr. Crews seconded the motion. Vote (5-0).

7. 2017-2018 Budget Calendar

Mr. Hinds presented the draft budget calendar to the board. Mrs. Thompson said that if the board finds that not all of the workshops are needed, the schedule can be adjusted.

8. Annual Certification of Superintendent Requirement

Mr. Hinds made a motion that we add a year to the existing contract of the Superintendent so it remains a 3-year contract. Mr. McDaniel seconded the motion. Vote (5-0).

9. Review/Revision of Board Policies – Action

i. JFABA – School Choice

Mr. Crews made a motion to amend the policy as advised by legal counsel by adding language to article 7 that says “The parent or guardian of the student, and not WBSAU, is solely responsible for ensuring that the school chosen by the student has

been approved by the Maine Department of Education to receive public funds for tuition for the school year(s) in question. *See 20-A M.R.S.A. § 2951.*” and to add section 12 that says Approvals for school choice placements are specific to the students receiving the placements and are non-transferable to other students, regardless of familial relationship.”

Mr. McDaniel seconded the motion. Vote (5-0).

Public Comments

1. Mrs. Demers said that the West Bath Community Crew is doing their raffle this month and asked those in attendance to purchase a ticket.

Set Next Meeting Dates and Locations

1. Wednesday, January 3rd at 6:30 PM – West Bath School Administrative Unit Board of Directors Meeting
2. Tuesday, January 11th at 6 PM - Renewed Board Orientation

Adjourn

Mr. McDaniel made a motion to adjourn at 8:27 PM. Mrs. Randall seconded that motion. Vote (5-0).

Submitted by,

A handwritten signature in black ink, appearing to read 'Emily Thompson', with a long horizontal flourish extending to the right.

Emily Thompson