

## **West Bath School Administrative Unit**

### **Board of Directors Meeting Minutes**

Monday June 8, 2015 at 6:00 PM at West Bath School

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**Members Present:** Dennis Crews, Meagan Hennessey (arrived at 6:14 PM), Keith Hinds, Robert McDaniel, and Jordi St. John (arrived at 6:35 PM)

**Members Absent:** none

**Others Present:** Emily Thompson

#### **Call to Order:**

The meeting was called to order at 6:04 PM by Dennis Crews. The Pledge of Allegiance was recited.

#### **Comments from the Chair:**

Mr. Crews stated that he was glad to have our budget through the approval process and thanked and congratulated board members for their role in the process.

#### **Approve/Amend Minutes of 5/20/2015 and 5/26/15:**

Keith Hinds made a motion to approve the minutes of 5/20 and 5/26 as presented. This was seconded by Dennis Crews. Vote (3-0).

#### **Adjustments to the Agenda:**

None

#### **Public Comments:**

None

#### **Committee Reports:**

- 1) Policy Committee – The policy committee is continuing to develop policies, as demonstrated by the current agenda.
- 2) Technology Committee – The technology committee reports that they have begun to put together policies and plans. The committee will have a full report at the July 1 meeting.

#### **Interim Superintendent's Report:**

Mrs. Thompson provided updates on the following topics:

- 1) Celebration of Learning – The annual Celebration of Learning is scheduled to take place on Wednesday. Board members were provided with a program which provides an overview of the expeditions and the guiding questions at each grade level. Additionally, the 5<sup>th</sup> grade students will be hosting a moving screening as

part of their expedition at the West Bath grange following the Celebration of Learning

- 2) Pre-K applications – Pre-K applications had been distributed to each of the partnering programs, the town office, and posted on the school website. Applications are due back to the West Bath School by June 17<sup>th</sup>.
- 3) MOUs – MOUs with Pre-K providers and with Child Development Services have been signed
- 4) Kindergarten enrollment – Kindergarten enrollment remains at 27 students.

Meagan Hennessey arrived at 6:14 PM.

### **Old Business:**

The board conducted second readings of the following policies:

- 1) ACAA – Harassment and Sexual Harassment of Students  
Motion to approve and adopt – Mr. McDaniel, Second-Mr. Hinds. Vote (4-0).
- 2) ACAA-R – Student Discrimination and Harassment Complaint Procedures  
Motion to approve and adopt – Mr. McDaniel, Second-Mr. Hinds. Vote (4-0).
- 3) ACAB – Harassment and Sexual Harassment of School Employees  
Motion to approve and adopt – Mr. McDaniel, Second – Mr. Crews. Vote (4-0).
- 4) ACAB-R – Employee Discrimination and Harassment Complaint Procedures  
Motion to approve and adopt – Mr. Crews, Second – Mr. Hinds. Vote (4-0).
- 5) BEDH – Public Participation at Board Meetings  
Motion to approve and adopt – Mr. McDaniel, Second – Mr. Hinds. Vote (4-0).
- 6) JICIA – Weapons, Violence, and School Safety  
Motion to approve and adopt – Ms. Hennessey, Second – Mr. McDaniel. Vote (4-0)
- 7) JICK – Bullying  
Motion to approve and adopt – Mr. McDaniel – Second – Mr. Crews. Vote (4-0).

### **New Business:**

1. Personnel Item – Allison Cosgrove, Social Worker

Mr. Hinds made a motion that the board accept the nomination of Allison Cosgrove for the part-time social worker position. This motion was seconded by Mr. McDaniel. Vote (4-0)

2. Non-resident Tuition Rates and Enrollment Procedures

Mrs. Thompson shared samples from another district with the board, and explained areas for the board to consider during conversation before the policy committee begins drafting a policy. After reviewing the samples, Mr. Hinds asked if it was common to screen non-resident children for special needs? Mr. Crews expressed that bringing in a tuition student can not cause a financial impact to the town. We need to be able to defend placement to the town residents. Mrs. Thompson asked that board to consider having caveats for asking families to leave. She listed those caveats as difficulty attending, following school rules, or paying tuition on time. Mr. Crews asked that siblings be given special consideration, but asked how that would carry across to special needs. Mr. McDaniel expressed that it would be simply consideration. The student cannot impact the cost to the township. Mr. Hinds asked how the inability to pay would come into consideration. Mr. Crews stated that they could use a state rate, and then have a sliding scale. Mrs. Thompson asked the board to consider what the reason for accepting tuition students may be. Mr. Hinds answered that question, expressing that he saw accepting tuition students as an opportunity to enhance the educational experience of all students. Mr. McDaniel stated that there is a cost for every student in terms of planning, grades, and time.

Mr. St. John entered at 6:35 PM.

Mr. Crews felt that as long as we are staying below our class size policy, there would be an ability to bring non-resident children into West Bath.

The board reviewed the current class size policy, and made the following recommendations for class sizes:

- Pre-K – 12
- K & 1 – 16
- 2 -5 – 18

The board members then determined that applications for non-resident tuition students could be accepted as long as class size per classroom was less than the following:

- Pre-K – 10
- K & 1 – 14
- 2-5 - 16

Mr. Crews expressed that from the financial side, the more students who were in the class, the lower the cost per student. The board discussed that they cannot bring in tuition students who will be a cost to the town. To determine tuition rates, it was discussed that the board either index the rate off the current cost, or set a flat rate and raise the tuition from time to time. Ms. Hennessey expressed that the board should have a plan that allows for families to budget for their years at WB.

Mr. Crews summarized the conversation, stating that for the purpose of this policy, the board will want a screening, wording about criteria for how a student fits in the community. The policy will need to be fair enough to be open, but flexible enough to

ensure that the student is a good fit. Statements regarding class size, tuition cost, and the board's ability to ask students to leave due to infractions would need to be included.

To determine tuition rates, members requested that we set a solid number. If the figure does not work, it can be revisited the following year. \$6,000 was proposed by one member. Mr. Hinds proposed \$7,200. Mr. McDaniel expressed that he felt that 75% of the state cost is more fair. Mr. Crews stated that he preferred the flat rate.

Mr. Hinds made a motion that the board set the tuition rate of \$7,000 with payments to be made over 10 months. Mr. St. John seconded that motion. Vote (5-0).

### 3. Start-Up Status Update

Mr. Crews stated that he had wanted to have a place on the agenda to allow for conversation around the start-up to be discussed, but expressed that much of those conversations have happened throughout the agenda. Mrs. Thompson expressed that the items that felt most pressing to her surround the technology committee, the development of a facilities committee, resolving the teacher contract, and contracting for technology services.

### 4. Facilities Committee

To help to monitor the wellness of the facility, and to make fiscal recommendations moving forward, Mr. Crews expressed that it was time to engage a facilities committee. The board discussed make-up and size of the committee, and determined that it should be 4-5 people, made up of 2 board members, a parent, and a community member. Mrs. Thompson will post a description of the committee with the town clerk requesting membership from parents and community members.

Mr. St. John nominated Ms. Hennessey as a board member representative to the facilities committee. This was seconded by Mr. McDaniel. Vote (5-0).

Mr. Hinds nominated Mr. Crews as a board member representative to the facilities committee. This was seconded by Mr. St. John. Vote (5-0). Mr Hinds stated that he would be willing to serve as an alternate on this committee as needed.

5. First Reading of Policies: The following policies were reviewed as a first reading. Any changes made to the polices are noted.

- 1) First Reading IHGB - Home Schooling  
The board removed "of schools" after superintendent in the 3<sup>rd</sup> to last paragraph.
- 2) First Reading of IHBGA – Home Schooling Participation in School Programs –  
The board removed "of schools" in Section XIII and corrected the spelling of West Bath at the end of paragraph 3.
- 3) First Reading of IJJ – Challenged materials

Mr. McDaniel suggested this policy needed to be revisited so that it better coordinates with the roles in the school district.

- 4) First Reading of IJOC – School Volunteers
- 5) First Reading of IJOC – A – Volunteer Registration
- 6) First Reading of JEA – Compulsory Attendance
- 7) First Reading of JFABD – Admission of Homeless Students
- 8) First Reading of JFC – Dropout prevention

While this is a required policy, Mr. McDaniel expressed that it difficult at this time to know how to use this policy without having communication w/ RSU

1. Mrs. Thompson stated that she felt it provided an opportunity for a liaison,

- 9) First Reading of JHB – Truancy

**Public Comments:**

None

**Next Meeting Dates and Locations:**

- Wednesday, June 24 – 6:30 PM at the West Bath School
- Wednesday, July 1 – 6:30 PM at the West Bath School

**Adjourn:**

Mr. Hinds made a motion to adjourn the meeting at 8:05. This was seconded by Jordi St. John. Vote (5-0).

Submitted by,

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

Emily Thompson