

West Bath School Administrative Unit

Board of Directors Meeting Minutes

July 12, 2017 at 6:30 PM at the West Bath School

Members Present: Dennis Crews, Keith Hinds, Robert McDaniel, Ashleigh Randall, Jordi St. John

Members Absent: none

Others Present: Aggie Demers, Courtney Giovinazzi, David Hennessey, and Emily Thompson

Call to Order:

The meeting was called to order at 6:30 PM by Keith Hinds.

The Pledge of Allegiance was recited.

Comments from the Chair:

None

Approve/Amend Minutes of 6/7/17 & 6/19/17

Mr. McDaniel made a motion to approve the minutes of 6/7/17 and 6/19/17 as written.
Mr. St. John seconded that motion. Vote (5-0).

Adjustments to Agenda:

None

Public Comments:

Courtney Giovinazzi introduced herself to the board and said that she presently homeschools 3 children. She asked the board to discuss their policy on the choice of athletics and the location of athletics for homeschool families. She said that she understood that they get to go to the guaranteed school of BMS and Morse by policy. She also said that she understood that if they want to go to Brunswick then they can go there, but there would be a fee for athletics that would not be covered by West Bath. She asked the board if they would be willing to discuss changing the policy so athletics would be covered.

Mr. Hinds said that Ms. Giovinazzi was referring to policy IHBGA, which is an agenda item coming up.

Ms. Giovinazzi asked if she would be able to have any further input later in the meeting. Mr. Hinds said that she will be given an opportunity to speak after the board has discussed the agenda item.

Mr. Hinds asked if there was any further public comment. There was none.

Mr. Hinds asked the board if they would like to consider discussing policy IHBGA out of order while Ms. Giovinazzi was present? Mrs. Randall made a motion to adjust the agenda. Mr. Crews seconded the motion. Vote (5-0).

Review of Board Policy - IGBGA

Mr. Hinds said that in reviewing this policy, the board should look primarily at sections 11 and 12 on page 4. As the policy is currently written, extra and co-curricular locations are limited to middle and high schools of guarantee, which in the case of WBSAU is Morse High School and Bath Middle School. Mrs. Randall asked if the issue was that Brunswick assess a fee? Mr. Hinds said that anyone can assess a fee. The question is whether the board wants to review the policy, or not. Mr. Crews said that he believed there were regulations in place that prevented districts scouting non-residents per conference rules. He asked if the board made a change to the policy, if that would violate MPA rules? He said that he would not want to inadvertently run afoul with athletic rules.

Ms. Giovinazzi spoke from the floor and said that she spoke with the Brunswick principal and he had said that Brunswick students would have priority, and if students needed to be cut, hers would not be able to play. She said that if she was asking for school choice, West Bath would pay for tuition and athletics would be included. She said that she feels there is a hole in the policy as it is now. She explained that her kids have played hockey in Brunswick, and they have a lot of kids they already know and that is why she was asking.

Mrs. Thompson said to the board that if they were school choice students and West Bath was paying tuition, that their tuition would cover the extra and co-curricular fees, if any. Currently West Bath's home school students take classes at the schools of guarantee, Morse High School and Bath Middle. Mrs. Thompson said that if they are only taking classes 50% of the time, then we pay 50% tuition. There has not yet been a situation where the district has been billed less than that, although she said that it could be conceivable that tuition would be prorated based on course load. She said that the district has not yet been in a situation where they've been billed for extra or co-curricular activities. She stated that all districts have their own version of the homeschooled policy that sets the rules for participation. Some districts, such as Brunswick prioritize team membership based on enrollment. Other districts allow for an equal playing field. The state statute says that districts are required to ensure that homeschooled students have access to extra and co-curricular activities, which we enable to have happen through our schools of guarantee.

Mr. St. John said that there must be other students who attend our schools who play elsewhere. How are they handled? We don't do anything for our own students who are trying to play hockey. Why would we do something different if a child is homeschooled?

Ms. Giovinazzi said she's not talking about hockey. She's talking soccer, lacrosse, or track, or something like that.

Mr. St. John said that if our children want to play those sports, we do not have access to them. Mr. Crews said that they participate at the school they attend. Mr. St. John asked if parents then pay that school? Mr. Crews said that they may pay a portion, but that West Bath matches the RSU tuition rate. Parents need to pay anything that is over and above that.

Mr. Hinds said that he would caution the board that they not look at this in the case of one family, and not set the precedent that any homeschooled child can choose what district to access for extra and co-curricular outside the school of guarantee. While there is a single situation ahead of the board, and the board is sensitive to it, the board needs to think about this situation beyond the one presented.

Mr. McDaniel asked what type of cost the board might be looking at? He said it is hard to get his hands around the issue, just coming into the conversation.

Mrs. Thompson said she had said to Ms. Giovinazzi that it was possible that the board tables the conversation for another meeting. In conversations with Ms. Giovinazzi, Brunswick had said that they would determine a fee, but did not say what that fee would be. Conceivably it would be the cost of a coach and equipment divided by the number of players. Mrs. Thompson said that she had also let Ms. Giovinazzi know that she did not have a problem with her children playing athletics in Brunswick at the goodwill of Brunswick, but that any costs would be her responsibility, not West Bath's, and that it would not give priority to school choice in the future. If she chooses to send her children to public school in the future, she'd need to apply for school choice. Mrs. Thompson said that through the conversations they'd had, she understands that her children have friends they've met when they were attending St. John, and through the hockey club. She said that the request makes sense, but she did not feel that it was appropriate for West Bath to pick up the financial burden of that request, nor did not want to set a precedent.

Mr. McDaniel asked if Brunswick had a policy for homeschooled students who reside outside of Brunswick but want to participate in extra and co-curricular activities. Mrs. Thompson said that she would have to review their policy, but their requirements is to have a policy for homeschooled students who reside within Brunswick.

Ms. Giovinazzi said that it was because there is school choice in West Bath, it opens up a crack. If you are homeschooling in Brunswick, then you would play sports in Brunswick. Ms. Giovinazzi said the only reason the request came up was because of the option of school choice, and it seemed somewhat open to the possibility of covering my kids

sports. We are not talking about football, but for some it could be. She said she's only talking about about \$100 and what that gets into for high school, she does not know.

Mr. Hennessey spoke from the floor and asked if the board pays for any K-6 students to play sports in Bath? Mrs. Thompson said that the answer is no, but K-5 students are not eligible for school choice, so it's a slightly different conversation.

Mr. Crews said that he wished to poke at the situation for concerns that the board might not have thought about.

Ms. Giovinazzi said that right now she's just focused on the homeschool child. If a student applies for school choice, it's done. But right now there's a small slot of homeschooled children who do not have the same opportunity. She said that she would like to make one point. Because she homeschools her kids, West Bath does not pay for them at all. She assumes all of the responsibilities and costs, which are significant, to educate them, to take them to athletics, to get lessons in music and art. She said that her family does not cost anything to the Town of West Bath and therefore year after year that is a savings to the town. She expressed that if she sent her children to school, the town would have to pay for them.

Mr. McDaniel said that it's not a huge savings, unless their presence requires the splitting of a class. There are costs per student, but they are not huge. He explained that for people who are not otherwise eligible to attend, the board does ask of a tuition of \$6,000 per year. He said that he sees this as part of the dilemma that board faces with her request. The board charges people for some things, but not a family wants to go to another district when there are adequate facilities within the schools of guarantee. He said that the concepts are decidedly different.

Ms. Giovinazzi said that if her children went to Morse, the town has to pay for tuition. If they went to Brunswick, the town has to pay for tuition. Mr. McDaniel said, they could go be going to those schools.

Mr. Crews said that he wanted to be sure that the issue was given the proper level of examination and that any change that is made is still within statute, still within athletic league policies, and that the board does not run into further issues trying to accommodate families. He said that he does not want to over simplify a policy change.

Mr. Hinds said that as board they have three choices. They can vote to change it, vote not to change it, or vote to table the discussion.

Mr. McDaniel said that he would like to make a motion to table the discussion and take it up at the next regular meeting to have additional time to get information so that the board can ask the appropriate questions. Mr. Crews seconded that motion. Mr. Hinds asked the board if before they vote to consider what information would be useful. Mr. Crews said that he is concerned about athletic conference regulations and the regulations for home schooled students. Mr. McDaniel said that he would like to know the number of

homeschool children that this policy might apply to. Mr. St. John said that it would be helpful to know costs as well. He wondered if it would be \$100 for all sports?

Ms. Giovinazzi said that she was not going to come to the meeting, but thinks that their review of the policy would be helpful for all students.

Vote (5-0).

Committee Reports

1. Policy Committee – no report
2. Technology Committee – No Report
3. Facilities Committee
 - a. Summer Maintenance - Mrs. Thompson said that she wished to thank Randy Dennison, the day time custodian, for his outstanding attention to detail as he's cleaning the classrooms and building this summer. He's moved through each classroom diligently and with great care. She said that rugs have been washed, floors have been stripped and waxed, vents have been vacuumed, spaces are looking beautiful, with still several more weeks to go.
 - b. Routine maintenance and annual inspections – Mrs. Thompson said that all maintenance and annual inspections were schedule, including the sprinkler system, fire extinguishers, fire alarm kitchen extinguishing, septic pumping, and roof maintenance, for example.
 - c. Mrs. Thompson said that the school is not scheduled for much building maintenance. Two new classroom floors are being installed the following week, and cabinetry and alarm updates will happen later in the summer.
 - d. Mr. Hennessey asked if the school ever uses the sheriff for painting? Mrs. Thompson said that she has in the past, but there is not a plan to, or a need to, this summer. He asked if the hallway floor will be replaced. Mrs. Thompson said that the tile broke after the budget season was complete, of course, but that they were working on a plan for replacing it.
4. Finance Committee
 - a. Referendum Report – Mr. Hinds said that the budget was approved 94-10 with 2 abstentions, and the second question was approved 91-13 with two abstentions. He thanked the voters of West Bath for overwhelmingly supporting the school.
 - b. Payroll Warrants – Mr. Hinds said that he signed the payroll warrants on 6/13 & 6/27.
 - c. AP Warrants – Mr. Hinds said that the AP warrants were signed by Mr. Hinds and Mr. Crews on 6/7, 6/14, & 6/22. He said that there was one item on the first warrant that the Board of Selectmen refused to sign, and therefore the school department had to issue another warrant to have the corrected.
 - d. AP Warrants – Mr. Hinds said that the finance committee would not be able to review the next warrant, and asked if any of the other board members would be available to review the next warrant instead of having the finance committee review

it? Mr. McDaniel and Mrs. Randall said they would be available to review and sign the warrant.

Superintendent's Report

1. Financial Report

- a. FY 2017 Year End Report – Mrs. Thompson reviewed the FY 2017 with the board. With 10.47% of the year remaining, \$373,679.76 of the budget remains. If the amount of carryover that was allocated to the the FY 18 budget is removed, an amount of \$282,214.95, there is \$91,464.81 or 3% of the budget remaining. Given that \$85,000 of that was to be added to reserve funds following the audit, the board will need to decide if they are comfortable with still moving that full amount, as the warrant was worded to say, “up to the amount”. Mrs. Thompson also cautioned the board that the full amount may not be available to be moved once the audit is completed, pending the reallocation of funds. Mrs. Thompson also expressed that while not having any carryover is concerning as we think about the budget process for next year, the board had been aware that this would be the case, and the budget does show that the board is carefully budgeting and monitoring expenses.

Mrs. Thompson said that when the board reviews the end of year budget, they will see some individual lines that have been over-expended. She provided them with a list of 6 lines. However, the actual cost centers have not been over-expended, and the board would review those lines later in the agenda.

- b. FY 2018 - Mrs. Thompson said that she included the new fiscal year's budget in the board packet, and with 100% of the school year remaining, 100% of the budget remains.
- c. DOE Update – Mrs. Thompson said that the latest information from the Department of Education included the following:
 - Economically disadvantaged students will now be a targeted allocation
 - Funding for system administration was included in the budget to encourage participation in the 12 school management and leadership centers that will be developed around the state. The per pupil amount for system administration has been reduced from \$235 to \$135, and would return to \$138 next year, with \$46 needing to be dedicated to a regional center. In 2020-2021, only districts who are working with a regional center will get any administration funding.
 - There's still talk of the 2019 special education hardship adjustment, which would have benefitted West Bath during this past year.
 - The new budget allows for a \$162 million increase to the GPA this year, and \$48.4 million next year.
 - The state had announced that 279s would be made available in late July, however, they were made available just before the board's meeting. Mrs.

Thompson let the board know that West Bath did not receive any additional funding. She provided the board with a list of the GPA amounts for all districts based upon the new budget.

- d. Invitation to Auditors – Mrs. Thompson notified the board that she contacted the auditors earlier in the month to schedule the annual audit, but the office has not received a date back yet. She anticipates that it will be the second week of August.

2. District Updates

a. Special Education Review

Mrs. Thompson said that she's been notified by the Department of Education that this year will be West Bath SAU's special education review year. The review date is scheduled for January 10, 2018. She stated that she included the letter from the Department of Education in the board packet so that the board could see the full scope of the review, as it is significant. She said that she appreciates that the school department will have a part time special education director to lead this process. She said that as an aside, she expects that West Bath will also have its ESEA review this year for federal programming, but she has not yet been notified of that.

- b. End of Year Events – Mrs. Thompson said that while it was approaching mid-July, she was still wrapping up the school year. She said that the last couple of weeks of school included the following events:

- i. Celebration of Learning – Mrs. Thompson said that she had placed a program in the board packet, and that she encouraged the board members to look through it carefully to see the scope of work that students and staff completed this past trimester. She also encouraged board members to walk down the hall towards the 5th grade to see one of the boats that the students built, and to see the mosaic and statement in the entryway that the 3rd graders created to represent community as a result of their immigration unit. She expressed that while these are just two of the recent products that came from expeditions, they are currently accessible and should be viewed.
- ii. Boat Launch – Mrs. Thompson said that boat launch was extraordinary. She explained that the event was organized and led by the students themselves and that Maine Maritime staff had said it was the best, most positive, most professionally planned launch they've been a part of thus far. Mrs. Thompson said that the attendance far surpassed expectations, and that she had included photos from the newspaper in the board's packet.
- iii. Other Events – Mrs. Thompson said that the school thanked nearly 50 regular school volunteers for all they do to contribute to the school at the Coffee and Crew, held a wonderful talent show, and had an emotional step up ceremony for the 27 5th grade students. She said that the year also ended with a field day on site, with a superhero theme. It was a slightly over-the-top field day with costumes and bounce houses, but the school

was given two unsolicited donations totaling \$900 that were not earmarked for anything, so it was decided to turn it right back to students to create a field day worth remembering.

- iv. Professional Development – Mrs. Thompson said that she wished to take a moment to acknowledge some of her staff members, because just because the school year has ended, it does not mean that their professional learning has. She explained:
 1. Mrs. Franklin traveled to Minnesota to the International Wolf Center to take part in classes and field work to learn about gray wolves in order to inform her own understanding of wolves to lead summer stem.
 2. Mr. Schulz traveled to New Mexico to take part a national nourishment summit. He was one of 10 presenters from around the world. Participants included indigenous farmers, farm-to-table business owners, and educators who integrate nourishment cycles and school gardens into their curriculum. The goal was to hear from each of the participants and then focus on nutrient-nutrition-nourishment science information, network, look at grant funding for future collaborative projects, and learn from one another. She said that she included the discussion document from the summit in the board's packet for future reading. Mrs. Thompson said that upon Mr. Schulz's return, she met with Mr. Schulz, organizer David Strelneck and representatives from a women's school in Uganda, where possible future collaborative projects were discussed.
 3. Mr. Schulz also worked with the Cathance River Education Alliance working with other teachers on innovative curriculum for the Next Gen Science Standards.
 4. Mrs. Sawyer attended a course called Yearning to Breathe Free, at the Holocaust and Human Rights Center in Augusta to help to inform her teaching and understanding of her immigration expedition.
 5. Mrs. Jarvis completed her final course for her full certification for Gifted and Talented.
 6. Next week the school's leadership team will meet to review data and plan for the new professional development and learning goals, and start building the organizational structure for accreditation.
 7. Later in the summer, all teachers will attend a 2-day training on English language arts EL modules – to help to enhance the way English Language Arts is organized and delivered within expeditions.
- v. Summer Stem Club – Mrs. Thompson said that she wanted to take a moment to thank Mrs. Franklin for once again organizing West Bath's extended school year

program, referred to as Summer Stem Club. This year's fairy tale theme is around the three little pigs, with the long-term target being: I can explain how stories we've heard affect our perception of the world around us, and the guiding question of What lessons can we learn about the disappearance of wolves in Maine. Mrs. Thompson once again, encouraged board members to step into the gym and take a look at the work that students have already accomplished in just three days. She thanked Mrs. Franklin, Mrs. Beal, Mrs. Marco, and Mrs. Harris, and ed techs Mrs. Sluter and Ms. Detwiler for working with the students.

Old Business

1. Superintendent's Transfer of 5% of Funds within the FY 2017 Budget
Mrs. Thompson provided the board with a handout that showed the total cost center amounts that remained for FY 17. She stated that she would be transferring out up to 5% of special education costs to cover up to 5% of system administration and school administration costs. She reiterated to the board that the reason for the increase in both lines of administration was due to the audit cost and the amount of time it took to staff the audit visit. She said that she has planned accordingly in the FY 18 budget.
2. Second Reading of Board Policies – Action
 - i. JLCD-E – Medication Administration on School Field Trips
Mr. Crews made a motion to approve the policy. Mr. McDaniel seconded the motion. Vote (5-0).
 - ii. JLCD-F – Authorization to Administer Medication
Mr. McDaniel made a motion to approve the policy. Mr. St. John seconded the motion. Vote (5-0).

New Business

1. Annual Discussion of the Plan of Expenditures for Federal Funds
Mrs. Thompson provided the board with a worksheet that showed the plan for federal funding expenditures. She explained the rationale of each project and the funds associated with them. She asked if the board would like to provide any further input or suggest changes. No input or changes were suggested.
2. Elect Board's Negotiating Team
Mr. Hinds reminded the board that they had created the standing Negotiating Committee earlier. Mr. Hinds said that he would like to nominate Mr. Crews and himself to be on the negotiating committee. This was seconded by Mrs. Randall. Vote (5-0).
3. Notification of Student Intern in Second Grade
Mrs. Thompson said that Katelyn Beedy, a student at University of Maine Farmington, has requested to complete her student teaching here in second grade. She will be placed with Ida Beal. Katelyn is a Harpswell resident and a Mt. Ararat graduate. Mrs. Thompson said they are looking forward to having her working at WBS for the first semester. Mr. Hinds said he looked forward to having her be part of the team.

Public Comments

1. Mr. Hennessey asked how student numbers were looking. Mrs. Thompson said that at the K-5 level they had exited 29 5th graders and are planning to bring in 22. She said that the last numbers she had for 6-12 were what was shared with the budget, and would not be able to be updated until school has started and students have enrolled in school.
2. Mr. Hennessey asked if there are any students who are tuitioning in. Mrs. Thompson said that there have been some inquiries, but no formal tuition students are scheduled for next year at this time.

Next Meeting Dates and Locations

Mr. Hinds reminded the board that the next meeting is Wednesday, August 16th at 6:30 PM.

Adjourn

Mr. Crews made a motion to adjourn at 7:35 PM. Mr. St. John 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