

## **West Bath School Administrative Unit**

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

July 8, 2015 at 6:30 PM at West Bath School

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**Members Present:** Dennis Crews, Meagan Hennessey, Keith Hinds, Robert McDaniel, and Jordi St. John

**Members Absent:** none

**Others Present:** Deanna O'Brien, Michael O'Brien (Siemens Industry), Emily Thompson

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

The meeting was called to order at 6:32 PM by Dennis Crews. The Pledge of Allegiance was recited.

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

Mr. Crews commented that the new ED 279s were issued after the state budget was updated. The effect on West Bath is 0, based on the mill rate.

#### **Approve/Amend Minutes of 7/1/15:**

Mr. Hinds made a motion to approve as presented. Mr. St. John seconded the motion. Vote (5-0).

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

New Business 9.1 was added to ratify the collective bargaining agreement negotiated by the Sagadahoc Education Association and RSU1.

New business 9.3 was added to create a finance committee.

#### **Public Comments:**

None

#### **Building Heating Presentation**

Michael O'Brien from Siemens, the provider of West Bath's heating service gave an overview on the status of the school's heating system. He explained that Siemens has maintained the heating system in the building for several years and has a good history with the building and understand the issues. It was stated that the school has two strong boilers that have been in place for 9 years. The heating appliances are in good shape. The physical controls have been in place since the '70s and are antiquated, although not currently obsolete. Mr. O'Brien suggested that the board plan to think about long-term strategies for updating the controls and bringing in the latest technology. Siemens recommends a pneumatic change out to centralize

the control system. Currently the time clock is set on a manual device. An electronic system would allow for a user to login remotely and adjust controls, allowing for energy savings. The board discussed benefits such as regulating temperatures in classrooms more effectively. Mr. O'Brien also spoke about demand control ventilation, as a cost savings measure. He suggested that the school would save about \$2,500 per year by implementing the new controls. He also stated that the pipe work in the boiler room is an area of concern and should be replaced.

Mr. Hinds stated that he felt this was a worthwhile project to dig into and get more information about. Mr. St. John asked about a timeline for the project.

Mr. O'Brien stated that at this time of year we'd need to look at school breaks. In a two week school break the classroom work could be completed. The boiler room work could happen at any time. In the gym, the air handler may need to be down for a day or two. The initial most critical areas would be the boiler room and the front end.

Mr. St. John asked if data is collected for historical purposes. Mr. O'Brien explained that with the new system we could access trending and historical data.

The board requested that Mr. O'Brien complete the process of determining the scope of the project and creating a firm quote.

#### **Old Business:**

The board conducted second readings of the following policies:

1. Second Reading of ADC – Tobacco Use and Possession  
Mr. McDaniel made a motion to accept the policy. Mr. St. John seconded the motion. Mr. McDaniel asked if Mrs. Thompson had spoken to the attorney regarding policies around medical marijuana. She responded that she had, and it was suggested that we do not add wording to this policy regarding medical usage. Vote (5-0).
2. Second Reading of ADC-R – Tobacco Use and Possession Procedures  
Mr. McDaniel made a motion to accept the policy. Mr. St. John seconded the motion. Vote (5-0).
3. Second Reading of DN – School Properties Disposal  
Mr. McDaniel made a motion to accept the policy. Mr. St. John seconded the motion. Vote (5-0).
4. Second Reading of EBAA – Chemical Hazards  
Mr. McDaniel made a motion to accept the policy. Mr. St. John seconded the motion. Vote (5-0).
5. Second Reading of ECB – Pest Management on School Grounds  
Mr. McDaniel made a motion to accept the policy. Mr. St. John seconded the motion. Vote (5-0).
6. Second Reading of EFE – Competitive Food Sales  
Mr. McDaniel made a motion to accept the policy. Mr. St. John seconded the motion. Vote (5-0).
7. Second Reading of JICH – Drug and Alcohol Use by Students

- Mr. McDaniel made a motion to accept the policy. Mr. St. John seconded the motion. Vote (5-0).
8. Second Reading of JICH-R – Drug and Alcohol Use by Students Guidelines  
Mr. McDaniel made a motion to accept the policy. Mr. St. John seconded the motion. Vote (5-0).
  9. Second Reading of JLDBG – Reintegration of Students from Juvenile Correctional Facilities  
Mr. McDaniel made a motion to accept the policy. Mr. St. John seconded the motion. Vote (5-0).
  10. Second Reading of JLDBG-R – Reintegration of Students from Correctional Facilities: Training for School Personnel – Administrative Procedures  
Mr. McDaniel made a motion to accept the policy. Mr. St. John seconded the motion. Vote (5-0).

## **New Business**

### **1.1. Ratify the Collective Bargaining Agreement Negotiated by the Sagadahoc Education Association and RSU1**

Mr. Crews explained that the purpose of ratifying the agreement is to show that we are going to honor the control that was negotiated by the SEA and RSU1, per the withdrawal agreement.

Mr. Crews made a motion to ratify this contract as operative in the WBSAU. Mr. St. John seconded the motion. Mr. McDaniel commented that as long as this is a fair and true copy of the agreement, then this is what we need to do. Vote (5-0).

### **1.2. First Reading of Board Policies**

The board completed first readings of the policies listed below. Any discussed changes are noted below.

1.2.1. First Reading of AC – Nondiscrimination/EO and AA

1.2.2. First Reading of ADF – School District Commitment to Learning Results

1.2.3. First Reading of GBEC – Drug Free Workplace

In communication, changed “emailed” to “provided”.

1.2.4. First Reading of GBJAA – Confidentiality in the Hiring Process

Changed #4 to “cannot leave the building” rather than the wording of superintendent’s office.

1.2.5. First Reading of GBJAA-E – Confidentiality in the Hiring Process-Form

1.2.6. First Reading of IHBAC – Child Find Policy

1.2.7. First Reading of IJJ-E – Challenge of Instructional Materials Form

1.2.8. First Reading of IKE – Promotion and Retention of Students

1.2.9. First Reading of IKE-R – Promotion and Retention of Students – Procedures

Added the R to the title

A and B, added “or promotion” after the word retention.

1.2.10. First Reading of JLCD – Medication Policy

Added a period at the end of IIa.

### **1.3. Finance Committee**

The board discussed the selection of a finance committee. Mr. Crews stated that under state statute, warrants could be signed by two board members and the superintendent rather than by a majority of the board.

Mr. Hinds made a motion that due to their proximity to the school that they fulfill the roles of the finance committee. Mr. St. John seconded that motion. Vote (5-0).

Mr. Crews explained that the caveat will be if one of the finance committee members is away, the school will either need to do warrants early or resort to having a majority of the school board sign the warrants.

**Public Comments:**

Mr. McDaniel spoke about an article he had read about a lawsuit at the Brunswick Middle School regarding bullying.

**Executive Session:**

At 7:44 PM, Mr. Crews made a motion that the board enter executive session pursuant to Title 1, Chapter 13, Section 405,6,E. of the M.R.S.A. for the purpose of discussing legal rights and duties of a school unit. This motion was seconded by Mr. Hinds. Vote (5-0).

The board re-entered public session at 8:29.

**Set Next Meeting Dates and Locations:**

The board discussed next meeting dates, schedules, and locations.

- Monday, August 17, 2015 at 6:30 PM at the West Bath School
- Wednesday, September 2, 2015 at 6:30 PM at the West Bath School

**Adjourn:**

Mr. Crews made a motion to adjourn at 8:42 PM. Mr. Hinds seconded that motion. 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