

West Bath School Administrative Unit

Board of Directors Meeting Minutes

June 7, 2017 at 6:30 PM at the West Bath School

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

Members Absent: Robert McDaniel

Others Present: Patrick Bowdish, Paula Nelson, 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:

Mr. Hinds welcomed the public to the meeting. He reminded the board and the public that there were two seats available for the school board, and that papers were available at the town office.

Approve/Amend Minutes of 7/12/17

Mr. Crews made a motion to accept the minutes of 7/12/17 as presented. Mrs. Randall seconded that motion. Vote (3-0).

Adjustments to Agenda:

None

Public Comments:

None

Committee Reports

1. Policy Committee – No Report
2. Technology Committee – Mrs. Thompson said that there was no formal report but wanted the board to know that the district had entered a four-year lease for the new teacher computers, and the equipment had just arrived. She said that Mr. Bowdish would be working to transition the teachers to their new machines over the next few weeks.

Mr. St. John arrived at 6:32 PM.

3. Facilities Committee – No Report
4. Finance Committee
 - 4.1.1. Payroll Warrants - Mr. Hinds reported that he reviewed and signed payroll on July 10, July 11, July 24, and August 7
 - 4.1.2. AP Warrants – Mr. Hinds reported that he and Mr. Crews reviewed and signed the AP warrant on July 6th. Mr. McDaniel reviewed and signed an AP warrant on July 18th. Mrs. Randall reviewed and signed an AP warrant on July 19th. Mr. Hinds reviewed and signed that same AP warrant on July 21st. Mr. Crews and Mr. Hinds also reviewed and signed an AP warrant on August 11th.

Superintendent's Report

1. Financial Report
 - a. Mrs. Thompson said that with 88% of the year remaining, 93% of the budget remains. She pointed out that the board will see that on page 1 only 16.49% of the supplies remain, but that is to be expected as the line is mostly made up of upfront costs. Additionally, improvement of instruction on page 8 appears to be mostly spent. However, the expenditures that are listed in Stipends Curriculum – will be moved to a special education line, as those are the expenses for summer school. The staff development line has been depleted, as that pays for the school's contract with EL Education.
 - b. District Audit – Mrs. Thompson said that she and Mrs. Donovan had been working with the auditors for three days thus far, over the past two weeks and that it's gone well. She reported that when she asked what she was able to tell the board at this point, the response was that it could be reported that there have been no unusual findings. Mrs. Thompson said that having gone through the process once before, it definitely feels more streamlined for both the school and the auditors. She reported that it is possible that the audit will be completed in just a few more weeks.
2. District Updates
 - a. ESY – Mrs. Thompson said that Summer Stem has come to an end. She asked the board members to please take a look at some of the products in the library window that students created and shared at their Celebration of Learning. She reported that there were 48 visitors at their Celebration of Learning at the end of ESY and that of those 48, 12 were community members who did not have students in the program!! In the exit survey, 96% of parents said that they hoped their child would have this opportunity to again in the future. Parents cited that they were pleased with the interactive learning that took place, the opportunity to meet IEP goals but to be engaged in a fun topic and have a camp feel, being able to work with kids across grade levels, and the connection between literacy, math, science, and art. She read the following statement from a visitor's exit ticket, which responded to the question, what did you like about Summer Stem: *The excitement of the students sharing their learning, students sharing how wolves*

and the wolf population has been impacted by their environment- that the decline of the population has a larger world context and that students had evidence and information to make this connection, the vast array of knowledge that students had about wolves and connections to literacy and math.

Mrs. Thompson said that once again she would like to thank Mrs. Franklin for creating this ESY opportunity for our students, and Mrs. Franklin, Mrs. Beal, Miss Marco, Mrs. Jarvis, Mrs. Harris, Ms. Detwiler, and Mrs. Sluter for instructing and supporting the children during these four weeks! She stated that she looked forward to seeing the students' fall data, which over the past two years has shown summer growth instead of summer loss for students who attended ESY.

- b. EL National Conference – Mrs. Thompson said she would like to congratulate Mr. Schulz and Mrs. Jarvis who have been selected to teach a master class at the upcoming EL Education National Conference in Chicago. They will be teaching a master class entitled Building Character Through Mindfulness. During the class, they will be using strategies, protocols, materials, and procedures from their classrooms to teach work with participants to create self-reflection rubrics and practice mindful activities that the participants can use in their classroom that supports student responsibility and learning. She would like to thank them for submitting a proposal and for being willing to share their work with a national audience.
- c. Donors Choose – Mrs. Thompson said she would also like to acknowledge Miss Marco, who created a project on Donorschoose.org, which is a website that allows donors to give to organizations. She submitted a project that would allow for her to create flexible seating arrangements in her classroom. Her project was about \$450 in total, and allows for her to purchase learning stools, wobble cushions, and balance balls for children to utilize to allow for appropriate movement in the classroom. It was fully funded by 9 local donors in less than a week. She thanked Miss Marco for taking the initiative to create the project, and to our community members who continuously are supportive.
- d. Credentialing – Mrs. Thompson said that in July she had reported that the leadership team would be meeting the following week to look at data, create the next work plan, and to discuss credentialing. Out of that meeting, after reviewing the past three years' worth of data, she said that she was proud to report that West Bath is eligible to begin the credentialing process to be nationally recognized as an EL School. Throughout the year the staff will be working diligently on putting together their portfolio of progress and success, to be presented to the panel in June. Hopefully in October 2018, the school will be able to claim that they are newly credentialed.
- e. Birch Point Village Corporation – Mrs. Thompson reported that BPVC had a 100th Anniversary Celebration at the end of July. Some of the former 5th graders walked in the parade with one of the skiffs they built, promoting the partnership

with Maine Maritime Museum. Mrs. Thompson said it was reported to her that there was a lot of excitement from the crowd and several questions that were asked of the students about their experience, and that it was a great opportunity for the students to share their work with the community. She thanked the Delano family for supporting the students in the parade.

Mr. Hinds asked how building repairs were coming along. Mrs. Thompson said that the building was in good shape. The cleaning had come to a bit of a halt due to illness, but that as compared to prior years the cleaning schedule was still ahead of where the school had been at this time in past years.

Old Business:

1. Review of Board Policies
 - a. Policy IHBGA – Home Schooling – Participation in School Programs

Mr. Hinds reminded the board that this policy was discussed last month and was tabled. He asked if there was a desire and a motion to take it off the table. Mr. Crews made a motion to remove the policy from the table to allow for discussion. Mr. St. John seconded the motion. Vote (4-0).

Mr. Hinds said that the board had been asked to review this policy, and to consider revising it to open it up to fund extra-curricular activities for home schooled students outside of the schools of guarantee. Mr. Hinds said that at the last meeting there were several question which had been posed to the Superintendent. He reminded Mr. Crews that he asked about the potential conflict with sports regulations and recruitment. Mr. Hinds said that it is more of a grades 9-12 issue, but that given the MPA manual, recruitment for athletics is strictly prohibited. He said that while it does not have much of an impact on West Bath, the board should decide if they want to put the district in the position to allow it to possibly take place.

Mr. St. John asked if Morse was Pay to Play, to which Mrs. Thompson said that it was not. He said that the more the thought about it, the district was not paying tuition for the students. The family was paying for their own homeschooling costs, and that basically the family was saving the district money by educating their own children.

Mrs. Randall asked if the district pays for any homeschooling family now to take part in extra or co-curricular. Mrs. Thompson said that not currently as it is being discussed. There are situations where students are attending 50% time and the district pays 50% tuition, but that students have the opportunity to try to out for athletics in the schools of guarantee without fees. Mr. Hinds stated that those schools are Bath Middle and Morse.

Mrs. Randall said that as a board they do offer an opportunity. If there is a desire to go outside of that, that is not the responsibility of the district to fund it. Mr. Hinds said that his concern was the precedent that it would be setting, and that any future requests regardless of dollar value would have to be permitted. Mrs. Randall said that it opens the district up too much. Mr. St. John said that whatever decision the board made would effect things later. He said he felt that the district is saving money because they are homeschooled, but that this situation would be like an RSU1 student wanting to go to play Brunswick hockey. Mr. Hinds said that in that situation, the student is accountable to RSU1 and not West Bath.

Mr. Crews said that he would be concerned about how the extra curricular would impact the rest of the school choice policy. He said that West Bath is contractually obligated to send 80% of students to RSU 1. Right now homeschoolers don't fall under any of those categories because they are not tax payer funded. He said he does not have a good feeling for how paying for extra-curricular would impact that. It puts the board in the middle of a situation with RSU 1 and another district. They may have a case to be made because we are then educating that student at tax payer expense. Mr. St. John asked if homeschooling students counted towards the 80% or the 20%. Mr. Crews responded that if a student wanted to be a 50% student in Brunswick, they have to apply for school choice. If it is just athletics, the math could be thrown off. Mr. St. John said that the students do have the opportunity to be homeschooled and do sports through RSU1 and he was good with that.

Mrs. Randall asked if that language needed to be added to the board's policy? Mr. Hinds said that the policy does already address it. Mrs. Thompson added that the attorney said that the current policy is consistent with state statute and our other policies that are currently in place. Mr. Hinds said that he felt that changing the policy sets a precedent that could put the town at financial burden and he felt that the policy should remain in place.

Mr. Hinds made a motion for the board to continue to support the policy as written. Mrs. Randall seconded that motion. Vote (4-0).

New Business:

1. Personnel Item(s)

a. Resignation of Laura Rosenberg, 60% Librarian

Mrs. Thompson reported that she had received a resignation from Laura Rosenberg, the 60% librarian and that she needed to resign for health and personal reasons. Mr. Hinds made a motion to accept the resignation with regret and well wishes. Mr. Crews seconded the motion. Vote (4-0).

b. Hiring of Elizabeth Detwiler, 100% Special Education Technician II

Mrs. Thompson announced that she had hired Elizabeth Detwiler as an educational technician II, replacing Ms. Barnes who had retired. She said that Ms. Detwiler was known to our staff and students, as she had been a long-term sub for the school and had worked in ESY. She also has been a 1:1 for an autistic child,

worked as an ESL teacher in Mexico and Spain, is a concert violinist and has additional work experience in the food industry, farming, nurseries, with Americorps, on a fishing boat, and in an archaeology lab. Mrs. Thompson said she was pleased to officially bring Ms. Detwiler onto the West Bath team. Mr. Hinds said that he wished to welcome Ms. Detwiler to her new role.

2. Overnight Field Trip Request – 5th Grade Field Trip at Chewonki

Mrs. Thompson presented a request for an overnight field trip for the 5th grade students at Chewonki. She said that the goals for the field work are:

- Various citizen scientist work on human ecology and environmental systems
- Team building
- Developing survival skills
- Developing estuary/ecology skills

Mr. Crews said that one of the big complaints was with the required supplies. Mrs. Thompson said that she would not word it as a complaint, rather a difficulty, and one that she hoped that school would be able to support families with in the future. She said that last year, all 29 children were able to be outfitted appropriately and that she pictures that at some point the school will have a lending library of supplies that can be utilized for Chewonki and other expeditions. She said that she has spoken with the PTO about that need, but that it has not taken traction yet.

Mr. St. John made a motion to approve the field trip. Mr. Crews seconded the motion. Vote (4-0).

3. Approval of the WBSAU Certification Committee

Mrs. Thompson provided the board with the coversheet from the Professional Learning Community Support System Plan which states the membership of the committee to be teacher Robin White (year 3 of a 3-year term), chair Lori Franklin (year 1 of a 3-year term) and administrator Emily Thompson. She explained that the board needed to approve this committee annually.

Mrs. Randall made a motion to accept the committee as presented. Mr. St. John seconded that motion. Vote (4-0).

Public Comments

1. Mrs. Nelson said that it was really interesting to be at the school board's meeting.

Executive Session

Mr. Hinds made a motion to enter into an executive session pursuant to Title 1, Chapter 13, Section 405,6,D. of the M.R.S.A. for the purpose of discussing labor contracts between the WBSAU and the WBEA at 7:03 PM. Mr. Crews seconded that motion. Vote (4-0).

Return to General Session

Mr. Hinds made a motion to return to General Session at 7:27 PM. Mr. St. John seconded that motion. Vote (4-0).

Set Next Meeting Dates and Locations

1. Wednesday, September 6th at 6:30 PM – West Bath School Administrative Unit Board of Directors Meeting

Adjourn

Mr. Crews made a motion to adjourn at 7:28. This was seconded by Mr. St. John. Vote (4-0).

Submitted by,

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

Emily Thompson