

West Bath School Administrative Unit

Board of Directors Meeting Minutes

May 2, 2018 at 6:00 PM at the West Bath School

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

Members Absent: None

Others Present: Patrick Bowdish, Aggie Demers, Sara Helman, and Emily Thompson

Call to Order:

The meeting was called to order at 6:00 PM by Keith Hinds.

The Pledge of Allegiance was recited.

Executive Session:

Mr. Hinds made a motion to Request to enter into an executive session pursuant to Title 1, Chapter 13, Section 405,6,F. of the M.R.S.A. for the purpose of discussing student records. This was seconded by Mr. Crews. Vote (5-0).

Return to General Session:

The board returned to general session at 6:24 PM.

Mr. Crews exited at 6:24 PM

Comments from the Chair:

None

Approve/Amend Minutes of 4/4/18, 4/11/18, & 4/25/18

Mr. McDaniel made a motion to approve the minutes, with an amendment on the minutes of April 4th, as Mrs. Mrs. Randall was listed as making a motion and seconding the motion when Mrs. Wallace should have been listed as seconding the motion. Mrs. Randall seconded this motion. Vote (4-0).

Adjustments to Agenda:

None

Public Comments:

None

Committee Reports:

1. Policy Committee – No report
2. Technology Committee – No Update
3. Facilities Committee – Mrs. Thompson said that during April vacation the cabinets were replaced in the three scheduled rooms – Schulz, Goulet, and Upham. She said that the work is fantastic and cleans up the rooms tremendously as well as improves the functionality of the spaces. Because the anticipated cost was less than budgeted for, knowing that all upgrades from next year's budget have been removed, Mrs. Thompson said that she has enough funds to replace the teachers' room counters and cabinets in this fiscal year and this work will be done in June. This will improve both the appearance and functionality of the space, increase the school's storage capacity, and will allow the facility to continue to move forward with improvements even though no improvements have been budgeted for next year.
4. Finance Committee
 - a. Payroll Warrants – Mr. Hinds said that he reviewed and signed payroll on 4/10 & 5/1.
 - b. AP Warrants – Mr. Hinds said that he reviewed and signed the AP on 4/4 and 4/12 and Mr. Crews reviewed and signed the AP on 4/4 and 4/17.

Superintendent's Report

1. Financial Report
 - a. Mrs. Thompson said that with 25% of the year remaining, 36.61% of the budget remains. With the \$285,000 removed from the bottom line for carryover 28% of the budget remains. Mrs. Thompson said that the budget is on track to the penny, which is great, but also always concerning as there is no room for error.
2. District Updates
 1. Summer Camp Scholarships – Mrs. Thompson said that she wished to thank Mrs. Cosgrove, the school counselor, for above and beyond work, as she had recently supported students in applying for camp scholarships. She said that the Merrymeeting Audubon, which is a chapter of the Maine Audubon, connected with Mrs. Cosgrove to share that they offer full and half day scholarships to Tangelwood/Blueberry Cove 4-H Camp or Bryant Pond 4-H Camp. Both are overnight camps (6 days & 5 nights). The full cost for a session at either camp is \$625.

Learning of these available scholarships, Mrs. Cosgrove saw it as an tremendous opportunity for students and an informative Guidance Lesson to learn about skills to complete forms, learning about references and what do we want our application and essay to look like to be scholarship worthy.

Mrs. Cosgrove said that 9 students who submitted applications received full scholarships to attend. One student, who attended last year, and received a scholarship last year, also received a half scholarship. Mrs. Thompson said that she 7 students received scholarships last year as well. She thanked Mrs. Cosgrove for making this extra effort for West Bath's students.

2. Better World Day – Mrs. Thompson reported that West Bath School is participating in Better World Day on Friday, a day that EL Education schools are devoting to service. West Bath's day is focused on giving back to those people and organizations who support the school, as well as helping to make a positive difference in our community. The K-2 students are keeping their efforts local and will be raking and mulching our gardens, planting the planters for spring, and updating the pollinator garden, as well as canvassing the school yard for branches and trash in preparation for the first mowing and for all of our spring public activities. 3rd graders will be working with the West Bath Historical Society and the West Bath Cemetary Committee to clean up the Birch Point Cemetary. Mrs. Thompson said that they are hoping to create some more opportunities for collaboration with these groups. The 4th and 5th grade groups are both working to support Kennebec Estuary Land Trust, an organization who dedicates a lot of their time, resources, and expertise to us. 4th grade will be going to green point preserve to do data collection on the preserves vernal pools to provide KELT with information on their site to use for planning purposes. 5th graders will be trim branches, clearing brush, lugging lumber, and working to create trail bridges on the trails at Green Point Preserve. We are excited to have the opportunity and to have created this dedicated time to give back to our community.
3. Spring Expeditions – Mrs. Thompson reported that expeditions are in full swing. She said that while some of the topics of the same as the school has used in the past, the quality and depth of the expeditions this time around is incredible. Mrs. Thompson said that she will share the invitation at the next meeting but she wanted to be sure that the date for the celebration is on the board's calendar - June 14th at 3 PM.
4. Game Night – Mrs. Thompson said that she would like to thank the West Bath Community Crew, along with Mr. Bowdish, Ms. Marco, and Ms. Goulet, for hosting a family game night last night. The event focused on West Bath trivia and participants had a lot of fun. Mrs. Thompson said that she appreciated the time given and effort made for finding fun and new ways to bring our community together.
5. Spring Concert – Mrs. Thompson invited the board to attend the spring concert on May 30th at 5:30 PM

Old Business

1. Instructional Waiver from the Department of Education

Mrs. Thompson shared that she had applied with the state for a waiver of academic days and received the notification that the state is waiving two days. Mrs. Thompson said that she clarified with the Department of Education that this waiver includes both student and teacher days. This means that the last day of school will be on Wednesday, June 20th, with 5th grade step up on Tuesday, June 19th.

New Business

1. Approval of Probationary Teachers
 1. Probationary I to Probationary II
 - a. Susan Beauregard (nurse)

Mr. McDaniel made a motion to approve the probationary I to probationary II teachers. Mrs. Randall seconded the motion. Vote (4-0).

2. Probationary II to Probationary III
 - a. Esme Ouelette (music)
 - b. Elizabeth Jarvis (Gifted & Talented & RTI)
 - c. Kaitlin Goulet (grade 4)

Mr. McDaniel made a motion to approve the probationary II to probationary III teachers Mrs. Wallace seconded the motion. Vote (4-0).

3. Probationary III to First Year Continuing Contract
 - a. Jennifer Harris (grade 1)

Mr. McDaniel made a motion to approve the probationary III to First Year Continuing Contract Teachers. Mrs. Wallace seconded the motion. Vote (4-0).

2. Approval of the 2018-2019 School Calendar

Mrs. Thompson presented the school calendar.

Mrs. Wallace made a motion to approve the calendar as written. Mr. McDaniel seconded the motion. Vote (4-0).

3. 2018-2019 – School Board Meeting Calendar

Mr. Hinds presented the School Board Meeting to the board, and said that it follows the pattern of the last few years. He said that when the board first formed it seemed that meeting the first Wednesday of the month at 6:30 PM made sense. However, now with different membership, the board should discuss whether this is still the best day and time for a meeting. Mr. McDaniel said that if the days and times are changed, we would have to think about the impact on the budget calendar. Mr. Hinds said that the board should discuss this as an actionable agenda item next month.

Public Comments

1. Mrs. Demers said that she would like to thank the Superintendent, staff, and board for working on the storm days and taking all schedules into account so that the school year can still end on the anticipated storm date. She said that requesting the waiver was going above and beyond and she appreciated it.

Set Next Meeting Dates and Locations

1. May 15, 2018 – West Bath Public Hearing @ West Bath Fire Station @ 5:30 PM
2. May 29, 2018 – West Bath Town Meeting @ 6:00 PM
3. June 6, 2018 - West Bath School Board of Directors Meeting @ 6:30 PM

Adjourn

Mr. McDaniel made a motion to adjourn at 6:55 PM. Mrs. Wallace seconded the motion.
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