

West Bath School Administrative Unit

Board of Directors Meeting Minutes

January 16, 2019 at 6:30 PM at the West Bath School

Members Present: Keith Hinds, Robert McDaniel, Joanne Powers,

Members Absent: Ashleigh Randall and Mary Wallace

Others Present: Patrick Bowdish, Aggie Demers, 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 board and others back, and wished them a happy new year.

Approve/Amend Minutes of 12/18/18

Mr. McDaniel asked for a correction to plural verb on page 5. Mr. McDaniel made a motion to approve the amended minutes. Mrs. Powers seconded the motion. Vote (3-0).

Adjustments to Agenda:

Mr. Hinds said that due to the absence of two board members, he wished to remove agenda item 9.1 - Board Goals from the agenda. He expressed that the board members had the workshop prior to the meeting, but that he would like to discuss board goals as a full group before voting on them. He said that goals will be brought back to full board next meeting.

Public Comments:

None

Committee Reports:

1. Policy Committee – no update
2. Technology Committee – No update
3. Facilities Committee – no update
4. Finance Committee -

- a. Payroll Warrants – Mr. Hinds said that payroll warrants were reviewed and signed by Mr. Hinds on 12/19 & 1/7.
- b. AP Warrants – Mr. Hinds stated that warrants were reviewed and signed by Mr. Hinds and Mr. McDaniel on 12/19, and Mr. Hinds and Mrs. Wallace on 1/10 and Mr. McDaniel on 1/11.

Superintendent's Report

1. Financial Report – Mrs. Thompson reported that with 50% of the year remaining, 58.46% of the budget remains. She said that budget areas are tracking appropriately, with the exception of long-term substitutes, which the board has spoken about. She also noted that there was an error in pre-k billing, with one of the providers overbilling. This is in the process of being corrected.
2. Tuition Update – Mrs. Thompson next provided a tuition rate update. She reminded the board that the budget is planned on hypothetical rates, as the rates are not set by the state until December. She provided the board with a handout that showed budgeted costs, actual costs, and the projected difference between the two. She expressed that if student numbers remained the same, the district would be in the negative by approximately \$13,000 at the 6-8 level and would be in the positive by about \$31,000 at the 9-12 level, leaving a positive difference of about \$18,000. In regards to tuition credit, the revenue had been budgeted at \$101,000 based on the number of students anticipated. Budgeted to anticipated there was a net loss of \$6,796, as one student moved to West Bath. She stated that they also had two tuition students that she had not budgeted revenue for, bringing in about \$10,000 of tuition revenue. She expressed that this leaves the department on the positive side by about \$3,000. She stated that she had discussed with the board that they were tracking closely in terms of tuition students, but this was as close as it gets. She said it changes each day with changes in enrollment, and the board should consider how close to the line they want to be in the area of tuition as the next budget gets set.

Mrs. Powers asked, if a student enters half way through the year, whether the tuition is prorated. Mrs. Thompson responded affirmatively, explaining that RSU1 charges tuition by the day. She said that some of the school choice districts charge by the semester, but if a student was to leave part way through that she did not anticipate a challenge with having the tuition corrected.

3. District Updates
 - Library position – Mrs. Thompson reported that she has a field of candidates and are preparing to have interviews over the next week or so. She said she was hopeful that the board would need to meet prior to the February 13th meeting to have a candidate approved.
 - Winter Celebration of Learning – Mrs. Thompson said that Winter Celebration of Learning was held prior to break on 12/20, and that she had included the program flier in board packet. She explained that the winter celebration really focuses on honoring the process of learning, including feedback and reflection, the use of peer critiques, and multiple drafts towards high quality. She said she was able to attend a practice session at each grade level and was struck by not just the quality and complexity of the thinking of the students at each grade level, but by how the thinking and learning is developing in grade levels over time, and how connected

several of the fall topics were. She said she left the 5th grade presentation feeling emotional, moved by how invested students were in their topic of human rights, and how they could speak so candidly about the impact their learning has had on them as people. She stated that she looked forward to seeing this topic continue to develop over the next couple of months.

- 4th & 5th Grade Winter Concert – Mrs. Thompson reported that the night prior, January 15th, the school held the 4th and 5th grade winter concert. Mrs. Ouellette had organized her theme for the concert to be in tandem with the 5th grade expedition topic on human rights. Mrs. Thompson thanked her, the students and teachers, and the parents for attending.
- WinterKids Winter Games – Mrs. Thompson stated that the school was in the second week of the WinterKids Winter Games and after 1 week was tied with 8 other schools for 2nd place. She explained that the week prior's activities were focused around outdoor activities and literacy. The current week was focused on nutrition. She said that students and staff are having fun with the temporary shift in some of our lesson delivery. Mrs. Thompson reminded the board that the purpose of the WinterKids Winter Games was to provide a fun way to engage students around the state in healthy physical and nutritional activities, especially during these cold winter months where many families choose to remain inside. Mrs. Thompson said she wished to thank Mrs. Taylor, Ms. Marco, and Mrs. Newton for all of their organization and leadership around Winter Kids.
- School Choice for 2019-2020 - Mrs. Thompson informed the board that the school choice application window for 2019-2020 had opened. She said that the policy and applications were updated based on the board's decisions earlier in the fall and with the new state tuition rates. She said that 5th grade students were sent home with application information and materials, all current school choice families received a mailing, and the information was posted on the school website and on the school Facebook page. She said that window would be open until February 14th.
- After School Activities – Mrs. Thompson explained that they've reached the time of year when it is noticeable that the school is filled with teachers and children even after school lets out, as our faculty and parents bring it upon themselves to volunteer to host after-school activities. She provided a sampling of some of the events that are taking place:
 - Reactors – hosted Tues/Thurs by Mrs. Franklin and parent Jennifer Bowdish – a theater/performance group – this year performing a version of Where the Wild Things Are
 - Garden Club – hosted on Tuesdays by Mr. Schulz and Mrs. Newton
 - Battle of the Books – hosted on Thursdays by Mrs Franklin and Ms. Goulet
 - Dance/Exploratory – hosted on Tuesdays by Miss Marco, Mrs. Taylor, and Mrs. Jarvis
 - Homework support – before school by Mr. Schulz & Ms. Goulet
- Upcoming Events

- Family Night – The West Bath Community Crew is Hosting Family Night at the Bath YMCA this Friday from 5-8 PM. It is free for all West Bath School families.

Old Business

1. Board Goals – removed from the agenda

New Business

1. Child Development Services

Mrs. Thompson said that last year the board discussed CDS updates often. There is now a proposed bill and she included a conceptual framework in the board packet, provided by MSMA. She explained that the bill looks at a phase-in period from 19-20 to 20-24 in shifting the responsibilities of CDS to the public schools. The target for next year would be to program for 50% of targeted 4 year olds, 75% of 4 year olds the following year, and in year 3, programming for 100% of four year olds. In year 4, the target would be programming for 50% of the 3 year olds, and year 5 would target 100% of 3 year olds. This current proposed bill talks about the funds coming from the CDS funding, outside of the school funding formula. She asked the board to begin to familiarize themselves with the bill and to think about what this means in West Bath.

2. Special Education Posting

Mrs. Thompson provided the board with a posting for a high school position to support a West Bath student. She said that because it falls outside of the norm, she wanted to be sure that the board was aware of the position at the high school, and when and if a candidate is hired, she would notify the board.

Public Comment

None

Set Next Meeting Dates and Locations

3. Tuesday, January 22nd at 6-8 PM @ Brunswick School Department – Collaborative Board Workshop with MSMA
4. Wednesday, February 13th at 6:30 PM – West Bath School Administrative Unit Board of Directors Meeting

Adjourn

Mr. McDaniel made a motion to adjourn at 6:51 PM. This was seconded by Mrs. Powers. Vote (3-0).

Submitted by,

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

Emily Thompson