

West Bath School Administrative Unit

Board of Directors Meeting Minutes

September 18, 2019 at 6:30 PM at the West Bath School

Members Present: Mary Gaul, Keith Hinds, Robert McDaniel, Joanne Powers, and Ashleigh Randall

Members Absent: None

Others Present: Patrick Bowdish, Aggie Demers, David Hennessey, & 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:

No comments

Approve/Amend Minutes of 8/21/19:

Mrs. Randall made a motion to approve the minutes of 8/21/19. Mr. McDaniel seconded the motion. Vote (5-0).

Adjustments to Agenda:

Mr. Hinds stated that he was moving agenda item 10.1 to the October meeting.

Public Comments:

None

Committee Reports:

1. Policy Committee – Mr. Hinds said there were a couple of policies that were being reviewed and updated based on changes with state legislation.
2. Technology Committee – No updates.
3. Facilities Committee – No updates.
4. Finance Committee -
 - a. Payroll Warrants – Mr. Hinds said that payroll warrants were reviewed and signed by Mr. Hinds on 8/30 and 9/17.

- b. AP Warrants – Mr. Hinds stated that warrants were reviewed and signed by Mr. Hinds and Mr. McDaniel on 8/21, by Mr. Hinds, Mrs. Randall, and Ms. Gaul on 9/5.

Superintendent's Report

1. Financial Report –
 - a. Audit Update - Mrs. Thompson said that she heard from the auditors this week and the are nearing completion with the audit report, and have requested a couple more items from the school to wrap up the school and the town report. She felt that it was likely that the board would see a completed audit report in about a month.
 - b. 19-20 Budget Report - Mrs. Thompson said that with 83% of the year remaining, 87% of the budget remains.
2. District Updates
 - a. Opening of School - Mrs. Thompson stated that it had been a really smooth start to the school year. The new staff members have been a good fit, and jumped right into the work of the school. She stated that students had come back ready to learn. She mentioned there are many changes in the building, as several teachers are teaching at grade levels that are different from last year, and all have embraced that challenge. She said that it was reported that open house was well attended - and the rain didn't put a damper on the community crew's welcome back dinner. She stated her appreciation to the West Bath faculty who kept the building running smoothly during her recent medical leave. She said she wanted to publicly express her appreciation and gratitude to them for making this past week as easy as was possible.
3. Enrollment Update - Mrs. Thompson provided the board with current enrollment numbers for grades prek-5. She said that enrollment is lower than the prior year, due to sending a large class to the middle school as 6th graders. She also pointed out that the resident enrollment is consistent with where it was two years prior, and the system has reached the place where enrollment is stable.
4. Flu Clinic - Mrs. Thompson stated that the annual flu clinic is scheduled for October 15th at 3 PM and it is open to the public.

Old Business

1. Chewonki Dates - Mrs. Thompson said that the dates for Chewonki were chosen prior to developing the school calendar, and overlap with the professional development day. Chewonki has been able to move the dates to the 7th-10th with board approval, which Mrs. Thompson felt would be more family friendly. Mrs. Randall made a motion to approve the date change for Chewonki. Mr. Hinds seconded the motion. Vote (5-0).
2. LED Lighting Project - Mr. Hinds commented that the lighting looks great. He thanked the energy committee for bringing this project to the community. He said that there was still confusion regarding payments. He said that the town feels that the school's overages were around \$6,000. He said that the school obviously wants to work with the town to make sure it is all settled, but that there is discrepancy between what the town believes the overages are and what the bills say. Mr. Hinds walked the board through the

accounting that was presented in the board packet, stating the initial project cost was \$68,138, the rebate estimate was \$5,016, making the net project cost \$63,122. After the change order, the net project cost was \$64,689, or a difference of \$1,567.

Mr. Hennessey asked if the board could approve something that if the numbers are right and the school owes \$6,000 that that payment would come out of the RSU1 start up funds? Mr. Hinds said that if it is the school's bill, they want to pay it. Mrs. Thompson said that the board of selectmen meet on Monday. In conversations with the town administrator, it had seemed that it would be simplest to pay the portion of the bill out of the set-aside funds, but after going through the invoices, she does not believe the amount being requested is accurate. Ms. Gaul said that she felt the board should vote to make sure that the bill is paid, however it needs to be. Ms. Gaul made a motion to approve funds from the set-aside account to pay overages, if it is established that the school owes more than was expected. Mrs. Randall seconded the motion. Mr. Hinds asked Ms. Gaul if with her motion the superintendent could move forward with a determination on her own, or whether it would need to come back to the board? She responded that the superintendent could make that determination. Vote (5-0).

3. Review of Board Policies

- a. Policy JEA - Compulsory Attendance - Mr. Hinds explained that the shift in the board policy is due to the change in state law that requires the age to shift from age 7 to age 6. Mr. Hinds made a motion to approve the change. Ms. Powers seconded the motion. Vote (5-0).
- b. Policy JHB - Truancy - Mr. Hinds explained that the truancy policy is being updated based upon the same change in state law that was mentioned with the prior policy. Mr. McDaniel made a motion to approve the change. Mrs. Randall seconded the motion. Vote (5-0).

New Business

1. School Work Plan Goals - This agenda item was tabled until October.
2. Appoint Local Delegate to MSBA Annual Delegate Assembly - Mr. Hinds said that board members received an email from MSBA inviting each school board to elect a delegate for the annual assembly. He commented that last year the board chose to not participate. Mrs. Randall said that she feels that the board has been successful thus far, and should continue as is. Mrs. Randall made a motion to not send a delegate to the assembly. Mr. McDaniel seconded the motion. Vote (5-0).

Public Comments

1. Mr. Hennessey asked for an update about having the septic tested. Mrs. Thompson responded that an attempt was made to have it tested early in the summer, but it was held up by not being able to access the plans at the town office. She said that there is still a plan to move forward and it will be tested before winter so that any needs could be budgeted for appropriately.

Set Next Meeting Dates and Locations

1. October 16th at 6:30 PM at the West Bath School

Adjourn

Ms. Gaul made a motion to adjourn at 6:51 PM. Mr. McDaniel seconded the 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