

## **West Bath School Administrative Unit**

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

May 19, 2021 at 5:00 PM (Remote Meeting)

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**Members Present:** Keith Hinds, Alexandra Jungbluth, Joanne Powers, Ashleigh Randall, and Casandra Whorff

**Members Absent:** None

**Others Present:** Patrick Bowdish, Emily Thompson

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

The meeting was called to order at 5 PM by Keith Hinds. Roll call attendance was taken. The Pledge of Allegiance was recited.

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

Mr. Hinds informed the board and the public that there were scheduling challenges for the evening, and that some board members may need to leave, and others may arrive throughout the meeting, and the meeting would continue provided there would be a quorum. He thanked the board for their flexibility.

He stated that the board held a public info session on the warrant articles early in the evening and that that meeting has been recorded and will be available for viewing. He expressed that town meeting would be held through a referendum vote on June 8th.

Mr. Hinds said that it has been a challenging month for the West Bath Fire Department and first responders as they have had some emotionally challenging calls. He wanted to thank them and give them a tip of the hat for all they do for the community.

#### **Approve/Amend Minutes of 4/14/21**

Mrs. Randall made a motion to approve the minutes as written. Mrs. Whorff seconded the motion. Roll call vote (4-0).

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

Item 11.3 was removed from the agenda by Mr. Hinds, who stated that it would be revisited at a later time. Because of scheduling conflicts and the need to have a quorum, new business was moved to follow the executive session.

#### **Public Comments:**

None

Mr. Hinds reminded the public how to submit public comment during remote meetings.

### **Executive Session:**

Mr. Hinds made a motion at 5:05 PM 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 contract negotiations between the WBSAU and the WBEA for the Secretaries and Educational Technicians Bargaining Unit. Mrs. Randall seconded the motion. Roll call vote (4-0).

### **Return to Regular Session:**

The board returned to regular session at 5:16 PM.

### **New Business**

1. Approval of Probationary Teachers
  - a. Probationary I to Probationary II
    - i. Stacey Samuelson - 0.8 FTE School Nurse  
Mrs. Randall made a motion to approve. This was seconded by Mrs. Whorff. Roll call vote (4-0).
  - b. Probationary II to Probationary III
    - i. Laura Houghton - 0.6 FTE Physical Education  
Mrs. Randall made a motion to approve. This was seconded by Mrs. Whorff. Roll call vote (4-0).
    - ii. Melissa Johnson - 1.0 FTE Instructional Strategist  
Mrs. Randall made a motion to approve. This was seconded by Mrs. Whorff. Roll call vote (4-0).
    - iii. Jennifer Mitchell - 0.2 FTE School Nurse  
Mrs. Randall made a motion to approve. This was seconded by Mrs. Whorff. Roll call vote (4-0).
  - c. Probationary III to First Year Continuing
    - i. Megan Fuller - 0.6 FTE Librarian/0.4 FTE Gifted & Talented  
Mrs. Randall made a motion to approve. This was seconded by Mrs. Whorff. Roll call vote (4-0).
2. Approve Labor Contracts
  - a. West Bath Education Association for the Secretaries and Educational Technicians Bargaining Unit - 2021-2024

Mrs. Randall made a motion to approve the contract. Mrs. Whorff seconded the motion.

Mr. Hinds reviewed the changes from the current contract. He stated that incorporated the law changes to Earned Paid Leave and includes a 3% increase on base for each year of the contract. He said that also cleaned up some legacy

language from the prior school district and updated some language around labor laws.

There was no further discussion.

Roll call vote (4-0).

3. Approve 2021-2022 School Calendar

Mrs. Thompson shared the school calendar, reviewed the dates and explained where there similarities and differences to neighboring districts.

Mr. Hinds made a motion to approve the calendar. Mrs. Randall seconded the motion. Roll call vote (4-0).

### **Committee Reports**

1. Policy Committee - No Reports
2. Facilities Committee - Mrs. Thompson said that she was finally able to meet with Siemens to go through the building and get quotes for upgrades to the ventilation and heating system, as apart of the planning process for applying for the next round of COVID funds. The updated list of priorities will be discussed with the facilities team, and then will be brought to the board for consideration. Mrs. Thompson said she had just been notified that the allocation for the new round of funding is \$113,894,74, with \$34,168 needing to be set aside for instructional purposes.

Ms. Powers arrived at 5:21.

3. Finance Committee
  - a. Payroll Warrants - Mr. Hinds reported that Mrs. Randall had signed payroll on 4/26 and he signed the payroll warrant on 5/10.
  - b. AP Warrants - Mr. Hinds stated that Mrs. Randall signed the AP on 4/28, he signed it on 4/29, he and Mrs. Randall signed it on 5/7, and he, Mrs. Randall, and Mrs. Whorff signed the AP warrant on 5/19.

### **Superintendent's Report**

1. Financial Report
  - a. Mrs. Thompson reported that with 12% of the year remaining, the budget document reports 24.20% of the budget remaining. She said that this report does not take into account a warrant that was run that day. With that warrant and the setaside for next year, there's 17% of the budget remaining. She reported that all budget lines were on track.
  - b. Mrs. Thompson shared that the prior week the Governor had shared a budget for 22-23 that met the state's obligation to pay its 55% share of public education. She said that while this is great news, she wanted the board to understand that that increase in funding does not apply to West Bath as a minimum receiver. There will be no change in the system's subsidy, as the subsidy comes from special education reimbursements.

- c. Mrs. Randall asked, considering there's been broader conversation at the state level about education and funding, if it would be a good time to reach out local representatives to discuss school finances and what it is like to be a minimum receiver? Mrs. Thompson agreed it would be a good time to do so, with the finance committee so there's not a quorum. Mrs. Randall said she'd be happy to have those communications.
2. District Updates
- Mrs. Thompson said that there are several updates, that underscore that the last month has provided a sense of normalcy to the school. They have welcomed back experts, meeting with them in the outdoor classroom, and have had several events that are traditional for the spring.

- a. Teacher Appreciation Week - The month of May began with Teacher Appreciation Week. The community crew members organized several gifts for staff, and each day there was a token of appreciation. Mrs. Thompson recognized that while this year has been challenging for students and staff, it has also been difficult for parents - as many are used to being in the school multiple times per week and being a part of school events. Despite not being able to participate in ways that they have in the past, Mrs. Thompson said that the community crew has gone above and beyond to stay connected and support staff from afar. She thanked them, and all of our parents for their support this year.

The board briefly discussed communication with the Community Crew for next year.

- b. Better World Day - Mrs. Thompson said that on May 7th West Bath School recognized Better World Day, which is a day of service to the community conducted by EL Education schools. She said that the school focused its attention on connecting with the residents of Winship Green, as part of their national nursing home week. A couple of WBS classrooms have ongoing partnership with residents. Each student made a gift for a resident, classrooms made signs showing they were thinking of them, and the school sent a video message to the home to remind them that even though we're separated, WBS is right here with them. It was a lovely video, and was well received. Winship Green reminded us that they were encouraged by our last year's Better World Day video, and this one provided a welcome lift to their residents as well.
- c. Battle of the Books - Mrs. Thompson said that Battle of the Books was able to happen virtually this year. Hosted by RSU1, and with teams from West Bath and Georgetown, 16 teams participated. The two West Bath 5th grade classes came in first and second with 35 and 33 points, and a team from Woolwich finished 3rd with 32 points. She said she would like to thank RSU1 for continuing with the Battle of the Books tradition and welcome West Bath to take part, and coach Megan Fuller for making this happen for the students.
- d. 5th Grade Math Meet Results - The West Bath mathletes had their final meet of the year. Mrs. Thompson said she would like to recognize Anderson Brown, for a first place finish in the individual portion, and achieving a perfect score! She again thanked Mrs. Fuller for coaching this team.
- e. ESY - After moving last year's ESY to a remote setting, this year West Bath will once again host in person extended school year, organized and led by Kelsey Marco and Kaitlin Goulet. She said they will also be using some of our COVID

funds to have nursing services available during ESY, so that all protocols that need to be in place during the school year can continue during ESY. She said she is grateful that this crew has taken this on, and that the school is able to offer programming this summer for the students.

- f. MEAs - Last year, standardized testing was put on pause for schools, as students were remote. Schools learned in the late winter that they would be required to participate in MEAs. The welcomed news, however, was that the state is using the NWEAs as the state assessment. As this is an assessment that the school already uses, finds the data points to be valuable, and it significantly reduces the amount of time students are spending being assessed - it feels like a win all around. Ms. Powers asked how long the state would plan to use this assessment. Mrs. Thompson said that it will be used for next year as well, but it is not known at this point what the plan is beyond that.
- g. End of Year Plans - Mrs. Thompson said that they have busily been planning the end of year events, and organizing ways to have field day, the talent show for students and 5th grade step up for the children and their families. She said they had solidified kindergarten screening plans, for our incoming class, and are so excited to have the chance to meet students and their families in person!
- h. USDA Summer Food Program and LD 1679: An Act to Address Student Hunger through Expanding Access to Free School Meals - Mrs. Thompson that the USDA has expanded the waiver to allow for free school meals for all students through the next school year. At the same time, there is a push for making this a permanent move through LD1679. There's a public hearing via zoom in the Education and Cultural Affairs committee this Thursday, May 20th at 1pm, and that there's information in the board's packet.

## **Old Business**

### **1. In-Person Instruction Updates**

Mrs. Thompson said that In the big picture all continues to go very well. She said that as tired as everyone is, she can't help but drive home at night and feel grateful for all that has been accomplished this year. She said that she is so thankful for all that this community has done to keep school operating in person this year.

She said there have been a lot of changes recently that the school has been adjusting to, mostly as restrictions start to lift. Travel restrictions have been removed, and there's now some guidance at how to share materials, which is especially exciting on the playground. Some masking restrictions have been lifted, and they are back to being able to remove masks when we are outside and seated and more than 6 feet away from each other.

She said they are challenged by some changes with federal and state rules around masking and distancing, as even with state and federal rules change, schools are required to operate under the DOE rules, which typically are more restrictive. She stated that a new set of regulations was given out on Monday, which does allow for adults to reduce the distancing from each other and from children. Up until this week, adults needed to maintain a 6 foot distance from others. But when masked, this is no longer the case.

She said that in the new set of regulations, there were new procedures for making the minimum 3-foot requirement between students a recommendation, rather than a requirement. In order to do this, schools have to agree to participate in state pooled testing. The concept of pooled testing is that cohorts get tested weekly-no names are on the samples. If the sample comes back positive, then all students are tested by PCR. To meet the eligibility requirement, schools would need to have 30% of unvaccinated students/staff take part. This was offered to schools earlier this month, and only 10 schools opted in. She said there is more information to come, but that she wanted to give the board advanced notice

2. Review of Board Policies

a. Review of Procedure GBP-R - Earned Paid Leave Procedure

Mr. Hinds reviewed the changes to the procedure, which had been modified to match the content of the recently negotiated contracts. Mrs. Randall made a motion to approve the changes to the procedure. Mrs. Whorff seconded that motion. There was no discussion. Roll call vote (5-0).

**Public Comments**

There were no public comments. Mr. Hinds reminded the public the procedures for making a public comment.

**Set Next Meeting Dates and Locations**

1. June 16th at 4:30 PM - School Board of Directors Meeting (held remotely)

**Adjourn**

Mrs. Randall made a motion to adjourn at 5:53 PM. Mrs. Whorff seconded the motion. Roll Call Vote (5-0).

Submitted by,



Emily Thompson