

West Bath School Administrative Unit

Board of Directors Meeting Minutes

November 16, 2022 at 6:00 PM

Members Present: Keith Hinds, Alexandra Jungbluth, Izabela Werner, and Casandra Whorff

Members Absent: Joanne Powers

Others Present: Patrick Bowdish, David Hennessey, Emily Thompson

Call to Order:

The meeting was called to order at 6:01 PM by Mrs. Thompson. The Pledge of Allegiance was recited.

Nomination and Election of Board Chair

Mrs. Thompson called for nominations for board chair. Mrs. Whorff made a motion to nominate Mr. Hinds. Mrs. Jungbluth seconded the motion. There were no further nominations. There was no discussion. Vote (3-0-1 abstention)

Nomination and Election of Vice Board Chair

Mr. Hinds called for nominations for vice chair. He made a motion to nominate Mrs. Whorff. This was seconded by Mrs. Jungbluth. There were no further nominations. There was no discussion. Vote (4-0).

Comments from the Chair:

There were no comments from the chair

Approve/Amend Minutes of 10/19/22

Mrs. Jungbluth made a motion to approve the minutes of 10/19/22. Mrs. Whorff seconded the motion. Vote (4-0).

Adjustments to Agenda:

Due to illness and conflict, the staff report of the Chewonki presentation would be shared through video rather than in person.

Public Comments:

1. Mr. Hennessey said that he wanted to let the board know that the comprehensive planning committee would have a draft ready to read in the new year.

Committee Reports

1. Policy Committee - Mr. Hinds reported that there were policies for review later in the agenda.
2. Facilities Committee - No report
3. Finance Committee
 - a. Payroll Warrants - Mrs. Randall signed payroll warrants on 10/24 & 11/4
 - b. AP Warrants - Mrs. Randall and Mr. Hinds signed the AP on 11/2. Mr. Hinds also signed AP on 11/14 and Mrs. Whorff and Mrs. Jungbluth signed the AP on 11/16.

Superintendent's Report

1. Financial Report - Mrs. Thompson reported that with 60% of the year remaining, 74% of the budget remains, and all lines are tracking as expected.
2. District Updates -
 - a. Winter Traditions - Mrs. Thompson said that with the school completing the first trimester, they were entering the period of time where some of the winter traditions that have not taken place since 2019 are returning. She explained that the following day the school would hold the harvest meal, where families are invited to attend lunch with their children and have recess as one community. She said that she is expecting a full house, and that during Mrs. Jarvis and some garden helpers will be on hand to give tours of the school garden, and introduce a new story walk that has been installed on loan from the KELT community garden.

Student-led conferences will be held on Monday afternoon and evening. She explained rationale behind student-led conferences.

- b. School Garden - Mrs. Thompson said that the school garden continues to grow under the love and guidance of Mrs. Jarvis. She said that 5th grade students continue to work with other grade levels to embed garden work into their curriculum and expeditions. This past week the 5th grade students supported their kindergarten buddies to plant garlic, with the support of two of the master gardeners the school is working with. She shared the learning targets of the field work, and thanked Mrs. Jarvis for continuing to help to create these opportunities.
- c. Hour of Code - Mr. Bowdish, Ms. Goulet, and the 4th and 5th graders in the coding club are planning to host an hour of code - on 12/6 from 5:30-7. She explained that the Hour of Code started as a one-hour introduction to computer science, designed to demystify "code", to show that anybody can learn the basics, and to broaden participation in the field of computer science. It has since become a worldwide effort to celebrate computer science and engage the community in coding.
- d. Computer Science Initiative - Mrs. Thompson reported that the Maine Department of Education has provided every public school in Maine with a free mobile computer science lab to try to boost excitement around computer science fields. She said schools were able to select one of three options for our school and

selected a robotics and programming lab with 15 Sphero coding devices for students to learn the basics of robotics and computers.

- e. Math Team - Mrs. Thompson reported that the 4th and 5th grade math team, under the instruction of Mrs. Fuller, has been reorganized, and they begin their math meet participation in December. She also shared that Mrs. Fuller again wrote and was awarded an 800 grant from Maine Community Foundation to put towards an author visit again this spring.
- f. Celebration of Learning - Mrs. Thompson reported that the school is planning to hold its winter celebration of learning on December 21st, and will reintroduce winter concerts in January.
- g. COVID-19 updates - Mrs. Thompson said that the wellness of the school is mirroring what is the community. There have been 11 cases of COVID associated with our school - and other viruses, stomach bugs, and a couple of cases of RSV. The new CDC guidance does make it easier for staff and students to return to school (after 5 days of isolation - masked for 5 days provided symptoms are resolving) and has allowed us to continue to move forward at bringing back some of the traditional fall events that I've listed.
- h. She also thanked the faculty as they've begun the year understaffed and are still searching for staff. Subs are limited, and the staff continues to go above and beyond to support students and one another by covering classes, coming in as subs on days they don't typically work, and taking on additional responsibilities. This staff continues to model the concept of #wearecrew and she is grateful to them and for them.

Old Business

1. Review of Board Policy
 - a. GBN - Family Medical Leave
 - b. GBN-R1 - Family Medical Leave Administrative Procedures
 - c. GBN-R2 - Maine Family Medical Leave Administrative Procedures

Mr. Hinds shared the policies listed above as a slate, and recommended that the board consider the revision of GBN and repeal GBN-R1 and GBN-R2. He made a motion to approve the revision of GBN and repeal GBN-R1 and GBN-R2. Mrs. Whorff seconded the motion. Vote (4-0).

New Business

1. Board Standing Committee Assignments
 - a. Standing Committees
 - i. Facilities - Mrs. Whorff and Ms. Powers
 - ii. Finance - Mr. Hinds and Ms. Werner
 - iii. Policy - Mr. Hinds and Mrs. Whorff
 - iv. Negotiations - Mr. Hinds and Ms. Powers
 - b. Ad-Hoc Committees
 - i. Wellness Council - Ms. Powers and Mrs. Jungbluth
 - ii. Comprehensive Planning Committee - Mr. Hinds and Mrs. Whorff

iii. Technology Committee - Mrs. Powers

2. Approval of the Comprehensive Emergency Management Plan

Mr. Hinds made a motion to approve the CEMP. Mrs. Whorff seconded the motion. Vote (5-0).

Public Comments

Mr. Hennessey commented that he looked forward to the budget process

Executive Session

Mr. Hinds made a motion at 6:49 PM to request to enter into an executive session pursuant to Title 1, Chapter 13, Section 405,6,A. of the M.R.S.A. for the purpose of discussing personnel matters. Mrs. Whorff seconded the motion. Vote (4-0).

Return to Regular Session

The board returned to regular session at 7:48 PM.

Set Next Meeting Dates and Locations

1. December 21, 2022 - WBSAU School Board of Directors Meeting @ 6 PM

Adjourn

Mr. Hinds made a motion to adjourn at 7:50 PM. Mrs. Whorff seconded the motion. Vote (4-0).

Submitted by,



Emily Thompson