

West Bath School Administrative Unit

Board of Directors Meeting Minutes

October 18, 2023 at 6:00 PM

Members Present: Keith Hinds, Lexie Jungbluth, Joanne Powers and Izabela Werner

Members Absent: Casey Whorff

Others Present: Patrick Bowdish and Emily Thompson

Call to Order:

The meeting was called to order at 6:04 PM by Mr. Hinds. The Pledge of Allegiance was recited.

Comments from the Chair:

Mr. Hinds reminded board members that there is a local election coming up, and he encouraged everyone to vote.

Approve/Amend Minutes of 8/16/23

Mrs. Jungbluth made a motion to approve the minutes of 8/16/23. Mrs. Werner seconded the motion. Vote (4-0).

Adjustments to Agenda:

An adjustment was made to include the review of policy DJ-R – Federal Procurement Manual.

Public Comments:

None

Committee Reports

1. Policy Committee – No report.
2. Facilities Committee – No report.
3. Finance Committee
 - a. Payroll Warrants – Mr. Hinds signed payroll warrants on 8/31, 9/15, 10/2, and 10/13
 - b. AP Warrants - Mr. Hinds signed AP warrants on 9/5, 9/18, 10/3, and 10/18. and Mrs. Werner signed AP warrants on 9/5, 9/19, 10/3, and 10/18.

Superintendent's Report

1. Financial Report – Mrs. Thompson reported that with 67% of the fiscal year remaining, there is 81.26% of the budget remains. She commented that this does not really accurately portray things, as up front costs and contracts have been purchased, and tuition has not yet been billed, but it gives a baseline for information. On page 13, the repairs and maintenance line is strikingly low. That will be fixed when the 22-23 audit is completed, as there are bills that are from last fiscal year that we had to pay after July 1. They'll recoup approximately \$17,000 in that line to apply towards the remainder of the year. Otherwise, everything is tracking as expected.

2. District Updates –

- a. Opening of School Update – Mrs. Thompson reported that it had been an incredible start to the school year. Pre-pandemic traditions have returned with in-person open houses, and resuming community crew meetings and events. Classes have been out on fieldwork at the apple orchard in Damariscotta, the Wildlife Park in Gray, and our 5th graders have had adventure classes with Mrs. H and Kennebec Rowing, have begun boat building at Maine maritime, and had their encampment at Chewonki.

Enrollment has increased slightly over last year, which was not expected as a large 5th grade class was exited out. She reported that there were currently 24 kindergarten students and the staff has taken great care to build in vertical opportunities within the day - at lunch/recess and schoolwide crew, for example, to make sure that the K-5 community knows one another.

She reported that the opening of school professional development and October PD had been grounded by the school's workplan, focusing on effectively and consistently using our crew structures to foster students' sense of belonging, purpose, and agency and to promote regulation, collaborating on deeper learning instructional practices consistently and comprehensively across all settings to increase academic growth, and continuing to create a strong and collaborative school culture that is inclusive of all - staff and students. She said that several targets had already been completed, and she referenced collaborative lesson studies.

She stated that all school-based committees are up and running, and the normalcy of reengaging with that prepandemic work is both exciting and rejuvenating, and of course in the best interest of our students and staff, and that it's been an extremely positive start.

- b. EL National Conference – Mrs. Thompson shared the school's workplan with the board, so they would have a gist of what some of the instructional PD focal points are for the year. She said she was proud to be able to tell you that three of staff members have been selected to present at this year's EL National Conference in Denver in December. Mrs. Beal and Miss Marco are presenting a class called - Crew of EPIC Proportions - Extending Crew Beyond the Classroom...

Mrs. Jarvis will be presenting a class called Integrating Gardening Into Your Classroom and EL Education Modules... Her course was featured in the EL Education newsletter as one of the 5 “sneak peek” classes to be on the look out for... She let the board know that the instructional leadership team does plan to attend the national conference in December, which they’ve not done since 2019, and they are looking forward to being able to reengage with the national network. Additionally, the school is in the process of putting forth the application for recertification which is due in one more week. She said if that application is successful, they will be invited to participate in the next phase to be considered for recertification.

- c. Fall Testing/MEAs – Mrs. Thompson informed the board the school is in the midst of the testing window for fall MEAs for grades 3-5, and the local assessments for K-5. She reminded them, the state is using the NWEA as their assessment, and so this fall they are working with a modified version for the 3-5 students. While the preliminary formative data can be seen, full data sets are not expected until after October 27th.
- d. 5th Grade Chewonki Experience – Last week the 5th grade students had their 4 day, 3 night Chewonki encampment with Ms. Goulet. Their courses were group challenges, high elements, farm and food study, and estuary study, and they were able to participate in the owl program. Mrs. Thompson shared 5th grade work samples that included pre-chewonki thinking about their comfort zones and what they were looking forward to, and post chewonki reflections about the experience.

Reflections included things you would expect about what they learned - like how to cook over a fire, how to do farm chores, how to cut wood with a saw and axe.... But she highlighted one student’s reflection. The student had written, “I learned that my classmates care about me” Mrs. Thompson said there’s no more important outcome than that.

She stated that this group did have a bit of homesickness, and as the school reflects on this year, and thinks about next year, there are some additional options that we may consider, such as having a 3 day 2 night program, shortening by a day/night, or only doing a day program. She said that they are going to work with the next class and their families to try to determine a readiness level for the group so that we can better meet them where they are at.

- e. Special Education Audit – Mrs. Thompson reported that the 3 year special education audit is complete and closed, just in time for the school nutrition audit to begin.
- f. Quarter 1 Attendance – Mrs. Thompson shared quarter 1 attendance.
- g. 6-12 Enrollment – Mrs. Thompson provided enrollment information for grades 6-12 and discussed potential implications for tuition.
- h. Safety Drill Announcement – Mrs. Thompson shared the date of an upcoming safety drill.

Old Business

1. RSU1 School Start Times - At the request of Mrs. Jungbluth, Mrs. Thompson shared the most up-to-date information on the RSU1 School Start Time Committee, which is considering altering the start times for the 6-12 population to allow them to start later in the morning. This would change the start of the K-5 start time as well because they share bussing. Mrs. Thompson explained that this would also have a domino effect on West Bath because the school department transports its 6-12 students to RSU1, and the same buses are used to pick up the K-5 students. The board discussed implications and considered adding an ad-hoc committee at the next meeting so that the school system could be proactive in regards to planning for next year.
2. Review of Board Policy – DJ-R – Federal Procurement Manual – Mr. Hinds shared updates that were necessary based on legal changes. He made a motion to accept the changes as presented. Ms. Powers seconded the motion. Vote (4-0).

New Business

1. Personnel Item(s):
 1. Resignation – Mr. Hinds reported the resignation of Sonja Morrison, special education ed tech II.
 2. Hiring – Mrs. Thompson reported the hiring of Christina Guertin as a special education ed tech II and shared her qualifications.

Public Comments

None

Executive Session

1. Mr. Hinds made a motion at 6:58 PM 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 confidential records. Mrs. Jungbluth seconded the motion. Vote (4-0).

Return to Regular Session

1. The board returned to regular session at 7:28 PM.

Set Next Meeting Dates and Locations

1. November 15, 2023 – WBSAU School Board of Directors Meeting at 6 PM.

Mr. Hinds stated that before the board adjourns he wished to extend this thanks and appreciation on behalf of the board to Lexie Jungbluth, for her 3 years of service. Mrs. Jungbluth thanked him, said she had learned a lot, and was looking forward to being able to volunteer and participate with the school in other ways.

Adjourn

Mr. Hinds made a motion to adjourn at 7:29 PM. This was seconded Mrs. Jungbluth.
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