

## **West Bath School Administrative Unit**

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

November 20, 2024 at 6:00 PM

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**Members Present:** Nathan Briggs, Joanne Powers, Izabela Werner, Casey Whorff, and Bob Weir

**Members Absent:** None

**Others Present:** Patrick Bowdish, Kayla Dorey, Lexie Jungbluth, Kaitin Moore, Christeen Nilsson, Garrett Olson, Emily Thompson, and fifth grade students

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

The meeting was called to order at 6:00 PM by Mrs. Thompson. The Pledge of Allegiance was recited.

#### **Nomination and Election of Board Chair:**

Mrs. Thompson called for nominations for chair. Ms. Powers made a motion to nominate Casey Whorff. Ms. Werner seconded that motion. There were no further nominations. There was no further discussion. Vote (5-0)

#### **Nomination and Election of Vice Chair:**

Mrs. Whorff called for nominations of a vice chair. Mr. Weir made a motion to nominate Ms. Powers. This was seconded by Mrs. Werner. There were no further nominations. There was no further discussion. Vote (5-0).

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

Mrs. Whorff thanked the board for nominating her, and said that she had big shoes to fill. She said that she was absent during the last meeting so wished to take the moment to extend gratitude towards Mr. hinds for his years of service to the town and the school. She welcomed Mr. Weir to the board and congratulated and thanked Ms. Powers for her reelection.

#### **Approve/Amend Minutes of 10/16/24**

Mrs. Whorff made a motion to approve the minutes of 10/16/24 as presented. Ms. Werner seconded the motion. Vote (5-0).

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

Mrs. Whorff stated that there would be two adjustments to the agenda. She added 12.1 Withdrawal Agreement Update – Action and 13.3 Personnel Item(s) Report – Resignation.

### **Public Comments:**

Mrs. Jungbluth commented that the harvest meal lunch that day was great, and that she liked seeing board members serving.

### **Staff Report:**

Mrs. Moore stated to the board that this had been the smoothest Chewonki trip she's experienced, stating it was seamless and the children and chaperones were outstanding. She mentioned that the class had been divided into two groups, the prickly pandas and the crusty squirrels. She provided an overview of the experience, and the students present shared a slideshow and their thoughts. The board asked follow up questions of the students.

Ms. Dorey commented that she had chaperoned last year for her older child, and her daughter attended this year. She said her daughter came back a changed girl. Mr. Olson said that he had the opportunity to chaperone the boy's group, and when had been asked he didn't really know what to expect, but that he was blown away at every step. He said the week is filled with activities and logistics that the students have to figure out how to problem solve. It's filled with team work, group exercises, and learning to hear each other's ideas. He said it was a fun week to watch them grow.

### **Committee Reports**

1. Finance Committee
  - a. Payroll Warrants – Payroll was signed by Mr. Hinds on 10/25 and by Mrs. Whorff on 11/8.
  - b. AP Warrants – The AP warrants were signed by Mr. Hinds and Mrs. Whorff on 10/28 and by Mrs. Whorff, Mr. Briggs, and Mrs. Werner on 11/20..

### **Superintendent's Report**

1. Financial Report – Mrs. Thompson reported that with 60% of year remaining, 71% of the budget remained. She said that everything is tracking as expected at this point.

Mrs. Thompson shared that the 22-23 audit is actively being conducted.

2. District Updates
  - a. Harvest Meal – Mrs. Thompson stated that the school had hosted its annual harvest meal, where Mrs. Labbe and Ms. Sutfin hosted approximately 250 students, staff and family members for a Thanksgiving lunch and community recess. She commented that it was a lovely day to kick-off the winter season, and thanked Ms. Powers and Mr. Weir for helping with the lunch service.

- b. Upcoming Events – Mrs. Thompson shared the following schedule:
- 11/25 – Student-Led Conferences
  - 12/7 – Craft Fair
  - 12/9 – K-2 Winter Concert
  - 12/11 – Hour of Code
  - 12/2 – 3-5 Winter Concert, With Band and Chorus
  - 12/16 – Little Elf Shop
  - 12/19 – Celebration of Learning
- c. EL National Conference – Mrs. Thompson commented that during the first week of December she and team would be traveling for 3 days to Atlanta for the EL National conference where West Bath School will be recognized for earning the EL credential. She said she was looking forward to this last piece of the credentialing process and learning from others schools while in attendance.

## **Old Business**

### **1. Withdrawal Agreement Update – Action**

Mrs. Thompson stated that at the last meeting the board requested that she consult with the town regarding the process for a special town meeting, and connect with our neighboring district to explore if there was going to be interest in negotiating an agreement with West Bath for after 6/30/25.

She said that she did speak with our neighboring district, and they communicated that they are interested, and that they believe it has been a mutually beneficial agreement for both communities. She explained the process that the board needs to go through, and it is understood.

She communicated the process for a special town meeting, stating that the selectmen need to call the town meeting. Prior to the town meeting, there needs to be a public hearing called by the clerk. 2 weeks prior to the public hearing, the article that is being voted on needs to be advertised. After consulting with the town treasurer, she recommended the board finalize their article on the 18th for the BOS to approve on the 19th, and then pending the selectmen's approval they could potentially hold the public hearing during the selectmen's meeting on January 2<sup>nd</sup> and have the town meeting during their meeting on 1/16.

She also recommended that the board form an ad hoc committee to work on the develop of agreements. She said that this will allow the board to gather all of the information that is needed from the community in advance of negotiating contracts, so that this process can be completed quickly.

Mrs. Werner made a motion to approve the dates as presented. Mr. Briggs seconded the motion. Vote (5-0). Mrs. Whorff said that they would wait until the December meeting to approve an article.

## **New Business**

### 1. Board Standing Committee Assignments

The board reviewed committee assignments and decided the following assignments:

#### Standing Committees

- Facilities - Ms. Powers and Mr. Briggs
- Finance - Mrs. Whorff and Mr. Weir
- Policy - Mrs. Whorff and Mr. Weir
- Negotiations - Mrs. Whorff and Mrs. Werner

#### Ad-Hoc Committees

- Wellness Council - Ms. Powers and Mr. Briggs
- Tuition Agreement Ad-Hoc - Ms. Powers and Mrs. Whorff

Ms. Powers made a motion to approve the panel of committees. Mrs. Werner seconded the motion. Vote (5-0).

### 2. Approval of the Comprehension Emergency Management Plan

Mrs. Whorff made a motion to approve the Comprehension Emergency Management Plan. Mrs. Werner seconded the motion. Vote (5-0).

### 3. Personnel Item(s) - Report

#### a. Resignation – Joseph Clark – Office Manager

Mrs. Thompson shared that she had received a resignation from Joseph Clark. She thanked him for his 3 years of service to the school system.

## **Public Comments**

None

## **Set Next Meeting Dates and Locations**

1. December 18th - Regular Meeting of the WBSAU School Board of Directors @ 6 PM

## **Adjourn**

Mr. Briggs made a motion to adjourn at 6:54 PM. This was seconded Mr. Weir. 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