

West Bath School Administrative Unit

Board of Directors Meeting Minutes

December 17, 2025 @ 6 PM

Members Present: Nathan Briggs, Kayla Hughes, Joanne Powers, Robert Weir, Casey Whorff

Members Absent: None

Others Present: Patrick Bowdish, Emily Thompson

Call to Order:

The meeting was called to order at 6:02 PM by Mrs. Whorff. The Pledge of Allegiance was recited.

Comments from the Chair:

There were no comments.

Approve/Amend Minutes of 11/19/25:

Mrs. Whorff made a motion to approve the minutes of 11/19/25. Mr. Weir seconded the motion. (Vote 5-0).

Adjustments to Agenda:

None

Public Comment

None

Executive Session:

Mrs. Whorff made a motion 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 at 6:04 PM. This was seconded by Mr. Weir. (Vote 5-0).

The board returned to regular session at 6:42 PM.

Committee Reports:

1. Finance Committee:
 - a. Payroll warrants were signed by Mrs. Whorff on 11/21 and 12/5.

- b. AP warrants were signed by Mr. Weir and Mrs. Whorff on 12/3 and 12/17.

Superintendents' Report

Financial Report – Mrs. Thompson stated that with 50% of the fiscal year remaining, 61% of the budget remains. She said that overall the lines in the budget are tracking as expected, or slightly better. The exception to this building maintenance, as was discussed last month. She said that an emergency repair for the electrical line in the parking lot lights had been needed, but that overall the board is in a solid fiscal position as we head into the new year.

Mrs. Thompson also explained that tuition amounts had been released, and at the end of the day the board had budgeted for enough to cover the cost of tuition. The 6-8 rate had increased by 10%, and that's where there was also the increase of enrollment, so the board is underbudget there by \$54,899.57

The 9-12 rate increased by 4.5%, but there are fewer enrolled students there than had been budgeted for so in totality, There is about \$25,517.64 extra in the tuition lines. Expect a bit more than that because there are 14 students who are attending voc program and their tuition rate is usually about $\frac{2}{3}$ of the full rate, but that rate is not known yet.

Mrs. Thompson said that her preliminary calculations have approximately \$58-60,000 remaining in the tuition lines combined, which will help to offset other unanticipated special education costs or students moving into the district as the year progresses.

1. District Updates:

- a. Mrs. Thompson said it had only been a couple of weeks since the board last met, but school had been a busy place. She mentioned the:
 - i. 1st round of student led conferences
 - ii. Annual craft fair sponsored by the community crew
 - iii. The 4th and 5th grade band, chorus, and general music concert
 - iv. K-3 winter concert – She shared appreciation for the new music teacher - Tracy Wright, who had conducted two joy filled concerts with WBS students.
 - v. Celebration of Learning last Thursday – She commented that some changes had been made to the structure – there were scaffolded and staggered time slots, crew meetings to begin and end the presentations - many families have reported that this was the best celebration yet;
 - vi. And the school is gearing up for the little elf shop tomorrow - the most joyful day of the year. She invited board members to stop by and help wrap presents.
- b. Afterschool Crew – Mrs. Thompson said that she did want to make mention again of the after-school crew initiative that Mrs. Moore and Mr. Bowdish have started. It was their intention to offer after-school programming focused on different topics and to different grade levels throughout the year. They started with board games, first for 3 weeks with grades 3-5, and then for 3 weeks for K-2. It's been a delight to spend an hour a week playing games with WBS students, and said it

had been a highlight of the week. She wished to thank the two of them again for making this happen and volunteering their time.

Old Business

1. ECSE Transition

Mrs. Thompson said that this was listed as an action item on the agenda, but on Monday the DOE moved the commitment deadline from early January to February, so the board has a bit more time to discuss this. She reminded the board that they had talked last month about the options moving forward. She said she had attended two meetings shortly thereafter. Initially after the first meeting, I was ready to recommend we jump in and take on the FAPE for 3 and 4 year olds next year, but after meeting with the DOE, she had some pause. West Bath has a bit of a different situation because it's such a small district, the Pre-k is not on site, and the district does not have universal prek. She commented that it be a lot simpler for the district to take on FAPE for 3 year olds if they had a 3 year old program, but that would be premature to do that this fall.

She said that she had looked at the current numbers, and there are two 4 year olds and 1 3 year old who are being serviced through CDS, which means that currently West Bath is looking at 1 4 yr old for next year, and they do not have any 0-2 year olds in the process.

She said that she does think that West Bath should complete the readiness survey (which is mostly about the readiness of our current prek) and we should commit to the 4 year olds for next year, and potentially contract services back to CDS if West Bath's current contractors and staff do not have capacity to travel. There's not going to be enough funding in the takeover of FAPE to help to offset administrative costs, so it will need to be absorbed here.

She said that simultaneously, she would be interested in working to determine whether there's interest in 3 and 4 year old programming at school beginning the following year. She said that it doesn't feel wise to invest in building programming if there's not students who are going to attend, and they're not currently turning any 4 year olds away. If West Bath is not going to house its own 3 year old programming, she said she needed to begin to think about where they can receive programming.

Mrs. Thompson said she was interested in the board's thoughts about how to move forward, and the action can be tabled until January.

Mrs. Whorff made a motion to table the agenda item. Mr. Weir seconded the motion. Vote (5-0).

2. Second Reading of Board Policies

a. EBBD – Temperature Standards for School

Mrs. Whorff let the board know that there had been no changes to the policy since the first reading. She made a motion to approve the policy as written. Mr. Weir

seconded the motion. Vote (5-0).

- b. JICJ – Cell Phones and Other Personal Electronic Devices in Schools
Mrs. Whorff let the board know that there had been no changes to the policy since the first reading. She made a motion to approve the policy as written. Mrs. Hughes seconded the motion. Vote (5-0).

New Business

1. Annual Certification of Superintendent

Mrs. Whorff made a motion to add 1 year to the superintendent's current contract, maintaining a 3 year contract. Ms. Powers seconded the motion. Vote (5-0).

2. Board Goals

Mrs. Whorff read aloud the current board goals that were approved last January. Mrs. Powers said that she had been reading a lot about digital wellness in schools, using educational technology for a purpose and being well thought out instead of a busy thing. She said she has a neighbor who is very interested in passing along information on this topic, of everyone being more mindful about technology. Mrs. Hughes said that she thinks that the current goal encompasses it already. Ms. Powers said that technology is not what people would generally think about about wellness. Ms. Hughes asked if the board needed to decide on goals that evening or if they could be revisited, to which Mrs. Whorff responded that it often takes several meetings to determine goals and the agenda item could be tabled.

Mrs. Hughes made a motion to table the agenda item until January. Mr. Briggs seconded the motion. Vote (5-0).

Public Comments

None

Set Next Meeting Dates and Locations

1. January 21, 2026 - Regular meeting of the WBSAU School Board of Directors @ 6 PM

Adjourn

Mr. Briggs made a motion to adjourn at 7:14 PM. This was seconded Mrs. Hughes. Vote (5-0).

Submitted by,



Emily Thompson