

## **West Bath School Administrative Unit**

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

May 20, 2026 @ 6 PM

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**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 6:00 PM by Mrs. Whorff. The Pledge of Allegiance was recited.

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

Mrs. Whorff thanked the board for attending on such a lovely evening. She thanked the staff and students for all the hard work they had put in to make it such a great year.

#### **Approve/Amend Minutes of 4/15/26:**

Mrs. Whorff made a motion to approve the minutes of 4/15/26. This was seconded by Ms. Hughes. Vote (5-0).

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

None

#### **Public Comment**

None

#### **Committee Reports:**

1. Finance Committee:
  - a. Payroll warrants were signed by Mrs. Whorff on 4/17 and 5/8.
  - b. AP warrants were signed by Mr. Weir and Mrs. Whorff on 5/4 and 5/20.

#### **Superintendent's Report:**

1. Financial Report – Mrs. Thompson reported that with 12% of the year remaining, 19% of the budget remains and all lines are tracking as expected.
2. District Updates:

- a. School Events – Mrs. Thompson provided the board an update on a variety of items that had taken place at school since the last board meeting, including, student-led conferences, two concerts, and several opportunities for fieldwork – the 5th grade Boston trip – The Freedom Trail to support their Revolutionary War expedition, 4th grade - Frances Perkins National Monument as part of their expedition about the 19th amendment, kindergarten went to Wolfes Neck Farm for fieldwork about spring on the farm to support both their weather module and tree expedition. On Friday the third grade will be going to Jillson farm to release the salmon they've raised as part of their water quality expedition.
- b. EL Conference – Mrs. Thompson reported that she and 4 staff members took 15 students to Portland to present at an EL Conference for then to present to teachers from across the country about high quality work. The students did an incredible job with very little preparation time. They selected work from a recent expedition or from their student led conference portfolio, shared the task, learning targets, their multiple drafts, final product, what they learned, and what it taught them about themselves as a learner. Their ability to jump in and present publicly speaks to the work that the students and staff do every day. It was impressive. We've since received several requests for school visits, which again underscores the high quality work of our students.
- c. Adventure PE - third graders have completed their 6 week swim program, and their growth was incredible. Additionally, all K and 1 students are able to ride a bicycle.
- d. State Testing – The school is currently in the state testing window, finishing the end of year assessments.
- e. Kindergarten Screening/Transition Meetings – The school has had kindergarten screening, the first three 4 year old IEP meetings, and have held all of our transition meetings for incoming kindergarten students from CDS and special education students who are transitioning to middle school.
- f. End of year events:
  - 6/5 - Talent Show @ 2 PM
  - 6/11 - Celebration of Learning (Time TBD-more information coming soon!)
  - 6/12 - Field Day - Are you interested in volunteering? If so, let us know here: <https://forms.gle/dDMN223rDk8xuSom6>
  - 6/17 - 5th Grade Boat Launch @ 10-11 AM @ Sawyer Park, Brunswick
  - 6/17 - 5th Grade Step-Up Ceremony @ 1:30 PM

## Old Business

### 1. Second Reading of Board Policies

Mrs. Whorff presented each of the following policies for a second reading.

#### 1.1.1. DID – Inventories

Mrs. Hughes made a motion to approve the policy as presented. This was seconded by Mr. Briggs. Vote (5-0).

1.1.2. DKC – Expense Authorization and Reimbursement

Mrs. Hughes made a motion to approve the policy as presented. This was seconded by Mr. Briggs. Vote (5-0).

1.1.3. DKC-R – Expense Reimbursement Procedural – Travel

Mrs. Whorff made a motion to approve the policy as presented. This was seconded by Mrs. Hughes. Vote (5-0).

## **New Business**

1. Approval of Probationary Teachers

Mrs. Thompson presented a slate of probationary teachers that she was seeking approval of. Mrs. Hughes made a motion to approve the slate. Mr. Weir seconded the motion. Vote (5-0).

2. School Psychologist Job Description

Mrs. Thompson provided the board with a draft job description for consideration and a first reading. Mrs. Hughes made a motion to approve the position so that it could be posted. Mr. Briggs seconded the motion. Vote (5-0).

3. RFP for Fence Project

Mrs. Thompson provided the board with the RFP for the fencing project. Ms. Powers recommended that verbiage be added regarding warranty information. Mrs. Hughes made a motion to approve the RFP with the amendment. Mr. Briggs seconded the motion. Vote (5-0).

4. First Reading of Board Policies

a. JJF – Accounting for Cash Receipts

Mrs. Whorff shared the policy with the board. There was no action.

5. Set 2026-2027 Board Meeting Dates and Times

Mrs. Whorff made a motion to approve the proposed calendar. Mrs. Weir seconded the motion. Vote (5-0).

## **Public Comments**

None

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

1. June 10, 2026 – Regular Meeting of the School Board of Directors @ 6 PM

**Adjourn**

Mrs. Whorff made a motion to adjourn at 6:47 PM. Mr. Briggs seconded the motion.  
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