

West Bath School Administrative Unit

Board of Directors Meeting Minutes

October 5, 2016 at 6:30 PM at the West Bath School

Members Present: Dennis Crews, Keith Hinds, and Jordi St. John

Members Absent: Meagan Hennessey, Robert McDaniel

Others Present: Patrick Bowdish, Allison Cosgrove, Aggie Demers, David Hennessey, Emily Thompson

Call to Order:

The meeting was called to order at 6:30 PM by Keith Hinds.

The Pledge of Allegiance was recited.

Comments from the Chair:

Mr. Hinds mentioned stated that he had heard interesting news out of Augusta yesterday, and recommended that board members stay abreast of the Governor's view on education.

Approve/Amend Minutes of 9/7/16:

Mr. Hinds made a motion to accept the minutes of 9/7/16 as written. Mr. Crews seconded that motion. Vote (3-0).

Adjustments to Agenda:

Mr. Hinds said that the executive session could be removed from the agenda.

Public Comments:

1. Mrs. Demers asked the board for clarification regarding where the minutes for school board meetings could be found. Mrs. Thompson showed the group where the minutes for all meetings are posted, and explained that one needs to choose the tab labeled Board of Directors, and then choose the home page. The instructions written on the homepage state that past meeting agendas and minutes are located under the heading of "Archived Meetings" in the sidebar.
2. Mr. Hennessey asked what the enrollment numbers for the current school year are. Mrs. Thompson said that enrollment at the PK-5 level is up by one student as compared to the prior year.
3. Mr. Hennessey asked what the numbers for pre-k were currently. Mrs. Thompson said that there are currently 13 children enrolled in public pre-k, but expressed that at this time she was aware of 5 other students who would be entering kindergarten as well.

Staff Reports:

1. Mrs. Cosgrove – Back Pack Program

Mrs. Thompson welcomed Allison Cosgrove, the school counselor, who was present to speak about the back pack program.

Mrs. Cosgrove said that she was approached last spring to see if the school would be part of the Back Pack Program, which provides snacks and food for families for weekends. She said that currently she's able to provide 20 children with the extra nutrition, and that she feels there could be more who could benefit. Mrs. Cosgrove explained that this is a high participation rate for a school of our size and a great intervention that we now have access to to support our families.

Mr. Hennessey asked if this was in partnership with the Bath Area Food Pantry? Mrs. Cosgrove explained that it is through the Good Shepard Food Bank.

Mrs. Demers asked if the food is all prepackaged, to which Mrs. Cosgrove responded affirmatively. She listed items that are often found in the bags, such as granola bars, juice, milk, pasta, grain, starch, protein, pizza meals, and oatmeal. She said the response from children has been wonderful. One child commented, "I like getting the food because we really don't have much."

Mr. St. John asked if there is more of need, whether more food could be obtained. Mrs. Cosgrove responded that she thought that would be possible in the future. She explained that she presented this to families by saying that the school was getting food and that she would be sending it home unless she heard from the family that they wanted to opt out. She felt that this would be a more supportive approach, to not require that families contact the school to obtain the food.

Mr. Hennessey asked if this program helps in the summer as well. Mrs. Cosgrove said that this particular one does not, but there were two places in town that did something during the summer, but mentioned that the barrier to that is that you have to have transportation and you have to go. She again reiterated the ease of the backpack program during the school year.

Mr. Hinds said that it was a great program and thanked Mrs. Cosgrove for coordinating it for the school. Looking at the brochure he also mentioned that it cost \$225 to sponsor a child for the year.

Committee Reports:

None

Superintendent's Report:

1. Financial Report

Mrs. Thompson expressed that with 75% of the year remaining, there was 85.43% of the budget remaining. She said that currently all budget lines were tracking well.

Mr. Hennessey asked if the audit was done. Mrs. Thompson said that it is not complete. He said that when the half-audit was done in January they should have told the community all of the problems at that time. Mrs. Thompson said that she was not aware of any problems, rather the auditors had expressed they had been busy and unable to get the team together to complete the process

2. District Updates

- a. School Board Nominations – Mrs. Thompson said that one member of the public had taken out and returned school board nomination paperwork, Ashleigh Randall. She is a mother of two young children. Mrs. Thompson said there would be a Candidates' Night on Tuesday, November 1st at 5 PM at the town office in the conference room.
- b. Gifted and Talented Application – Mrs. Thompson provided the board with copy of the initial application for the Gifted and Talented program, as prepared by Beth Jarvis. She said that the school district was awaiting word on whether or not the application would be accepted or need to be revised.
- c. Field work and Community Partnerships – Mrs. Thompson said that the 5th grade class began their partnership with the Maine Maritime Museum Boat Shop a few weeks ago. She said that because the school has moved to having a full fall expedition cycle, all grade levels have been heavily participating in field work with organizations such as the Damariscotta River Association, The Maine Maritime Museum, and have had several opportunities to work with the Kennebec Estuary and Land Trust.
- d. Mentoring Training – Mrs. Thompson said that during the prior week she and Mrs. Franklin had attended a Train the Trainer workshop in Augusta on the new teacher mentoring program at the Department of Education. She said that their purpose in attending was to provide access to the new materials so that they could train a new cadre of mentors to support the new teachers. However, once there they learned that the training was by invite only, and they had been 2 of 20 educators to be hand selected by the Department of Education to attend and give feedback to the state on the materials, and to support the training state wide. Mrs. Thompson said that while their own goals were met, they are also excited to be considered for a leadership role by the Department of Education.
- e. PEPG – Mrs. Thompson said that the staff has spent several of their late start Wednesdays and faculty meetings developing consistency in the group's understanding of the rubrics in the new teacher evaluation system. During the past week, teachers had drafted both their team goals and personal goals and action steps, and will be putting those steps into action. Mrs. Thompson said that

over the next few weeks she would be meeting with each teacher to discuss their self-assessments and goals, and classroom observations will formally begin.

- f. Professional Development Day – Mrs. Thompson said that this upcoming Friday is a staff development day, and the staff will be working on text complexity and the creation of text dependent questions in the morning. In the afternoon the staff will be creating rubrics to reflect upon and assess student work in expeditions.
- g. Chewonki – Next week the 5th graders will be heading to Chewonki from Tuesday to Friday. Mrs. Thompson said that there is a great deal of excitement, and some nerves, around this trip. She would like to thank Mr. Schulz and Ms. Goulet for going above and beyond to bring this experience to students.

At 6:48 Mr. Crews stated that he needed to excuse himself from the meeting. As the departure would leave the board without a quorum, Mr. Hinds asked the members if they would prefer to recess or adjourn. The consensus was that the board should adjourn, as Mr. Crews did not know what time he would be able to return.

Adjourn

Mr. Hinds made a motion to adjourn at 6:50 PM. This was seconded by Mr. Crews. Vote (3-0).

Submitted by,

A handwritten signature in black ink, appearing to read 'Emily Thompson', with a long horizontal line extending to the right.

Emily Thompson