

WESTBROOK BOARD OF EDUCATION
EDUCATE, CHALLENGE, & INSPIRE

WESTBROOK BOARD OF EDUCATION Tuesday, January 14, 2014 @ 7:00 p.m. Regular Board of Education Meeting
--

MINUTES

- I. CALL TO ORDER:** Regular Meeting of January 14, 2014: The Regular meeting of the January 14, 2014 Board of Education meeting was called to order at 7:00 p.m. by Maureen Westbrook, Chair, in the Westbrook High School library.

Members Present: Maureen Westbrook, Lee Bridgewater, Marti White, Michele Palumbo, Sally Greaves, Dee Adorno, Kim Walker, Jackie Lyman

Absent: Pat Labbadia III

Also Present: Superintendent Patricia A. Ciccone; Business Manager Lesley Wysocki;
Administrators: Robert Hale, Katharine Bishop, Cori DiMaggio, Madeline Illinger;
Intern Darlene Bernier; Faculty, Students, Parents

II. PLEDGE OF ALLEGIANCE

III. BOARD OF EDUCATION ACKNOWLEDGEMENTS: MSSA Superintendent Awards.

Halle Barron and Victoria Koplas were recognized by the superintendent's organization, CAPSS, for leadership, scholarship, and community service. Cori DiMaggio, WMS Principal, talked about the many attributes of each recipient. Both students are involved in many aspects of the school and of the community.

- IV. STUDENT REPRESENTATIVE REPORT:** Lydia Murphy, Student Representative, reported on activities at the high school including music department activities, the Southern Regional Music Festival, holiday reception, including Mr. Hale's magic show, the nightly news, and the boys' and girls' basketball season successes.

V. PUBLIC COMMENT: None

VI. CONSENT AGENDA:

Approval of the minutes of the Special Meeting of December 11, 2013: Moved by Kim Walker and seconded by Marti White to approve the minutes of the December 11, 2013 Special BOE meeting: **Vote unanimous.**

VII. NEW BUSINESS:

- A. Superintendent's Budget:** The Board was given a first look at the 2014-15 budget process. The Superintendent commented that the administrators have done an outstanding job in developing their budget needs, an integral part of the initial budget process. Next month, a final percentage of the Superintendent's budget will be brought to the Board. As a consequence of a letter sent to

the Board of Finance, the Board of Education is on the agenda and will meet with the BOF on Wednesday, January 15. The Superintendent said that special education costs continue to have a huge impact on the current budget. It was suggested that a “budget workshop” precede the regular BOE meeting in February. The Board voted to begin the budget workshop for the public at 6:30 p.m. on February 11th.

VIII. FINANCIAL REPORTS:

- A. Review of Check Listings: Lesley Wysocki provided check listings for 12/5/13 in the amount of \$156,787.60 and on 12/19/14 in the amount of \$229,545.78 for the Board’s review. She stated that only essential purchases continue to be approved at this time. Special education tuition and transportation continue to impact the budget.
- B. Budget Narrative/ Review of Expenditure Report – Mrs. Wysocki provided an overview of the current school year budget as it stands.
- C. Line Item Transfer(s): There were none.
- D. Insurance Report: Mrs. Wysocki reported that the insurance report reflects a surplus.
- E. Greenscape Update - Mrs. Wysocki said that the BOE has gone out to bid on snow removal and landscaping. The Specifications are on the website and bids are due on January 24.

IX. SUPERINTENDENT’S REPORT:

- A. **Enrollment Report**—January 2, 2014: The Superintendent reported enrollment of 835 students on January 2, 2014, compared to 875 enrolled in January, 2013. October 1, 2013 enrollment is 833 students. There are currently 10 out placed students.
- B. **School Climate Brief** – The Board was reminded of upcoming events on School Climate including the January 21st event at Daisy Ingraham School on *School Climate: What it is and why it is so important*. Also, a parenting conference on January 30 at 7:00 p.m. at the Mandell JCC in West Hartford with author Rosalind Wiseman, who has written extensively on middle school-aged girls and boys (Queen Bees and Wannabees and Masterminds & Wingman). The Superintendent introduced Darlene Bernier, an Intern from SCSU who, the Superintendent commented, has been doing an outstanding job working with administrators, students and faculty toward helping Westbrook to develop and address social and emotional learning. Ms. Bernier said that she has been collaborating with teams in each school and with the district social worker on different School Climate related activities. She is working with high school Girl Scouts on a puppetry program to be presented to elementary students called “Kids on the Block”. Ms. Bernier stated that she appreciates the opportunity to learn in the Westbrook Schools and is grateful for the wonderful experience she is having.
- C. **Safety and Security update:** Superintendent Ciccone said that plans continue to be made to upgrade and update security based on audits and state guidelines. She recently received the guidelines developed by the State Dept. of Mental Health and Addiction Services, the Dept. of Emergency Management and Homeland Security and the Department of Education. CREC is involved in helping us understand the guidelines at no cost. Maureen Westbrook asked that appreciation be extended to CREC for their expertise in going through the guidelines.
- D. **Shipman & Goodwin Workshop** – Maureen Westbrook reported on a worthwhile workshop that she and the Superintendent attended at Shipman and Goodwin on school law and board meeting protocol roles and responsibilities of board members. Handouts were given to board members.

X. ADMINISTRATORS' COMMENTS: None

XI. OLD BUSINESS:

- A. Committee Assignments:** A listing of committee assignments was distributed. In addition to the already assigned committees, Kim Walker agreed to be the Daisy Ingraham School representative, Jackie Lyman will be the WMS PTO representative and Lee Bridgewater will be the WHS PTO representative..
- B. Regional Calendar (2014-15) update:** Superintendent Ciccone shared the Regional School calendar for 2014-15. It is mandated that all schools follow the regional calendar beginning with the 2015-16 school year. The 2014-15 school year calendar for Westbrook was previously adopted and the BOE will leave that calendar in affect for the 2014-15 school year.

XII. BOARD COMMITTEE REPORT:

- A. Policy -** Marti White reported on activities of the Policy Committee on January 9. Dr. JoAnn Freiberg (CSDE) and Atty. Jessica Savage (National School Climate Center) worked with Superintendent Ciccone and the committee to write a School Climate policy based on the adopted five school climate standards. The draft will be shared with administrators, staff and a representative group of students as well as the full board. Maureen Westbrook commented that other districts are very interested in what we are accomplishing with regard to School Climate.
- B. Communications:** No meeting (will consider meeting on 2/11 from 6-6:30 p.m.)
- C. Long Range Planning –** Lesley Wysocki reported that work is being done on solar panels.
- D. Insurance –** It was decided that the Insurance committee will meet on January 6.
- E. Negotiations –** This committee will need to meet on upcoming contract negotiations.
- F. PTO Representatives –** Marti White attended the WMS PTO and heard a presentation on Common Core Standards. She also learned about Newsella website.

XIII. PUBLIC COMMENT: None

Moved by Michele Palumbo and seconded by Lee Bridgewater to add Item D. Personnel (Executive Session) to the agenda to discuss Interim Agreements for the principals. **Vote unanimous.**

XIV. PERSONNEL:

- A. Update: School Principals Search (WHS) (Daisy Ingraham):** Superintendent Ciccone said that she is working on a brochure for both positions. Separate searches will take place with first and second round interviews. Board members will be asked to be involved in the screening and search process. Board members were asked to think about their participation and this will be discussed further at the February BOE meeting. The Superintendent is also planning to hold focus groups.
- B. FYI: WMS/WHS Nurse:** The Board was informed that Tina Bennett has been hired as the middle and high school nurse.
FYI: Paraprofessional for self-contained classroom at WHS: The Board was informed that Roy Jefferson has been hired as a WHS Para and Kelly Colasante as a WMS Special Education Para.

XV. ADJOURN: Moved by Marti White and seconded by Sally Greaves to adjourn to Executive

Session at 8:46 p.m. **Vote unanimous.**

Discussion of matters that would result in the disclosure of exempt matters.

Moved by Sally Greaves and seconded by Michele Palumbo to move back into Regular Session at 8:50 p.m. **Vote unanimous.**

Moved by Sally Greaves and seconded by Michele Palumbo to approve the agreement for Interim Elementary principal for Katharine Bishop. **Vote unanimous.**

Moved by Marti White and seconded by Lee Bridgewater to approve the agreement for Interim High School Principal, Robert Hale. **Vote unanimous.**

Moved by Marti White and seconded by Sally Greaves to adjourn at 8:55 p.m. **Vote unanimous.**

Respectfully submitted,

Dr. Kim Walker, Board Secretary

Cecilia S. Lester, Board Recording Clerk