

**WESTBROOK BOARD OF EDUCATION
Tuesday, December 13, 2016 @ 7:00 p.m.
Regular Board of Education Meeting**

MINUTES

Members Present: Lee Bridgewater, Marti White, Dee Adorno, Sally Greaves, Jackie Lyman, Mary Ella Luft, Michelle Palumbo, Don Perreault, Kim Walker

Also Present: Superintendent Patricia A. Ciccone, Administrators: Ruth Rose, Tara Winch, Cori DiMaggio, Madeline Illinger; Business Manager Lesley Wysocki, IT Coordinator Ben Russell, Curriculum Lead Teacher, Michele Hammond, World Language and Family & Consumer Science Dept. faculty.

I. CALL TO ORDER – Patricia Ciccone, Superintendent, called the regular BOE meeting of December 13, 2016 to order at 7:00 p.m.

II. PLEDGE OF ALLEGIANCE

Moved by Kim Walker and seconded by Jackie Lyman to move Section XIV. A (Water Test Results) to after Section VI. Public Comment. Vote unanimous.

III. BOARD OF EDUCATION ELECTION OF OFFICERS

A. Election of Officers

Superintendent Ciccone conducted nominations for officers of the Board of Education. According to policy, election of officers is held each December. Voting for nominated candidates was done by paper ballot and the results are as follows:

Moved to open the nominations for **Chair** by Marti White and seconded by Mary Ella Luft. Nominated: **Chair: Lee Bridgewater**. Moved to close nominations by Michelle Palumbo and seconded by Marti White. **Vote unanimous**.

Moved to open the nominations for Vice Chair by Lee Bridgewater and seconded by Mary Ella Luft. Nominated: **Vice Chair: Marti White**
Moved to close nominations by Michelle Palumbo and seconded by Sally Graves.
Vote: unanimous.

Moved to open the nominations for **Secretary** by Jackie Lyman and seconded by Michelle Palumbo. Nominated: **Secretary: Kim Walker**
Moved to close nominations by Jackie Lyman and seconded by Michelle Palumbo

Vote unanimous

Vote for officers: Unanimous as nominated.

IV. BOARD OF EDUCATION ACKNOWLEDGEMENTS

A. CAPSS Superintendent Awards (Middle School)

Two students, Kiley McCarthy and Mason Waldron, were selected as Westbrook Middle School's recipients of the 2016 Connecticut Association of Public School Superintendents (CAPSS) Student Recognition Award. Mrs. DiMaggio attested to each of the student's participation in school and community organizations, citizenship, character and integrity.

B. Athletic Teams Recognition

1. OSW Football: Members of the OSW Football team and their coaches were recognized for their team participation and accomplishments. The team finished the season with an 8-2 record, ranked 10th in Class S.
2. Girls' Swimming: Caitlin McNary was recognized for having achieved All American Status and participation in the State Open in swimming.
3. Field Hockey Team – The Field Hockey Team attained the State Championship and they also received the Lucy Goodrich Sportsmanship Award. Lauren Wright was named Class S State Championship Player of the game. Janet Dickey, Field Hockey coach, was the Class S State Field Hockey Coach of the Year.

C. Matthew, James and Andrew Scotella – Co-Founders for Bottle It Up: The Board recognized Matthew, James and Andrew for the Bottle It Up initiative. These students collect bottles and donate the money they collect to the Smilow Cancer Center and Yale Cancer Center.

D. School Climate Partnership & Recent Student Awards and Future Planning: Mr. Bialicki, Advisor for Teen Leadership, attended the Board meeting with several students who have recently represented WPS and received accolades for the School Climate initiative. The students conducted a PowerPoint presentation on their accomplishments and future plans, which includes a school climate training, 8th grade girls' and boys' assembly on abusive relationships, Awareness Day, and partnership with Yale Center of Emotional Intelligence. Superintendent Ciccone announced that she received news from CAPSS that WPS is being recognized as being in the forefront by the State Board of Education as creating opportunities for students of doing work of social, emotional and healthy learning.

C. Kit Bishop – CAS-CIAC Hall of Honor Award: Bob Hale, retired WHS principal was present to assist in recognizing Kit Bishop, retired Daisy Ingraham principal, for having received the CAS-CIAC Hall of Honor Award. Mrs. Bishop was presented with a plaque and a ring. Mrs. Bishop said that she is “humbled to be before all of the talent of the students this evening,” who she remembers from Daisy. The Board viewed a presentation from CAS-CIAC on Kit’s induction into the CAS-CIAC Hall of Honor.

V. **STUDENT REPRESENTATIVE REPORT** – Caitlin McNary reported on school activities including girls’ and boys’ basketball and a class field trip to the Supreme Court in Hartford. Caitlin also commented on the Unified Sports program.

VI. **PUBLIC COMMENT:** Jen Waldron spoke on behalf of the WMS PTSO, regarding the installation of more water bubblers for the middle school. She asked for the Board’s support and decision. She said that PTO money has been designated for that purpose but needs to be spent before the end of the year for tax purposes. If any questions, she asked the Board to reach out to her or Lori Pill. She also said that the PTSO intends to replace filters at \$10 each twice throughout the year for each bubbler. She also asked that it be shown in the minutes that board member’s names indicate a yes or no vote.

VII. ADMINISTRATOR(S) COMMENTS

- A. Middle School Parent/Teacher Conference Redesign – C. DiMaggio commented on the positive feedback regarding the re-design of parent teacher conferences at the middle school.
- B. NEASC Update – T. Winch reported on the progress of the NEASC evaluation and the completion of the Endicott Survey and expressed appreciation to all involved.
- C. Comprehensive Athletic Program Designs – T. Cosgriff gave an overview of the athletic department. He highlighted an initiative called the CIAC Class Act School Program, being implemented by the schools in the Shoreline Conference, focusing on spectator and team behavior. Mr. Cosgriff reported on the success of girls’ and boys’ sports teams.

VIII. NEW BUSINESS

- A. Curriculum Presentations – Michele Hammond, Curriculum Lead Teacher, and members of the World Language Department and Family & Consumer Science Department presented the World Language Arts curriculum and the Family & Consumer Science curriculum.
 - 1. World Language K-12 – PLC Leader, Alicia Ferro, Yvonne Reynolds and Lisa Finnegan represented the World Language Department.
 - 2. Family & Consumer Science 9-12: Erik Becker, PLC Leader, spoke about the Family & Consumer Science curriculum and the effort to enhance wellness of students through teaching the curriculum.

The Superintendent recommended the Board approve the World Language K-12 curriculum and the Family & Consumer Science 9-12 curriculum as presented. Moved by Kim Walker and seconded by Dee Adorno. **Vote unanimous.**

IX. SUPERINTENDENT'S REPORT

- A.** School District Water Test Results: Maureen Westbrook, representative of the CT Water Company, provided a PowerPoint report on the water testing results for WPS. She said the water company reached out to schools for lead testing, given what happened in Flint, Michigan. Mrs. Westbrook said the report showed good results for WPS, and nothing at all to be concerned about. She gave some advice about good water practices such as running water for a few minutes after vacation periods or when first using water bottle fillers when water has not been used for a period of time. She also said that water filters are not ideal, but when used only NSF certified fixtures and filters should be used. The Board was appreciative of CT Water Company and Mrs. Westbrook's report.
- B.** Enrollment – Superintendent Ciccone reported December enrollment of 775 students. This includes 4 out placed students.
- C.** Budget Process Update: Superintendent Ciccone said the budget process is moving along. She and the business manager have been working with administrators on budget preparation.
- D.** Shed update: Westbrook Foundation: The theatre and sports sheds have been delivered. Appreciation was extended to the Westbrook Foundation for these Carefree buildings.

X. OLD BUSINESS: None

XI. CONSENT AGENDA

Approval of Minutes:

- 1. Special Meeting – November 15, 2016: Moved by Marti White and seconded by Dee Adorno to approve the minutes of the special meeting of November 15, 2016. Vote unanimous.

XII. FINANCIAL REPORTS

- A.** Review of Check Listing: Board members reviewed check listings for November 3, 2016 in the amount of \$158,286.24 and for November 17, 2016 in the amount of \$128,202.93.
- B.** Budget Narrative/Review of Expenditure Report: Mrs. Wysocki provided an overview of the budget as it stands. She commented there is nothing exceptional and the budget is in good shape.
- C.** Line Item Transfer: None to report
- D.** Insurance Report: Mrs. Wysocki reported the Insurance report shows a positive balance.

XIII. BOARD COMMITTEE REPORTS

- A.** LEARN report – D. Adorno reported that Dr. Howley, LEARN Director, reported on the State of Financial Affairs for LEARN. She also heard a Superintendent's report on refurbishing of schools and the technology being used. There was also a discussion on homework policy.
- B.** Policy– M. White reported the Policy Committee will set a date for a January meeting. Policy 3520.13 – Data Privacy is in review by Shipman and Goodwin and will be brought to the board for a first reading hopefully in January.
- C.** CABE/CAPSS Convention – Dee Adorno and Don Perreault reported on the workshops they attended at the CABE/CAPSS convention. Superintendent Ciccone offered several books she obtained at the convention to board members.
- D.** Communications - No report
- E.** Long Range Planning – No report
- F.** Insurance- No report
- G.** Negotiations – No report
- H.** PTSO Representatives – MaryElla Luft reported on the Ingraham PTO's success with Daisy Trick or Trot and their current projects including Holiday Fair.
The subject of the water bubblers for middle school was discussed. Superintendent Ciccone referred to previous minutes showing the topic of the water bubblers was discussed and the Board requesting the topic for the January 2017 agenda. By that time, the Board will have had time to monitor the usage of the one bubbler installed at the middle school. In response to the PTSO's dilemma of closing their books before the end of the year, it was noted as previously suggested that the business manager put the money into a student activity account earmarked for the middle school water bubblers. If it is not expended it could be refunded back to PTSO or repurposed with PTSO approval. The Board is continuing to monitor the installed bubbler and consider other aspects of the installation of others. It was noted that there has been a problem of excessive water on the tile floor and a mat was purchased to place under the bubbler. There is concern that other water fountains being considered for the bubblers are in carpeted areas. Superintendent Ciccone will be in contact with Ms. Waldron.

XIV. PERSONNEL: No personnel actions to report.

XV. ADJOURN: Moved by Don Perreault and seconded by Jackie Lyman to adjourn at 9:40 p.m.