

**WESTBROOK BOARD OF EDUCATION
Tuesday, May 12, 2015 @ 7:00 p.m.
Regular Board of Education Meeting**

MINUTES

Present: Maureen Westbrook, Lee Bridgewater, Marti White, Michelle Palumbo, Jackie Lyman, Sally Greaves, Kim Walker

Absent: Dee Adorno, Pat Labbadia

Also Present: Patricia A. Ciccone, Superintendent; Ruth Rose, Cori DiMaggio, Tara Winch, Madeline Illinger; Administrators; and Lesley Wysocki, Business Manager; Faculty, Students

I. CALL TO ORDER: The Regular Meeting of May 12, 2015 was called to order at 7:00 p.m.

II. PLEDGE OF ALLEGIANCE

III. BOARD OF EDUCATION ACKNOWLEDGEMENTS:

A. Westbrook Middle/High School CABE Student Leadership Awards:

Alana Bochanis and Nathan Comment were recognized as Westbrook Middle School's recipients of the 2015 CABE Student Leadership Awards. They were chosen for their willingness to accept challenges, concern for others, ability to work with others and their personal integrity. Mrs. DiMaggio, WMS Principal, talked about the accomplishments of both deserving students.

Lydia Murphy and Erik Simon Vuoritie were recognized as Westbrook High School's recipients of the 2015 CABE Student Leadership Awards. Tara Winch, WHS Principal, reviewed their credentials and said that Lydia and Erik were two amazing people appropriately deserving of this award.

B. 40th Annual Invention Convention –Cori DiMaggio presented middle school student, Christopher Guzman, as a winner at the 40th Annual Invention Convention at UCONN. The title of his invention is the Thermal Ice Xterminator which keeps pipes from freezing using energy generated from the home. Chris explained how the invention works.

Chris' invention won the CT Academy of Science and Engineering Award for 2015. He also won \$75 toward equipment and books related to science and technology, engineering, or math related items. In addition, Chris was awarded the opportunity to take an early college experience course of his choosing from UCONN.

Dani Glaser and Rodney Abbott were credited with assisting Chris with his invention.

- IV. STUDENT REPRESENTATIVE REPORT:** Lydia Murphy, Student Representative, provided the Board with a report on high school activities including CAS Scholar Athlete Awards, Earth Day contest, mock car crash, Prom, Scholar Art Awards, work of school Climate Advisory Groups, Acoustic Café', Spring Sports standings, 8th grade tour of the high school, MADD students paring with Oxford students to clean beaches, course scheduling, Senior Class trip, Memorial Day Assembly, Academic Awards night, and other end of the year activities.
- V. PUBLIC COMMENT:** Mr. Monopoli commented that he and Mrs. Monopoli are looking forward to being host parents for Albanien student, Christina Arappi, who will be attending Westbrook High School in the Fall through the Youth for Understanding Student Exchange Program. They are grateful to the Board of Education for approving her year of exchange.
- VI. ADMINISTRATORS' COMMENTS:**
- A.** Glogster – Cori DiMaggio and middle school student, Julianna Fabrizi demonstrated "Glogster" a technological research tool which appears as an interactive poster project.
 - B.** SBAC Elementary School Wrap-up – Ruth Rose reported that SBAC testing is complete. The Board viewed a video that the Daisy teachers and staff produced for the students' benefit as a mechanism to ease the fears of taking the SBAC's.
 - C.** Inaugural Meeting Wellness Committee – Madeline Illinger reported that the Wellness Committee has been formed, has met and will continue to work on wellness issues. The first issue will be revision of the Wellness Policy.
- VII. NEW BUSINESS: Vote anticipated**
- A.** Policy 5141.21 – Administering Medication: First Reading: The Superintendent said the Policy Subcommittee reviewed this policy for specific changes regarding definitions and administration of Epinephrine. The Board was given a copy and was asked to review the changes. Moved by Lee Bridgewater and seconded by Marti White to bring the policy back to the June meeting to adopt the changes. Vote unanimous.
- VIII. SUPERINTENDENT'S REPORT**
- A. Enrollment Report**—May 2015: Superintendent Ciccone reported enrollment of 817 students enrolled on May 1, 2015, compared to 836 enrolled in May, 2014. October 1, 2014 enrollment was 808 students. There are currently 8 out-placed students and one exchange student in the total of 817.
 - B.** Westbrook Support & Evaluation Plan: The Superintendent distributed a letter she wrote to the Commissioner of Education requesting a waiver regarding Westbrook's 2015-16 Evaluation Plan. Superintendent Ciccone commented that the plan reflects a revision to the Administrator Support and Evaluation plan. The plan includes a new research-based leadership framework in lieu of the state SEED model. She requested a waiver from the state model to allow the implementation of the evaluation tool as a more appropriate way to work with administrator evaluation/support. The Board will be asked at the June meeting to vote on the Evaluation Plan. Marti White raised a question on how New York is using data scores on mastery tests to evaluate. Superintendent Ciccone said she would send information related to New York's approach.
 - C.** Recognition Planning: The Board discussed options of recognizing retirees. The Board was also in agreement that an award to the student representative to the Board would be presented in memory of Myrn Keryc. Details will be worked out and the award will be presented during the Senior Awards ceremony. The Board of Education Chair will acknowledge Myrn and the recognition at graduation as well.

IX. OLD BUSINESS

- A. China Trip in Review: Ginny White reported that the China Trip included an amazing group of people willing to experience all aspects of the culture. She introduced Sarina Garafolo, who put together a PowerPoint presentation of photos showing places and activities in which the group participated. The group was extremely appreciative to the Board for their support. There is a plan for sister school visitors to come to Westbrook in September or October. Host families are needed for those visitors. Also, there is interest in another trip next year which will require early planning.

X. CONSENT AGENDA:

- A. **Approval of the minutes of the Regular Meeting of April 7, 2015:** Moved by Jackie Lyman and seconded by Lee Bridgewater to approve the minutes of the April 7, 2015 BOE meeting. Vote unanimous.

XI. FINANCIAL REPORTS

- A. Review of Check Listing: Board members reviewed check listings for April 9 in the amount of \$178,809.40 and for April 23 in the amount of \$136,796.13.
- B. Budget Narrative/ Review of Expenditure Report – Mrs. Wysocki provided an overview of the budget.
- C. Line Item Transfer(s): None
- D. Insurance Report: Lesley Wysocki reviewed the insurance report and noted that there will be informational meetings for staff on new plan designs this week.

XII. BOARD COMMITTEE REPORTS:

- A. **Policy** - Marti White reported that the committee reviewed Policy 5141.21 – Administration of Medication. The committee continues to review policies and will meet on May 21 at 6:30 p.m.
- B. **Communications:** Jackie Lyman reported the Communications Subcommittee talked about the article for Westbrook Events which was a synopsis of the year.
- C. **Long Range Planning** – It was reported that there is a Town Building Committee meeting scheduled for Wednesday, 5/13. There was discussion on the window project.
- D. **Insurance** – Lee Bridgewater reported a meeting is scheduled for Monday, May 18 at 5:30 p.m.
- E. **Negotiations** – Sally Greaves reported non-certified negotiations are in progress.
- F. **PTSO Representatives** – Jackie Lyman reported on middle school PTSO activities including a speaker who presented on a topic for keeping children calm, the upcoming Sango de Mayo evening, Emily's Foundation (a 4-mile walk at Stannard Beach). Cori DiMaggio thanked the PTSO for supplying snacks for the students during SBAC testing. She also mentioned the upcoming Youth Awareness Day.

XIII. PERSONNEL: Professional Resignation(s)/Retirement:

A. Non-Certified Resignation(s)

1. Jeanne Haslam, Daisy Administrative Secretary, submitted a letter that she will retire from her position effective August 1, 2015. Jeanne has been employed in the Westbrook schools for thirty-five years, both at Theresa Mulvey and the Daisy Ingraham Schools and has worked for three principals. *Moved by Marti White and seconded by Kim Walker to accept with regret the retirement request from Jeanne Haslam effective August 1, 2015. Vote unanimous.*
2. Jamie Litz, Paraprofessional at Westbrook High School, submitted a resignation letter effective April 30, 2015.

Moved by Michelle Palumbo and seconded by Lee Bridgewater to move into Executive Session at 9:11 p.m.

B. Executive Session – Personnel Matter

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

Moved by Sally Greaves and Seconded by Marti White to move back into regular session at 9:15 p.m. Vote unanimous.

Moved by Maureen Westbrook and seconded by Marti White to approve a request from Lori Freeman to be granted one additional week of child-rearing leave from June 1 – 8, 2015. Vote unanimous.

Moved by Sally Greaves and seconded by Jackie Lyman to approve renewal of a contract for Ruth Rose, Principal of Daisy Ingraham. All benefits stay the same for one year. Vote unanimous.

Moved by Sally Greaves and seconded by Jackie Lyman to approve the renewal of a contract for Tara Winch, Principal of Westbrook High School. All benefits stay the same for one year. Vote unanimous.

XIV. ADJOURN: Moved by Jackie Lyman and seconded by Kim Walker to adjourn at 9::20 p.m. Vote unanimous.

Respectfully submitted,

Kim Walker, Board Secretary

Cecilia S. Lester, Board Recording Clerk