

WESTBROOK BOARD OF EDUCATION
EDUCATE, CHALLENGE, & INSPIRE

WESTBROOK BOARD OF EDUCATION
Tuesday, May 13, 2014 @ 7:00 p.m.
Regular Board of Education Meeting
REVISED – Approved BOE 6/10/14

MINUTES

Members Present: Maureen Westbrook, Lee Bridgewater, Marti White, Michelle Palumbo, Sally Greaves, Dee Adorno, Jackie Lyman, Kim Walker, Pat Labbadia III

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

I. CALL TO ORDER: The Regular Meeting of May 13, 2014 was called to order by Maureen Westbrook, Chair, at 7:05 p.m.

II. PLEDGE OF ALLEGIANCE

III. BOARD OF EDUCATION ACKNOWLEDGEMENTS:

- A. Jack Hayes and Amanda Wilderman were selected as CAFE Student Leaders. The middle school principal was given criteria from CAFE to help define leadership and she chose Jack and Amanda as students displaying the required leadership skills at Westbrook Middle School. These students were presented with certificates of recognition.
- B. Board of Education Member Recognition: Superintendent Ciccone acknowledged the Board for their work and gave them tokens of appreciation.

IV. STUDENT REPRESENTATIVE REPORT: No report

V. PUBLIC COMMENT: None

VI. SPECIAL PRESENTATION: Student Demonstration with Darlene Bernier

Darlene Bernier, an Intern at WPS and certified puppeteer, presented Westbrook High School Girl Scouts from Troop # 62124, trained and certified as “Kids on the Block” puppeteers. “Kids on the Block” is an evidenced-based program used to teach and encourage discussions with younger children on topics related to social concerns such as students effectively responding to negative peer interactions. The girls performed a skit titled: “Report It”. Ms. Bernier presented each member of the Girl Scout troop with certificates and patches. Superintendent Ciccone acknowledged Troop Leader, Mary Ella Luft, for keeping the high school girls engaged in Girl Scouts and for opening her home to the girls to learn puppetry. Three presentations are planned this year for the elementary students. Darlene Bernier was also recognized for her collaboration with the project.

PERSONNEL MATTER: *Moved by Kim Walker and seconded by Michelle Palumbo to move into Executive Session. **Vote unanimous.** Discussion of matters that would result in the disclosure of exempt matters.*

*Moved by Kim Walker and seconded by Michelle Palumbo to move back into regular session at 7:30 p.m. **Vote unanimous.***

PRINCIPAL APPOINTMENT:

*Moved by Kim Walker and seconded by Marti White to appoint Tara Winch as Westbrook High School Principal. **Vote unanimous.*** The Superintendent welcomed Ms. Winch and provided an overview of her experience in the Old Saybrook School System, where she has been an associate principal since 2004. She also served as a middle school associate principal in Old Saybrook for four years and her background includes her experience as a high school English teacher and drama director.

Ms. Winch was appreciative to parents and staff who served on the interview committee and to Mr. Hale for his support during her school visit. She was grateful to have met students and to hear of their desire for a positive school community. She acknowledged her family present at the Board of Education meeting and described her appointment as "A dream come true."

VII. CONSENT AGENDA: *Moved by Marti White and seconded by Lee Bridgewater to remove from the consent agenda the approval of the minutes. **Vote unanimous.***

A. Approval of Minutes:

1. Approval of the minutes of the Regular Meeting of March 11, 2014: Moved by Pat Labbadia and seconded by Kim Walker to approve the minutes of March 11, 2014. (Ayes) Maureen Westbrook, Marti White, Michelle Palumbo, Kim Walker, Jackie Lyman and Pat Labbadia (Abstained) Sally Greaves, Dee Adorno and Lee Bridgewater.

2. Approval of the minutes of the Special Meeting of March 19, 2014: Moved by Marti White and seconded by Lee Bridgewater to approve the minutes of the Special Meeting of March 19, 2014. (Ayes) Maureen Westbrook, Kim Walker, Michelle Palumbo, Lee Bridgewater, Marti White, Jackie Lyman; (Abstained) Dee Adorno, Sally Greaves, Pat Labbadia

3. Approval of the minutes of the Regular Meeting of April 8, 2014: Moved by Lee Bridgewater and seconded by Marti White to approve the minutes of the Regular Meeting of April 8, 2014 (Ayes): Lee Bridgewater, Marti White, Michelle Palumbo, Sally Greaves, Dee Adorno, Jackie Lyman, Kim Walker (Abstained) Maureen Westbrook, Pat Labbadia

B. Field Trip Request: The WHS Ski Club requested approval for a trip to Jackson Hole Mountain Resort, Jackson Hole, Wyoming from February 15-20, 2015. Transportation will be airplane, motor coach, and shuttles. Ten to fifteen students are anticipated along with 3-5 teachers and 1-4 parent chaperones. Accompanying teachers thus far are Heidi Joslyn, Liz Egan and Bill Gombos. Approximate cost per student is \$1500.00. *Moved by Marti White and seconded by Lee Bridgewater to approve the out-of-state field trip request to Jackson Hole Mountain Resort, Wyoming from February 14-20, 2015. **Vote unanimous.***

VIII. NEW BUSINESS:

A. Approval of ING as an additional 403b vendor (an amendment to exhibit A of the 403b plan document approved in November 2008. The Board was asked to approve ING as a 403B vendor. *Moved by Lee Bridgewater and seconded by Michelle Palumbo to approve ING as a 403b vendor. **Vote unanimous.***

IX. FINANCIAL REPORTS

- A.** Review of Check Listing: The Board reviewed check listings for April 10 in the amount of \$142,118.44 and for April 24 in the amount of \$119,729.02.
- B.** Budget Narrative/Review of Expenditure Report – Mrs. Wysocki provided an over view of the budget as it stands. She said she continues to monitor purchase orders and still feels the budget is in good shape.
- C.** Line Item Transfer(s): None
- D.** Insurance Report: Mrs. Wysocki reported the health insurance fund is out of the red. She also mentioned the Insurance Subcommittee meeting is cancelled for 5/14/14., but she will email some insurance related information to board of education members on Wednesday.

X. PERSONNEL/PRINCIPAL APPOINTMENTS

Moved by Pat Labbadia and seconded by Lee Bridgewater to move Daisy Ingraham Principal Appointment to

the end of the regular meeting. Vote unanimous.

XI. SUPERINTENDENT'S REPORT

- A. Enrollment Report**—May 1, 2014: The Superintendent reported that there are 836 students enrolled in our schools on May 1, 2014, compared to 879 enrolled in May, 2013. October 1, 2013 enrollment is 833 students. There are currently 11 out-placed students. Superintendent Ciccone commented that we continue to hover in the 845-847 range for enrollment
- B. School Climate Update:** Superintendent Ciccone reported that we currently have 22 climate trained staff, and on June 4 and 5, Westbrook is hosting another training session and 23 of our staff are registered. She also reported that she hopes to bring our Westbrook students who are involved in the School Climate initiative to National School Climate Institute in New York (July) for a one-day workshop with their advisor.
- C. SBAC Testing:** Cori DiMaggio gave an update on the SBAC testing. She said the glitches seem to have been worked out in the field test. Students liked using the computers. She said there was a lot of reading involved, but students stayed focused. Both teachers and students were cooperative with the field test.
- D. Educator Evaluation Update:** Superintendent Ciccone gave an update on the changes in SEED. A PDEC (Professional Development and Education Evaluation Committee) has been identified. Mr. Hale and Mrs. Illinger will meet with the superintendent on Thursday, May 15th to review the process changes to our evaluation document. A meeting of the PDEC is scheduled for next week. The Superintendent commented that these documents will need to be approved by the Board for submission to CSDE.

- XII. ADMINISTRATORS' COMMENTS:** WHS – R. Hale: Mr. Hale said that six students did a presentation on School Climate last week to our students and staff and did a phenomenal job. He commented that they were well rehearsed and confident and he also acknowledged Mr. Bialicki for his work with the students. It was suggested that the students and Mr. Bialicki be recognized at the June Board of Education meeting. He commented that he was also proud of our students for reaching out to Jonathan Law High School at the time of their tragedy. Ms. Malafronte and Mr. Gerhardt also coordinated efforts to help the Jonathan Law community with the performance of their high school musical.

Daisy Ingraham – Kit Bishop gave the Board a preview of the Daisy Diggers blog. The community can keep up with the news of the Greenhouse on the website. She said that every grade level is involved. She mentioned that “pavers” are available for sale which will identify businesses or individuals who purchased them and they will be used to create a walkway for the greenhouse.

XIII. OLD BUSINESS: None

XIV. BOARD COMMITTEE REPORTS:

- A. Policy** - Marti White reported a meeting will be planned in the future.
- B. Communications:** No meeting
- C. Long Range Planning** –Pat Labbadia reported a School Building Committee meeting is scheduled for June 4. The solar panels project is moving along well. The window project is delayed for additional study.
- D. Insurance** – Lee Bridgewater referred to the earlier discussion on insurance under item IX.D.
- E. Negotiations** –Sally Greaves suggested setting a meeting date to begin negotiations planning.
- F. PTSO Representatives** – Kim Walker and Jackie Lyman will attend next Monday's WHS PTSO meeting. Kim Walker reported on Daisy Ingraham activities, including Field Day on May 30, and the impressiveness of the 2nd graders who gave PowerPoint presentations on

Community Helper Research. Jackie Lyman reported on the Women's Health Day and Middle School Game Night. There will be an 8th grade dance at Fireman's Field in Old Saybrook and the 7th graders will be taking a field trip to the Harriet Beecher Stowe House. Youth Awareness Day is on May 16, and Pioneer Day is on June 12. Middle School concerts are coming up and there is a Faculty Recital this coming Friday. Mr. Hale will be doing a Magic Show on June 16 for middle school students. Mrs. Lyman commented on the positives of the SBAC testing and appreciated students not being given homework before testing days.

XV. PUBLIC COMMENT: Kit Bishop talked about E Smarts curriculum for 4th and 5th graders and The McKinney Refuge Duck Island events. Mr. Hale congratulated the Board on the selection of the high school principal (Tara Winch) – he commented that he is “comfortable leaving his school in her hands!”

XVI. PERSONNEL:

A. Non-Certified Resignation(s):
Superintendent Ciccone reported that Alli Gesick, Paraprofessional at Daisy Ingraham submitted her resignation effective June 19.

XVII. ADJOURN: *Moved by Pat Labbadia and seconded by Lee Bridgewater to adjourn to Executive Session at 8:40 p.m. **Vote unanimous.***

Executive Session: Discussion of matters that would result in the disclosure of exempt matters.
*Moved by Michelle Palumbo and seconded by Pat Labbadia to move back into regular session at 9:24 p.m. **Vote unanimous.***

*Moved by Lee Bridgewater and seconded by Michelle Palumbo to authorize Patricia A. Ciccone to make an offer to Ruth Rose as elementary school principal at Daisy Ingraham School. **Vote unanimous.***

*Moved by Pat Labbadia and seconded by Sally Greaves to allow Superintendent Ciccone to carry over five vacation days for 2013-14. **Vote unanimous.***

*Moved by Jackie Lyman and seconded by Lee Bridgewater to adjourn at 9:35 p.m. **Vote unanimous.***

Respectfully submitted,

Kim Walker, Board Secretary

Cecilia S. Lester, Board Recording Clerk