

<p>WESTBROOK BOARD OF EDUCATION Tuesday, January 10, 2017 @ 7:00 p.m. Regular Board of Education Meeting</p>

MINUTES

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

Absent: Dee Adorno, Sally Greaves

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, and Teachers Diane Lewis and Kim Godfrey.

I. CALL TO ORDER – The regular meeting of January 10, 2017 was called to order at 7:00 p.m. by Lee Bridgewater, Chair.

II. PLEDGE OF ALLEGIANCE

III. BOARD OF EDUCATION ACKNOWLEDGEMENTS: No acknowledgements

IV. STUDENT REPRESENTATIVE REPORT: No report

V. PUBLIC COMMENT: No Public Comment

VI. ADMINISTRATOR(S) COMMENTS

- A.** Behaviorists on Staff – Madeline Illinger, Special Services Director, spoke to the Board about behavioral services and budget implications. She defined the behavior analyst positions and talked about the savings that will occur by sharing a behavior specialist position with Old Saybrook. Mrs. Illinger reported that currently Westbrook has three paraprofessionals going through the certification training. She reported that many schools are training their employees rather than contracting out, resulting in a savings.
- B.** Literacy Night 2017 – Concept and Theory – Ruth Rose, Daisy Ingraham Principal, talked about the upcoming Literacy Night at Daisy (Thursday, 1/12/17 from 5-7 pm). She introduced organizers, Diane Lewis, Kim Godfrey, Michele Hammond, and Helen Sweet. Mrs. Sweet was unable to be present. They enthusiastically informed the Board of the purpose and activities of Literacy Night. It is the second annual event and involves students, staff, parents, and community. Board members were encouraged to attend. Handouts were provided to show what the students will experience and a parent's guide to understanding reading levels. This year's focus is on books, leveled reading, digital resource and puzzle solving. Through the support of the PTO, each student will go home with a book. Also, nine high school students will participate in the evening events.

VII. NEW BUSINESS

- A.** Student Data Privacy Policy 3520.13 – First Read: Tabled

VIII. SUPERINTENDENT'S REPORT

- A.** Enrollment – Superintendent Ciccone reported the January enrollment total effective 1/11/16 of 780 students with three new students reporting for instruction on 1/11/17.
- B.** Superintendent's Budget Proposal and ECS Impact – Superintendent Patricia Ciccone provided a first look at the budget for 2017-18. It is still a work in progress. As is typical, salaries and benefits make up the largest portion of the budget. The Board was given a handout showing preliminary percentages of Salaries, Benefits, Purchased Services, Transportation, Tuition, Supplies/Utilities and Equipment. The Superintendent mentioned that the Office of Policy and Management has capped municipalities' budgets not to exceed a 2.5% increase over the previous year. If exceeded, municipalities will face a fine. At present, the Superintendent is pleased with the work of the administrators and their staff in forecasting their needs accurately. Work is still being done to look at line items and other aspects of reducing the budget before it is finalized for Board approval.

IX. OLD BUSINESS

- A.** Installation of Water Bottle Filling Stations – WMS: Superintendent Ciccone said that after having recently received a phone call from the PTO president, she learned that the PTO is no longer pursuing multiple water bottle filling stations for the middle school, other than the possibility of placing one near the rear of the gym. After discussion, the Board agreed that the Superintendent would determine the next step. Mr. Perreault asked that the PTO be apprised that the Board is appreciative of what the PTSO does for our schools. The Superintendent will keep the Board apprised of the decisions made.
- B.** Review and approval of 2017-18 School Calendar Dates –The Superintendent informed the Board that the school year calendar is being designed electronically; a design team is working on a new format for the calendar which will provide even more on-line information relative to days that vary from the regular school day, e.g. early dismissal, holidays, etc. After review by the WEA, the calendar will be brought before the BOE for approval.

X. CONSENT AGENDA

- A.** Approval of Minutes:
1. Regular Meeting – December 13, 2016: Moved by M. White and seconded by D. Perreault to approve the minutes of December 13, 2016. Vote unanimous.

XI. FINANCIAL REPORTS

- A.** Review of Check Listing: Board members reviewed check listings for December 1, 2016 in the amount of \$78,665.96 and for December 15, 2016 in the amount of \$122,212.20.
- B.** Budget Narrative/Review of Expenditure Report: Mrs. Wysocki provided a general perspective on the current budget to date.
- C.** Line Item Transfer: None
- D.** Insurance Report: Currently, the Insurance Report shows a small deficit that was discussed.

XII. BOARD COMMITTEE REPORTS

- A.** LEARN Report – No report. Superintendent Ciccone reported that she received a letter explaining that the LEARN Friendship School is no longer required to serve the specific towns of New London/Groton. It will be open to other districts' students and families.
- B.** Policy– M. White will schedule a policy meeting.
- C.** Communications - No report
- D.** Long Range Planning: Michelle Palumbo reported on the activity of the LRP meeting prior to the BOE meeting. Roger LeFleur was present and discussed a plan for the second floor of the middle school for AC and LED lights. He will be responsible for putting together the RFP.
- E.** Insurance - L. Bridgewater will work with Lesley Wysocki to schedule a meeting for the Insurance Subcommittee.
- F.** Negotiations – No report
- G.** PTSO Representatives - J. Lyman, M. Luft, M. Palumbo (PTO's are scheduled to meet next week)

XIII. PERSONNEL:

- A.** New Hire(s) FYI – Non-Certified – The Superintendent reported that Nancy Bussiere was hired as a paraprofessional at Daisy Ingraham School.

XIV. ADJOURN: Moved by Michelle Palumbo and seconded by Marti White to adjourn at 8:20 p.m.
Vote unanimous.

Respectfully submitted,

Kim Walker, Board Secretary

Cecilia S. Lester, Board Recording Clerk