

**WESTBROOK BOARD OF EDUCATION**  
**EDUCATE, CHALLENGE, & INSPIRE**

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<b>WESTBROOK BOARD OF EDUCATION</b> <b>Thursday, July 30, 2020</b> <b>Special Board of Education Meeting</b> <b>Google Meet</b>
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**MINUTES**

BOE Members Present: Zachary Hayden, Sally Greaves, Kim Walker, Bridgewater, Mary Ella Luft, Don Perreault, Christine Kuehlewind, Mike Esposito, Kim Walker

Absent: M. Palumbo

Also Present: Superintendent Dr. Patricia Charles; Business Manager, Lesley Wysocki; Administrators Tara Winch, Ruth Rose, Madeline Illinger; Technology Director, Ben Russell; T. Cosgriff, Athletic Dir.; Guest Dr. Susan Miller; Staff

- I. Call to Order: The Special Meeting of July 30, 2020, was called to order by Z. Hayden, Chair at 5:34 p.m. via Google meet.
- II. Pledge of Allegiance
- III. Public Participation: No public participation
- IV. Re-opening of Schools Plan Update: Dr. Charles presented a Re-Opening of Schools Plan providing for three different scenarios: In-Person, Hybrid, or Distance Learning. At this time, the plans are fluid based on current COVID conditions. The Governor provided an update before the Board meeting on which M. Illinger reported on some highlights: pre-school students will not be required to wear masks; the metrics will be updated on a weekly basis; in-person or hybrid models are preferred and if a school requests distance learning only, there must be a valid reason before that would be approved. Dr. Charles reported that all the necessary precautions are being taken for a safe return to school. A Westbrook Schools Re-opening Plan discussion is scheduled for Wednesday, August 5 at 6:00 p.m. The community will have the opportunity for questions and a link will be sent out. The Athletic Department will also hold an informational program on August 11 at 5:00 p.m. and each of the schools will hold informational sessions. The Board was given the opportunity for comments and questions. Dr. Charles will update the plan as needed.
- V. COVID Expenses: L. Wysocki, Business Manager, provided a current breakdown of costs associated with COVID. Currently, the expenses equal \$1, 684,147. She and Dr. Charles have been conversing with the Town as to reimbursement for these expenses, 75% of which will be FEMA and other resources for the remaining 25%.

- VI. Discussion concerning the 2019-2020 potential budget balance: Discussion centered around the Board's preference of where to place the 2019-20 fund balance of \$363,520. L. Bridgewater preferred increasing the health reserve to bring down health insurance costs for the next budget. Others were in agreement. If returned to the town, could there be a stipulation to earmark it for BOE expenses? Dr. Charles will confer with Noel Bishop on that possibility; however, the BOF does not meet to approve such a request prior to the deadline for the business manager to deposit money into the insurance reserve account. MOTION by K. Walker to table this item for further exploration. Second by M. Luft. Vote unanimous.

MOTION to approve 2% into the Capital Reserve. Second by L. Bridgewater. Motion carries Vote unanimous.

- VII. \*Discussion concerning appointment of middle school principal

MOTION to move into Executive Session at 6:40 p.m. by K. Walker and seconded by L. Bridgewater, with an invitation to Dr. Susan Miller and Dr. Charles, for discussion concerning the appointment of the middle school principal. Vote unanimous.

Moved back into Regular Session at 7:01 p.m.

MOTION by S. Greaves to approve Dr. Susan Miller as the Interim Middle School Principal and for Dr. Charles to execute her contract. Second by L. Bridgewater. Vote unanimous.

Dr. Charles welcomed Dr. Miller to WPS. Dr. Miller reciprocated and provided information on her background. Dr. Miller said it is her goal to keep everyone safe and happy at the middle school. Z. Hayden, Chair expressed appreciation to those who served on the WMS Interim Principal Search committee.

- VIII. Adjournment: Moved by K. Walker and seconded by M. Luft to adjourn at 7:10 p.m. Vote unanimous.

Respectfully submitted,

Kim Walker, Board Secretary

Cecilia S. Lester, Board Recording Clerk