

WESTBROOK BOARD OF EDUCATION

Tuesday, October 09, 2018 @ 7:00 p.m.

Regular Meeting Minutes

MINUTES

Present: Lee Bridgewater, Sally Greaves, Jackie Lyman, Michelle Palumbo, Don Perreault, Dee Adorno, Kim Walker, Zachary Hayden

Absent: Mary Ella Luft

Also Present: Superintendent Patricia A. Ciccone; Administrators Taylor Wrye, Ruth Rose, Tara Winch; Madeline Illinger, Special Services Director; Dir. of Technology, Ben Russell

I. CALL TO ORDER – The regular meeting of October 9, 2018 was called to order at 7:02 p.m. by Lee Bridgewater, Chair.

II. PLEDGE OF ALLEGIANCE

III. BOARD OF EDUCATION ACKNOWLEDGEMENTS: No acknowledgements

IV. STUDENT REPRESENTATIVE REPORT – Katelyn Wallace reported on school activities, including Fall sports teams, a successful Field Day, Talent Show, the annual Elks senior breakfast, High School Bowl and SADD activities, the Physics Class boat race and the upcoming Project Graduation bake sale on Election Day at the Town Hall.

V. PUBLIC COMMENT: No comments

VI. ADMINISTRATOR(S) COMMENTS

- A. Athletic/Sports Recognitions – T. Cosgriff introduced Caty Halpin, Westbrook’s Athletic Trainer. Caty reported on Westbrook having received the Safe Sports School First Team Award (National Association of Athletic Trainers). This award is a result of following guidelines to ensure healthy and happy athletes on the fields as well as following safety protocol. Mr. Cosgriff reported on the Banner Unified Champion School 2018 award; a result of the involvement of the whole school community led by Ms. Lesandrine’s efforts resulting in the Unified Arts program and Special Olympics.
- B. Open House Briefings – Ruth Rose, Daisy Principal, reported on the Open House format at Daisy which is hosting several breakfast for each of the grade levels. She was pleased with 90% attendance at each of the Open House breakfasts after which parents visited classrooms; while the students participated in restorative activities. Mr. Wrye, WMS

Principal, reported that the middle school teachers read the book “Teach Like a Pirate.” This led to “Positive Sign Thursday”, focusing on making the children and staff feel welcome and excited to be in school. Tara Winch, WHS Principal, reported on a successful Open House at the high school. Eighth grade parents and students were invited to participate this year.

- C. Physics/Boat Race – Tara Winch and several students presented to the Board on the Physics class cardboard boat race having placed first among several schools and including teams of UConn Professors, college students, and the UConn Police Department. Mr. Anderson assisted the students in the design of the boat made of nothing but cardboard and duct tape.

VII. NEW BUSINESS

- A. Budget Guidelines – 2019-20 – Superintendent Ciccone reviewed the budget guidelines with the Board. The guidelines help to drive the formation of the budget. *A motion was made by S. Greaves to accept the budget guidelines as presented, and seconded by D. Adorno. Vote unanimous.*
- B. Field Trip Request – Lisa Finnegan, WHS French teacher, requested approval of a trip to Quebec, Canada for approximately 15 students and the appropriate number of chaperones to take place during February break (2/15-2/18). The Board received an itinerary of the trip. *Moved by J. Lyman and seconded by K. Walker to approve the French class field trip to Quebec, Canada from February 15-18. Vote unanimous.*
- C. ED099 – Agreement for Child Nutrition Programs – Superintendent Ciccone reported that as a participant in the Child Nutrition Program, the Board of Education is required to submit the ED099 form with the Board Chair’s signature indicating the Board’s agreement to comply with the requirements of the Child Nutrition Program reimbursement. *Moved by D. Perreault and seconded by K. Walker to authorize the Board Chair’s signature on the ED099 form to be submitted to CSDE. Vote unanimous.*

VIII. SUPERINTENDENT’S REPORT

- A. Enrollment Update & Demographic Changes: Superintendent Ciccone reported on the current enrollment of 680 students. The Superintendent reviewed the findings of the enrollment study. There have been no appreciable changes to the anticipated trends and the Board was in agreement that it does not make sense to pursue another enrollment study at this time. It was the consensus of the Enrollment Committee through the efforts of the Facilitator, Betty Osga, that the town and community does not want to lose its control. Mr. Hayden suggested sharing the results of the report again as a refresher.
- B. Mastery Testing – Growth Model Scores: Administrators Ruth Rose, Taylor Wrye, and Madeline Illinger provided a thorough report on the results of the Mastery Test Growth Model Scores. A PowerPoint presentation and several handouts were provided. Overall, Westbrook students show strong growth in all areas of the assessment, above the state of CT percentages. The administrators commented that they are pleased with our students’ achievement and continue to work to ensure

continual growth. Parents receive their child's scores on the SBAC Individual student report. The EdSight website is open to the public.

- C. Technology Plan/Committee – CSDE Changes: Superintendent Ciccone said a committee will soon be formed to re-up the Technology Plan, with board member representation on the committee. She also distributed to the Board information on the Sandy Hook Promise, an anonymous reporting system similar to “if you hear or see something, say something.” She said that schools in Pennsylvania are utilizing the reporting system. It is established through a Memorandum of Understanding process. Guilford is implementing it. Board members were asked to review the information in the handout. There is no cost to the school system, and it draws the community together in the agreements.

IX. OLD BUSINESS

X. CONSENT AGENDA

A. Approval of Minutes:

1. Regular Meeting – September 11, 2018: *Moved by D. Adorno and seconded by Z. Hayden to approve the minutes of the regular meeting o September 11, 2018. Vote unanimous.*

XI. FINANCIAL REPORTS

- A. Review of Check Listing: Board members reviewed check listings for September 20, 2018 in the amount of \$111,674.60 and for September 6, 2018 in the amount of \$131,573.31. L. Wysocki joined the meeting via telephone.
- B. Budget Narrative/Review of Expenditure Report: Mrs. Wysocki provided an overview of the budget as it stands.
- C. Line Item Transfer – No transfers
- D. Insurance Report – Because of a software update, the insurance report is unavailable but a solution is in the works.

XII. BOARD COMMITTEE REPORTS

- A. LEARN - D. Adorno reported on the LEARN Board of directors meeting, who heard from a speaker on Emergency Management, Safety & Security; Dr. Howley reported that the initial payment to LEARN from the state was 70% of the expected funds. Transportation needs are being reviewed to assist with regional needs. Dee Adorno agreed to continue as the BOE representative to the LEARN Board of Directors.
- B. Policy - K. Walker (A meeting is scheduled for 10/18 at 4:15 p.m.)
- C. Long Range Planning – Superintendent Ciccone reported that the bid process for generators closes on 10/15.
- D. Insurance- L. Bridgewater (no meeting)
- E. Negotiations - S. Greaves reported AFT negotiations are ongoing.

- F. Town Energy Ad Hoc Committee – School related topics were not on the agenda for the last meeting.
- G. PTSO Representatives - J. Lyman reported that there was a good turnout for the WHS PTSO meeting and a discussion on formation of committees; M. Palumbo said the WMS PTSO discussed fundraisers. Lori Blair is President. The upcoming Harvest Fair is on October 26.

XIII. PERSONNEL

- A. Professional Appointment(s) - None
- B. Non Certified: Patti Linck, WHS cafeteria worker, resigned from her position.
- C. Teachers having achieved Tenure: Superintendent Ciccone reported the following teachers having received tenure: Alina Britchi, Rebecca Lyon, Brenda Maselli, Matthew Talmadge

XIV. ADJOURN: *Moved by M. Palumbo and seconded by S. Greaves to adjourn at 9:22 p.m. Vote unanimous.*

Respectfully submitted,

Kim Walker, Board Secretary

Cecilia S. Lester, Board Recording Clerk