

WESTBROOK BOARD OF EDUCATION

Tuesday, April 7, 2015 @ 7:00 p.m.

Regular Board of Education Meeting

MINUTES

Present: Lee Bridgewater, Michelle Palumbo, Dee Adorno, Jackie Lyman, Sally Greaves, Pat Labbadia, Kim Walker

Absent: Maureen Westbrook, Marti White

Also Present: Patricia A. Ciccone, Superintendent; Ruth Rose, Cori DiMaggio, Tara Winch, Madeline Illinger, Administrators; Lesley Wysocki, Business Manager; Ben Russell, IT

- I. **CALL TO ORDER:** The Regular Meeting of April 7, 2015 was called to order at 7:02 p.m. by Lee Bridgewater, Vice Chair.
- II. **PLEDGE OF ALLEGIANCE**
- III. **BOARD OF EDUCATION ACKNOWLEDGEMENTS:** No acknowledgements this month
- IV. **STUDENT REPRESENTATIVE REPORT:** No report
- V. **PUBLIC COMMENT :** None
- VI. **CONSENT AGENDA**
 1. **Approval of the minutes of the Regular Meeting of March 10, 2015:** Moved by Pat Labbadia and seconded by Kim Walker to approve the minutes of March 10, 2015. **Vote unanimous.**
- VII. **NEW BUSINESS:**
 - A. **Set Graduation Date:** Superintendent Ciccone said that after April 1, Boards of Education can establish a firm graduation date and stick to it even if school days are cancelled later, as long as the school calendar provides for at least 180 days of school at the time the date is set. Originally, June 12 as our tentative date, however, since we have had six cancelled days due to weather, and with input from the administrators, she recommended the Board of Education set June 22, 2015 as the graduation date for the class of 2015. The official last day of school for students will be June 22, 2015. **Moved by Kim Walker and seconded by Michelle Palumbo to approve the**

Superintendent's recommendation for graduation to be on June 22, 2015. Vote unanimous.

- B. Non-Tenure Notification:** Superintendent Ciccone requested the Board approve the customary issuance of letters to non-tenured teachers notifying them that their contracts will not be renewed relative to the passing of the budget. She hand delivers the letters and once the budget is approved she will notify the non-tenured teachers immediately. **Moved by Pat Labbadia and seconded by Sally Greaves to approve the Superintendent's recommendation to issue letters to non-tenure teachers. Vote unanimous.**
- C. Appointment of Medical Advisor:** Superintendent Ciccone recommended that Dr. Adam Perrin be approved to continue his service to Westbrook Public schools as the medical advisor. She said that he provides excellent support to our nurses, wellness committees and athletics department, and that he is a leader in the area of medical care following a concussion. He has also been a resource in revising our health and medical policies. **Moved by Pat Labbadia and seconded by Jackie Lyman to approve the Superintendent's recommendation to maintain Dr. Perrin as medical advisor and that his contract be renewed for \$3,700. Vote unanimous.**

VIII. FINANCIAL REPORTS

- A.** Review of Check Listing: Board members reviewed check listings for March 12 in the amount of \$150,355.95 and for March 26 in the amount of \$114,938.22.
- B.** Budget Narrative/ Review of Expenditure Report – Mrs. Wysocki provided an over view of the budget as it stands.
- C.** Line Item Transfer(s): The Board was given a list of line item transfers for March.
- D.** Insurance Report: The Board was provided with a monthly insurance report. Lesley Wysocki said that a meeting will be scheduled with USI to meet towards the end of April.

IX. SUPERINTENDENT'S REPORT

- A. Enrollment Report—**April, 2015: The Superintendent reported there are 815 students enrolled in our schools on April 1, 2015. October 1, 2014 enrollment is 808 students. There are currently 8 out-placed students and one exchange student included in the total of 815 students.
- B. Budget Progress/Pending Legislative Impact:** The Superintendent reported that the budget meeting with the Board of Finance went very well. She also talked about some governmental initiatives relative to small districts and enrollment and incentives to do enrollment and regionalization studies.

X. ADMINISTRATORS' REPORTS: None

XI. OLD BUSINESS: None

XII. BOARD COMMITTEE REPORTS:

- A. **Policy** – The next policy meeting is scheduled for April 27 at 6:00 p.m.
- B. **Communications:** This subcommittee will meet next month.
- C. **Long Range Planning** –Although there has not been a recent LRP meeting, Pat Labbadia reported that the School Building Committee met and discussed the window project for Daisy and WHS. Issues are being worked out involving costs, type of windows, and security issues. The Committee is contemplating doing the high school first and Daisy, a more complicated task involving reconstruction, at a later time.
- D. **Insurance** – No report at this time.
- E. **Negotiations** –Sally Greaves said non-certified negotiations are set to begin April 21st.
- F. **PTSO Representatives** – Lee Bridgewater reported that the WHS PTSO heard about Field Night, success of the play, providing snacks during testing and listened to a budget presentation from Superintendent Ciccone. Kim Walker reported that the Daisy PTSO heard from a speaker about creation of homework centers and organizational ideas for children, indoor recess ideas, the Good News Assembly and Pep Rally for third and fourth graders to help decrease anxiety related to testing. A video is also being planned relative to the testing. The Ice Cream Social and Art show is scheduled for April 24 and there will be a mother/son Field Event. WMS PTSO will meet on May 7 at 7 p.m.

Pat Labbadia mentioned that he spoke with Mr. Keryc, who was receptive to recognizing Myrn Keryc's service on the Board of Education at the graduation ceremony.

XIII. PUBLIC COMMENT: None

XIV. PERSONNEL: Vote Anticipated

A. Professional Resignation(s)/Retirement:

1. Paula Fitzgerald, WHS Science Teacher, submitted a letter of her intent to retire effective June 30, 2015. The Superintendent reported that Paula began her teaching career in Westbrook in 1980 and has coached sports and also served as the athletic director since 1983. She recommended the Board of Education accept with regret the retirement request for Paula Fitzgerald effective June 30, 2015. **Moved by Jackie Lyman and seconded by Michelle Palumbo. Vote unanimous.**
2. **Non-Certified Resignation(s):**
The Superintendent informed the Board that Kenneth Gomes, Daisy Maintenance, submitted a letter that he will retire effective April 17, 2015. Mr. Gomes has been employed with Westbrook Public Schools since August, 2003.

B. New Hires:

1. **TESOL Teacher:** Superintendent Ciccone recommended the Board approve

the hiring of Joanna Brother, as a TESOL Teacher for Westbrook Public Schools. **Moved by Pat Labbadia and seconded by Jackie Lyman to approve Joanna Brother as a TESOL teacher. Vote unanimous.**

2. The Board was informed that Jason Cane was hired as a paraprofessional for Westbrook Public Schools.

Moved by Pat Labbadia and seconded by Sally Greaves to move into Executive Session at 7:44 p.m. to discuss a personnel matter. Vote unanimous.

Moved by Michelle Palumbo and seconded by Pat Labbadia to move back into regular session at 8:00 p.m. Vote unanimous.

XV. ADJOURN: Moved by Kim Walker and seconded by Pat Labbadia to adjourn at 8:01 p.m. Vote unanimous.

Respectfully submitted,

Kim Walker, Board Secretary

Cecilia S. Lester, Board Recording Clerk