

<p><b>WESTBROOK BOARD OF EDUCATION</b> <b>Tuesday, May 9, 2017 @ 7:00 p.m.</b> <b>Regular Board of Education Meeting</b></p>
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**MINUTES**

**Present:** Lee Bridgewater, Marti White, Sally Greaves, Michelle Palumbo, Don Perreault, Dee Adorno, Kim Walker, Jackie Lyman, Mary Ella Luft

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

**I. CALL TO ORDER** – The Regular meeting of May 9, 2017 was called to order at 7:00 p.m. in the WHS library.

**II. PLEDGE OF ALLEGIANCE**

**III. BOARD OF EDUCATION ACKNOWLEDGEMENTS**

**A. Devin Mulvihill and Jesse McGannon**, were recognized for having received the Middle School CAS Scholar Leaders Awards. These awards are based on their scholarship and leadership in the community. Mrs. DiMaggio, WMS Principal, spoke about the accomplishments of the two deserving students. Also recognized for the CT Association of Boards of Education (CABE) Student Leadership Awards were WHS students, **Keysi Jara** and **Jason Matunas**. These students were selected by their high school principals for their leadership based on criteria from the CT Association of Boards of Education. Tara Winch, WHS Principal, talked about the many accomplishments of Keysi and Jason.

**B. Teacher/Staff Appreciation:** Lee Bridgewater expressed appreciation to the faculty and staff of Westbrook Public Schools in recognition of Teacher Appreciation Week.

**IV. STUDENT REPRESENTATIVE REPORT** - No report

**V. PUBLIC COMMENT**

Michael Susi complimented teachers and administrators of WPS for his children's successful transitioning in the schools.

**VI. ADMINISTRATOR(S) COMMENTS**

**A.** WHS Core Values, Beliefs, Learning Expectations: Principal Winch gave an overview of the work done on the WHS Core Values and Beliefs relative to the upcoming NEASC review and requested the Board's approval. Moved by D. Perreault and seconded by J. Lyman to approve the WHS Core Values and Beliefs document as presented. Vote unanimous.

Also present were Caitlyn Eichler and Nancy Malafronte to talk about WHS student's Digital Portfolios and the Senior Seminar. Appreciation was expressed to the technology department (Ben Russell and Tiffini Hovey), faculty, students and administrators for their collaboration.

Starting with the Class of 2021, the portfolios will be a graduation requirement. Ms. Eichler and Ms. Malafronte provided details of the expectations for the portfolios.

- B. STEM Projects – WHS Science students, Jason Matunas, Amanda Wilderman, Ian Whitehouse and Jaclyn Grace were present with Science teacher, Mrs. Britchi, to talk about their participation in a science competition at UConn on March 4. The students were enthusiastic in talking about their projects and shared a video as well.
- C. Wellness Council Policy/Annual Report Update: Mrs. Illinger, Director of Student Support Services, shared the revisions in the Wellness Policy for a First Reading. The Board will be asked to approve at the June meeting.
- D. Athletics – Mr. Cosgriff, Athletic Director, Teg Cosgriff, reviewed the athletic program and success of the athletics teams throughout the year. Mr. Cosgriff noted that 74% of boys play at least one sport and 69% of girls play at least one sport as well. He talked about the Unified Sports program participation and the success of the program among other athletic endeavors being developed for students.

## VII. NEW BUSINESS:

- A. **Healthy Food Certification** – Section 10-215f of the Connecticut General Statutes requires that each local board of education or governing authority for all Connecticut public school districts participating in the National School Lunch Program (NSLP) **must take action annually** to certify whether all food items sold to students **will or will not** meet the Connecticut Nutrition Standards. For the 2017-18 school year, the HFC period is July 1, 2017 through June 30, 2018. All public school districts participating in the NSLP must return the *Healthy Food Certification Statement – Addendum to Agreement for Child Nutrition Programs (ED-099)* to the Connecticut State Department of Education (CSDE).

The Superintendent recommended that the Board of Education certify that all foods sold to Westbrook students will meet the Connecticut Nutrition Standards and that the Board will exclude from certification food items that do not meet the Connecticut Nutrition Standards, provided that (1) such food is sold in connection with an event occurring after the end of the regular school day or on the weekend, (2) such sale is at the location of the event, and (3) such food is not sold from a vending machine or school store, and that the BOE continue to accept additional federal reimbursements on their basis.

Moved by Dee Adorno and seconded by Marti White to renew the requirements to meet the Healthy Food Certification for the 2017-18 school year. Vote unanimous.

- B. **Field Trip Request** - Lisa Finnegan, WHS French Teacher, requested Board approval for a trip to Marseille & Paris France during April break, 2018 (April 13-22). This trip will also include Morgan High School students and Morgan French teacher. . The cost is \$2870 with an estimate of 16 students and two adults or more if needed. Students will study the language, culture and history of France. Students will stay with host families.

Superintendent Ciccone recommended the Board of Education approve the field trip to France during April break of 2018, with the appropriate number of chaperones. Moved by M. Palumbo and seconded M. White. Vote unanimous.

**C. Policies: First Reading:** The Policy Committee reviewed and discussed the following revisions of the 5000 Student series, provided by Shipman & Goodwin at the April 20, 2017 Policy Meeting and presented the following to the Board for a First Reading.

1. 5112 – Attendance, Absences, and Truancy (Policies 5112 & 5113 are now combined)
2. 5114 – Student Discipline
3. 5118- Non-Resident Students (Not required, but Superintendent Ciccone commented that it is a policy that this district needs) Also, the Superintendent will check with Shipman & Goodwin on forms/affidavits.
4. 5123 – Promotion/Acceleration/Retention
5. 5125 – Student Records; Confidentiality
6. 5131.6 – Alcohol Use, Drugs, Tobacco (Including Performance Enhancing Substances)
7. 5141.21 - Administration of Medication
8. 5141.7 – Student Sports – Concussion and Head Injuries
9. 5141.4 – Reporting of Child Abuse and Neglect
10. 5141.5 – (Proposed New Policy) – Sex Discrimination and Sexual Harassment
11. 5141.511 – Exploitation; Sexual Harassment
12. 6142.101 - Wellness Policy

These policies will be brought to the June Board of education meeting for a second reading and vote.

#### **VIII. SUPERINTENDENT'S REPORT**

- A. Enrollment:** Superintendent Ciccone reported the May enrollment total of 788 students.
- B. Budget Questions or Concerns:** Superintendent Patricia Ciccone reminded board members of the town budget meeting and vote to take place in the WHS auditorium on Tuesday, May 16 at 7:00 p.m. There were no questions or concerns.
- C. SBAC Testing –** The Superintendent said that SBAC testing began this week. Elementary and middle school are following their respective schedules.
- D. Graduation Preparation:** The Superintendent asked that any board members planning to attend graduation to please inform Cecilia. Graduation is planned for June 19 with a 5:00 assembly time.
- E. Comprehensive School Climate Inventory CSCI Announcement:** The Superintendent announced that the school climate survey for students, staff and parents will open for the first two weeks of June.

#### **IX. OLD BUSINESS:**

- A. Policy 9311, Policy 9313 - By-laws of the Board (Formulation, Adoption, Amendment of Policies)** These policies were brought before the full board for a second reading and approval. Moved by K. Walker and seconded by M. Luft to approve Policy 9311 and Policy 9313. Vote unanimous.

**X. CONSENT AGENDA**

Approval of Minutes:

1. Regular Meeting – February 14, 2017: Moved by M. Palumbo and seconded by M. White to approve the minutes of the February 14, 2017 BOE meeting. (Ayes) L. Bridgewater, M. White, M. Luft, M. Palumbo, S. Greaves, D. Perreault Abstained: K. Walker, D. Adorno, J. Lyman.
2. Regular Meeting – April 4, 2017 – Moved by K. Walker and seconded by D. Adorno to approve the minutes of April 4, 2017. (Ayes) M. Luft, M. Palumbo, S. Greaves, D. Adorno, J. Lyman, K. Walker, D. Perreault (Abstained) L. Bridgewater, M. White

**XI. FINANCIAL REPORTS**

- A. Review of Check Listing: Board members reviewed check listings for April 6, 2017, in the amount of \$152,215.69 and for April 20, 2017, in the amount of \$154,940.76.
- B. Budget Narrative/Review of Expenditure Report. Mrs. Wysocki commented that currently the budget remains in good standing.
- C. Line Item Transfer – No transfers
- D. Insurance Report – The Board reviewed the current insurance report.

**XII. BOARD COMMITTEE REPORTS**

- A. LEARN report – D. Adorno reported that the Commissioner of Education and the Deputy Commissioner presented at the April 6 meeting on Accountability, Chronic absenteeism, student growth over time, and physical fitness. Dr. Howley reported on a disability summit that she attended.
- B. Enrollment Subcommittee – No meeting
- C. Policy– M. White commented that the policies they reviewed were before the Board. The next policy meeting to continue the series review is scheduled for Thursday, May 18 at 4:00 pm.
- D. Communications - No meeting
- E. Long Range Planning – M. White reported the School Building Committee met for the last time and a letter will be generated to dissolve the committee. The LRP Committee met prior to the BOE meeting. Mr. Roger LeFleur was present to discuss the HVAC proposals and recommend BOE authorization to proceed with the scope review is completed.
- F. Insurance – The Insurance Subcommittee will meet soon.
- G. Negotiations – The Board was informed that Negotiations will begin on October 23.
- H. PTSO Representatives – M. Palumbo reported that she attended several successful events at Daisy: Art Show/Ice Cream Social, 3<sup>rd</sup> Grade Concert and Singo de Mayo.

**XIII. PERSONNEL**

- A. **Child-Rearing Leave Request:** Jenny Szewczyk, School Psychologist, submitted a letter requesting child-rearing leave with a plan to return to work on December 11, 2017. The Superintendent recommended granting child-rearing leave to Jenny Szewczyk with her intent to return to work on December 11, 2017. Moved by K. Walker and seconded by M. Palumbo. Vote unanimous.
- B. **Professional Resignation(s)**
  1. Jane Willets – Special Education Teacher, submitted a letter announcing her retirement at the end of this school year. 2-16-17.

2. Rebecca McDonald, WHS Science Teacher submitted a letter of resignation effective at the end of the 2016-17 school year.

Moved by M. White and seconded by K. Walker to accept with regret the retirement of Jane Willets and resignation of Rebecca McDonald, effective at the end of the 2016-17 school year. Vote unanimous.

3. The Board was informed that Rebecca Honan, Health Aide at WMS/WHS, submitted her resignation effective June 30, 2017.

**C. New Hire(s)**

1. The Board was informed of the hiring of a new secretary at Daisy, Roseanne Krajewski.

**XIV. ADJOURN**

Moved by M. White and seconded by K. Walker to adjourn at 9:08 p.m. Vote unanimous.