

## EDUCATE, CHALLENGE, & INSPIRE

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### WESTBROOK BOARD OF EDUCATION

Tuesday, June 07, 2022 @ 7:00 p.m.

#### Regular Board of Education Meeting

The Regular meeting of the Westbrook Board of Education will be held on Tuesday, June 7, 2022 at 7:00 p.m. in the WHS Library. Members of the public who would like to join this meeting remotely may access the link below:

##### Method 1

1. Visit <https://www.westbrookctschools.org/groups/5650>
2. Click the link provided at the time of the meeting.

##### Method 2

1. Navigate to <https://www.westbrookctschools.org>
2. Click "Departments"
3. Click "Westbrook Board of Education"
4. Click the link provided at the time of the meeting.

### AGENDA

- I. CALL TO ORDER – 7:00 p.m.**
- II. PLEDGE OF ALLEGIANCE**
- III. BOARD OF EDUCATION ACKNOWLEDGEMENTS**
  - A.** BOE Senior Student Representative –Andrew Livingstone
  - B.** CABC Student Leadership Awards
    1. WMS Students – Lillian Bergeron and Amy Caguana
    2. WHS Students – Andrew Livingstone and Alexandra Zanzaleri
  - C. CAPSS – Superintendent Awards**
    1. WHS Students: Sadie Susi and Jonah Freund
  - D.** Recognition of Retirees: Eve Barakos, Joseph Biegaj, Mary Jo Noonan, Robert Synott, Catherine Taylor
- IV. STUDENT REPRESENTATIVE REPORT:** Andrew Livingstone, Delaney Belcourt,

### RECESS FOR A BRIEF RECEPTION

- V. NEW BUSINESS –Vote anticipated**
  - A.** IDEA Grant
  - B.** BOE meeting dates – January 2023 – January 2024 - **Enclosure 1**
  - C.** List of Policies reviewed by Policy Subcommittee – **Enclosure 2**
  - D.** 9327 - Bylaws of the Board – Meetings – First Reading – **Enclosure 3**
  - E.** 1110.1 – Parent Involvement – Rescind – First Reading – Replace with Shipman policy Parent Involvement/Parent Teacher Communication. - **Enclosure 4**
  - F.** 6000 Series – Shipman & Goodwin Policy – Parent-Involvement and Parent Teacher Communication – First Reading – **Enclosure 5**
  - G.** 1120 – Public Participation at Board Meetings – First Reading – **Enclosure 6**

**VI. PUBLIC COMMENT** Re: Matters of General Concern & Agenda Items

Board welcomes public participation and asks that speakers **sign in** to be recognized and limit their comments to a reasonable amount of time (3 minutes). Speakers may offer objective comments about specific agenda items or school operations and programs that concern them. To protect the impartiality of the Board, we will not permit any negative or positive comments about the Board of Education, specific personnel and students. Such comments should be brought to school administration. The Board will not respond to comments made during public comment. When appropriate, district administration will follow-up at a later point in time.

**For the June 7, 2022 BOE meeting, remote Public Comment will be available as we transition back to in person meetings. A Google Meet link will be posted on the website for remote audience members who would like an opportunity to speak during the Public Comment portion of the meeting.** In the interest of creating the best remote meeting experience for all participating parties, we would ask that you please keep your phone on mute until such time when the chair calls for Public Comment. Please continue to keep your phone on mute unless you are requesting to be recognized by the Chair to make a comment. Once you have been recognized by the Chair to make your comment, please adhere to the previously mentioned guidelines

**VII. ADMINISTRATOR(S) COMMENTS**

- A. Graduation Update – T. Winch

**VIII. SUPERINTENDENT’S REPORT**

- A. Enrollment – June 2022 – **Enclosure 7**
- B. Portrait of a Graduate – Vote anticipated – **Enclosure 8**
- C. Senior Exit Interviews

**IX. OLD BUSINESS**

**X. CONSENT AGENDA – Vote Anticipated**

- A. Approval of Minutes: **Enclosure 9**
  - 1. Regular Meeting – May 10, 2022
  - 2. Special Meeting – May 18, 2022
  - 3. Special Meeting – May 25, 2022

**XI. FINANCIAL REPORTS – Enclosure 10**

- A. Review of Check Listing
- B. Budget Narrative/Review of Expenditure Report
- C. Line Item Transfer
- D. Insurance Report

**XII. BOARD COMMITTEE REPORTS**

- A. Policy– K. Walker
- B. Long Range Planning – D. Perreault
- C. Fiscal & Budget – Z. Hayden

- D. Teaching & Learning – D. Perreault
- E. Communications & Marketing – M. Luft
- F. Negotiations – S. Greaves
- G. Town Energy Ad Hoc Committee – L. Wysocki
- H. LEARN
- I. PTSO Representatives - M. Luft (Daisy), Z. Hayden (WMS), K. Walker (WHS)
- J. BOE Ad Hoc Calendar Committee – Z. Hayden

**XIII. BOARD OF EDUCATION GOALS**

**XIV. PERSONNEL**

- A. Michelle Tomek - Teacher
- B. Lori Wallace –Guidance Secretary

**XV. EXECUTIVE SESSION ANTICIPATED**

- A. Superintendent's Evaluation

**XVI. ADJOURN**

# ENCLOSURE 1

June 7, 2022

The dates from January 11, 2022 through January 10, 2023 were approved by the BOE on August 10, 2021:

January 11, 2022

February 8, 2022

March 8, 2022

April 12, 2022

May 10, 2022

June 14, 2022 (revised to June 7, 2022)

July 12, 2022

August 09, 2022

September 13, 2022

October 11, 2022

November 08, 2022

December 13, 2022

To comply with the January to January posting, the Board is required to approve the following **January 2023 – January 2024 Board of Education meeting dates**. The meetings will take place in the WHS library at 7:00 p.m. Regular BOE meetings are scheduled on the second Tuesday of the month with the exception of April, which falls during April break. Would the Boards' preference be April 4 or April 18? Also, the second Tuesday in June is the scheduled graduation date (6/13). Would the Board prefer to hold the regular meeting on June 6?

January 10, 2023 (approved 8/10/21)

February 14, 2023

March 14, 2023

April 4 or April 18, 2023 TBD

May 9, 2023

June 6, 2023 TBD (June 13 is scheduled graduation) TBD

July 11, 2023 (if needed)

August 8, 2023

September 12, 2023

October 10, 2023

November 14, 2023

December 12, 2023

January 9, 2024

## ENCLOSURE 2

### **POLICIES REVIEWED BY POLICY SUBCOMMITTEE - Reviewed May 19, 2022**

9120	Bylaws of the BOE
0521.1	Prayer in the Schools
1111.1	School Directory
1112.3	Access to Information
1250	School Visitors
1251	Loitering or Causing Disturbances
1313	Gifts from Suppliers and/or Contractors
1316	Conduct on School Property
1324	Soliciting Funds from and by Students
1112	News Media Relationships
1321	(Old #1140) Non-School Activities/Public Performances

## **Bylaws of the Board**

### **Meetings**

#### **Electronic Mail Communications**

The Board of Education believes that Board members electronically connected to other Board members is an efficient and convenient way to communicate. The main goal of electronic mail (e-mail) is to expedite the passage of information. E-mail gives Board members quick access to one another. Communication among Board members via e-mail should conform to the same standards as other forms of communication. (i.e., committee meetings, etc.) as directed by the Freedom of Information Act. When used properly, e-mail is an effective communications tool and can provide a formal record.

#### **Guidelines for Board E-Mail Usage**

The Freedom of Information Act mandates that all meetings of public bodies such as school Boards be open to the public. It is the policy of the Board of Education that email shall not be used in such a manner as to deprive the public of the rights given to it under the Freedom of Information Act. For this purpose, this bylaw sets forth guidelines for the uses intended to be made of e-mail by Board members when communicating with other Board members.

1. E-mail, like other written forms of communication relating to the conduct of the public business is subject to the Freedom of Information Act and subject to disclosure.
2. Board members shall not use e-mail as a substitute for deliberations at public Board meetings, and/or shall not discuss policy matters or vote informally on any issues.
3. E-mail should be used to pass along factual information.
4. Security of e-mail communication cannot be assured. Board members shall not reveal their passwords to others in the network or to anyone outside of it. If any Board member has reason to believe a password has been lost or stolen, or that e-mail is being accessed by someone without authorization, he/she shall notify the Superintendent, who will notify the district's technology specialist.
5. Personnel issues and other sensitive subjects should never be discussed on-line. The confidentiality of employee data, student data, and other sensitive subjects must always be maintained.

Any usage contrary to the aforementioned shall be reported immediately to the Superintendent and may result in the suspension and/or revocation of system access.

## **Accessing E-Mail**

In an effort to encourage all Board members to access e-mail, while maintaining public fiscal responsibility, the Board of Education will loan to any Board member needing access, a modem, computer (when surplus is available), and other hardware peripherals to be returned to the Board Office upon leaving office. It will be the individual Board member's responsibility to provide the hook-up and pay all consumable expenses associated with e-mail usage. In the event a Board member elects not to access e-mail, a hard copy will be accessible in the BOE office.

Legal Reference: Connecticut General Statutes

The Freedom of Information Act.

1-200 Definitions.

1-210 Access to public records. Exempt records.

1-211 Disclosure of computer-stored public records.

Bylaw adopted by the Board: February 13, 2007

REVIEWED: March 24, 2022

WESTBROOK PUBLIC SCHOOLS

Westbrook, Connecticut

**Community Relations****Communications with the Public****Parent Involvement**

Considerable experience and related evidence indicates that meaningful involvement of parents, guardians, and other care-givers in the schooling of children improves the quality of education significantly. The Board of Education believes that closer connections of parents and others responsible for the home care of the children with our schools can result in enhanced academic performance, improved behavior, and reduced absenteeism.

Therefore, all parents, guardians, and care-givers of students enrolled in our school district are encouraged to take an active role in the education of their children.

Further, the Board of Education believes that the professional staff must take whatever steps are necessary to facilitate a broad variety of opportunities for parents to connect frequently with the schools in which their children are enrolled, and with the overall system. These steps should include the following:

- Promote and provide Parenting skills guidance.
- Promote two-way, meaningful communication between home and school.
- Provide guidance for Parents to assist student learning at home.
- Welcome Parents at their child's school and engage their support and assistance. (Refer to attached Westbrook Observation Guide Form A.)
- Seek Parent input regarding decisions that affect their children and families.
- Make community resources available to strengthen school programs, family practices and student learning.

The Superintendent will report annually to the Board of Education on parent involvement activities.

Legal Reference: Connecticut General Statutes

10-221(f) Boards of Education to prescribe rule(s), policies, and procedures as amended by PA 97-290

**Policy revised: November 11, 2014**

WESTBROOK PUBLIC SCHOOLS  
Westbrook, Connecticut



## PARENT INVOLVEMENT AND PARENT/TEACHER COMMUNICATION

The Westbrook Board of Education (the “Board”) believes that parents should be knowledgeable about the education that the Westbrook Public Schools (the “District”) provides to enrolled students. The Board believes that parents are most knowledgeable when they have regular communication with teachers. Therefore, it is the policy of the Board to encourage parent-teacher communication. The Superintendent or designee shall be responsible for developing procedures in furtherance of this policy.

The Superintendent is further required to include information about parental involvement and actions taken to improve parental involvement in the strategic school profile he or she submits annually to the Board and Commissioner of Education. Such actions to improve parental involvement may include methods to engage parents in the planning and improvement of school programs and to increase support to parents working at home with their children on learning activities.

The procedures developed in furtherance of this policy may include monthly newsletters, required regular contact with all parents, drop-in hours for parents, home visits, and the use of technology such as homework hot lines to allow parents to check on their children’s assignments and students to receive assistance if needed.

Such procedures shall require the District to conduct two flexible parent-teacher conferences for each school year. In addition, the procedures shall require the District to:

- A. offer parents the option of attending parent-teacher conferences by telephonic, video, or other conferencing platform,
- B. conduct one parent-teacher conference, in addition to the two flexible parent-teacher conferences described above, during periods when the District provides remote learning for more than three consecutive weeks, and one additional parent-teacher conference every six months thereafter for the duration of such period of remote learning (for purposes of this policy, and in accordance with applicable law, “remote learning” means instruction by means of one or more Internet-based software platforms as part of a remote learning model), and
- C. request from each student’s parent the name and contact information of an emergency contact person who may be contacted if the student’s parent cannot be reached to schedule a parent-teacher conference required during periods of District-provided remote learning.

On or after January 1, 2022, the procedures must also require a teacher conducting a parent-teacher conference that is required in section (B) above to provide a copy of the document, to be developed by the Department of Education, to provide information concerning educational, safety, mental health, and food insecurity resources and programs available for students and their families, to the parent prior to the parent-teacher conference. If, after making three attempts, a teacher is unable to make contact with a

student's parent in order to schedule a parent-teacher conference required in section (B) above, the teacher shall report such inability to the school principal or designee. Such principal or designee shall contact any emergency contact person designated by the student's parent to ascertain such student's and family's health and safety.

Legal reference:

Connecticut General Statutes:

Public Act No. 21-46, "An Act Concerning Social Equity and the Health, Safety, and Education of Children"

June Special Session, Public Act No. 21-2, Section 390.

§ 10-220(c) Duties of Boards of Education

§ 10-221(f) Boards of Education to prescribe rules, policies and procedures

ADOPTED: \_\_\_\_\_

REVISED: \_\_\_\_\_

6/25/2021

**Community Relations****Public Participation at Board of Education Meetings**

The regular and special meetings of the Board of Education are open to the public and representatives of the press except that a part of the meeting may be designated an executive session as provided by law.

The Board of Education welcomes participation of interested organizations and individuals. Advance announcement of all regular, and all special meetings of the Board of Education is made through the posting of the agenda at the Town Hall and on school premises and directly to citizens and community and professional organizations who specifically request such notification. A reasonable charge may be made for those persons or organizations requesting advance announcements of meetings and agenda backup materials.

Board meetings are meetings held in public and are not open hearings.

Persons wishing to address the Board should:

- Give their names and addresses.
- Address the Chair for recognition
- Observe rules of common etiquette. Anyone violating this rule will be denied the floor.
- Limit remarks to a maximum of three minutes. A speaker will not be recognized for a second time unless time remains after all have been heard. Speakers are requested to avoid repetition.
- Make available in advance to the Board written statements and materials should be made available in advance for distribution to Board members.

The Board may direct questions to members of the audience through the chair as necessary to clarify a topic under discussion.

Legal Reference: Connecticut General Statutes

- 1-225 Meetings of government agencies to be public.
- 1-226 Broadcasting or photographing meetings.
- 19a-342 Smoking in public meetings in rooms of public building prohibited.
- 1-227 Mailing of notice of meetings to persons filing written request. Fees.
- 1-230 Regular meetings to be held pursuant to regulation, ordinance or resolution.
- 1-232 Conduct of meetings.
- 1-206 Denial of access to public records or meetings.
- 10-238 Petition for hearing by board of education.

**Policy adopted: October 10, 2007**

**Revised: November 13, 2012**

**WESTBROOK PUBLIC SCHOOLS**  
Westbrook, Connecticut

# ENCLOSURE 7

	Sept.2021	Oct. 2021	Nov.2021	Dec.2021	Jan.2022	Feb.2022	Mar.2022	Apr.2022	1-May	1-Jun
PRE -K	45	44	45	44	45	46	47	48	48	48
KINDER.	41	42	43	45	46	44	45	45	45	45
1	42	42	42	43	43	44	45	45	44	44
2	37	38	39	37	37	37	36	36	35	35
3	48	49	49	49	49	48	48	48	46	47
4	29	30	30	30	30	29	29	29	29	29
TOTAL	242	245	248	248	250	248	250	251	247	248
5	50	50	50	50	50	50	50	50	50	51
6	37	37	38	38	38	35	36	36	36	36
7	40	41	41	40	40	40	40	40	40	41
8	44	44	43	43	43	43	44	44	45	45
TOTAL	171	172	172	171	171	168	170	170	171	173
9	42	42	42	42	42	42	41	41	41	41
10	49	49	50	51	51	50	50	50	50	50
11	61	61	61	61	61	62	64	64	64	64
12	60	60	60	59	59	58	58	58	58	57
TOTAL	212	212	213	213	213	212	213	213	213	212
In-District										
Outplaced	7	7	8	9	9	8	8	8	8	7
DISTRICT	632	629	633	632	634	628	633	634	631	633
TOTAL	637	636	641	641	643	636	641	642	639	640

## **Critical Problem-Solver**

A Westbrook graduate who is a critical problem-solver systematically and strategically resolves a variety of complex issues.

A graduate who is a critical problem-solver:

- identifies a complex issue or situation
- considers context
- investigates multiple solutions and perspectives
- communicates the process and supporting evidence
- implements the best path forward

## **Creative Thinker**

A Westbrook graduate who is a creative thinker explores existing ideas, products, or designs to innovate and create in imaginative or novel ways.

A graduate who is a creative thinker:

- explores possibilities
- examines information from various viewpoints
- generates and/or brainstorms ideas
- experiments in unexpected ways

# **Effective Communicator**

A Westbrook graduate who is an effective communicator conveys a clear message while being respectful, receptive, and responsive to the input of others.

A graduate who is an effective communicator:

- collaborates with appropriate stakeholders
- communicates clearly, concisely, and accurately
- recognizes audience awareness
- considers and acknowledges diverse viewpoints
- displays proficiency across modes of communication

# **Perseverant**

A Westbrook graduate who is perseverant holds oneself responsible to reflect, revise, and grow through critical feedback and setbacks regardless of the challenges encountered.

A graduate who is perseverant:

- adapts to changing circumstances
- demonstrates resilience to overcome failure, obstacles, and uncertainty
- reflects upon and responds to feedback
- motivates oneself intrinsically

# **Socially Aware**

A Westbrook graduate who is socially aware recognizes and understands the feelings of diverse individuals and groups with the ability to show compassion when considering norms for behaviors in a variety of settings.

A graduate who is socially aware:

- considers and respects others' perspectives
- demonstrates empathy
- identifies diverse social norms
- reacts appropriately in a variety of settings

# **Responsible Decision Maker**

A Westbrook graduate who is a responsible decision maker demonstrates awareness of self and others as one considers responsible choices and consequences while making decisions to benefit self and community.

A graduate who is a responsible decision maker:

- holds oneself accountable
- considers ethical standards and safety concerns
- reflects on personal, family, and community well-being
- communicates decisions clearly and effectively
- makes judgements after analyzing data and facts

# ENCLOSURE 9

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

WESTBROOK BOARD OF EDUCATION  
Tuesday, May 10, 2022 @ 7:00 p.m.  
Regular Board of Education Meeting

### MINUTES

Members Present: K. Walker, D. Perreault, C. Kuchlewind, M. Luft, M. Palumbo, A. Miesse, S. Greaves (via telephone)

Members Absent: Z. Hayden, M. Esposito

Also Present: Superintendent Kristina J. Martineau, Business Manager Lesley Wysocki; IT Director Ben Russell, Administrators: T. Winch, R. Rose, M. Talmadge, F. Lagace; Faculty: A. Saba, C. Eichler, A. Gallagher

- I. **CALL TO ORDER** – Kim Walker, Chair, called the Regular BOE meeting of May 10, 2022 to order at 7:01 p.m.
- II. **PLEDGE OF ALLEGIANCE**
- III. **BOARD OF EDUCATION ACKNOWLEDGEMENTS:**
  - A. **Teacher/Staff Appreciation** – Superintendent Martineau publicly expressed appreciation to the faculty and staff of Westbrook Public Schools, thanking them for all they do “each and everyday”.
- IV. **STUDENT REPRESENTATIVE REPORT** - A. Livingstone, BOE Student Representative, reported on school activities including Teen Leadership (Teen Mental Health Panel Discussion), Acoustic Café, spring athletics; WHS having received the Michael’s Cup for the 5<sup>th</sup> year in a row; and AP Testing. Delaney, Student Rep, provided the Board with current athletic stats. The Board was introduced to student BOE representatives for 2022-2023, Delaney Belcourt and Elliot Koplas.
- V. **PRESENTATION OF DRAFT – WESTBROOK PORTRAIT OF A GRADUATE** – Superintendent Martineau gave a presentation on the Westbrook Portrait of a Graduate draft. She expressed appreciation to committees involved in the process. The Steering Committee was comprised of Leslie Carson, Caitlin Eichler, Amy Gallagher, Fran Lagace, Ruth Rose, Ben Russell, Angelo Saba, Matthew Talmadge and Tara Winch. Included in the Community Coalition Committee are students, community members, Board members, and administrators. These are the most important Focus areas the committee has decided upon thus far: Critical Problem Solver; Creative Thinker, Effective Communicator, Perseverant, Socially Aware and Responsible Decision Maker. The next steps are for public feedback, draft rubric for each priority focus area, PoG District Image and Design, alignment with Senior Portfolio and in the summer of 2023 to finalize rubrics, develop grade level activities and decide on report card language. Each board member was given an opportunity for comment; with the consensus of positivity. K. Walker, Chair, recommended bringing the PoG to the Board for a vote when ready.



- VI. PUBLIC COMMENT:** Peter Huta expressed his opinion that since the bus company is not running as many bus routes they should not be paid the full amount. He suggested that future contracts with bus companies be based on the amount of bus routes and if routes have to be combined then payment would be less.

**VII. ADMINISTRATOR(S) COMMENTS**

**A. End of Year Activities and Events:**

T. Winch, M. Talmadge, and R. Rose provided a list of end of the year activities for their respective schools. Each commented that they are thankful to be able to resume the activities, many of which were cancelled due to COVID. Promotions and Graduation are as follows: Daisy 4<sup>th</sup> grade Promotion is on June 10 at 9:00 (Rain date June 13); WMS 8<sup>th</sup> Grade Promotion: June 10 at 10:30; WHS Graduation is on June 10 at 5:00 p.m.

**VIII. NEW BUSINESS**

**A. Out of State/Overnight Field Trip:** T. Winch, WHS Principal, communicated that the WHS Music Department is requesting approval for an out of state/overnight trip to Washington D.C. by coach bus from March 16-19, 2023. A total of approximately 50 students will be accompanied by 5 teachers at a cost of \$844 per student. An itinerary is inclusive of educationally based activities with a connection to the curriculum. A MOTION was made by M. Luft and SECOND by M. Palumbo to approve the Out of State Band and Chorus trip to Washington D.C. from March 16-19, 2023. Vote unanimous.

**IX. SUPERINTENDENT'S REPORT**

- A. Enrollment:** Superintendent Martineau reported May enrollment totals equal 639 students, (Pre-K through 12, which includes 8 out-placed students.)
- B. Westbrook Foundation for Daisy Makerspace:** R. Rose updated the Board on the Daisy Makerspace, recognizing the Westbrook Foundation grant for this generous contribution, making it possible to fast track the project. Mrs. Rose commented that in the future there will be professional development opportunities and invitations to guest speakers in the engineering field. An Open House is planned for the future.
- C. Summer Learning Academy:** Superintendent Martineau reported that programs are being planned for the Summer Learning Academy: Overseeing the high school will be Caitlin Eichler; Derek Hanssen at the middle school and Caitlin Rickaby at Daisy.

**X. OLD BUSINESS: None**

**XI. CONSENT AGENDA**

**A. Approval of Minutes:**

1. Regular Meeting – April 12, 2022: MOTION by M. Palumbo and SECOND by A. Miesse to approve the minutes of the regular meeting of April 12, 2022. Vote unanimous.

**XII. FINANCIAL REPORTS – L. Wysocki**

- A. Review of Check Listing:** Board members reviewed check listings for April 13, 2022 in the amount of \$135,273.08 and on April 28 in the amount of \$113, 581.54.
- B. Budget Narrative/Review of Expenditure Report:** L. Wysocki, Business Manager provided an update on the current budget and requested a consensus from the BOE on the best use of

available funds. She offered suggestions which included adding a portion to the Health Fund and Capital Plan. Other suggestions were to take care of various building repairs, order new floor mats, and paint the gym since new banners are being ordered. D. Perreault strongly recommended painting the gym as this would be the right time with replacement of the banners. The Board consensus was to tackle the list of building repairs and to paint the WHS gym walls. L. Wysocki will gather prices for the various repairs, etc.

C. Line Item Transfer: None

D. Insurance Report – The Board was provided with a current insurance report

### **XIII. BOARD COMMITTEE REPORTS**

A. Policy– K. Walker – Policy meeting is scheduled for May 19<sup>th</sup> at 5:30 p.m.

B. Long Range Planning – D. Perreault (no meeting)

C. Fiscal & Budget – Meeting scheduled for May 19 at 6:30 pm

D. Teaching & Learning – D. Perreault (no meeting)

E. Communications & Marketing – M. Luft (no meeting) Superintendent Martineau mentioned that Westbrook Events article is due next week if anyone has suggestions for content.

F. Negotiations – S. Greaves – Dates to keep in mind are August 3 - WEA negotiations, Oct 12 (end game) and Oct. 17 to Arbitration if needed.

G. Town Energy Ad Hoc Committee – A. Miesse reported on a state grant for solar panels for police cruisers, EV charging stations possibly at the Town Hall or the beach area. CT Community Challenge Grant and committee appointments for next year.

H. LEARN: K. Walker reported on behalf of Z. Hayden on the April 14 meeting. The Speaker was Supt. Peruccio from Old Saybrook. Superintendent Martineau is tentatively the speaker for the June meeting.

I. PTSO Representatives - M. Luft (Daisy), Z. Hayden (WMS), K. Walker (WHS) (no reports)

J. BOE Calendar/Goals Committee – C. Kuchlewind reported on behalf of Z. Hayden that planning for BOE retreat is finalized. Ongoing progress working through Board of Distinction criteria.

### **XIV. BOARD OF EDUCATION GOALS**

A. BOE Retreat and Self-Evaluation on May 18 – The Board will meet on May 18 for the Board Retreat and will hear from Nick Caruso, CABE; and will also do a self-evaluation. Forms for the self- evaluation were distributed and members are asked to bring them to the Board Retreat on May 18.

B. Professional Development (nothing to report)

### **XV. PERSONNEL**

A. Non-Certified Resignation(s)/Retirement(s):

1. Lisa Sizer, Daisy Ingraham Secretary, submitted a letter of resignation effective May 6, 2022.

2. Karen Clark –Paraprofessional, submitted a letter of her intent to retire effective at the end of the school year, June 2022.

**XVI. ADJOURN:** MOTION to adjourn at 8:22 pm by M. Palumbo and SECOND by M. Luft. Vote unanimous.

Respectfully submitted,  
Christine Kuchlewind, Board Secretary

Cecilia S. Lester, Board Recording Clerk

TBA at next meeting.

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

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<b>WESTBROOK BOARD OF EDUCATION Tuesday, May 18, 2022 @ 5:00 p.m. Special Board of Education Meeting</b>
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**Minutes**

**Members Present:** K. Walker, D. Perreault, C. Kuchlewind, Z/ Hayden, M. Luft, M. Palumbo, A. Micsse, S. Greaves,

**Members Absent:** M. Esposito

**Also Present:** Superintendent Kristina J. Martineau; Nick Caruso, Senior Staff Associate for Field Service

I. Call to Order: Kim Walker, Chair, called the meeting to order at 5:07 p.m.

II. Board Retreat

A. Professional Development – Mr. Nick Caruso, CABE Senior Staff Associate for Field Service, provided an informative presentation on Robert’s Rules of Order.

MOTION by K. Walker to move into Executive Session at 6:06 p.m. and SECOND by C. Kuchlewind for the purpose of BOE self evaluation. Vote unanimous.

B. BOE Self Evaluation – Discussion of matters that would result in the disclosure of exempt matters.

III. Adjournment: MOTION by M. Palumbo and SECOND by D. Perreault to adjourn at 7:10 p.m. Vote unanimous.

Respectfully submitted,

Christine Kuchlewind, Board Secretary

Cecilia S. Lester, Board Recording Clerk

TBA at next meeting

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

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**WESTBROOK BOARD OF EDUCATION  
Wednesday, May 25, 2022 @ 6:00 p.m.  
Special Board of Education Meeting  
WHS Library**

**Minutes**

**Members Present:** K. Walker, C. Kuchlewind, Z. Hayden, A. Miesse, S. Greaves,

**Members Absent:** D. Perreault, Mary Ella Luft, Michelle Palumbo, M. Esposito

**Also Present:** Superintendent Kristina J. Martineau

**I. CALL TO ORDER:** Kim Walker, Chair, called the meeting to order at 6:04 p.m.

**MOTION** to move to Executive Session at 6:05 p.m. by Z. Hayden and **SECOND** by S. Greaves.

**II. EXECUTIVE SESSION**

For the purpose of the Superintendent's Self Assessment and Year in Review and follow-up discussion.

**III. ADJOURNMENT:** **MOTION** by Z. Hayden and **SECOND** by S. Greaves to adjourn at 7:49 p.m. Vote unanimous.

Respectfully submitted,

Christine Kuchlewind, Board Secretary

Cecilia S. Lester, Board Recording Clerk

TBA at next meeting

## Westbrook Public Schools

ENCLOSURE 10

## Check Listing

Fiscal Year: 2021-2022

## Criteria:

Bank Account: GEN FUND AP 211170114

From Date: 5/12/2022

From Check: 37987

From Voucher: 1146

To Date: 5/12/2022

To Check: 38045

To Voucher: 1146

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
37987	05/12/2022	ACORN-BERNIER ELECTRIC	\$150.00	1146	Printed	Expense	<input type="checkbox"/>		
37988	05/12/2022	ADM. UNEMPL. COMP. ACT	\$42.00	1146	Printed	Expense	<input type="checkbox"/>		
37989	05/12/2022	ADP, INC	\$3,276.90	1146	Printed	Expense	<input type="checkbox"/>		<i>payroll services</i>
37990	05/12/2022	ALLSTON SUPPLY CO., INC.	\$607.32	1146	Printed	Expense	<input type="checkbox"/>		
37991	05/12/2022	AMERICAN TIME & SIGNAL	\$332.11	1146	Printed	Expense	<input type="checkbox"/>		
37992	05/12/2022	BSNSPORTS	\$711.45	1146	Printed	Expense	<input type="checkbox"/>		
37993	05/12/2022	CAS	\$505.00	1146	Printed	Expense	<input type="checkbox"/>		
37994	05/12/2022	CBS THERAPY	\$7,236.00	1146	Printed	Expense	<input type="checkbox"/>		<i>sub coverage</i>
37995	05/12/2022	CHROMEBOOKPARTS.COM	\$1,049.00	1146	Printed	Expense	<input type="checkbox"/>		<i>chrome book parts</i>
37996	05/12/2022	CITIZENS BANK-MASTERCARD	\$933.56	1146	Printed	Expense	<input type="checkbox"/>		<i>staff appreciation</i>
37997	05/12/2022	CURTIN MOTOR LIVERY SERV.	\$8,871.00	1146	Printed	Expense	<input type="checkbox"/>		<i>spec. ed. transportation</i>
37998	05/12/2022	DBO-TSG	\$2,673.39	1146	Printed	Expense	<input type="checkbox"/>		<i>phone bill</i>
37999	05/12/2022	DELTA-T GROUP HARTFORD, INC.	\$1,392.21	1146	Printed	Expense	<input type="checkbox"/>		<i>sub coverage</i>
38000	05/12/2022	DEMCO	\$242.34	1146	Printed	Expense	<input type="checkbox"/>		
38001	05/12/2022	DIAMOND LANDSCAPES & ATHLETIC FIELDS,	\$5,735.50	1146	Printed	Expense	<input type="checkbox"/>		<i>grounds maintenance contract</i>
38002	05/12/2022	DUGMORE & DUNCAN INC.	\$576.33	1146	Printed	Expense	<input type="checkbox"/>		
38003	05/12/2022	ELECTRICAL WHOLESALERS	\$65.02	1146	Printed	Expense	<input type="checkbox"/>		
38004	05/12/2022	ESSEX HISTORICAL SOCIETY	\$200.00	1146	Printed	Expense	<input type="checkbox"/>		
38005	05/12/2022	FILTER SALES & SERV., INC	\$824.12	1146	Printed	Expense	<input type="checkbox"/>		
38006	05/12/2022	GROVE GARDENS	\$85.00	1146	Printed	Expense	<input type="checkbox"/>		
38007	05/12/2022	[REDACTED]	\$8,530.00	1146	Printed	Expense	<input type="checkbox"/>		<i>spec. ed. tuition</i>
38008	05/12/2022	GULL ASSOCIATES	\$441.00	1146	Printed	Expense	<input type="checkbox"/>		
38009	05/12/2022	GUMDROP BOOKS	\$468.40	1146	Printed	Expense	<input type="checkbox"/>		

# Westbrook Public Schools

## Check Listing

Fiscal Year: 2021-2022

### Criteria:

Bank Account: GEN FUND AP 211170114

From Date: 5/12/2022

From Check: 37987

From Voucher: 1146

To Date: 5/12/2022

To Check: 38045

To Voucher: 1146

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
38010	05/12/2022	HK TRACK	\$150.00	1146	Printed	Expense	<input type="checkbox"/>		
38011	05/12/2022	HOME DEPOT	\$360.08	1146	Printed	Expense	<input type="checkbox"/>		
38012	05/12/2022	[REDACTED]	\$6,627.05	1146	Printed	Expense	<input type="checkbox"/>	spec. ed. tuition	
38013	05/12/2022	J.W. PEPPER & SON INC.	\$165.74	1146	Printed	Expense	<input type="checkbox"/>		
38014	05/12/2022	JACKLYN A BELMONTE	\$250.00	1146	Printed	Expense	<input type="checkbox"/>		
38015	05/12/2022	JOSTENS	\$13.97	1146	Printed	Expense	<input type="checkbox"/>		
38016	05/12/2022	KELLY SERVICES INC.	\$1,051.52	1146	Printed	Expense	<input type="checkbox"/>	sub coverage	
38017	05/12/2022	KRISTINA MARTINEAU	\$500.00	1146	Printed	Expense	<input type="checkbox"/>		
38018	05/12/2022	LANGUAGE LINE SERVICES, INC.	\$29.87	1146	Printed	Expense	<input type="checkbox"/>		
38019	05/12/2022	LIFE FITNESS, LLC	\$8,765.72	1146	Printed	Expense	<input type="checkbox"/>	fitness room equipment	
38020	05/12/2022	LOWE'S BUSINESS ACCOUNT	\$217.79	1146	Printed	Expense	<input type="checkbox"/>		
38021	05/12/2022	M.D. STETSON COMPANY INC.	\$3,640.98	1146	Printed	Expense	<input type="checkbox"/>	custodial supplies	
38022	05/12/2022	MONOFLO SEPTIC TANK CO.	\$1,935.00	1146	Printed	Expense	<input type="checkbox"/>	septic pumping	
38023	05/12/2022	NAESP PEAP-ACA	\$186.27	1146	Printed	Expense	<input type="checkbox"/>		
38024	05/12/2022	[REDACTED]	\$29,716.00	1146	Printed	Expense	<input type="checkbox"/>	spec. ed. tuition	
38025	05/12/2022	NATIONAL AUTO PARTS	\$67.14	1146	Printed	Expense	<input type="checkbox"/>		
38026	05/12/2022	NEW ENGLAND CENTER FOR HEARING REHAB	\$20.00	1146	Printed	Expense	<input type="checkbox"/>		
38027	05/12/2022	PD MONSTER LLC.	\$3,100.00	1146	Printed	Expense	<input type="checkbox"/>	spec. ed. pd	
38028	05/12/2022	PHYSICAL THERAPY & SPORTS MEDICINE CTRS	\$12,202.08	1146	Printed	Expense	<input type="checkbox"/>	trainer contract	
38029	05/12/2022	PORTLAND HIGH SCHOOL ATHLETICS	\$20.00	1146	Printed	Expense	<input type="checkbox"/>		
38030	05/12/2022	RHODE ISLAND ZOOLOGICAL SOCIETY	\$268.90	1146	Printed	Expense	<input type="checkbox"/>		

# Westbrook Public Schools

## Check Listing

Fiscal Year: 2021-2022

### Criteria:

Bank Account: GEN FUND AP 211170114

From Date: 5/12/2022

From Check: 37987

From Voucher: 1146

To Date: 5/12/2022

To Check: 38045

To Voucher: 1146

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
38031	05/12/2022	RNB ENTERPRISES, INC.	\$2,999.70	1146	Printed	Expense	<input type="checkbox"/>	software renewal	
38032	05/12/2022	RUSH TRANSLATE	\$1,160.37	1146	Printed	Expense	<input type="checkbox"/>	translation of documents services	
38033	05/12/2022	SAYBROOK HARDWARE	\$192.41	1146	Printed	Expense	<input type="checkbox"/>		
38034	05/12/2022	SHIPMAN & GOODWIN	\$480.00	1146	Printed	Expense	<input type="checkbox"/>		
38035	05/12/2022	SOLANT HEALTH, LLC.	\$5,525.63	1146	Printed	Expense	<input type="checkbox"/>	teacher + para sub coverage	
38036	05/12/2022	STADIUM SYSTEMS	\$315.00	1146	Printed	Expense	<input type="checkbox"/>		
38037	05/12/2022	SUBURBAN STATIONERS	\$325.47	1146	Printed	Expense	<input type="checkbox"/>		
38038	05/12/2022	TEACHER SYNERGY LLC.	\$72.34	1146	Printed	Expense	<input type="checkbox"/>		
38039	05/12/2022	[REDACTED] \$7700 [REDACTED]	[REDACTED]	1146	Printed	Expense	<input type="checkbox"/>	spec. ed. tuition	
38040	05/12/2022	THE READING LEAGUE	\$200.00	1146	Printed	Expense	<input type="checkbox"/>		
38041	05/12/2022	UNEMPLOYMENT TAX MANAGEMENT CORP.	\$415.00	1146	Printed	Expense	<input type="checkbox"/>		
38042	05/12/2022	UPS	\$23.15	1146	Printed	Expense	<input type="checkbox"/>		
38043	05/12/2022	USI INC	\$196.08	1146	Printed	Expense	<input type="checkbox"/>		
38044	05/12/2022	Wattifi Inc.	\$5,138.06	1146	Printed	Expense	<input type="checkbox"/>	electricity "supply"	
38045	05/12/2022	ZELEK ELECTRIC	\$1,487.22	1146	Printed	Expense	<input type="checkbox"/>	generators maintenance	

Total Amount: \$140,466.19

End of Report

# Westbrook Public Schools

## Check Listing

Fiscal Year: 2021-2022

### Criteria:

Bank Account: GEN FUND AP 211170114

From Date: 5/26/2022

From Check: 38046

From Voucher: 1153

To Date: 5/26/2022

To Check: 38099

To Voucher: 1153

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
38046	05/26/2022	AMAZON CREDIT PLAN	\$3,395.91	1153	Printed	Expense	<input type="checkbox"/>		
38047	05/26/2022	BRIANNA STRATIDIS BANACH	\$22.94	1153	Printed	Expense	<input type="checkbox"/>		
38048	05/26/2022	CAAD	\$50.00	1153	Printed	Expense	<input type="checkbox"/>		
38049	05/26/2022	CIT TECHNOLOGY FIN SERV., INC.	\$7,947.46	1153	Printed	Expense	<input type="checkbox"/>		
38050	05/26/2022	COMMERCIAL BANKING	\$64.53	1153	Printed	Expense	<input type="checkbox"/>		
38051	05/26/2022	CONN. WATER CO.	\$884.97	1153	Printed	Expense	<input type="checkbox"/>		
38052	05/26/2022	CONNECTICUT MUSIC CO	\$960.00	1153	Printed	Expense	<input type="checkbox"/>		
38053	05/26/2022	CRHS ACTIVITY FUND	\$300.00	1153	Printed	Expense	<input type="checkbox"/>		
38054	05/26/2022	DELTA-T GROUP HARTFORD, INC.	\$1,546.90	1153	Printed	Expense	<input type="checkbox"/>		
38055	05/26/2022	DINN BROS	\$36.85	1153	Printed	Expense	<input type="checkbox"/>		
38056	05/26/2022	DUGMORE & DUNCAN INC.	\$468.00	1153	Printed	Expense	<input type="checkbox"/>		
38057	05/26/2022	EASTCONN	\$3,000.00	1153	Printed	Expense	<input type="checkbox"/>		
38058	05/26/2022	EB EXTERMINATING CO.	\$113.00	1153	Printed	Expense	<input type="checkbox"/>		
38059	05/26/2022	ELLINGTON PUBLIC SCHOOLS	\$300.00	1153	Printed	Expense	<input type="checkbox"/>		
38060	05/26/2022	EVERSOURCE	\$10,359.05	1153	Printed	Expense	<input type="checkbox"/>		
38061	05/26/2022	FOLLETT SCHOOL SOLUTIONS, INC.	\$303.94	1153	Printed	Expense	<input type="checkbox"/>		
38062	05/26/2022	FRANKLIN GROUP FOR PSYCHOTHERAPY LLC	\$4,000.00	1153	Printed	Expense	<input type="checkbox"/>		
38063	05/26/2022	FRONTIER	\$789.10	1153	Printed	Expense	<input type="checkbox"/>		
38064	05/26/2022	GLENCOE DIVISION	\$215.26	1153	Printed	Expense	<input type="checkbox"/>		
38065	05/26/2022	GRAINGER, INC	\$92.42	1153	Printed	Expense	<input type="checkbox"/>		
38066	05/26/2022	GROVE GARDENS	\$120.00	1153	Printed	Expense	<input type="checkbox"/>		
38067	05/26/2022	GROVE SCHOOL, INC	\$481.25	1153	Printed	Expense	<input type="checkbox"/>		
38068	05/26/2022	HP INC.	\$2,433.40	1153	Printed	Expense	<input type="checkbox"/>		

*HS tech ed, Daisy + HS science, MS spec ed, EL Daisy books, HS athletics, computer parts, HS principals supplies*

*Copier lease*

*para coverage*

*spec. ed. eval.*

*electricity "generation"*

*spec. ed. eval*

*spec. ed services*

*printers*



# Westbrook Public Schools

## Check Listing

Fiscal Year: 2021-2022

**Criteria:**

Bank Account: GEN FUND AP 211170114

From Date: 5/26/2022  
From Check: 38046  
From Voucher: 1153

To Date: 5/26/2022  
To Check: 38099  
To Voucher: 1153

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
38069	05/26/2022	HUEBNER PIANO SERVICES	\$340.00	1153	Printed	Expense	<input type="checkbox"/>		
38070	05/26/2022	[REDACTED]	\$6,138.54	1153	Printed	Expense	<input type="checkbox"/>	spec. ed. tuition	
38071	05/26/2022	J.W. PEPPER & SON INC.	\$246.99	1153	Printed	Expense	<input type="checkbox"/>		
38072	05/26/2022	JACKLYN A BELMONTE	\$250.00	1153	Printed	Expense	<input type="checkbox"/>		
38073	05/26/2022	KELLY SERVICES INC.	\$3,570.93	1153	Printed	Expense	<input type="checkbox"/>	sub coverage	
38074	05/26/2022	LYMAN ORCHARDS GOLF CLUB	\$24.99	1153	Printed	Expense	<input type="checkbox"/>		
38075	05/26/2022	M & J BUS, INC.	\$34,583.36	1153	Printed	Expense	<input type="checkbox"/>	spec. ed. transp., prek, vinyl/VoAg	
38076	05/26/2022	M.D. STETSON COMPANY INC.	\$280.61	1153	Printed	Expense	<input type="checkbox"/>	athletics, late buses,	
38077	05/26/2022	MUTUAL OF OMAHA	\$1,905.89	1153	Printed	Expense	<input type="checkbox"/>	life insurance premium	
38078	05/26/2022	NAESP PEAP-ACA	\$163.77	1153	Printed	Expense	<input type="checkbox"/>		
38079	05/26/2022	PEARSON CLINICAL ASSESSMENT	\$190.80	1153	Printed	Expense	<input type="checkbox"/>		
38080	05/26/2022	PITNEY BOWES	\$342.24	1153	Printed	Expense	<input type="checkbox"/>		
38081	05/26/2022	RACQUET KOOP OF NEW HAVEN	\$504.00	1153	Printed	Expense	<input type="checkbox"/>		
38082	05/26/2022	SAYBROOK HARDWARE	\$290.79	1153	Printed	Expense	<input type="checkbox"/>		
38083	05/26/2022	SAYBROOK PIZZA & RESTAURANT	\$90.69	1153	Printed	Expense	<input type="checkbox"/>		
38084	05/26/2022	SENSORY STORE	\$101.95	1153	Printed	Expense	<input type="checkbox"/>		
38085	05/26/2022	SOLANT HEALTH, LLC.	\$11,293.76	1153	Printed	Expense	<input type="checkbox"/>	sub coverage	
38086	05/26/2022	SOUTHERN CT GAS CO	\$4,453.38	1153	Printed	Expense	<input type="checkbox"/>	NG "generation"	
38087	05/26/2022	SPORTEES LLC.	\$201.75	1153	Printed	Expense	<input type="checkbox"/>		
38088	05/26/2022	SPRAGUE OPERATING RESOURCES LLC LOCKBOX	\$8,688.58	1153	Printed	Expense	<input type="checkbox"/>	NG "supply"	
38089	05/26/2022	STADIUM SYSTEMS	\$677.80	1153	Printed	Expense	<input type="checkbox"/>		
38090	05/26/2022	STEWART'S MUSIC	\$195.00	1153	Printed	Expense	<input type="checkbox"/>		
38091	05/26/2022	SUSAN HOURIHAN	\$8.66	1153	Printed	Expense	<input type="checkbox"/>		

# Westbrook Public Schools

## Check Listing

Fiscal Year: 2021-2022

### Criteria:

Bank Account: GEN FUND AP 211170114

From Date: 5/26/2022

From Check: 38046

From Voucher: 1153

To Date: 5/26/2022

To Check: 38099

To Voucher: 1153

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
38092	05/26/2022	TARA WINCH	\$197.92	1153	Printed	Expense	<input type="checkbox"/>		
38093	05/26/2022	THE HUNTINGTON NATIONAL BANK	\$11,732.69	1153	Printed	Expense	<input type="checkbox"/>	Salary credits	
38094	05/26/2022	TREASURER STATE OF CT - DAS	\$2,574.00	1153	Printed	Expense	<input type="checkbox"/>	GEN access	
38095	05/26/2022	USI INC	\$190.41	1153	Printed	Expense	<input type="checkbox"/>		
38096	05/26/2022	VALLEY ATHLETICS	\$820.20	1153	Printed	Expense	<input type="checkbox"/>		
38097	05/26/2022	VERIZONWIRELESS	\$245.02	1153	Printed	Expense	<input type="checkbox"/>		
38098	05/26/2022	WALMART - CAPITAL ONE	\$487.20	1153	Printed	Expense	<input type="checkbox"/>		
38099	05/26/2022	Wattifi Inc.	\$16,383.80	1153	Printed	Expense	<input type="checkbox"/>	electricity supply	
Total Amount:			\$145,060.70						
End of Report									

**Budget Narrative**  
**May 31, 2022**

***Salary Accounts-*** The payroll encumbrance has been through a final review and updated accordingly. Any vacant/unfilled positions have all been released from the purchase order, unpaid leaves and grant funds have been accounted for. The ARP grant funded work continues to flow through the general fund payroll and offsets may not be completed within the same month. These accounts will continue to be monitored closely through the end of the year. A place holding purchase order for the 2% (\$370,247) funding to Board's capital reserve has been entered.

***Benefits -*** Associated Social Security/Medicare costs, as well as the health and life insurance figures for known personnel have been reviewed. All HSA contributions have been made. All waiver payments have been made. Applicable employee cost shares have now been calculated and the purchase order for health insurance has been adjusted. Benefit lines are running as expected, currently with a slight balance. Should the Board decide to send additional funds to the health reserve, this line will end in a deficit.

***Transportation-*** Summer School/ ESY (Extended School Year) have all be paid and annual purchase orders have been entered. Further adjustments will be based on student need. Currently this category is running as expected. Could see a slight balance depending on spring athletics and field trip expenses. I am currently negotiating with M&J on a reduction to the final payment because of the combining of routes and late arrival times.

***Purchased Services-***Annual building maintenance contracts and other annual blanket purchase orders have been entered. A deficit in *Professional Services* will be covered by the balance currently from tuition accounts.

***Tuition-*** Summer School/ ESY (Extended School Year) contracts have been paid and annual student placements have been entered. Further adjustments will be based on student need. An overall balance is anticipated due to changes in special education placements.

***Supplies-*** Materials requested to date have been ordered. All other orders are being processed as needed. An overall balance is anticipated in this category.

***Properties (equipment)*** – All requests to date have been ordered. Typically, this category runs as anticipated, however, there could be a slight balance, unless specific decisions impact it.

6/2/2022  
LEW

# Westbrook Public Schools

## Financial Statement For the Period 07/01/2021 through 05/31/2022

Fiscal Year: 2021-2022

☐ Include Pre Encumbrance

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>Balance</u>	<u>Encumbrance</u>	<u>Budget Balance</u>	
<b>EXPENSES</b>							
Salaries							
All Wages (+)	\$11,664,189.63	\$9,963,112.19	\$9,963,112.19	\$1,701,077.44	\$1,704,176.24	(\$3,098.80)	0.0%
Sub-total : Salaries	\$11,664,189.63	\$9,963,112.19	\$9,963,112.19	\$1,701,077.44	\$1,704,176.24	(\$3,098.80)	0.0%
Benefits							
All Benefits (+)	\$2,467,881.48	\$2,355,099.62	\$2,355,099.62	\$112,781.86	\$105,880.48	\$6,901.38	0.3%
Sub-total : Benefits	\$2,467,881.48	\$2,355,099.62	\$2,355,099.62	\$112,781.86	\$105,880.48	\$6,901.38	0.3%
Professional Services							
Professional Services (+)	\$820,932.62	\$809,165.88	\$809,165.88	\$11,766.74	\$210,115.84	(\$198,349.10)	-24.2%
Sub-total : Professional Services	\$820,932.62	\$809,165.88	\$809,165.88	\$11,766.74	\$210,115.84	(\$198,349.10)	24.2%
Purch. Services- BLDG							
Bldg Services (+)	\$398,806.49	\$293,695.80	\$293,695.80	\$105,110.69	\$44,609.29	\$60,501.40	15.2%
Sub-total : Purch. Services- BLDG	\$398,806.49	\$293,695.80	\$293,695.80	\$105,110.69	\$44,609.29	\$60,501.40	15.2%
Transportation							
Transportation Services (+)	\$868,602.00	\$671,164.61	\$671,164.61	\$197,437.39	\$181,267.40	\$16,169.99	1.9%
Sub-total : Transportation	\$868,602.00	\$671,164.61	\$671,164.61	\$197,437.39	\$181,267.40	\$16,169.99	1.9%
Purchased Services							
Other Services (+)	\$146,232.34	\$84,957.29	\$84,957.29	\$61,275.05	\$7,019.78	\$54,255.27	37.1%
Sub-total : Purchased Services	\$146,232.34	\$84,957.29	\$84,957.29	\$61,275.05	\$7,019.78	\$54,255.27	37.1%
Tuition							
All Tuitions (+)	\$924,277.64	\$563,849.03	\$563,849.03	\$360,428.61	\$118,365.64	\$242,062.97	26.2%
Sub-total : Tuition	\$924,277.64	\$563,849.03	\$563,849.03	\$360,428.61	\$118,365.64	\$242,062.97	26.2%
Supplies							
All Supplies (+)	\$999,845.75	\$790,219.34	\$790,219.34	\$209,626.41	\$188,584.67	\$21,041.74	2.1%
Sub-total : Supplies	\$999,845.75	\$790,219.34	\$790,219.34	\$209,626.41	\$188,584.67	\$21,041.74	2.1%
Property							
Equipment (+)	\$221,560.00	\$98,350.77	\$98,350.77	\$123,209.23	\$90,374.61	\$32,834.62	14.8%

Operating Statement with Encumbrance

## Westbrook Public Schools

### Financial Statement For the Period 07/01/2021 through 05/31/2022

Fiscal Year: 2021-2022

☐ Include Pre Encumbrance

	<u>Budget</u>	<u>Range To Date</u>	<u>Year To Date</u>	<u>Balance</u>	<u>Encumbrance</u>	<u>Budget Balance</u>	
Sub-total : Property	\$221,560.00	\$98,350.77	\$98,350.77	\$123,209.23	\$90,374.61	\$32,834.62	14.8%
<b>Total : EXPENSES</b>	<b>\$18,512,327.95</b>	<b>\$15,629,614.53</b>	<b>\$15,629,614.53</b>	<b>\$2,882,713.42</b>	<b>\$2,650,393.95</b>	<b>\$232,319.47</b>	<b>1.3%</b>
<b>NET ADDITION/(DEFICIT)</b>	<b>\$18,512,327.95</b>	<b>\$15,629,614.53</b>	<b>\$15,629,614.53</b>	<b>\$2,882,713.42</b>	<b>\$2,650,393.95</b>	<b>\$232,319.47</b>	<b>1.3%</b>

End of Report

**New Vendors- May**

Alexandra Zanzalari - HS scholarship

Jonah Freund - HS scholarship

Three Rivers Community College – Thrall scholarship

Ellington Public Schools – HS track meet entry fee

Lyman Orchards Gold Club – HS golf tournament fee

Essex Historical Society – MS speaker

Award Emblem Mfg. Co., Inc. – HS music awards

6/1/2022

L.E.W.