

WESTBROOK BOARD OF EDUCATION
EDUCATE, CHALLENGE, & INSPIRE

WESTBROOK BOARD OF EDUCATION Tuesday, August 14, 2018 Regular Board of Education Meeting

MINUTES

Members Present: Lee Bridgewater, Sally Greaves, Zachary Hayden, Mary Ella Luft,
Michelle Palumbo, Dee Adorno, Don Perreault

Absent: Jackie Lyman, Kim Walker

Also Present: Superintendent Patricia A. Ciccone, Administrators: Ruth Rose, Tara
Winch, Taylor Wrye, Business Manager Lesley Wysocki; Technology
Specialist Ben Russell

I. CALL TO ORDER –The Regular meeting of August 14, 2018 was called to order at 7:04 p.m.

II. PLEDGE OF ALLEGIANCE

III. BOARD OF EDUCATION ACKNOWLEDGEMENTS: None at this time.

IV. STUDENT REPRESENTATIVE REPORT: None at this time.

V. PUBLIC COMMENT: No comments

VI. ADMINISTRATOR(S) COMMENTS

- A. Athletics: Strength and Conditioning Program – Teg Cosgriff, Athletic Director, provided a brief overview of a new strength and conditioning program sanctioned by CIAC offered to our students/athletes. It is a voluntary program and 41 students have registered this summer to take part in this core-based conditioning program which is not associated with any specific sport and is also offered to non-athletes. Westbrook's athletic trainer helps with the program that meets three times a week for 1 ½ hours.
- B. One-to-One Roll Out & Computer Science: M.S. Technology Update: Mr. Wrye expressed appreciation to Superintendent Ciccone and to the BOE for their support of the middle school chrome book program. He reported that Mrs. Runkle attended a e conference in Arizona this summer where she made contact with Yale. They have expressed an interest in collaborating with Westbrook in the piloting of our program. Other computer related activities planned include a Robotics Club. He commented that middle school teachers are proficient in google docs and use of chrome books and are excited to begin the program.

VII. NEW BUSINESS:

- A. Annual BOE meeting dates: The BOE is required to post annual BOE meeting dates at the town hall from January to January, and the BOE was asked to review the proposed

- dates. *The Superintendent recommended the approval of the annual Board of Education meeting dates as presented. Moved by D. Perreault and seconded by M. Palumbo to approve the BOE meeting dates from January 2019 through January 2020. Vote unanimous.*
- B. Field Trip – New York City: The WHS Music Department requested approval of a trip to NYC from March 15-17, 2019. Approximately 70 students and 8/9 chaperones will view a Broadway show (TBD), the NY Philharmonic/Mozart Requiem and enjoy cultural and historical sightseeing. The bus will leave on 3/15 at 9:30 am and return on 3/17/19 at 6:00 pm. *The Superintendent recommended the BOE approve the WHS Music Department trip to NYC on March 15-18, 2019. Moved by D. Perreault and seconded by S. Greaves to approve the Music Department trip to NYC on March 15-17, 2019. Vote unanimous.*
 - C. Landscaping/Grounds Maintenance: Superintendent Ciccone reported that our current Landscaping vendor (Greenscapes) will conclude their services with WPS in December. There was a discussion as to the direction the BOE should take in regard to maintenance of the fields/grounds. It was the consensus of the Board that the fields are cared for with expertise and that the athletic director should be involved in the process. Superintendent Ciccone suggested a fact finding meeting with the town.

VIII. SUPERINTENDENT'S REPORT

- A. Enrollment update and review of enrollment study plan: Superintendent Ciccone commented that there is no enrollment report this evening, but Enrollment would remain an agenda item for future discussions. She mentioned the in-depth Enrollment Report done in 2015 with a committee membership of 35; the consensus of the committee was to commit to maintain WPS as WPS. The Superintendent will report back to the BOE in September with updates regarding the same data profiles used in the 2015 study.
- B. School Projects Update: The Superintendent made the BOE aware of an oil tank issue of many years ago not involving BOE dollars or decisions. The issue is a town concern. She reported that the custodians are on task in preparing the schools for opening day. Some carpets have been replaced and some have been shampooed. In response to a request to switch from carpeting to tile, the Superintendent said that has not been a possibility. Costs and other priorities prohibit that at this time. She commented that air quality testing is done; materials are green rated and types of materials used are antimicrobial.
- C. Summer Meals Program Update: Superintendent Ciccone reported that the Summer Meals Program has been successful, with 230+ meals served with the funding provided. The plan is to continue it next year and the donated funding is already in place.
- D. Opening Days – Convocation and Professional Development Format: The BOE is invited to attend Convocation on August 27 and/or the professional development on August 28. Time has been set aside for state-mandated Safety and Security Training as well as Mandated Reporter and 504 training.
- E. S-T-C Position/Lee Company meeting: Superintendent Ciccone reported that the School to Career position is in a holding pattern. She and the high school principal participated in a meeting with the Lee Company. Topics discussed included learning what they are looking for in employees and providing our students with information on 21st Century advanced manufacturing.
- F. PDEC Retreat Review's Purpose: The Superintendent reported that the PDEC Retreat was very successful. Caitlin Eichler, the new Curriculum/Professional Development

Lead Teacher, helped facilitate the workshop to assist the PLC Leaders with their roles, and continue to elevate the PLC's.

IX. OLD BUSINESS:

A. Policies (First Reading) 6163.3 – Live Animals in the Classroom. The Policy Subcommittee reviewed this policy with revisions from Shipman & Goodwin. The Superintendent requested waiving the 2nd read based on two Policy Subcommittee meetings to review the final legal edits and recommendations. *Moved by D. Perreault and seconded by S. Greaves to adopt Policy 6163.3, Live Animals in the Classroom, as written. Vote unanimous.*

X. CONSENT AGENDA

A. Approval of Minutes:

1. Regular Meeting – June 12, 2018: *Moved by Z. Hayden and seconded by M. Luft to approve the minutes of the Regular Meeting of June 12, 2018. Vote unanimous.*

XI. FINANCIAL REPORTS

A. Review of Check Listings

1. The Board reviewed check listings for June 13, 2018 in the amount of \$177,738.16; for June 28, 2018 in the amount of \$266,101.99, June 29, 2018 in the following amounts: \$135,335.99, \$147,447.05 and \$229,917.29.
2. The Board reviewed check listings for July 12, 2018 in the amount of \$60,532.47, July 19 in the amount of \$237,266.78 and for July 26 in the amount of \$108,589.57.

B. Budget Narratives/Review of Expenditure Reports for 2016-17, 2017-18. Lesley Wysocki, Business Manager provided an end of the year report.

C. Line Item Transfer: None

D. Insurance Report: Not available

XII. BOARD COMMITTEE REPORTS

A. LEARN – D. Adorno: No report

B. Policy– Policy on Live Animals in the Classroom was reviewed.

C. Long Range Planning – M. Palumbo – No meeting

D. Insurance- L. Bridgewater: Insurance Subcommittee met to discuss student accident insurance renewal.

E. Negotiations - S. Greaves: Negotiations subcommittee continues to meet.

F. Town Energy Ad Hoc Committee – L. Wysocki reported the solar energy project continues and the chair of the Energy Committee is interested in speaking to the BOE. Lesley will ask him to provide information that the Board can review ahead of time due to the full September agenda.

G. PTO Representatives - J. Lyman, M. Luft, M. Palumbo: No meetings

XIII. PERSONNEL

A. Professional Appointments: Superintendent Ciccone provided information to the Board on the following new teacher hires; commenting that she is pleased that Westbrook was fortunate to attract high level candidates:

1. Kayla Bartholomeo – Special Education Teacher

2. Carrie Ryall – WHS Science Teacher
3. Lynne Floyd – WMS/Elem. Music Teacher
4. Jodi Ouellette – WMS Science Teacher
5. Amy Fortin – Spanish Teacher (WHS)
6. Elizabeth Haynes – Math Interventionist (Daisy Ingraham)

Superintendent Patricia A. Ciccone recommended the Board approve the appointment of the above-named teachers for the 2018-19 school year. Moved by M. Palumbo and seconded by D. Adorno. Vote unanimous.

B. Professional Resignation(s)

1. Linda LaBrec – WMS Family/Consumer Science
2. Marianne Winslow – Special Education Teacher
3. Cheryl Albaine – World Language/Spanish
4. Heather Pierce – WHS Science Teacher

Superintendent Patricia A. Ciccone recommended the Board accept with regret the resignations of the above-named teachers effective June 30, 2018. Moved by Z. Hayden and seconded by S. Greaves. Vote unanimous.

C. Non-certified Appointments(s): For the Board's information, the following were hired for non-certified positions.

1. Lisa Anderson – (WHS Secretary)
2. Heather Huebner – Paraprofessional (Pre-K)
3. Lisa Johnson – Paraprofessional – Life Skills – WMS

D. Non-certified Resignation(s) FYI

1. Jennifer Knight (WHS Secretary)

Moved by D. Perreault and seconded by S. Greaves to move into Executive Session at 8:00 p.m.
Vote unanimous.

XIV. PROPOSED FOR EXECUTIVE SESSION

A. Student Records Matter: Discussion of matters that would result in the disclosure of exempt matters.

XV. ADJOURN TO REGULAR SESSION: Moved by M. Palumbo and seconded by Z. Hayden to move back into Regular Session at 8:05 p.m. Vote unanimous.

Motion to accept the signed and executed stipulated agreement in support of the matter of Student A and the Superintendent's request for expulsion. Moved by M. Palumbo and seconded by M. Luft. Vote unanimous.

XVI. ADJOURN: Moved by M. Palumbo and seconded by S. Greaves to adjourn at 8:08 p.m.

Respectfully submitted,

Kim Walker, Board Secretary

Cecilia S. Lester, Board Recording Clerk