

WESTBROOK BOARD OF EDUCATION
EDUCATE, CHALLENGE, & INSPIRE

WESTBROOK BOARD OF EDUCATION Tuesday, September 13, 2022 Regular Board of Education Meeting WHS Library
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MINUTES

BOE Members Present: Kim Walker, Don Perreault, Christine Kuehlewind, Zachary Hayden,, Mary Ella Luft, Michelle Palumbo, Andrew Miesse

Absent: Sally Greaves, Mike Esposito

Also Present: Superintendent Kristina J. Martineau; Dir. of Finance & Operations, Lesley Wysocki, Administrators Tara Winch, Ruth Rose, Matthew Talmadge, Fran Lagace; Technology Director, Ben Russell; Delaney Belcourt, Elliot Koplas, Student Representatives

- I. CALL TO ORDER** – The Regular BOE meeting of September 13, 2022 was called to order at 7:00 p.m. by K. Walker, Chair.

MOTION by C. Kuehlewind and SECOND by M. Luft to adjust Item XVI on the agenda to read Item XV: A & B. Vote unanimous.

II. PLEDGE OF ALLEGIANCE

III. BOARD OF EDUCATION ACKNOWLEDGEMENTS

1. **Introduction and welcome of new faculty and staff:** Each of the administrators introduced the new staff in their respective buildings: R. Rose introduced Marissa Twigg and Jennifer Didonato, Special Education teachers; Shannon Brooke, Speech/Language Pathologist; and Meredith Werner, Art Teacher. M.. Talmadge introduced Scott Strang as campus monitor for high school and middle school, as well as coach; and Amye Soboleski, WMS Secretary. T. Winch introduced Amber Bowker, Special Education teacher and Rachel Kurek, Guidance Counselor.

The Board recessed for a reception to welcome new staff and resumed regular session at 7:20 p.m.

IV. STUDENT REPRESENTATIVE REPORT

- A. By-law 9160 – Student Representatives on the Board of Education – K. Walker read by-law 9160 outlining the duties of student representatives of the BOE.
- B. Delaney Belcourt, Elliot Koplas: Delaney and Elliot reported to the Board regarding WHS Open House, Theatre activities (50th show for Ms. Malafronte - *High*

School Musical); fall sports activities; Chorus and band activities including Shoreline Music Festival tryouts; Chorus/Band Washington DC trip; and Daily Knight's news, and the new Robotics Lab.

V. ADMINISTRATOR(S) COMMENTS

- A. Daisy Opening – R. Rose reported on Daisy's school opening beginning with an Open House on August 31; professional development, WIND (What I Need) block; STREAM (Science –Technology-Robotics-Art-Math)
- B. Middle School Opening – M. Talmadge reported on a smooth middle school opening focusing on students, faculty and leadership; student portfolios and faculty book study *Focus* by Mike Shmoker.
- C. High School Opening – T. Winch also reported on a smooth opening after adjusting staffing and scheduling issues. Ms. Winch spoke about the freshman orientation, upcoming Open House on 9/15; building improvements including the Robotics Lab and WHS gym.

VI. NEW BUSINESS

VII. SUPERINTENDENT'S REPORT

- A. Enrollment: Enrollment figures currently are 616 students pre-K– 12. PreK-4 (252 students); WMS (159 students) and WHS students (200 students)
- B. Westbrook Portrait of a Graduate – Update and Next Steps –Superintendent Martineau reported on the work of the Steering Committee over the summer studying the rubrics and making sure they are applied. The PoG Committee will work on marketing and communication this fall.
- C. Flexibilities for Implementing the CT Guidelines for Educator Evaluations for the 2022-2023 school year: Superintendent Martineau reported on the current CT Guidelines and asked for the Board's approval: MOTION by M. Palumbo and SECOND by Z. Hayden to approve the 2022-2023 CT Guidelines for Educator Evaluations. Vote: Ayes: Z. Hayden, M. Luft, D. Perreault, C. Kuehlewind, A. Miesse, K. Walker. MOTION Carries.
- D. Revised Safe Return to In-Person Instruction and Continuity of Service Plan – Superintendent Martineau reported this document was rewritten with input from Z. Faiello and has been vetted through CT Dept. of Health and follows current protocols. The Board discussed discontinuing daily and weekly communication from the Superintendent and agreed that reports will come as needed. Superintendent Martineau reported that testing kits are available at each of the schools as well as a supply of masks. Updates will be made on the website.
- E. Substitute Teacher Pay Proposal – After discussion and the need to attract substitute teachers, the Board voted to increase substitute teacher pay to \$110 per day (Bachelor's or possibly Associates degree; \$125 for active certified teachers; and \$140 per day for building substitutes M-F for one-year only positions. MOTION by D. Perreault and SECOND by A. Miesse. MOTION to Amend by D. Perreault and SECOND by A. Miesse to authorize the Superintendent to make any adjustments if needed in the proposal and to report to the Board at the next meeting.

Vote unanimous.

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

Leslie Fuchs, parent, asked the Board to “rethink” streaming the Board meetings to the public. Ms. Fuchs also brought up her concern regarding school lunches and the need for more variety. She also mentioned that public comment was later on this agenda and K. Walker addressed the reasoning for that at this particular meeting. Follow up will be made to address Ms. Fuch’s concerns.

IX. OLD BUSINESS – The following policies were presented to the Full Board at the August 9 meeting for a First Reading and it is recommended the Board approve the following policy revisions as presented, as this is a second reading.

- A. Policy 1212 – School Volunteers – Rescind current policy (2n Reading)
 - 1. Adopt Shipman & Goodwin’s School Volunteers policy (2nd Reading)
- B. 1311.2 - Political Activities in the Schools (Revised CABE policy) 2nd Reading
- C. 1331 – Smoke Free Environment – Rescind current policy (2nd Reading)
 - 1. Adopt Shipman and Goodwin policy, Smoke Free Environment (2nd Reading)
- D. 1360 – Awards and Scholarships – Rescind policy – (2nd Reading)
- E. 1411- Law Enforcement Agencies – Revised CABE policy (2nd Reading)
- F. 1700 - Otherwise Lawful Possession of Firearms on School Property – Rescind current policy – (2nd Reading)
 - 1. Adopt Shipman & Goodwin policy on Lawful Possession of Firearms on School Property and assign #1700 – (2nd Reading)
- G. 9313 – Formulation, Adoption, Amendment or Deletion of Administrative Regulations. Reviewed and added Ref. to policy 9311 (2nd Reading)
- H. 6172.1 – Equitable Identification of Gifted and Talented Students – (2nd Reading)
MOTION by D. Perreault and SECOND by C. Kuehlewind to approve the above mentioned policy revisions as recommended by the Policy Subcommittee. Vote unanimous.

X. CONSENT AGENDA

- A. Approval of Minutes:
 - 1. Regular BOE Meeting – August 09, 2022 - MOTION by D. Perreault and SECOND by C. Kuehlewind to approve the minutes of the regular BOE meeting of August 9, 2022. Vote unanimous.

XI. FINANCIAL REPORTS

- A. Review of Check Listings August 2022: The Board reviewed check listings for August 4, 2022 in the amount of \$91,593.30 and for August 8, 2022 in the amount of \$128,688.29.
- B. Budget Narrative/Review of Expenditure Report: L. Wysocki updated the Board on the Budget as it stands.
- C. Line Item Transfers - None
- D. Insurance Report – The Board was provided with the final 2021-22 Insurance Report showing a surplus of \$156,368 and the current 2022-2023 Insurance report.

XII. BOARD COMMITTEE REPORTS

- A. Policy– K. Walker reported the next Policy meeting is on September 22 at 4:45 pm
- B. Long Range Planning – D. Perreault reported on several completed projects including tennis courts cleaned, middle school AC repairs, Robotics lab and high school gym projects, Fire Marshall Inspections, etc.
- C. Fiscal & Budget – Z. Hayden reported the Fiscal and Budget committee went over student and health renewal rates at the August 16 meeting and is working on a draft of Budget Guidelines. Members were asked to review the draft before the September 29 meeting.
- D. Teaching & Learning – D. Perreault reported Angelo Saba will present to the Teaching and Learning Committee at their next meeting.
- E. Communications & Marketing – M. Luft reported the next meeting is scheduled for September 29.
- F. Negotiations – D. Perreault reported the Negotiations Committee is active and working with WEA. He cautioned that the state averages are coming in at 12-13% . He acknowledged that the Board of Finance Chair has been attending the meetings.
- G. Town Energy Ad Hoc Committee – A. Miesse reported the Town Energy Committee is scheduled to meet on 9/21.
- H. LEARN – Z. Hayden reported the next meeting is October 7. Superintendent Martineau will be presenting.
- I. PTSO Representatives - M. Luft (Daisy), Z. Hayden (WMS), K. Walker (WHS) – no reports. Daisy will be meeting on September 27.
- J. BOE Ad Hoc Calendar/Goals Committee – Z. Hayden reminded the Board that October 7 is the deadline for the CABA Leadership awards application submission.

XIII. BOARD OF EDUCATION GOALS

- A. CABA Virtual Workshop – Board Responsibilities – September 20 at 5:30 p.m.: This will be confirmed for a thirty minute presentation from CABA. Chair, K. Walker, encouraged board members to participate in/register for CABA'S Parliamentary workshop on September 28 – 12:00 1:15 p.m. It is a virtual workshop. Board members should contact Cecilia Lester if they need assistance registering.

XIV. PERSONNEL: The Board was informed by Superintendent Kristina Martineau of the following new employees:

- A. Professional Appointment(s)
 - 1. Rachel Kurek – Guidance Counselor
 - 2. Shannon Brooke – Speech Language Pathologist
 - 3. Amber Bowker – Special Education Teacher
- B. Professional Resignations
 - 1 Emma Voytek – Speech Language Pathologist submitted her resignation effective 8/5/2022
 - 2. Lisa Finnegan – French Teacher/TESOL (WHS) submitted a resignation effective 8/18/2022
 - 3, Heather Cassidy – Spanish Teacher submitted her resignation effective 8/29/2022

- C. Non-certified Appointments
 - 1. Amye Soboleski – WMS Secretary
 - 2. Torrey Levin-Russell – Special Education Paraprofessional
 - 3. Catherine Nankee – Paraprofessional
 - 4. Scott Strang – Campus Monitor
 - 5. Steven Sutcliffe - Custodian
- D. Non-Certified Resignation(s)

MOTION to move into Executive Session by K. Walker and SECOND by Z. Hayden after a brief recess at 8:55 pm Vote unanimous.

XV. EXECUTIVE SESSION

- A. Superintendent Goals for 2022-2023
- B. BOE Goals for 2022 – 2023

Discussion of matters that would result in the disclosure of exempt matters

XVI. PUBLIC SESSION

- A. Anticipated vote: Item XV. A & B
Motion by D. Perreault and SECOND by M. Luft to approve the Superintendent's goals for 2022-2023. Vote unanimous.

MOTION by D. Perreault and SECOND by A. Miesse to approve the BOE goals for 2022-2023. Vote unanimous

XVII. ADJOURN: MOTION by M. Palumbo and SECOND by C. Kuehlewind to adjourn at 9:53 p.m. Vote unanimous.

Respectfully submitted,

Christine Kuehlewind, Board Secretary

Cecilia S. Lester, Board Recording Secretary

TBA at next BOE meeting