

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

BOE Members Present: Kim Walker, Mary Ella Luft, Christine Kuehlewind, Don Perreault, Andrew Miesse
Via telephone: Sally Greaves, Zachary Hayden

Absent: Mike Esposito, Michelle Palumbo

Also Present: Superintendent Kristina J. Martineau; Dir. of Finance & Operations, Lesley Wysocki, Administrator: Ruth Rose

MINUTES–August 09, 2022

I. CALL TO ORDER – K. Walker, Chair, called the Regular Board of Education meeting of August 9, 2022 to order at 7:00 p.m.

II. PLEDGE OF ALLEGIANCE

MOTION by D. Perreault and SECOND by C. Kuehlewind to add an agenda item under New Business to designate the Superintendent to draft and sign a potential MOU for a ten-month secretary. MOTION CARRIES.

MOTION by D. Perreault and SECOND by C. Kuehlewind to remove Item VII. B. Policy 1230, from the agenda and add to September agenda. MOTION CARRIES

III. BOARD OF EDUCATION ACKNOWLEDGEMENTS: No acknowledgements

IV. STUDENT REPRESENTATIVE REPORT – No report

V. PUBLIC COMMENT: No public comments

VI. ADMINISTRATOR(S) COMMENTS: No administrator comments

VII. NEW BUSINESS -- The Policy subcommittee reviewed the following policies at the June 15 Policy meeting, making recommendations as indicated. The full board was asked to review as a first reading and these policies will be brought to the full board in September for approval.

A. Policy 1212 – School Volunteers – Rescind current policy (First Reading)

1. Adopt Shipman & Goodwin’s School Volunteers policy (First Reading)

B. 1230 – Other School-Connected Organizations (Booster Clubs) – (First Reading)

C. 1311.2 Political Activities in the Schools (Revised CABE policy) First Reading

D. 1331 – Smoke Free Environment – Rescind current policy (First Reading)

1. Adopt Shipman and Goodwin policy, Smoke Free Environment (First Reading)

E. 1360 – Awards and Scholarships – Rescind policy – (First Reading)

- F. 1411 Law Enforcement Agencies – Revised CABE policy (First Reading)
- G. 1700 - Otherwise Lawful Possession of Firearms on School Property – Rescind current policy (First Reading)
 - 1. Adopt Shipman & Goodwin policy on Lawful Possession of Firearms on School Property and assign #1700 (First Reading)
- H. 9313 - Formulation, Adoption, Amendment or Deletion Administrative Regulations. This policy was reviewed by the subcommittee. It was recommended to add a reference to policy 9311.
- I. 6172.1 - Equitable Identification of Gifted and Talented Students (First Reading)
- J. **MOU – Ten-Month Secretary** – The board was asked to designate Superintendent Martineau to draft an MOU for a ten month secretary as there is no language in the current contract for a ten month secretarial position. Superintendent Martineau distributed a draft. **MOTION by M. Luft and SECOND by D. Perreault to designate Superintendent Martineau as the negotiator for a ten month secretarial position with the authority to sign the MOA agreement. VOTE: Ayes: S. Greaves, Z. Hayden, A. Miesse, D. Perreault, K. Walker, M. Luft, A. Miesse, C. Kuehlewind MOTION CARRIES**

VIII. SUPERINTENDENT’S REPORT

- A. Summer School Update: Superintendent Martineau expressed appreciation to Oxford Academy (Light on Westbrook) for funding the summer lunch program. Superintendent. Martineau talked about the positives and negatives of the summer school program, student assessments, the partnership with Park and Recreation and some thoughts for next summer’s program. Dr. Martineau will provide an update mid-year on how to move forward and impact on the budget.
- B. Legislative Update and Impact: Superintendent. Martineau updated the Board on some of the legislation including designating a Family Care Coordinator, twenty minutes of physical activity, thirty minute lunch, and legislation on Remote Learning.
- C. Convocation and Professional Development Opening Days: Superintendent Martineau invited the Board members to attend Convocation on August 29 (WMS Soccer Field). The faculty will attend Ed Camps, MTSS Training, and time will be provided for preparation of lesson plans and classroom organization.
- D. School Opening Update: Superintendent Martineau reported the September 1 opening of school for students is on track; summer curriculum work is done, PoG work is on track, work on the Robotics room is continuing. In regard to personnel, interviews are being conducted for a WHS School Counselor and eight paraprofessional positions remain open.

IX. OLD BUSINESS

The following policies were brought to the Board for a second reading and vote.

- A. 9327 – Bylaws
- B. 1111.01 – Parent Involvement – recommendation to rescind
- C. Shipman and Goodwin Policy on Parent Involvement and Communication (2nd reading and assign #1111.01)
- D. 1120 – Public Participation at Board of Education Meetings
MOTION by D. Perreault and SECOND by A. Miesse to approve the above mentioned policies as written. Ayes: Z. Hayden, S. Greaves, M. Luft, C.

Kuehlewind, D. Perreault, A. Miesse, K. Walker – MOTION CARRIES.

X. CONSENT AGENDA

A. Approval of Minutes:

1. June 7, 2022 – Regular Meeting: **MOTION by M. Luft and SECOND by D. Perreault to approve the minutes of the June 7, 2022 regular meeting. VOTE: Ayes: S. Greaves, Z. Hayden, A. Miesse, D. Perreault, C. Kuehlewind, M. Luft, K. Walker. MOTION CARRIES**

XI. FINANCIAL REPORTS

A. Review of Check Listings

1. Update of end of year financials 2021-2022 – The Board reviewed check listings for June 9 in the amount of \$101,469.08, June 23 in the amount of \$172,450.64, and June 30 for \$109,809.20. Wysocki will return \$8386.96 to the Town.
2. Review of check listings for July 2022: The Board reviewed check listings for July 7 in the amount of \$77,914.96, July 21 in the amount of \$88,347.89 and August 4 in the amount of \$135,722.86.

B. Budget Narrative/Review of Expenditure Report: L. Wysocki provided a review of the budget – She also said the audit is ongoing – the auditors are pleased with Grants, tracking and spending the grant money appropriately.

C. Line Item Transfers - None

D. Insurance Report - no report available.

XII. BOARD COMMITTEE REPORTS

A. Policy– K. Walker

1. Policy Recap and Policy Goals for 2022-2023 – K. Walker talked about the plan for the Policy Subcommittee going forward. Priority will be given to legislative outcomes, all policies will be reviewed; comparisons will be made between CABA updates and Shipman and Goodwin policies. Series 2000 is the next focus and the Wellness policy will be updated for October. The next meeting is scheduled for September 22.

B. Long Range Planning – D. Perreault – Air Conditioning repairs have been done. A meeting will be scheduled for early September.

C. Fiscal & Budget – Z. Hayden – an agenda will be created for August 16.

D. Teaching & Learning – D. Perreault – Curriculum writing is on track.

E. Communications & Marketing – M. Luft – a meeting date will be placed on the calendar.

F. Negotiations – D. Perreault – Proposals will be exchanged next week. Meetings have been held to establish ground rules, etc. He noted that settlements from other towns seem to be significantly higher due to inflation, etc.

G. Town Energy Ad Hoc Committee – A. Miesse – There was no June meeting. L. Wysocki reported the Town Energy Ad Hoc will put an article in the Westbrook Events magazine.

H. LEARN – Z. Hayden reported the next LEARN meeting is on September 8.

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

meetings.

- J.** BOE Ad Hoc Calendar/Goals Committee – Z. Hayden reported the next meeting is scheduled for August 16.

XIII. PERSONNEL: Superintendent Martineau informed the Board of the following professional appointments and resignations:

A. Professional Appointment(s)

1. Meredith Werner – Art Teacher (Daisy)
2. Jennifer Didonato –Special Education Teacher
3. Marisa Lefebvre – Special Education Teacher

B. Professional Resignation(s): The following professional resignations were accepted with regret:

1. Taylor Flanagan – Special Education Teacher, submitted a letter of resignation effective July 21, 2022.
2. Sarah Cunningham – Guidance Counselor – submitted a resignation and will not be returning for the 2022-23 school year.

C. Non-Certified Resignations: The following non-certified employees submitted letters of resignation:

1. Garrett Barros, Technology Support Assistant submitted a letter of resignation effective June 30, 2022.
2. Jarime Spencer - Custodian - submitted a resignation letter effective June 20, 2022.
3. Alesia Bauer – Secretary (middle school) submitted a resignation letter effective August 19, 2022.
4. Alyssa Kjos – Paraprofessional (Daisy) submitted a resignation letter effective immediately.

MOTION by M. Luft and SECOND by C. Kuehlewind to move Executive Session to the September BOE meeting (due to power outage) Vote unanimous. MOTION CARRIES

XIV. EXECUTIVE SESSION (moved to September 13th BOE mtg.)

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

XV. PUBLIC SESSION

- A.** Anticipated vote on Item XIV. A &B

XVI. ADJOURN: MOTION by D. Perreault and second by C. Kuehlewind to adjourn at 7:50 p.m. Vote unanimous.

Respectfully submitted,

Christine Kuehlewind, Board Secretary

Cecilia S. Lester, Board Recording Clerk

TBA at next meeting.

