

WESTBROOK BOARD OF EDUCATION
EDUCATE, CHALLENGE, & INSPIRE

WESTBROOK BOARD OF EDUCATION
Tuesday, March 09, 2021 @ 7:00 p.m.
Regular Board of Education Meeting
Google Meet

The Regular Board of Education Meeting will be held on Tuesday, March 09, 2021 at 7:00 p.m. via Google Meeting. To join the meeting you have the following two options:

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 ACKNOWLEDGMENTS – Board Member Appreciation
- IV. STUDENT REPRESENTATIVE REPORT – Jesse McGannon
- V. DEAN OF STUDENTS, ACTIVITIES, and ATHLETICS - Update
- VI. PUBLIC COMMENT Re: Matters of General Concern & Agenda Items

The public is reminded to state name for the record. Comments should be kept to a maximum of three minutes. Public comment is not intended to be a question and answer period; rather it is an opportunity for the Board to hear citizen comment. 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
- VIII. NEW BUSINESS: Vote Anticipated
 - A. Policy 6146 – Graduation Requirements
 - B. CABA on-line policy service – discussion
- IX. SUPERINTENDENT'S REPORT
 - A. Enrollment – March

- B. Entry Plan Update – First 90 days
- C. Middle School Principal Search Update
- D. Update on Vaccinations
- E. Budget Process Update – Next Steps
- X. OLD BUSINESS - Vote anticipated
 - A. Policy 4118.237 – Facemasks/Face Coverings
 - B. Policy 5145.44 – Title IX
 - C. Policy 9221 – Board Member Vacancies
 - D. Long Range Plan for Capital Improvements 2021-2026 as presented
- XI. CONSENT AGENDA – Vote Anticipated
 - A. Approval of Minutes:
 - 1. Regular Meeting of February 09, 2021
- XII. FINANCIAL REPORTS
 - A. Review of Check Listings
 - B. Budget Narrative/Review of Expenditure Report
 - C. Line Item Transfer
 - D. Insurance Report
- XIII. BOARD OF EDUCATION GOALS
 - A. CABA Workshops
- XIV. BOARD COMMITTEE REPORTS
 - A. LEARN
 - B. Policy – K. Walker
 - C. Long Range Planning – D. Perreault
 - D. Insurance- M. Luft
 - E. Negotiations - S. Greaves
 - F. Town Ad Hoc Committee – L. Wysocki
 - G. PTSO Representatives - M. Luft, Z. Hayden, M. Esposito
- XV. PERSONNEL: EXECUTIVE SESSION ANTICIPATED
 - A. M.O.U. – Dean of Students, Activities and Athletics
- XVI. ADJOURN

Instruction**Graduation Requirements**

Graduation from our public school implies (1) that students have satisfactorily completed the prescribed courses of study for the several grade levels in accordance with their respective abilities to achieve, (2) that they have satisfactorily passed any examinations and satisfactorily demonstrated the district's performance standards, assessed in part by the statewide mastery examinations, established by the faculty and approved by the Board of Education, and (3) that they have fulfilled the legally mandated number and distribution of credits.

The Principal shall submit to the Board of Education through the Superintendent his/her detailed requirements and standards to agree with the goals of our schools as adopted by the Board of Education. It is expected that the faculty will apply measures of achievement to provide evidence that each student has progressed far enough toward school goals to warrant graduation according to the terms of paragraph #1 above.

The Board of Education, in recognition of its responsibility for the education of all youths in the school system, including those who do not successfully complete the assessment criteria listed above and credits below, and those who drop out of school, shall make available to all the school district's youths a course of study or alternative programs for meeting standards that will enable them to acquire a high school diploma.

Graduation Classes 2021 and 2022

A student must earn a minimum of 25 credits to graduate Westbrook High School and must have met the credit distribution requirements outlined below.

Humanities 9 credits	4 credits- English 3 credits- Social Studies 1 credit- Fine Arts 1 credit Humanities Elective
Science, Technology, Engineering and Mathematics 8 credits	4 credits- Math 3 credits- Science 1 STEM Elective
Career and Life Skills 3.5 credits	1 credit Physical Education .5 credit Health 2 credits Career and Life Skills Elective
World Languages 2 credits	
Senior Demonstration Project 1.0 credit	
Electives 1.5 credits	

Graduating Classes Beginning 2023

A student must earn a minimum of 25 credits to graduate Westbrook High School and must have met the credit distribution requirements outlined below.

Humanities 9 credits	4 credits- English 3 credits- Social Studies 1 credit- Fine Arts 1 credit Humanities Elective
Science, Technology, Engineering and Mathematics 9 credits	4 credits- Math 3 credits- Science 2 STEM Electives
Physical Education and Wellness 1 credit	
Health and Safety Education 1 credit	
World Languages 1 credit	
Career Pathways Senior Project and Internship Experience (Mastery Based Diploma Assessment) 1 credit	
Electives and Career Pathway Courses 3 credits	

The Board of Education may grant students high school credit for successful completion of coursework earned from an accredited institution of higher learning taken either during the school year or summer months.

A student shall be excused from the physical education requirement upon presentation of a certificate from a physician or advanced practice registered nurse indicating that participation in physical education is medically contradicted because of the student's physical condition. The credit for physical education may be fulfilled by an elective.

The Board of Education will provide adequate student support and remedial services for students beginning in grade seven. Such student support and remedial services shall provide alternate means for a student to complete any of the high school graduation requirements, previously listed if such student is unable to satisfactorily complete any of the required courses or exams. Such student support and remedial services shall include, but not be limited to, (1) allowing students to retake courses in summer school or through an on-line course; (2) allowing students to enroll in a class offered at a constituent unit of the state system of higher education, allowing students who received a failing score, as determined by the Commissioner of Education, on an end of the school year exam to take an alternate form of the exam; and (4) allowing those students whose individualized education plans state that such students are eligible for an alternate assessment to demonstrate competency on any of the five core courses through success on such alternate assessment.

The Board of Education shall grant a student credit towards meeting high school graduation requirements for (1) completing a world-language course provided by a non-profit organization and (2) passing a subject area proficiency test identified and approved by the Commissioner of Education. Up to four credits for a private non-profit world language course shall be granted if the student achieves a passing grade on a test prescribed by the Commissioner of Education. In other subject areas, credit shall be granted, based upon successful passage of the subject area proficiency tests prescribed or identified and approved by the Commissioner of Education,* regardless of the number of hours spent by the student in a public school classroom learning the subject matter.

The fulfillment of the mandated world language requirement can include the successful completion of a world language course in grades six seven or eight, or an online course successfully completed, or the successful completion of a course offered privately through a nonprofit provider, provided such student achieves a passing grade on an examination prescribed by the Commissioner and such credits do not exceed four.

All credits earned toward meeting any of the graduation requirements through the successful completion of online courses must fulfill the requirements established in policy #6172.6, "Virtual/On-line Courses."

The Board shall create a student success plan for each enrolled student, beginning in grade six. Such plan shall include a students' career and academic choices in grades six to twelve, inclusive. Beginning in grade six, such student success plan shall provide evidence of career exploration in each grade including, but not limited to, careers in manufacturing. The Board shall utilize the Department of Education's issued and revised guidance regarding changes to such student's success plans.

Per statute (C.G.S. 221a(f)) the determination of eligible credits is at the discretion of the Board of Education, provided the primary focus of the curriculum of eligible credits corresponds directly to the subject matter of the specified course requirements. The Board may permit a student to graduate during a period of expulsion if the Board determines the student has satisfactorily completed the necessary credits. The graduation requirements shall apply to any student requiring special education except when the Planning and Placement Team (PPT) determines the requirement not to be appropriate.

A credit shall consist of not less than the equivalent of a forty-minute class period for each school day of a school year except for a credit or part of a credit toward high school graduation earned (1) at an institution accredited by the Board of Regents for Higher Education or State Board of Education or regionally accredited, (2) through on-line course work or (3) through a demonstration of mastery based on competency and performance standards, in accordance with guidelines adopted by the State Board of Education.

Only courses taken in grades nine through twelve, inclusive, and that are in accordance with the state-wide subject matter content standards, adopted by the State Board of Education shall satisfy the graduation requirements except that the Board may grant a student credit toward meeting the high school graduation requirements upon the successful demonstration of mastery of the subject matter content described in this section achieved through educational experiences and opportunities that provided flexible and multiple pathways to learning, including cross-curricular graduation requirements, career and technical education, virtual learning, work-based learning, service learning, dual enrollment and early college, course taken in middle school, internships and student designed independent studies, provided such demonstration of mastery is in accordance with such state-wide content standards; toward meeting a specified course requirement upon successful completion in grade seven or eight of a course that corresponds directly to the subject matter of a specified course requirement in grades nine through twelve.

Academic Advancement Program

The Board of Education permits students in grades eleven and twelve to substitute (1) achievement of a passing score on an existing nationally recognized examination, approved by the State Board of Education, or series of examinations approved by the State Board of Education, (2) a cumulative grade point average determined by the State Board of Education and (3) at least three letters of recommendation from school professionals (defined in 10-66dd), for the required high school graduation requirement. The

diploma for purposes of determining eligibility of a student for enrollment at a Connecticut public institution of higher education.

The Board of Education shall permit a student to graduate from high school upon the successful completion of the above described academic advancement program.

Connecticut Seal of Biliteracy

The Board of Education, utilizing criteria established by the State Board of Education, may/shall affix the "Connecticut State Seal of Biliteracy" to a diploma awarded to a student who has achieved a high level of proficiency in English and one or more foreign languages. "Foreign language" means a world language other than English and includes American Sign Language and any other language spoken by a federally recognized Native American tribe. The Board of Education shall include on such student's transcript a designation that the student received the "Connecticut Seal of Biliteracy."

Honorary Diplomas for Veterans

The Board of Education shall award a high school diploma to any World War II veteran or veteran of the Korean Hostilities or Vietnam Era veteran requesting such diploma who left high school for military service as defined in the statutes.

The Board of Education shall award a high school diploma to any person who (1) withdrew from high school prior to graduation to work in a job that assisted the war effort during World War II, December 7, 1941 to December 31, 1946, inclusive, (2) did not receive a diploma as a consequence of such work, and (3) has been a resident of the state for at least fifty (50) consecutive years

ENROLLMENT	Sept. 2020	Oct. 2020	Nov. 2020	Dec. 2020	Jan. 2021	Feb. 2021	Mar. 2021	Apr. 2021	21-May	1-Jun
PRE -K	48	48	46	44	45	45	45	45		
KINDER.	49	49	48	48	47	47	47	47		
1	42	43	43	43	42	42	42	42		
2	48	47	47	47	47	47	47	46		
3	29	29	29	29	30	30	30	30		
4	54	55	54	54	53	53	53	53		
TOTAL	270	271	267	265	264	264	264	263		
5	36	36	36	35	35	35	35	35		
6	41	41	41	41	41	41	40	40		
7	44	43	43	43	43	43	43	43		
8	48	48	48	48	50	50	50	50		
TOTAL	169	168	168	167	169	168	168	168		
9	43	44	44	44	44	44	45	45		
10	54	54	54	54	54	54	54	54		
11	54	54	54	54	54	55	55	55		
12	50	53	54	56	56	55	55	55		
TOTAL	201	205	206	208	208	209	209	209		
In-District	640	644	641	640	641	641	641	640		
Outplaced	7	6	8	8	8	8	8	8		
DISTRICT	647	650	649	648	649	649	649	648		
TOTAL										

4118.237(a)
4218.237
5141.8

Personnel -- Certified/Non-Certified

Students

Face Masks/Coverings

This policy pertains to students, faculty, staff, and visitors. It has been developed to fulfill the guiding principles contained in the *Framework for Connecticut Schools*, specifically to safeguard the health and safety of students and staff and to allow all students the opportunity to return into classrooms full time.

The Board of Education (Board) is implementing this masking requirement to promote the safest possible learning, teaching and work environment for students, faculty, staff and visitors during the COVID-19 pandemic. The first priority of the Board is the health and well-being of students and staff as the District prepares for and implements the safe reopening of schools.

The Center for Disease Control (CDC) and the Connecticut Department of Health (DPH) and the Connecticut State Department of Education, as outlined in *Adapt, Advance, Achieve: Connecticut's Plan to Learn and Grow Together* requires the wearing of face coverings for all students and staff when they are inside school buildings and while riding school transportation vehicles, with certain exceptions.

Definitions

Face covering/mask – a cloth, paper, or disposable face covering that covers the nose and mouth. It may or may not be medical grade. (Evidence shows that the proper wearing of facial masks or coverings helps stop the spread of the virus, which is currently by droplets when an individual coughs, sneezes or talks.)

Face shield – a clear, plastic shield that covers the forehead, extends below the chin and wraps around the sides of the face, protecting the eyes, nose and mouth from contamination from respiratory droplets, along with masks or respirators.

Clear plastic barrier – a clear plastic or solid surface that can be cleaned and sanitized often.

Personnel -- Certified/Non-Certified

Students

Face Masks/Coverings (continued)

Transportation

Student passengers are required to wear a face mask or cloth face covering that completely covers the nose and mouth during transit. The student's face covering must be in place prior to boarding the bus, van or other vehicles and must be kept in place until they are completely off the bus or van. The Board shall provide back-up masks if students do not have face coverings when boarding a school bus or van. The face mask or cloth face covering is also applicable to the drivers of the vehicle.

The Board may consider the option of assigning a temporary monitor on student transportation at the beginning of the school year to facilitate compliance with this new face mask protocol.

School Buildings and Grounds

All students, staff, and visitors are required to use face coverings, that completely covers the nose and mouth, when they are inside the school building or on school grounds, even when social distancing is maintained. An individual shall be excused from this requirement for the following listed reasons, per CDC guidance.

The individual:

1. has trouble breathing;
2. is unconscious;
3. is incapacitated; or
4. cannot remove the mask or face covering without assistance.

A written notification from a physician is required in order for the Board to permit a medical exemption. The note should state the medical reason for the requested exemption, such as, but not limited to, difficulty breathing. The note will be reviewed by the school medical advisor. Medical contraindications to the wearing of cloth or other similar loose fitting masks are generally limited to individuals suffering from severe chronic obstructive pulmonary disease (COPD) such as might be seen with cystic fibrosis, severe emphysema, heart failure, or significant facial burns that would cause extreme pain or interfere with the healing of a skin graft. These severe medical conditions will be rare in students or staff capable of present to the school for work or instruction. Anyone suffering from these underlying conditions are strongly recommended to remain at home and engage in virtual learning due to their risk of developing serious complications if infected with CBID-19. Mild or intermittent respiratory or other

Personnel Certified/Non-Certified

**P4118.237(c)
4218.237
5141.8**

Students

Face Masks/Coverings

common conditions such as asthma, cardiovascular diseases, kidney disease or other similar conditions are generally not considered contraindications to wearing loose-fitting face coverings.

Parents/guardians may not excuse their child from this face mask requirement, by signing a waiver, because such wearing is a mandated requirement that the Office of the Governor, the Connecticut State Department of Education, and/or the Connecticut State Department of Public Health have defined as necessary for school districts to comply with in order to open schools from the COVID-19 caused closure.

The school will assess the appropriate accommodations for student with disabilities who are unable to wear a mask on an individual basis. Additionally, students and staff involved in certain special education activities like speech therapy or where lip reading is required may need to be exempted from wearing a face covering mask intermittently. Effective use of other mitigation strategies such as maximizing distance, moving activities outdoors or to a well-ventilated space, or use of other physical barriers are important to the protection of the students and staff involved.

The Board shall provide to any student, staff member or visitor a face mask if such individual does not have one. Training shall be provided as necessary regarding the proper use of face coverings. Information shall be provided to staff, students and students' families regarding the proper use, removal and washing of cloth face coverings.

Limited Exceptions to Use of Face Coverings

When other and appropriate mitigating practices are in place, such as social distancing, students will not be required to wear face masks or coverings while eating, drinking, during physical education classes, or when students are outside and effectively practicing social distancing and any other possible mitigants. Exceptions may also be necessary for certain special education students or other special populations.

Teachers and staff may be excused from wearing a face mask or covering while teaching provided they are properly socially distancing or remaining static behind a physical barrier. Face shields may be useful in situations where it is important for students to see how a teacher pronounces words (e.g. English Learners, early childhood, foreign language, etc.) and social distancing is maintained. However, face shields alone are not a sufficient alternate to the wearing of face mask for source control.

Mask Breaks

Breaks from wearing masks, for a period of time per break limited to no more than 15 minutes, shall be scheduled throughout the school day, by the teacher, provided that strict social

Personnel –Certified/Non Certified

P4118.237(d)

4218.237

5141.8

Students

Face Masks/Coverings

distancing requirements are maintained and limitations are enforced regarding student and staff mobility.

During time of eating, face masks or coverings may be removed. Masks are required in all dining areas while entering and leaving or getting food and drinks. They may be removed at appropriately socially distanced tables in order to eat but must be replaced after eating.

A recess period may be used as a break from wearing masks when no more than one class is outside at a time and social distancing requirements are maintained to the greatest degree feasible.

Violations of this Policy

Violations of this policy, whether by students or staff, shall be handled in the same manner as other violations of applicable policy. If a student refuses to wear a face mask or covering and does not fulfill any of the exemptions allowed by this policy, such student shall be sent to the school's isolation room or designated room without occupants. The parent/guardian shall be contacted to rectify the situation, school personnel to explain the options available regarding schooling for the possible removal of the child from the school setting.

If a visitor refuses to wear a face covering, for non-medical reasons, entry to the school/district facility may be denied.

Teachers or schools may provide incentives for compliance with the face mask requirement.

Community Outreach

The District shall engage in community education programs including signage, mass and targeted communication and positive reinforcement that will actively promote mask use consistent with CDC, DDH, CSDE and OSHA guidance. Community members will be reminded that mask use does not replace the need for social distancing, washing of hands and other preventative practices recommended by all appropriate authorities.

Other Considerations

- The District shall maintain in each school a supply of disposable face coverings in the event that a staff member, student or visitor does not have one for use.
- Special attention must be given to putting on and removing face coverings for purposes such as eating. After use, the front of the face covering is considered contaminated and should not be touched during removal or replacement. Hand hygiene should be performed immediately after removing and after replacing the face covering.

Personnel –Certified/Non-Certified

**P4118.237(e)
4218.237
5141.8**

Students

Face Masks/Coverings

- When medically appropriate, nurses shall substitute use of metered dose inhalers and spacers for students with respiratory issues.
- Face shields with face masks may be used by staff who support students with special healthcare needs such as those who are unable to wear masks and who may need assistance with activities of daily living, such as toileting and eating.
- Mask use will not be required by employees when they are alone in private offices. However, they are required to mask when anyone enters a private office space and required to wear a mask if their office space is physically shared with others and does not allow for 6 feet of physical distancing or if the work area is frequented by others (such as a reception area).

In addition to the wearing of face masks, the District will maximize social distancing between student's workstations and desks, achieving six feet when feasible. Space between the teacher and students is to be maximized to reduce the risk of increased droplets from teachers during instruction.

Transparent (clear) masks should be considered as an option for teachers and students in classes for deaf and hard of hearing students. Pre-K and special education teachers should also consider wearing clear masks

Until further notice the Board will require the wearing of masks as prescribed in this policy. The Board reserves the right to interpret the provisions of this policy and to modify any or all matters contained in this policy at any time, subject to applicable law.

(cf. 5141.22 – Communicable/Infectious Diseases)

(cf. 5141.6 – Crisis Management Plan)

(cf. 6114 – Emergencies and Disaster Preparedness)

(cf. 6114.6 – Emergency Closings)

(cf. 6114.8 – Pandemic/Epidemic Emergencies)

(cf. 6114.81 – Emergency Suspension of Policy During Pandemic)

Legal Reference:

Connecticut General Statutes

10-154a Professional communications between teacher or nurse and student.

10-207 Duties of medical advisors.

10-221 Boards of education to prescribe rules.

19a-221 Quarantine of certain persons.

52-557b Immunity from liability for emergency medical assistance, first aid or medication by injection. School personnel not required to administer or render.

Personnel – Certified/Non-Certified

**P4118.237(f)
4218.237
5141.8**

Students

Face Masks/Coverings

CT. Executive Order 7NNN, August 14, 2020

The Family Educational Rights and Privacy Act of 1974, (FERPA), 20 U.S.C. 1232g, 45 C.F.R. 99.

Adapt, Advance, Achieve: Connecticut's Plan to Learn and Grow Together

Connecticut LEA School Reopening Template

Addendum 11-Interim Guidance for the Use of Face coverings in Schools during COVID-19, August 31, 2020, SDE.

"Frequently Asked Questions Regarding Reopening K-12 Public Schools" series, Vol. 3, September 2, 2020, SDE.

CDC Considerations for Schools

CDC Symptoms of Corona virus

CDC Quarantine & Isolation

CDC Use of Cloth Face Coverings to Help Slow the Spread of COVID-19

CDC Interim Guidance for Administrators of US K-12 Schools and Child Care Programs

CDC Schools Decision Tree for Schools Reopening

Policy adopted:

cps 7/20

rev 8/20

rev 9/20

Students**POLICY REGARDING TITLE IX OF THE EDUCATION AMENDMENTS OF 1972 -
PROHIBITION OF SEX DISCRIMINATION AND SEXUAL HARASSMENT
(STUDENTS)**

It is the policy of the Westbrook Board of Education (the "Board") for the Westbrook Public Schools that any form of sex discrimination or sexual harassment is prohibited in the Board's education programs and activities, whether by students, Board employees or third parties subject to substantial control by the Board. The Board does not discriminate on the basis of sex in the education programs or activities that it operates and the Board is required by Title IX of the Education Amendments of 1972 and its implementing regulations ("Title IX") not to discriminate in such a manner. Students, Board employees and third parties are required to adhere to a standard of conduct that is respectful of the rights of students, employees and third parties. Any student or employee who engages in conduct prohibited by this policy shall be subject to disciplinary action, up to and including expulsion or termination, respectively.

For conduct to violate this Policy, the conduct must have occurred in an education program or activity of the Board; the conduct must have occurred within the United States of America; and the complainant must be participating in or attempting to participate in the education program or activity of the Board. Conduct that does not meet these requirements still may constitute a violation of another Board policy.

The Superintendent of Schools shall develop Administrative Regulations implementing this Policy and in accordance with Title IX (the "Administrative Regulations").

Sex discrimination occurs when a person, because of the person's sex, is denied participation in or the benefits of any education program or activity receiving federal financial assistance.

Sexual harassment means conduct on the basis of sex that satisfies one or more of the following:

- (1) An employee of the Board conditioning the provision of an aid, benefit, or service of the Board on an individual's participation in unwelcome sexual conduct (*i.e., quid pro quo*);
- (2) Unwelcome conduct determined by a reasonable person to be so severe, pervasive, and objectively offensive that it effectively denies a person equal access to the Board's education programs or activities; or
- (3) "Sexual assault" as defined in 20 U.S.C. 1092(f)(6)(A)(v), "dating violence" as defined in 34 U.S.C. 12291(a)(10), "domestic violence" as defined in 34 U.S.C. 12291(a)(8), or "stalking" as defined in 34 U.S.C. 12291(a)(30).

Reporting Sex Discrimination or Sexual Harassment

It is the express policy of the Board to encourage victims of sex discrimination and/or sexual harassment to report such claims. Students are encouraged to report complaints of sex discrimination and/or sexual harassment promptly in accordance with the appropriate process set forth in the Administrative Regulations. The Board directs its employees to respond to such complaints in a prompt and equitable manner. The Board further directs its employees to maintain confidentiality to the extent appropriate and not tolerate any reprisals or retaliation that occur as a result of the good faith reporting of charges of sex discrimination and/or sexual harassment. Any such reprisals or retaliation will result in disciplinary action against the retaliator, up to and including expulsion or termination as appropriate.

Any Board employee with notice of sex discrimination and/or sexual harassment allegations shall immediately report such information to the building principal and/or the Title IX Coordinator, or if the employee does not work in a school building, to the Title IX Coordinator.

The Westbrook Public Schools administration (the "Administration") shall provide training to Title IX Coordinator(s), investigators, decision-makers, and any person who facilitates an informal resolution process (as set forth in the Administrative Regulations) on the definitions of sex discrimination and sexual harassment, the scope of the Board's education program and activity, how to conduct an investigation and grievance process, and how to serve impartially, including by avoiding prejudgment of the facts at issue, conflicts of interest, and bias. The Administration shall make the training materials used to provide these trainings publicly available on the Board's website. The Administration shall also periodically provide training to all Board employees on the topic of sex discrimination and sexual harassment under Title IX, which shall include but not be limited to when reports of sex discrimination and/or sexual harassment must be made. The Administration shall distribute this Policy and the Administrative Regulations to staff, students and parents and legal guardians and make the Policy and the Administrative Regulations available on the Board's website to promote an environment free of sex discrimination and sexual harassment.

The Board's Title IX Coordinator is the Superintendent of Schools. Any individual may make a report of sex discrimination and/or sexual harassment directly to the Title IX Coordinator using any one, or multiple, of the following points of contact:

Westbrook Board of Education – 158 McVeagh Road, Westbrook, CT 06498
ELECTRONIC MAIL ADDRESS = first initial – last name@westbrookctschools.org
860-399-6432

Any individual may also make a report of sexual harassment and/or sex discrimination to the U.S. Department of Education: Office for Civil Rights, Boston Office, U.S. Department of Education, 8th Floor, 5 Post Office Square, Boston, MA 02109-3921 (Telephone (617) 289-0111).

Legal References: Title IX of the Education Amendments of 1972, 20 U.S.C. § 1681, et seq.

Title IX of the Education Amendments of 1972, 34 C.F.R. § 106.1, et seq.

Gebser v. Lago Vista Independent School District, 524 U.S. 274 (1998)

Davis v. Monroe County Board of Education, 526 U.S. 629 (1999)

ADOPTED: _____

REVISED: _____

7/30/2020

Bylaws of the Board**Filling Vacancies****Board Member Vacancies**

1. Any vacancy occurring on the Westbrook Board of Education ("Board"), unless otherwise provided by charter or special act, shall be filled by a majority vote of the remaining members of the Board at a regular Board meeting or a special meeting convened for that purpose.

The Board will establish a process to recruit candidates and an interview process will ensue.

2. Having become aware of a vacancy, the Board will schedule the election of a replacement at the next regular Board meeting or at a special meeting convened for such purpose.
3. Said election, made by the majority of the board, shall be in effect until the next regular Town election, at which a successor shall be elected for the unexpired portion of the term. The official ballot shall specify the vacancy to be filled

Board Officer Vacancies

Whenever there is a vacancy in the Office of the Chairperson, Vice-Chairperson or Secretary, the Board shall elect a new officer to fill the vacancy for the unexpired term of office.

(ct.9110 – Number of Members, terms)

(cf. 9120 – Officers)

Legal Reference: Connecticut General Statutes 10-219 Vacancy.

Revised:

Long Range Plan for Capital Improvements 2021-2026									
School Project	Total Cost	2021-2022	2022-2023	2023-2024	2024-2025	2025-26			
Daisy	Replace Classroom Unit Ventilators	\$ 330,000	\$ 110,000	\$ 110,000	\$ 110,000				
	Replace Exterior Doors	\$ 214,000	\$ 107,000	\$ 107,000	\$ 107,000				
	Air Handling Units	\$ 125,000	\$ 42,000	\$ 42,000	\$ 42,000				
	Exhaust Units	\$ 30,000	\$ 10,000	\$ 10,000	\$ 10,000				
	HVAC	\$ 1,000,000				\$ 1,000,000			
	Building Access system	\$ 40,000							
WHS	Roof replacement not before 2028	\$ 1,800,000							
	Roof	\$ 2,500,000				\$ 2,500,000			
	Outdoor Track lighting	\$ 750,000				\$ 750,000			
	Roof Top Units	\$ 205,000	\$ 70,000	\$ 70,000	\$ 70,000				
	Classroom Fan Coils	\$ 95,000	\$ 33,000	\$ 33,000	\$ 33,000				
	Theatre- balance of upgrades (already funded)	\$ 27,810							
	HVAC	\$ 900,000				\$ 900,000			
	Building Access system	\$ 40,000							
	Building Access system	\$ 40,000							
	Roof	\$ 1,350,000				\$ 1,350,000			
WMS	Up -dated facilities study	\$ 40,000			40,000				
	Project totals	\$ 9,486,810	\$ 265,000	\$ 372,000	\$ 372,000	\$ 40,000	\$ 6,500,000		
	Annual cost totals								
already funded- project not completed yet									

EDUCATE, CHALLENGE, & INSPIRE

**WESTBROOK BOARD OF EDUCATION
Tuesday, February 9, 2021 @ 7:00 p.m.
Special Board of Education Meeting
Google Meet**

MINUTES

Members Present: Zachary Hayden, Sally Greaves, Kim Walker, Mary Ella Luft, Michelle, Palumbo, Don Perreault, Michele Brigham, Christine Kuehlewind, Mike Esposito

Also present: Superintendent Kristina Martineau; Administrators: Tara Winch, Ruth Rose, Susan Miller, Fran Lagace; L. Wysocki, Business Manager; IT Specialist, Ben Russell; faculty/staff/community members

I. CALL TO ORDER – Z. Hayden, Chair, called the Regular Board of Education meeting of February 9, 2021, to order at 7:01 p.m. via Google Meet.

II. PLEDGE OF ALLEGIANCE

III. BOARD OF EDUCATION ACKNOWLEDGEMENTS - none

IV. STUDENT REPRESENTATIVE REPORT – No report

V. PUBLIC COMMENT

Leslie Fuchs commented that she appreciates the recent weather calls but wanted clarification on remote versus snow days . She also voiced a concern about the social emotional well being of teachers and should the school calendar be adjusted to help teachers with preparation to better help students.

Janet Dickey referred to pg. 19 of the proposed budget to cut the Athletic Director position and the proposed Dean of Students replacing that position part time. She voiced her opinion that the Athletic Director position should be a full time position.

Sheridan Bauman commented that parents should be made aware of the elimination of the athletic director position.

VI. ADMINISTRATOR(S) COMMENTS - None

VII. NEW BUSINESS

A. BOE Structure for New and Existing Committees

Z. Hayden, Chair, reported that the Board held a Special Meeting on January 26, 2021 to discuss restructuring Board Subcommittees as follows:

1. Communications/Marketing
2. Fiscal & Budget (Insurance)

3. Long Range Planning
4. Negotiations
5. Policy
6. PTSO
7. Teaching & Learning
8. Technology
9. LEARN

More discussion will follow in Executive Session when the Board discusses Board Goals and the alignment with the subcommittee restructuring.

C. Kuehlewind reported back to the Board that the BOE LEARN representative cannot be a shared position due to the person being designated as a voting member; thus there can be no rotation among members. The person who fills this position would need to be available for a Thursday morning meeting one a month. More discussion will follow on this Board committee position

MOTION by M. Lufi and SECOND by K. Walker to approve the above-mentioned subcommittees of the Board of Education: Aye(s): M. Palumbo, C. Kuehlewind, M. Brigham, S. Greaves, K. Walker, M. Lufi, D. Perreault, M. Esposito, Z. Hayden MOTION CARRIES

K. Walker, Policy subcommittee Chair, reported the following policies have been reviewed and revised by the Policy Subcommittee and are being brought to the full board for a first reading, and will be brought back to the Board in March for approval.

- B. Policy 4118.237 – Facemasks/Face Coverings
- C. Policy 5145.44 – Title IX–
- D. Policy 9221 – Board Member Vacancies

VIII. SUPERINTENDENT’S REPORT

- A. Enrollment – Superintendent Martineau reported February enrollment totals of 649 students Pre K through 12, which includes 8 out-placed students.
- B. Remote Learning Update – Superintendent Martineau updated the Board on the current status of remote learning students. Daisy is at 88.6% students in-person and 11.4% remote; Middle School is at 76.5% in-person and 23.5% remote; and High School is at 64.4% in-person and 35.6% remote. Superintendent Martineau reported that currently there is only one COVID case at Daisy and one staff quarantined; and zero cases at both middle and high schools.
- C. Entry Plan Update: Superintendent Martineau reported that she continues to “meet and greet” and in keeping with her goals, places Teaching and Learning “front and center”. She will report next month on her first 90 days.
- D. Middle School Principal Search Update: Superintendent Martineau commented that she has received 14 applications at this point and expects more by the closing date of March 1. Applications will be reviewed by a committee and the interview process should begin on March 11. The position has been posted internally and externally. She has already met with focus groups. She invited Board members to participate and to contact her or Cecilia if interested by the end of the week.
- E. Superintendent’s Proposed Budget for Fiscal Year 2021-2022: Superintendent Martineau presented slide by slide her Proposed Budget for Fiscal Year 2021-2022. She is recommending an increase of \$254,705 or 1.40% over the approved budget for FY 2020-21. In the presentation, some of the highlights included Enrollment Projections PreK – 12, Salaries and Wages which includes a proposed 1.0 FTE TESOL teacher for Daisy; elimination of a 1.0 FTE Athletic Director; Creation of a Dean of Students and Activities and

change in middle school principal position as a 206 days position. Other slides showed Purchased Services, Transportation, Tuition, Supplies and Utilities and Equipment. Z. Hayden, Chair, gave Board members opportunity to speak. S. Greaves commented in light of public comment, she thought the public needs more clarity on the elimination of the full-time Athletic Director position. Superintendent Martineau reassured that the decision was thought out and the plan is to gain the appropriate teacher/leader and will not compromise the athletic program in any way. Other board members comments: M. Brigham said it is a good plan for the next few years and setting up for Career Pathways; C. Kuehlewind appreciated the transparency and requested a breakdown of tiers of certified personnel; and M. Esposito agreed. Z. Hayden offered to facilitate for board members to schedule time with L. Wysocki or Superintendent Martineau if they needed more detail. D. Perreault also appreciated details. M. Luft commented tough decisions had to be made; K. Walker was pleased with detail and expressed appreciation to Superintendent Martineau, L. Wysocki and Administrators. Superintendent Martineau recommended the Board approve the Proposed Budget for Fiscal Year 2021-2022 as presented with a 1.40% increase. *MOTION by M. Palumbo and SECOND by M. Luft to adopt the proposed budget as the Board of Education's budget for the 2021-2022 fiscal year with an increase of 1.40%.* Vote: Aye(s): M. Brigham, C. Kuehlewind, D. Perreault, M. Luft, K. Walker, Z. Hayden; Nay(s): M. Esposito S. Greaves M. Palumbo
MOTION CARRIES

MOTION by K. Walker and SECOND by M. Palumbo to add to the next agenda the topic of Athletic Director for the purpose of clarity. Aye(s): K. Walker, M. Luft, D. Perreault, M. Esposito, M. Palumbo, C. Kuehlewind, M. Brigham, S. Greaves, Z. Hayden **MOTION CARRIES**

IX. OLD BUSINESS: No old business

X. CONSENT AGENDA

A. Approval of Minutes:

1. Regular Meeting of January 12, 2021
2. Special Meeting of January 20, 2021
3. Special Meeting of January 26, 2021
4. Special Meeting of February 2, 2021

MOTION by K. Walker and SECOND by M. Brigham to approve the minutes of January 12, 2021, January 20, 2021, January 26, 2021 and February 2, 2021. Vote: Aye(s): K. Walker, M. Luft, D. Perreault, M. Esposito, M. Palumbo, C. Kuehlewind, M. Brigham, S. Greaves, Z. Hayden
 Vote unanimous.

XI. FINANCIAL REPORTS

- A. Review of Check Listing: Board members reviewed check listings for January 7, 2021 in the amount of \$187,319.48 and for January 21, 2021 in the amount of \$103,354.49.
- B. Budget Narrative/Review of Expenditure Report to include Legal Expenditures. Mrs. Wysocki provided an overview of the budget as it stands. She reported the offset for COVID expenses is \$93,356 and will report remaining CRF funds by the end of March.
- C. Line Item Transfer
- D. Insurance Report: An Insurance report was provided.

XII. BOARD COMMITTEE REPORTS

- A. Policy – K. Walker reported the Policy Subcommittee will be working on the Graduation Requirements policy.
- B. Long Range Planning - M. Palumbo reported moving forward with CIP and that the committee will be reviewing RFP's created by our consultant , Roger LeFleur.
- C. Insurance – M. Luft reported the Insurance Subcommittee met and the Insurance representative provided a review of the process and there was discussion on the percentage chosen to offset the budget.
- D. Negotiations - S. Greaves (no meetings)
- E. Town Ad Hoc Committee – L. Wysocki reported a meeting will take place in two weeks.
- F. PTSO Representatives - M. Luft reported on Daisy PTSO activities including virtual fundraisers and the Daisy Dash will be virtual in April. She reported that students are enjoying the Climbing Wall provided by PTSO. Z. Hayden referred to Principal; Miller who reported a drive to gain parent participation is currently the focus of the middle school PTSO and over the holiday they provided support for struggling families. High School PTSO did not meet per M. Esposito.

XIII. PERSONNEL – No personnel items

MOTION by Z. Hayden and SECOND by M. Brigham to move to Executive Session at 8:42 p.m. and to invite Dr. Martineau: to discuss BOE Goals and Superintendent Goals. Vote: (Ayes): K. Walker, M. Luft, D. Perreault, M. Palumbo, C. Kuehlewind, M. Brigham, S. Greaves, Z. Hayden Nay(s): M. Esposito MOTION CARRIES

XIV. EXECUTIVE SESSION

- A. Board of Education Goals – review and discussion
- B. Superintendent's Goals – review and discussion

The Board moved back to Regular Session at 9:22 p.m.

MOTION by K. Walker and SECOND by M. Palumbo to approve the BOE Goals as presented. Aye(s): M. Luft, M. Palumbo, S. Greaves, C. Kuehlewind, K. Walker, D. Perreault, M. Esposito, M. Brigham, Z. Hayden MOTION CARRIES

MOTION by D. Perreault and SECOND by S. Greaves to approve Superintendent Martineau's Goals as presented. Aye(s): M. Brigham, M. Esposito, C. Kuehlewind, K. Walker, S. Greaves, M. Palumbo, M. Luft,, D. Perreault, Z. Hayden MOTION CARRIES

- XV. **ADJOURN:** MOTION by M. Esposito and SECOND by M. Palumbo to adjourn at 9:27 p.m. Vote unanimous.

Westbrook Public Schools

Check Listing

Fiscal Year: 2020-2021

Criteria:

Bank Account: GEN FUND AP 211170114

From Date: 2/4/2021 To Date: 2/4/2021
From Check: 36317 To Check: 36364
From Voucher: 1080 To Voucher: 1080

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
36317	02/04/2021	ADM. UNEMPL. COMP. ACT	\$694.18	1080	Printed	Expense	<input type="checkbox"/>		
36318	02/04/2021	ADP, INC	\$1,645.62	1080	Printed	Expense	<input type="checkbox"/>	Payroll Services	
36319	02/04/2021	ALISHA T. CLARK	\$165.05	1080	Printed	Expense	<input type="checkbox"/>		
36320	02/04/2021	ALL WASTE, INC.	\$2,099.12	1080	Printed	Expense	<input type="checkbox"/>	trash removal	
36321	02/04/2021	AMERICAN TIME & SIGNAL	\$155.12	1080	Printed	Expense	<input type="checkbox"/>		
36322	02/04/2021	ASBO INTERNATIONAL	\$240.00	1080	Printed	Expense	<input type="checkbox"/>		
36323	02/04/2021	CIT TECHNOLOGY FIN SERV., INC.	\$7,249.29	1080	Printed	Expense	<input type="checkbox"/>	copier lease agreement	
36324	02/04/2021	COLLEGE ENTRANCE (PSA's) EXAMINATION BOARD	\$520.20	1080	Printed	Expense	<input type="checkbox"/>		
36325	02/04/2021	COUNCIL FOR EXCEPTIONAL CHILDREN	\$130.00	1080	Printed	Expense	<input type="checkbox"/>		
36326	02/04/2021	COUNTRYREPORTS	\$102.01	1080	Printed	Expense	<input type="checkbox"/>		
36327	02/04/2021	DBO-TSG	\$2,688.34	1080	Printed	Expense	<input type="checkbox"/>	New phone contract	
36328	02/04/2021	DELTA-T GROUP HARTFORD, INC.	\$1,550.61	1080	Printed	Expense	<input type="checkbox"/>	building para subs	
36329	02/04/2021	EAI EDUCATION	\$96.80	1080	Printed	Expense	<input type="checkbox"/>		
36330	02/04/2021	EB EXTERMINATING CO.	\$106.00	1080	Printed	Expense	<input type="checkbox"/>		
36331	02/04/2021	ENVIRONMENTAL ENGINEERING, INC.	\$252.00	1080	Printed	Expense	<input type="checkbox"/>		
36332	02/04/2021	ESSEX WINNELSON CO.	\$19.58	1080	Printed	Expense	<input type="checkbox"/>		
36333	02/04/2021	FRANCIS A. LAGACE	\$100.00	1080	Printed	Expense	<input type="checkbox"/>		
36334	02/04/2021	GETTYSBURG FLAG WORKS, INC	\$385.25	1080	Printed	Expense	<input type="checkbox"/>		
36335	02/04/2021	HEINEMANN	\$2,370.75	1080	Printed	Expense	<input type="checkbox"/>		
36336	02/04/2021	HEWLETT PACKARD ENTERPRISE	\$1,500.00	1080	Printed	Expense	<input type="checkbox"/>	Levelled readers - Daisy title 1	
36337	02/04/2021	JOHNSON CONTROLS	\$943.00	1080	Printed	Expense	<input type="checkbox"/>	Chronebook cases	
36338	02/04/2021	JOSEPH ZEBROWSKI	\$1,720.59	1080	Printed	Expense	<input type="checkbox"/>	Fire Alarm panel repair	
							<input type="checkbox"/>	HRA deductible	

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ENCLOSURE 6

Westbrook Public Schools

Check Listing

Fiscal Year: 2020-2021

Criteria:

Bank Account: GEN FUND AP 211170114

From Date: 2/4/2021 To Date: 2/4/2021
 From Check: 36317 To Check: 36364
 From Voucher: 1080 To Voucher: 1080

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
36339	02/04/2021	KIMBERLY A. REITH	\$1,300.00	1080	Printed	Expense	<input type="checkbox"/>	spec. ed. services	
36340	02/04/2021	M & J BUS, INC.	\$40,165.66	1080	Printed	Expense	<input type="checkbox"/>	reg & spec. ed. services	
36341	02/04/2021	M.D. STETSON COMPANY INC.	\$987.58	1080	Printed	Expense	<input type="checkbox"/>	custodial supplies	
36342	02/04/2021	MELISSA HART	\$3,380.00	1080	Printed	Expense	<input type="checkbox"/>	IT services	
36343	02/04/2021	MICHAEL A. THOMAS	\$133.97	1080	Printed	Expense	<input type="checkbox"/>		
36344	02/04/2021	MMSG	\$121.05	1080	Printed	Expense	<input type="checkbox"/>		
36345	02/04/2021	MUTUAL OF OMAHA	\$1,793.94	1080	Printed	Expense	<input type="checkbox"/>	life insurance plan	
36346	02/04/2021	NAT'L ENERGY CONTROL CORP	\$232.29	1080	Printed	Expense	<input type="checkbox"/>		
36347	02/04/2021	NATIONAL AUTO PARTS	\$13.11	1080	Printed	Expense	<input type="checkbox"/>		
36348	02/04/2021	PITNEY BOWES	\$145.95	1080	Printed	Expense	<input type="checkbox"/>		
36349	02/04/2021	ROYDEN WILKINSON	\$350.00	1080	Printed	Expense	<input type="checkbox"/>		
36350	02/04/2021	Ruth Rose	\$100.00	1080	Printed	Expense	<input type="checkbox"/>		
36351	02/04/2021	SAYBROOK HARDWARE	\$511.66	1080	Printed	Expense	<input type="checkbox"/>		
36352	02/04/2021	SCHOOL SPECIALTY	\$24.86	1080	Printed	Expense	<input type="checkbox"/>		
36353	02/04/2021	SHIPMAN & GOODWIN	\$790.00	1080	Printed	Expense	<input type="checkbox"/>		
36354	02/04/2021	SOUTHERN CT GAS CO	\$45.70	1080	Printed	Expense	<input type="checkbox"/>	NG supply	
36355	02/04/2021	SPRAGUE OPERATING RESOURCES LLC LOCKBOX	\$19,231.39	1080	Printed	Expense	<input type="checkbox"/>		
36356	02/04/2021	STOP & SHOP SUPERMARKET	\$100.00	1080	Printed	Expense	<input type="checkbox"/>		
36357	02/04/2021	SUBURBAN STATIONERS	\$286.26	1080	Printed	Expense	<input type="checkbox"/>		
36358	02/04/2021	TARA WINCH	\$100.00	1080	Printed	Expense	<input type="checkbox"/>		
36359	02/04/2021	TREASURER STATE OF CT - DAS	\$1,725.00	1080	Printed	Expense	<input type="checkbox"/>	CEN	
36360	02/04/2021	UNEMPLOYMENT TAX MANAGEMENT CORP.	\$415.00	1080	Printed	Expense	<input type="checkbox"/>		
36361	02/04/2021	VERIZON WIRELESS	\$257.19	1080	Printed	Expense	<input type="checkbox"/>		

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Westbrook Public Schools

Check Listing

Fiscal Year: 2020-2021

Criteria:

Bank Account: GEN FUND AP 211170114

From Date: 2/4/2021 To Date: 2/4/2021
 From Check: 36317 To Check: 36364
 From Voucher: 1080 To Voucher: 1080

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
36362	02/04/2021	WAL-MART COMMUNITY	\$187.80	1080	Printed	Expense	<input type="checkbox"/>		
36363	02/04/2021	WEST MUSIC	\$947.22	1080	Printed	Expense	<input type="checkbox"/>		
36364	02/04/2021	WESTBROOK SCHOOLS LUNCH	\$20,000.00	1080	Printed	Expense	<input type="checkbox"/>		
Total Amount:			\$118,079.14						
				End of Report					

lunch subsidy

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Westbrook Public Schools

Check Listing

Fiscal Year: 2020-2021

Criteria:

Bank Account: GEN FUND AP 211170114

From Date: 2/17/2021

From Check: 36365

From Voucher: 1085

To Date: 2/17/2021

To Check: 36396

To Voucher: 1085

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
36365	02/17/2021	ADM. UNEMPL. COMP. ACT	\$1,629.32	1085	Printed	Expense	<input type="checkbox"/>	<i>extended benefits</i>	
36366	02/17/2021	ALLSTON SUPPLY CO., INC.	\$286.05	1085	Printed	Expense	<input type="checkbox"/>		
36367	02/17/2021	BEARD LUMBER	\$101.11	1085	Printed	Expense	<input type="checkbox"/>		
36368	02/17/2021	BRODART CO.	\$266.54	1085	Printed	Expense	<input type="checkbox"/>		
36369	02/17/2021	CBS THERAPY	\$4,837.50	1085	Printed	Expense	<input type="checkbox"/>	<i>speech sub coverage</i>	
36370	02/17/2021	CITIZENS BANK-MASTERCARD	\$545.11	1085	Printed	Expense	<input type="checkbox"/>		
36371	02/17/2021	CLINTON SPORT SHOP	\$40.00	1085	Printed	Expense	<input type="checkbox"/>		
36372	02/17/2021	COMMERCIAL BANKING	\$102.18	1085	Printed	Expense	<input type="checkbox"/>		
36373	02/17/2021	CURTIN MOTOR LIVERY SERV.	\$10,591.00	1085	Printed	Expense	<input type="checkbox"/>	<i>Spec. ed. transportation</i>	
36374	02/17/2021	DELTA-T GROUP HARTFORD, INC.	\$5,064.20	1085	Printed	Expense	<input type="checkbox"/>	<i>health aide & para subs</i>	
36375	02/17/2021	FOLLETT SCHOOL SOLUTIONS, INC.	\$455.80	1085	Printed	Expense	<input type="checkbox"/>		
36376	02/17/2021	FOOD EQUIPMENT SPECIALISTS	\$965.00	1085	Printed	Expense	<input type="checkbox"/>	<i>Daisy + Hs equip repairs</i>	
36377	02/17/2021	[REDACTED]	\$16,400.00	1085	Printed	Expense	<input type="checkbox"/>	<i>Spec. ed. tuition</i>	
36378	02/17/2021	J.W. PEPPER & SON INC.	\$514.99	1085	Printed	Expense	<input type="checkbox"/>		
36379	02/17/2021	[REDACTED]	\$25,048.31	1085	Printed	Expense	<input type="checkbox"/>	<i>Spec. ed. tuition</i>	
36380	02/17/2021	KIMBERLY A. REITH	\$1,775.00	1085	Printed	Expense	<input type="checkbox"/>	<i>Spec. ed. services</i>	
36381	02/17/2021	LESLEY WYSOCKI	\$85.00	1085	Printed	Expense	<input type="checkbox"/>		
36382	02/17/2021	LOWE'S BUSINESS ACCOUNT	\$62.75	1085	Printed	Expense	<input type="checkbox"/>		
36383	02/17/2021	M & J BUS, INC.	\$750.00	1085	Printed	Expense	<input type="checkbox"/>		
36384	02/17/2021	M.D. STETSON COMPANY INC.	\$193.50	1085	Printed	Expense	<input type="checkbox"/>		
36385	02/17/2021	MELISSA HART	\$3,380.00	1085	Printed	Expense	<input type="checkbox"/>	<i>OT</i>	
36386	02/17/2021	NASCO	\$174.92	1085	Printed	Expense	<input type="checkbox"/>		
36387	02/17/2021	NAT'L ENERGY CONTROL CORP	\$234.00	1085	Printed	Expense	<input type="checkbox"/>		

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Westbrook Public Schools

Check Listing

Fiscal Year: 2020-2021

Criteria:

Bank Account: GEN FUND AP 211170114

From Date: 2/17/2021 To Date: 2/17/2021
 From Check: 36365 To Check: 36396
 From Voucher: 1085 To Voucher: 1085

Check Number	Date	Payee	Amount	Voucher	Status	Type	Cleared?	Clear Date	Void Date
36388	02/17/2021	PHYSICAL THERAPY & SPORTS MEDICINE CTRS	\$3,554.01	1085	Printed	Expense	<input type="checkbox"/>	Athletic trainer	
36389	02/17/2021	SOUTHERN CT GAS CO	\$6,222.86	1085	Printed	Expense	<input type="checkbox"/>	NG "generation"	
36390	02/17/2021	SUBURBAN STATIONERS	\$27.23	1085	Printed	Expense	<input type="checkbox"/>	spec. ed. tuition	
36391	02/17/2021	[REDACTED]	\$7,600.00	1085	Printed	Expense	<input type="checkbox"/>	"Madison Solar" credits	
36392	02/17/2021	THE HUNTINGTON NATIONAL BANK	\$3,279.09	1085	Printed	Expense	<input type="checkbox"/>		
36393	02/17/2021	THE MARKERBOARD PEOPLE	\$24.90	1085	Printed	Expense	<input type="checkbox"/>	spec. ed. tuition	
36394	02/17/2021	[REDACTED]	\$10,930.00	1085	Printed	Expense	<input type="checkbox"/>	electricity "supply"	
36395	02/17/2021	Watili Inc.	\$7,695.33	1085	Printed	Expense	<input type="checkbox"/>		
36396	02/17/2021	WOODWIND & BRASSWIND	\$864.00	1085	Printed	Expense	<input type="checkbox"/>		

Total Amount:

\$113,680.70

End of Report

**Budget Narrative
February 28, 2021**

Salary Accounts- All known wages have been adjusted in the payroll purchase order. We still have a couple of vacant paraprofessional positions and a couple other non -certified vacancies. Total grant figures have just been confirmed by CSDE and a few spring stipend agreements are still under consideration. This object will be updated as known.

Benefits - Associated Social Security/Medicare costs, as well as the health and life insurance figures for known personnel have been updated. This account will be closely monitored monthly as coverage changes from time to time, throughout the year.

Transportation- Summer School/ ESY (Extended School Year) has been paid. The annual purchase order has been reviewed and adjusted. For example, currently we are not running the late bus, or running field trips; funds will be released as time passes. Should anything change, this will be reviewed again.

Purchased Services-Annual building maintenance contracts and other annual blanket purchase orders have been entered and will be adjusted as contracts expire/renew.

Tuition- Summer School/ ESY (Extended School Year) have been paid. Known annual student placements/services have been encumbered. This figure may vary as student need requires.

Supplies- All needed materials have been ordered. I have made one grant offset for COVID PPE and a few other extra classroom supplies (\$93,356.04) ordered specifically under the COVID account number through our BOE funds prior to the grant approval. I am still in the process of reviewing other expenditures authorized under the revised grant authorization and will note future offsets under the appropriate heading when completed.

Properties (equipment) – Laptop docking stations for all three schools and 5 “Smartboard “replacements have been ordered. Chromebooks have also finally been delivered. Some instruments and items for the Tech Ed department have also been ordered.

3/4/2021
L.E.W.

Westbrook Public Schools

Financial Statement For the Period 07/01/2020 through 02/28/2021

Fiscal Year: 2020-2021

☐ Include Pre Encumbrance

	Budget	Range To Date	Year To Date	Balance	Encumbrance	Budget Balance
EXPENSES						
Salaries						
All Wages (+)	\$11,597,812.48	\$7,404,172.26	\$7,404,172.26	\$4,193,640.22	\$3,939,000.33	\$254,639.89
Sub-total : Salaries	\$11,597,812.48	\$7,404,172.26	\$7,404,172.26	\$4,193,640.22	\$3,939,000.33	\$254,639.89
Benefits						
All Benefits (+)	\$2,168,366.91	\$1,356,895.99	\$1,356,895.99	\$811,470.92	\$780,244.51	\$31,226.41
Sub-total : Benefits	\$2,168,366.91	\$1,356,895.99	\$1,356,895.99	\$811,470.92	\$780,244.51	\$31,226.41
Professional Services						
Professional Services (+)	\$840,862.18	\$516,215.29	\$516,215.29	\$324,646.89	\$202,569.71	\$122,077.18
Sub-total : Professional Services	\$840,862.18	\$516,215.29	\$516,215.29	\$324,646.89	\$202,569.71	\$122,077.18
Purch. Services- BLDG						
Bldg Services (+)	\$388,206.00	\$190,819.07	\$190,819.07	\$197,386.93	\$70,947.38	\$126,439.55
Sub-total : Purch. Services- BLDG	\$388,206.00	\$190,819.07	\$190,819.07	\$197,386.93	\$70,947.38	\$126,439.55
Transportation						
Transportation Services (+)	\$863,602.65	\$338,958.18	\$338,958.18	\$524,644.47	\$358,158.28	\$166,486.19
Sub-total : Transportation	\$863,602.65	\$338,958.18	\$338,958.18	\$524,644.47	\$358,158.28	\$166,486.19
Purchased Services						
Other Services (+)	\$145,224.99	\$56,753.84	\$56,753.84	\$88,471.15	\$31,266.05	\$57,205.10
Sub-total : Purchased Services	\$145,224.99	\$56,753.84	\$56,753.84	\$88,471.15	\$31,266.05	\$57,205.10
Tuition						
All Tuitions (+)	\$945,608.00	\$531,109.38	\$531,109.38	\$414,498.62	\$395,310.62	\$19,188.00
Sub-total : Tuition	\$945,608.00	\$531,109.38	\$531,109.38	\$414,498.62	\$395,310.62	\$19,188.00
Supplies						
All Supplies (+)	\$1,063,584.79	\$356,080.43	\$356,080.43	\$707,504.36	\$532,477.02	\$175,027.34
Sub-total : Supplies	\$1,063,584.79	\$356,080.43	\$356,080.43	\$707,504.36	\$532,477.02	\$175,027.34
Property						
Equipment (+)	\$244,355.00	\$75,172.47	\$75,172.47	\$169,182.53	\$117,976.41	\$51,206.12

Operating Statement with Encumbrance

Westbrook Public Schools

Financial Statement For the Period 07/01/2020 through 02/28/2021

Fiscal Year: 2020-2021

☐ Include Pre Encumbrance

	Budget	Range To Date	Year To Date	Balance	Encumbrance	Budget Balance
Sub-total : Property	\$244,355.00	\$75,172.47	\$75,172.47	\$169,182.53	\$117,976.41	\$51,206.12
Total : EXPENSES	\$18,257,623.00	\$10,826,176.91	\$10,826,176.91	\$7,431,446.09	\$6,427,950.31	\$1,003,495.78
NET ADDITION/(DEFICIT)	\$18,257,623.00	\$10,826,176.91	\$10,826,176.91	\$7,431,446.09	\$6,427,950.31	\$1,003,495.78

End of Report

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Operating Statement with Encumbrance

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New Vendors-February

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**3/3/2021
L.E.W.**