

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

WESTBROOK BOARD OF EDUCATION Tuesday, October 10, 2023 @ 7:00 p.m. BOE Regular Meeting WHS Library

MINUTES

Members Present: K. Walker, Z. Hayden, C. Kuehlewind, D. Perreault, M. Luft, M. Palumbo; A. Miesse (via remote)

Absent: S. Greaves, M. Esposito

Also Present: Superintendent Kristina Martineau; Administrators R. Rose, T. Winch, M. Tallmadge; F. Lagace; Technology Director B. Russell

- I. CALL TO ORDER – K. Walker, Chair, called the regular BOE meeting of October 10, 2023 to order at 7:00 p.m. in the WHS library.
- II. PLEDGE OF ALLEGIANCE
- III. BOARD OF EDUCATION ACKNOWLEDGEMENTS: Administrators R. Rose, M. Tallmadge and T. Winch introduced new staff members to the BOE and a brief reception was held to welcome them to WPS. New staff are as follows:
Maria Delmau-Ferrer, Spanish Teacher (WMS/WHs) ; Justine Tomon, English teacher (WHs); Lori Landry, Nurse (WMS/WHs); Jennifer Gallagos, Technology Support; Isabel Araya, (WHs) Bilingual Tutor; Kaitlyn Hutchins (Daisy), Joe Talarczyk (WMS), RBT's; Anne Barton (WMS), Denise Doheny (WMS), Madeline Millerick, Zoie Murphy (Daisy); Paraprofessionals; Jennifer Fineza (Daisy), Bilingual Tutor (Daisy)

The BOE meeting resumed at 7:28 p.m.
- IV. STUDENT REPRESENTATIVE REPORT – Elliot Koplas and Anna Diaz Herringer reported on WHs activities including Student Council, Field Day, SADD, upcoming PSAT's, Jazz Concert on October 25; Spirit Week and Field Day, status of fall sports teams and induction of Janet Dickey, Westbrook Field Hockey Coach into the Coaches Hall of Fame.
- V. PUBLIC COMMENT: No comments
- VI. ADMINISTRATOR(S) COMMENTS
 - A. Class of 2023 Profile – T Winch reported on Class of 2023 data including college acceptances and military enlistments, a 98% graduation rate, College and Career Readiness information, and a capsule of dreams and aspirations of the graduates.
Ms. Winch was also proud to announce that WHs received the 2023 AP School Honor Roll Award and the criteria required for the award, including the AP Access Award.
 - B. Portrait of a Graduate Updates – R. Rose presented posters that Daisy students are focusing on relative to Portrait of a Graduate. Students are concentrating on Social Awareness, Problem Solving Skills and Responsible Decision Making. An assembly will be held and the BOE will be invited. M. Tallmadge incorporated PoG in his Friday memo "In the Loop." Several middle

school activities are planned around PoG topics. T. Winch reported that WHS is using Advisory to brainstorm with students on responsible decision making and tying in PoG rubrics with all course assignments. In November, they will incorporate Social Awareness in their discussions.

VII. NEW BUSINESS

- A. Authorization of Signature – ED099 – Agreement of Child Nutrition Programs
Programs: The Board was asked to authorize Ann Burke, Director of Finance, to sign the ED099 for the school lunch program. MOTION by D. Perreault and SECOND by Z. Hayden. Vote unanimous.
- B. Budget Timeline and Process 2023-24 – Superintendent Martineau provided a draft of timelines and the budget process. It is similar to the previous year and dates for workshops, etc. will be confirmed. A budget preview should be ready for the December regular BOE meeting.

VIII. SUPERINTENDENT'S REPORT

- A. General Update: Superintendent Martineau reported on current open positions which include an athletic trainer, WHS Physics Teacher, Robotics Teacher, Bilingual Social worker and 3 paraprofessionals.
- B. Enrollment Update - Census October: Superintendent Martineau reported that October 1 enrollment is 258 Daisy students, 160 middle school students and 170 high school students; and three out placed students; a total of 591 students
- C. HVAC Grant: Superintendent Martineau participated in an HVAC webinar on a grant for Air Quality. She emphasized that HVAC improvements for all three schools are a priority. The HVAC grant is due December 31, 2023 and requires *three* Town resolutions/votes to complete the applications. Superintendent Martineau will continue to update the BOE as well as BOS and BOF over the next two months about next steps.

IX. OLD BUSINESS: None

X. CONSENT AGENDA

- A. Approval of Minutes: A MOTION by Z. Hayden and SECOND by M. Luft was made to approve the minutes of the Special Meeting of September 12, 2023 and the regular meeting of September 12, 2023. Vote unanimous.

XI. FINANCIAL REPORTS

- A. Review of Check Listings: The Board reviewed check listings for September 14, 2023 in the amount of \$115,860.84 and for September 28, 2023 in the amount of \$128,718.74.
- B. Budget Narrative/Review of Expenditure Report – Superintendent Martineau reviewed the expenditures and provided a budget narrative.
- C. Line Item Transfer – there were no line item transfers.

XII. BOARD COMMITTEE REPORTS

- A. Policy– Per K. Walker an upcoming date is TBD.
- B. Long Range Planning – A. Miesse reported LRP met on HVAC grant and 5 year capital plan and will meet on 10/18 at 5:30.
- C. Fiscal & Budget – Z. Hayden (no meeting)
- D. Teaching & Learning – Per C. Kuehlewind T & L met prior to this BOE meeting and heard from A. Saba on progress of curriculum writing. This committee will meet on December 12 to review Math K-8, Forensics and Chemistry.
- E. Communications & Marketing – M. Luft reported Communications will meet on November 14.
- F. Negotiations – D. Perreault reported that Negotiations will meet on 10/18 at 5 p.m.

- G. Town Energy Ad Hoc Committee – Per A. Miesse the carport installation has been delayed and there are 2 charging stations in the works.
- H. LEARN – Z. Hayden reported that LEARN will meet on Oct. 12.
- I. PTO Representatives - M. Luft (Daisy) reported that first meeting focused on committees; the Family Picnic was a success and plans are in the works for the Holiday Fair. Z. Hayden (WMS) PTO talked about being a resource for parents and teachers and fundraising activities; pasta dinner is on 10/19 at 5:00 and in February there will be a chili cook off and corn hole tournament,. K. Walker (WHS) reported the WHS PTO held an officers meeting.

XIII. BOARD OF EDUCATION PROFESSIONAL DEVELOPMENT - Z. Hayden will share a Mastery Transcript Symposium PoG presentation online with BOE members. A. Miesse attended the Daisy picnic. K. Walker informed BOE members of Oct. 17 CAFE workshop on Making Difficult Decisions and on October 24, Legal Issues. K. Walker will register for CAFE Delegate Assembly on November 16 and extended an invite to anyone who might be interested. D. Perreault will be attending the NSBA Convention in April.

XIV. PERSONNEL: FYI – Superintendent Martineau reported the following new hires have begun their employment with WPS:

- A. Professional Appointment(s)
 - 1. Justine Tomon – WHS English Teacher
- B. Professional Resignation(s)
- C. Non-Certified New Hires – FYI
 - 1. Madeline Millerick – Paraprofessional at Daisy
 - 2. Zoie Murhpy – Paraprofessional at Daisy
 - 3. Isabel Araya – Bilingual Tutor - WHS
- D. Non-Certified Resignation(s)
 - 1. Amye Soboleski – WMS Secretary

MOTION by D. Perreault and SECOND by Z. Hayden to move into Executive Session at 9:00 p.m.

XV. A. EXECUTIVE SESSION

- 1. BOE Goals – 2023-2024 – Discussion of matters that would result in the disclosure of exempt matters.

Move to Regular Session at 9:43 p.m.

MOTION to accept the 2023-2024 Westbrook Board of Education Goals by D. Perreault and SECOND by M. Luft. Vote unanimous.

XVI. ADJOURN: MOTION by M. Palumbo and SECOND by Z. Hayden to adjourn at 9:44 p.m. Vote unanimous.

Respectfully submitted,

Christine Kuehlewind, Board Secretary

Cecilia S. Lester, Board Recording Clerk

TBA at next meeting.