**WESTBROOK BOARD OF EDUCATION**

**EDUCATE, CHALLENGE, & INSPIRE**

WESTBROOK BOARD OF EDUCATION

**Thursday, February 22, 2024 @ 6:00 p.m.**

**WHS Library**

**Special Board of Education Meeting**

## MINUTES

Members Present: K. Walker, D. Perreault, M. Luft, Via remote: S. Greaves, C.Kuehlewind

Absent: E. Fernandes, H. Jalil, A. Miesse

Also present: Superintendent Kristina Martineau; Administrators: R. Rose, M.

Talmadge, T. Winch, F. Lagace; A. Burke, Director of Finance; B.

Russell, Technology Director

1. **CALL TO ORDER** – K. Walker, Chair, called the Special Meeting of February 22,

2024 to order at 6:01 p.m.

1. **PLEDGE OF ALLEGIANCE**
2. **BOARD OF EDUCATION ACKNOWLEDGEMENTS –** No acknowledgements

**IV.**  **STUDENT REPRESENTATIVE REPORT –** Ana Diaz Heringer and Elliot Koplas

reported on school activities including SADD event on February 28, Interact Club Heart

Health Month, Chorus Concert, Musical *- Little Shop of Horrors*, winter sports activities

and standings, spring sports sign ups, FBLA Movie Night on February 23, and Student

Council Cookie Fundraiser.

**V. SUPERINTENDENT’S PROPOSED BUDGET FOR FISCAL YEAR 2024-2025 PRESENTATION**

Superintendent Martineaureported that no changes were made to the budget since the last presentation and stands at 3.20%. She reported she is comfortable with Kindergarten and PreK sections. D. Perreault questioned if anything had been removed from the budget that was needed and Superintendent Martineau said items removed were grant related. Superintendent Martineau will follow up with the principals and directors about items they need that are not in the budget. There was discussion regarding status of health insurance reserve and need to increase anticipated health insurance rate increase from 6% to 8% due to high claims and rends. K. Walker reported that she is comfortable with this budget

**VI. PUBLIC COMMENT** Re: Matters of General Concern & Agenda Items: No

comments

**VII. ADMINISTRATOR(S) COMMENTS:** None

**VIII. NEW BUSINESS : None**

**IX. SUPERINTENDENT’S REPORT**

A. General Update: Superintendent Martineau acknowledged T. Winch and L. Carson

for their work on WHS being the first public high school to have an application

signing day with Electric Boat. She also mentioned Daisy Dash on March 23 and

Light on Westbrook on March 23. Daisy students will also be holding a play

performance. Superintendent Martineau reported that RFP’s have been published for

electrical upgrades and HVAC projects. Superintendent Martineau acknowledged

C. Bialicki and the Town effort to help with AED’s for the buildings

B. Enrollment – Superintendent Martineau reported February enrollment total of 601

students.

C. Superintendent’s Proposed Budget for Fiscal Year 2024-2025 – Vote anticipated

*After a thorough discussion a MOTION by D. Perreault and SECOND by M. Luft to adopt the proposed budget as the Board of Education’s budget for the 2024-2025 fiscal year with a 3.20% increase. Vote unanimous*

*Aye(s): M. Luft, D. Perreault, K. Walker, S. Greaves, C. Kuehlewind*

**X. OLD BUSINESS: None**

**XI. CONSENT AGENDA** Approval of Minutes: *MOTION by D. Perrault and SECOND by M.*

*Luft to approve the following BOE minutes: Vote unanimous.*

1. Special Meeting of January 24, 2024
2. Special Meeting of February 6, 2024

**XII. FINANCIAL REPORTS** **- Enclosure 3**

1. Review of Check Listing: Board members reviewed check listings for January 18, 2024 in the amount of $159,135.93 and January 4, 2024 in the amount of $151,328.15.
2. Budget Narrative/Review of Expenditure Report to include Legal Expenditures. Mrs. Burke provided an overview of the budget as it stands.
3. Line Item Transfer-None

**XIII. BOARD COMMITTEE REPORTS**

1. Policy– K. Walker (Policy will meet on 2/27/24)
2. Fiscal & Facilities – A. Miesse (will meet on 2/27/24)
   1. HVAC Ad Hoc
3. Teaching & Learning – C. Kuehlewind (has not met)
4. Communications & Marketing – M. Luft (met after January BOE meeting – discussed Hall of Fame and BOE Goals will be the focus of the next meeting)
5. Negotiations – D. Perreault (no meetings)
6. Town Energy – A. Miesse (will report at the next meeting)
7. LEARN- (Elizabeth Fernandez may be Westbrook BOE representative)

H. PTSO Representatives - M. Luft (Daisy), A. Miesse (WMS), D. Perreault (WHS) –

have not met since the last reports

**XIV. BOARD GOALS**

**A.** Board Retreat (discussion): K. Walker deferred discussion on the Board Retreat to

the March BOE meeting. K. Walker and D. Perreault will meet to discuss topics for

Board Retreat.

B. Workshops/school activities attended

1. Legislative Breakfast summary – K. Walker reported that this was the largest

attended Legislative Breakfast with topics on Right to Read and Kindergarten

issues. As a CABE Board of Directors member, she will continue to speak

out on CSDE mandates on curriculum.

**XV. PERSONNEL**: Superintendent Martineau reported on the following personnel

actions:

A.Professional Appointment(s)

1. Elizabeth Saunders – Athletic Trainer

B. Non-Certified New Hires

1. Cassondra Rodriguez - Paraprofessional

2. Jeanne Moore – WMS Secretary

C. Non-certified resignation(s)

**XVI. ADJOURN:** MOTION by D. Perreault and SECOND by M. Luft to adjourn at 6:34

p.m. Vote unanimous.

Respectfully submitted,

Christine Kuehlewind Cecilia S. Lester, Board Recording Clerk