

WESTBROOK BOARD OF EDUCATION

Tuesday, March 13, 2018 @ 7:30 pm.

Special Board of Education Meeting

MINUTES

Present: Lee Bridgewater, Michelle Palumbo, Don Perreault, Mar Ella Luft,
Zachary Hayden

Via telephone: Jackie Lyman; Lesley Wysocki, Business Manager

Members absent: Dee Adorno, Kim Walker, Sally Greaves

Also Present: Superintendent Patricia A. Ciccone; Administrator Tara Winch; Ben
Russell, Technology Specialist

I. CALL TO ORDER – Lee Bridgewater, Chair called to order the Special Meeting of
March 13, 2018 at 7:35 p.m.

II. PLEDGE OF ALLEGIANCE

III. BOARD OF EDUCATION ACKNOWLEDGEMENT:

1. CAS Art Awards: Tabled until April 10, 2018 meeting.
2. Recognition – Tabled until April 10, 2018 meeting.

IV. STUDENT REPRESENTATIVE REPORT – No Report

V. PUBLIC COMMENT: No comments

VI. ADMINISTRATOR(S) COMMENTS

- A. Schools of Distinction – R. Rose – Tabled until April 10, 2018 meeting
- B. WMS & Computer Science – T. Wrye, D. Runkle – Tabled until April 10, 2018

VII. NEW BUSINESS

- A. Community Conversation (Rescheduled to April 4th a 6:00 pm)

VIII. SUPERINTENDENT'S REPORT

- A. Enrollment – Superintendent Ciccone reported the March enrollment totals of 740 students (Pre K through 12 = 734 plus 6 out-placed.)

IX. OLD BUSINESS

- A. 2018-19 Budget – Final review and discussion: Superintendent Patricia A. Ciccone provided a PowerPoint presentation of the 2018-19 Superintendent’s Budget Proposal. Initial slides shown included budget drivers, WPS Mission & Goals, budget goals, enrollment projections, and board budget guidelines. The Superintendent talked about how the budget is built starting with a zero-based approach, moving from teacher requests to administrator requests to final superintendent’s recommendation. She commented that there are legislative actions that affect the budget as well as the economy. Slides include actual figures for the budget proposal for salaries, benefits, purchased services, transportation, tuition, supplies and equipment. Superintendent Ciccone’s proposed budget for 2018-19 comes in at .45% (\$17,981,814). The 2017-18 budget was \$17, 900,915. The Superintendent said the budget reflects “known needs.” After discussion, Superintendent Ciccone requested the Board’s approval of the 2018-19 budget proposal.
- B. 2018-19 Budget Adoption of Superintendent’s recommended budget – Moved by D. Perrault and seconded by M. Loft to approve the 2018-19 Superintendent’s Budget Proposal of .45% (\$17,981,814). Vote unanimous. Superintendent Ciccone will present the budget proposal to the Board of Finance on March 26.
- C. Capital Improvement Plan Changes – Discussion/Vote anticipated: The Board was provided with an updated CIP. There was a lengthy discussion on the recent meetings between the Town and BOE regarding taking out the oil tanks and updating generators. Lesley Wysocki explained that there has been a reconfiguration of the CIP of the same projects moved to different years. Superintendent Ciccone commented that regarding the oil tank project and possible generator project, there are three items to pay attention to: 1) that the Board does not incur a fine 2) cost avoidance on fuel choices 3) and taking advantage of the D.E.E.P. extension to complete the project this summer. It was concluded that it would be beneficial to have our consultant, Roger LeFleur, present to provide his expertise on this matter. Town officials are invited to attend as well to present their rationale for not using natural gas to fuel generators. Lesley Wysocki will talk with Roger LeFleur regarding presenting at the April 10th board meeting. Moved by M. Palumbo and seconded by D. Perreault to table any final decision and vote to approve the Capital Improvement Plan until the April 10th Board meeting. Vote unanimous.

X. CONSENT AGENDA

- A. Approval of Minutes:
 - 1. Regular Meeting - February 13, 2018: Moved by M. Palumbo and seconded by Z. Hayden to approve the minutes of February 13, 2018. Vote unanimous.

XI. FINANCIAL REPORTS

- A. Review of Check Listing: Board members reviewed check listings for February 8, 2018 in the amount of \$159,171.82 and for February 22, 2018 in the amount of \$176,582.56.

- B. Budget Narrative/Review of Expenditure Report. Lesley Wysocki, Business Manager provided a summary of the budget as it stands.
- C. Line Item Transfer – None
- D. Insurance Report – L. Wysocki reported that the current Insurance Report is in good standing.

XII. BOARD COMMITTEE REPORTS

- A. LEARN report – No report
- B. Policy – No meeting
- C. Communications – No report
- D. Long Range Planning: L. Wysocki – Capital Improvement Plan – See Item IX.C.
- E. Insurance – L. Bridgewater said the Insurance Subcommittee will meet soon; L. Wysocki will explore some possible dates to meet.
- F. Negotiations – S. Greaves reported that AFT negotiations are scheduled for April 3, April 9, and April 24 at 5:00 p.m.
- G. Town Ad Hoc Committee – Superintendent Ciccone mentioned the Town Ad Hoc committee's interest in working with the schools on a School-to-Career program, which would require a person to oversee the program. Currently the Economic Team of the Westbrook Basic Needs Committee and the Superintendent are working on a grant application to the Westbrook Foundation. This program is pending based on the outcome of the grant application.
- H. PTSO Representatives – J. Lyman, M. Luft, M. Palumbo – No meetings

XIII. PERSONNEL

- A. Certified Personnel – Resignation
 - 1. Michele Hammond – After 32 years of service to WPS, Michele Hammond, Daisy Music Teacher and District Curriculum Lead Teacher, submitted her resignation effective at the end of the school year. Superintendent Ciccone recommended the Board accept with regret the retirement of Michele Hammond effective at the end of the school year. Moved by Z. Hayden and seconded by M. Palumbo to accept Michele Hammond's retirement request with regret. Vote unanimous.
- B. Non-certified resignation:
 - 1. Sarah Gomes, Paraprofessional – resigned effective 3/26/18
- C. Non Certified appointment
 - 1. Jennifer Singleton – Paraprofessional – Hire date: 2/5/18

XIV. ADJOURN: Moved by D. Perreault and seconded by M. Luft to adjourn at 8:57 p.m. Vote Unanimous.

Respectfully submitted,

Kim Walker, Board Secretary

Cecilia S. Lester, Board Recording Clerk

