

WESTBROOK BOARD OF EDUCATION
EDUCATE, CHALLENGE, & INSPIRE

WESTBROOK BOARD OF EDUCATION Tuesday, March 12, 2024 @ 6:00 p.m. WHS Library Regular Board of Education Meeting
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MINUTES

Members Present: K. Walker, D. Perreault, C. Kuehlewind, S. Greaves, M. Luft, E. Fernandez, A. Miesse, G. Carlo

Absent: H. Jalil

Also Present: Superintendent Kristina Martineau; Administrator T. Winch; Technology Director, B. Russell

- I. **CALL TO ORDER** – The regular BOE meeting of March 12, 2024 was called to order at 6:00 p.m. by K. Walker, Chair
- II. **PLEDGE OF ALLEGIANCE**
- III. **BOARD OF EDUCATION ACKNOWLEDGEMENTS** – Board Member Appreciation
K. Walker, Chair, welcomed new Board member, Greg Carlo. As March is BOE Appreciation month, Superintendent Martineau recognized the Board of Education for their work and dedication to the Westbrook school community.
- IV. **STUDENT REPRESENTATIVE REPORT** – Ana Dias Heringer and Elliot Koplas reported on school activities including SADD activities, Green Day, Upcoming musical “Little Shop of Horrors”, band and chorus concert, beginning of spring sports; Parent/Teacher conferences, and dance at the Elks Club.
- V. **PUBLIC COMMENT** Re: Matters of General Concern & Agenda Items: No comments
- VI. **ADMINISTRATOR(S) COMMENTS: No comments**
- VII. **NEW BUSINESS)**
 - A. April BOE meeting – April 16, 2024: Board members were reminded that the April BOE meeting will be on April 16 (third Tuesday of the month) as April break falls during the second week of April.
 - B. Policy 6146 Graduation Policy – The Board was asked to review the Graduation Policy 6146 as submitted by the Policy Subcommittee revised to reflect required graduation credits. The Board was asked to forgo a second reading – MOTION by S. Greaves and SECOND by A. Miesse to forgo a second reading of the policy. Vote unanimous. MOTION by A. Miesse to approve Policy 6146 and SECOND by M. Luft as submitted by the Policy Subcommittee. Vote unanimous.
 - C. Capital Plan 2023-2034 – Superintendent Martineau presented a Ten-Year Capital Plan and asked the Board to vote on the Five-Year Plan, which prioritized the HVAC projects and also starts the cycle of removing carpeting at Daisy. Other items in the Plan are electrical

upgrades for the welding shop, maintenance shed, and student transport van. MOTION by A. Miesse and SECOND by M. Luft to approve the proposed Five and Ten Year Capital Plan as submitted. Vote unanimous.

VIII. SUPERINTENDENT'S REPORT

- A.** Enrollment – Superintendent Martineau reported March enrollment totals of 601 students Pre K through 12, which includes 5 out-placed students. Superintendent Martineau reported the Spring NESDEC Enrollment report shows no major changes.
- B.** Educator Diversity Recruitment and Retention Plan- Authorization to develop and submit a plan to CSDE as required by law: Superintendent Martineau developed a plan as required and elaborated on efforts to encourage and support people to become educators. MOTION by D. Perreault and SECOND by S. Greaves to approve the Educator Diversity Recruitment and Retention Plan as submitted by Superintendent Martineau. including any revisions and resubmission required by CSDE after review. Vote (ayes) E. Fernandes, M. Luft, S. Greaves, C. Kuehlewind, D. Perreault, A. Miesse, G. Carlo, K. Walker - Vote unanimous.
- C.** General Update: Superintendent Martineau reported having received two bids for the electrical project and is expecting bids for the Daisy HVAC on March 14. Superintendent Martineau reported on the Professional Development Day on March 8 which included a Run, Hide, Fight presentation for the entire staff and participation from various town organizations. The new school year will include continued professional development on this topic.

IX. OLD BUSINESS: None

X. CONSENT AGENDA

- A.** Approval of Minutes:
 - 1. Special Meeting – February 21, 2024
 - 2. Special Meeting – February 22, 2024MOTION by M. Luft and SECOND by C. Kuehlewind to approve the minutes of February 21 and February 22, 2024 as submitted. Vote unanimous.

XI. FINANCIAL REPORTS

- A.** Review of Check Listing: Board members reviewed check listings for February 1, 2024 in the amount of \$66,057.09, February 15, 2024 in the amount of \$198,974.82. and February 29, 2024 in the amount of \$7,581.00
- B.** Budget Narrative/Review of Expenditure Report: Mrs. Burke provided an overview of the budget as it stands.
- C.** Line Item Transfer: None

XII. BOARD OF EDUCATION GOALS

- A.** BOE Retreat: K. Walker reported that she and D. Perreault have planned a BOE Retreat for April 16 at 5:30 pm prior the regular BOE meeting which will begin at 7:00. The Board legal advisor will present on Board Roles and Responsibilities and Robert Rules.
- B.** CABE Day on the Hill: K. Walker, C. Kuehlewind and Superintendent Martineau plan to attend.
- C.** Workshops/School activities attended: D. Perreault will attend the National School Board Conference in April. S. Greaves attended the Regional Music Concert. Upcoming events include Daisy Dash on March 23. Light on Westbrook is also on March 23.

XIII. BOARD COMMITTEE REPORTS

- A.** Policy– K. Walker reported the committee met to work on Policy 6146 and will meet on

March 26 at 6:00.

- B.** Fiscal & Facilities – A. Miesse reported the committee met on the Capital Plan.
 - 1. HVAC Ad Hoc: Bids for HVAC will be reviewed and analyzed and decision will be forthcoming.
- C.** Teaching & Learning – C. Kuehlewind reported Teaching & Learning will meet on March 26 at 5:15.
- D.** Communications & Marketing – M. Luft reported Communications will meet after this BOE mtg.
- E.** Negotiations – D. Perreault – no report
- F.** Town Energy – A. Miesse reported the solar array has been erected.
- G.** LEARN - E. Fernandes will attend LEARN meeting on April 18.
- H.** PTSO Representatives - M. Luft (Daisy) mentioned help is needed for Daisy Dash, students will be celebrating Earth Day; March 27 Play, Book Fair, Bike to School Day on May 8 Talent Show on May 16, Art Show on May 23; A. Miesse (WMS) did not meet; D. Perreault (WHS) mentioned upcoming Volleyball game and grade level breakfasts dates to be determined.

XIV. PERSONNEL

- A.** Non-Certified New Hires: Superintendent Martineau reported new hire(s) as follows:
 - 1. Jane Chick Paraprofessional
- B.** Non-Certified Resignation(s): Superintendent Martineau reported the following resignation:
 - 1. Scott Strang – Campus Monitor effective 3/5/2024

- XV. ADJOURN:** MOTION by C. Kuehlewind and SECOND by M. Luft to adjourn at 7:08 p.m.
Vote unanimous.

Respectfully submitted,

Christine Kuehlewind, Board Secretary

Cecilia S. Lester, Board Secretary