

EDUCATE, CHALLENGE, & INSPIRE

WESTBROOK BOARD OF EDUCATION

Tuesday, December 8, 2020 @ 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: Kristina Martineau, Ed.D., Superintendent; 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 – The regular Board of Education meeting of December 8, 2020 was called to order at 7:00 p.m. by Superintendent Kristina Martineau.

II. PLEDGE OF ALLEGIANCE

III. BOARD OF EDUCATION ELECTION OF OFFICERS

A. Ballots

Superintendent Martineau requested a motion to suspend the use of paper ballots for the election of officers for this meeting only set forth by Board bylaw 9120, Officers, for the specific purpose of addressing the need to conduct balloting for Board Officer elections electronically, consistent with the virtual meeting format currently in place due to pandemic conditions. MOTION by M. Palumbo and SECOND by M. Luft. Vote unanimous.

B. Election of BOE Officers:

Superintendent Martineau conducted the nomination process for officers of the Board of Education. Voting for nominated candidates was done electronically and the results are as follows:

MOTION by S. Greaves to nominate Z. Hayden as Chair and SECOND by M. Luft

Vote: 8 ayes and 1 abstention to elect Z. Hayden as Chair.

MOTION by M. Palumbo to nominate S. Greaves for Vice President and SECOND by M. Luft.

MOTION by M. Esposito to nominate K. Walker as Vice President and SECOND by C. Kuehlewind.

VOTE: The results of the electronic votes: K. Walker – 5 votes; S. Greaves – 4 votes
K. Walker elected as Vice-President

MOTION by K. Walker to nominate C. Kuehlewind as Secretary and SECOND by D. Perreault.

MOTION by S. Greaves to nominate M. Luft as Secretary and SECOND by M. Palumbo

Vote: C. Kuehlewind 5 votes; M. Luft – 4 votes

C. Kuehlewind elected as Secretary.

Final results of the Election of Officers for 2020-21: **Chair, Zachary Hayden; Vice Chair, Kim Walker; and Secretary, Christina Kuehlewind**

IV. BOARD OF EDUCATION ACKNOWLEDGMENTS: No acknowledgements

- V. STUDENT REPRESENTATIVE REPORT** – Jesse McGannon reported on school activities including the winter sports season being delayed until January. Jesse talked about extracurricular activities and clubs meeting virtually, and announced that two one-act plays, *Who Done It* and *War of the Worlds*, will be available on You Tube next week. Student Council officers were elected and Student Council is planning holiday virtual activities. Seniors are in the college application season.

- VI. PUBLIC COMMENT** – Lesley Fuchs expressed her thoughts about the re-opening of schools.

VII. OLD BUSINESS

A. Committee Restructure: MOTION by S. Greaves and SECOND by M. Palumbo to table this item for a special meeting. MOTION by M. Esposito and SECOND by K. Walker to amend the motion to specify that a meeting be scheduled before the end of January on the topic of committee restructuring. Vote unanimous.

VIII. ADMINISTRATOR(S) COMMENTS: No reports at this time

IX. NEW BUSINESS

A. AFT Contract – Ratification: MOTION by S. Greaves and SECOND by M. Luft to approve the AFT contract as ratified by AFT. VOTE: (Ayes) D. Perreault, M. Brigham, S. Greaves, C. Kuehlewind, M Palumbo, K. Walker, M. Luft, Z. Hayden Abstained: M. Esposito

B. 2021-2022 School District Calendar Draft: The Board was in agreement to bring the 2021-2022 District Calendar to the January meeting for a vote. Board members voiced their opinions on the February break schedule and discussed use of weather-related days for remote learning. Superintendent Martineau reminded board members that the use of snow days for remote learning currently only applies to this year. The July 4th holiday will also be designated on the calendar.

X. SUPERINTENDENT'S REPORT

- A. Enrollment – Superintendent Martineau reported December enrollment is currently 648 students which includes 8 out-placed students.
- B. Budget Process Update: Superintendent Martineau reported on the budget process as it stands – Meetings are scheduled for next week: Dec. 15; WHS with K. Walker, Dec. 16 with M. Esposito and Dec. 17 with M. Luft. Z. Hayden may also attend. Dr. Martineau said that staffing and enrollment will be discussed in a separate meeting on December 22. The Budget Presentation will be on January 12th.
- C. Entry Plan Update: Dr. Martineau commented on the warm transition and appreciation for the time and effort on everyone's part on her first six days as Superintendent.
- D. Weather Related Closures as Remote Learning Days: The Board discussed the use of weather-related closures as remote learning days. It was concluded that these days be decided upon on a case by case basis; due to power outage issues, ice storms, etc.
- E. Remote E-Learning Update: Dr. Martineau plans to keep this as a standing item on the agenda. A survey is in the final stages to receive feedback as to what is working, social emotional wellness, etc. Dr. Martineau also spoke to the decision making process about in-person or remote learning and the guidelines and community matrix, and conversations with DPH and CSDE. There is conversation that Addendum #4 needs updated. Discussions occur every day with a lot of thought given to decisions. It was made clear that the Board is not involved in the decision making. The Superintendent works as a team with Zach Faiella, DPH, CT DPH and CSDE. Dr. Martineau will report back on C. Kuehlewind's question regarding percentage of remote learners with IEP's or 504's.

XI. CONSENT AGENDA

Approval of Minutes: MOTION by K. Walker and SECOND by Z. Hayden to approve the minutes of the Regular Meeting of November 10, 2020 and the Special Meeting of November 23, 2020. Vote unanimous.

XII. FINANCIAL REPORTS

- A. Review of Check Listing: Board members reviewed check listings for November 12 2020, in the amount of \$141,556.43.
- B. Budget Narrative/Review of Expenditure Report: Mrs. Wysocki provided an overview of the current budget as it stands. She reported she is waiting for grant approval from CSDE for Title I and Title II.
- C. Line Item Transfer - None
- D. Insurance Report: The current Insurance Report was provided. D. Perreault suggested the Insurance Subcommittee meet in January or February and to make comparisons with other providers and USI. There was an agreement to make sure all budget task force members are in attendance at the insurance meeting.

XIII. BOARD COMMITTEE REPORTS

- A. Policy– K. Walker reported the Policy committee is scheduled to meet on Dec. 17th.

- B. Long Range Planning – M. Palumbo (no report)
- C. Insurance- M. Luft will schedule a meeting for January
- D. Negotiations - S. Greaves (AFT contract approved)
- E. Town Ad Hoc Committee – L. Wysocki reported the street light project is completed.
- F. PTSO Representatives - M. Luft, M. Esposito, and Z. Hayden (no reports)
Appreciation was expressed to PTSO's for their participation in the Meet & Greet with Superintendent Martineau.

XIV. PERSONNEL: Superintendent Martineau made the Board aware of the following non-certified resignations.

1. Joseph Wroblewski – PT Custodian/PT Café', submitted a letter of resignation effective November 30, 2020.
2. Richard Matz – Campus Monitor, submitted a letter of resignation effective December 3, 2020.
3. Chris Jordon – PT Custodian, submitted a letter of resignation effective November 27, 2020.

MOTION to move to Executive Session by K. Walker and SECOND by M. Luft at 8:28 p.m.
AMENDED by K. Walker to include Superintendent Martineau. Vote unanimous.

XV. EXECUTIVE SESSION – Personnel Matter

1. Discussion and Possible Action on a Request for Unpaid Leave by a Teacher

Moved back into Regular Session at 8:50 p.m.

MOTION by S. Greaves to give Superintendent Martineau authority to grant unpaid leave.
SECOND by M. Brigham. MOTION Amended by K. Walker to give Superintendent Martineau authority to sign the MOA to grant the unpaid leave. Vote unanimous.

XVI. ADJOURN: MOTION by D. Perreault to adjourn at 8:52 p.m. SECOND by M. Palumbo. Vote unanimous.

Respectfully Submitted,

Christine Kuehlewind, Board Secretary

Cecilia S. Lester, Board Recording Clerk

BOE Approved: 1/12/2021