

WESTBROOK BOARD OF EDUCATION
EDUCATE, CHALLENGE, & INSPIRE

WESTBROOK BOARD OF EDUCATION Tuesday, November 12, 2019 Regular Board of Education Meeting WHS Library

MINUTES

BOE Members Present: Lee Bridgewater, Sally Greaves, Zachary Hayden, Mary Ella Luft, Michelle Palumbo, Dee Adorno, Kim Walker, Jackie Lyman, Don Perreault

Also Present : Superintendent Patricia A. Ciccone; Business Manager, Lesley Wysocki, Administrators Ruth Rose, Taylor Wrye, Madeline Illinger; IT Specialist Ben Russell

- I. **CALL TO ORDER** – The Regular meeting of November 12, 2019 was called to order at 7:00 p.m. by Lee Bridgewater, Chair.

- II. **PLEDGE OF ALLEGIANCE**

- III. **BOARD OF EDUCATION ACKNOWLEDGEMENTS:**
 - A. **CAPSS (Connecticut Association of Public School Superintendents)**
 Superintendent Awards:
 Mr. Wrye, WMS Principal, introduced two middle school students as having received the Superintendents’ Award sponsored by CAPSS, for leadership, scholarship, and community service. The two deserving middle school students are Arsalan Zaheer and Connor Brigham. Mr. Wrye talked about the attributes of these two outstanding students, and each were presented certificates from Lee Bridgewater, Chair.

 - B. **BOE Member Recognition: Dee Adorno and Jackie Lyman**
 Dee Adorno, who has served as a Westbrook Board of Education member for thirteen years and Jackie Lyman who has served on the Board since 2013 were recognized for their countless hours of volunteering their time and expertise to the Board of Education and several subcommittees. Chair, Lee Bridgewater, presented Dee and Jackie with gifts of appreciation for their service.

IV. STUDENT REPRESENTATIVE REPORT – Ian Whitehouse and Jesse McGannon reported on WHS activities and sports teams. The Board was reminded of the upcoming play, *It's a Wonderful Life*, and if interested Board members were invited to contribute to become patrons. They reported on the successes of the fall sports teams, class officer elections, and the Veterans' Day assembly.

V. PUBLIC COMMENT: None

VI. ADMINISTRATOR(S) COMMENTS

A. Advisory Projects – WMS students – T. Wrye introduced WMS students, Ashley Holt, Selina Erikson, Emily Gomez-Salguero and Jack Ouellette who shared their Advisory Projects from health class on the Opioid Crisis and on Bullying.

VII. NEW BUSINESS

A. Disposal of Books – Superintendent Ciccone reviewed Policy 3260 on the Disposal of Property, relative to the librarian weeding out books that have not been checked out in over ten years or are no longer useful to the educational program. *The Superintendent recommended the Board authorize the disbursement or destruction of outdated library books according to Policy 3260. Moved by M. Palumbo and seconded by D. Adorno. Vote unanimous.*

VIII. SUPERINTENDENT'S REPORT

A. Enrollment Update: Superintendent Ciccone reported the current enrollment is 666 students which includes 6 out placed students.

B. Board Retreat/Orientation: Superintendent Ciccone suggested a Board retreat/orientation to be scheduled, hopefully in January. Plans will move forward to arrange that.

C. Request for Facilities Use – B.O.S. - Superintendent Ciccone reported on a meeting she attended with Mr. Cosgriff, Athletic Director and Mr. Wrye at the Town Hall. They met with the Board of Selectman regarding Use of Facilities for community access pickleball. It was concluded that use of school facilities during the day was not a possibility and to accommodate such a request during evening hours conflicted with Park and Recreation activities and school activities. Other extenuating circumstances were discussed including custodial coverage and supervision, safety and security.

IX. OLD BUSINESS

- A. Budget Guidelines & Development Timeline:** At the October BOE meeting, the Board was asked to review and make final modifications to the 2020-21 Budget Guidelines that will be used by the administration to develop the priorities for the 20-21 budget. *Superintendent Ciccone recommended the Board approve the 2020-21 Budget Guidelines as presented. Moved by S. Greaves and seconded by K. Walker. Vote unanimous.*

X. CONSENT AGENDA

A. Approval of Minutes:

1. Regular meeting – October 8, 2019 – Moved by D. Adorno and seconded by M. Palumbo to approve the minutes of October 8, 2019. Aye(s): Z. Hayden, M. Luft, M. Palumbo, L. Bridgewater, S. Greaves, D. Adorno, K. Walker, D. Perreault Abstained: J. Lyman

XI. FINANCIAL REPORTS:

- A. Review of Check Listing:** Board members reviewed check listings for October 3, 2019 in the amount of \$169,522.07, for October 7, 2019 in the amount of \$151,205.38 and for October 31, 2019 in the amount of \$174,905.09.
- B. Budget Narrative/Review of Expenditure Report:** Mrs. Wysocki provided an overview of the budget and is comfortable with where it stands.
- C. Line Item Transfer - None**
- D. Insurance Report – L. Wysocki** provided the Board with the latest insurance report.

XII. BOARD COMMITTEE REPORTS

- A. LEARN Report – D. Adorno** reported on the monthly LEARN Board meeting. Dr. Michael Graner from Groton Public Schools, presented on economic integration. The Executive Director spoke about trending data formats on monthly hiring and identifying areas of need. Legislative updates were discussed and the Sexual Harassment policy was updated. Roundtable discussions included topics on Vaping and Cyber Threats. Dee invited interested Board members to attend the next LEARN meeting this coming Thursday.
- B. Policy– K. Walker** (no report)
- C. Long Range Planning – M. Palumbo** (no report) It was requested that L. Wysocki request information on payment of bills.) It was suggested a meeting be scheduled for January or February. A Facilities report should be ready for the December Board meeting from Mr. LeFleur.
- D. Insurance- L. Bridgewater** (no report)

- E. Negotiations - S. Greaves (no report)
- F. Town Energy Ad Hoc – L. Wysocki (no meeting)
- G. PTSO Representatives - J. Lyman, M. Luft, M. Palumbo (no reports)

XIII. PERSONNEL

Non-Certified Personnel Resignation(s)

- A. Lisa Johnson, Paraprofessional, submitted a letter of resignation effective November 21, 2019.
- B. Diane Fencil, Daisy Secretary, submitted a letter of resignation effective November 22, 2019.

- XIV. ADJOURN:** Moved by K. Walker and seconded by M. Palumbo to adjourn at 8:05 p.m. Vote unanimous.

Respectfully submitted,

Kim Walker, Board Secretary

Cecilia S. Lester, Board Recording Clerk