

**WESTBROOK BOARD OF EDUCATION
Tuesday, January 13, 2015 @ 7:00 p.m.
Regular Board of Education Meeting**

MINUTES

Present: Maureen Westbrook, Marti White, Michelle Palumbo, Dee Adorno, Jackie Lyman, Sally Greaves, Pat Labbadia

Absent: Kim Walker, Lee Bridgewater

Also Present: Patricia A. Ciccone, Superintendent; Ruth Rose, Cori DiMaggio, Tara Winch, Administrators; Madeline Illinger, Director of Special Education and Student Services; Lesley Wysocki, Business Manager; Faculty

I. CALL TO ORDER: The Regular BOE meeting of January 13, 2015 was called to order by Maureen Westbrook, Chair, at 7:08 p.m.

II. PLEDGE OF ALLEGIANCE

III. BOARD OF EDUCATION ACKNOWLEDGEMENTS: BOE Chairman, Maureen Westbrook, brought to the attention of the Board an article in the prestigious "Education Week" that names Superintendent Patricia A. Ciccone, as one of "18 Women All K-12 Educators Should Know." The article stated that Superintendent Ciccone has "long been a leader in the area of school climate and anti-bullying." She serves on the National School Climate Council and was designated as one of sixteen nationally recognized "Leaders to Learn From" in 2013.

IV. STUDENT REPRESENTATIVE REPORT – Lydia Murphy reported on school activities including the holiday reception arranged by Student Council and Mr. Savage, including a magic show by Mr. Hale. Lydia reported on girls' and boys' basketball teams, chorus and band activities, , exam week, Senior Projects, Field Night and Spirit Week, the upcoming activities including the Winter Concert on January 22, Mental Health Forum on January 29, FBLA Movie Night, and the Polar Plunge.

V. PUBLIC COMMENT: No comments

VI. ADMINISTRATOR(S) COMMENTS

A. Madeline Illinger updated the Board on EL training and on the District School Climate

Council and Wellness Committee. Five special education staff attended EL training provided by the state on methods to address students who are learning English as a second language. Interviews are being conducted for an EL Tutor and for a TESOL teacher, who will spend most of the time at Daisy and coordinate with the high and middle schools. Madeline will co-chair the District Climate Council with the superintendent. The council will be comprised of building principals, faculty, BOE, students, parents and community members. Madeline will chair the Wellness Committee, which is a subcommittee of the District Climate Council, and will include faculty, school nurses, building principals, counselors, parents, students and the Superintendent.

- B. Tara Winch talked about Leadership Students' Projects. Teen leaders presented to the freshmen and attended an event in Newington, sharing their school climate knowledge with other students. Superintendent Ciccone and Dr. Jo Ann Freiberg also conducted a Climate Training workshop for Westbrook students. Forty-two students are engaged in Climate initiatives. Tara also reported the results of taking this "restorative" approach in climate work to the students. No students have been referred to (In School Suspension) this year (ISS).
- C. Cori DiMaggio talked about Projects Illustrative of Inquiry-Based Instruction. The middle school students participated in a science symposium and took on the persona of various elements from the periodic table. Mr. Garrity's Social Studies class also participated in an inquiry lesson regarding the Panama Canal. These performance learning tasks as an authentic assessment of knowledge and skills acquisition were impressive successes.
- D. Ruth Rose and Kim Godfrey presented on a project at Daisy, the Hour of Code, which involved the introduction of students to computer programming. Sixty million students throughout the world participated in the project. Students were engaged and invested in the opportunity to learn how to talk to their computer. Students learned persistence and patience and there is evidence that they continue to work on their computers in this productive way. It is intended that Daisy students will participate again next year.

VII. NEW BUSINESS:

Moved by Pat Labbadia and seconded by Jackie Lyman to move into Executive Session at 7:42 p.m. Vote unanimous.

Discussion of WEA Agreement

Moved by Marti White and seconded by Michelle Palumbo to move back into Regular Session at 7:48 p.m.

- A. Ratification of WEA Agreement: Moved by Michelle Palumbo and seconded by Dee Adorno to ratify the WEA agreement. Vote unanimous.
- B. Field Trip Request – China: Superintendent Ciccone reported that currently there are four teachers and two students among those who have signed up for the China trip.

Possibly additional students and parents will participate. The trip to Beijing, Jinan, and Linzi (China) is planned during April break (April 9-19, 2015). The objective of this trip is that students will learn about the history, education system, everyday life, food, customs, and the language of China. Transportation will be via plane, train, and bus. After a discussion the Board voted to approve the trip to China. Moved by Michelle Palumbo and seconded by Marti White. Vote unanimous. At a recent Superintendents' meeting, Pat Ciccone learned of a program in the summer for Chinese students to interact with English speaking students. The program involves 25-45 students. She will review that Spirol International (a Vermont organization) initiative to determine if it makes sense to have Westbrook involved. It also may be a way of generating interest in Westbrook.

VIII. SUPERINTENDENT'S REPORT

- A. Enrollment: January 1, 2015 enrollment: Superintendent Ciccone reported enrollment for January 1 is 798 in-district students and 9 out-placed, totaling 807 students. She talked about the impact of magnet and choice schools on public school enrollment. She is part of a group studying enrollment trends and is contemplating ideas to help with enrollment in Westbrook.
- B. Budget Process Update: Superintendent Ciccone commended the administrators for having done a conscientious and thorough job relating to the budget building process. She stated that there is still trimming to be done, but she is very encouraged. The Board will conduct a workshop at the February BOE meeting. Maureen Westbrook and Sally Greaves will meet with the Superintendent prior to that meeting.
- C. Seasons Credit Union Update: The Superintendent informed the Board that she had approached the Board of Finance about funding to erect a wall in the hallway near the Seasons Credit Union for security purposes, as the bank was open to the public. She researched the agreement with Seasons and its original intention to provide a learning arrangement with students in the business education department. Since the conversation with BOF and with personnel at Seasons, it is no longer necessary to build the wall. The credit union is closing to the public. They intend to keep the Knight's Vault open to students and staff and will reassess productivity and profitability of the Knight's Vault after one year. The current agreement states a ten year commitment between the BOE and Seasons, but banking dynamics have changed. That may be one reason for the Seasons' Bank decision to close to the public.

IX OLD BUSINESS:

- 1. **Second Reading: Policy 5145.5 Suicide Prevention and Intervention:** This is the second reading of this policy referencing the Emergency Mobile Psychiatric Services and the role of the Student Assistance Team in referring students to Special Services and the addition of "Red Flags of Adolescent Behavior." Moved

by Sally Greaves and seconded by Marti white to approve the changes the Policy 5145.5 as recommended. **Vote unanimous.**

X. CONSENT AGENDA

Approval of Minutes:

1. Regular Meeting – December 09, 2014: Moved by Dee Adorno and seconded by Pat Labbadia to approve the minutes of December 9, 2014. Ayes: Michelle Palumbo, Maureen Westbrook, Dee Adorno, Pat Labbadia, Jackie Lyman
Abstained: Sally Greaves, Marti White

XI. FINANCIAL REPORTS:

- A. Review of Check Listing: Board members reviewed check listings for December 4, 2014 in the amount of 153,944.31 and for December 1, 2014 in the amount of \$130,130.86.
- B. Budget Narrative/Review of Expenditure Report: Mrs. Wysocki provided an over view of the budget as it stands and reported no concerns.
- C. Line Item Transfer: There are none this month.
- D. Insurance Report: Mrs. Wysocki reported the health report is typical for this time of year.

XII. BOARD COMMITTEE REPORTS

- A. Policy– Marti White said the next policy meeting is scheduled for January 22.
- B. Communications: Jackie Lyman reported that the Communications Subcommittee plans to set up meetings to communicate the budget to the public with such groups as Council of Beaches, Senior Citizens (Courtney Burke) and PTSO groups. The Superintendent said she would attend the PTSO meetings. Jackie Lyman agreed to join her. The committee also reviewed an article regarding the budget to be placed in the Westbrook Events publication. Superintendent Ciccone said that she would communicate with officials at the town hall to discuss the town meeting and referendum dates. Maureen Westbrook asked for that to be put in writing from both the Superintendent and the Board of Education Chair.
- C. Long Range Planning – Pat Labbadia said the committee discussed a draft of the Capital Plan. It was the consensus of the committee to move forward. Mrs. Wysocki agreed to send out an updated Capital Improvement Plan to all BOE members.
- D. Insurance- No available report
- E. Negotiations – WEA agreement was ratified. Negotiations will begin with non-certified staff (AFT) when dates are issued.
- F. PTSO Representatives – No reports. Michelle Palumbo agreed to attend Daisy PTO on Tuesday, January 20.

XIII. PERSONNEL:

1. Amy Forbes, WMS Paraprofessional, submitted a letter of resignation effective January 31, 2015.

Moved by Marti White and seconded by Pat Labbadia to move into Executive Session at 9:00 p.m. Vote unanimous.

Discussion and review of Superintendent's Goals

Moved by Marti White and seconded by Jackie Lyman to move back into Regular Session at 9:30 p.m.

Moved by Michelle Palumbo and seconded by Sally Greaves to authorize the chairman to meet to share the Board's feedback on the Superintendent's performance and goals and to approve a salary increase of 3% effective January 1, 2015. The annuity will be at the existing percentage rate and based on the new salary. The monthly amount for expenses is \$750.

XIV. ADJOURN: Moved by Marti White and seconded by Michelle Palumbo to adjourn at 9:35 p.m. Vote unanimous.

Respectfully submitted

Kim Walker, Board Secretary

Cecilia S. Lester, Board Recording Clerk