

**WESTBROOK BOARD OF EDUCATION  
EDUCATE, CHALLENGE, & INSPIRE**

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<b>WESTBROOK BOARD OF EDUCATION Tuesday, August 8, 2023 @ 7:00 p.m. BOE Regular Meeting</b>
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**MINUTES**

Members present: Kim Walker, Zachary Hayden, Christine Kuehlewind, Mary Ella Luft, Michelle Palumbo, Sally Greaves, Don Perreault, Andrew Miesse

Absent: Mike Esposito

Also Present: Superintendent Kristina J. Martineau; Ben Russell, Director of Technology

- I. CALL TO ORDER** – Kim Walker, Chair, called the regular BOE meeting of August 8, 2023 to order at 7:01 p.m. in the WHS library.
- II. PLEDGE OF ALLEGIANCE**
- III. BOARD OF EDUCATION ACKNOWLEDGEMENTS:** No acknowledgements
- IV. STUDENT REPRESENTATIVE REPORT** – No report
- V. PUBLIC COMMENT** Re: Matters of General Concern & Agenda Items: No comments
- VI. ADMINISTRATOR(S) COMMENTS:** No administrator comments
- VII. NEW BUSINESS:** No new business
- VIII. SUPERINTENDENT’S REPORT**
  - A.** Summer School Update: Superintendent Martineau gave an overview of the summer school program. At the high school level and under the direction of Caitlyn Eichler, 15 WHS students participated and four middle school students and 22 Daisy students. Transportation seemed to be an issue at the middle school level which is a topic to be discussed in the future. Air conditioning also needs to be addressed for summer school programs.
  - B.** Legislative Update and Impact: Superintendent Martineau reported on the 2023 Education Legislation: Highlights: Financial literacy course, Change in Capstone Requirement; Kindergarten entrance age; access to curriculum on website; publication of school district expenditures; dual credit/dual enrollment; temperature guidelines; School Climate policy; Restorative Practices; and Paraprofessional Health Insurance

- C. Convocation and Professional Development Opening Days: Superintendent Martineau informed the BOE members that Convocation is on Monday, August 28 in the WHS auditorium. Staff will attend mandated trainings and also have time to prepare classrooms for students. Ed Camps are scheduled for Tuesday and Wednesday. Daisy Open House is on August 30.
- D. School Opening update: Superintendent Martineau reported that custodial work is about a week ahead of schedule. Renovations in the Welding Lab are ongoing and will be partially ready for start of school.

**IX. OLD BUSINESS: None**

**X. CONSENT Approval of Minutes:**

- 1. June 6, 2023 – Regular Meeting
- 2. July 27, 2023 – Special Meeting

MOTION by Z. Hayden and SECOND by M Luft to approve the minutes of the June 6, 2023 regular meeting and July 27, 2023 Special BOE meeting. Vote unanimous.

**XI. FINANCIAL REPORTS**

**A. Review of Check Listings**

- 1. Update of end of year financials 2022-2023: The Board reviewed check listings for 6/8/2023 in the amount of \$119,626.45; 6/22/2023 in the amount of \$112,454.26; 6/29/2023 in the amount of \$428,269.60; and 6/30/2023 in the amount of \$107,233.72, \$28,865.36 and \$20,371.31
- 2. Review of check listings for July 2023: The Board reviewed check listings for 7/13/2023 in the amount of \$96,945.93; 7/20/2023 in the amount of \$82,660.05

**B. Budget Narrative/Review of Expenditure Reports:** Dr. Martineau reported that some end of year figures are still being processed but are close to closing out; there are transition plans for the Finance Director and there are resources in place if need be.

**C. Line Item Transfers:** New vendors and line item transfers were provided.

**D. Insurance Report:** The most recent insurance report was provided to the Board.

**XII. BOARD COMMITTEE REPORTS**

**A. Policy– K. Walker:** No report (possible meeting on (9/21/2023)

**B. Long Range Planning – A. Miesse** (no report)

**C. Fiscal & Budget – Z. Hayden** (no report)

**D. Teaching & Learning – C. Kuehlewind** (no report)

**E. Communications & Marketing – M. Luft** (no report)

**F. Negotiations – D. Perreault** (no report)

**G. Town Energy Ad Hoc Committee – A. Miesse** reported this committee discussed delay of solar panels and where to place charging stations.

**H. LEARN – Z. Hayden** (no report)

**I. PTSO Representatives - M. Luft** (Daisy), **Z. Hayden** (WMS), **K. Walker** (WHS) (no reports)

### **XIII. PERSONNEL**

Superintendent Martineau informed the BOE of the following personnel changes (resignations and new hires):

#### **A. Professional Appointment(s)**

1. Maria Dalmau Ferrer – Spanish Teacher – WMS

#### **B. Non-Certified Appointments**

1. Lori Ray Landry – Nurse
2. Denise Doheny - Paraprofessional

#### **C. Professional Resignation(s)**

1. Lesley Wysocki - Director of Finance and Operations, submitted her resignation effective July 31, 2023.
2. Lori Salisbury – Teacher, Daisy Ingraham submitted her notice of retirement effective immediately.

#### **D. Non-Certified Resignations**

1. Janet Dunn, Paraprofessional

**XIV. EXECUTIVE SESSION:** MOTION by M. Luft and SECOND by M. Palumbo to adjourn to Executive Session at 7:57 p.m. with an invitation to Superintendent Martineau. Vote unanimous.

**A.** Superintendent Goals for 2023-2024 – Discussion of matters that would result in the disclosure of exempt matters.

**XV. PUBLIC SESSION:** Moved back to public session at 8:16 p.m.

**XVI. ADJOURN:** MOTION by D Perreault and SECOND by Z. Hayden to adjourn at 8:17 p.m. Vote unanimous.

Respectfully submitted,

Christine Kuehlewind, Board Secretary

Cecilia S. Lester, Board Recording Clerk