

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

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| <b>WESTBROOK BOARD OF EDUCATION</b><br><b>Tuesday, September 09, 2014 @ 7:00 p.m.</b><br><b>Regular Board of Education Meeting</b> |
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MINUTES

**Members Present:** Maureen Westbrook, Lee Bridgewater, Marti White, Michelle Palumbo, Sally Greaves, Dee Adorno, Jackie Lyman

**Absent:** Pat Labbadia III , Kim Walker

**Also Present:** Superintendent Patricia A. Ciccone; Business Manager Lesley Wysocki; Administrators: Tara Winch, Cori DiMaggio, Ruth Rose, Madeline Illinger; Ben Russell, IT; Presenter on Gov. Task Force, Diana Burns; Student Representative Lydia Murphy; First Selectman Noel Bishop; Faculty, community members

**I. CALL TO ORDER** – The September 9, 2014 meeting was called to order by Maureen Westbrook, Chair, at 7:06 p.m. in the Westbrook High School library.

**II. PLEDGE OF ALLEGIANCE**

**III. BOARD OF EDUCATION ACKNOWLEDGEMENTS:** Heather Pierce was recognized as the 2014-15 Teacher of the Year. She was presented with a plaque from the Board of Education and Noel Bishop, First Selectman, proclaimed September 9, 2014 as Heather Pierce Day. Superintendent Ciccone elaborated on the many accomplishments which have made Mrs. Pierce deserving of the Westbrook Public Schools 2014-15 Teacher of the Year.

**Brief Recess: New Teacher/Staff Reception** – The following new teachers and paraprofessionals were introduced to the Board: Lisa Donadio, WHS Special Education Teacher; Brenda Maselli, WMS Special Education Teacher; Sara Lefrancois, WHS Art; Kyle Fiengo, WHS Math; Alina Britchi, WHS Science; Paraprofessionals – Brittany Palermo, Herb Chappel, and Jamie Litz. Superintendent Ciccone provided brief resume highlights on each new teacher and paraprofessional and welcomed them to the district. The Board adjourned for a twenty minute recess at 7:15 p.m.

The meeting resumed at 7:48 p.m.

**IV. STUDENT REPRESENTATIVE REPORT** – Lydia Murphy reported on school activities including Freshman Orientation, a presentation by Athletic Director, Paula Fitzgerald, on concussions; season opening for athletics, including the Boys' Soccer win over Portland, upcoming Girls soccer, and field hockey opening games.

**V. PUBLIC COMMENT:** There was a question as to the existence of a Wellness

Committee. The Superintendent responded that along with the Safe School Climate Committee, there will also be a Wellness Committee seated.

## **VI. CONSENT AGENDA**

### **Approval of Minutes:**

1. Regular Meeting – August 12, 2014: Moved by Michelle Palumbo and seconded by Dee Adorno to approve the minutes of the regular meeting of August 12, 2014. (Ayes) M. Westbrook, L. Bridgewater, M. Palumbo, D. Adorno, S. Greaves, J. Lyman  
Abstained: M. White

## **VII. NEW BUSINESS:**

- A. Report on Statewide Common Core Task Force – Diana Burns provided a thorough report on her work on the Governor’s Task Force on the Common Core. She explained that the Task Force was created as a response to stakeholder concerns regarding the Common Core. She is honored to have given Westbrook a seat at the table. She explained the committee’s charge to give recommendations for the implementation of the new Common Core Standards. The Task Force’s final report was provided to BOE members. The Committee’s recommendations included a “Tool Kit” made available to superintendents, the establishment of grants, and the designation of \$2 million dollars for teacher training. The Board was appreciative for Mrs. Burns’ involvement and service on the Governor’s Task Force.
- B. Comprehensive School Climate Inventory (CSCI) District-wide Analysis: The Board viewed a PowerPoint presentation on the Comprehensive School Climate Instrument. Overall, Westbrook did very well with scales above a “3” and nearly all scales are between “4” and “5” in all categories (on a Likert Scale of 1 – 5). Despite the category of sense of social-emotional security for 8<sup>th</sup> graders, dipping to 2.85 which is typical of middle schoolers. Superintendent Ciccone reported that 2.5 is considered “negative” and 2.85 is still a neutral score. Westbrook had no negative scores.
  1. Empty Bowls Project – Maryann Clark presented on the Middle School Empty Bowls Project. All proceeds will benefit organizations working to end hunger and food insecurity. There are several glazing sessions designated for staff, teachers and families scheduled on 9/30, 10/15, 10/30 and 11/5. Participants will glaze bowls that will be sold at the Empty Bowls Soup Dinner on January 28 at the Westbrook Middle School. It is hoped that this program will offer students healthy connections and give them an idea of the struggles of others. Many are involved in the project including Jennifer Baran, Liz Egan, Monica Selmont, Shari Halvorsen, Melissa Ryan, Tammy Overhchuk, and Cori DiMaggio. Thus far, the Fish Tail restaurant has offered to provide soup. One may refer to <http://wmsemtypbowls.westbrookctschools.org> for more information.
  2. Hunger Relief Awareness Day – Ruth Rose talked about Daisy’s participation in Hunger Relief Awareness Day. Students and staff wore orange and brought in 400 non-perishable items to donate to the Soup Kitchen.

## **VIII. FINANCIAL REPORTS:**

- A. Review of Check Listing: Board members reviewed check listings for August 16, 2014 in the amount of \$60,551.44 and for August 28 in the amount of \$119,428.04.
- B. Budget Narrative/Review of Expenditure Report: Mrs. Wysocki provided an overview of the budget as it stands.
- C. Line Item Transfer: No transfers were reported.

Insurance Report: The Insurance Report was distributed to Board members and discussed. Figures were typical for the month of August. There was a brief discussion regarding the report and its relationship to the current budget. USI will be contacted for further input on another kind of report that might be generated as a budget process comparison.

#### **I X. SUPERINTENDENT'S REPORT**

- A. Enrollment: Superintendent Ciccone reported on enrollment for the opening of the school year. Currently there are 810 students being served by the district, indicating a drop from the June 2014 enrollment.
- B. Opening of Schools: Superintendent Ciccone referred this topic to the administrators and later followed up with appreciation for technology and other infrastructure improvements in anticipation of the opening.
- C. Science CAPT/CMT Performance – School Year 2013-14: Superintendent Ciccone shared Science CAPT and CMT results for 2014, reporting the middle school results are excellent. Westbrook sophomores taking the CAPT science exams did best statewide averages in proficiency.

#### **X ADMINISTRATOR(S) COMMENTS**

A. Opening of School: Ruth Rose talked about the success of the Daisy Picnic, her pride in the students and families, Kindergarten orientation, professional development for teachers and the smooth opening of school. Cori DiMaggio also reported on a smooth opening. She has met with all grade levels, changed “rules” to “expectations” for students, talked about Open House, and mentioned the need to focus on the social emotional well being of middle school students. Tara Winch was happy to work collaboratively with the other administrators in preparation for the coming school year. She talked about freshman orientation and working with NHS and other students and the focus on communications and services. She reported about 70% participation in Open House. Superintendent Ciccone talked about the new Smart Boards, carpeting and sprucing up of the buildings during the summer and extended appreciation to those involved in the preparation of the opening of school.

#### **XI. OLD BUSINESS: Vote Anticipated**

- A. 2014-15 School Calendar – The Superintendent explained the reason for bringing the calendar back to the Board is for their approval to change the March 30, 2015 Professional Development Day to March 2, 2015 to coordinate with the Regional School Calendar. *Moved by Marti White and Seconded by Michele Palumbo to approve the recommendation to change the professional development date from March 30 to March 2. **Vote unanimous.***
- B. Westbrook Evaluation and Support Plan – Patricia Ciccone asked the Board to re-approve the changes in the Westbrook Evaluation Plan. The Board was given the plan with the highlighted changes. *Moved by Dee Adorno and seconded by Michele Palumbo to approve the Westbrook Evaluation and Support plan with the revisions. **Vote unanimous.***

#### **XII. BOARD COMMITTEE REPORTS**

- A. Subcommittee meeting dates – A list of dates for subcommittee meetings was provided to assist Board members in keeping a consistent schedule of meetings. It was suggested that May 19, 2015 be added to the Insurance Subcommittee meeting dates.
- B. Policy– M. White reported the next Policy meeting will be on September 18 at 6:00 p.m.

- C. Communications: Jackie Lyman reported on the September 9 meeting. The Communications Subcommittee talked about writing articles for the Westbrook Town Events publication and information to place on the school's website.
- D. Long Range Planning – LRP looked at plans for designs of entry ways for cameras at all three schools. Replacement of windows will start next spring. Lesley Wysocki is awaiting a date when the solar panels will begin operation.
- E. Insurance- No meeting report
- F. Negotiations – There was discussion on dates for upcoming negotiations meetings.
- G. PTSO Representatives – No reports available

**XIII. PUBLIC COMMENT: None**

**XIV. PERSONNEL**

**A. Professional Appointment**

1. Lisa Donadio – WHS Special Education Teacher – *Moved by S. Greaves and seconded by Marti White to approve the appointment of Ms. Donadio as a Special Education teacher. Vote unanimous.*
2. **Non-certified Appointment:** The Board was informed of the appointment of Jamie Litz as a WHS paraprofessional.

**XV. Adjourn:** *Moved by Marti White and seconded by Lee Bridgewater to adjourn at 9:41 p.m. Vote unanimous.*

Respectfully submitted,

Kim Walker, Board Secretary

Cecilia S. Lester, Board Recording Clerk