

**WESTBROOK BOARD OF EDUCATION
Tuesday, February 14, 2017 @ 7:00 p.m.
Regular Board of Education Meeting**

MINUTES

Members Present: Lee Bridgewater, Marti White, Sally Greaves, Mary Ella Luft, Michelle Palumbo, Don Perreault

Absent: Dee Adorno, Jackie Lyman, Kim Walker

Also Present: Superintendent Patricia A. Ciccone, Administrators: Ruth Rose, Tara Winch, Cori DiMaggio, Madeline Illinger; Business Manager Lesley Wysocki; IT Coordinator Ben Russell

I. CALL TO ORDER – 7:00 p.m.

II. PLEDGE OF ALLEGIANCE

III. BOARD OF EDUCATION ACKNOWLEDGEMENTS: WMS Scholastic Art Awards: Liz Egan, WMS art teacher presented the art work of two middle school students, Cole Strzelecki and Hannah Schilling. Cole and Hannah were recognized for having received awards from the Connecticut Art Educators Association for their silkscreen print submissions. Cole received Honorable Mention for his Silkscreen print, “An Average Home”, and Hannah received a Gold Key Award for her Silkscreen print, “Ballerina.” The Board of Education presented the students with Certificates of Excellence.

IV. STUDENT REPRESENTATIVE REPORT – No report

V. PUBLIC COMMENT Re: Matters of General Concern & Agenda Items

A. Mr. Chris Ehler expressed his appreciation to the Westbrook School’s staff for their support of his family during the recent loss of a family member.

VI. ADMINISTRATOR(S) COMMENTS: No comments

VII. NEW BUSINESS

A. Budget Development Workshop: Superintendent Patricia A. Ciccone provided a PowerPoint presentation of the 2017-18 Superintendent’s Budget Proposal. Several slides were shown including Budget Drivers, WPS Mission & Goals and Budget Goals, enrollment projections, and Board Budget Guidelines. The Superintendent talked about how the budget is built starting with a zero- based approach; teacher requests, administrator requests and Superintendent’s recommendation. She commented that there is a lot going on legislatively that affects the budget. Slides included actual figures for the budget proposal for salaries, benefits, purchased services, transportation, tuition, supplies and equipment. The Superintendent talked about savings in the area of purchased services that will be applied to salaries by training staff in the area of Behavioral Technicians and sharing

services with Old Saybrook school district. Superintendent Ciccone's proposed budget for 2017-18 comes in at .92% (\$17,900,915). The 2016-17 budget was 1.57%. The Superintendent said the budget reflects "known needs." After discussion, Superintendent Ciccone asked for the Board's approval of the 2017-18 budget proposal. **Moved by Don Perreault and seconded by Mary Ella Luft to approve the 2017-18 Superintendent's Budget Proposal of .92% (\$17,900,915). Vote unanimous.** Superintendent Ciccone will present the budget proposal to the Board of Finance on March 20.

VIII. SUPERINTENDENT'S REPORT

- A.** Enrollment – Superintendent Ciccone reported February enrollment of 782 students, reflecting a recent enrollment of 3 new students.
- B.** Planning Progress on State Statute #17a-101 (Sexual Assault and Abuse Curriculum Compliance.) Superintendent Ciccone updated the Board on the progress of the staff's work on curriculum writing and training to comply with the State Statute for the Sexual Assault and Abuse Prevention curriculum.

IX. OLD BUSINESS

- A.** Review and approval of 2017-18 School Calendar Dates – Ben Russell, IT Specialist, demonstrated the technology in viewing the on-line 2017-18 school district calendar. The Board, WEA and AFT have had the opportunity of reviewing the calendar. **Superintendent Ciccone recommended the Board approve the 2017-2018 school district calendar as presented. Moved by Marti White and seconded by Don Perreault. Vote unanimous.**

Under the heading of Old Business, Mr. Perreault complimented the recent Literacy Night event at the Daisy Ingraham School.

X. CONSENT AGENDA

Approval of Minutes:

- 1.** Regular Meeting – January 10, 2017: **Moved by Marti White and seconded by Michelle Palumbo to approve the minutes of the regular meeting of January 10, 2017. (Ayes) M. Luft, M. Palumbo, M. White, L. Bridgewater, D. Perreault (Abstained) S. Greaves**

XI. FINANCIAL REPORTS

- A.** Review of Check Listing: Board members reviewed check listings for January 12, 2017 in the amount of \$290,258.47 and for January 26, 2017 in the amount of \$163,259.78.
- B.** Budget Narrative/Review of Expenditure Report: Mrs. Wysocki provided an overview of the budget as it stands.
- C.** Line Item Transfer: None
- D.** Insurance Report: Mrs. Wysocki reported on the current insurance figures.

XII. BOARD COMMITTEE REPORTS

- A.** LEARN Report – None
- B.** Policy– M. White said the Policy Committee is scheduled to meet March 9th. Major policy revision to all policy series is being done, in conjunction with Shipman & Goodwin's policy service.
- C.** Communications - None
- D.** Long Range Planning: Mrs. Wysoski requested the committee meet at 6:00 p.m. prior to the March 14th board meeting.

- E. Insurance – Mrs. Wysocki summed up the recommendation of the Insurance Subcommittee to use 40% of only the insurance reserve surplus to offset the 2017-18 budget.
- F. Negotiations – No report.
- G. PTSO Representatives - Michelle Palumbo met with the WMS PTSO. Dana Runkle presented on students as respectful digital citizens. Superintendent Ciccone reported that in her conversation with the WMS PTO representative, they agreed to assist the PTO with the purchase of a box of 24 filters for the water bubblers and 2 mats and arrange for the school district plumber to install the 2nd water bubbler near the gym.

XIII. PERSONNEL:

- A. Superintendent's Evaluation: **Moved by Michelle Palumbo and seconded by Mary Ella Luft to move into Executive Session at 8:30 p.m. to discuss the Superintendent's evaluation. Vote unanimous.**

Executive Session: Discussion of Superintendent's Evaluation.

Moved by Marti White and Seconded by Sally Greaves to move back into regular session at 9:00 p.m.
Vote unanimous.

Motion: The Board to approves the continuation of Superintendent Patricia A. Ciccone's contract based on her exceptional performance. So moved by Michelle Palumbo and seconded by Don Perreault. Vote unanimous.

- B. Non-Certified Resignation(s): The Board was notified of the following resignations:
 - 1. Sabrina Husted – Ms. Husted, Paraprofessional at Daisy, submitted a letter of resignation effective January 27, 2017.
 - 2. Kelly Hunt – Ms. Hunt, a paraprofessional at the high school, submitted a letter of resignation effective January 27, 2017.

XIV. ADJOURN: Moved by Don Perreault and seconded by Mary Ella Luft to adjourn at 9:15 pm. Vote unanimous.

Respectfully submitted,

Kim Walker, Board Secretary

Cecilia S. Lester, Board Recording Clerk