

**WESTBROOK BOARD OF EDUCATION  
Tuesday, October 11, 2016 @ 7:00 p.m.  
Regular Board of Education Meeting**

**MINUTES**

Members Present: Lee Bridgewater, Marti White, Michelle Palumbo, Sally Greaves, Dee Adorno, Kim Walker, Jackie Lyman

Absent: Mary Ella Luft, Don Perreault

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

- I. **CALL TO ORDER** – Lee Bridgewater, Chair, called the regular meeting of October 11, 2016 to order at 7:00 p.m. in the WHS library.
- II. **PLEDGE OF ALLEGIANCE**
- III. **BOARD OF EDUCATION ACKNOWLEDGEMENTS** - None
- IV. **STUDENT REPRESENTATIVE REPORT** – No Report
- V. **PUBLIC COMMENT** - No Comments
- VI. **SUPERINTENDENT’S REPORT**
  - A. Comprehensive School Climate Inventory District Analysis – Darlene Faster, CEO National School Climate Center: Superintendent Ciccone requested Items VI. A & B to be tabled until the November BOE meeting
  - B. Students As Partners: Recent Awards and Future Planning - Tabled
  - C. Enrollment – Superintendent Ciccone reported the October 1<sup>st</sup> enrollment of 769 students.
  - D. BOE Retreat: The BOE will participate in a Board Retreat on October 15 from 8 am to approximately 2 pm at Oxford Academy, which will be facilitated by Attorney Anne Littlefield and Superintendent Patricia A. Ciccone. A time-out at approximately 9 am will be taken for the Board to encourage children and their families participating in the Daisy Trick or Trot.

## **VII. ADMINISTRATORS**

- A. Joint Presentation: Statewide Assessment Data Report-** The Principals of each of the schools, Ruth Rose, Cori DiMaggio, and Tara Winch, reported on Statewide Assessment Data, the aggregate scores and trend data on the SBAC, CMT, CAPT, and SAT's. Generally, all administrators reported that they are pleased with test scores and student participation. Cori DiMaggio reported that extensive professional development with the use of an outside consultant has been extremely beneficial, focusing on WMS math; and also, Teacher Leaders, PLC's and Team Leaders have been an integral part of the success of the students' scores. Ruth Rose reported that Professional Development and the Writer's Workshops are contributing factors to the success of the students. Tara Winch reported 100 per cent participation on the CAPT test with growth in both proficient and goal levels. Ms. Winch said that students took the re-designed SAT test with confidence. Superintendent Ciccone commented that work is still being done at the State level to maximize the use of the data on achievement and as a measure/predictor of growth. The formula will be made available to administrators shortly and on the CSDE website in November.

## **VIII. NEW BUSINESS:**

- A. Social Media and School/Parent Response:** Superintendent Ciccone talked about the recent "Lock-Out." She is preparing some material for the website for the benefit of parents/families. Lee Bridgewater complimented the Superintendent's letter on the recent incident and lock-out.
- B. Policy 3542.34 – Nutrition Program and Policy 3542.31 Free or Reduced Price Lunches/Participation in the National School Lunch Program.** Language has been added to reflect compliance in accordance with Federal civil rights law and U.S. Dept. of Agriculture civil rights and regulations, with regard to nondiscrimination. This was a first reading and these policies will be brought back to the November meeting for a vote.

## **IX. OLD BUSINESS**

- A. Policy 6142.101 –** This policy was presented at the June 14, 2016 Board meeting for a second reading and vote. We have learned from our Board attorney that votes from board members who were not present cannot be counted, and there is no need for a re-vote since a quorum of the Board was present and voted to approve the policy. It was moved by S. Greaves and seconded by M. White to revise the minutes of June 14, 2016 to reflect this correction. Vote unanimous.
- B. Use of CNRE Funds (Window Project) -** Superintendent Ciccone said the Town Building Committee asked if the Board would consider contributing \$30,000 toward the cost of replacement windows in the high school cafeteria, which were not initially included in the initial overall windows projects. Lesley Wysocki, Business

- Manager, commented that currently it is unclear exactly what bond funds are still available to transfer to this specific project. It is hoped that the project could be completed over the Christmas break. After the Board's discussion, it was moved by Michelle Palumbo and seconded by Jackie Lyman to approve the town's request for the Board to contribute an amount not to exceed \$30,000 toward the replacement of the cafeteria windows. Vote unanimous.
- C. Water Bottle Filling Station: Superintendent Ciccone reported that a water filling station has been installed at the middle school located in the hallway leading to the cafeteria. The PTO is interested in installing more stations. The Board agreed to monitor the use of the station for a couple of months and if it is deemed that more stations would be beneficial, based on usage, etc., the board will agree to pursue installing more. Mike Thomas was instrumental in finding a model that snaps-in instead of having to excavate the surrounding masonry. This topic will be on the January 2017 agenda.

**X. CONSENT AGENDA**

**A. Approval of Minutes:**

1. Regular Meeting – September 13, 2016: Moved by S. Greaves and seconded by M. White to approve the minutes of September 13, 2016. (Ayes) M. White, M. Palumbo, L. Bridgewater, S. Greaves, D. Adorno, K. Walker (Abstained) K. Walker

**XI. FINANCIAL REPORTS:**

- A. Review of Check Listing:** Board members reviewed check listings for September 8, 2016 in the amount of \$121,820.40 and for September 22, 2016 in the amount of \$104,741.83.
- B. Budget Narrative/Review of Expenditure Report:** Mrs. Wysocki provided an overview of the budget.
- C. Line Item Transfer - None**
- D. Insurance Report –** An insurance report was provided. Mrs. Wysocki mentioned that she plans to hold informational sessions regarding health insurance options prior to budget time and continue well before the next contract negotiations.

**XII. BOARD COMMITTEE REPORTS**

- A. LEARN BOE Representative –** D. Adorno reported a meeting is scheduled for 10/20/16.
- B. Policy -** M. White reported the Policy committee will meet on 10/20 at 4:00.
- C. Communications –** No meeting
- D. Long Range Planning –** No meeting
- E. Insurance- No meeting**
- F. Negotiations –** No meeting
- G. PTSO Representatives -** J. Lyman reported on the WHS Open House, the Fall Sports Day had a great turnout; on 9/23 Freshman went to Camp Hazen; upcoming events

include Spirit Week, Field Day, Juniors will be taking SAT's; new officers were elected; and committees were formed and there will be a discussion on fundraising at the next meeting. Michelle Palumbo reported on the WMS Open House, Pasta Dinner and 5<sup>th</sup> grade Team Building.

**XIII. PERSONNEL**

**A. Non Certified Appointments: FYI**

1. The Board was informed that Sabrina Husted was hired as a Paraprofessional (PT Pre-K) for Daisy.

**B. Non-Certified Resignation(s)**

1. The Board was informed of the resignation of Megan Condren, Paraprofessional.

**C. Superintendent Ciccone informed the Board of teachers who received tenure this fall.**

**XIV. ADJOURN:** Moved by Michelle Palumbo and seconded by Jackie Lyman to adjourn at 8:45 p.m. Vote unanimous.

Respectfully submitted,

Kim Walker, Board Secretary

Cecilia S. Lester, Board Recording Clerk