

WESTBROOK BOARD OF EDUCATION

Tuesday, September 11, 2018 @ 7:00 p.m.

Regular Meeting Minutes

MINUTES

Present: Lee Bridgewater, Sally Greaves, Jackie Lyman, Michelle Palumbo, Don Perreault, Dee Adorno, Kim Walker, Mary Ella Luft, Zachary Hayden

Also Present: Superintendent Patricia A. Ciccone; Administrators Taylor Wrye, Ruth Rose, Tara Winch; Madeline Illinger, Special Services Director; Lesley Wysocki, Business Manager; Dir of Technology, Ben Russell; Faculty, Guests

I. **CALL TO ORDER** – The regular Board of Education meeting of September 11, 2018 was called to order by Lee Bridgewater, Chair, at 7:00 p.m.

II. **PLEDGE OF ALLEGIANCE**

III. **MOMENT OF SILENCE (SEPTEMBER 11TH)**

IV. **BOARD OF EDUCATION ACKNOWLEDGEMENTS**

1. **Seana Nygard** – Superintendent Patricia A. Ciccone introduced the 2018-19 Teacher of the Year, Seana Nygard, to the Board of Education members. She was presented with a plaque and a perpetual plaque will be displayed as well.
2. **Introduction of new faculty and staff:** The following new staff members were introduced to the faculty. Carrie, Ryall: WHS Science; Lynne Floyd: WMS/Elem. Music; Kayla Bartolomeo: WMS Grade 6 SPED; Jodi Ouellette: WMS Science; Amy Fortin: World Language (.8) WMS; Heather Heubner: Para Pre-K; Lisa Johnson: Para – WHS Life Skills; Elizabeth Haynes: Math Interventionist (Daisy); Corrine Cuomo: WMS Science Teacher; Alecia Bauer, WMS Secretary; Lisa Anderson, WHS Secretary
3. **Zachary Zanzalari** – Eagle Scout Project: Zachary Zanzalari was recognized for his Eagle Scout Project at Daisy Ingraham and presented with a Certificate of Excellence. Superintendent Ciccone expressed appreciation to Zachary on behalf of all who will enjoy the fruits of his labor.

The Board recessed for a reception at 7:10 p.m. and resumed regular session at 7:42 p.m.

V. **STUDENT REPRESENTATIVE REPORT** - Katelyn Wallace, student BOE representative, reported on activities at the high school including freshmen orientation, clubs, activities, upcoming events including the freshmen teambuilding event at Camp Hazen, Field Day on September 28, fall sports, and Katelyn announced the name of the fall musical, *Monty Python Spamalot*.

VI. **PUBLIC COMMENT:** None

VII. **ADMINISTRATOR(S) COMMENTS**

- A. R. Rose – Mrs. Rose reported that the Open House breakfast schedules are on the website for each grade level, beginning next Monday through Thursday, and the following week on Monday and Tuesday.
- B. T. Wrye – Mr. Wrye reported that the middle school Open House will be on September 20th.

VIII. NEW BUSINESS

- A. **China Trip Request** – Mrs. White submitted a request for a Trip to China to be taken during the April vacation time period, 2019. The trip will be offered to grades 4-12 and chaperoned according to policy. The cost is approximately \$2500 based on a group of 12 people or more. The board reviewed the itinerary. *Moved by D. Perreault and seconded by J. Lyman to approve the trip to China during April vacation, 2019. Vote unanimous.*

IX. SUPERINTENDENT'S REPORT

- A. Enrollment: Superintendent Ciccone reported enrollment figures for September of 676 students with 4 additional pending (680). She will speak on this topic at the October meeting and review the enrollment study data previously reported.
- B. Sexual Assault & Abuse Curriculum Post Data: Caitlin Eichler, Curriculum and Professional Development Lead Teacher, reported on the post survey of the Sexual Assault & Abuse Curriculum. With a total of 41 respondents it was concluded that respondents felt very prepared and the curriculum rolled out effectively. Caitlin will work on ways to encourage more participation in the response to surveys with regard to the topic of mandated reporting.
- C. Mastery Testing – K-12 Achievement Data: Administrators Ruth Rose, Taylor Wrye, Tara Winch and Madeline Illinger gave a PowerPoint presentation of the K-12 achievement data. Figures show that Westbrook students are well above state of CT averages and the administrators reported they are pleased with the aggregate achievement levels. In October, the growth model will be presented; depicting individual student growth year over year. There will be a more in-depth report at the October meeting.
- D. S-T-C Update: Superintendent Ciccone reported that fundraising continues for the School-to-Career position by the Economic Action Team.

X. OLD BUSINESS: None

XI. CONSENT AGENDA

Approval of Minutes:

- 1. Regular Meeting – August 14, 2018: Moved by M. Palumbo and seconded by M. Luft to approve the minutes of the August 14, 2018 BOE meeting. (Ayes) L. Bridgewater, S. Greaves, D. Adorno, Z. Hayden, D. Perreault, M. Palumbo, M. Luft (Abstained) K. Walker, J. Lyman

XII. FINANCIAL REPORTS

- A. Review of Check Listing: Board members reviewed check listings for August, 9, 2018 in the amount of \$81,235.20 and on August 23, 2018 in the amount of \$143,128.45.
- 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: L. Wysocki reported that Anthem is changing the way reporting is done and she is awaiting reports from June, July and August.

XIII. BOARD COMMITTEE REPORTS

- A. LEARN – D. Adorno (no report)
- B. Policy– K. Walker (no report) Superintendent Ciccone reported a change in personnel with our legal counsel and she is waiting to hear who will be working with us on policy. Calendar dates will be circulated.
- C. Long Range Planning - L. Wysocki reported that after a visit from the Fire Marshall, work is being done to address emergency lighting at night at the high school.
- D. Insurance- L. Bridgewater (no report)
- E. Negotiations - S. Greaves reported negotiations are ongoing with AFT.
- F. Town Energy Ad Hoc Committee – L. Wysocki reported solar project is back on the table.
- G. PTSO Representatives - J. Lyman, M. Luft, M. Palumbo (no report)

XIV. PERSONNEL

- A. Professional Appointment(s)
 - 1. Corrine Cuomo, WMS Science Teacher – Superintendent Ciccone recommended the Board approve the appointment of Corrine Cuomo to the position of Science teacher for Westbrook Public Schools. *Moved by S. Greaves and seconded by M. Palumbo to approve the appointment of Corrine Cuomo, WPS Science Teacher. Vote unanimous.*
- B. Professional Resignation:
 - 1. Peter Anderson, Technology Teacher (WHS) submitted his letter of intent to retire effective October 5, 2018. *Moved by M. Palumbo and seconded by M. Luft to accept with regret the retirement of Peter Anderson effective October 5, 2018. Vote unanimous.*
- C. Non-certified Appointment(s) – Superintendent Ciccone reported to the Board the following non-certified appointments:
 - 1. Lisa Johnson – WHS Life Skills Para
 - 2. Heather Huebner – Para (Daisy)
- D. Non-Certified Resignation(s) Superintendent Ciccone reported the following non-certified resignations:
 - 1. Kelsie Smith, Paraprofessional at Daisy submitted her resignation on 8/15/18.
 - 2. Melanie Davis, Paraprofessional at Daisy submitted her resignation on 8/22/18.
 - 3. Desiree Engels, Cafeteria (WMS/WHS) submitted her resignation on 8/23/28.

- XV. ADJOURN:** *Moved by S. Greaves and seconded by D. Perreault to adjourn at 8:55 p.m. Vote unanimous.*

Respectfully submitted,

Kim Walker, Board Secretary

Cecilia S. Lester, Board Recording Clerk

