

**WESTBROOK BOARD OF EDUCATION  
Tuesday, September 12, 2017 @ 7:00 p.m.  
Regular Board of Education Meeting**

**MINUTES**

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

Absent: Mary Ella Luft

Also Present: Superintendent Patricia A. Ciccone; Administrators, Sharon Weirsman, Ruth Rose, Tara Winch, Madeline Illinger, Special Services Director; Business Manager, Lesley Wysocki; Technology, Ben Russell

**I. CALL TO ORDER** – The regular Board of Education meeting of September 12, 2017 was called to order at 7:00 p.m.

**II. PLEDGE OF ALLEGIANCE**

**III. BOARD OF EDUCATION ACKNOWLEDGEMENTS:**

1. **Craig O'Connor-Hall** – 2017-18 Teacher of the Year. The BOE honored Mr. Hall as the 2017-18 Teacher of the Year and presented him with a plaque. Superintendent Ciccone spoke of Mr. Hall's attributes which led to this honor. He was selected by his colleagues and the Teacher of the Year Committee. Superintendent Ciccone complimented the Committee on the work they did in selecting Mr. Hall as the Teacher of the Year. Mr. Hall expressed appreciation to the Board, Teacher of the Year Committee, his colleagues and to the Superintendent for supporting the program, citing it as a positive experience and causing him to focus and be reflective on his strengths as an instructor.
2. **Introduction of new faculty and staff:** The Board held a brief reception to welcome the following new staff: Sharon Weirsman - WMS Interim Principal; Erica Hocking - Sp. Ed. teacher; Meredith Kellar – BCBA; Susan Speir - School Psychologist Intern; Amanda Altieri, Karen Clark, Nancy Guindon, Kelsie Smith – Paraprofessionals; Jennifer Norton – WMS/WHs Health Aide; Mary Conway – Food Service Director; Bianca Dito, Daisy School Nurse; Melissa Vasquez McCoy – Bilingual Teacher (Daisy); Chris Jordan – Custodian.

**IV. STUDENT REPRESENTATIVE REPORT - Katelyn Wallace**, student BOE representative reported on activities at the high school including the distribution of laptops to students who will use them in a variety of ways including in and out of school for research, assignments, communicating with teachers and work cohorts, etc.

Katelyn also reported on the fall athletic teams and after-school clubs, and talked about the upcoming WHS Open House format.

**V. PUBLIC COMMENT: None**

**VI. ADMINISTRATOR(S) COMMENTS**

- A. Introduction of Middle School Interim Principal, Sharon Weirsman: Superintendent Ciccone introduced Sharon Weirsman as the Middle School Interim Principal and acknowledged her valuable experience and the smooth transition she made possible under her leadership.
- B. T. Winch - Ms. Winch said that the high school experienced a great opening. Freshman orientation was successful and she talked about the new format for WHS Open House which will be an informal gathering in the gym, organized by departments, clubs and activities. Students will also man the club and activity tables. WHS Open House is on September 13<sup>th</sup> at 6:30 p.m.
- C. R. Rose – Mrs. Rose talked about Daisy staff professional development joining with the middle school staff, Kindergarten Orientation, and the first bus ride with parents and students concentrating on safety, new student pick-up procedures, the upcoming Family Picnic and Open House Breakfasts.
- D. S. Weirsman – Ms. Weirsman spoke about the opening days of middle school including a Grade 5 tour conducted by student leaders, Professional Development for staff (Restorative Practices), shared by Daisy staff, led by Dr. Jo Ann Freiberg. She also informed the Board of Open House at 5:00 for Grades 5 and 6 and at 6:00 for Grades 6 and 7 on September 14..
- E. M. Illinger – P.D. - Mrs. Illinger Spoke about Augmentative and Alternative Communication (AAC), Autism Diagnostic Observation (ADOS) and Wilson Just Words training. Westbrook will be an onsite training location for Wilson Just Words attended by several other area schools staff. This collaborative effort has dramatically reduced the cost for Westbrook.

**VII. NEW BUSINESS**

- A. Negotiations – Superintendent Ciccone has shared specific dates with the Board regarding Negotiations which will begin on October 18. Participants on the Negotiations Committee are Sally Greaves, Chair; Dee Adorno; Michele Palumbo; Don Perreault; and Lee Bridgewater, Ex Officio.
- B. Field Trip Request – China – The Board was asked to approve a trip to China during the April break(April 12-22). Ginny White was present to discuss the itinerary and answer questions. Moved by Don Perreault and seconded by Jackie Lyman to approve the China trip from April 12, - 22, 2018. Vote unanimous.
- C. October Board Meeting - The Board agreed to hold the October meeting on October 17<sup>th</sup>, 2017.

## **VIII. SUPERINTENDENT'S REPORT**

- A. Enrollment: Superintendent Ciccone reported enrollment of 731 students. She advised the Board that she is working on a brochure to share with the community, realtors, etc. on the attributes of Westbrook Public Schools.
- B. NEASC Decennial (Visit Specifics): Ms. Winch reported on a pre-visit by NEASC Committee members who provided logistics for the four day visit. Specific to the BOE, board member interviews are scheduled for Sunday, October 15 at 3:00. It was mentioned that board member participation is extremely important at this event. Board members are invited to take part in the activities on Sunday starting at 1:00. There is a reception from 4 – 4:45 p.m. Ms. Winch also shared a new laminated poster of the WHS Core Values, Beliefs and Learning Expectations.
- C. Search Process – MS Administrator: Superintendent Patricia Ciccone reported the receipt of about 90 applications for the WMS Principal position. Interviews will begin next Wednesday, September 20 and continue on the 21<sup>st</sup> and possibly the 22<sup>nd</sup>, if needed for the first round. BOE member participants on the Search Committee are Mary Ella Luft, Sally Greaves, Kim Walker and Lee Bridgewater. The Superintendent has met with several Focus Groups and individuals for specific thoughts on the professional qualities of the ideal middle school principal.
- D. State Budget Imperatives/Impact: Superintendent Ciccone received information on the Governor's Compromise budget and shared that information with the Board. She shared that the Governor is looking for an education funding formula which will benefit struggling districts. CAPSS has shared that many schools are already reducing teachers, limiting paraprofessionals, eliminating programs such as music and sports, art and health programs. Other things affected may be class size, salary freezes, limiting of technology upgrades, eliminating pre-schools, elimination of field trips, suspended curriculum writing, and the suspension of professional development and even mid-year cuts are being discussed. As for Westbrook, Superintendent Ciccone said the Westbrook is impacted but less so than many. However, the upcoming budget season is about to begin and will be conducted with careful consideration of all of the possible impacts.

## **IX. OLD BUSINESS: None**

## **X. CONSENT AGENDA**

- A. Approval of Minutes:
  - 1. Regular Meeting – August 8, 2017 : Moved by Sally Greaves and seconded by Marti White to approve the minutes of August 8, 2017. Vote unanimous.

## **XI. FINANCIAL REPORTS**

- A. Review of Check Listing: Board members reviewed check listings for August 10, 2017 in the amount of \$63,338.30 and on August 24 in the amount of \$79,988.51.
- 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 is working with USI to obtain an insurance report.

## **XII. BOARD COMMITTEE REPORTS**

- A. LEARN – D. Adorno (No report)
- B. Policy– M. White (No report) Superintendent Ciccone reported that our attorney is not yet ready with the next level of policy revisions. The Policy Committee will meet as soon as the drafts are received.
- C. Communications (No report)
- D. Long Range Planning (No report)
- E. Insurance- L. Bridgewater (No report)
- F. Negotiations - S. Greaves – Will meet soon
- G. Town Energy Ad Hoc Committee – L. Wysocki reported on the Town Energy committee discussions regarding street light RFP's, proposals, solar farm/micro grid, etc.
- H. PTSO Representatives - J. Lyman, M. Luft, M. Palumbo (No reports)

## **XIII. PERSONNEL**

- A. Professional Appointment(s) - None
- B. The Board was informed of the following Non-certified appointments:
  - 1. Karen Clark – Paraprofessional
  - 2. Mary Conway – Food Services Director
  - 3. Bianca Dito – School Nurse (Daisy)
  - 4. Nancy Guindon – Paraprofessional
  - 5. Chris Jordan – Custodian (Daisy)
  - 6. Jennifer Norton – WMS/WHs Health Aide
- C. Non-Certified Resignation(s) The Board was informed of the following non-certified resignations:
  - 1. Roseanne Krajewski, Secretary, Daisy Ingraham School, submitted her resignation effective August 25, 2017.
  - 2. Mary Fleming, Daisy School Nurse, submitted a letter of resignation effective June 30, 2017.

- IV. ADJOURN:** Moved by Don Perreault and seconded by Michelle Palumbo to adjourn at 9:05 p.m. Vote unanimous.

Respectfully submitted,

Kim Walker, Board Secretary

Cecilia S. Lester, Board Recording Clerk

