

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

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<p><b>WESTBROOK BOARD OF EDUCATION</b> <b>Tuesday, January 14, 2020</b> <b>Regular Board of Education Meeting</b> <b>WHS Library</b></p>
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**MINUTES**

BOE Members Present: Lee Bridgewater, Sally Greaves, Zachary Hayden, Mary Ella Luft, Michelle Palumbo, Don Perreault, Christine Kuehlewind, Mike Esposito

Absent: Kim Walker

Also Present: Superintendent Patricia A. Ciccone; Business Manager, Lesley Wysocki, Administrators Tara Winch, Ruth Rose, Taylor Wrye, Madeline Illinger

**I. CALL TO ORDER** – The regular meeting of January 14, 2020 was called to order at 7:05 p.m. by Lee Bridgewater, Chair.

**II. PLEDGE OF ALLEGIANCE**

**III. BOARD OF EDUCATION ACKNOWLEDGEMENTS** : No acknowledgements

**IV. STUDENT REPRESENTATIVE REPORT** – Ian Whitehouse reported on school activities including the standings of Girls’ and Boys’ Basketball and Indoor Track, and the Field Hockey teams trip to Florida. Since the last Board meeting, there has been a Small Ensemble Concert and Kina Mama performance. The Holiday Assembly was a success. Students are preparing for the musical “Little Mermaid.” Ian mentioned that students are studying for mid-terms and that NHS students are available for tutoring.

**V. PUBLIC COMMENT:** None

**VI. ADMINISTRATOR(S) COMMENTS**

1. English Learner Programmatic Changes & Mandates – Madeline Illinger, Special Services Director, gave a presentation on English Learner Programmatic Changes and Mandates. Her presentation provided information on the uniqueness of middle and high school EL’s, Westbrook’s K-12 Incidence Rate, programming options for EL’s, Professional Development Plan on Sheltered Instruction, and Staffing and Student Programming Outcomes.

**VII. SUPERINTENDENT’S REPORT**

**A.** Enrollment – Superintendent Ciccone reported the January enrollment of 666 students PreK through 12, which includes 6 out placed students. She mentioned that although our trajectory has gone down, it has not gone down to the point of the NESDEC prediction.

**B.** Superintendent’s Budget - Moved by C. Kuehlewind and seconded by D. Perreault to adjourn at 7:52 p.m. to address a technology issue with the budget presentation. Vote unanimous. Moved by M. Palumbo and seconded by Z. Hayden to reconvene at 8:00 p.m. Vote unanimous.

Superintendent Ciccone presented on the progress of what has been accomplished thus far in the creation of the 2020-21 budget. She mentioned three main initiatives which are in sync with the Governor’s and the Commissioner of Education’s initiatives. 1. Increased

Services for the EL population; 2. Pre-K Expansion 3. Career and College Readiness. At this point in time the figure is 2.20% over last year's budget and work will continue to reduce it further. The budget workshop will take place in February. D. Perreault commented that the Board has been fiscally responsible for the last several years and cautioned that continuing to cut may eventually catch up. The Superintendent said as a first look, she is comfortable with 2.20%, but the Board can continue to contemplate the bottom line over the next month.

- C. Board of Ed Retreat Date: Superintendent Ciccone advised the Board that February 22<sup>nd</sup> has been determined as the best date for a Board Retreat. The location will be forthcoming and the approximate time is 9 am – 3 pm.

## VIII. OLD BUSINESS

A. **2020-21 District Calendar** – Per discussion at the December BOE meeting, adjustments were made to the 20-21 district calendar. Different options were presented; one with “snowflake” days added and the other was the traditional calendar with make-up days referred to the end of the school year. The BOE determined it would go with the traditional calendar but with a confirmed graduation date. Moved by D. Perreault and seconded by S. Greaves to approve the 2020-21 **non-snowflake days** calendar with a set graduation day of June 11, 2021. Vote unanimous. The Board also revised the 2019-20 calendar to set a graduation date of June 12, 2020. Moved by D. Perreault and seconded by M. Palumbo. Vote unanimous. With regard to school cancellations/delays, the Superintendent also mentioned the possibility of implementing a three-hour delay in the future to adjust for the change in weather patterns. If instituted, there would be no lunches served on a three-hour delayed opening. More explanation information on the three hour delay formula will be forthcoming. The three hour delay is not being used this school year. She will be putting out more information on that to the community.

## IX. CONSENT AGENDA

- A. Approval of Minutes:
  - 1. Regular Meeting – December 10, 2019: Moved by Z. Hayden and seconded by M. Luft to approve the minutes of December 20, 2019 with a correction to change M. Esposito as a WHS representative to PTSO as opposed to WMS PTSO. Vote unanimous.

## X. FINANCIAL REPORTS

- A. Review of Check Listing: Board members reviewed check listings for December 5, 2019 in the amount of \$224,291.23, December 12, 2019 in the amount of \$46,163.64; and for December 19, 2019 in the amount of \$72,409.00.
- 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 provided the Board with the latest insurance report.

## XI. NEW BUSINESS

A. Board of Ed Agenda Items: Superintendent Ciccone addressed a question as to how items can be added to a Board agenda. The Board retreat on February 22<sup>nd</sup> will also address this. Superintendent Ciccone said that the Board is advised by Counsel not to use personal or private email addresses. She also explained that the Superintendent and the Board Chair work together to create an agenda. An item can be considered by the Chair if presented no later than 72 hours of posting as referenced in Bylaw 9323, or an item can be added at a regular board meeting if approved by a 2/3 majority vote. Items may also be proposed by a Board member during a Board meeting, but must have a 2/3 majority vote of other Board members to be added. There was a brief discussion of the process.

**XII. BOARD COMMITTEE REPORTS**

- A. LEARN Report - None
- B. Policy – K. Walker (no meeting) Next meeting is scheduled for January 23 at 4:15 p.m.
- C. Long Range Planning – M. Palumbo announced the next meeting is at 5:30 p.m. on January 21<sup>st</sup>.
- D. Insurance - L. Bridgewater reported the Insurance Subcommittee met prior to the BOE meeting and approved using \$900,000 (37.8%) to offset the 20-21 budget.
- E. Negotiations - S. Greaves (no meeting)
- F. Ad Hoc Energy – L. Wysocki reported a meeting is scheduled for January 15th.
- G. PTSO Representatives - M. Luft Daisy PTSO rep reported Daisy PTSO will meet on January 15<sup>th</sup>; Z. Hayden, WMS rep – no report; M. Esposito, WHS representative attended WHS PTSO and reported on discussions about fundraising, plans for Teacher Appreciation Week, Custodians Day and providing snacks for exam week.

**XIII. PERSONNEL – Vote Anticipated**

- A. Professional Resignation(s)
  - 1. Lisa Donadio – Special Education Teacher, submitted a letter of resignation dated December 16, 2019. Moved by M. Palumbo and seconded by M. Luft to accept with regret a letter of resignation from Lisa Donadio. Vote: Ayes: Z. Hayden, M. Luft, M. Palumbo, L. Bridgewater, S. Greaves, D. Perreault, C. Kuehlwind Abstained: M. Esposito
- B. Non-Certified Appointment(s): The Board was informed of the following non-certified appointments and resignations.
  - 1. Angela Borrelli – Paraprofessional – WHS
  - 2. Samantha Silver – Paraprofessional – WHS
- C. Non-Certified Resignation(s) FYI
  - 1. Julia Luster – Special Education Secretary submitted a letter of resignation effective January 3, 2020.
  - 2. Robin Rotondi – Paraprofessional, submitted a letter of resignation on December 17, 2019.

**XIV. ADJOURN: Moved** by D. Perreault and seconded by Z. Hayden to adjourn at 8:55 p.m.

Respectfully submitted,

Kim Walker, Board Secretary

Cecilia S. Lester, Board Recording Clerk