

WESTBROOK BOARD OF EDUCATION
EDUCATE, CHALLENGE, & INSPIRE

<p>WESTBROOK BOARD OF EDUCATION Tuesday, February 11, 2020 Regular Board of Education Meeting WHS Library</p>

MINUTES

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

Absent: Michelle Palumbo

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

- I. **CALL TO ORDER** – The regular BOE meeting of February 11th, 2020 was called to order at 7:00 p.m. by Chair, Lee Bridgewater
- II. **PLEDGE OF ALLEGIANCE**
- III. **BOARD OF EDUCATION ACKNOWLEDGEMENTS** – No acknowledgements
- IV. **STUDENT REPRESENTATIVE REPORT** – Jesse McGannon reported on school activities including winter sports; boys’ and girls’ Basketball, the Basketball Pink game, and Indoor Track. Students are gearing up for spring sports; tennis, baseball and outdoor track. The Drama students are preparing for the production of *The Little Mermaid* on March 5 – 7. Students participated in a Career Field Trip, visiting local business which included Oxford Academy, Waters Edge, Essex Meadows, Lee Company and Webster Bank. Jesse mentioned the Red Flags around the building that promote awareness about domestic violence and sexual assault. A student-led assembly is planned on this topic.
- V. **PUBLIC COMMENT** – M. Pill brought concerns regarding a middle school Basketball away game incident. Concern over the school and district response and its impact on players and parents were also brought to the Board’s attention.
- VI. **ADMINISTRATOR(S) COMMENTS**
 - A. T. Wrye: WMS – Giving Back to the Community: Mr. Wrye brought to the attention of the Board, activities of the middle school students who gathered an enormous

amount of non-perishable items for the St. Marks Food Pantry, raised \$400 for the CCMC Medical Center on Pajama Day, participated in Officer Appreciation Day and participated in a Passion Project.

- B. R. Rose – Pre-K Expanded Registration: Mrs. Rose gave an overview of the Pre-K and Kindergarten program. She said that pre-screening and registration for Pre-K began earlier this year. At this time, 55 students have been identified for Pre-K. Full-day kindergarten has been well received. Mrs. Rose talked about the benefits of Pre-K by being exposed to the curriculum, social emotional learning and exposure to language at an early age. Superintendent Ciccone commented that we will track progress data over time with children early on. We hope longitudinal data will show strong developmental and achievement gains.

Moved by D. Perreault and seconded by K. Walker to adjourn for a Budget Development Workshop. Vote unanimous.

- VII. BUDGET DEVELOPMENT WORKSHOP:** Superintendent Ciccone gave a PowerPoint presentation on the 2020-21 budget proposal, created from three budget drivers. The process through which the budget is developed is zero-based beginning with teacher requests to administrators and then to the Superintendent. The budget is then presented to the BOE for input and brought back to the March meeting for BOE approval. Subsequent to the BOE it will be presented to the BOF, presented at a Public Hearing and finally either a town meeting or referendum. The 2020-21 budget proposal currently shows a 1.91% increase over last year's budget of \$18,523,380. Superintendent Ciccone provided detailed information on Salaries, Benefits, Purchased Services, Transportation, Tuition, Supplies and Equipment. D. Perreault requested a copy of the PowerPoint be sent electronically to the Board members. K. Walker suggested that the Board create a budget subcommittee for next year. The Board will have continued opportunity to impact the budget dollar differences before the final vote at the March BOE meeting.

Moved by S. Greaves and seconded by Z. Hayden to return to Regular Session at 8:30 p.m. Vote unanimous.

VIII. NEW BUSINESS:

A. Field Trip Request

1. WHS students – Costa Rica: An out of the country field trip request was submitted for grades 9-12 students who have studied Spanish to travel to Costa Rica during April break 2021 (April 10-18, 2021). The purpose of the trip is to practice Spanish, experience a foreign school, to understand another culture, and to recognize new ecological systems and their importance. A travel itinerary was provided. ***Superintendent Ciccone recommended approval from the BOE for Spanish language students and chaperones to travel to Costa Rica during April break (4/10/21 – 4/18/21). Moved by K. Walker and seconded by M. Luft to approve the trip to Costa Rica in April 2021. Vote unanimous.***

2. WHS Chorus/Band students to Heritage Music Festival in Orlando, FL – April 22-26, 2021. This out of state field trip request is being planned collaboratively with Valley Regional High School. The trip is to participate in a national accredited music festival performance, adjudication and competition. ***Superintendent Ciccone recommended approval from the BOE for the WHS Band/Chorus students to travel to Orlando, FL to the Worldstrides Heritage Music Festival from April 22-April 26, 2021. Moved by D. Perreault and seconded by Z. Hayden to approve the WHS music department's trip to Orlando, FL in April, 2021. Vote unanimous.***
- B. Policy 5114 – Student Discipline – Revision – First Reading: The BOE was asked to review Policy 5114 with minimal revisions as reviewed by the Policy subcommittee and at the recommendation of legal counsel. M. Esposito requested that the Board not vote on Policy 5114 at this meeting. **Moved by Z. Hayden and seconded by M. Luft to table the vote on Policy 5114. Vote unanimous.** The Policy subcommittee will review again at the February 20th Policy subcommittee.

IX. SUPERINTENDENT'S REPORT

- A. Enrollment – Superintendent Ciccone reported February enrollment totals equal 666 students Pre K through 12, which includes 6 out-placed students.
- B. KnowBe4 – Superintendent Ciccone spoke about a meeting that she and Ben Russell attended at the Town Hall on Cyber Crime and Ransom ware. WPS is taking steps to train our computer users to be careful and to identify suspicious activity to prevent cyber crime from happening.
- C. Light on Westbrook – Board members received information on Light on Westbrook which is scheduled for March 21st at 6:30 at Oxford Academy. Tickets are available in school offices. The Superintendent commented that it is a fun night that supports the 9 Town feeding program during the summer months.

X. OLD BUSINESS

- A. February 22nd BOE Retreat: The Board Retreat has been confirmed for Feb. 22 at Oxford Academy from 9 am -2 pm. An agenda was requested and will be sent to Board members upon completion. The purpose of the Retreat will address how to become an effective board member, how to handle situations, and other board related matters.

XI. CONSENT AGENDA

Regular Meeting – January 14, 2020: **Moved by S. Greaves and seconded by K. Walker to table approval of the minutes of the regular meeting of January 14, 2020, to further clarify a request from M. Esposito for a revision. Vote unanimous.**

XII. FINANCIAL REPORTS

- A. Review of Check Listing: Board members reviewed check listings for January 19, 2020 in the amount of \$158,624 and for January 22, 2020 in the amount of \$101,967.60.
- B. Budget Narrative/Review of Expenditure Report to include Legal Expenditures. Mrs. Wysocki provided an overview of the budget as it stands and the Board was given a handout on legal expenditures.
- C. Line Item Transfer - None
- D. Insurance Report: The most recent insurance report was provided.

XIII. BOARD COMMITTEE REPORTS

- A. LEARN Report – no report
- B. Policy – K. Walker reported the Policy subcommittee reviewed 5114 and will meet on 2/20/20 at 4:15 pm. The committee is charged with reading through 4000/5000 series.
- C. Long Range Planning - L. Wysocki provided a handout of the Five-year Capital Improvement Plan. Mr. LaFleur went through the items from the Facilities Study with the LRP Committee. D. Perreault stated that Mr. LaFleur did an excellent job and is an asset to the Board of Education, and he complimented L. Wysocki on the management and funding of the CIP. L. Wysocki explained the process of the CIP and answered questions pertaining to the Capital Improvement Plan which will be given to the BOF upon approval from the BOE.
 - 1. Capital Improvement Plan –**Moved by D. Perreault and seconded by Z. Hayden to approve the Capital Improvement Plan as presented. Vote unanimous.**
- D. Insurance - L. Bridgewater (no report)
- E. Negotiations - S. Greaves (no report)
- F. Town Ad Hoc Committee – L. Wysocki (no report)
- G. PTSO Representatives - M. Luft reported on Daisy PTSO. Anticipating an increase in Preschool enrollment, improvements to the playground are needed. PTSO is considering donating to that project. STEM night is in April, and the Climbing Wall is in the process of being installed. Z. Hayden commented that middle school will have a meeting on 2/24 at 2:00 pm and is hoping to increase participation. M. Esposito (no meeting)

XIV. PERSONNEL

- A. Professional Appointment(s)
 - 1. Stephanie Slonski – WHS Special Education Teacher – Superintendent Ciccone reported that Stephanie comes to WHS from LEARN where she has held the position of Special Education Teacher since 2016. ***Superintendent Ciccone recommended the Board approve the appointment of Stephanie Slonski to the position of Special Education Teacher for WPS. Moved by Z. Hayden and seconded by M. Luft. Aye(s): Z. Hayden, M. Luft, L. Bridgewater, S. Greaves, K. Walker, D. Perreault, C. Kuehlewind Nay(s): M. Esposito.***

Moved by K. Walker and seconded by D. Perreault to move to Executive Session at 9:12 p.m. Vote unanimous

XV. EXECUTIVE SESSION

- A. Superintendent's Evaluation Process review - Discussion of Superintendent's Evaluation

Moved by D. Perreault and seconded by C. Kuehlewind to move back into regular session at 10:00 p.m. Vote unanimous.

The Superintendent evaluation was tabled for further discussion. The Board requested a copy of superintendent's report/goals for review. The evaluation process will continue at the March BOE meeting.

XVI. ADJOURN: Moved by Z. Hayden and seconded by M. Luft to adjourn at 10:06 p.m. Vote unanimous.

Respectfully submitted,

Kim Walker, Board Secretary

Cecilia S. Lester, Board Recording Clerk

Subject to approval