

WESTBROOK BOARD OF EDUCATION
EDUCATE, CHALLENGE, & INSPIRE

<p>WESTBROOK BOARD OF EDUCATION Tuesday, September 14, 2021 Regular Board of Education Meeting WHS Library</p>
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MINUTES

BOE Members Present: Zachary Hayden, Kim Walker, Christine Kuehlewind, Sally Greaves, Mary Ella Luft, Don Perreault, Michele Brigham, Mike Esposito (Remote)

Absent: Michelle Palumbo

Also Present: Superintendent Kristina J. Martineau; Dir. of Finance & Operations, Lesley Wysocki, Administrators Tara Winch, Ruth Rose, Matthew Talmadge, Fran Lagace; Technology Director, Ben Russell

I. CALL TO ORDER – The Regular Board of Education meeting was called to order at 7:00 p.m. by Zachary Hayden, Chair, in the Westbrook High School library.

II. PLEDGE OF ALLEGIANCE

III. BOARD OF EDUCATION ACKNOWLEDGEMENTS

1. **Introduction and welcome of new faculty and staff:** Superintendent Martineau introduced the following new staff members to the BOE: Kayla Pardue, WMS Chorus, Band Teacher; Heather Scholfield, TESOL; Heather Cartier, OT/PT; and Paraprofessional Danielle Sousy.

IV. STUDENT REPRESENTATIVE REPORT - Andrew Livingstone reported on high school activities including current standings of fall sports teams. Andrew reported that WHS Open House will be virtual on September 16th at 7:30 p.m. Other topics he included in his report were class and student council elections, club activities and the daily news live on You-tube at 9:30 a.m. every morning. Ms. Winch commented that Andrew is the “voice” of the daily news.

V. PUBLIC COMMENT

1. Leslie Fuchs, parent, questioned why the Board was going back to in-person meetings. She suggested keeping the remote option available. She would also like to be notified of grade level COVID cases, and expressed concern that lunches were no longer outside, and if inside, students should sit facing the same direction.
2. Traci Lipka, parent, expressed concern of students eating snacks together without masks.

VI. ADMINISTRATOR(S) COMMENTS

- A.** Daisy Opening – Ruth Rose reported on the Daisy Ingraham School opening including a successful open house, staff training on Portrait of a Graduate, Social Emotional lessons, and virtual work with high school students. Free meals program has been well received.
- B.** Middle School Opening – Matthew Talmadge talked about the smooth opening at the middle school and expressed appreciation to buildings and grounds staff and administrative office staff. Middle school teachers also participated in professional development including Portrait of a Graduate and Social Emotional Learning. He acknowledged Andrew Livingstone as having taught SEL to the teachers. Mr. Talmadge also mentioned the liaison program for families new to the school and/or country, and the electives program, new to middle school students at the 7th and 8th grade level. There is a major focus on reading this year. The middle school virtual open house is scheduled for September 23.
- C.** High School Opening – Tara Winch reported on the annual freshman orientation with an excellent turn out. She reported that advisory groups have met twice, helping students get acclimated. The goal is to have every student connected to something. Class elections were also held. New courses are AP Lit., AP Lang., AP Chemistry, Robotics and AP Computer Science.

Board members had questions about the benefit of the school breakfast/lunch program. Administrators provided information on timelines and staffing as well as participation of students in the meal program.

M. Esposito commented that he would also like to hear from the administrators on things that did not go well relative to the opening of schools. He also questioned the guidelines on the remote option. Dr. Martineau explained that the executive order for remote learning expired on June 30 and there is no general option for remote learning anywhere in the State of Connecticut. Instruction is handled on a case by case basis for students.

VII. NEW BUSINESS: No new business

VIII. SUPERINTENDENT'S REPORT

- A.** Enrollment: Superintendent Martineau reported enrollment figures currently are 633 students pre-K– 12 (Daisy = 246; WMS = 171; WHS = 209) and 7 out-placed students.
- B.** Westbrook Portrait of a Graduate – Update and Next Steps: Dr. Martineau provided updates on the work over the summer of the Steering Committee on Portrait of a Graduate. The focus is to be community driven and to determine what the Westbrook community desires for our students regarding 21st Century Learning, whether it be a concentration on resilience, innovative thinking, personal wellness, social consciousness, critical thinking, global thinking, etc. Board members, Don

Perreault and Christine Kuehlewind are involved in the process as members of the Community Coalition as well as student representative, Andrew Livingstone. On October 7th the Teaching and Learning Committee will meet to discuss 21st Century Skills. Handouts were available and will be posted with the minutes; however, one may also email Dr. Martineau or Cecilia Lester for copies.

- C. Professional Development Update: Dr. Martineau reported that professional development on October 7 will include goal setting and plans for the November 2 Professional Development for Portrait of a Graduate and Social/Emotional Learning and how it all connects to Portrait of a Graduate.
- D. Flexibilities for Implementing the CT Guidelines for Educator Evaluations for the 2021-2022 School Year: Dr. Martineau talked about CSDE guidance on educator evaluations for the 2021-2022 school year. PDEC will meet on Oct. 29 to sign off on a check list with CSDE to move forward with flexibilities on teacher evaluations. The state is planning a new model that focuses on understanding what impacts student learning.

IX. OLD BUSINESS: No old business

X. CONSENT AGENDA

A. Approval of Minutes:

- 1. Regular BOE Meeting – August 10, 2021

MOTION by K. Walker and SECOND by M. Luft to approve the minutes of the regular meeting of August 10, 2021. Vote unanimous.

XI. FINANCIAL REPORTS

- A. Year End Report 2020-2021: L. Wysocki provided a final year-end report ending with a balance of \$807,321.96 of which \$365,152 will go to the recurring capital fund and \$449,169.96 returned to the town general fund.
- B. Review of Check Listings August 2021 – The Board reviewed check listings for August 5, 2021 in the amount of \$150,374.73 and for August 19, 2021 in the amount of \$232,005.56.
- C. Budget Narrative/Review of Expenditure Report 2021-2022: L. Wysocki reported that there is a place holder for salaries due to grant expenditures not yet being offset
- D. Insurance Report – This report not available at this time, but should have July and August report for October meeting.

XII. BOARD COMMITTEE REPORTS

- A. LEARN – M. Brigham reported hearing from keynote speaker and LEARN Associate Director, Dr. Ryan Dolan. There was discussion on teacher evaluations, changing the logo for LEARN and introduction of Teacher of the Year and Paraprofessional of the Year.
- B. Policy– K. Walker – The Policy Subcommittee will meet on September 23 to look at priorities and to review the zero series.

- C. Long Range Planning - D. Perreault - LRP will meet on September 28 to review where we are and where we want to go and update on AC, etc.
- D. Fiscal & Budget - M. Esposito – Fiscal & Budget will meet on September 29 at 6:00 pm to look at BOE Budget Guidelines to be approved at the October meeting
- E. Teaching & Learning - D. Perreault – Teaching & Learning is scheduled to meet on October 7 at 4:30 p.m.
- F. Communications & Marketing – M. Luft – Communications & Marketing will meet on September 29 at 5:00 p.m.
- G. Negotiations - S. Greaves – Potential for an October meeting.
- H. Town Energy Ad Hoc Committee – L. Wysocki – no report
- I. PTSO Representatives - M. Luft, Z. Hayden, M. Esposito – Only high school PTSO has met focusing on election of new officers.

XIII. BOARD OF EDUCATION GOALS: Z. Hayden informed BOE members of the CABE/CAPSS Convention in Groton on November 12. Interested members should inform him for registration. Also, he informed anyone interested in becoming a board member to view workshops on CABE.org on 9/21, 9/22 or 9/23.

XIV. PERSONNEL

- A. Professional Appointment(s)
 - 1. Anastasia Littlefield - WHS Chorus Teacher
 - 2. Rose-Merry Unan – Special Education Teacher

MOTION by K. Walker to approve Superintendent Martineau’s recommendation for the appointments of Anastasia Littlefield as WHS Chorus Teacher and Rose-Merry Unan as Special Education teacher for WPS. SECOND by M. Luft. Vote unanimous.
- B. Professional Resignations:

MOTION by D. Perreault and SECOND by M. Brigham to accept with regret the resignations of the following certified personnel:

 - 1. Kerri Legg – Special Education Teacher
 - 2. Bernadette Macca – Special Education Teacher
 - 3. Erica Hocking - Special Education Teacher
 - 4. Jake Troy – WHS Chorus Teacher

Vote unanimous.
- C. Non-certified Appointment: The Board was notified of the following non-certified appointments.
 - 1. Spencer Vincelette – WHS Cafeteria Manager
 - 2. Alyssa Kjos - Paraprofessional
 - 3. Lori Tomko – Paraprofessional
- D. Non-Certified Resignation(s): The Board was notified of the following non-certified resignations:
 - 1. Angela Borrelli – Paraprofessional

2. Anne Barton – Paraprofessional
3. Belendy Jean - Paraprofessional

XV. ADJOURN: MOTION by K. Walker and SECOND by M. Brigham to adjourn at 8:24 p.m. Vote unanimous.

Respectfully submitted,

Christine Kuehlwind, Board Secretary Cecilia S. Lester, Board Recording Clerk

To Be Approved at next meeting