WESTBROOK BOARD OF EDUCATION
Tuesday, January 12, 2016 @ 7:00 p.m.
Regular Board of Education Meeting

MINUTES

Present: Lee Bridgewater, Marti White, Michelle Palumbo, Kim Walker, Sally Greaves, Jackie Lyman, Mary Ella Luft, Don Perreault

Absent: Dee Adorno

Also Present: Superintendent Patricia A. Ciccone, Administrators: Ruth Rose, Cori DiMaggio, Tara Winch, Madeline Illinger; Business Manager Lesley Wysocki; IT Specialist Ben Russell, Teachers, Parents, Students

I. CALL TO ORDER – The regular Board of Education meeting of January 12, 2016 was called to order by Lee Bridgewater, Chair, at 7:00 p.m. in the Westbrook High School library.

II. PLEDGE OF ALLEGIANCE

III. BOARD OF EDUCATION ACKNOWLEDGEMENTS: The 2015-16 Teacher of the Year, Caitlin Eichler, was recognized and presented with a plaque from the Board of Education. Superintendent Ciccone spoke about Caitlin's accomplishments, and that she demonstrates a high degree of professionalism. She said that Caitlin motivates students to succeed, using praise and encouragement, and her classroom is arranged to provide all students with a welcoming and productive environment.

IV. STUDENT REPRESENTATIVE REPORT – Caitlin McNary reported on school activities including a successful start to the season for both the boys' and girls' basketball teams. Westbrook attended the All-State Banquet. In other events' news, there were 23 new inductees for National Honor Society in November, and mid-term exams are just beginning.

V. PUBLIC COMMENT Re: Matters of General Concern & Agenda Items:
Mrs. Sarr and her son, MacLean, presented their concerns regarding transportation issues they have experienced with First Student. She commented th at she was appreciative to the Westbrook Schools for their assistance and that she is requesting a third party inspection to determine if MacLean's chair can be safely tied down in a school bus.

VI. ADMINISTRATOR(S) COMMENTS: None

VII. NEW BUSINESS: None

VIII. SUPERINTENDENT'S REPORT

A. Enrollment – Superintendent Ciccone reported the January enrollment of 787 students which includes 779 students PreK through 12, plus 7 out-placed and one exchange student.

B. Superintendent's Budget Proposal – Superintendent Ciccone presented the 2016-17 budget proposal to the Board of Education. The Superintendent praised the administrators for their part in building the budget. A Budget by Object chart showed that 74.50% represents salaries and benefits and the 25.50% remaining for purchased services, transportation, tuition, supplies and equipment. Specific scenarios aligned with the enrollment study were discussed that might change the percentage increases in each category. The Board agreed that the budget is at a good starting place and they will look at it again at the February meeting.

C. Strategic School Profiles: Superintendent Ciccone shared the information on the Strategic School Profiles with the BOE and reminded the Board that the information is for 2013-14. The report shows data for each of the Westbrook Schools and the District with comparisons to the State. She talked about the percentages in diversity, absenteeism, and expulsion and said that Westbrook is doing well in all areas. The report also shares technology to student ratios, and Westbrook is besting state averages there as well.

D. ESSA (Every Student Succeeds Act) – Standardized Assessments: The Board was given handouts that explain the differences between and transition from No Child Left Behind to ESSA. In regard to SBAC testing, the Superintendent said that too much is at stake with what has been invested and the state will most likely not loosen its reliance on SBAC or give LEA's more control on test selection compliance at the local level. The Superintendent talked about Juniors taking the SAT's for statewide mastery assessment purposes. It is scheduled for March 2. She mentioned that the College Board is contracting with SBAC to assist in the re-design of the SAT's.

IX. OLD BUSINESS

A. Out-of-State and Country Field Trip – The Superintendent shared survey information from state superintendents as to questions on school travel. The great majority of schools have not cancelled international or domestic trips due to safety concerns. The BOE was comfortable with their policy on travel and field trips and its mechanism to approve out-of-state/country requests for travel on an individual basis.

B. Enrollment Study Report: Superintendent Ciccone asked the Board to consider steps to take in response to the recent enrollment report. In view of the issues and the need for both short and long term responses, it was her recommendation to create an enrollment study subcommittee to further review suggestions and recommendations from the study report. Lee Bridgewater, Chair, agreed that the Board should

continue to be proactive and continue to work with the study recommendations. The following board members agreed to serve on the new subcommittee: Marti White, Don Perreault, Jackie Lyman, and Michelle Palumbo. Lee Bridgewater (ex-officio) will also attend the meetings. Cecilia will circulate some available dates to schedule a meeting for the newly formed committee.

Moved by Marti White and seconded by Mary Ella Luft to add an additional item to the agenda: Board Retreat. Vote unanimous. The Board members agreed that they would like to pursue participating in a retreat. The Superintendent said that she will develop planning options and will get back to the Board Chair and Vice Chair for their context and logistics input.

X. CONSENT AGENDA

A. Approval of Minutes: Regular Meeting – December 08, 2015

B. Policy 6153 – Field Trip(s) – Second Reading

Moved by Mary Ella Luft and seconded by Marti White to approve the minutes of the regular meeting of December 08, 2015 and revisions made in the Field Trip policy 6153. **Vote unanimous.**

XI. FINANCIAL REPORTS

A. Review of Check Listing: Board members reviewed check listings for December 3, 2015 in the amount of $150,115.51, for December 17, 2015 in the amount of $131,016.14, and for December 31, 2015 in the amount of $109,230.90.

B. Budget Narrative/Review of Expenditure Report: Mrs. Wysocki provided an overview of the budget.

C. Line Item Transfer: There were none

D. Insurance Report: Business Manager, Lesley Wysocki, said that the insurance report was not available at this time due to a new on-line system, but hopes to have reports for November, December, and January at the next BOE meeting.

XII. BOARD COMMITTEE REPORTS

A. LEARN report – D. Adorno (none)

B. Policy– M. White (committee has not met – will meet on January 21 at 6:00 p.m.)

C. Communications - J. Lyman (no meeting)

D. Long Range Planning: Michelle Palumbo reported that LRP met prior to the Board meeting and discussed Capital Plan items including AC at the middle school, upgrades for the theatre program, and gymnasiums. It was mentioned that the town is requesting the BOE to build into their budget money for certain repairs such as parking lot paving and signage. After discussion the Board requested that the Superintendent meet again with the First Selectman Noel Bishop, Town Finance Manager, Andrew Urban, Director of Public Works, John Riggio, and Lesley Wysocki to discuss the matter further to obtain clarification .

E. Insurance - L. Bridgewater said the Insurance Subcommittee will meet on January 26th to discuss the use of the fitness room and liability issues, and other potential

ways to encourage staff wellness. The committee will also discuss use of the health reserve funds as applied to 2016-17 budget development.

F. Negotiations - S. Greaves – A meeting for the Negotiations Subcommittee was scheduled for January 27th at 4:30 p.m.

G. PTSO Representatives - J. Lyman, K. Walker, M. Palumbo: Kim Walker talked about activities at Daisy Ingraham including Literacy Night and the upcoming Father/Daughter dance on February 5.

XIII. PERSONNEL: No personnel items

XIV. ADJOURN: Moved by Michelle Palumbo and seconded by Mary Ella Luft to adjourn at 9:10 .m. Vote unanimous.

Respectfully submitted,

Kim Walker, Board Secretary

Cecilia S. Lester, Board Recording Clerk