WESTBROOK BOARD OF EDUCATION
Tuesday, March 10, 2015 @ 7:00 p.m.
Regular Board of Education Meeting (Revised)

MINUTES

Present: Maureen Westbrook, Lee Bridgewater, Marti White, Michelle Palumbo, Dee Adorno, Jackie Lyman, Sally Greaves, Pat Labbadia, Kim Walker

Also Present: Patricia A. Ciccone, Superintendent; Ruth Rose, Cori DiMaggio, Administrators; and Lesley Wysocki, Business Manager; Faculty, Students

I. CALL TO ORDER – Maureen Westbrook, Chair, called the regular meeting of March 10, 2015 to order at 7:00 p.m.

II. PLEDGE OF ALLEGIANCE

III. BOARD OF EDUCATION ACKNOWLEDGEMENTS:

A. Two students, 8th grader, Jamie Merola, and sophomore, Brandi Andrade, were recognized as the 2015 Scholastic Art Award recipients from our district. Brandi won an Honorable Mention in the Division II Drawing and Illustration category for her pastel drawing, *Brooklyn.* Jamie won a Gold Key Award and Best in Printmaking Division I for her silkscreen *Guinea Pig.*

B. The following WHS students were recognized for their commitment to the Daisy Ingraham students involved in the production of "Cinderella": Callie Burns, Jon Butterworth, Kaitlyn Luft, Fletcher Comment, Bruce Hayes, Madie Reyes, Stephanie Sherman, Holly Sader, Maddie Archer, Amy Sparaco, Katie Xenelis, Victoria Dimenstein, and Graeme Cohen (Oxford Academy student.) The Superintendent commented that these students went above and beyond expectations and have reinvigorated theater at Daisy.

C. Board of Education Members: The Board members were recognized for their service as part of Board Recognition month and presented with a video of Daisy Ingraham students voicing their appreciation to the Board of Education. Board members also received a booklet of "thank you" notes from Daisy students, which tied nicely into their writing program. Superintendent Ciccone complimented the Board for their commitment and many hours of volunteer service.

IV. STUDENT REPRESENTATIVE REPORT – Lydia Murphy reported on school activities including the upcoming musical, Winter Sports Awards, field trip to Middlesex Clinic, Athletic Department Concussion meetings, SAT's for Juniors, 8th grade and high school band concert on 3/18, Chorus trip to Boston – New England Conservatory, Hypnotist performance on 3/19, National College Fair on 3/25, Movie Night on 3/27 and SAT/ACT practices on 3/28.

V. PUBLIC COMMENT: There were no comments.

VI. ADMINISTRATOR(S) COMMENTS:

A. NEASC self study: Tara Winch, WHS Principal, talked about the progress of the NEASC self-study. On a recent professional development day, teachers met to discuss the NEASC standards and self-study guide. They discussed current practices, improvement assessment, and next steps to make the high school programs better. The principal will be attending a seminar in March focusing on helping school administrators understand the accreditation cycle.

B. Cori DiMaggio, WMS Principal, talked about SBAC testing and scheduling. She referred to the website for practice and training for the tests. She said testing will occur over a two week time period. Parents will be informed of the testing via letters in the mail and schedules posted on the website. Superintendent Ciccone posted an assessment overview letter on the website pertaining specifically to the statewide mastery testing. Board members received a handout of a practice test.

C. Ruth Rose spoke on the subject of Writers and Readers Skill Development Program, aimed at making students lifelong writers and readers. Progress on Writer's Workshop was highlighted leading to an awareness of the need for Reader's Workshop. This program, designed to engage students and develop mastery level reading and writing skills, has already had a positive impact on students. As a foundation, the Daisy work has created a link to the same need in writing at the middle school level.

VII. NEW BUSINESS:

A. Field Trip: The Board was informed of a field trip involving approximately 40 students on April 19, 2015 to Newport, RI to tour The Breakers and to learn about the Gilded Age. Students will be communicating in French and English. The group will travel by bus, leaving at 9:00 am and returning at 5:30 pm.

VIII. SUPERINTENDENT'S REPORT:

A. Enrollment: Superintendent Ciccone reported March, 2015 enrollment at 802 in-district students and 9 out-placed, plus one exchange student - totaling 811 students. The total is up three students from February.

B. Regional Counseling Support Initiative/Memorandum of Understanding: The Superintendent reported that Westbrook has partnered with other area schools to develop a plan as a pro-active approach to managing mental health crises occurring within the region and impacting participating schools.

C. Westbrook SBAC – Assessment Platform/Issues: The Superintendent spoke about requirements for student participation in the SBAC testing program.

D. Current Calendar Progress: The Board was updated on the current calendar in regard to the six snow days used thus far – currently the last day of school would be June 22.

IX OLD BUSINESS:

A. Budget Final Review & Adoption: The Board reviewed the Superintendent's Budget presentation. After last month's budget workshop, the superintendent and business manager met with board members twice to continue revisions to the budget presentation to the Board of Finance. Pat Labbadia voiced his opinion that narrative detail should be limited and that budget guidelines and goals should remain as a reference tool. The chair and interested BOE members will provide their further suggestions on the document presentation. *After a thorough discussion it was moved by Marti White and seconded by Sally Greaves to approve the budget in the amount of $17,463,464. Vote unanimous.*

B. School Year Calendar – 2015-16: The Superintendent made the Board aware of possible adjustments that may need to be made to the calendar in the future to coincide with the regional calendar and abide by required recommendations of the state's MORE Commission. She mentioned that Westbrook is one of 14 schools with five full days of February break. With that and snow day cancellations, adjustments have been made to accommodate SBAC testing. Discussion will continue at a future board meeting.

X. CONSENT AGENDA:

A. Approval of Minutes:

1. Special Meeting – February 10, 2015

B. Policies – Second Reading

1. 5131.6 (Students: Alcohol Use, Drugs and Tobacco (including Performance Enhancing Substances): Language was added to define tobacco related products.
2. 4118.231 (Personnel: Drug and Alcohol Use and Possession) – Language was added to the Personnel policy to also define tobacco related products.

Moved by Pat Labbadia and seconded by Jackie Lyman to approve the minutes of February 10, 2015 and to approve the revision of Policy 5131.5 and Policy 4118.231. Vote unanimous.

XI. FINANCIAL REPORTS:

A. Review of Check Listing: Board members reviewed check listings for February 12, 2015 in the amount of $109,821.45 and for February 26 in the amount of $79,818.92.

B. Budget Narrative/Review of Expenditure Report: Mrs. Wysocki provided an over view of the budget for the Board's review.

C. Line Item Transfer: None

D. Insurance Report: The Board was given a copy of the USI report for January.

XII. BOARD COMMITTEE REPORTS

A. Policy– did not meet. Upcoming policies to be circulated are Graduation and Wellness policies. A date will be selected for the next meeting.

B. Communications : J. Lyman reported the topics discussed by the Communications Subcommittee included Budget, SBAC Testing and an article or snapshot of the year's events for *Westbrook Events* May issue. The committee also discussed possible ways to pay tribute to Myrn Keryc and her service to the Board of Education, staff and students of Westbrook. The family will be contacted for their approval of any BOE decisions.

C. Long Range Planning – P. Labbadia said there was no meeting since the last BOE meeting

D. Insurance- L. Bridgewater reported the Insurance Subcommittee met with USI and discussed reserve funds, renewal timeline and premium increase.

E. Negotiations - S. Greaves reported AFT negotiations will begin soon.

F. PTSO Representatives –There have not been any PTO meetings since last reported.

XIII. PERSONNEL

A. New Hire: Interim Special Education Teacher: Susan Burrell was hired as a Special Education teacher. She is certified in Special Education from Southern Connecticut State University and is presently pursuing a Masters in Special Education with Autism Concentration. She comes to Westbrook from the Strong School, New Haven CT, where was a special education teacher and PPT Chairperson.

XIV. ADJOURN: *Moved by Pat Labbadia and seconded by Michelle Palumbo to adjourn at 9:32 p.m.*

Vote unanimous.

Respectfully submitted,

Kim Walker, Board Secretary

Cecilia S. Lester, Board Recording Clerk