

WESTBROOK BOARD OF EDUCATION
Regular Meeting Minutes
Tuesday, October 12, 2010
Westbrook High School Library

I. CALL TO ORDER: The regular meeting of October 12, 2010 was called to order by Matthew Alaimo, Chair at 7:00 p.m. in the Westbrook High School Library

Members Present: Matthew Alaimo, Myrn Keryc, Marti White, Sally Greaves, Lee Bridgewater, Pat Labbadia, Delia Adorno, Joseph Campbell @ 7:10 p.m.

Absent: Maureen Westbrook

Also Present: **Administrators:** Robert Hale, Philip House, Katherine Bishop; Sp. Ed. Director Kathleen Onofrio; PTO Rep: Lisa Winch; Teachers, students, parents

II. PLEDGE

III. STUDENT REPRESENTATIVE REPORT: Kelsey Campbell reported on high school activities which included Field Day, Spirit Week, and the upcoming Shoreline Music Festival at 7:00 p.m. on October 14 at Coginchaug High School.

IV. RECOGNITION –Julie Blum, Katie Hollis and Alex Lawton were recognized for National Merit Scholarship letters of commendation. The score from the PSAT’s in their junior year qualified these three students for this honor.

V. PUBLIC COMMENT: Lisa Winch thanked the board members for attending middle school open house and PTSO.

VI. APPROVAL OF MINUTES

- A. Regular Meeting of September 14, 2010 – Moved by Mrs. Greaves and seconded by Mrs. Keryc to approve the minutes of September 14, 2010. **Vote unanimous.**
- B. Special Meeting of September 23, 2010 – Moved by Mrs. White and seconded by Mrs. Bridgewater to approve the minutes of September 23, 2010. **Vote unanimous.**
- C. Special Meeting of October 6, 2010 – Moved by Mrs. Bridgewater and seconded by Mrs. Keryc to approve the minutes of October 6, 2010. **Vote unanimous.**

VII. FINANCIAL REPORTS

- A. Payment of September bills: Moved by Mr. Campbell and seconded by Mrs. Adorno to approve the payments of bills in the amount of \$12,334.54. **Vote unanimous.**
Moved by Mrs. Greaves and seconded by Mrs. White to pay bills in the amount of \$144,142.01. **Vote unanimous.**
Moved by Mrs. Keryc and seconded by Mr. Campbell to pay bills in the amount of \$55,049.58. **Vote unanimous.**
Mrs. Wysocki, Business Manager, provided the board with a status of the budget.
- B. Approval of the budget: Moved by Mr. Labbadia and seconded by Mrs. Bridgewater to approve the budget for the period ending October 31, 2010. **Vote unanimous.**
- C. Insurance Report from Ganim: Mrs. Wysocki provided the board with the August report. The September report was not yet available.

Mrs. Wysocki reported that we have reconciled with the town, except for \$1.20. We were under budget by \$1800.02. Mr. Alaimo suggested we send a note to the town to that effect.

Valerie Koch inquired to Mrs. Wysocki if a town/board of education joint interest group will be meeting as suggested last year. The board agreed to a meeting with the selectman present. Mrs. Wysocki will check to see if November 15 is possible when LRP will be meeting. With regard to insurance, Lesley Wysocki will provide fund balance information as requested by the Board.

Mrs. Wysocki reported that she will be meeting with Unifund on October 26 when conversion discussions will take place regarding the new business software.

Mrs. Wysocki made the board aware of the waste disposal bid being awarded to All-Waste. John's Waste Removal did not abide by the written bid price.

VIII. SUPERINTENDENT'S REPORT

A. **Enrollment** – Mr. Alaimo reported there are 944 students enrolled in our schools on October 1, 2010 compared to 974 students enrolled on October 1, 2009.

B. Administrator(s) Report:

1. **Lock Down Senior Project** Mr. Hale introduced Corey Thomas, who reported to the board about a Senior Project. In conjunction with several other classmates, and with the help of advisor, Lynn Connery, the seniors are planning an all night lock down event for the classes to compete in games, etc. The students have addressed all concerns and if enough students participate and there are enough chaperones, the project will take place in the spring. This event will promote camaraderie among the classes.

IX. OLD BUSINESS

A. **Policy** – 2nd reading: Policy 4152.6 (FMLA Policy) Revisions were made by the Policy Committee on September 1, 2010, as mandated by law. The committee also made minor changes in the Vending Policy 3542.45. This is the second reading.

*Moved by Mr. Labbadia and seconded by Mrs. Keryc to approve the revised policies as recommended by Dr. Charles. **Vote unanimous.***

Board Calendar of Events – The board was given the updated 2010-11 board calendar/agenda which now includes presentations about the new business software, Computer and IT status, Season's Credit Union & FBLA update, Tech Ed offerings, and setting the tuition yearly.

B. **Board Self-Evaluation** – The board received a copy of the Action Plan which was created from their self-evaluation meeting.

X. NEW BUSINESS

A. **Out of State Field Trips** –The Middle School, grade 8, requested approval for a trip to the Newport Mansions on December 3, 2010. Students will travel by school bus. Seventy-eight students are anticipated; a minimum of eight teachers/chaperones will attend to maintain a 1:10 ratio. Students will leave the school at 8:00 AM on 12-3-10 and return by 5:00 PM. The cost to each student will be \$40.

*Moved by Mr. Campbell and seconded by Mrs. White to approve the Grade 8 field trip to Newport Mansions, RI on December 3, 2010. **Vote unanimous.***

B. **2010-2011 Tuition Rate** – Mrs. Wysocki calculated the rates for tuition this year. These costs are calculated based on our district expenses without including the cost of out-

placed students. The cost for a student to attend our schools and ride our buses is \$14,573.95 annually or \$80.52 per day. The cost for a student who does not use our buses is \$14,288.93 or \$78.94 per day.

Moved by Mr. Labbadia and seconded by Mrs. Bridgewater to approve the tuition rate, with transportation, of \$14,574 and tuition, without transportation, of \$14,289. Vote unanimous.

C. Physical Education Curriculum Adoption – Michele Hammond, Curriculum Coach, introduced Mark McCray, Curriculum Leader, and PE teachers, Bill Gombos, Tim Marshall, and Ryan Percival, responsible for working on the PE curriculum. Mr. McCray provided a presentation on “Pacer” a timed running program for PE students. Mr. Alaimo questioned the PE department’s relationship with Park and Recreation. Mr. McCray stated that there is no direct connection, but the school develops skills at the elementary level incrementally and that they teach fundamentals. *Moved by Mrs. White and seconded by Mrs. Bridgewater to approve the physical education curriculum as presented. Vote unanimous.*

D. Authorization for Signature for Superintendent and Business Manager – The board was asked to approve authorization for signatures for the Superintendent and Business Manager to comply with the regulations of the State Department of Education and Westbrook Policy 3293.1, stating the Board of Education must renew the authority of the superintendent and business manager to sign grants and other documents on behalf of the Board.

Moved by Mrs. White and seconded by Mrs. Greaves to approve a renewal of authority to the superintendent, Patricia Charles, and business manager, Lesley Wysocki, to sign grants and other documents on behalf of the Board. Vote unanimous.

XI. BOARD COMMITTEE REPORT

A. Town Ad Hoc Finance Subcommittee – No report.

B. Policy Subcommittee - Mrs. White mentioned the next Policy meeting is scheduled for October 21-10 @ 6:00 PM

C. Communications Subcommittee - Myrn Keryc said the Communications Committee met briefly and reviewed the “budget flyer” created by Mrs. Wysocki. The committee discussed attendance at certain upcoming school events. There was a “boardwalk” prior to the meeting, but no one from the public attended. The committee will revisit the “boardwalk” scheduled for the spring. With regard to budget, Mrs. Wysocki agreed to email the guidelines to the board members. It was suggested that perhaps another meeting should take place to talk about the approach in regard to budget.

D. Long Range Plan – Matt Alaimo reported a meeting is planned for November 15 at 6:00. Mr. Alaimo requested Mrs. Wysocki provide opportunities for minimizing costs, pending contract renewals, supply services, etc. and to include Mr. Hayes in updating Capital Plan, etc.

Mr. Hale suggested LRP include the Connecticut Plan for Education as a focus needs to be considered on the future needs to comply with mandates for 2018.

XII. PUBLIC COMMENT: None

XIII. PERSONNEL

A. Non-certified Appointment(s)

1. Andrew Pasiuk – Mr. Alaimo reported that Andrew Pasiuk was hired as a WHS Paraprofessional.

2. Brennan Brigante – Mr. Alalimo reported that Brennan Brigante was hired as a paraprofessional at Daisy Ingraham.

XIV. ADJOURN: Moved by Mr. Labbadia and seconded by Mrs. White to adjourn at 8:50 p.m. **Vote Unanimous.**

Respectfully committed,

Myrn Keryc, Board Secretary

Cecilia S. Lester, Board Recording Clerk