

EDUCATE, CHALLENGE, & INSPIRE

WESTBROOK BOARD OF EDUCATION

Tuesday, January 12, 2021 @ 7:00 p.m.

Special Board of Education Meeting

Google Meet

MINUTES

Members Present: Zachary Hayden, Sally Greaves, Kim Walker, Mary Ella Luft, Michelle, Palumbo, Don Perreault, Michele Brigham, Christine Kuehlewind, Mike Esposito

Also Present: Superintendent Kristina Martineau; Administrators: Tara Winch, Ruth Rose, Susan Miller, Fran Lagace; Business Manager, Lesley Wysocki; IT Ben Russell; Athletic Dir. Teg Cosgriff; Jesse McGannon, Student Rep; Faculty/Staff

- I. CALL TO ORDER** – The Regular Meeting of January 12, 2021 was called to order at 7:01 p.m. by Z. Hayden, Chair.
- II. PLEDGE OF ALLEGIANCE**
- III. BOARD OF EDUCATION ACKNOWLEDGEMENTS** : No acknowledgements
- IV. STUDENT REPRESENTATIVE REPORT** – Jesse McGannon reported on school activities which included holiday activities; upcoming Spirit Week in February, and sports news including WHS as the recipient of the Michael’s Cup. Jesse announced that an in-person play is in the works for the end of March if all goes well. Jesse spoke about remote and in-person learning and seniors and college application essays. T. Winch shared the news that Jesse has been accepted to Georgetown, his number one choice.
- V. PUBLIC COMMENT:** Leslie Fuchs commented that it is her hope that the BOE and Superintendent acknowledged the difficulty caused by in- person learning before the holiday break in terms of quarantining that became necessary as a result. Also, she would like the Board to consider a Covid Dashboard with more specific facts relating to Covid, such as number of staff quarantining to increase transparency. Ms. Fuchs also commented on concern on class sizes in the elementary school with the UK variant of Covid being highly contagious.
- VI. ADMINISTRATOR(S) COMMENTS**
 - A. Daisy Ingraham Elementary School – Social and Emotional Learning Update – R. Rose spoke about SEL work in the elementary school. She said much is being done including teacher goals related to SEL, role playing with classmates and lessons from high school students among several other activities.

- B. Westbrook Middle School – Social and Emotional Learning Update – S. Miller reported the middle school connects with the elementary and the high school. She reported that each staff member is invested in four students to observe how each student is doing. There are lessons on social emotional learning and teachers also have created SEL goals.
- C. Westbrook High School – Social and Emotional Learning Update – T. Winch reported Teen Leadership at the high school is involved in SEL. Students work together to engage in initiatives related to SEL. Students were involved in a survey on Social Emotional Learning. In response to K. Walker’s question on how it works with distance learning students, Supt. Martineau said that the surveys are providing feedback from students and their needs. T. Winch said that Spirit Week was completely remote and successful with students participating.

VII. NEW BUSINESS

- A. Board of Education Goals – Temporary Sub-Committee – Z. Hayden asked for volunteers from the Board to serve on a temporary subcommittee to work on goal formulation for the BOE. It was established that the following Board members will meet and bring their work back to the Board’s February meeting: D. Perreault, M.Brigham, S. Greaves, M. Luft. Z. Hayden will also participate as ex-officio. C. Lester will poll the committee to establish a meeting date.

VIII. SUPERINTENDENT’S REPORT

- A. Remote Teaching and Learning Update - Superintendent Martineau reported the middle school is remote until next Tuesday. She provided feedback on the survey. Parents have been positive in their feedback. In response to M. Esposito’s question as to why more elementary students are in-person than the hs/ms, she said because parents are working outside of the home and younger children struggle with too much screen time. She commented that the high school is considering the elimination of mid-terms, as devoting time to instructional days is more beneficial.
- B. Updated Covid-19 Quarantine Guidance and Vaccine Distribution: Superintendent Martineau reported the 14 days guideline for quarantining is changed to 10 days with self monitoring for the additional four days. She reported that rosters for the vaccines have been provided to DPH and expects to hear within a week or two regarding rollout of vaccinations.
- C. Entry Plan – Next steps: Superintendent Martineau talked about her Entry Level focus on categories including Social Emotional Learning; what has been accomplished in building the budget, and having met with the Westbrook Economic Action Council. She will provide a formal presentation in March and plans to focus on “Portrait of a Graduate”.
- D. Middle School Principal Search Process Planning and Discussion: The Superintendent’s plan is to post the position on February 1 and to hold interviews in March with a significant number of staff and community members participating.
- E. Enrollment – Superintendent Martineau reported January enrollment totals of 646 students PreK through 12, which includes 8 out placed students.
- F. Superintendent’s Budget Preview - Superintendent Martineau gave a presentation on budget work thus far highlighting current staffing needs, one being extending a contract for a PreK – 4 TESOL position. She talked about how the budget has been

created thus far with several meetings with administrators and board members. She provided a history of the Insurance Reserve used to offset the budget which, if utilized, currently brings the budget to 3.07%. Work will continue with a budget workshop on January 20th. D. Perreault cautioned the use of Insurance Reserve; M. Brigham suggested a marketing plan in the future to promote Westbrook Schools. The “Budget Team” was acknowledged for their work thus far in the budget process.

IX. OLD BUSINESS

- A.** District Calendar 2021-2022 – Following discussion, a MOTION was made by M. Palumbo and SECOND by S. Greaves to approve the 2021-2022 District Calendar as presented. Aye(s): K. Walker (with the option to revisit if new developments occur); M. Luft, M. Brigham, D. Perreault, M. Palumbo C. Kuehlewind, S. Greaves. Z. Hayden
Nay: M. Esposito

X. CONSENT AGENDA

Approval of Minutes: MOTION by K. Walker and SECOND by M. Brigham to approve the minutes of 12/8/2020, 12/10/2020 and 12/15/2020. Vote unanimous.

XI. FINANCIAL REPORTS

- A.** Review of Check Listing: Board members reviewed check listings for December 3, 2020 in the amount of \$265,382.98, and for December 10, 2020 in the amount of \$150,528.39.
- B.** Budget Narrative/Review of Expenditure Report: Mrs. Wysocki provided an overview of the budget as it stands.
- C.** Line Item Transfer - None
- D.** Insurance Report: An Insurance Report was provided.

XII. BOARD COMMITTEE REPORTS

- A.** Policy – K. Walker reported that a meeting is scheduled for January 21, 2021.
- B.** Long Range Planning – M. Palumbo reported there were no meetings.
- C.** Insurance – M. Luft reported a meeting is scheduled for 1/20/2021 at 5 pm.
- D.** Negotiations - S. Greaves reported there were no meetings
- E.** Ad Hoc Energy – L. Wysocki reported the street light project is completed and work is being done on lights at the library
- F.** PTSO Representatives – M. Luft reported Daisy PTSO as being creative with use of virtual activities; M. Esposito referred to T. Winch who reported the WHS Treasurer’s report was reviewed and, Z. Hayden reported no meeting was scheduled for middle school.

XIII. PERSONNEL

- A.** Non-Certified Personnel
 - 1. The BOE was informed that Garrett Barros was hired as a Tech Assistant and began working on January 4, 2021.

XIV. ADJOURN: MOTION by K. Walker and SECOND by M. Palumbo to adjourn at 9:02 p..m. Vote unanimous.

Respectfully submitted,

Christine Kuehlewind, Board Secretary

Cecilia S. Lester, Board Recording Clerk

BOE Approved: February 9, 2021