

**EDUCATE, CHALLENGE, & INSPIRE**

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**WESTBROOK BOARD OF EDUCATION**

**Tuesday, April 6, 2021 @ 7:00 p.m.**

**Special Board of Education Meeting**

**Google Meet**

**MINUTES**

Members Present: Zachary Hayden, Sally Greaves, Kim Walker, Michelle, Palumbo, Don Perreault, Michele Brigham, Christine Kuehlewind @ 7:50 p.m.

Absent: Mike Esposito, Mary Ella Luft

Also present: Superintendent Kristina Martineau; Administrators: Tara Winch, Ruth Rose, Susan Miller, Fran Lagace; L. Wysocki, Business Manager; IT Specialist, Ben Russell; Matthew Talmadge, incoming WMS Principal; faculty/staff/community members

I. CALL TO ORDER – The regular board meeting of April 6, 2021 was called to order at 7:01 p.m. by Z. Hayden, Chair.

II. PLEDGE OF ALLEGIANCE

MOTION by Z. Hayden and SECOND by D. Perreault to add Student Representative Report to the agenda. Vote unanimous.

III. STUDENT REPRESENTATIVE REPORT: Jesse McGannon reported on activities at the high school including the success of *A Chorus Line*, allowing senior parents to see a live performance; completion of winter sports and the beginning of spring sports, Junior/Senior Prom on May 1 at St. Clements Castle, preparation for testing for students of AP classes; beginning of Quarter 4 and seniors committing to colleges as the May 1<sup>st</sup> deadline draws near, and graduation plans for June 11 (outside).

IV. PUBLIC COMMENT - None

V. ADMINISTRATOR(S) COMMENTS:

**A. Summer School and Extended School Year Programming** – Fran Lagace, Special Services Director, spoke about summer school and ESY and the process of identifying students in need of additional schooling. He said the programs will run parallel to each other.

**B. Evaluating Student Needs and Instructional Supports** – Tara Winch, WHS Principal, talked about the ESSER funds which will provide instructional support before the end of the year for students needing additional support and summer school for at risk students. Dr.

Miller, WMS Principal, talked about assessment of middle school students, analysis of at-risk students and interventions in specific content areas to help those students Ruth Rose, Daisy Principal, commented that learning needs are being identified and specific instruction will help students in need

**C. After School Activities** – R. Rose reported the Daisy Dash will be an online event this year. Families and staff may participate for a two-week period; plans are in place for Earth Week, walking field trips are planned to the public library and a modified field day. Dr. Miller reported that students are holding outside classes and outside lunch times; virtual clubs are starting to meet in-person with Covid protocols and end of the year activities are being planned. T. Winch, WHS Principal, reported that virtual and in person activities with social distancing are planned; outdoor Prom at St. Clements on May 1; transportation is being offered.

## VI. NEW BUSINESS:

A. Healthy Food Certification 2021-2022: MOTION by Z. Hayden and SECOND by S. Greaves to comply with C.G.S. Section 10-215f , C.G. S. Section 10-221q, for the 2021-2022 school year as described as follows:

*Superintendent Martineau recommended that pursuant to C.G.S. Section 10-215f, the board of education certifies that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2021, through June 30, 2022. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to, school stores, vending machines, school cafeterias, and any fundraising activities on school premises sponsored by the school or by non-school organizations and groups.*

***To agree to allow exemptions of food items to C.G.S. Section 10-215f, given the conditions outlined are followed for the 2021-2022 school year as follows:***

*Superintendent Martineau recommended that the board of education will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the food items are not sold from a vending machine or school store. An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The “regular school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held.*

***To agree to comply with C.G.S. Section 10-221q for the 2021-2022 school year as described.***

Note: C.G.S. Section 10-221q addresses requirements for the sale of beverages to students in public schools, and allows exemptions if beverage sales meet specific conditions. Beverage exemptions are not part of the annual HFC Statement, which applies only to food sales. If the district chooses to allow beverage exemptions, the CSDE recommends that the board of education or school governing authority conducts the vote on beverage exemptions at the same time as the

vote on HFC participation and food exemptions. Sample language for beverage exemptions is below.

*Superintendent Martineau recommended the board of education will allow the sale to students of beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met: 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend; 2) the sale is at the location of the event; and 3) the beverages are not sold from a vending machine or school store. An "event" is an occurrence that involves more than just a regularly scheduled practice, meeting or extracurricular activity. The "school day" is the period from midnight before to 30 minutes after the end of the official school day. "Location" means where the event is being held, and must be the same place as the beverage sales.*

***To agree to comply with C.G.S. Section 10-221q for the 2021-2022 school year as described.***

Vote: Aye(s): K. Walker, M. Palumbo, M. Brigham, D. Perreault, S. Greaves, Z. Hayden - Motion Carried

- B. Disposal of Science and Mathematics Books: MOTION by Z. Hayden and SECOND by D. Perreault to dispose of mathematics and science books according to Policy 3260, which no longer support the high school curriculum. A discussion followed. Vote: Aye(s): S. Greaves, S. Perreault, M. Brigham, M. Palumbo, K. Walker, Z. Hayden - Motion Carried

## VII. SUPERINTENDENT'S REPORT

- A. Enrollment – Superintendent Martineau reported April 2021 enrollment of 647 students PK-12 including 9 out placed students.
- B. Remote Learning Update – Superintendent Martineau reported that 95% of Daisy students are in-person with 14 students remote; middle school is at 90% in-person with 17 remote; and high school is at 61% in-person and 79 remote. She complimented Dr. Miller for working to get students in school and anticipates after April break more students will come back to in-person learning, particularly at the high school level. Superintendents are to plan for remote learning for the fall if needed. At the state level, there is discussion on a Virtual Academy. More information will follow on that.
- C. ESSER II Grant Funding and Instructional Support: Superintendent Martineau reported on ESSER II funding of \$311,000 to support this year's Summer Learning Academy and into next year. Over the next three years, money will be available for Health and Safety, HVAC updates, etc.
- D. End of Year Activities: Dr. Martineau said that as we approach end of year activities, social distancing, hand washing and masks will still be required. If any changes occur we will make adjustments accordingly.
- E. Introduction of New Middle School Principal – Superintendent Martineau introduced the new middle school principal, Matthew Talmadge. Mr. Talmadge will have several Meet and Greet opportunities after the April break and his official duties will begin on July 1.

## VIII. OLD BUSINESS

IX. CONSENT AGENDA

A. Approval of Minutes:

1. Regular meeting of March 09, 2021: MOTION by Z. Hayden and SECOND by S. Greaves to approve the minutes of the regular meeting of March 09, 2021.  
Vote: Aye(s) S. Greaves, D. Perreault, M. Brigham, C. Kuehlewind, M. Palumbo, K. Walker, Z. Hayden – Motion Carried

X. FINANCIAL REPORTS

- A. Review of Check Listing: Board members reviewed check listings for March 4, 2021 in the amount of \$235,980.98 and March 18, 2021 in the amount of \$121,014.49
- B. Budget Narrative/Review of Expenditure Report: L. Wysocki, Business Manager updated the Board on the budget and expenditures.
- C. Line Item Transfer
- D. Insurance Report: The Board was provided with a current Insurance Report.
- E. HVAC Project Update – D. Perreault outlined the anticipated work to be done this summer on the HVAC units as recommended by Consultant, Roger LeFleur. A walk through was conducted with four vendors. DeBow Mechanical submitted a bid. L. Wysocki mentioned DeBow is familiar with our equipment. MOTION by Z. Hayden and second by M. Brigham to move forward with DeBow Mechanical for the air handling and HVAC project. Vote: (Aye(s): K. Walker, M. Palumbo, C. Kuehlewind, M. Brigham, D. Perreault, S. Greaves, Z. Hayden – MOTION Carried

XI. BOARD COMMITTEE REPORTS

- A. LEARN Report - M. Brigham reported on her meeting with LEARN about legislative proposals, ELL funding, hearing from guest speaker, Laurie Pallin, Montville Superintendent of Schools and a presentation from Maritime School on how coral is grown.
- B. Policy– K. Walker reported on the March 18<sup>th</sup> Policy meeting. CAFE is working on our online policy website. A plan will be in place to review policies and a timeline will be created. Next policy meeting is on April 22.
- C. Long Range Planning – no report
- D. Fiscal and Budget – Z. Hayden reported a meeting scheduled for April 29.
- E. Teaching/Learning – The first meeting is scheduled for Thursday, April 8.
- F. Negotiations - (no meeting)
- G. Town Energy Ad-Hoc Committee – L. Wysocki reported on town lighting and gas projects for the town library.
- H. PTO Representatives - R. Rose thanked parents for continued support being done virtually through guest readers, Earth Week, Daisy 5K, etc. Dr. Miller reported the middle school is sending out information to get parents involved and will meet on April 21; T. Winch reported the high school PTO is planning grade level breakfasts.

XII BOARD OF EDUCATION GOALS

- A. Professional Development Share:** Z. Hayden, Chair, presented on Board activities. He reported on workshops he attended and announced upcoming workshops: April 26 on

Appropriations; June 14 Legislative Wrap-up. He talked about bills before the Education Committee; one being on Social and Emotional Learning. CAFE will follow up with a webinar on April 26 on budget; and on June 14 with legislative outcomes. He also shared an updated Collective Bargaining Handbook and offered access to it for interested board members by contacting Central Office or himself. In addition, Board members are asked to think about submitting a photograph of him/herself for the website with a brief paragraph on why they wanted to be a Board of Education member.

XIII PERSONNEL: No personnel actions

XIV. ADJOURN: MOTION by Z. Hayden and SECOND by M. Brigham to adjourn at 8:37 p.m. Vote unanimous.

TBA