

**WESTBROOK BOARD OF EDUCATION**  
**EDUCATE, CHALLENGE, & INSPIRE**

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<p><b>WESTBROOK BOARD OF EDUCATION</b> <b>Tuesday, April 9, 2019</b> <b>Regular Board of Education Meeting</b> <b>WHS Library</b></p>
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**MINUTES**

BOE Members Present: Lee Bridgewater, Kim Walker, Don Perreault, Michelle Palumbo, Zachary Hayden, Jackie Lyman, Dee Adorno, Sally Greaves

BOE Members Absent: Mary Ella Luft

Also Present : Superintendent Patricia A. Ciccone; Business Manager, Lesley Wysocki, Administrators Ruth Rose, Tara Winch, Taylor Wrye, Madeline Illinger; IT Specialist Ben Russell

- I. **CALL TO ORDER** – The regular meeting of April 9, 2019 was called to order by Lee Bridgewater, Chair at 7:00 p.m. in the WHS library.
- II. **PLEDGE OF ALLEGIANCE**
- III. **BOARD OF EDUCATION ACKNOWLEDGEMENTS:**
  - A. CAFE Student Leadership Awards: WHS students, Katie Wallace and Finian McGannon were recognized as the recipients of the CAFE Student Leadership Awards this year. Ms. Winch shared the many accomplishments of these two students throughout their high school career. The criteria for this award includes: “Willingness to take on challenges, Capability to make difficult decisions, Concern for others; Ability to work with others, Diplomacy, Ability to understand issues clearly, and Ability to honor a commitment.” The BOE also recognized two students at the middle school level for the CAFE Leadership Award, Hever Gomez and Vincent Naccarato. Mr. Wrye spoke of the specific accomplishments of both honorees. The students were presented with certificates and a brief reception was held in their honor.

**IV. STUDENT REPRESENTATIVE REPORT** – Katelyn Wallace reported on school activities including a great start for each of the spring sports teams, students' or student participation in a FBLA statewide conference; the recent Theatre Department's production, and the theatre students' participation in a trip to Columbus Magnet School in Norwalk to teach play production to 5<sup>th</sup> and 6<sup>th</sup> graders. The students have been asked back after having done the full day event in November with the 7<sup>th</sup> and 8<sup>th</sup> graders at Columbus Magnet School. Finn McGannon reported on a field trip to New York City, where students visited St. John's Devine Cathedral, the 9-11 Memorial, a tour of Radio City Music Hall and a visit to Broadway to attend the production of Dear Evan Hansen.

**V. PUBLIC COMMENT: None**

**VI. ADMINISTRATOR(S) COMMENTS**

- A.** Wilson Reading – Madeline Illinger, Director of Special Services, presented on the Wilson Reading System, a structured literacy approach to reading and used to comply with Dyslexia legislation. Within the Wilson Reading program, lessons are taught from *Foundations* and *Justwords*. Teachers have been and will continue to be trained and certified in the reading program. Mrs. Illinger stressed the need to show student progress over time. Teachers collaborate to share information and data on students working in the Wilson Reading System program from one year to the next, and evidence within documents of the progress they are making due to this consistency in our approach to literacy.
- B.** Shadowing in the Middle School - Taylor Wrye reported on his experience of "shadowing" students in the middle school for a day. The Board was shown a PowerPoint of his experiences throughout the day, which he said allowed him to see the school day from the perspective of the student. He began his day on the school bus, received homework lessons and even joined students in the cafeteria at a student table. He also realized a student's day does not end at 2:25! He realized that our students sit a lot and he is contemplating ways to address that. He also talked about Analog vs Digital meaning switching from use of technology to notes/notebooks constantly throughout the day, and the students' presentation to the staff on data they collected regarding "If only my teachers knew," project. This led to an emotional student presentation and an eye opening experience on how home life affects what goes on in school.

## **VII. NEW BUSINESS**

- A. Graduation Date 2019: Superintendent Ciccone reported that after April 1, Boards of Education can establish a firm graduation date, and with two weather related school closures this year, it brings WHS graduation to June 17<sup>th</sup>. Superintendent Ciccone recommended the Board of Education set June 17<sup>th</sup>, 2019 as the graduation date for the Class of 2019. *Moved by D. Adorno and seconded by K. Walker to set June 17<sup>th</sup>, 2019 as the graduation date for the Class of 2019. Vote unanimous.*
- B. Field Trip Request(s)
1. New York City, NY: Ms. McManus requested that the Business Education students travel by Metro North to the NYC Financial District and Mid Town to visit Pfizer Headquarters and Wall Street on May 28<sup>th</sup>, 2019. The Perkins Grant will pay for transportation. Two teachers will accompany 18 students. Students will leave at 7 am and return at approximately 8 pm. Superintendent Ciccone recommended the Board approve the field trip to NYC. *Moved by D. Perreault and seconded by K. Walker to approve the business education student's trip to the financial district in New York on May 25, 2019. Vote unanimous.*
  2. New York City: WHS teacher, Caitlyn Eichler, requested approval for Grades 9 and 10 to travel by coach bus to the Shubert Theater in NYC on November 6, 2019 to see the production, "To Kill a Mockingbird." Approximate cost is \$100 for transportation, admission and lunch. 119 students will be accompanied by eleven chaperones and will leave at 7:30 am and return at approximately 7 pm. *The Superintendent recommended the Board approve the WHS students' trip to New York City on November 6, 2019. Moved by M. Palumbo and seconded by Z. Hayden. Vote unanimous.*

## **VIII. SUPERINTENDENT'S REPORT**

- A. Enrollment – Superintendent Ciccone reported the April enrollment of 697 students. She mentioned that after spring break, two students will be enrolling at the elementary school and also two students at the high school.
- B. Legislative Briefing: Superintendent Ciccone talked about recent Legislative movement and revisions to language on regionalization. She mentioned the legislation starting with the Class of 2023 for requirements of 25 credits to graduate and requirements of African American and Puerto Rico and Latino curriculum, in separate bills as still pending. She said she is also following the Bill on connecting schools

with businesses, specifically manufacturing. She will keep Board members updated on how Bills are being moved through the Legislature.

- C. Technology Int. Committee Update: Superintendent Ciccone reported that the committee is going to begin its work as a clearing house for Technology decisions and use in accordance with our policies and technology plan. Mr. Russell is the designated Chair and Mr. Hayden has agreed to be on the committee as a BOE representative. Currently it is a seven member committee. A meeting is set for April 23 at 2:30 p.m. Its first meeting will present policy implications for the Policy Subcommittee.

**IX. OLD BUSINESS: None**

**X. CONSENT AGENDA**

**A. Approval of Minutes:**

- 1. Regular Meeting – March 12, 2019: Moved by M. Palumbo and seconded by Z. Hayden to approve the minutes of the regular meeting of March 12, 2019. Ayes: Z. Hayden, M. Palumbo, L. Bridgewater, S. Greaves, J. Lyman, D. Perreault Abstained: D. Adorno, K. Walker

**XI. FINANCIAL REPORTS**

- A. Review of Check Listing: Board members reviewed check listings for March 7th, 2019 in the amount of \$145,789.49 and for March 21<sup>st</sup>, 2019 in the amount of \$105,849.62.
- B. Budget Narrative/Review of Expenditure Report: L. Wysocki, Business Manager, reported the budget stands as expected. She asked the Board for their thoughts on surplus expenditures as we approach the end of the year. She mentioned carpeting replacement in the middle school may be needed this year.
- C. Line Item Transfer: None
- D. Insurance Report: A current insurance report was provided showing a strong fiscal balance to date.

**XII. BOARD COMMITTEE REPORTS**

- A. LEARN report – D. Adorno mentioned the retirement of Eileen Howley, LEARN Director, and that a meeting is scheduled for Thursday, April 11<sup>th</sup>.
- B. Policy– K. Walker: A meeting will be scheduled soon. Cecilia will send an email to the committee for possible dates.
- C. Long Range Planning: M. Palumbo reported the generator project is continuing.
- D. Insurance - L. Bridgewater (no report)

- E. Negotiations - S. Greaves referred to Superintendent Ciccone for an update and she reported the AFT still has a couple of concerns with the third and final BOE offer.
- F. Town Energy Ad Hoc Committee – L. Wysocki reported there is a contract for the street lights project.
- G. PTSO Representatives - J. Lyman, M. Luft, M. Palumbo: Michelle Palumbo reported on the success of the middle school play; Jackie Lyman reported on a successful fundraiser, the Pasta Night event for Project Graduation.

### **XIII. PERSONNEL**

- A. Professional Resignation(s)
  - 1. Philip Mielcarz – WHS Counselor – Superintendent Ciccone reported that Mr. Philip Mielcarz, WHS Counselor, submitted a letter of his intent to retire at the end of the school year, June 30, 2019.
  - 2. Virginia White – Teacher, Daisy Ingraham – Superintendent Ciccone announced that she received a letter from Mrs. White stating that she will retire after 48 years (36 in the Westbrook Public Schools) effective at the end of this school year. *As recommended by Superintendent Ciccone, it was moved by D. Perreault and seconded by J. Lyman to accept with regret the retirements of Mr. Philip Mielcarz and Mrs. Virginia White effective June 30, 2019. Vote unanimous.*
- B. Child-Rearing Leave Request – Superintendent Ciccone announced that Jenny Szewczyk, School Psychologist, requested unpaid child rearing leave. Ms. Szewczyk plans to return to work on December 9, 2019. Superintendent Ciccone recommended *the BOE grant Jenny Szewczyk's request for unpaid child-rearing leave, and for her to return to work on December 9, 2019. Moved by K. Walker and seconded by M. Palumbo. Vote unanimous.*

**XIV. ADJOURN:** Moved y M. Palumbo and seconded by Z. Hayden to adjourn at 8:45 p.m. Vote unanimous.

Respectfully submitted,

Kim Walker, Board Secretary

Cecilia S. Lester, Board Recording Clerk

