

WESTBROOK BOARD OF EDUCATION

Tuesday, March 14, 2023 @ 7:00 p.m.

WHS Library

Regular Board of Education Meeting

Members Present: K. Walker, Z. Hayden, C. Kuehlewind, M. Palumbo, M. Luft, D. Perreault, A. Miesse.

Absent: S. Greaves, M. Esposito

Also Present: Superintendent Kristina Martineau; Technology Director, B. Russell

Minutes -March 14, 2023

I. CALL TO ORDER – The regular meeting of March 14, 2023 was called to order at 7:00 p.m. by K. Walker, Chair.

II. PLEDGE OF ALLEGIANCE

III. BOARD OF EDUCATION ACKNOWLEDGEMENTS – Board Member Appreciation – Superintendent Kristina Martineau extended appreciation to the Board members in conjunction with Board Member Appreciation month. She expressed that she is grateful to each board member for their time, effort, passion, vision and support of Westbrook Public Schools.

MOTION by D. Perreault and SECOND by M. Luft to remove **Item IV**. Student Representative Report from the agenda. Vote unanimous.

V. PUBLIC COMMENT Re: Matters of General Concern & Agenda Items: (No public comment)

MOTION by A. Miesse and SECOND by Z. Hayden to table **Item VI**. Administrative Comments and add to the April 2023 agenda. Vote unanimous.

VII. NEW BUSINESS

A. April BOE meeting – April 18, 2023 – K. Walker Chair, reminded the Board that the regular April meeting has been rescheduled to April 18, 2023.

MOTION by C. Kuehlewind and SECOND by M. Palumbo to add to Item. VII. B. Out of State Field Trip. Vote unanimous.

B. Out of State Field Trip Request – New York City Financial District: MOTION by Z. Hayden and SECOND by M. Luft to approve the request for the business education students to travel to the Financial District in NYC with 2 teachers, Sue McManus and Allison Carr, on April 27, 2023 to learn about the operations on Wall Street, Stock Market Simulation and other related topics. MOTION by Z. Hayden and SECOND by M. Luft to approve the field trip request to NYC on April 27, 2023 by the business education department. MOTION CARRIES - Vote unanimous.

VIII. SUPERINTENDENT'S REPORT

A. Enrollment – Superintendent Martineau reported March enrollment totals equal 612 students Pre K through 12, (Daisy 254), (WMS 156); (WHS 198) plus 4 out-placed students.

- B.** Substitute Hiring Update – Superintendent Martineau reported that a total of 7 applicants have been interviewed and three substitutes have completed paperwork. It was requested that L. Wysocki survey area schools on what their substitute pay rate is. Superintendent Martineau will continue to interview applicants.
- C.** Welding Program and Metals Shop Update – Superintendent Martineau is proposing to eliminate a wall in the metals shop area to fit 8 welding booths and to use grants and to put some in the Capital Plan to cover most of the cost of the welding booths. She commented that Electric Boat has been very helpful with letters of support and donated resources. The teacher is receiving training and L. Carson is involved with the plan to build an industry aligned metals and welding shop.
- D.** WHS Promo Video Update – Superintendent Martineau reported that the video is nearing completion and will be viewed first by the Communications and Marketing Committee. A public viewing is planned for May.
- E.** Budget Update – The Board of Education Budget Presentation to the Board of Finance is scheduled for March 15 at 6:00 p.m.

IX. OLD BUSINESS – K. Walker, Chair, requested approval from the full Board for the following policies which are brought to the Board as a second reading:

- 1. 2300 – Policy Regarding Retention of Electronic Records and Information (new policy)
- 2. 2301 – Policy Regarding Holds and the Destruction of Electronic Information and Paper Records (new policy 2301)
- 3. Revised Policy 2240 – Educational Research in District Schools

MOTION by C. Kuehlewind and SECOND by M. Luft to approve the above mentioned policies as presented. Vote unanimous.

X. CONSENT AGENDA

- A.** Approval of Minutes:
 - 1. Regular Meeting – February 14, 2023 – MOTION by Z. Hayden and SECOND by M. Palumbo to approve the minutes of February 14, 2023. Vote unanimous.

XI. FINANCIAL REPORTS

- A.** Review of Check Listing: Board members reviewed check listings for February 2, 2023 in the amount of \$106,445.73 and for February 16 in the amount of \$173,609.18.
- 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 – A report was provided showing no concerns.
- E.** Capital Plan – The Long Range Plan Committee updated the Capital Plan for 2024 – 2028 and it has been shared with Paul Winch. The Board reviewed the plan as presented. MOTION to approve the 2024-2028 Capital Plan by D. Perreault and SECOND by A. Miesse. MOTION CARRIES – Vote unanimous.
- F.** HVAC upgrade ED Specifications – The specifications were reviewed by the Board. As Step 1, Superintendent Martineau requested the Board approve the HVAC upgrade ED Specifications as presented. MOTION to approve by Z. Hayden and SECOND by D. Perreault. MOTION CARRIES. Vote unanimous. If a grant becomes available, K. Walker suggested moving the target date.

XII. BOARD OF EDUCATION GOALS

- A.** BOE Retreat – April 26 @ 5:00 pm.: A discussion concluded that the Board Retreat on April 26

include a self evaluation of the Board facilitated by CAFE, using Westbrook's evaluation form. C. Kuehlewind suggested spending 15 or 20 minute on CSDE acronyms and definitions and said She would assist with that. D. Perreault suggested that presentations from CAFE be tailored to Westbrook. K. Walker suggested the Board meet, possibly over the summer, to update Mission Statement and Goals.

XIII. BOARD COMMITTEE REPORTS

- A. Policy – K. Walker (no report)
- B. Long Range Planning – A. Miesse reported work on the Capital Plan and suggested a prioritizing plan perhaps using a point system.
- C. Fiscal & Budget – Z. Hayden (no report)
- D. Teaching & Learning – C. Kuehlewind reported a meeting scheduled April 20th with a possibility of rescheduling.
- E. Communications & Marketing - M. Luft reported the next meeting prior to the regular BOE meeting on April 18.
- F. Negotiations – D. Perreault reported work continues and there have been good discussions.
- G. Town Energy Ad Hoc Committee – A. Miesse (no report)
- H. LEARN – Z. Hayden (no report)
- I. PTSO Representatives - M. Luft (Daisy) reported on upcoming Irish Dancers at Daisy, Daisy Dash 3/25), Light on Westbrook (3/25), Sweetheart Dance, Book Fair, Read Across America, and hopefully an Ice Cream Social and Talent Show; Z. Hayden (WMS) reported on 7 and 8 grade dance, Mario Kart tournament, and upcoming teacher appreciation plans. It is hopeful that a summer reading book will be provided for every student. K. Walker (WHS) – In the absence of PTSO, K. Walker said she will coordinate something with T. Winch for teacher recognition. M. Luft offered assistance. More information to follow.

XIV. PERSONNEL – Superintendent Martineau informed the Board of the following personnel actions:

- A. Non-Certified New Hire
 - 1. Dawn Farrell - Paraprofessional
- B. Non-Certified Resignation
 - 1. Janet Dunn – Paraprofessional

MOTION to move to Executive Session at 8:00 pm by M. Palumbo and SECOND by M. Luft. Vote unanimous.

XV. EXECUTIVE SESSION - Discussion of matters that would result in the disclosure of exempt matters.

- A. Superintendent's Evaluation – Goals update
- B. Negotiations Strategy – WEA MOA

MOTION to move back to open/regular session at 8:53 p.m. Vote unanimous.

MOTION by M. Luft and SECOND by Z. Hayden to authorize Superintendent Martineau to negotiate the WEA stipends and sign the MOU.

XVI. ADJOURN: MOTION by M. Luft and SECOND by M. Palumbo to adjourn at 8:54 p.m. Vote unanimous.

Respectfully submitted,

Christine Kuehlewind, Board Secretary

Cecilia S. Lester, Board Secretary

