

## MINUTES OF MEETING

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1. **Call to Order** - Chair Greg Smith called the meeting to order; it was 7:00 pm.
2. **Pledge of Allegiance**
3. **Roll Call** - Chair Greg Smith, Vice-Chair Colleen Hilton, Sue Bearor, Maria Dorn, Alex Stone, Edward Symbol, Nick Harmon, Glenn Emery and Superintendent Dr. Reza Namin were present. Mary Hall had an excused absence.

- MOVE 10.** 4. **ADJUSTMENTS TO THE AGENDA -**  
**Student Council / Government Report(s)** to be heard after the first public comment and continue this practice forward in future meetings.

5. **APPROVAL OF MINUTES:**  
 Motion Mr. Stone moved and Vice-Chair Colleen Hilton seconded the motion to approve the minutes of November 4, 2009 as presented.

- **Vote:** 6 in favor - 0 opposed

6. **COMMUNICATIONS:**

Superintendent Dr. Namin reported the following support staff hirings:

- ❖ **Michael Willett** has been hired as a part-time 21<sup>st</sup> Century Community Learning Center After School Program Facilitator. This position is funded through the 21<sup>st</sup> CCLC grant.
- ❖ **Abby Harmon** has been hired as the 8<sup>th</sup> Grade Girls Basketball coach at Westbrook Middle School. She will be paid a stipend of \$2,887.50 per the latest collective bargaining agreement.
- ❖ **Regina Wohl** has been hired as the 7<sup>th</sup> Grade Girls Basketball Coach at Westbrook Middle School. She will be paid a stipend of \$2,725.00 per the latest collective bargaining agreement.
- ❖ **Benjamin Morrison** has been hired as the 8<sup>th</sup> Grade Boys Basketball Coach at Westbrook Middle School. He will be paid a stipend of \$2,762.50 per the latest collective bargaining agreement.
- ❖ **Andrew Kinslow** has been hired as the 7<sup>th</sup> Grade Boys Basketball Coach at Westbrook Middle School. He will be paid a stipend of \$2,725 per the latest collective bargaining agreement.
- ❖ **Brian Heal** has been hired as a volunteer for Girls Varsity Basketball at Westbrook High School.
- ❖ **Rob Jaime** has been hired to teach Algebra 1 with PLATO at Westbrook Regional Vocational Center. He will be paid a stipend of \$7,469.84 per the latest collective bargaining agreement. These funds are paid through the Carl Perkins Grant.
- ❖ **Doug Moody** has been hired to teach CP English with PLATO at Westbrook Regional Vocational Center. He will be paid a stipend of \$7,469.84 per the latest collective bargaining agreement. These funds are paid through the Carl Perkins Grant.

- ❖ **Brenda Dolloff** has been hired to teach S-T-W at Westbrook Regional Vocational Center. She will be paid a stipend of \$7,469.84 per the latest collective bargaining agreement. These funds are paid through the Carl Perkins Grant.

Superintendent Dr. Namin gave an update on the status of the H1N1 school flu clinics and announced the following re-scheduled dates and times:

Tuesday, November 10	Saccarappa School	8:45 am
Tuesday, November 10	Canal School	8:30 am
Thursday, November 12	Congin School	8:30 am

Superintendent Dr. Namin explained that the Visiting Nurses Association have stressed that they will not accept last minute permission slips on the day of the clinic nor will they give vaccine to children who are not enrolled in Westbrook schools. The major portion of the vaccine coming to schools will be Intranasal Spray. The injectable vaccine will only be given to those students with compromised immune systems, such as asthmatics or other medically fragile students.

The booster dose for H1N1 vaccine for those students 10 years old and younger will be scheduled at least a month from these dates and based on the arrival of more vaccine. Superintendent Dr. Namin will keep the School Committee, staff, students and community updated.

Chair Greg Smith congratulated Mary Hall (reelected to the School Committee from Ward 4), Edward Symbol (reelected to the School Committee from Ward 3) and to Vice-Chair Colleen Hilton (elected as Westbrook's first woman Mayor) on their victories in recent elections. Chair Greg Smith welcomed Emily Serway who was elected to replace Vice-Chair Colleen Hilton on the School Committee.

7. **PUBLIC PARTICIPATION (for agenda items only; 3 minutes per speaker - one time only)**  
There was no public participation at this time.

- MOVED** 10. **Student Council / Government Report(s)** - Logan Poulin, Freshman Student Council Secretary, gave a report that included the flu clinics, Sock 'n Buskin and planning for 2010 events.

8. **Superintendent's Report**

- 8.1 **District Report**

- A. FY 10 Curtailment is \$579,146. Budget is Frozen, Tier II (Updated Information)  
Superintendent Dr. Namin reported that he has received information from the state that Westbrook's curtailment for the current school year will be \$579,146. Superintendent Dr. Namin has frozen the budget and will be reviewing the purchase orders and prioritizing expenditures.
- B. Canal Elementary School Playground (Updated Information) - Jeremy Ray, Principal, Canal School updated School Committee on the playground replacement at Canal. He explained that there was only one bid of \$23,733 from O'Brien and Son and that with the insurance claim of \$15,170, only \$8,563 will need to be expended from the district funding.

**Motion** Mr. Stone moved and Ms. Dorn seconded the motion to accept the bid of \$23,733 from O'Brien and Son to replace the playground equipment at Canal School as presented.

- **Vote:** 6 in favor - 0 opposed

School Committee asked that items that will require a vote be placed respectively under New or Old Business in future meetings.

- C. Strategic Planning Advisory Committee Update (Information) - Peter Lancia, Principal, Congin School gave an update on the Strategic Planning Advisory Committee. He noted that community surveys that have gone out to parents in Thursday folders and there is a link to an online survey on the school department's web site. The first Outreach meeting will take place on Wednesday, November 11 at 6:30 PM in room 114 at Westbrook High School. Students, staff and community members are encouraged to attend.
- D. The Benchmark Company in Westbrook has established \$500 Scholarship for Westbrook Regional Vocational Students (Information)
- E. The Westbrook School Department is the recipient of \$7625 Microsoft Office Certification training grant for underemployed or unemployed adults in the community (Information)
- F. Westbrook School Department has passed the last year's United Way fund raising Goal by \$3,450.40 (Information)
- G. 21st Century Learning: A conversation with the area School Committees: Dine & Discuss with former Governor Angus King, Monday, November 30th, 5:30pm - 8:00 P.M. at the Westbrook Regional Vocational Center. Sponsored by the Sebago Superintendent's Alliance (Information)
- H. Westbrook Middle School Building Project (Updated Information) Brian Mazjanis, Principal, Westbrook Middle School gave a brief overview of the timeline of the building to date. He noted that 94% of the building is complete, the gym floor has been completed and porcelain tiling is being put in place. Moving Classes has begun with boxing of materials being packed up and moved to the new school. Everything is on target for school to open at the new middle school on January 4, 2010.

Student Dedication is scheduled for December 21, 2009 with a public dedication on December 19<sup>th</sup>. The PTO has donated color coded t-shirts to the middle school students. The next tour is this Friday, November 6<sup>th</sup> at 3:00 PM.

**8.2 School Climate and Culture Report** - Are attached in the packet.

**8.3 Personnel Report** - Superintendent Dr. Namin explained that the enclosed contract for the tutor is for \$30 per student. Any non-Westbrook student being tutored will be billed out to the sending school. Superintendent Dr. Namin agreed to invite Bonnie Violette, Spring Harbor Administrator to the next School Committee meeting for an update.

**8.4 Financial Report** - Are attached in the packet.

**8.5 Enrollment Report** - Are attached in the packet.

Superintendent Dr. Namin made the official announcement that the Westbrook High School has received accreditation from NEASC.

**9. Chair / Committee Reports -**

**11. Old Business -**

**12. New Business -**

## 12.1 Administrative / Teacher nominations

13. **Public Participation (any school related matter; 3 minutes per speaker; one time only) -** Jeremy Ray, Principal, Canal School thanked The Vineyard Church for donating 200 personal dictionaries and 2 Leap Frog pads to Canal students. They also distributed 200 boxes of food to families at Westbrook Point. Mr. Ray announced that Canal students were on Channel 13 news this morning doing the student news.

Mr. Symbol reported on the Math meet and applauded Westbrook students for placing in the top 3.

Ms. Dorn attended Westbrook Middle School's last theatre production (Tales of Terror series) at the current junior high school. Keith Ancil, drama director and students did a fantastic job.

Mr. Symbol asked for an update on the new middle school theatre manager. Superintendent Dr. Namin will have Mr. Grant come to the next Finance Committee meeting to give an update on the budget and bookings.

Ms. Bearor reported on the success of the summer feeding program and thanked Jeanne Reilly for all her efforts. The program served 3762 meals and actually turned a profit of approximately \$3,000.

Ms. Dorn announced that the Educational Programs Committee will meet on November 10<sup>th</sup> and asked any of the parents / students interested in the Gifted & Talented program to please attend as they will be discussing this program.

## 14. Important Dates

Nov.	2	Parent / Teacher Conference	WHS & WRVC
Nov.	4 6:00 PM	Finance Committee Meeting	WHS Principal's Conf. room
Nov.	4 7:00 PM	School Committee Meeting	WHS room #114
Nov.	6 8:30 AM	WRVC College Fair	WRVC
Nov.	9 7:00 PM	Transportation Committee meeting	Central Office
Nov.	10 5:30 PM	Policy Committee meeting	WRVC conference room
Nov.	10 6:30 PM	Ed. Programs Committee meeting	WRVC conference room
Nov.	11	Veteran's Day Observed - No School	
Nov.	11 6:30 PM	Strategic Planning Committee Outreach	WHS room #114

## 15. Announcements

## 16. Adjournment

- Motion Ms. Dorn moved and Ms. Bearor seconded the motion to adjourn it was 7:45 PM.  
 • Vote: 6 in favor - 0 opposed