

MINUTES OF MEETING

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 (arrived at 7:07 AM), Sue Bearor, Maria Dorn, Mary Hall, Alex Stone, Edward Symbol, Glenn Emery and Superintendent Dr. Reza Namin were present. Nick Harmon was absent.
4. **ADJUSTMENTS TO THE AGENDA -**
 - **ADD** Request to approve the proposal for a strategic planning facilitator with Good Group Decisions Consulting; the amount not to exceed \$18,000.
5. **APPROVAL OF MINUTES:**
 - Motion Ms. Bearor moved and Ms. Dorn seconded the motion to approve the minutes of July 15, 2009 as presented.
 - **Vote:** 6 in favor - 0 opposed
6. **COMMUNICATIONS:**

Superintendent Dr. Namin reported the following support staff hirings:

 - ❖ **Joseph Delan** has been hired for the position of Technology Support Technician (Year Round). He will be paid \$15.15 an hour per the latest working agreement.
 - ❖ **Leeann DiRenzo** has been hired for the position of Bus Aide Monitor replacing Gail Thibodeau who resigned. She will be paid \$12.00 an hour per the latest collective bargaining agreement.
 - ❖ **Tina Radel** has been hired for the position of Channel 2 & 3 Manager replacing Veselin Cuparic who resigned. She will be paid \$19.96 an hour per the latest working agreement.
 - ❖ **Todd Reynolds** has been hired for the position of Technology Support Technician (School Year) replacing William Riley who retired. He will be paid \$15.15 an hour per the latest working agreement.
 - ❖ **Sarah Bouchard** has been hired for the Wescott Junior High School summer school program and will be paid \$25.00 an hour per the latest collective bargaining agreement.
 - ❖ **Steve Moulen** has been hired for the Wescott Junior High School summer school program and will be paid \$25.00 an hour per the latest collective bargaining agreement.
 - ❖ **Todd Stiles** has been hired for the Wescott Junior High School summer school program and will be paid \$25.00 an hour per the latest collective bargaining agreement.
 - ❖ **Steve Garguilo** has been hired for the Wescott Junior High School summer school program and will be paid \$25.00 an hour per the latest collective bargaining agreement.
 - ❖ **Robert Radley** has been hired as the Yearbook Assistant Advisor and will be paid \$915.00 per the latest collective bargaining agreement.

- ❖ **Joseph Rickoff** has been hired as a volunteer for Freshman Football at Westbrook High School.
 - ❖ **Erin Murphy** has been hired as the First Team Field Hockey Coach at Westbrook High School and will be paid \$2,275.00 per the latest collective bargaining agreement.
 - ❖ **Cynthia Rice** has been hired for Drama Costumes at Westbrook High School and will be paid \$859 per the latest collective bargaining agreement.
- Superintendent Dr. Namin reported the following resignations:
- ❖ **Sharlene Beesley** from the position of Lead Custodian at Prides Corner School; effective June 19, 2009
 - ❖ **Meghan Pelletier** from the position of Special Ed Education Technician III at Congin School; effective June 24, 2009
 - ❖ **Deborah Springel** from the position of Civil Rights Team Co -Advisor at Westbrook High School; effective July 25, 2009
 - ❖ **Charles Miller** from the position of 7th Grade Boys Head Soccer Coach at Wescott Junior High School; effective July 23, 2009.
 - ❖ **Alicia Gardiner** from the position of Girls JV Soccer at Westbrook High School; effective August 3, 2009.
- Superintendent Dr. Namin reported the following transfers:
- ❖ **Allison Werlock** from the position of English Teacher at Westbrook High School to the position of Integration Technology Coach beginning with the 2009 - 2010 school year.
 - ❖ **Mark Ettinger** from the position of General Custodian at Congin School to the position of General Custodian at Prides Corner School.
 - ❖ **Richard McKeough** from the position of Lead Custodian at Canal School to the position of General Custodian at Congin School.
 - ❖ **Richard Turner** from the position of Lead Custodian (2nd Shift) at Canal School to the position of Lead Custodian (1st Shift) at Canal School.
 - ❖ **Jonathan Hamblton** from the position of Lead Custodian (3rd Shift) at Westbrook High School to the position of Lead Custodian (2nd Shift) at Prides Corner School.

Vice-Chair Colleen Hilton arrived at 7:07 PM

7. **PUBLIC PARTICIPATION (for agenda items only; 3 minutes per speaker - one time only)**
Jon Ross, Director of Alternative Learning and Adult Education announced that the Westbrook Adult Education program has gone out and the office will be open full time on August 24th.
8. **Superintendent's Report**
 - 8.1 **District Report**
 - 8.1.1 **Request to accept the Superintendent's Entry Plan - Action Item - Approval**
Dr. Namin presented a PowerPoint presentation of his entry plan; plan providing general goals, specific objectives, educational leadership and

new initiatives.

Motion Mrs. Hall moved and Mr. Stone seconded the motion to accept the Superintendent's Entry Plan as presented.

- **Vote:** 7 in favor - 0 opposed

Dr. Namin answered questions from School Committee on his entry plan, emergency notifications and ConnectED.

8.1.2 District Strategic Planning Bids - Informational

Dr. Namin announced that he has asked Peter Lancia, Principal, Congin School to lead the district in its immersion into the Proposed Strategic Plan. Mr. Lancia gave a PowerPoint presentation outlining the typical process for school decision making and a vision for building a plan for change and the building blocks necessary for success. The plan is to create a vision for 2012.

Motion Mr. Stone moved and Mrs. Hall seconded the motion to approve the proposal for a strategic planning facilitator with Good Group Decisions Consulting with the amount not to exceed \$18,000 and implementation of the amended language as put forth from the Finance Committee.

- **Vote:** 7 in favor - 0 opposed

Mr. Stone outlined the details of the proposal to hire a facilitator to oversee the district changes. The Finance Committee reviewed this earlier.

8.1.3 Request to Change the District Curriculum Subcommittee to the Education Programs Subcommittee - Action Item - Approval

Dr. Namin explained the request for the change that will empower the principals and allow more input from the community, staff and students.

Motion Vice-Chair Colleen Hilton moved and Chair Greg Smith seconded the motion to change the District Curriculum Subcommittee to the Education Programs Subcommittee as presented.

- **Vote:** 7 in favor - 0 opposed

8.2 School Climate and Culture Report

8.3 Personnel Report

8.4 Financial Report

8.5 Enrollment Report

Vice-Chair Colleen Hilton asked that the enrollment report show changes in enrollment as well as projected / shifting changes.

9. Chair / Committee Reports

Mrs. Hall reported on the Finance Committee which included the Superintendent's strategic plan, the contact for hiring a facilitator and energy usage and strategies for school facilities. Dr. Namin stated that he has asked Jeremy Ray, Principal, Canal School to attend training at the state on the facilities software and be the administrator for Westbrook's capital improvement database.

Brian Mazjanis, Principal, Wescott Junior High School gave an update on the new Westbrook Middle School and outlined the transition plans from the old school to the new that they have in place. Mr. Mazjanis invited the public to attend the next tour on September 30th at 3:00 PM.

10. **Student Council / Government Report(s)** - There were no reports.

11. **Old Business** - There was no Old Business.

12. **New Business**

12.1 Administrative / Teaching Nominations -

12.1.1 Assistant Principal / Wescott Junior High School - Robert Griffin

is nominated for this position replacing James O'Leary who retired. He will be paid \$78,104 per the latest administrative collective bargaining agreement. This

position was advertised within, on ServingSchools.com and the Westbrook School Department website with 42 applicants.

Mr. Griffin has a Bachelor's degree in Forensic Psychology from Castleton State College, a Master's degree in Criminology from Indiana University of Pennsylvania and has completed the Teacher Certification Program from the University of New England. He is a Maine School Leadership Network Graduate from the University of Maine in Orono and will complete a certificate of Advanced Study in Educational Leadership from the University of Maine in Orono in the summer of 2009. Mr. Griffin was employed as Principal of Sacopee Valley Middle School in Hiram, ME.

- 12.1.2 Physical Education Teacher / Wescott Junior High School - Michele Higgins** is nominated for this position replacing Michael Loveless who resigned. She will be paid on step 3 of the Master's / Bachelor's + 30 scale per the latest collective bargaining agreement. This position was advertised within, on ServingSchools.com and the Westbrook School Department website with 47 applicants.

Ms. Higgins has a Bachelor's degree in Sports and Fitness Management from the University of New England and a Master's degree in Physical Education with a Concentration in Sports Management from Old Dominion University. She was a Special Education Ed Tech II at Gorham High School.

- 12.1.3 Social Worker / Wescott Junior High School - Renee Williams** is nominated for this position replacing Elizabeth Carmody who retired. She will be paid on step 16 of the Master's / Bachelor's + 30 scale per the latest collective bargaining agreement. This position was advertised within, on ServingSchools.com and the Westbrook School Department website with 38 applicants.

Ms. Williams has a Bachelor's of Arts degree from the University of Maine in Orono and a Master's degree in Social Work from the University of New England. She was a Clinical Consultant for Opportunity Farm in New Gloucester, Maine.

- 12.1.4 Electricity Instructor / Westbrook Regional Vocational Center - Gregory Cushman** is nominated for this position replacing David Moon who retired. He will be paid on step 9 of the Bachelor's scale per the latest collective bargaining agreement. This position was advertised within, on ServingSchools.com and the Westbrook School Department website with 4 applicants.

Mr. Cushman has an Associate's degree in Electrical Construction and Maintenance from Northern Maine Community College. He was owner electrician for C & W Electric, Inc.

- 12.1.5 Math Teacher / Westbrook High School - Jason Phelps** is nominated for this position replacing Melanie Tilton who resigned. He will be paid on step 0 of the Bachelor's scale per the latest collective bargaining agreement. This position was advertised within, on ServingSchools.com and the Westbrook School Department website with 19 applicants.

Mr. Phelps has a Bachelor's in Mathematics from the Ohio State University. He was a long term substitute math teacher at Greely High School.

- 12.1.6 Special Education Resource Teacher / Westbrook High School - Carrie Callahan** is nominated for this position which is needed to meet the needs for current enrollments at Westbrook High School. She will be paid on step 2 of the Master's / Bachelor's+30 scale per the latest collective bargaining agreement. This position was advertised within, on ServingSchools.com and the Westbrook School Department website with 15 applicants.

Ms. Callahan has a Bachelor's degree in Communications and a Bachelor's degree in Social Studies from Central Connecticut State University and a Master's degree in Special Education from the University of Southern Maine. She was a Westbrook Regional Vocational Center Social Studies Teacher.

- 12.1.7 Performing Arts Center Manager - Jamie Grant** is nominated for this new position at the new Westbrook Middle School. He will be paid \$45,000 (pro-rated at half time beginning October 1, 2009 and full time beginning January 1, 2010). This position was advertised within, on ServingSchools.com and the Westbrook School Department website with 50 applicants.

Mr. Grant has a Bachelor's degree in Theatre from the University of Southern Maine and a Master's of Fine Art in Design from New York University. He was the Technical Director at Waynflete School.

- 12.1.8 Freshman English Teacher / Westbrook High School - Brian Flynn, Jr.** is nominated for this position replacing Allison Werlock who took another position. He will be paid on step 26 of the Bachelor's scale per the latest collective bargaining agreement. This position was advertised within, on ServingSchools.com and the Westbrook School Department website with 47 applicants

Mr. Flynn has a Bachelor's degree in Theatre / English from Bates College. He was an English Teacher at Messalonskee High School in Oakland, ME.

- 12.1.9 ELL Teacher / Grades K - 5 - Danielle Lakatos-Norton** is nominated for this new position to be paid from AARA monies. She will be paid on step 7 of the Master's / Bachelor's + 30 scale per the latest collective bargaining agreement. This position was advertised within, on ServingSchools.com and the Westbrook School Department website with 15 applicants

Ms. Lakatos-Norton has a Bachelor's degree in Elementary Education from the University of Maine in Farmington and a Master's degree in Literacy Education with a concentration in ESL from the University of Southern Maine. She was the District ELL Coordinator and Teacher for MSAD#6.

Motion Vice-Chair Colleen Hilton moved and Ms. Bearor seconded the motion to approve the administrative / teaching nominations as presented.

- **Vote: 7 in favor - 0 opposed**

- 13. Public Participation (any school related matter; 3 minutes per speaker; one time only) -** Jeremy Ray, Principal, Canal School invited School Committee to attend Canal's back to school BBQ on August 27th. Mr. Ray notified parents that they need not purchase a backpack for their student as the Vineyard Church is supplying over 200 new backpacks (one for each student) to the students at Canal School. Peter Lancia, Principal, Congin School invited School Committee to attend the Congin and Prides Corner Open Houses followed by a combined BBQ on August 27th. Mr. Symbol requested that School Committee receive laptops and city council as well with dedicated email addresses. The intent would be to email the School Committee packet that would save time and money and be more eco friendly. Marc Gousse, Principal, Westbrook High School announced his back to school activities. Janet Crawford, Principal, Prides Corner School announced that the Prides Corner walking trail will be open on September 18th. Mrs. Crawford invited the community and School Committee to attend. Brian Mazjanis, Principal, Wescott Junior High School invited School Committee to the 6th Grade Open House and Ice Cream Social on August 27th. Kathryn Hersom, Principal, Saccarappa School noted Saccarappa's Open House will be held in September.

Vice-Chair Colleen Hilton announced she has been working with Jan Breton to offer clinics for free flu shots for children and when the H1N1 influenza vaccine is available, there will be additional free flu shots for children.

Mr. Stone announced Fall Soccer games start on September 13, 2009 and hoped that as many students would participate as possible.

14. Important Dates

August 19, 2009	Substitute Teacher Orientation	
August 20, 2009	Leadership Team Retreat	
August 21, 2009	New Support Staff Orientation	
August 27, 2009	Opening Day for Staff / In-service Day	
August 28, 2009	Staff In-service Day	
August 31, 2009	First Day of School Grades 1 - 9 only	
September 1, 2009	School-Grades 1 - 12 only; Kindergarten practice bus run	
September 2, 2009	School-Grades K - 12 only	
September 3, 2009	School-Grades K - 12 only; Pre-K practice bus run	
September 4, 2009	No school for staff and students	
September 7, 2009	Labor Day observed - No school for staff and students	
September 8, 2009	School Pre-K - Grade 12	
September 9, 2009	School Committee Meeting	Room 114 WHS

15. Announcements

16. Adjournment

Motion Mr. Stone moved and Mrs. Hall seconded the motion to adjourn; it was 8:33 PM.

- **Vote:** 7 in favor - 0 opposed