

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, Sue Bearor, Maria Dorn, Mary Hall, Alex Stone, Edward Symbol, Glenn Emery, Nick Harmon and Superintendent Dr. Reza Namin were present.
4. **ADJUSTMENTS TO THE AGENDA** - There were no adjustments.
5. **APPROVAL OF MINUTES:**
Motion Vice-Chair Colleen Hilton moved and Mrs. Hall seconded the motion to approve the minutes of August 19, 2009 as presented.
 - Vote: 7 in favor - 0 opposed
6. **COMMUNICATIONS:**
Superintendent Dr. Namin reported the following support staff hirings:
 - ❖ **Sharon Bernier** has been hired as the substitute caller Grades K - 8 and will be paid a stipend of \$3,500 (pro-rated) per the latest collective bargaining agreement.
 - ❖ **Jamie Gaudreau** has been hired as the substitute caller Grades 9 - 12 and will be paid a stipend of \$1,200 (pro-rated) per the latest collective bargaining agreement.
 - ❖ **Denise Wescott** has been hired as a Lead Custodian at Westbrook High School replacing Johnathan Hambelton who transferred to another position. She will be paid \$14.63 an hour per the latest collective bargaining agreement.
 - ❖ **Jay Morse** has been hired as a Lead Custodian at Westbrook Regional Vocational Center replacing Sherry Howe who transferred to another position. He will be paid \$14.63 an hour per the latest collective bargaining agreement.
 - ❖ **Lori Richardson** has been hired as a General Custodian at Congin School replacing Richard McKeough who retired. She will be paid \$12.55 an hour per the latest collective bargaining agreement.
 - ❖ **Christopher Strout** has been hired to teach an additional credit class of US History at the Westbrook Regional Vocational Center and will be paid a stipend of \$7,469.84 per the latest collective bargaining agreement.
 - ❖ **Mary Davis** has been hired to teach an additional credit class of Algebra 2 at the Westbrook Regional Vocational Center and will be paid a stipend of \$7,469.84 per the latest collective bargaining agreement.
 - ❖ **Marcia Gartley** has been hired as a Professional Learning Community Facilitator for Grade 7 Social Studies at Westbrook Middle School and will be paid a stipend of \$750 per the latest collective bargaining agreement.
 - ❖ **Sue Atwood** has been hired as a Professional Learning Community Facilitator for Grade 8 Social Studies at Westbrook Middle School and will be paid a stipend of \$750 per the latest collective bargaining agreement.

- ❖ **Kathy Young** has been hired as a 2nd Year mentor and will be paid a stipend of \$550 per the latest collective bargaining agreement.
- ❖ **Linda Stanley** has been hired as a 1st Year mentor and will be paid a stipend of \$550 per the latest collective bargaining agreement.
- ❖ **Valentina Raytcheva** has been hired as a 1st Year mentor and will be paid a stipend of \$550 per the latest collective bargaining agreement.
- ❖ **Thomas Varney** has been hired as a coach for JV Golf at Westbrook High School and will be paid a stipend of \$1,300 per the latest collective bargaining agreement.
- ❖ **Jalissa Bryant** has been hired as a coach for Girls Junior Varsity Soccer at Westbrook High School and will be paid a stipend of \$2,437.50 per the latest collective bargaining agreement.
- ❖ **Mark Karter** has been hired as a coach for 8th Grade Football at Westbrook Middle School and will be paid a stipend of \$3,050 per the latest collective bargaining agreement.
- ❖ **Joseph Rickoff** has been hired as a coach for 7th Grade Football at Westbrook Middle School and will be paid a stipend of 2,337.50 per the latest collective bargaining agreement.
- ❖ **Ryan Luce** has been hired as an assistant coach for 7th / 8th Grade Football at Westbrook Middle School and will be paid a stipend of \$1,750 per the latest collective bargaining agreement.
- ❖ **Brian Flynn** has been hired as a Freshman Team Leader at Westbrook High School and will be paid a stipend of \$1,219.56 (4% responsibility) per the latest collective bargaining agreement.
- ❖ **Jon Delano** has been hired as a coach for 6th / 7th Grade Boys Soccer at Westbrook Middle School and will be paid a stipend of \$2,200 per the latest collective bargaining agreement.
- ❖ **Sarah Bouchard** has been hired for the Saturday Academy at Westbrook Middle School and will be paid an hourly rate of \$26.00 per the latest collective bargaining agreement.
- ❖ **Allison McCorry** has been hired for the Saturday Academy at Westbrook Middle School and will be paid an hourly rate of \$26.00 per the latest collective bargaining agreement.

Superintendent Dr. Namin reported the following resignations:

- ❖ **Craig Aham** from the position of Emergency Aide at Congin School; effective July 31, 2009.
- ❖ **Jennifer Welsh** from the position of ESL Ed Tech III at Westbrook High School; effective August 20, 2009.
- ❖ **Richard McKeough** from the position of General Custodian at Congin School; effective September 2, 2009.

Superintendent Dr. Namin reported the following transfers:

- ❖ **Susan Legere** from the position of Special Education Ed Tech III (FLS) at Congin to the position of Special Education Ed Tech III at Prides Corner School.
- ❖ **Jacquelyn Smith** from the position of Special Education Ed Tech III (ED) at Westbrook Middle School to the position of Special Education Ed Tech III (FLS) at Congin School.
- ❖ **Marlene Larrivee** from the position of Special Education Ed Tech I (Composite) at Saccarappa School to the position of Special Education Ed Tech I (FLS) at Prides Corner School.
- ❖ **Mary Weston** from the position of Special Education Ed Tech III (Composite) at Canal School to the position of Special Education Ed Tech III (ED) at Canal School.
- ❖ **Lisa Sanderson** from the position of Special Education Ed Tech II (Composite) at Saccarappa School to the position of Special Education Ed Tech II (Composite) at Canal School.

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

8. **Superintendent's Report**

8.1 **District Report**

Superintendent Dr. Namin introduced Peter Lancia, Principal, Congin School who spoke about the Superintendent's Strategic Plan. Mr. Lancia introduced Craig Freshley and Carrie Sands from Good Group Decisions who will be working with the Westbrook School Department throughout the year.

Mr. Freshley spoke about his company and the work that he will do with the Westbrook School Department; the planning, the process and involvement.

Chair Greg Smith asked Superintendent Dr. Namin to bring forth the list of members of the Strategic Planning Committee to the next School Committee meeting for School Committee to vote on.

Superintendent Dr. Namin congratulated Captain Tom Roth for his recognition by the Justice Department for the work that he has done on underage drinking.

Superintendent Dr. Namin announced that he has been working with the Superintendent of Schools of Portland and South Portland to establish alliances. The possibilities being explored are transportation, combination of a single virtual high school and staff development.

Superintendent Dr. Namin explained that information has been placed on the school's web site regarding school flu vaccinations. He encouraged parents to forward their permissions slips to their child's school. He also asked parents to contact him if they had questions or needed more information.

Superintendent Dr. Namin thanked the principals and school secretaries for the great job they are doing reporting attendance on ConnectED. ConnectEd allows the schools to notify parents about the absence of their child.

8.2 **School Climate and Culture Report**

- 8.2.1** Peter Lancia, Principal, Congin School introduced Gregory Morse, a 5th grader at Congin School, who spoke about activities in his classroom and the entire school during the first week of school.
- 8.2.2** Jeremy Ray, Principal, Canal School introduced Gabrielle Begos, a 4th grader at Canal School, who spoke about the Open House / BBQ and the backpacks filled with supplies that were donated from the Vineyard Church for every student.
- 8.2.3** Janet Crawford, Principal, Prides Corner School introduced Chiara Hall and Abigayle Milewski, 2nd graders at Prides Corner School, who spoke about the new lunch and recess schedule. They invited School Committee to attend the opening of the Panda Trail on Friday, September 18th at 10:00 AM.
- 8.2.4** Debbie Peck, Director of Special Services gave a district wide overview of the special services and 504. She explained that IEP's are now done prior to the start of school which makes a smoother transition as the year begins. Ms. Peck spoke about the varied languages spoken in the Westbrook School Department and the ESOL program. There are 22 ESOL students beyond what Westbrook had last year.

Superintendent Dr. Namin displayed the contents of the school "Go Bags" that will be given to personnel for their rooms to utilize in the event of an emergency. Ms. Peck explained that some of her students will be putting together the bags tomorrow.

8.3 Personnel Report

Superintendent Dr. Namin announced the retirement of Penny Esposito, Director of Transportation; effective December 31, 2009. He thanked her for her 22 years of service.

Superintendent Dr. Namin thanked everyone for attending the new employee reception prior to the School Committee. Dr. Namin expressed his wish to do this at the beginning of every school year.

8.4 Financial Report

Superintendent Dr. Namin referred to his financial report contained in the School Committee packet.

8.5 Enrollment Report

Superintendent Dr. Namin referred to the enrollment report contained in the School Committee packet.

Ms. Bearor thanked Superintendent Dr. Namin for all the reports and information contained in his Superintendent's Report.

Superintendent Dr. Namin announced that he is working on creating a newsletter called Fresh Air and he spoke about the new web page that he has designed himself; saving the school department \$20,000. He spoke about the various components that will be on the web site to serve students, staff, parents and community. Dr. Namin discussed ConnectEd and the message that has been placed on the web site.

Mr. Symbol thanked Todd Sampson, Athletic & Activities Director for the Saturday meeting with donuts. He said it was not well attended but is a great monthly meeting that facilitated an informal discussion on Class A and Class B sports.

9. Chair / Committee Reports -

Superintendent Dr. Namin announced that the Policy Committee (5:30 - 6:30 PM) and Educational Programs (6:30 - 7:30 PM) Committee will hold their first meeting on September 15th at the Westbrook Regional Vocational Center in the conference room.

10. Student Council / Government Report(s) - There were no reports.**11. Old Business -** There was no Old Business.**12. New Business -** There was no New Business.**13. Public Participation (any school related matter; 3 minutes per speaker; one time only) -**

Vice-Chair Colleen Hilton extended her condolences to the family of John Cottrell who passed away. John was a great supported of the schools and the community. His daughter Kate served on the School Committee as a student representative.

Superintendent Dr. Namin congratulated Nick Harmon for getting a perfect score in AP Chemistry.

Mr. Stone announced that the Westbrook Recreation Department soccer program would begin on Sunday and there is still plenty of time to sign up.

Mrs. Hall thanked Penny Esposito for her work over the years.

Mrs. Hall welcomed back students, staff and administrators to a new school year.

Mrs. Hall thanked Dr. Namin for providing laptops to School Committee members.

14. Important Dates

Sept. 4		No school for staff and students	
Sept. 7		Labor Day observed - No school for staff and students	
Sept. 8		School Pre-K - Grade 12	
Sept. 9	6:30 PM	Reception for New Hires	WHS Principal's Foyer
Sept. 9	7:00 PM	School Committee Meeting	Room 114 WHS
Sept. 14	7:00 PM	Transportation Committee Meeting	Central Office
Sept. 15	5:30 PM	Policy Committee Meeting	Vocational Conference RM
Sept. 15	6:30 PM	Education Programs Mtg	Vocational Conference RM

15. Announcements**16. Adjournment**

- Motion Ms. Bearor moved and Mr. Stone seconded the motion to adjourn; it was 7:56 PM.
- Vote: 7 in favor - 0 opposed