

**Wilmington Board of Education  
November 9, 2016 Meeting Minutes  
Town Office Building, Lower Level Conference Room  
(unofficial until Board approval)**

Audio Recording    no  
Notes Taken        yes

**Members present at meeting:**

Michelle Doucette Cunningham  
Ann Grosjean  
Melissa McKinnon  
Marybeth Wallett  
Erika Wiecenski

**Members absent at meeting:**

Herb Arico

Also present: Interim Superintendent of Schools Jacqueline J. Jacoby, Ed. D., Center Elementary School Principal Phil Stevens, Hall Memorial School Principal Ken Craig, Center School Nurse Lynne Fox.

**1. Call to Order at 7:07 p.m.        by Erika Wiecenski**

**2. Presentations**

**KENSA Smart Thermometer, Center School Nurse Lynne Fox, RN- FLUency program overview for Center School. 1 of 500 schools selected in the country.**

Smarter Balanced Assessment (SBAC)-Center Elementary School Principal Phil Stevens and Hall Memorial School Principal Ken Craig  
**Data from the SBAC was presented and discussed. District Priorities and actions steps for continued growth and improvements were presented.** Results may be viewed on the Wilmington Public Schools' website at  
[http://wilmington.ss10.sharpschool.com/UserFiles/Servers/Server\\_414853/File/Willington/BOE%20SBAC%20Presentation.pdf](http://wilmington.ss10.sharpschool.com/UserFiles/Servers/Server_414853/File/Willington/BOE%20SBAC%20Presentation.pdf)

**3. Present to speak – N/A**

**4. Communications (communications available for review in the Superintendent's Office)**

Letters from A Sentinel Party, Margaret Roberts- Erika Wiecenski discussed these letters during New Business.

## 5. Superintendent Reports-

Dr. Jacoby met with about 50 people, including teachers and staff, to gather information regarding the school system. Overall themes included curriculum, facilities and the small supportive environment in Wellington.

## 6. Committee Reports

Finance: BOE Expenditure Report- available every month online

Policy: Food Allergy policy being developed; 2000 Administration policy being updated; Reviewing/Developing Technology/Social media policy

## 7. New Business

### A. Fill Board Vacancy-

Erika Wiecenski reviewed the three letters received regarding Margaret Roberts to fill the current Board vacancy.

**MOTION**: by Marybeth Wallett to nominate Margaret Roberts to fill board vacancy

**Seconded by** Erika Wiecenski

**VOTE:** Yes

Michelle Doucette Cunningham  
Ann Grosjean  
Melissa McKinnon  
Marybeth Wallett  
Erika Wiecenski

**Motion** Passed

### B. Monthly Financial Review (Financial report available online at

[http://willington.ss10.sharpschool.com/UserFiles/Servers/Server\\_414853/Image/10.2016%20Monthly%20Expenditure.pdf](http://willington.ss10.sharpschool.com/UserFiles/Servers/Server_414853/Image/10.2016%20Monthly%20Expenditure.pdf)

The October 2016 financial report was reviewed.

### C. Approve minutes of 10/11/2016 (Meeting minutes available on website)

**MOTION:** by Michelle Doucette Cunningham to approve the BOE minutes of 10/11/2016 with amendment: Request to change details made to transfers to include dollar amount and account name

Seconded by Erika Wiecenski

**VOTE:**

Yes

Michelle Doucette Cunningham

Ann Grosjean

Marybeth Wallett

Erika Wiecenski

Abstain

Melissa McKinnon

**Motion** Passed

**D. Approve BOE 13 month meeting calendar**

**MOTION:** by Erika Wiecenski to approve the BOE 13 month meeting calendar with the change of meeting date April 11, 2017 to April 18, 2017 due to the April break.

Seconded by Marybeth Wallett

**VOTE:**

Yes

Michelle Doucette Cunningham

Ann Grosjean

Melissa McKinnon

Marybeth Wallett

Erika Wiecenski

**Motion** Passed

**E. Proposed 2016-2017 budget timeline (Budget timeline available on website)**

**MOTION:** by Erika Wiecenski to approve the budget timeline.

Seconded by Michelle Doucette Cunningham

**VOTE:**

Yes

Michelle Doucette Cunningham

Ann Grosjean

Melissa McKinnon  
Marybeth Wallett  
Erika Wiecenski

**Motion** Passed

**F. Approve Recording Secretary**

**MOTION:** by Erika Wiecenski to approve the addition of a recording secretary, with the agreement that the meetings will still be audio recorded.

Seconded by Marybeth Wallett

**VOTE:**

Yes

Michelle Doucette Cunningham  
Ann Grosjean  
Melissa McKinnon  
Marybeth Wallett  
Erika Wiecenski

**Motion** Passed

**8. BOE Retreat November 16, 2016 at 5:30pm at the Willington Public Library**

**9. Present to Speak**

Robert Jellen- Mr. Jellen is on the Region 19 BOE. He asked if teachers from E.O Smith are still connecting with teachers from Ashford, Willington, and Mansfield to share information about their disciplines?

**10. Board comments**

**Michelle Doucette Cunningham** appreciates Dr. Jacoby reaching out to over 50 people to gather information.

**Ann Grosjean** welcomed Margaret "Peggy" Roberts to the BOE and thanked Lynne Fox, Mr. Stevens and Mr. Craig for presenting.

**Melissa McKinnon** thanked Dr. Jacoby for the work she has been doing. Also, the PTA Bake sale: \$1,550 from sales, \$70.92 in donations, and a \$148 check to the Willington Scholarship Foundation. People were very generous.

**Marybeth Wallett** welcomed Peggy and thanked the administrators, including Dr. Jacoby, for their work.

**Erika Wiecenski** thanked administrators for work on SBAC scores and Lynne Fox for bringing the program to Center, and she thanked the new member of the BOE for joining.

10. Adjournment at 8:48 p.m.

Meeting minutes submitted by Recording Secretary, Cinnamon Adams