MINUTES OF MEETING

1. **Call to Order** - Chair Andrea Mancuso called the meeting to order; it was 7:00 pm.

2. **Pledge of Allegiance**

3. **Roll Call** - Allison, Brunette, Erin Cavallaro, Noreen Poitras, Brooke Reed, Dr. Flynn Ross Vice-Chair Katy Rice, Chair Andrea Mancuso, Representative Jamila Mohamed Ahmed, Student Representative Tina Nguyen, and Superintendent Dr. Peter Lancia were present.

4. **Land Acknowledgement Statement** - Ms. Cavallaro read the Land Acknowledgement statement.

5. **Adjustments to the Agenda** - There were no adjustments

6. **Approval of Minutes** - December 10, 2025 and December 18, 2025

MOTION **Ms. Cavallaro moved and Mrs. Poitras seconded the motion to approve the minutes of December 10, 2025 and December 18, 2025 as presented**

Chair Andrea Mancuso requested that the minutes of December 18, 2025 reflect that Vice-Chair Katy Rice moved and Ms. Cavallaro moved to recess into executive session, pursuant to 1 M.R.S.A. § 405(6)(A), to discuss a personnel matter and adjourn directly from that meeting and the vote was 7 in favor and 0 opposed

- Vote: **6 in favor - Dr. Flynn Ross abstained**

7. **Communications / Correspondence** -
Superintendent Dr. Peter Lancia reported the following hirings:

- **Tiffanie Panagakos** has been hired as an Administrative Assistant (8 hr / day) at Westbrook Middle School. She will be paid $26.51 / hr (based on 10 years' of credit) for the 2025 - 2026 school year.

- **Mariah Bresette** has been hired as an Education Technician I / Noon Duty Aide (3 hr / day) at Saccarappa School. She will be paid $21.86 / hr (based on 2 years' of credit) for the 2025 - 2026 school year.

- **Eben Thomas** has been hired as an Education Technician III / Special Education (7 hr / day) at Westbrook Middle School. He will be paid $22.15 / hr (base scale) and an additional .75 cents for the 2025 - 2026 school year.

- **Kasey DeBery** has been hired for College Knowledge at Canal School and will be paid a stipend of $400 (Account # 1000-9100-1230-51500-010-000000 Intramurals)) per the latest collective bargaining agreement for the 2025 - 2026 school year.

- **Sandy Beesley** has been hired for the Game Club at Canal School and will be paid a stipend of $500 (Account # 1000-9100-1230-51500-010-000000 Intramurals) per the latest collective bargaining agreement for the 2025 - 2026 school year.

- **Mahmed Sharif** has been hired as the Indoor Track Boys Varsity Head Coach at Westbrook High School and will be paid a stipend of $5,083.39 (Account # 1000-9600-1230-51540-300-000000 WHS Stipends - Athletic) per the latest collective bargaining agreement for the 2025 - 2026 school year.

- **Andy Coloumbe** has been hired as the Baseball Varsity Head Coach at Westbrook High School and will be paid a stipend of $5,083.39 (Account # 1000-9600-1230-51540-300-000000 WHS Stipends - Athletic) per the latest collective bargaining agreement for the 2025 - 2026 school year.

- **Allison Carmichael** has been hired as a Unified Basketball Assistant Coach at Westbrook High School and will be paid a stipend of $1,633.95 (Account # 1000-9600-1230-51540-300-000000 WHS Stipends - Athletic) per the latest collective bargaining agreement for the 2025 - 2026 school year.

- **Kellie Hall** has been hired as the Weight Training Advisor Session 1 at Westbrook High School and will be paid a stipend of $765 (Account # 1000-9600-1230-51540-300-000000 WHS Stipends - Athletic) per the latest collective bargaining agreement for the 2025 - 2026 school year.

- **Kellie Hall** has been hired as the Weight Training Advisor Session 2 at Westbrook High School and will be paid a stipend of $765 (Account # 1000-9600-1230-51540-300-000000 WHS Stipends - Athletic) per the latest collective bargaining agreement for the 2025 - 2026 school year.

- **Kyle Smith** has been hired as the Jazz Band 1 Director at Westbrook High School and will be paid a stipend of $3,400 (Account # 1000-1200-1210-51550-300-000000 Extra Curricular and Cocurricular Stipends) per the latest collective bargaining agreement for the 2025 - 2026 school year.

- **Joey Hendricks** has been hired as the Jazz Band 2 Director at Westbrook High School and will be paid a stipend of $1,900 (Account # 1000-1200-1210-51550-300-000000 Extra Curricular and Cocurricular Stipends) per the latest collective bargaining agreement for the 2025 - 2026 school year.

- **Kyle Smith** has been hired as the Jazz Combo Director at Westbrook High School and will be paid a stipend of $1,900 (Account # 1000-1200-1210-51550-300-000000 Extra Curricular and Cocurricular Stipends) per the latest collective bargaining agreement for the 2025 - 2026 school year.

- **Sue Proulx** has been hired as the Jazz Choir Director at Westbrook High School and will be paid a stipend of $1,900 (Account # 1000-1200-1210-51550-300-000000 Extra Curricular and Cocurricular Stipends) per the latest collective bargaining agreement for the 2025 - 2026 school year.

- **Krystle Smith** has been hired as the Jazz Band Director at Westbrook Middle School and will be paid a stipend of $1,700 (Account # 1000-1150-1210-51550-060-000000 Extra Curricular and Cocurricular Stipends) per the latest collective bargaining agreement for the 2025 - 2026 school year.

- **Kyle Smith, Sue Proulx, Krystle Smith and Delaney Randall** have been hired as Chaperones for the Festivals will be paid a stipend of $300 each (Account # 1000-1200-1210-51550-300-000000 Extra Curricular and Cocurricular Stipends) per the latest collective bargaining agreement for the 2025 - 2026 school year.

Superintendent Dr. Peter Lancia reported the following resignations:

- **Polly Mueller** from the position of Education Technician III / Special Education at Saccarappa School; effective December 13, 2025.

- **Samia Chaaban** from the position of School Nutrition Cook (7.5 hr / day) at Westbrook High School effective January 4, 2026.

- **Victoria Boutin** from the position of Administrative Assistant at Westbrook High School effective January 9, 2026.

Superintendent Dr. Peter Lancia noted that Michael Russell has stepped down from the Unified Basketball Head Coach position and this stipend position will be reposted.

8. **Public Participation (for agenda items only; 3 minutes per speaker - one time only)** - There was no public participation at this time

9. Superintendent's Report -

Superintendent Dr. Peter Lancia welcomed everyone back from winter vacation and Happy New Year.

- **School Nutrition Halal Meal Certification**
  School Nutrition Director Mary Emerson announced that all Westbrook schools have successfully obtained third-party halal certification which ensures that all halal meal options meet rigorous standards. Westbrook is among the first in the country to receive this certification.

  Chair Andrea Mancuso thanked Ms. Emerson and her school nutrition staff for their work on this specialized training and certification of all halal meal options.

- **WRVC Recruiting Video and Enrollment Information**
  WRVC Director, Gloria Noyes showed the WRVC's new recruiting video to outline the courses and opportunities for students with many of the current students speaking about their successes and ongoing learning.

- **FY27 Budget Development Information**
  Superintendent Dr. Peter Lancia provided information on the upcoming development of the FY27 school budget.

10. **Chair / Committee Reports -**

School Committee Chair Report - Chair Andrea Mancuso announced the placement of School Committees in sub committees for the 2026 year.

Finance Committee: Committee Chair Noreen Poitras, members Ms. Cavallaro and Mrs. Brunette
Facilities Committee: Committee Chair Brooke Reed, member Vice-Chair Katy Rice
Educational Programs Committee: Committee Chair, Vice-Chair Katy Rice, member Dr. Flynn Ross
Policy Committee: Committee Chair Ms. Cavallaro and member School Committee Chair Andrea Mancuso

Chair Andrea Mancuso announced that School Committee will meet in a workshop on January 28, 2026 as part of their annual orientation, to review the legal rights and responsibilities of the School Committee and to establish goals.

Student Council / Government Report(s) - Student Representative Tina Nguyen wished everyone a happy new year. She reported that the high school had a bottle drive and was able to provide 60 families with a gift card to Hannaford. Mid-term exams are happening at the high school and 8th graders will be visiting WRVC to see the many course offerings first hand.

Representative Jamila Mohamed Ahmed reported NWEA testing at Saccarappa School and a manners night at the school on January 29th. At Congin students are earning stickers for their growth mindset and game club will begin soon. Canal students will be doing access testing and have a family bingo night as well as their annual spaghetti dinner on February 7th.

Finance Report - Chair Andrea Mancuso announced that the cancelled Finance Committee meeting, due to a storm, has been rescheduled to January 21, 2026 at 6:15 at Central Office.

Chair Andrea Mancuso reminded School Committee that the committee of the whole will be involved with the budget deliberations from the beginning.

Policy Report - Chair Andrea Mancuso explained that they looked at the homework policy which is outdated and would like the leadership team to review it. The reviewed a long list of retention schedules and will bring those policies forward to the next School Committee meeting. Policy KEB Complaints Against School Personnel was referred back to the Policy Committee to review recommendations from the MSMA model policy.

Ed Programs Report - Vice-Chair Katy Rice had a presentation by Assistant Superintendent Dr. Kim O'Donnell on pre-K programming ideas and classroom structure with more details to come.

Superintendent Dr. Peter Lancia discussed intervention programming plans which would include a curriculum coordinator to meet the challenge of reduced funding in the Title I program.

Vice-Chair Katy Rice reported on the new course proposals at Westbrook High School presented by Co-Principal Wendy Harvey. The new proposed coursed include revising its course sequence of math courses, and new US History and Academic World Studies 2 courses. WRVC Director Gloria Noyes recommended a CTE Exploratory course and a CTE Cooperative Education to provide students with community based placements; additionally, a new Cybersecurity program which is a computer design program rebranded.

Facilities Report - The next meeting is scheduled for Wednesday, January 17, 2026 at Congin School at 5:00 PM

Cellphone Committee - Ms. Cavallaro who chairs this committee is working with Co-Principal Patrick Colgan to develop a revised cellphone policy for the high school. They will be surveying high school staff and students, have discussions with vendors to explore cellphone software and doing community forums for input.

Community Athletics - Vice-Chair Katy Rice will chair this advisory committee

Transportation -Chair Andrea Mancuso will chair this committee and Ms. Reed will be a member

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

12. **New Business**
    12.1 Request to recess into executive session, pursuant to 1 M.R.S.A. § 405(6)(A), to discuss a personnel matter - Action Item - Approval

MOTION Chair Andrea Mancuso moved and Mrs. Poitras seconded the motion to recess into executive session, pursuant to 1 M.R.S.A. § 405(6)(A), to discuss a personnel matter; the session to include present School Committee members, Human Resources Director Martha Sumner, Assistant Superintendent of Finance Dr. Brian Mazjanis and Superintendent Dr. Peter Lancia

❖ Vote: 7 in favor - 0 opposed

Chair Andrea Mancuso announced School Committee was back in a public meeting and requested an adjustment to the agenda and add 12.2 Authorize the Superintendent to sign an agreement as discussed in executive session and to carryout the terms of the agreement - Action Item - First and final approval

MOTION Vice-Chair Katy Rice moved and Ms. Cavallaro seconded the motion to add 12.2 Authorize the Superintendent to sign an agreement as discussed in executive session and to carry out the terms of the agreement - Action Item - First and final approval

❖ Vote: 7 in favor - 0 opposed

12.2. Authorize the Superintendent to sign an agreement as discussed in executive session and to carry out the terms of the agreement - Action Item - First and final approval

MOTION Vice-Chair Katy Rice moved and Ms. Cavallaro seconded the motion to authorize the Superintendent to sign an agreement as discussed in executive session and to carry out the terms of the agreement for first and final approval

❖ Vote: 7 in favor - 0 opposed

13. Important Dates -

Jan	19		Martin Luther King Jr. Day - No School	
Jan	21	5:00 PM	Facilities Committee Meeting	Congin School
Jan	21	6:15 PM	Finance Committee Meeting	Central Office
Jan	28	5:00 PM	Policy Committee Meeting	Central Office
Jan	28	6:30 PM	School Committee Annual Workshop	Central Office
Feb	4	5:00 PM	Finance Committee Meeting	Central Office
Feb	11	5:00 PM	Educational Programs Committee Meeting	Central Office
Feb	11	7:00 PM	School Committee Meeting	Room 114 WHS
Feb	16-20		School Vacation	
Feb	23	6:00 PM	Joint School Committee / City Council Mtg	Room 114 WHS
Feb	25	5:00 PM	Facilities Committee Meeting	WRVC

14. Public Participation (any school related matter; 3 minutes per speaker; one time only) - There was no public participation

15. Announcements - There were no announcements

16. Adjournment -

MOTION Vice-Chair Katy Rice moved and Mrs. Reed seconded the motion to adjourn

- Vote: 7 in favor - 0 opposed

Andrea Mancuso, Chair

Peter Lancia, Ph. D., Secretary