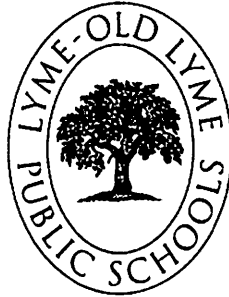


LYME-OLD LYME PUBLIC SCHOOLS

Small Schools, Big Ideas



Challenging * Achieving * Excelling

REGION #18

Regular Board of Education Meeting

Center School

March 2, 2016

Board Present: Michelle Roche, Chairwoman; Beth Jones, Vice Chair; Jean Wilczynski, Treasurer; Rick Goulding, Secretary; Erick Cushman; Diane Linderman; Nancy Lucas Edson; Mary Powell St. Louis; Stacy Winchell

Administration Present: Ian Neviaser, Superintendent of Schools; Elizabeth Borden, Director of Curriculum; James Cavalieri, Principal of Lyme School; Heather Fitzgibbons, Interim Assistant Principal of Lyme-Old Lyme High School; Nancy Johnston, Director of Special Services; Holly McCalla, Business Manager; John Rhodes, Director of Facilities & Technology; James Wygonik, Principal of Lyme-Old Lyme High School

Others Present: Jennifer Harvill, AFT Representative; Mercedes Alger, Lyme School elementary teacher; Silja Forstein and Gabe Barclay, High School Student Representatives; one towns person from LOL

I. Call to Order

The meeting was called to order at 6:35 p.m.

II. Approval of Minutes

MOTION: Mrs. Powell St. Louis made a motion, which was seconded by Mrs. Lucas Edson, to approve the minutes of Special Meeting of February 3, 2016 and Regular Meeting of February 3, 2016.

VOTE: the Board voted unanimously in favor of the motion.

III. Visitors

1. Report from Student Representatives

Silja Forstein and Gabe Barclay reported on the following activities taking place at the schools:

49 Lyme Street, Old Lyme, Connecticut 06371

T: 860-434-7238 F: 860-434-9959 E: neviaseri@region18.org www.region18.org

At LOLHS: On March 2, the juniors took the SAT's, the sophomores took the science CAPT test, and the freshmen took the practice science CAPT exam. For the third year in a row, the Art Department has been awarded the "Judy Streeter Outstanding School Award" by the Shoreline Arts Alliance. The Alliance is comprised of 24 shoreline towns. Silja Forstein (Board of Ed student representative) earned a first place distinction in the painting category. At last weekend's Class S state championship gymnastics meet, the girls team finished second in the State of Connecticut. The boys 4x400 relay team competed at the New England indoor track meet on Sunday. They broke the school record with a time of 3:34.72, coming in 17th place in all of New England. The girls and boys basketball teams have both qualified for post season play. This Friday, the school will host a prospective student day that will provide an opportunity for families not currently enrolled in the LOL schools a chance to tour the high school and have an informational session. Last Thursday, the current 8th grade students and their parents, the class of 2020, participated in an orientation presentation about the transition process from middle school to high school. The Old Lyme Players will perform "Hello Dolly" on March 10 through 13. Tickets for all performances are available.

At Lyme Consolidated School: On February 11, students participated in the annual "Healthy Heart Day." This is when each class does continuous activities for 30 minutes. Students also get pledge donations for the American Heart Association. This year Lyme School raised over \$6,000. Thanks were extended to Bonnie Ambruso, physical education teacher, and student teacher, Eric McGlone, for organizing this event. On February 22, two 5th graders (Maddie McCulloch and Cole Dobratz) were recognized at the C.A.S. 17th Annual Celebration of the Arts Dinner. On March 2, the school celebrated "Read Across America Day." Each of the 12 classrooms had a special guest reader. The students then participated in literacy activities. The District Art Show opening will be held on March 17 from 4:00 p.m. to 7:00 p.m. at the Lyme Academy College of Fine Arts. On March 23, students will hold a "Young Author's Day." All students get to spend 45 minutes with a visiting author, and they will also dress up as their favorite book character. At the end of the school day, the school holds a character parade and quiz show. During the last week of March, many of the 5th graders will take part in the "Invention Convention." This program is supervised by Talented and Gifted teacher Nila Kaczor.

At Lyme-Old Lyme Middle School: The Lion King. Jr. practically sold out each showing where 85 students participated on or behind stage with much help from parent volunteers. A shout-out was given to Jen Skelly, 7th grade science teacher, for all of her work on the set and props. The joint middle school/high school band concert took place, and the 8th grade band performed remarkably. Two hundred twenty students attended the PTO sponsored activity night last Friday. Crazy hair, open gym, crafts, and much more were offered - and over 70 gift cards were raffled off. The PTO and parent volunteers, who made this fun-filled night possible for the kids, were thanked. CMT testing begins next week with the 8th grade. Pam Russell, foreign language teacher, has finalized all international travel plans for the Paris trip which commences on April 1.

At Mile Creek School: Over the past month, Mile Creek classroom teachers met with their Lyme Consolidated counterparts for grade-level meetings. These meetings allowed for discussions around curriculum and effective teaching practices. The kindergarten class went to Bureau's Sugar House to complement their unit of study and to learn about the process of harvesting and processing the sap from maple trees. PTO's Ace program starts today for grades K-2. Today Mile Creek celebrated Dr. Seuss' birthday and Read Across America. There were many esteemed visitors including: Mr. Neviaser, Officer Marty Lane, retired teachers (Diane Bates and Barbara Rayel); LOLHS students; members of the Old Lyme Fire Department; and State Representative Devon Carney. Thanks were extended to the librarian, Diana Marchese, for organizing this event. On March 17 and 18, the 3rd grade will be presenting a musical production, "Hopping Into Spring." The 5th graders have been working with mentors from the LOL community and on March 30 and 31, they will be holding their Invention Convention.

2. Public Comment

There was no public comment.

IV. Administrative Reports

1. Superintendent's Report

Mr. Neviaser reported on a parent and student math workshop that would take place on March 3 at 6:45 p.m. in the middle school auditorium.

Mr. Neviaser reported that Center School and Lyme Consolidated School were identified by the State Department of Education as Schools of Distinction (high performance either overall or for the high needs subgroup).

Mr. Neviaser reviewed the personnel report which reflected the upcoming retirement (September 1, 2016) of Nancy Johnston, Director of Special Services, and the resignation of Patrick Shaw, an instructional assistant at LOLMS. Mr. Neviaser also reported that the math tutor position at LOLHS will be filled shortly and that a committee has been formed to search for Mrs. Johnston's replacement.

Mr. Neviaser reported on the upcoming prospective student day being held on March 4 at Lyme-Old Lyme High School when prospective students who do not currently attend a Region 18 school and their parents/guardians are invited to preview the high school if they are considering enrolling for the fall of 2016. The school counselors and administration will be available to provide an overview of the school, its curriculum, and student opportunities. The event begins at 12 p.m. and also includes tours of the high school.

Mr. Neviaser reviewed the March 1 enrollment report which reflected a total of 1,324 students.

Mr. Neviaser extended congratulations to the LOLHS Art Department who, for the third year in a row, was named the recipient of the Judy Streeter Outstanding School Award by the Shoreline Arts Alliance.

Mr. Neviaser reported that the budget edition of the *Focus on Education* newsletter will go out in the mail this month. The administration is also presenting the budget to the Lyme and Old Lyme Boards of Finance in April.

Mr. Neviaser reported that an official vote to set a date for graduation as prescribed in statute will take place at the April Board meeting. Assuming no more closures beyond the two the district has already had, the last day of school will be June 14, 2016. Mr. Neviaser reviewed some options for potential graduation dates.

Mr. Neviaser noted that the month of March is Connecticut Board of Education Member Appreciation Month. He recognized the Board members for their dedicated service to the communities.

2. Business Manager's Report

Mrs. McCalla reviewed the Executive Budget Summary as of February 31, 2016 with comparison to spending at last year this time. Of note:

Special Education: continues to escalate due to increased, unexpected outplacements.

Administrative Services: increases due to Center School reconfiguration, tech purchasing, and attorney fees.

Mrs. McCalla reviewed the Contingency Maintenance Account. The only change to the contingency report is that the balance available has increased due to payment of invoices and the release of remaining encumbrances. The balance last month was reported as just over \$130,000; however, this month the remaining balance is \$133,311.

Regarding the cafeteria request for proposals, Mrs. McCalla reported that the RFP for Food Service Management has been released, and there was a mandatory pre-bid meeting and walkthrough held on Monday, February 29, 2016. One company showed up for the meeting which was the district's existing vendor, Chartwells. RFP's are due back by March 28 at 2 p.m.

V. Educational Presentation

1. SAT Update

Dr. Beth Borden, Director of Curriculum, gave a PowerPoint presentation on the redesigned SAT which all juniors took earlier in the day and is the new state assessment. A copy of her presentation is attached to these minutes for informational purposes and included changes in the high school testing; implications of one test serving two purposes; how the new SAT is different; the content of the new SAT; how the students will be prepared for this new test; and an overview of test sub-scores. Dr. Borden also presented an SAT reading sample.

Board discussion followed and included the following subject matter: communications to parents on the new SAT; SAT classes prepping to the new version of test; percentage of students taking test with modifications; optional essay portion of the test; use of SAT test by colleges and universities; accommodations that College Board accepts; receipt of student scores; possibility of test moving to digital; and associated costs of test.

VI. Chairman & Board Report

Mrs. Roche thanked Mr. Neviaser for the handwritten notes he sent to the Board members in recognition of Board appreciation month.

Mrs. Roche asked all Board member to email her or the superintendent if they had issues or questions they would like addressed at an upcoming Board meeting. In response to an email from Jean Wilczynski, Dr. Beth Borden addressed the district's computer coding instruction at the elementary and high school level and their work on incorporating coding into the middle school curriculum.

Based on another question from Mrs. Wilczynski regarding students doing work from home on snow days using the new Learning Management System, Mr. Neviaser reported that this is not a practice currently in the State of Connecticut. He also discussed issues that would make this difficult such as students who do not have Internet access at home, contractual issues, etc.

Mrs. Roche reported that on March 8, the LYSB will be holding a community forum on the results of the youth survey. On March 21, an organization in Old Saybrook named "Project Courage" will be holding a workshop on youth substance issues beginning at 6:30 p.m. in the Centerbrook Meeting House.

Based on a question from Mrs. Roche on details about the March 4 prospective student day, Jim Wygonik, Principal of LOLHS, explained what occurs on this day. Follow-up discussion included the following subjects: a suggestion to start recruitment at the middle school level; the target audience; getting local industry (i.e., Electric Boat and Pfizer) to assist in publicizing the district to their employees; offerings of our district vs. private school competitors; importance of consistent unified response to prospective families; development of fact sheet on the district; the acceptance process; and special education costs associated with tuition students.

Mr. Neviaser reported that he is working with a reporter from *The Day* on an article about public schools recruiting students due to declining enrollment.

VII. New Business

1. Course Proposals

Mr. Neviaser presented four textbooks for Board approval for the following courses: Modern U.S. History, French, Java Programming, and AP European History. The texts will be available at the Central Office for review prior to the Board voting on them next month. He encouraged the Board to take some time to read through them when they had time.

Dr. Borden discussed the continued use of textbooks along with online services due to many companies bundling the price together. Dr. Borden also discussed different learning styles and related research, i.e., textbooks vs. online services with the district getting students acclimated to both.

2. Policy 2580 High School Graduation Requirements

Mr. Neviasser reported that the Policy Committee has updated the graduation policy to align with new regulations relative to state testing. This is a first read of the policy and does not require Board action at this time. The Board reviewed and wordsmithed the proposed revisions to the graduation policy and decided to move forward on its approval with a minor adjustment to the policy.

MOTION: Mr. Cushman made a motion, which was seconded by Mrs. Wilczynski, to waive the second reading of Policy 2580.

VOTE: the Board voted unanimously in favor of the motion.

MOTION: Dr. Jones made a motion, which was seconded by Dr. Goulding, to approve Policy 2580 High School Graduation Requirements.

VOTE: the Board voted unanimously in favor of the motion.

3. Lyme Consolidated School Roof Replacement Completion Certification

Mr. Rhodes reported that the Lyme Consolidated roof replacement was successfully completed during the summer and fall of 2015. The completed project cost is \$760,273 excluding reimbursement. Closure of this project required Board action. Mr. Rhodes reviewed the budget for the roof project.

MOTION: Mr. Cushman made a motion, which was seconded by Mrs. Linderman, to approve the Lyme Consolidated roof replacement project as complete and accepts the school building project herein identified for public school purposes and certifies that:

- a. The project has been accepted by the architect and construction manager as completed.
- b. All change orders for the project have been approved by the State Department of Education.
- c. The grant received for this project does not represent a duplication of funding and that funds received do not exceed 100%.
- d. All bills for the project have been paid or funds to pay such bills are deposited in a separate escrow account.
- e. The total sum noted in the application was expended for the school building project herein described.
- f. Application is hereby made under provision of Chapter 173 of the Connecticut General Statutes as amended for payment of the school building project grant due based on the completion of the project described herein.
- g. All the statements contained in the application are true and correct.

VOTE: the Board voted unanimously in favor of the motion.

4. Learning Management System

Mr. Rhodes provided the following background information on this agenda item:

As part of the school district's technology plan included in the 2016-2017 budget, the district will be deploying and training the staff and students to utilize a Learning Management System (LMS). The system will be used to increase digital collaboration and productivity between staff and students. A number of Learning Management Systems are available and are similarly priced. In lieu of using a publicly bid process for LMS selection, a team was formed consisting of teachers, administrators, and technology staff. The selection process was as follows:

- Review seven Learning Management Systems most commonly used in the public school environment. These included: Blackboard, Finalsite, Haiku, Google Classroom, Schoology, Canvas and Edmodo. Group selected top four for interviews;
- Interviewed Schoology, Google Classroom, Canvas, and Haiku. Based on these interviews, the LMS team decided to further investigate Canvas.
- A Canvas LMS 'sandbox' was set up for teachers to try using the LMS environment, phone interviews were held with three school districts currently using Canvas, and an interview was held with Canvas to address follow-up questions.

Based on this process, the LMS team recommends the Board of Education award Canvas the contract to provide a Learning Management System for the school district.

The following is a three-year pricing comparison of the top three Learning Management Systems:

Canvas	\$32,120
Haiku	\$32,728
Schoology	\$33,217

Mr. Rhodes explained why the committee did not select Google Classroom (free application) as it did not offer the features needed. Mr. Rhodes also discussed the 24/7 telephone support that is also included in the price for the Canvas system.

MOTION: Mrs. Winchell made a motion, which was seconded by Mrs. Wilczynski, to award Instructure (Canvas) a three-year contract to provide a grade 6 through 12 Learning Management System for \$32,120.

VOTE: the Board voted unanimously in favor of the motion.

5. Water System Operator Contract

Mr. Rhodes provided the following background information on this agenda item:

Both the Lyme Consolidated School and Lyme Street campus water systems are Connecticut Department of Public Health licensed municipal water systems that have been in operation for over thirteen years. Connecticut state statutes require this system to be operated and tested by a Connecticut licensed

operator. The contract with the district's current operator, White Water Inc., has expired. The district publicly solicited bids in accordance with Policy 6330. However, only one bid was received.

White Water has been the current water system operator and has performed satisfactorily. They are a large firm operating a large number of water systems in Connecticut and Massachusetts. The proposed fee in their proposal is equal to their current fee. We recommend contracting with White Water to continue providing licensed water system operator services.

MOTION: Mrs. Linderman made a motion, which was seconded by Dr. Goulding, to Award White Water, Inc., a five year contract to operate both the Lyme Consolidated School and Lyme Street campus water systems for \$81,483.

VOTE: the Board voted unanimously in favor of the motion.

6. Waste Water System Operator Contract

Mr. Rhodes provided the following background information on this agenda item:

The Lyme Street campus waste water system is a Connecticut Department of Energy and Environmental Protection licensed municipal waste water system that has been in operation for twelve years. Connecticut state statutes require this system to be operated and tested by a Connecticut licensed operator. The contract with the district's current operator, Natural Systems Utilities, has expired. The district publicly solicited bids in accordance with Policy 6330. Below are the bid results:

Natural Systems Utilities	\$382,248
The Water Planet Company	\$343,140
White Water, Inc.	\$250,761

White Water currently operates 70 waste water facilities in Massachusetts and Connecticut all of which are multi-year contracts. Seventeen of which are automatic renewals. In addition, 29 of the facilities are similar in plant design to the Lyme Street campus system. We recommend contracting White Water to provide licensed waste water system operator services.

Mr. Rhodes explained the decision-making behind the Whitewater Water choice and why their bid was so much lower than the other two bids.

MOTION: Dr. Goulding made a motion, which was seconded by Mr. Cushman, to Award White Water, Inc., a five year contract to operate the Lyme Street campus waste water system for \$250,761.

VOTE: the Board voted unanimously in favor of the motion.

7. Grounds Upkeep and Maintenance Contract

Mr. Rhodes provided the following background information on this agenda item:

Through a publicly advertised competitive bid process, Tarantino Landscapes was the successful lowest qualified bidder. The bidders competed to win a three year contract for the three school district properties.

The scope of the contract includes lawn mowing and trimming, mulching, sand removal, and leaf pickup. Reference checks were performed with satisfactory results. Below is a summary list of bids received.

Tarantino Landscapes	\$217,275
Mystic Lawn Care	\$220,980
TNT Landscaping and Excavating	\$237,315

The Board discussed the close proximity between the bids received from Mystic Lawn Care (current provider of grounds maintenance for the district) and the lowest qualified bidder, Tarantino Landscapes. Mr. Rhodes explained the bidding process and the decision behind choosing the lowest qualified bidder. Further discussion centered on some of the specifications that are included in the contract such as when mowing can occur and security issues related to the students.

MOTION: Mrs. Winchell made a motion, which was seconded by Mrs. Linderman, to Award Tarantino Landscapes the grounds upkeep and maintenance three year contract for \$217,275.

VOTE: the Board voted in favor of the motion with the exception of Mr. Cushman who abstained from voting.

VIII. Old Business

1. Closing of LOLHS Project

It was noted that the final change order from the state has not yet been received so there was no action on this agenda item.

2. Reports of Committees:

- a. *Facilities*. No report.
- b. *Building*. No report.
- c. *Technology*. Mrs. Wilczynski discussed the committee's study on appropriate devices for the 6-12 students with the upcoming implementation of the Learning Management System. Mr. Rhodes further elaborated on the device selection, deployment, and purchase process. This committee is also working on a solution for getting technology to those homes which do not have Internet capability with the assistance of the Lymes' Youth Service Bureau.
- d. *Policy*. Mrs. Linderman reported that this committee would be meeting on March 9.
- e. *Communications*. Mrs. Roche reported that this committee is working on the budget issue of the *Focus on Education* newsletter and marketing initiatives. Olwen Logan, who is working with this committee on the marketing of the district, will make a presentation to the Board in the next several months.
- f. *Finance*. Mr. Neviasser reported that members of this committee will be meeting in April with the Lyme and Old Lyme Boards of Finance to present the Board approved budget for 2016-2017.
- g. *Human Resources*. Dr. Jones reported on the formation of a Stipend Committee to review the stipends for extracurricular activities in the teachers' contract. In addition to this committee, there

is a need to form a committee to review outstanding issues in the AFT Contract (remuneration for instructional assistants when they are absent and the study of an electronic timekeeping system). Three Board members are needed for this committee. Dr. Jones reported that she will not be in attendance at the May Board of Education meeting; thus, the other members of the Human Resources Committee will have to take on a larger role in the Superintendent's evaluation.

- h. Enrollment & Equity.* No report.
- i. LEARN.* Mrs. Roche reported that she was unable to make last month's meeting but she reviewed the meeting minutes and there was nothing substantive to report.

Mrs. Roche and Dr. Jones reported that they would be unable to make the May Board of Ed meeting. A poll was conducted to ensure there would be a quorum at this meeting. All other members said they would be able to attend.

IX. Correspondence

There was no correspondence to report.

X. Executive Session

There was no need for an executive session.

XI. Adjournment

The meeting adjourned at 9:15 p.m. upon motion by Mr. Cushman and a second by Dr. Goulding.

Respectfully submitted,

Rick Goulding, Secretary



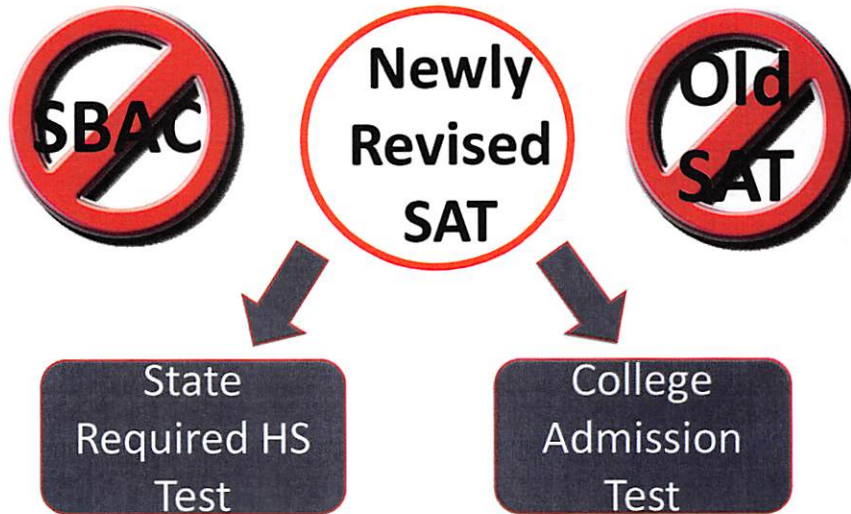
Changes in HS Testing Program

Lyme-Old Lyme Public Schools
March 2, 2016

Just when we were right where
we wanted to be...



Changes in HS Testing



Implications of ONE Test serving TWO Purposes

Administered in School at no cost to students

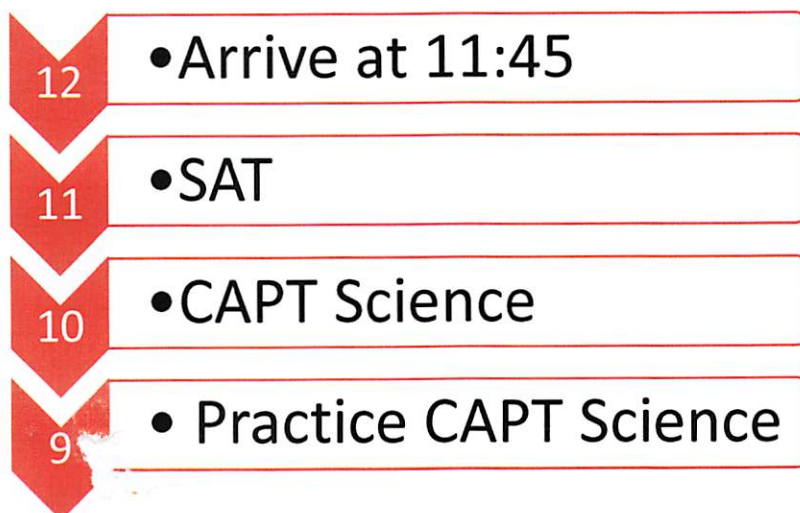
HS Test does not include Optional Writing

Some may need accommodations not approved by College Board

State does not allow 3rd Party reporting

Students may take additional Saturday SATs through College Board

And while the juniors take SAT



How is new SAT Different?

Feature	Old	New
Timing	3 hours 45 minutes	3 hours + optional 50 min essay
Components	Critical Reading Writing Math Required Essay	Evidence Based R & W Reading Writing & Language Math Optional essay
Guessing	Penalty for Guessing	No Penalty for Guessing
Scores	Total 600 – 2400 3 sub-scores 200 – 800 for Reading, Writing and Math	Total 400 – 1600 2 sub-scores 200-800 Evidence Based R & W & Math
Sub-score Reports	None	Many layered sub-scores

And the Content of new SAT?

Content Based Vocabulary

Evidence Based Reading & Writing

Math That Matters Most

Real World Context

US Founding Documents

How will we prepare our students?

Curriculum

- Well Aligned
- Increase length & number of passages to address stamina
- Incorporate question types into instruction/assessments

Practice

- Grade 9 PSAT 8/9 next year
- Grade 10 PSAT
- Encourage Khan Academy

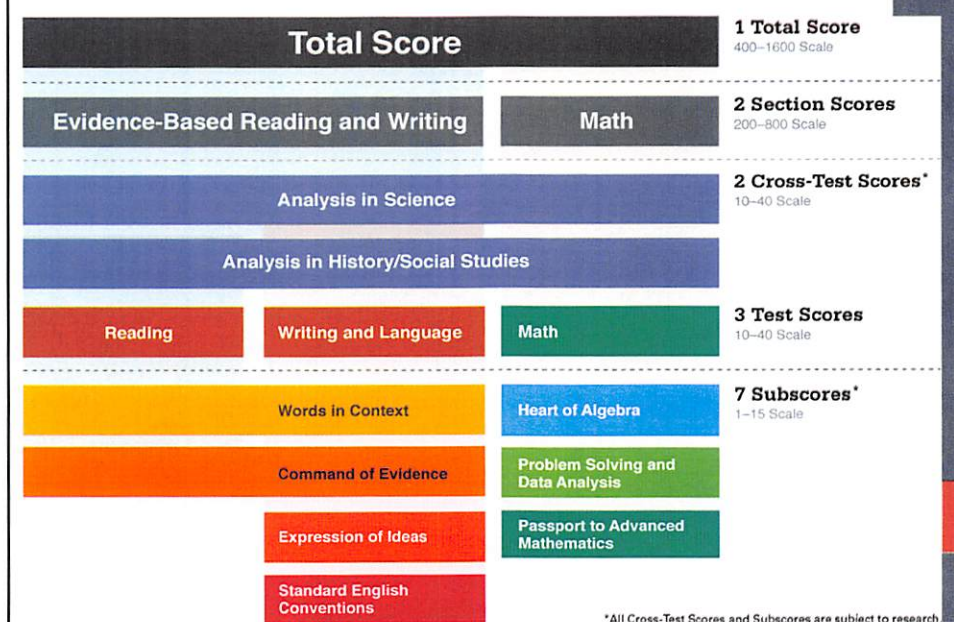
PD

- English & SS teachers attended SAT workshops
- Initial PD in February; All staff divided by content

Analysis

- Use sub-score results to determine next steps

Overview of Test Sub-Scores



Daily Practice for the New SAT

Warning: Reading further will eliminate any excuse not to practice for the SAT



**Want to
give it a
try?**

MATH

READING & WRITING

Khan Academy

Complete these 4 quizzes to unlock your personalized Math practice

DIAGNOSTIC QUIZ
Quiz 1 — Math (No Calculator) [Take the quiz](#)

Quiz 1 — Math (No Calculator) Quiz 2 — Math (No Calculator) Quiz 3 — Math (Calculator OK) Quiz 4 — Math (Calculator OK)