

LYME - OLD LYME PUBLIC SCHOOLS

Impassioned with Pride and Purpose

MEETING MINUTES

Regular Board of Education Meeting

Lyme-Old Lyme High School

April 2, 2014

Board Present: James Witkins, Chairman; Paul Fuchs, Vice Chair; Beth Jones, Secretary; Rick Goulding; Diane Linderman; Nancy Lucas Edson; Jean Wilczynski

Absent by Previous Arrangement: Michelle Roche, Sarah Smalley

Administration Present: Ian Neviaser, Superintendent of Schools; Elizabeth Borden, Director of Curriculum; Patricia Downes, Principal of Mile Creek School; Nancy Johnston, Director of Special Services; John Rhodes, Director of Facilities; Ellen Tyler, Principal of Center School; Marilyn Warren, Business Manager

Others Present: Tish Kirk, AFT President; Meredith Britton and John Fairfield-Sonn, High School Student Representatives

I. Call to Order:

The meeting was called to order by Chairman Witkins at 6:32 p.m.

II. Approval of Minutes:

The minutes of Regular Meeting and Executive Session of March 5, 2014 were approved as presented.

III. Visitors:

1. Student Representatives

Meredith Britton and John Fairfield-Sonn reported on the following activities going on in the schools:

At Mile Creek School: After school enrichment, which includes 80% of the student population. Peer visits for the District's special needs preschool program. Many educational experiences planned including: a visit to the Connecticut River Museum and a trip to the Connecticut Science Center. On Earth Day, they will have author, Josh Chalmers, visiting. He is the author of the children's book "Change the World Before Bedtime." They will follow up their focus on Earth Day with a "spring clean-up" hosted by the PTO on Saturday, May 3, from 9-12:30, with music, food and fun. All are invited to help beautify the school grounds.

At Center School: movie night where parents and children enjoyed free popcorn and beverages and the Disney movie, "Frozen." Proceeds from candy and glow stick sales benefitted Caroline's Miracle Foundation. Thanks to Kate Saunders and the PTO were extended for this entertaining evening. The Center School Grade 5 Invention Convention was held on March 31. Thanks to First Selectwoman Bonnie Reemsnyder, Selectwoman Mary Jo Nosal, LYSB's Mary Seidner and LOLMS's Bill Eydman for serving as judges. Benton Arafeh-Hudson, Emma Boardman, Sadie Bowman and Jesper Silberberg were selected to present their inventions at the Connecticut Invention competition at UConn on May 3.

At Lyme Consolidated School: 5th grade Invention Convention with three students going on to the state competition held at UConn: Sadie Frankel for "No Phone Zone," Anthony Dean for "The Dog Whisper," and Grace Lathrop for "The Backpack Weight Mate." On Friday night, March 28, the PTO sponsored an Arts Night with eight artists running different workshops for the students' participation. On Thursday afternoon, April 11, the 5th graders will be playing the staff in the annual volleyball game. The night time Town Meeting will be held on Thursday, April 11, beginning at 6:15 p.m. On April 24, the 5th graders will be going on their field trip to Lowell.

At LOLMS: Science Olympiad team is headed to the nationals for the third year in a row. The two middle school teams finished first and second in the state competition. The English Language Arts Department will be hosting an invitational evening on April 23 for parents to learn more about the Common Core State Standards and how they are being implemented in the ELA classes.

At LOLHS: spring sports have officially commenced; many music-related events are occurring including cabaret night, band / chorus trip to Florida, New England Musical Festival, and All State Music Festival. The students have completed SBAC testing, and there have been several Safe Grad fundraisers and a student-faculty basketball game.

2. Public Comment

There was no public comment.

IV. Administrative Reports:

1. Superintendent's Report

Mr. Neviasser reviewed the April 2014 Personnel Report which reflected vacancies for: a business manager, mathematics teachers at the middle and high school, and a part-time school psychologist. The report also reflected a resignation from Jennifer Smith, mathematics teacher at the middle school, effective at the end of the current school year.

Mr. Neviasser reviewed the April enrollment report which reflected a total of 1,397 students.

Mr. Neviasser reported that the students and staff at LOLMS who were part of the French exchange program left on Friday, March 28, for Paris. Upon their return, Mrs. Russell and a few of the students would like to report to the Board about their trip.

Mr. Neviasser reported that the LOLMS Science Olympiad team won their third state championship in the past three years which he described as "an amazing accomplishment for an amazing program." Mr. Neviasser congratulated the students, staff, and volunteers who are a part of this program; he noted that a formal recognition would take place after the national competition in May.

Mr. Neviasser reported that the annual RETA banquet is scheduled for May 22 at the Old Lyme Country Club. He noted that this year the staff has decided to include all bargaining units in this celebration (RETA, LOLA, and the AFT) making it a recognition of all staff members. Invitations were extended to the Board for this event.

2. Business Manager's Report

Ms. Warren provided a year to date budget status report as well as a contingency fund report. She is still working with Anthem on the resolution of the insurance bills. Ms. Warren also reported on nominal spending in the contingency account with no expected upcoming encumbrances.

V. Educational Presentation:

1. Assessment Report

Dr. Beth Borden, Director of Curriculum, reviewed the various assessments used throughout the district at all grade levels. These include universal assessments (identify those needing intervention), curriculum based (assess how well students learn what is taught), and standardized competency tests. A copy of Dr. Borden's presentation is attached to these minutes for informational purposes.

Follow-up discussion included conversations on role and responsibilities of department head; adjustments to SBAC testing schedule and its possible effect on AP test scheduling; possibility of SBAC test being a requirement of graduation similar to the CAPT; benefit of earlier testing for the purpose of follow-up remedial work; benefits of administering test in 10th or 11th grade; concerns that have been shared with Commissioner of Education; parental concerns; time length of tests; concern over teaching to tests; how tests help address deficiencies in curriculum and how the district responds to test results.

VI. Chairman & Board Report:

Mr. Witkins reported on the upcoming (April 3) community forum sponsored by the LYSB / CASFY which will reported on the results of the recent student survey.

The Board of Education extended congratulations to Patricia Downes, Principal of Mile Creek School, who recently received her doctorate in education.

VII. New Business:

1. Field Trip Request

Because of the continued success of the Science Olympiad program, the team has again qualified for inclusion in the national competition in Orlando, Florida. This trip will take place from May 15-18. The Board reviewed the field trip proposal which required their approval.

MOTION: Mrs. Linderman made a motion, which was seconded by Mrs. Wilczynski, to approve the field trip request of the Science Olympiad Team to Orlando, Florida for the national competition as presented.

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

2. Healthy Food Certification

Mr. Neviasser explained that Section 10-215f of the Connecticut General Statutes (C.G.S.) requires that each local board of education or governing authority for Connecticut public school districts participating in the National School Lunch Program (NSLP) take action annually to certify whether all food items sold to students will or will not meet the Connecticut Nutrition Standards. Ms. Warren verified the district's participation.

MOTION: Dr. Jones made a motion, which was seconded by Mr. Fuchs, to approve compliance with optional Section 3 of Public Act 06-63 and to authorize exceptions (either general or specific) to the beverage and food requirements of Public Act 06-63 for sales which meet all of the following requirements:

1. The sale is in connection with an event occurring after the end of the regular school day or on the weekend.
2. The sale is at the location of the event.
3. The beverages or foods are not sold from a vending machine or school store.

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

3. Setting of Date for LOLHS Graduation

Mr. Neviasser explained the state statute regarding the date setting for the high school graduation: Section 10-161 (Establishment of graduation date) of the C.G.S. states, "Notwithstanding any provision of the general statutes to the contrary, a local or regional board of education may establish for any school year a firm graduation date for students in grade twelve which is no earlier than the one hundred eighty-fifth day noted in the school calendar originally adopted by the board for that school year, except that a board on or after April first in any school year may establish such a firm graduation date for that school year which at the time of such establishment provides for at least one hundred eighty days of

school.”

Mr. Neviasher recommended that the Board vote to establish June 20, 2014 as the firm graduation date for the Class of 2014.

MOTION: Mrs. Lucas Edson made a motion, which was seconded by Mrs. Wilczynski, to establish June 20, 2014 as the firm graduation date for the Class of 2014 of Lyme-Old Lyme High School.

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

4. Center School Pre-Kindergarten Conversion

John Rhodes, Director of Facilities, provided the following background information on this agenda item:

As part of the redistricting plan, the Center School will house the pre-kindergarten classes starting in the 2014-2015 school year. To accommodate the pre-kindergarten program, restrooms must be added adjacent to the three classrooms. Bids were received through a public bidding process. Results of the bidding process are listed below:

Mattern Construction	\$119,704.00
G. Donovan Associates	\$137,340.00
Scope Construction Company	\$111,370.00

Scope Construction is the lowest qualified bidder. Awarding the contract to Scope Construction is within the overall Center School pre-kindergarten budget. Mr. Rhodes also provided and reviewed the overall budget of the project.

MOTION: Dr. Goulding made a motion, which was seconded by Mr. Fuchs, to award Scope Construction the contract to install pre-kindergarten restrooms in the Center School for a lump sum price of \$111,370.00.

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

The Board also discussed the planned move of the Central Office to Center School before the commencement of the 2015-2016 school year. The Facilities Committee is reviewing the air conditioning options – short term they anticipate utilizing window units with a study of a more advanced cooling system long-term. Mr. Neviasher noted that the cost to move the Central Office is nominal with the need to create temporary partitions.

5. Annual Review of Tuition Policy/Rate

Mr. Neviasher explained that per Board Policy 2420, the Board is required to set a tuition rate

for non-resident students by May 30 of each year. Ms. Warren provided backup which reflected how she calculated the recommended tuition rate for the 2014-2015 school year of \$18,909.

The Board discussed the rate in great detail. Many ideas were offered such as setting the rate to a certain percentage increase so as not to make it cost prohibitive. The Board discussed the current tuition policy and whether they should look at how other districts set their rate. The Board also discussed varying tuition rates for those students already enrolled in the district as tuition students. Mr. Neviasser asked that the Board take into consideration the Lyme-Old Lyme taxpayers when making decisions on tuition rates for those who do not live in town.

MOTION: Dr. Jones made a motion, which was seconded by Mr. Witkins, to approve a tuition rate of \$18,500 for the 2014-2015 school year.

VOTE: Dr. Jones, Dr. Goulding and Mr. Witkins voted for the motion. Mr. Fuchs, Mrs. Linderman, Mrs. Lucas Edson and Mrs. Wilczynski voted against the motion which failed with a vote of 3 in favor and 4 opposed.

There was Board consensus to postpone action on this agenda item so as to give the Board more time to study the issue. There was a request for a 20 year history of the tuition rate.

6. Strategic Plan / District Goals

Mr. Neviasser explained that traditionally at this meeting, he provides a draft of the following year's district goals for discussion purposes. He instead proposed a different schedule for goal development to better align with the new educator evaluation programs and which will also coincide with his presentation of the Strategic Plan draft document.

Mr. Neviasser gave a PowerPoint presentation on the Strategic Plan and the yearly goal development process and its alignment with the new educator evaluation system. A copy of this presentation is attached to these minutes for information purposes.

The Board discussed the presentation which included process and review of goals; ongoing changes in the community and its demographics; and expanding student experiences regionally. The importance of the Strategic Plan being unique and not a re-write was also noted. Mr. Witkins asked that the Board provide additional input on the goals of the Strategic Plan to the Superintendent over the next two weeks. Formal approval by the Board is expected in June or July. Mr. Witkins commended Mr. Neviasser on the work thus far.

VIII. Old Business:

1. 2014-2015 School Calendar

Mr. Neviasser recommended a revision to the 2014-2015 calendar, which was approved at the March 5, 2014 meeting. His recommended change would be to continue observing Good Friday as a holiday due to this being a Governor appointed holiday in Connecticut. There was a request to include this holiday within the April vacation on future calendars if possible.

MOTION: Dr. Goulding made a motion, which was seconded by Mrs. Wilczynski, to approve the Superintendent's proposed calendar for the 2014-2015 school year.

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

2. Reports of Committees:

Facilities. No report.

Building. There was discussion on the status of the change orders for the high school building project.

Technology. This committee is having an upcoming meeting and will report back to the Board in May.

Policy. This committee is meeting again at the end of April and will be reviewing graduation requirements, open balance issues on lunch accounts, and e-cigarettes.

Communications. No report.

Finance. No report.

Human Resources. Dr. Jones reported that the superintendent evaluation form will be forwarded to Board members.

Enrollment & Equity. No report.

LEARN. There was a brief discussion on the changes to the administrative evaluation plan and the changes in the rubrics of the common core of teaching.

Comcast. No report.

IX. Correspondence:

There was no correspondence to report.

X. Executive Session:

There was no need for an executive session.

XI. Adjournment:

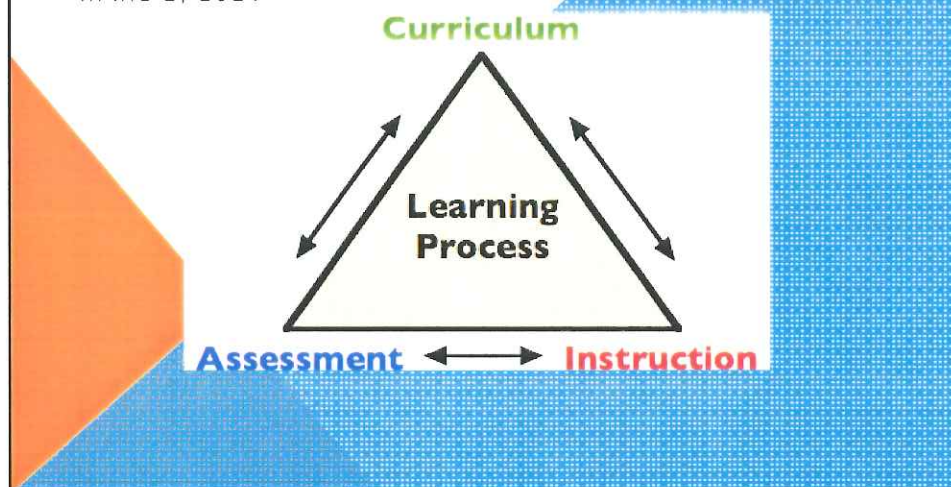
The regular meeting adjourned at 9:46 p.m.

Respectfully submitted,

Beth Jones, Secretary

LYME-OLD LYME PUBLIC SCHOOLS K-12 ASSESSMENT PLAN 2014-15

APRIL 2, 2014



Type	Description	Frequency	Examples
Universal Assessments Identify those needing intervention	Quick assessment of foundational skills needed for success	K-12 Fall, Winter & Spring	8 minute math fluency 8 minute computation 3 minute oral fluency 3 min rdg comprehension
Curriculum Based Assess how well our students learn what we teach	Common final exams, End of year tests, Performance tasks	Varies by grade & subject	Algebra Final Oral & Written WL Tasks End of Year Math HS Midterm & Final Exams
Standardized Competency Tests See relative achievement for students & district	Statistically normed or criterion referenced assessments over time	Varies by grade	SBAC Commercial Placement Tests Scantron On-line Assessments
BASIC TYPES OF ASSESSMENTS			

Individual Students

- Differentiating with intervention/ enrichment

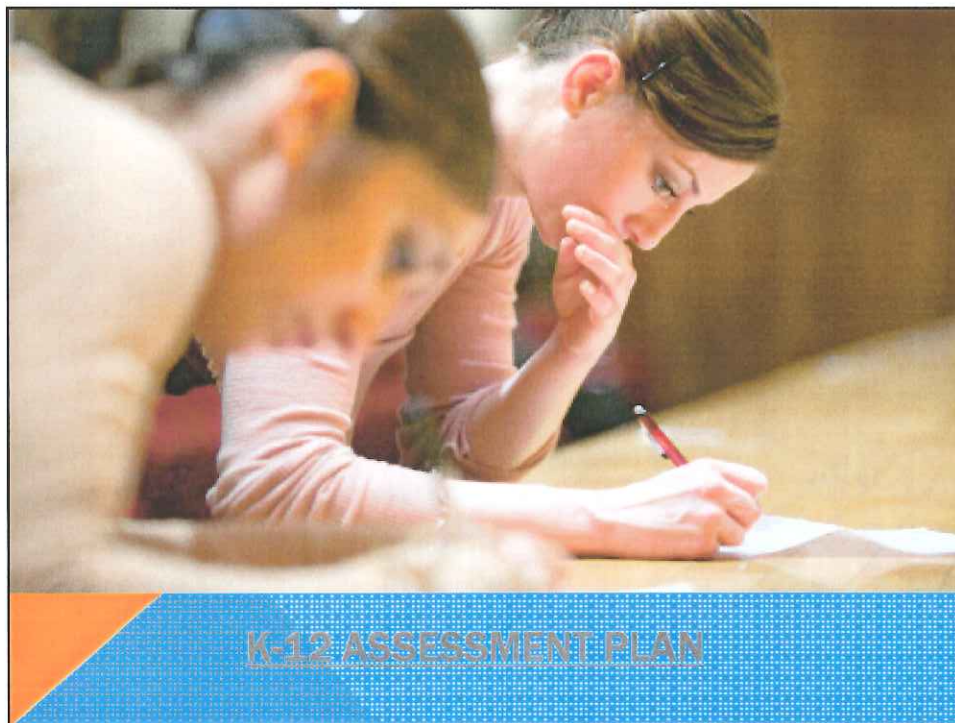
Curriculum

- Adjusting topics, pacing, emphasis, strategies

Teacher Evaluation

- Identifying those who need support, those who can help

USES FOR ASSESSMENT DATA



K-12 ASSESSMENT PLAN

STUDENT	Fall Scantron	Spring Scantron	Academic Growth	Fall Fact Test	Spr Fact Test	End of the Year %
1	2489	2469	-20	40%	77%	83%
2	2382			6%	12	97
3	2509	2524	215	43%	68	78
4	2583	2428	45	23%	54	70
5	2492	2781	289	40%	100%	91%
6	2262	2312	50	30%	0	43%
7	2556	2565	9	50%	94%	83%
8	2403	2425	22	54%	84%	87%
9	2269	2338	69	52%	96%	74%
10	2406	2521	115	94%	94%	100%
11	2380	2365	-15	56%	94%	83%
12	2606	2655	49	56%	100%	100%
13	2585	2587	22	78%	98%	96%
14	2404	2634	230	66%	100	91
15	2210	2388	178	28%	40	52
2408		2499	90			

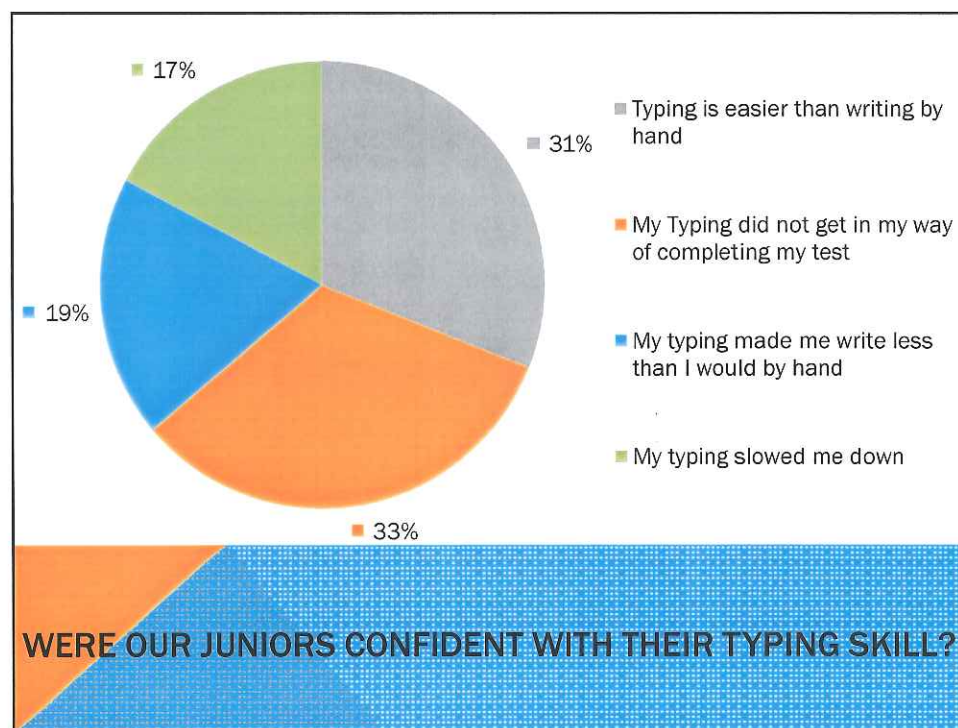
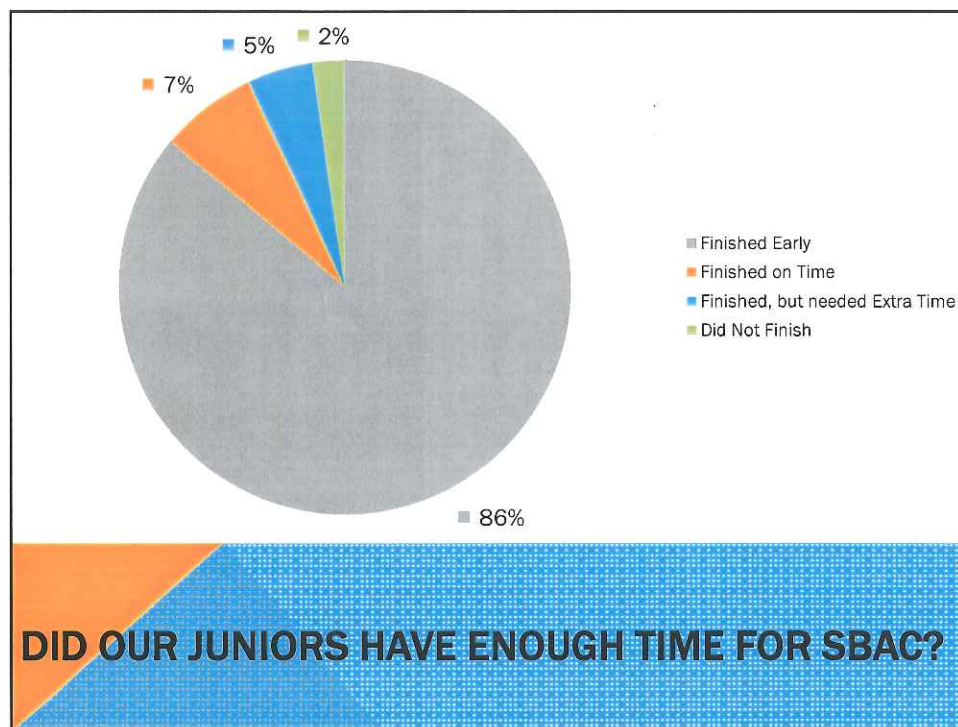
Scantron	Aby	At	II	III	Avg SS	Avg Summer	Avg Academic
Math	~10%	~70%	~15%	~5%			
Gr 2 Spr	2428+	2183-2427	2121-2182	<2120	2306		
Gr 3 Fall	2438+	2191-2437	2043-2190	<2043	2287	-19	
Gr 3 Spr	2543+	2338-2542	2269-2337	<2269	2420		114
Gr 4 Fall	2552+	2291-2550	2220-2290	<2220	2410	-10	
Gr 4 Spr	2710+	2429-2709	2360-2428	<2360	2531		111

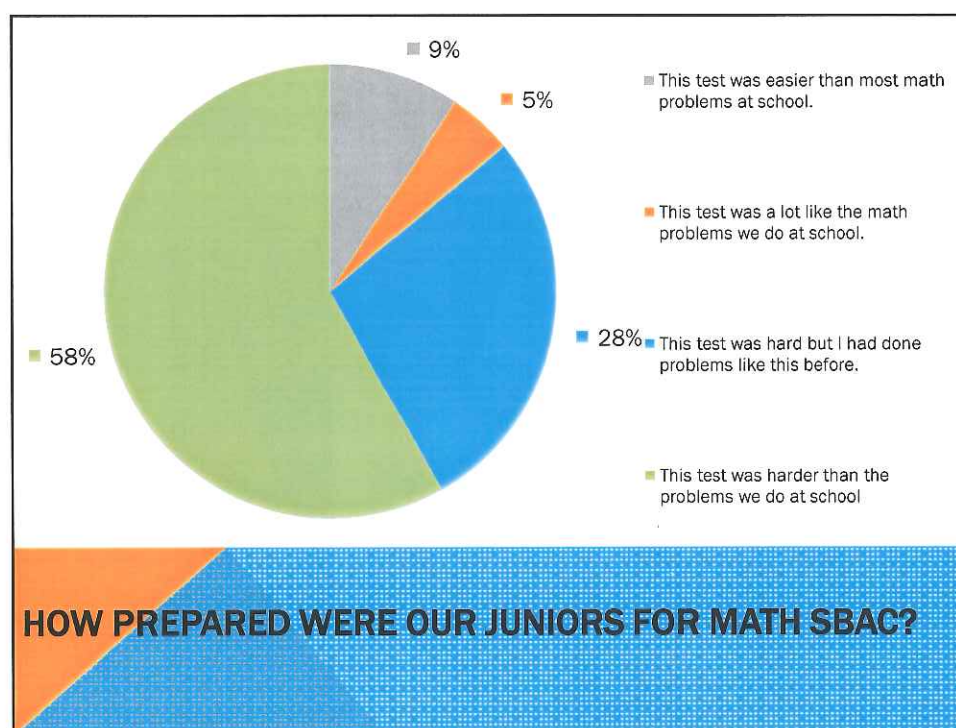
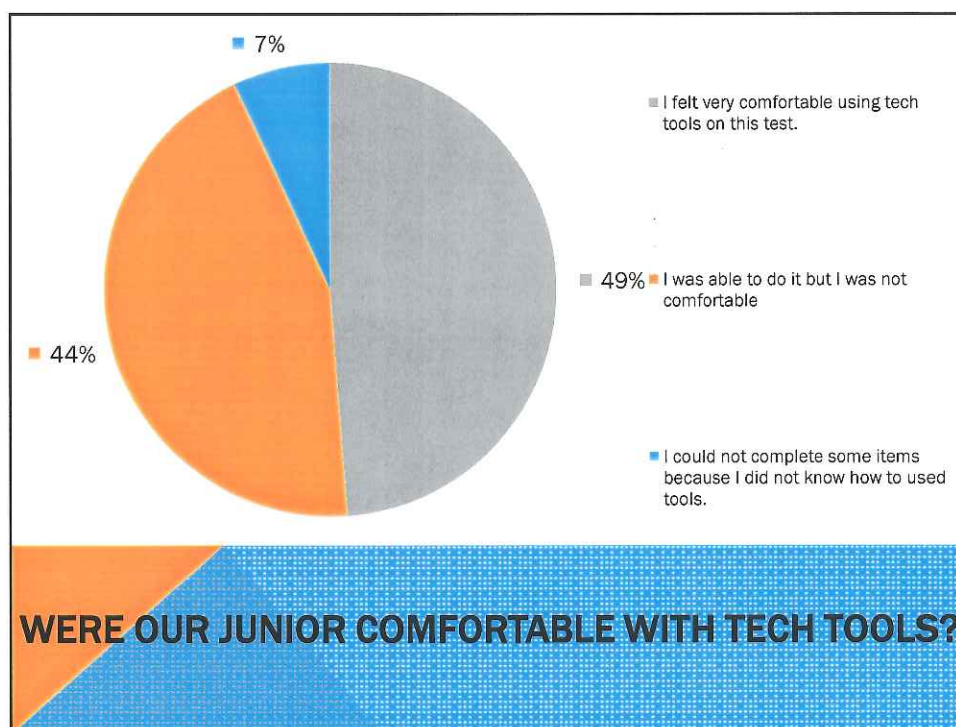
SCANTRON MATH RESULTS ENTERING GR 5

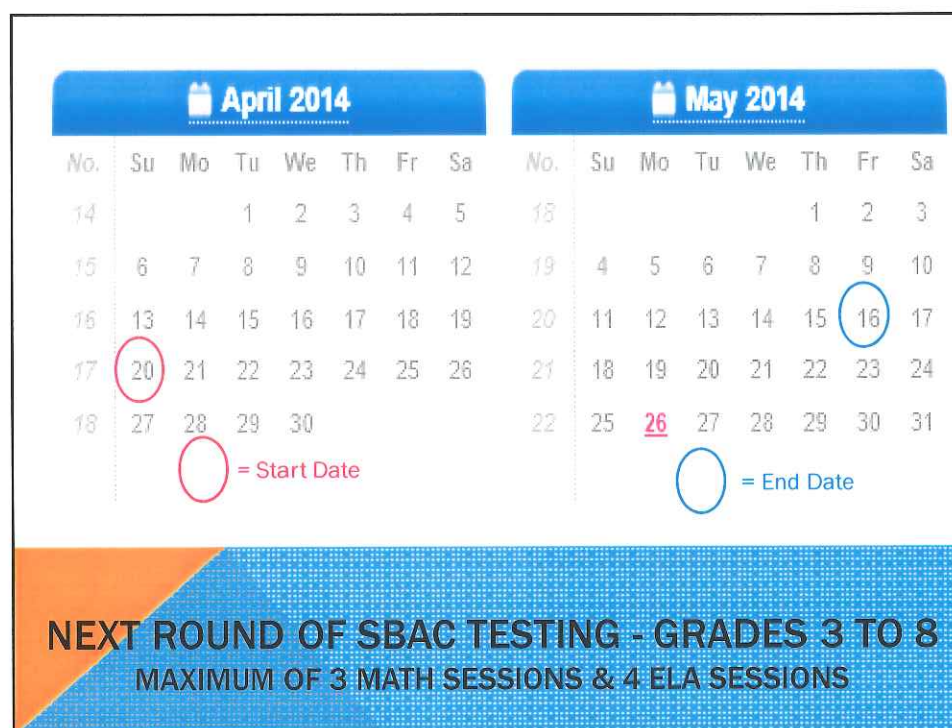
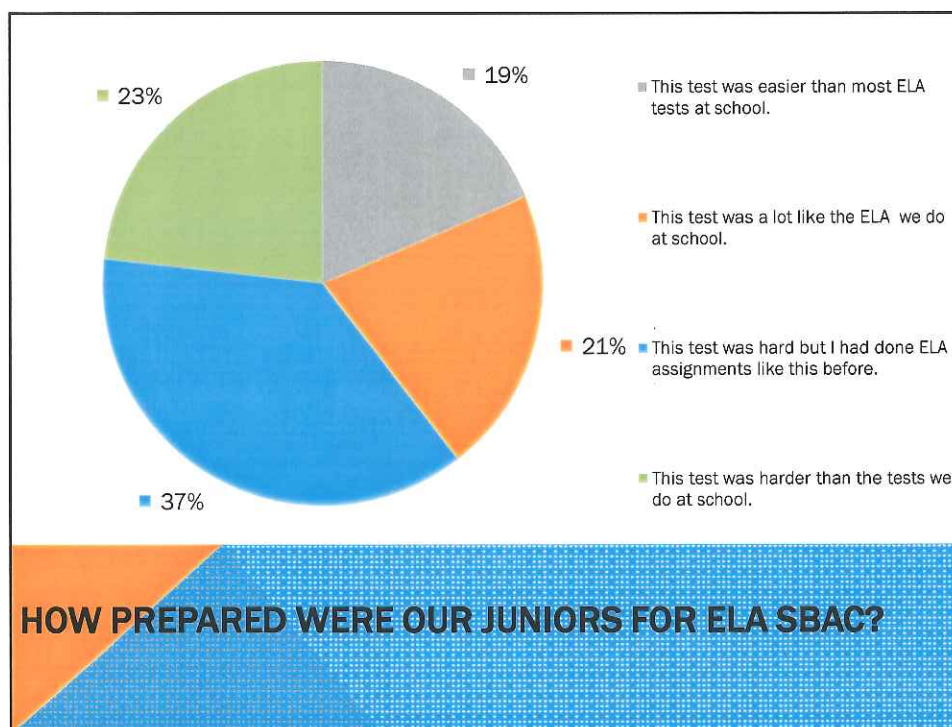
GRADE 11 – FOUR COMPUTER BASED SESSIONS

ELA	<ul style="list-style-type: none"> • Performance Task • Non-Performance Task
Math	<ul style="list-style-type: none"> • Performance Task • Non-Performance Task

OUR FIRST LOOK AT SBAC







Region #18 Lyme-Old Lyme

STRATEGIC PLAN AND YEARLY GOAL DEVELOPMENT PROCESS TO
ALIGN WITH NEW EDUCATOR EVALUATION SYSTEM

YEARLY GOAL DEVELOPMENT PROCESS TO ALIGN WITH NEW EDUCATOR EVALUATION SYSTEM



Strategic Planning Steering Committee

- | | |
|---|--|
| <ol style="list-style-type: none"> 1. Bonnie Reemsnyder, Old Lyme First Selectwoman 2. Meredith Britton, student 3. Michelle Dean, Assistant Principal of LOLHS 4. Diane Brown, parent/community member 5. Paul Fuchs, Board of Education 6. Marilyn Giuliano, staff member and state representative 7. Allison Hine, Board of Education (former) 8. Holly Cox, parent/community member 9. Jamie Snurkowski, parent/community member 10. Jill Pilgrim, staff member/parent/community member 11. Kara Lech, parent/community member 12. Kathy Harrison, parent/community member 13. Kerrie Kolesnik, parent/community member 14. Kourtney Collette, parent/community member 15. Tracy Lenz, Director of Guidance at LOLHS | <ol style="list-style-type: none"> 16. Leo Holland, parent/community member 17. Mary Jo Nosal, Old Lyme Selectwoman 18. Mary Seidner, Director of LYSB 19. Ian Neviaser, Superintendent of Schools 20. Ralph Eno, Lyme First Selectman 21. John Rhodes, Director of Facilities 22. Pam Russell, RETA tri-President 23. Skip Sibley, Old Lyme Selectman 24. Steve Mattson, Lyme Selectman 25. Tracy McGlinchey, parent/community member 26. Ellen Tyler, Principal of Center School 27. Jim Witkins, Board of Ed Chairman |
|---|--|

Parents**Students****Educators****Elected Officials**

- May 2013
 - Formal discussion on strategic planning begins (BOE committee: Allison, Paul, Jim, Ian)
- July 2013
 - Meeting with LEARN facilitator (D. Marvin) and BOE committee
- August 2013
 - First meeting of Strategic Planning Committee (SPC) to begin the process and ensure a comprehensive and collaborative plan of action
- September 2013
 - BOE committee with D. Marvin reviews data from August meeting to develop questions for survey
- September- December 2013
 - LOLHS Community Service Club assists in collecting responses to Survey Monkey at community events
 - SPC reviews current vision and mission as they relate to new thoughts and ideas raised at August meeting
- October 16, 2013
 - Community Forum for public input
- November 13, 2013
 - Community Forum for public input
- December 2013
 - SPC reviews the feedback from the community, discusses next steps in the process
- January- February 2014
 - Strategic Plan draft presented to SPC for feedback
- March 2014
 - Draft plan revised based on SPC feedback
- April 2014
 - Draft plan reviewed by Board of Education



Development Timeline

GOALS FOR PLAN DEVELOPMENT

- Manageable
- Meaningful
- Fluid/Living Document
- Applicable to newest trends at the local, state, and national level



Region #18 Lyme-Old Lyme Strategic Plan

LYME OLD LYME PUBLIC SCHOOLS

Small Schools, Big Ideas

*Challenging * Achieving * Excelling*

We are committed to providing exemplary schools, partnered with the community, to nurture passion for lifelong learning, exceeding potential, and global citizenship.

Region #18 Lyme-Old Lyme Strategic Plan GOALS

Curriculum

- To create and nurture students' love of learning and the value of the educational process through engaging high quality curriculum and teaching
 - Embed throughout the curriculum:
 - experiences that teach rigorous decision-making, personal accountability, and global citizenship
 - the skills of flexibility, creativity, collaboration, independence, and self-advocacy
 - supports for social and emotional well-being
 - Continue to offer diverse learning opportunities within students' educational experience (curricular, co-curricular, extra-curricular)
 - Use demographic data and usage to inform decisions
 - Assure that assessments are
 - Rigorous, relevant, and necessary
 - Used to inform decision making for improvements in curriculum and instruction

Region #18 Lyme-Old Lyme Strategic Plan GOALS

Human Resources

- To recruit and retain high-quality staff
- Offer high- quality training and professional development for all staff

Region #18 Lyme-Old Lyme Strategic Plan GOALS

Community

- To expand partnerships between and among the global community resulting in opportunities for students such as international partner schools, tutoring, mentoring, cross-generational initiatives and internships
- To continue strong relations and communications with the public resulting in mutually beneficial partnerships
- To utilize the unique natural (Long Island Sound, Connecticut River, Eight Mile River, land preserves, etc.) and human resources (mentors, artists, highly educated citizens, town government) in our communities to offer real world educational experiences and curricular connections to our students

Region #18 Lyme-Old Lyme Strategic Plan GOALS

Facilities

- To continue to maintain safe school facilities, grounds, and athletic fields
 - Assure up-to-date security, technology, and equipment
 - Plan for budget implications based on need

Region #18 Lyme-Old Lyme Strategic Plan
Measurements of Success

- **Achievements**
 - **Success beyond high school**
 - **State assessments**
 - **School, teacher, student recognitions**
 - **Success at the transition years (elementary to middle and middle to high school)**
- **Student retention**
- **Teacher retention**

WHAT'S NEXT?

- **Present to community via Focus on Education**
- **Revisit and approve at future BOE meeting**
- **Begin new goal setting process and timeline**

YEARLY GOAL DEVELOPMENT PROCESS TO ALIGN WITH NEW EDUCATOR EVALUATION SYSTEM

