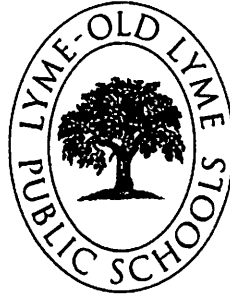


LYME-OLD LYME PUBLIC SCHOOLS

Small Schools, Big Ideas



Challenging * Achieving * Excelling

REGION #18

Regular Board of Education Meeting

Center School

April 6, 2016

Board Present: Michelle Roche, Chairwoman; Beth Jones, Vice Chair; Jean Wilczynski, Treasurer; Rick Goulding, Secretary; Erick Cushman; Diane Linderman; Nancy Lucas Edson

Absent by Previous Arrangement: Mary Powell St. Louis; Stacy Winchell

Administration Present: Ian Neviasher, Superintendent of Schools; Elizabeth Borden, Director of Curriculum; James Cavalieri, Principal of Lyme School; Michelle Dean, Interim Principal of Lyme-Old Lyme Middle School; Patricia Downes, Principal of Mile Creek School; Nancy Johnston, Director of Special Services; Holly McCalla, Business Manager; John Rhodes, Director of Facilities & Technology; Neil Sullivan, Assistant Principal of Lyme-Old Lyme Middle School

Others Present: Jennifer Harvill, AFT Representative; Mercedes Alger; Silja Forstein, High School Student Representative; one community member from LOL

I. Call to Order

The meeting was called to order at 6:35 p.m. by Chairwoman Michelle Roche. The Pledge of Allegiance was recited.

II. Approval of Minutes

MOTION: Dr. Goulding made a motion, which was seconded by Mrs. Linderman, to approve the minutes of Regular Meeting of March 2, 2016.

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

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III. Visitors

1. Report from Student Representatives

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

At LOLHS: At the UN Model Congress, Lyme-Old Lyme's Matt Crisp was named "Best Delegate" from over 450 other participants. The math team won its third straight small division championship and will compete in the state tournament. Junior Natalie Rugg was named a Governor's Scholar. This is the second year in a row that a Lyme-Old Lyme student has made the list. Only 30 juniors in the state receive this honor. Spring sports began this week although the weather has not been cooperating so far. Tomorrow a high school band from Buffalo will spend the afternoon with the LOL band and then perform a joint concert in the evening.

At LOLMS: Many of the spring intramurals and athletics started in March. The Art Club, Volleyball Club, baseball and softball are underway. Track starts after April vacation with nearly 100 students signed up to participate. Eight LOLMS students participated in the Invention Convention a few weeks ago and presented a wide range of ideas that could be put to good use such as: the Bluetooth Paperclip - never lose your important papers again; the Omni-backpack - one backpack with attachments for all athletics. Eighth grader Ryan McTigue has placed in the State Geography Bee. The Science Olympiad team, which placed 1st and 3rd in the state competition, are booked for Nationals on May 18 in Wisconsin. The students have raised \$1700 so far to offset cost through their GoFundMe page. This Friday is Wellness Day, an all-day event with speakers and workshops for grades 6-8. Students are able to select from nearly 20 workshops ranging from Zumba to smart use of social media. Thanks to the generous sponsorship of the middle school PTO, the school is able to have two national presenters working with each grade level. Jerry Ackerman, social media specialist, also hosts a parent evening tomorrow night at 7 p.m. at the middle school as part of the PTO's sponsorship.

At Lyme Consolidated School: The Student Senate conducted an "Operation Donation" drive to collect health supplies for the troops in Afghanistan. The school held "Penny Wars" where students challenged each other to donate the most pennies to go to a charity to be determined by the senate at a later date. Over \$380 was raised. This month the senate is conducting a book swap. Students can donate gently used books to meet two goals: so that every student can take home a "new" book to read and to donate books to children in need. Four students will represent Lyme School at the annual Connecticut Invention Convention at the University of Connecticut: Cole Dobratz, Joseph Steinmacher, Jonah Lathrop and Caden Monte.

At Mile Creek School: The Invention Convention was a success with 16 inventors presenting their inventions to the judges. After deliberations, it was decided that the following students will represent Mile Creek School at the state level on April 30 at the University of Connecticut:

Jamie Bucior with her invention- The Forever Shower

John Eichholz with his invention- Recycle Rope

Anna Davis with her invention- Heli Air 300

Phoebe Lampos with her invention- Toothpaste to Go

Elsie Arafeh-Hudson with her invention- The Perfect Pizza Box

Thanks were extended to Nila Kaczor for making this experience possible for the 5th graders.

Other events at Mile Creek School: OLSAT and Science CMT testing was completed on March 23. On March 17/18, the 3rd grade students gave a musical performance of "Hopping Into Spring." On April 7, the 2nd grade students will be visiting the Connecticut Science Center to complement the second grade science curriculum. On April 13, LOLMS has invited parents of current 5th graders to a parent orientation. On April 14/15, the kindergarten students will present their musical show, "Going to the Zoo." After the spring break, SBAC testing will be held for 3rd, 4th and 5th grade students.

In the Preschool Program: The preschool just completed a very comprehensive unit on the solar system. For April, their themes will include spring and oviparous animals (which will include egg hatching). In science, they will be learning about life cycles; in social studies, they will learn about Earth Day; and in math, they'll be doing ordinal counting (1st, 2nd, 3rd...). Literature selections for the month will include: *Chickens Aren't The Only Ones* and *The Quiet Egg*.

2. Public Comment

There was no public comment.

IV. Administrative Reports

1. Superintendent's Report

Mr. Neviasser reviewed the April 2016 Personnel Report which reflected the hiring of two instructional assistants and a math tutor. Mr. Neviasser also reported that Melissa Dougherty has been chosen as the new Director of Special Services. Her tenure will begin on September 1 when the current director, Nancy Johnston, will retire. Mr. Neviasser also reported that JoAnn Wright, Special Education Teacher, will retire in June.

Mr. Neviasser reviewed the April 2016 Enrollment Report which reflected a total in-house student enrollment of 1,318 students.

Mr. Neviasser reported that the students and staff at LOLMS who are part of the French exchange program were notified that the trip to France was being postponed due to a travel alert issued by the U.S. Department of State. Mr. Neviasser explained that they are exploring options to reschedule the trip and are working to try to get refunds for students should they ultimately not be able to travel to France. Michelle Dean, Interim Principal of LOLMS, gave detail on their work with the travel agency for reimbursement. Mr. Neviasser recommended that discussion at the Board level take place to discuss future student travel to Europe.

Mr. Neviasser reported that the annual staff banquet is scheduled for May 26 at the Gelston House in East Haddam which is a celebration of all staff members. He asked the Board members to mark their calendars for this special event.

Mr. Neviaser reported that per policy 6270, the Old Lyme Rowing Association has purchased equipment for the student athletes and are donating these to the district. The rowing association recently made two purchases of lightly used rowing shells that will support the second and third varsity boys and girls this season and beyond. The district will be taking delivery of these boats in the near future. The donations include: 2006 Vespoli Metallic Blue V1 ES4+ Serial Number VUAVG133D606 Value \$8,100 and 2010 Vespoli Red V1 EM4+ Serial Number VUAUG123E010 Value \$11,500.

Mr. Neviaser reported that he, Dave Roberge and Lee Watkins (Emergency Management Directors for Old Lyme and Lyme respectively) have been invited to be part of a school safety panel for a presentation to the Connecticut Conference of Municipalities sponsored by the Division of Emergency Management and Homeland Security. This is in recognition of our ongoing safety practices and is a testament to the regional cooperation of the three organizations when it comes to school safety.

2. Business Manager's Report

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

Instructional Programs: year to year spending percentage equates to \$25,000 more in 2015-2016.

Special Education: increases continue due to unexpected outplacement costs.

Administrative Services: Center School reconfiguration, technology purchases, and attorney fees.

Pupil Transportation: encumbrance of known expenditures to year end.

Mrs. McCalla reviewed the Contingency Maintenance Report which reflected a balance of \$138,391 as of March 31, 2016. 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 \$133,000; however, this month the remaining balance is \$138,391.

V. Educational Presentation

1. Update on 1:1 Computer Initiative at LOLHS

John Rhodes, Director of Facilities and Technology, and Beth Borden, Director of Curriculum, gave an update on the progress on creating a grade 6 to 12 digital learning environment and 1:1 computer initiative at the high school for 2016-2017. A copy of their presentation is attached to these minutes for informational purposes.

Mr. Rhodes and Dr. Borden addressed questions and comments from the Board on this initiative. These involved: plans for repairing broken laptops; how the use of laptops and the learning management system will affect the use of textbooks in the classroom; initiatives for charging devices; whether purchasing opportunities would be available for parents (vs. loaning); district advantages for purchasing vs. leasing the laptops; school districts that have successfully implemented laptops into their school system; management of anti-virus and security of technology; questions that will be asked on the parent survey; problems associated with those who cannot afford the insurance for the device; and expectations for those using their own device.

VI. Chairman & Board Report

Mrs. Roche thanked Nancy Lucas Edson, Jean Wilczynski, and Diane Linderman for participating with Mrs. Roche at the LOL Education Foundation Trivia Bee.

Mrs. Roche reported that she would not be in attendance at the District Budget Meeting and Regular Board Meeting in May; Dr. Jones and Mrs. Lucas Edson also noted that they would not be at the May 3 District Budget Meeting.

Mrs. Roche reported on the past and upcoming Community Action for Substance Free Youth (CASFY) initiatives.

VII. New Business

1. Setting of Date of LOLHS Graduation

Mr. Neviasser explained that 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." Per statute, Mr. Neviasser recommended the Board vote to establish Friday, June 10, 2016 as the firm graduation date for the Class of 2016.

MOTION: Mr. Cushman made a motion, which was seconded by Dr. Goulding, to establish June 10, 2016 as the firm graduation date for the Class of 2016 of Lyme-Old Lyme High School.

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

2. Annual Review of Tuition Policy/Rate

Mr. Neviasser explained that per policy #2420, the Board is required to set a tuition rate for non-resident students by May 30 of each year. The business manager has calculated next year's tuition rate as \$21,489 based on the proposed budget minus debt service and regular transportation divided by the April enrollment.

The Board discussed recent past practice for setting the tuition rate which has been in line with the budget increase. There was further discussion on the importance of being consistent in the calculation from year to year. There was agreement to increase the tuition rate by the same percentage increase of the budget from 2015-2016 to 2016-2017 (2.84%).

MOTION: Dr. Goulding made a motion, which was seconded by Mr. Cushman, to approve a tuition rate of \$19,400 for the 2016-2017 school year.

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

3. Nonrenewals of Non-Tenured Staff

Mr. Neviaser explained that it is the district's annual practice to ensure compliance with state statute and in accordance with Conn. Gen. Stat. § 10-151(b), which gives authority to the Superintendent to determine whether a non-tenure teacher should be offered a contract for the subsequent school year. Therefore, he recommended the nonrenewal of all non-tenured teachers. This practice is done until a successful budget has been approved by the taxpayers for the 2016-2017 school year.

MOTION: Dr. Jones made a motion, which was seconded by Dr. Goulding, that pursuant to Connecticut General Statutes Section 10-151, the Region 18 Board of Education non-renew the teacher contract of the teachers named on the attached document at the end of the 2015-2016 school year as recommended by the Superintendent. Further move that the Superintendent of Schools be directed to communicate this action of the Board in writing to named staff members.

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

4. Policy 5450 Tutoring

Mr. Neviaser and Mrs. Linderman reviewed, and the Board discussed, the proposed changes to Policy 5450 *Tutoring* which had not been updated since 1996. The new version of this policy includes regulations developed by the superintendent regarding employees of the district tutoring students for a fee. This was a first read of the policy and did not require Board action. Board action will take place at the May meeting.

5. Media Center Circulation Desks at Mile Creek and Lyme School

Mr. Rhodes gave the following background information on this agenda item: last summer the maintenance staff reconfigured both the Mile Creek and Lyme Consolidated media centers to better meet 21st century educational needs. This included removing and moving walls, repainting, replacing carpeting, and reconfiguring bookcases. Due to the limited time during the summer, the installation of permanent circulation desks was deferred until the summer of 2016.

This project was publicly bid twice. Unfortunately, there was no qualified bid response either time (sealed bids must be received before the advertised bid opening date and time). However, one unqualified emailed bid was received by the advertised due date, and they were able to obtain a second emailed bid.

Results are listed below:

LaRose's Woodworking LLC	\$35,500
Pierre Marchand Architectural Millwork	\$22,824

Pierre Marchand Architectural Millwork fabricated and installed the renovated high school millwork successfully and are recommended to perform this project.

MOTION: Mrs. Linderman made a motion, which was seconded by Mrs. Lucas Edson, to award Pierre Marchand Architectural Millwork the contract to fabricate and install circulation desks in the Mile Creek and Lyme Consolidated School media centers for \$22,824.

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

6. Fuel Oil Tank Replacement at the Lyme Street Campus

Mr. Rhodes reported that as part of the school district capital projects budget, the Lyme Street campus fuel oil tank will be replaced during the 2016 summer. This fuel oil tank, along with the Lyme Consolidated and Mile Creek School tanks, are reaching end of life. Replacing the Lyme Street campus fuel oil tank is the first year of a three year plan to replace all three fuel oil tanks.

This project was publicly bid. The bid results are listed below.

ENPRO	\$320,750
ETT Environmental Services	\$156,000
Kropp Environmental Contractors	\$124,500
Lemelin Environmental Services	\$128,700
Service Station Equipment	\$172,689
True Blue Environmental Services	\$174,611

Based on reference checks and scope review, Mr. Rhodes recommended that Kropp Environmental Contractors Incorporated be awarded the fuel oil tank replacement.

MOTION: Mrs. Lucas Edson made a motion, which was seconded by Dr. Goulding, to award Kropp Environmental Contractors Incorporated to replace the Lyme Street campus fuel oil tank for \$124,500 pending successful scope review.

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

VIII. Old Business

1. Textbook Proposals

The Board was presented with four textbook proposals at their March meeting for the following courses: Modern U.S. History, French, Java Programming, and AP European History. These texts were available at the Central Office for the Board to review. Mr. Neviasser asked that the Board officially approve the textbook proposals.

MOTION: Mr. Cushman made a motion, which was seconded by Mrs. Wilczynski, to approve the textbook proposals for the following courses: Modern U.S. History, French, Java Programming, and AP European History as presented.

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

2. Closing of LOLHS Project

The district is still waiting for the final change order from the State so there is no action required on this agenda item.

3. Report of Committees

- a. *Facilities*. Dr. Goulding reported that, after an on-site inspection by the committee, the athletic fields are in good shape. He also reported on a meeting with solar energy representatives; they are gathering information for possible solar initiatives for the district. A presentation on solar energy will take place at a future Board meeting.
- b. *Building*. No report.
- c. *Technology*. No report.
- d. *Policy*. Mrs. Linderman reported that this group will be meeting next Wednesday.
- e. *Communications*. Mrs. Roche reported that the budget edition of the *Focus on Education* newsletter was mailed to the community recently. She also gave an update on the district's marketing initiative noting an article that appeared in *The Lyme Times* and *The Day* on declining student enrollment and Mr. Wygonik's attendance at an upcoming open house at The Country School in Madison to recruit students.
- f. *Finance*. Mrs. Wilczynski reported on her and Mr. Neviasser's attendance at the Old Lyme Board of Finance Committee meeting to discuss the proposed school budget and their attendance at the upcoming Lyme Board of Finance meeting for the same purpose.
- g. *Human Resources*. Mr. Neviasser noted that there is still need for Board representation on the AFT Committee that is studying remuneration for instructional assistants and an electronic time keeping system. Dr. Jones reported that the committee working on the stipends for extracurricular activities in the teachers' contract has completed their task.
- h. *Enrollment & Equity*. No report.
- i. *LEARN*. No report.

Dr. Jones reported on a program at Yale named *Discovery to Cure* where high school students can be involved with cancer research. As she believed this was a good mentoring opportunity for the high school students, she has given more information on the program to Principal Jim Wygonik and Tracy Lenz, Director of Guidance.

Dr. Jones discussed the Amtrak expansion and its possible impact to the community.

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 9:00 p.m. upon motion by Mrs. Linderman and a second by Mrs. Lucas Edson.

Respectfully submitted,

Rick Goulding, Secretary

Creating a Grade 6 to 12 Digital Learning Environment: Next Steps

April 6, 2016



A Look Ahead



- In May, we will ask for approval for technology purchases.
- Tonight, we would like to share:
 - Our proposal we want to bring to you in May
 - The instructional and budgetary implications
 - The decision making process

Technology Goal: Create Digital Learning Environment

•Our new Learning Management System

- Canvas has been deployed for teacher training
- Teachers received initial training; more opportunities this spring & summer
- Teachers will begin piloting in September
- Calendars & resources available for all courses by January (many beyond)

•One to One Devices for Grade 6 to 12 Students

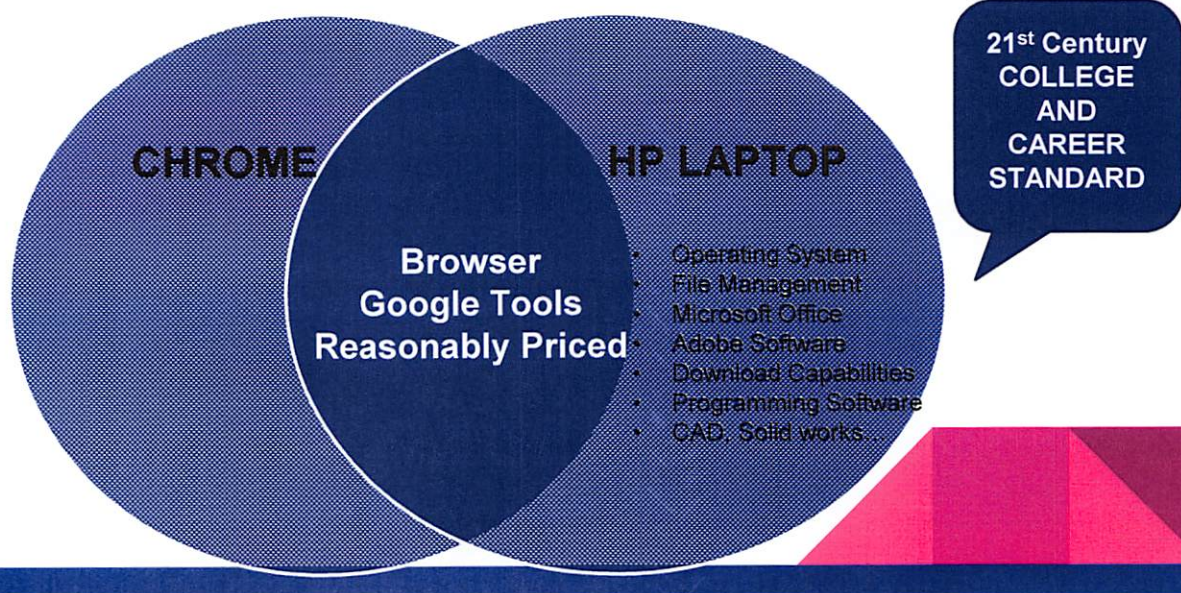
- Committee recommends Gr 9-12 HP laptops for home and school use
- Parents will be asked to consider BYOD model
- Committee will determine MS plan next year

Tonight's Presentation

- Why are we recommending HP laptops
- Budgetary and Educational implications of this decision
- Additional considerations regarding HP laptop deployment
- Decisions still to be made this spring



Why HP Laptops and NOT Chromebooks?



How did we come to this decision?

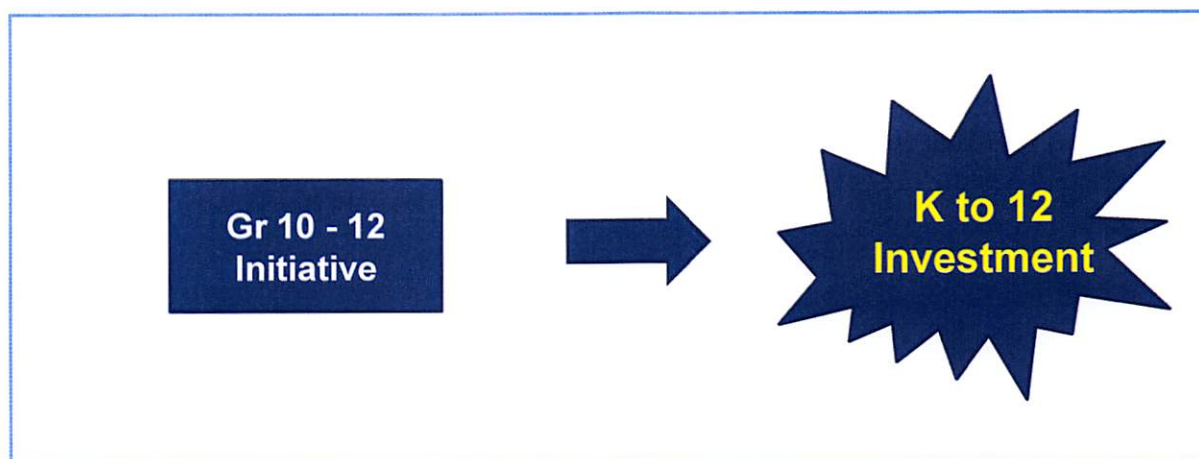
- Teachers & students used both devices for their daily work and provided input.
- HP laptop was tested with multiple high demand software products.
- Both were tested for size, speed and start-up time.
- CCS, our outside consultant, provided input.
- Districts using various models were interviewed.
- Team of teachers, BOE, admin & tech made recommendation based on all data.



Let's Focus in on Educational Impact

	Original Concept \$49,750	Current Proposal \$59,250
Scope	Canvas Gr 6 to 12 Gr 10-12 HP Laptops or 4-12 Chrome	Canvas Grade 6 to 12 Gr 9 to 12 HP Laptops
Gr 9	Students use existing laptops from 6 carts (Quite cumbersome; 2hr battery or less)	Students use very portable 10 hr. battery HP laptop
Laptop Carts	6 carts (150) = 120 9th graders and loaners No HS laptops to meet demands of K to 8	2 laptop carts for loaners 4 HS laptop carts for MS LMS, gr 3-8 research, multi-media, presentations, keyboarding, Microsoft Office proficiency, individualized math and reading practice/enrichment, and district and state testing

What are Educational Implications of this Decision?



What are the Budgetary Implications of this Decision?

	Original Concept	Current Proposal		Change
	2016-17 Budget	2015-16 Grant	2016-17 Budget	2016-17 Budget
Canvas	\$13,750	\$4,500	\$9,250	-\$4,500
1:1	\$36,000		\$50,000	+\$14,000
TOTAL	\$49,750		\$59,250	+\$9,500

What is our Recommendation?

- Lease gr 9-12 HP laptops for school/home
- Survey parents regarding BYOD
- Students without internet access can:



Work off line and turn in assignments in school

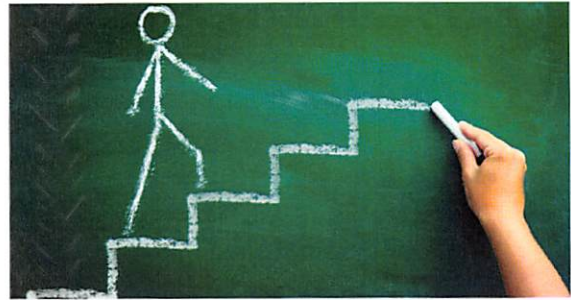
Use district wireless after school

Find wireless access at local businesses and libraries

Next Steps

Team needs to make decisions regarding:

- Communication to all involved
- Acceptable Use Policies(inc. BYOD)
- Insurance/Replacement Options
- Minimum requirements and software implications for BYOD
- Tech support plan
- Initial deployment plan
- Charging locations



Return to BOE in May with final proposal