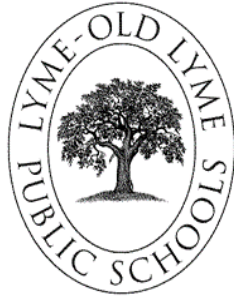


LYME-OLD LYME PUBLIC SCHOOLS

Small Schools, Big Ideas



*Challenging * Achieving * Excelling*

REGION #18

Regular Board of Education Meeting

Center School

June 1, 2016

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

Absent by Previous Arrangement: Rick Goulding

Administration Present: Ian Neviasher, Superintendent of Schools; Elizabeth Borden, Director of Curriculum; James Cavaliere, Principal of Lyme School; Michelle Dean, Principal of Lyme-Old Lyme Middle School; Patricia Downes, Principal of Mile Creek School; Nancy Johnston, Director of Special Services; John Rhodes, Director of Facilities & Technology; James Wygonik, Principal of Lyme-Old Lyme High School

Others Present: Nila Kaczor, Talented and Gifted Teacher; Retirees: JoAnn Wright and Maureen Fudge; Silja Forstein and Gabe Barclay, High School Student Representatives; 50 Townsperson from LOL

I. Call to Order

The meeting was called to order at 6:30 p.m. by Chairwoman Roche. The Pledge of Allegiance was recited.

II. Approval of Minutes

MOTION: Mrs. Linderman made a motion, which was seconded by Mrs. Wilczynski, to approve the minutes of the District Budget Meeting of May 2, 2016 and the Regular Meeting of May 4, 2016.

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

III. Visitors

1. Recognition of Students from the Invention Convention

Talented and Gifted Teacher, Nila Kaczor, was present to recognize student inventors that were selected for the State Invention Convention and some who inventors attended the National Competition on May 20.

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The following students received honors at the state competition:

Jamie Bucior- “The Forever Shower”- (5th Grade Student)

Recognized Inventor Award, CT Environmental Forum Award (Best environmentally friendly invention), Lincoln Financial Presidential Award (Best invention benefiting community and society), Represented Region 18 at Nationals in Washington D.C.

Phoebe Lamos- “Toothpaste to Go”- (5th Grade Student)

Recognized Inventor Award

Joseph Steinmacher- “Tick Finder”- (5th Grade Student)

Recognized Inventor Award, Boehringer-Ingelheim Life Sciences Award (Best invention focusing on life sciences), Represented Region 18 at Nationals in Washington D.C.

Nick Fava- “The Fire Retirer”- (7th Grade Student)

Recognized Inventor Award, Fire Prevention Award (Invention dealing with fire and fire safety), Connecticut Safety Society Award (Most innovative safety related invention), Represented Region 18 at Nationals in Washington D.C.

Others who attended the state competition

Anna Davis- “Heli-Air 300”

Caden Monte- “The Tread Changer”

Jonah Lathrop- “S’ mittens”

Elsie Arafeh-Hudson, Jack Eichholz, Cole Dobratz and Paige Phaneuf were not able to attend the state competition due to various circumstances.

2. Memorial Day Essay Winners

The following students were recognized for their Memorial Day essays which were submitted for entry in the American Legion’s annual competition:

1st Place – Eli Brown

2nd Place – Samantha Tan

3rd Place – Andy Zelek

The three students read their winning essays.

3. CABA Student Leadership Awards

Mr. Neviasser reported that each year, CABA invites its member Boards to recognize outstanding student leaders at the middle and high school levels. The principals of each school are asked to facilitate the selection of the students based on a given set of criteria. Mr. Wygonik and Mrs. Dean were present and recognized the award winners and detailed their many accomplishments.

From Lyme-Old Lyme Middle School: Emily Evers and Nicholas Fava

From Lyme-Old Lyme High School: Allison Marsh and James Kolb

4. Presentation of Scholarships by the Lions Club

Representatives from the Lyme-Old Lyme Lion’s Club recognized three LOLHS students for their academic prowess, athleticism and community service accomplishments. The following students were presented with \$1,500 scholarships: Allison Marsh, Colleen Mueller, Kyra Teixeira, Alexis Kolar.

The Lion's also recognized Fiona Hufford (first place) and Lillian Grethel (honorable mention) for their entries in the Peace Poster Contest. Special thanks were also given to Thelma Halloran, Middle School Art Teacher, for her coordination of this contest.

5. Recognition of Retirees

The following teachers, who are retiring in June, were present at the meeting and were recognized by the Board for their years of service to the district:

Maureen Fudge, Kindergarten Teacher at Mile Creek School, 24 years of service.

JoAnn Wright, Special Ed Teacher at LOLMS, 43 years of service.

(Not present but retiring in June): Catherine Walters, 5th Grade Teacher at Mile Creek School, 22 years of service.

6. Report from Student Representatives

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

At LOLHS: Both the boys and girls lacrosse teams won the Shoreline championships last Thursday. Seniors Henry Hunt and Sloan Sweitzer were both named Shoreline Players of the Year. Both teams are currently competing in the state tournament. Teacher and girls coach, Emily Macione, was named Girls Lacrosse Coach of the Year. The baseball team and members of the boys and girls tennis teams are also still in the state tournaments. A team of five students, mentored by Mr. Elliott and Mr. D'Aquila, traveled to the University of Connecticut to compete and win the UConn Geography Challenge. They placed first over 33 other schools. The high school had a successful prom, senior banquet, and senior outing. Final exams begin next week. Graduation is being held on June 10.

At LOLMS: All teams at the middle school have been working hard to close out the school year. Student lead conferences were conducted two weeks ago where students presented to parents their academic accomplishments and growth. New to the conferences this year: student self-reflection of student success attributes and achievement of academic goals. Starting next year, the student success attribute rubric will be part of the traditional report card. The last few weeks of school are filled with a lot of activities. The Jazz Cats performed today at Six Flags on the main stage. Next week the 7th graders head to the D.E.E.P and then to the White Sands Beach clean-up; 8th graders walk the Freedom Trail next week and will hold their 8th grade end-of-year celebration at Ocean Beach. There is much buzz about the last dance of the year coming up this Friday from 6:30-8:30 p.m. with the PTO sponsored 8th grade reception area. Plans are set for the promotion ceremony with class elections taking place soon to see who the student speaker will be. Thanks were extended to Renee Molnar, LOLMS school counselor, for all of the work she put into developing the 5th grade transition program. The current 5th graders will be welcomed tomorrow as part of the final stage in the transition program. Renee has revamped the entire program this year and has put in countless hours to ensure the best transition for the incoming 6th graders.

At Lyme Consolidated School: Students are all finishing their end of the year assessments and are ready for the summer break. Teachers are wrapping up their teaching and are busy posting their grades onto the students' report cards. Although June has only 12 school days, it will be quite busy for both students and staff. On June 2, the 5th graders will visit the middle school, and the new incoming kindergarteners will

be visiting Lyme School. On June 3, the last "Town Meeting" of the year will be held. During this time, the District's Friend of Education, Mrs. Dottie Wells, will be recognized. Dottie has been a very active parent the past nine years, and she was honored at the District's Recognition Dinner held on Thursday, May 26. The 3rd and 4th graders will have their chorus concert on June 7 at 2:30 p.m. All students will participate in "Field Day" on June 9. The 5th grade ceremony will be held on June 13 beginning at 9:45 a.m.

At Mile Creek School: On May 26, NBC 30's meteorologist, Kaitlyn McGrath, visited the school for the 5th grade's "Hurricane Party." Under the guidance of Nila Kaczor, the fifth grade students engineered homes out of paper in an effort to withstand hurricane force winds. This event aired on Thursday, May 26, and is still available to watch on nbc30.com under the title "Hurricane Party." Second grade students marked Memorial Day with a special musical program and placed flags and flowers at the graves of veterans at the Mile Creek Cemetery. This morning, incoming kindergarten students and their parents visited Mile Creek for orientation, a bus ride, and a special snack. On June 2, the 5th grade students will be traveling to the campus for their orientation to LOLMS. On Friday, the 2nd graders will be hosting grandparents and special friends in their classrooms. The last seven full days of school are packed with field trips to the beach, Mystic Aquarium, and Sturbridge Village. Additionally, field day is scheduled for June 8, and the 4th grade musical performance and the 5th grade picnic will be held on June 9. Mile Creek will proudly promote its first class of 5th graders in 25 years on June 13.

In the Preschool Program: In the month of June, the preschoolers will continue their study of insects. On May 27, the students released five Painted Lady Butterflies. Literature selections this month will include: *The Very Quiet Cricket* and *Waiting for Wings*. The annual Preschool Celebration will be held at Center School on June 9. Students' families are invited to join the preschoolers and preschool staff for good food and fun activities and to say farewell to those peers who will be heading off to kindergarten in the fall.

7. Public Comment

There was no public comment.

IV. Administrative Reports

1. Superintendent's Report

Mr. Neviasser reviewed the June personnel report which reflected several vacancies for the 2016-2017 school year. He noted that the administration is recommending a candidate for the high school assistant principal position, and the Board is scheduled to interview this candidate at the end of the meeting.

Mr. Neviasser reviewed the June enrollment report which reflected a student population of 1,322. He also noted that they are continuing to track the kindergarten enrollments for next school year. Last year at this time, there were 55 kindergartners enrolled. Currently 56 are enrolled for next year, 29 at Mile Creek and 27 at Lyme.

Mr. Neviasser reported that now that the dust has settled from the budget battle in Hartford, it appears that our two towns are expected to receive a reduction in ECS funding totaling \$339K for the next fiscal

year. The district is working closely with the town leaders to ensure this reduction does not impact the education of the students or the services that are offered.

Mr. Neviasser reported that we have started an Instagram account as part of the marketing initiative. You can follow us at lymeoldlymeschools.

2. Business Manager's Report

Mrs. McCalla was not present at the meeting so Mr. Neviasser reviewed the Executive Budget Summary as of May 31, 2016 with comparison to spending at last year this time. Expenditures of note:

Instructional Supplies: year over year spending percentage increase equates to only \$37,000 more in 15-16. The percentage amount gives the impression of much greater discrepancy.

Special Education: continues due to increased, unexpected outplacements.

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

Pupil Transportation: contract price increase year over year.

Reflected on the Contingency Maintenance Account was one additional project this month of cleaning and sealing the tennis court cracks at Lyme Consolidated School. The remaining contingency balance is \$120,340.

The business manager's end of year forecast: a very preliminary number shows the end of year surplus to be somewhere in the neighborhood of \$300,000. This is a number smaller than recent years primarily due to the overages in special education tuition (unbudgeted) that have been reported throughout the school year. Mr. Neviasser described several facilities projects that have been put on hold until they have a firm figure on the end of year surplus.

V. Educational Presentation

There was no educational presentation scheduled.

VI. Chairman & Board Report

Mrs. Roche, noting that graduation would be held on June 10, encouraged all Board members to attend. She congratulated Board members, Erick Cushman and Beth Jones, who in addition to Mrs. Roche, have children graduating.

Mrs. Roche reported that the July Board meeting would be cancelled due to no pressing issues.

VII. New Business

1. Approval of Food Service Management Contract

MOTION: Dr. Powell St. Louis made a motion, which was seconded by Mrs. Winchell, to authorize the Superintendent to execute the Food Service Management Contract, awarded to Chartwells, upon receiving state approval.

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

2. Superintendent Appointment of Designee Per Policy 7250

Mr. Neviaser explained that annually the Board is asked to appoint a designee(s) to act in the absence of the Superintendent as necessary. The recommendation and past practice is to have the Board designate two individuals for the rare occasions when both the Superintendent and Director of Curriculum are unavailable. Therefore, Mr. Neviaser recommended the Board approve Beth Borden and Nancy Johnston and Melissa Dougherty (incoming Director of Special Services effective 9/1/16) as designees for this purpose.

MOTION: Mrs. Linderman made a motion, which was seconded by Mrs. Wilczynski, to designate Beth Borden, Director of Curriculum, and Nancy Johnston and Melissa Dougherty, Director of Special Services, as the designees to act in the absence of the Superintendent per Policy 7250.

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

3. Participation in State and Federal Grants

Mr. Neviaser explained that annually the Board is asked to approve application for all state and federal grants. These include those for special education as well as remedial, staff development and other entitlement grants. A single motion authorizes the administration to apply for all that the District is eligible.

MOTION: Mrs. Lucas Edson made a motion, which was seconded by Mrs. Linderman, to authorize the Superintendent of Schools to apply for, receive and otherwise act as the legal representative of Regional School District No. 18 in connection with the following State and Federal Grants along with any other grants he deems appropriate:

Adult Education

Handicapped Preschool Incentive – Section 619 Education of the Handicapped Act

National School Lunch Program

Open Choice Attendance

Title I Improving Basic Programs

Title II Teacher and Principal Training and Recruiting

Title VI Part B of the Education of the Handicapped Act PL 94-142

Carl D. Perkins

School Transportation

Science and Technology

Investing and Personal Finance

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

4. HVAC Controls Upgrade

Mr. Rhodes gave the following background on this agenda item: this project upgrades the existing HVAC controls at Mile Creek, Lyme Consolidated and Center Schools. The existing controls installed between 2001 and 2004 have reached end of life and have developed reliability issues as well as technical support issues. Included in this project are replacement controllers, replacement district wide HVAC

server supporting all five schools, reprogramming to current energy efficiency standards and web based access to the HVAC system controls. Lastly, at the completion of this project, all five schools will use a common HVAC control platform simplifying access for the maintenance staff as well as future contractor support.

This project was not bid. Connecticut Controls has successfully been the district's HVAC controls contractor for the past two years. Because of the proprietary nature of HVAC controls systems, there are limited firms who are qualified to complete this project. Over the maintenance history of the district's HVAC controls, we have contracted and released all other potential candidates due to performance issues. Therefore, at this time, only Connecticut Controls is qualified to perform this work.

MOTION: Mr. Cushman made a motion, which was seconded by Mrs. Linderman, to waive the bidding requirements and to Award Connecticut Controls the project to upgrade the HVAC controls at Mile Creek, Lyme Consolidated and Center School for \$48,855.

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

5. Microsoft Licensing Agreement

Mr. Rhodes provided the following background on this agenda item: the RESC Alliance has completed bidding the Microsoft annual licensing agreement for the 2016/2017 school year. SHI International is the RESC Alliance recommended lowest bidder. Below is a summary of the licenses we will be purchasing. The offered pricing is within the budgeted value for licensing.

260 Desktop School All Languages Licenses @ \$64.60

Subtotal \$16,796.00

Network Server and On Line Application Licenses

Subtotal \$15,796.60 for a total of \$32,592.60

MOTION: Dr. Powell St. Louis made a motion, which was seconded by Mrs. Lucas Edson, to approve renewal of the Microsoft licensing, which includes the Office products, the Windows operating system for its PCs, Windows Server and SQL Server licenses for its servers and on line applications for \$32,592.60 through SHI International.

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

6. High School Locker Room Floor Project

Mr. Rhodes provided the following background information on this agenda item: Approximately seven years ago the school district started a program to clean, restore and seal all bathroom and locker room ceramic floors. This process protects the ceramic tile floors, leaves them looking like new, and greatly simplifies cleaning of these spaces. Each year the school district has this system applied to another group of bathrooms and locker rooms. All high school ceramic tile floors have had this process completed except for the largest spaces which are the high school men's and women's locker rooms. We have budgeted for the men's locker room to be completed during the summer of 2016 and the women's locker room to be completed during the 2017 summer.

This process is proprietary to Saniglaze International and cannot be bid. The school district recommends awarding Saniglaze the project of the high school men's locker room floor.

MOTION: Dr. Powell St. Louis made a motion, which was seconded by Mrs. Linderman, to waive the bidding requirements and to Award SaniGlaze the project to clean, restore and seal the high school men's locker room floor for \$11,000.

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

VIII. Old Business

1. 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.

2. Reports of Committees

- a. *Facilities*. No report.
- b. *Building*. No report.
- c. *Technology*. No report.
- d. *Policy*. Mrs. Linderman reported that this group met last month and will be bringing forward the disciplinary policy in August to the Board.
- e. *Communications*. No report.
- f. *Finance*. No report.
- g. *Human Resources*. Dr. Jones noted that there would be a need for discussion in executive session at the end of the regular meeting.
- h. *Enrollment & Equity*. No report.
- i. *LEARN*. No report.

IX. Correspondence

There was no correspondence to report.

X. Executive Session

Dr. Jones made a motion, which was seconded by Mrs. Lucas Edson, to move into executive session for the purpose of discussing the Superintendent's evaluation, contracts for the Superintendent, Business Manager and the Director of Facilities and Technology, and to the interview the candidate for the high school assistant principal. Mr. Neviaser was invited to attend the executive session.

XI. Adjournment

The regular meeting adjourned at 8:16 p.m.

Respectfully submitted,

Beth Jones, Secretary Pro Tem