



LYME - OLD LYME PUBLIC SCHOOLS

Impassioned with Pride and Purpose

MEETING MINUTES

Regular Board of Education Meeting

Lyme-Old Lyme High School

June 4, 2014

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

Administration Present: Ian Neviasher, Superintendent of Schools; Elizabeth Borden, Director of Curriculum; James Cavalieri, Principal of Lyme School; Michelle Dean, Assistant Principal of Lyme-Old Lyme High School; Patricia Downes, Principal of Mile Creek School; Nancy Johnston, Director of Special Services; Christopher Pomroy, Principal of Lyme-Old Lyme Middle School; John Rhodes, Director of Facilities; Ellen Tyler, Principal of Center School; Marilyn Warren, Business Manager; James Wygonik, Principal of Lyme-Old Lyme High School

Others Present: Kinny Newman and Deborah House, RETA Co-Presidents; Tisha Kirk, AFT President; Deborah Duffy, AFT Representative; various staff members from Mile Creek School; Meredith Britton and John Fairfield-Sonn, High School Student Representatives; 50 Townspeople from LOL

I. Call to Order:

The meeting was called to order by Chairman Witkins at 6:30 p.m.

II. Approval of Minutes:

The minutes of the District Budget Meeting of May 5, 2014; Regular Meeting of May 7, 2014; and Executive Session of May 7, 2014 were unanimously approved as presented.

III. Visitors:

1. Memorial Day Essay Winners

The following students read their Memorial Day essays which were recognized by the American Legion as outstanding essays in their annual competition: Riley Nelson, 1st place, Center School; Isabella Hine, 2nd place, Lyme Consolidated School; and John Cox, 3rd place, Center School.

2. Science Olympiad Team

The Science Olympiad team won the state championship followed by a trip to the national competition at the University of Central Florida in Orlando. Members of the team, along with the team advisors (Shannon Glorioso and Lucy Walter), were recognized by the Board for their accomplishments. Mrs. Glorioso detailed the program and shared some of the accolades bestowed on the team this year. She also thanked the high school students who volunteer their time as coaches.

3. CABA Student Leadership Awards

Each year CABA invites its member Boards to recognize outstanding student leaders at the middle and high school levels for distinguished leadership in school activities and daily life.

Chris Pomroy, Principal of Lyme-Old Lyme Middle School, presented the CABA Student Leadership Award to Jace Funaro and Una Barrett. Jim Wygonik, Principal of Lyme-Old Lyme High School, and Michelle Dean, Assistant Principal of Lyme-Old Lyme High School, presented the award to Tajhay Marshall and Meredith Aird.

Mr. Pomroy, Mr. Wygonik and Mrs. Dean detailed the many reasons why these four students were selected for the CABA Student Leadership Awards. The Board congratulated the students on this recognition.

4. Recognition of Retirees

Diane Bates, elementary teacher at Mile Creek School, was honored and recognized for her 35 years of service to the district. Patricia Downes, Principal of Mile Creek School, spoke on behalf of Mrs. Bates' years of service to the students of Region 18.

5. Report from Student Representatives

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

At Mile Creek School: Kindergarten orientation where students participated in activities in the classroom and then went for a bus ride around the neighborhood; parents were invited to an evening with the kindergarten staff. On June 10, Mile Creek will be hosting a production of *The Teacher from the Black Lagoon*. The Mile Creek PTO will be hosting an end of the year celebration at White Sands Beach on June 13 from 5:30 – 7:30 p.m. There will be a field day for grades K-3 and a preschool step-up at High Hopes, both on June 17.

At Lyme-Old Lyme High School: various senior activities (Holiday Hill, senior banquet, dress up week, etc.); underclassmen and senior awards nights; National Honor Society inductions; boys tennis winning Shoreline championship; many spring sports teams competing in states with both boys and girls crew teams winning states; final exams beginning on June 16; and graduation on June 20.

At Lyme-Old Lyme Middle School: The final dance of the year will be this Friday night and will feature a number of activities for eighth grade students. Students in the IMPACT program will be taking a field trip to the Connecticut Center for Advanced Technologies on Friday June 13. Sixth grade students will be taking a field trip to Camp Hazen in groups on June 16, 17, and 18. All students will attend one of these sessions. Eighth grade students will be taking a class trip to Ocean Beach on June 18 and will have many planned activities as part of their day. The annual talent show will be held on the last day of school. The year's concert schedule concluded Tuesday night with the eighth grade chorus and band performing. The seventh grade field trip to White Sands Beach will be on June 12 and a trip to Mystic Seaport will be on June 18.

At Center School: Children and staff in grades 3, 4 and 5 from Center, Lyme and Mile Creek Schools spent the day at White Sands Beach for Beach Day. The children participated in activities that celebrate their proximity to Long Island Sound (identifying flora and fauna on a nature walk, creating watercolor seascapes, building sand sculptures and playing "beach sports"). Thank you to Don Bugbee, Old Lyme Park and Recreation Director, and the White Sands Beach Association for their support and to our dedicated and hard-working staff for guiding over 350 children through a safe, fun and educational day.

At Lyme Consolidated School: The 3rd, 4th and 5th graders joined Mile Creek and Center's 3rd, 4th and 5th graders at the middle school to see "Blue Jupiter," an a cappella group from New York City; 3rd, 4th and 5th graders visited White Sands Beach to participate in many different science activities; the last "Town Meeting" of the year will be held on June 6; field day will occur on June 12 and the 5th grade Ceremony will be held on June 19.

The Board commended the student reps for their efforts on the Board over the past year. Mr. Witkins noted that gifts were on order for both students in recognition of their service.

6. Public Comment

Elizabeth Sked, a community member from Old Lyme, commended Bruce Hrozenchik, 5th grade teacher at Lyme School, and noted that she would have nominated him for teacher of the year if he was eligible (Mr. Hrozenchik was teacher of the year in the last ten years and, therefore, ineligible to be recognized again). She also commended Shannon Glorioso, Science Teacher at Lyme-Old Lyme Middle School, and Lucy Walter, Science Teacher at Lyme-Old Lyme High School, for all the time and effort they give to the Science Olympiad team.

IV. Administrative Reports:

1. Superintendent's Report

Mr. Neviasser reviewed the June 2014 Personnel Report which reflected the hiring of Celina Martin as an instructional assistant at the high school and David Dander as a mathematics teacher at the middle school. Myra Gipstein will take on the .2 FTE school psychologist position at the Center School preschool starting in the fall. Currently, there is a vacancy for a

part-time school psychologist (.4 FTE). Candidates have been selected for the business manager position and mathematics teacher at the high school pending contract approval. Mr. Neviaser also reported that Rene Mitchill, Media Specialist at Mile Creek and Center, has resigned. Mr. Neviaser reported that they are currently not posting this vacancy.

Mr. Neviaser reviewed the June 2014 enrollment report which reflected 1,399 students in-house. Mr. Neviaser also reported on the lower than expected kindergarten number (56 registrations) for the 2014-2015 school year.

Dr. Goulding inquired about the 37 students educated out of district and how this figure compared to previous years. Discussion followed on the trend for magnet school attendance because of the increased opportunities; it was also noted that special education outplacements were lower than previous years due to students being educated in-district.

2. Business Manager's Report

Ms. Warren provided a year to date budget status report as well as a contingency fund report.

V. Educational Presentation:

There was no education presentation scheduled.

VI. Chairman & Board Report:

MOTION: Mrs. Linderman, made a motion, which was seconded by Mrs. Roche, to cancel the July Board of Education meeting.

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

Mr. Witkins gave some insight into his recent trip to South Africa. He noted that the White Shark Project, recently approved by the Board of Ed as an approved field trip for LOLHS students, is very well known in South Africa and held in high regard.

VII. New Business:

1. Participation in State and Federal Grants

Mr. Neviaser explained that each year the Board is asked to approve application for all state and federal grants. A single motion authorizes the administration to apply for all that the District is eligible.

MOTION: Mr. Fuchs made a motion, which was seconded by Dr. Goulding, 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:

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

Follow-up discussion centered on the identification of grant process.

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

2. Annual Computer Purchase

Mr. Rhodes, Director of Facilities and Technology, presented the following background on this agenda item:

The Board of Education approved budget will deploy 281 new laptops and 5 desktop computers this year. This will result in four additional laptop carts at the high school for a total of six laptop carts, one additional laptop cart at the Middle School for a total of 3 laptop carts, and one laptop cart at each elementary school. In addition, we will supplement existing elementary school computers so there are four computers in each classroom and twenty-two computers in the Mile Creek and Lyme Consolidated media centers.

Bids were received through a publically advertised bidding process. This purchase is within the approved budget. A summary of bids is listed below.

| Company Name | Price |
|--|--------------|
| CDI | \$173,502.00 |
| CT Computer Services | \$154,254.00 |
| En Pointe Technologies – Disqualified (Emailed versus sealed bid) | \$151,311.00 |
| Ergonomic Group | \$157,372.40 |
| SAI System | \$161,010.00 |
| SHI | \$163,657.50 |
| TBNG Consulting | \$171,507.00 |

MOTION: Ms. Smalley made a motion, which was seconded by Mrs. Lucas Edson, to purchase 281 Lenovo laptops and 5 Lenovo desktop computers from Connecticut Computer Services for \$154,254.

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

3. Superintendent Appointment of Designee Per Policy 7250

Per Board policy, the Board is to appoint a designee(s) to act in the absence of the Superintendent as necessary. Mr. Neviasser recommended that the Board approve Dr. Beth Borden, Director of Curriculum, and Nancy Johnston, Director of Special Services, for the rare occasions when both the Superintendent and Director of Curriculum are unavailable.

MOTION: Mr. Fuchs made a motion, which was seconded by Dr. Jones, to designate Beth Borden, Director of Curriculum, and Nancy Johnston, 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.

4. Approval of Food Service Management Company

Ms. Warren, Business Manager, gave the following report on this agenda item:

The Food Services Management Contract was bid for fiscal year 2014-2015 as required. A legal notice was put in the *New London Day* and *Hartford Courant*. Request for Proposal documents were sent to Aramark, Whitson's and Chartwells. Whitson's and Chartwells attended the mandatory pre-bid meeting on April 9, 2014. Chartwells was the only firm to submit a bid. Their proposal includes a zero subsidy to the program by the Board of Education.

Chartwells has run the food service program since the District went to a Food Service Management Company for fiscal year 2005-2006. They have followed the Healthy Food Certification guidelines, managed mandatory state submissions and successfully completed two State Department of Education Administrative Reviews of the food service program.

Ms. Warren requested that the Board approve Chartwells as the Food Service Management Company for fiscal year 2014-2015. Food service management contracts, by state requirements, can only be for a one-year period, with up to four successive one-year renewals allowed before it is required to rebid the contract.

Discussion followed on food quality, following nutritional guidelines, and meeting nutritional standards. Additional discussion ensued on the lack of competitors and running five cafeterias within five small schools.

The Superintendent noted that the Policy Committee is working on a policy relative to lunch balances.

MOTION: Mrs. Linderman made a motion, which was seconded by Mrs. Wilczynski, to approve Chartwells as the Food Service Management Company for fiscal year 2014-2015.

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

5. Leave of Absence Request

Mr. Neviaser presented a one year leave of absence request for Melissa Geelan, a 5th grade teacher at Center School. The Board reviewed the letter from Mrs. Geelan which stated her reason for the leave request. Mr. Neviaser supported the request.

MOTION: Mr. Fuchs made a motion, which was seconded by Dr. Goulding, to approve the leave of absence request of Melissa Geelan for the 2014-2015 school year.

Discussion followed on seniority for teachers on leave when they return and the rights of the teacher who will be called back from non-renewal due to this leave.

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

VIII. Old Business:

1. Reports of Committees:

Facilities. No report.

Building. No report.

Technology. No report.

Policy. Mrs. Linderman reported that this committee is working on policies relative to lunch charging/balances, e-cigarettes, and animals on campus.

Communications. Mrs. Roche reported on the status of the next issue of *Focus on Education* which will include stories on the strategic plan, successes across the district, the high school's valedictorian/salutatorian/honor essayist, and Science Olympiad team. Mrs. Roche noted that they are also discussing ways to improve communication of upcoming district events.

Finance. No report.

Human Resources. No report.

Enrollment & Equity. No report.

LEARN. No report.

Comcast. No report.

IX. Correspondence:

There was no correspondence to report.

X. Executive Session:

Dr. Jones made a motion, which was seconded by Dr. Goulding, to move into executive session for the purpose of discussing a series of personnel matters. Superintendent Neviaser was invited to attend the executive session.

XI. Adjournment:

The regular meeting adjourned at 8:23 p.m.

Respectfully submitted,

Beth Jones, Secretary