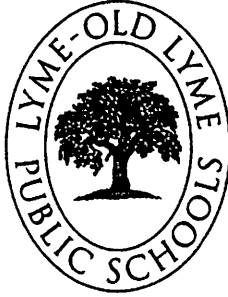


LYME-OLD LYME PUBLIC SCHOOLS

Small Schools, Big Ideas



Challenging * Achieving * Excelling

REGION #18

Regular Board of Education Meeting

Lyme-Old Lyme High School

October 7, 2015

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

Administration Present: Ian Neviaser, Superintendent of Schools; Elizabeth Borden, Director of Curriculum; James Cavalieri, Principal of Lyme School; Michelle Dean, Interim Principal of Lyme-Old Lyme Middle 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; Tracy Lenz, Director of Guidance at LOLHS; Kristen Pekar, Choral Director at LOLHS; Dawn Kelley, Science Teacher at LOLHS; Sue Jette, School Nurse at LOLMS; Silja Forstein and Gabe Barclay, High School Student Representatives; 5 Townsperson from LOL

I. Call to Order

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

II. Approval of Minutes

The minutes of Regular Meeting of September 2, 2015 and Special Meeting of September 28, 2015 were approved as presented.

III. Visitors

1. Recognition of 2015-2016 Teacher of the Year and Non-Certified Staff Member of the Year
Dawn Kelley, Science Teacher at LOLHS, was recognized by the Board for being named the 2015-2016 Teacher of the Year and Suzanne Jette, School Nurse at LOLMS, was honored for being named the Non-Certified Staff Member of the Year. Nancy Johnston, Director of Special Services, and Jim Wygonik, Principal of Lyme-Old Lyme High School, spoke on the many contributions of these two staff members.

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2. Report from Student Representatives

Silja Forstein and Gabe Barclay gave the following report on activities occurring at the schools:

At LOLHS: October is a busy month at the high school. This week is random acts of kindness week. The annual spirit week will take place October 26-30; that week culminates with a homecoming dance on Friday the 30th. This will be followed up with the second annual Lyme-Old Lyme/Valley Regional football game on the district campus on Saturday, October 31. Juniors and over 80 sophomores will take the PSAT's next week. On October 13, the high school will hold the annual Academic Letter breakfast. This event recognizes students who have maintained a 90 or better overall GPA for five straight semesters. Representatives from regional colleges and universities have been visiting the school all month to meet with interested seniors. October 28 marks the end of the first quarter of the 2015-16 school year.

At Lyme Consolidated School: the Lyme School PTO had two very successful events in September: the fall Book Fair and the Family Picnic. On September 24, parents attended Back to School Night. This past Monday, students experienced a cultural performance by the South African Choir. On October 23, there will be a Town Meeting which will feature the 4th and 5th graders sharing poetry and stories about nature, peace and kindness. This theme is in remembrance of Kim Strachan, a former Lyme School teacher who passed away August 31, 2014. After the Town Meeting, there will be a special dedication in Ms. Strachan's name for the new "Outdoor Learning Center." All former students of Ms. Strachan are invited along with any staff or parent that would like to attend this event.

At Mile Creek School: This weekend, the Mile Creek PTO hosted a Jog-a-Thon at the LOLHS Track. Despite the inclement weather, 65 students and their families came out to raise money for cultural events at Mile Creek School. On September 24, the school hosted a very successful Parent Back to School Night. On Sept 29, the student body was treated to a performance by the South African Choir, courtesy of the Old Lyme Congregational Church. On October 6, the Old Lyme Fire Department visited the school for Fire Prevention Day. On October 7, the fifth grade students traveled to the Florence Griswold Museum for the Fairy Village exhibit. The first, second and third grade students have wonderful educational trips coming up this month which include a visit to the town hall, Scott's Orchard, and the Nature Preserve. On October 23, Mile Creek PTO will sponsor its Trunk or Treat, a fun event with costumes, decorated cars and vans, and special treats and prizes for the children.

At LOLMS: Over 250 students attended the first dance on September 25. The school welcomed 28 students and three teachers from France late Saturday night. There is a full schedule planned for the guests over the next two weeks including time in classrooms at LOLMS, trips to New York and Boston, and a farewell dance hosted at the middle school. All of the middle school fall intramurals are in full-swing, including a new outdoor adventure club. A 1.5 mile hike at George & Woodward H. Griswold Preserve took students and advisor, Jen Skelly, through part of the 51 acre preserve. Next up: kayaking at Black Hall Marina. In addition to the adventure club, there are six other after school intramurals offered. This year's musical was announced last Friday – Laura Gladd and her cast will perform the Lion King, Jr. Performances will take place on February 5 and 6.

Silja Forstein, a member of the girls' soccer team, also reported that the track field is in very good condition.

3. Public Comment

Addison Saffioti, a resident of Old Lyme and a police officer in Montville, voiced concern that the Board does not allow canine searches in the high school. He noted that many other area school districts allow these searches, and many do them during lockdown drills so as to limit disruption to the school day. Mr. Witkins thanked Officer Saffioti for his input noting that the administration would get back to him on this subject.

IV. Administrative Reports

1. Superintendent's Report

Mr. Neviasser reviewed the October Personnel Report which reflected the hiring of several new instructional assistants.

Mr. Neviasser reviewed the October enrollment report which reflected a total of 1,371 students enrolled. He reported that he has requested updated enrollment projections from both NESDEC and Peter Prowda and, upon receipt of those reports, will review them with the enrollment committee. This new information will be examined as it relates to the district's official enrollment count of October 1. In addition, the October 2015 enrollment report indicates that 79.3% of students are from Old Lyme while 20.7% of students are from Lyme. This is a shift of 0.2% from last October when 20.9% were from Lyme and 79.1% were from Old Lyme. Billings to the towns are based on an average of the October 1 and April 1 student counts.

Mr. Witkins asked for a report on the increase in outplacements and student attendance at magnet schools.

Mr. Neviasser reported that on October 21 the district will be participating in the Governor's Emergency Planning and Preparedness Initiative Exercise with the support of the emergency management teams in both towns. Students and parents will not be involved but administrative staff may be required to respond to various fictitious scenarios. This will be another opportunity to practice an emergency preparedness response.

Mr. Neviasser reminded the Board to sign up for the CABE/CAPSS Convention, scheduled on November 20 and 21, by contacting Jeanne DeLaura. He noted that this convention traditionally has a good turnout as it tends to be an interesting and inspiring event.

2. Business Manager's Report

Mrs. McCalla reviewed the Executive Budget Summary. The only areas that showed marked differences from last year this time was in the area of benefits (timing of invoices); special education (increased outplacement costs); and administrative services (Center School conversion and legal fees).

Follow-up discussion centered on costs associated with special education outplacements. Currently, there are eight students outplaced with various factors affecting the costs. The Board discussed the effect of special ed costs on the current year's budget with a likelihood of an overrun this year.

Mrs. McCalla reviewed the Contingency Maintenance Report which reflected a balance of \$150,798. She reviewed the expenditures that have been made against this account.

IV. Educational Presentation

1. High School Annual Report

Jim Wygonik, Principal of Lyme-Old Lyme High School, gave a PowerPoint presentation on the high school which included a review of the New England Association of Schools and Colleges (NEASC) Report; indicators of success at the school; and the culture of continuous improvement that resides at the school. Tracy Lenz, Director of Guidance at LOLHS, also joined Mr. Wygonik in the presentation and reviewed the indicators of success. A copy of Mr. Wygonik's report is attached to these minutes for informational purposes.

The Board discussed the indicators of success (SAT/ACT scores, SAT state rankings, advanced placement participation and scores, and post graduate success). They also discussed the development of the master schedule.

V. Chairman & Board Report

Mr. Witkins stated that an update on the track field will be reported later in the meeting by the superintendent.

Mr. Witkins reported that he would be unable to attend the CABA conference because of a scheduling conflict.

Mr. Witkins discussed the upcoming CABA Delegate Assembly. Resolutions adopted at this annual event become the official positions of the Connecticut Association of Boards of Education and ones that they want put before the legislature. Mr. Witkins noted that he and the Superintendent previously discussed the issue of funding for charter and magnet schools and their role in education and the importance of their funding not affecting public school education.

VI. New Business

1. Field Trip Request for Mock Trial

The following background information was supplied on this agenda item: the Mock Trial team is seeking to travel to Harvard University the weekend of November 13–15 to take part in the Harvard High School Mock Trial Seminar Program. Led by Harvard's Mock Trial Team (who have won the college national championship two years in a row), students take part in workshops to improve their trial skills. The weekend culminates in a practice trial against another school. Students are in classes from 9:00 a.m. – 7:00 p.m. both Saturday and Sunday.

The cost per student is \$375 which covers the \$150 registration fee for the seminar, hotel and transportation costs. The students and chaperones will travel by Amtrak to Boston and stay within (free) shuttle of Harvard University. Students have covered the cost of the trip themselves but the school did receive a \$750 donation to help offset the cost for students that need help paying for the trip.

MOTION: Dr. Goulding made a motion, which was seconded by Mrs. Lucas Edson, to approve the field trip request for the Mock Trial Team to travel to Harvard University as presented.

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

2. Field Trip Request for Music Department

The Board reviewed a field trip request from the LOLHS Music Department to Hawaii in December 2016 so that students can participate in the 75th anniversary of Pearl Harbor. Kristen Pekar, Choral Director, reviewed the request in detail.

Discussion and questions followed on various subjects including the impact on the students' schedule and classes; students who are unable to afford the trip; groups that could help support this venture; and exploration of fundraisers/sponsors. Mr. Neviasser discussed the wonderful opportunities this presents to students including an opportunity to save for a worthwhile trip. The Board asked that a future report be made on the fundraising efforts.

MOTION: Mrs. Linderman made a motion, which was seconded by Dr. Goulding, to approve the Music Department field trip request to Hawaii as presented.

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

3. 2016-2017 Budget Calendar

Mr. Neviasser reviewed the budget calendar for the development of the 2016-2017 school budget. He asked that the Board review the dates listed to ensure their availability for all meetings. Discussion followed on possible conflicts of meeting dates with RETA negotiations. Mr. Neviasser stated that the upcoming negotiations should not impede budget planning.

4. Policy 2160 Student Records and Confidentiality

Mrs. Linderman and Mr. Neviasser reviewed the Policy Committee's proposed update to the student records policy. The Board reviewed and wordsmithed the revisions to the policy. This was a first reading of this policy and did not require Board action. Second reading will occur at the November meeting.

VII. Old Business

1. Reports of Committees

- a. *Facilities*. Mr. Neviasser reported on the track field discussion which took place at the Facilities Committee meeting held earlier in the evening which included conversation on the impact to the district's wells. There was also discussion on the pros and cons of installation of an artificial turf. Dr. Jones inquired about the football game scheduled to be played on the track field and if this would have a negative effect on the field.

Dr. Goulding reported on the proactive ways they are dealing with the conditions of the facilities.

Mr. Witkins asked about the status of reimbursement from the state for the Lyme School roof. Mr. Rhodes reported that early estimates are that they should receive approximately \$200,000 in reimbursement.

Mrs. Wilczynski inquired about the ongoing leak in the high school gymnasium and a malfunctioning handicap button at the front entrance. Mr. Rhodes updated the Board on the work of O&G in trying to resolve the water leakage.

- b. *Building*. No report.
- c. *Technology*. No report.
- d. *Policy*. This committee's next meeting will be held on October 14 at 6:00 p.m.
- e. *Communications*. The next edition of *Focus on Education* should be out by the end of next week. At their last meeting, this committee discussed the advertising budget and where best to utilize the monies that were budgeted. Ian Neviasser and Mimi Roche recently attended a presentation on advertising and best approaches.
- f. *Finance*. No report.
- g. *Human Resources*. It was reported that this committee is prepping for the upcoming RETA negotiations. One date has been set thus far.
- h. *Enrollment & Equity*. No report.
- i. *LEARN*. No report.

On another matter, Dr. Jones reported that she received positive feedback on the district's website from a parent that had recently moved into the district.

Mrs. Lucas Edson inquired about the food charging policy as she heard reports of food being taken from students who owed money on their accounts. Mr. Neviasser cited the Board of Ed policy on Food Service Charging which states that any student whose account has insufficient funds (i.e., is at the charging limit) and does not bring a meal from home or does not have cash or a check to pay, may charge any combination of meals up to a negative balance of \$9.00. After the negative balance goes over \$9.00, three alternative meals are provided until the charges are paid in full. Mrs. McCalla reviewed the multiple notifications that are sent home when there are lunch balances. Discussion followed on making the notifications more clear so that parents are fully aware of the balance.

VIII. Correspondence

Mr. Witkins reported that he received an email from a parent regarding some concerns over a curricular issue which was addressed by the Board Chair and Superintendent.

IX. Executive Session

Mrs. Wilczynski made a motion, which was seconded by Mr. Fuchs, to move into executive session for the purpose of discussing student discipline matters. The Superintendent was invited to attend the executive session.

X. Adjournment

The regular meeting adjourned at 9:05 p.m.

Respectfully submitted,

Beth Jones, Secretary

Agenda

- ❁ Review the NEASC Report
- ❁ Indicators of Success
- ❁ Culture of Continuous Improvement



NEASC

Teaching and Learning

- ❁ Core Values and Beliefs
- ❁ Curriculum
- ❁ Instruction
- ❁ Assessment of and for Learning

Support

- ❁ School Culture & Leadership
- ❁ School Resources for Learning
- ❁ Community Resources for Learning



Core Values and Beliefs

- ❁ LOLHS community engaged in a dynamic, collaborative, and inclusive process to identify and commit to its core values and beliefs about learning.
- ❁ The CV&B's guide major policy and procedures, especially in the areas of curriculum, instruction, and assessment.
- ❁ LOLHS has challenging and measureable 21st Century learning expectations that address academic, social, and civic competencies.



Core Values and Beliefs

Recommendations

- ❁ Provide additional opportunities to communicate the school's values to better enable students and parents to stay informed of the school's philosophy and value system.



Curriculum

- ✿ The curriculum has been purposely designed to ensure that all students practice and achieve the school's 21st Century learning expectations.
- ✿ The curriculum emphasizes depth of understanding and application of knowledge.
- ✿ The written curriculum and the curriculum being taught is aligned.
- ✿ Vertical articulation exists between and amongst all academic areas as well as with sending schools in the district.



Curriculum cont.

- ✿ Resources for learning are sufficient to fully implement the curriculum, including co-curricular programs offered at LOLHS.
- ✿ By design, the district provides the staff with sufficient time and resources, for ongoing, collaborative, development, evaluation, and revision of the curriculum.



Curriculum

Recommendations

- ❁ Develop cross-curricula collaboration opportunities.
- ❁ Review Virtual High School, blended learning, and other technology tools with the current curriculum.



Instruction

- ❁ Instructional practices support 21st Century learning
- ❁ Teachers routinely collaborate and engage in professional discourse focused on instructional practice.
- ❁ Students have opportunities for self-directed learning and self assessment of progress.



Instruction

Recommendations

- ❁ Integrate cross-curricular learning
- ❁ Infuse differentiated instruction into the culture of the school



Assessment

- ❁ Multiple opportunities to demonstrate mastery
- ❁ The range and variety of assessments
- ❁ The use of common assessments
- ❁ The one-on-one collaboration regarding student work



Assessment

Recommendations

- Develop formal processes to:
 - Assess whole-school progress of 21st Century Learning
 - Review grading practices
 - Examine student achievement on a school-wide basis



School Culture & Leadership

- A commitment to school-wide programs
- Support of the BOE and superintendent
- Class size
- Vertical collaboration between
 - Staff / Administration / Superintendent / BOE



School Culture & Leadership

- ❀ The school community has *built* a safe, positive, respectful, and supportive culture that fosters student responsibility for learning and results in shared ownership, pride, and high expectations for all.



School Resources for Learning

- ❀ LOLHS has timely, coordinated, and directive intervention strategies for all students, including identified and at-risk students that support each student's achievement.



School Resources for Learning

Recommendations

- ❀ Refine/clarify allocation of faculty responsibilities for implementation of student intervention programming.



Community Resources for Learning

- ❀ The extensive community partnerships
- ❀ High level of funding to support programming
- ❀ Facilities
- ❀ Collaborative budget process



Community Resources for Learning

Recommendations

- Acquire signage to indicate the entrance to the high school.



Indicators of Success

SAT 2014-15

Group	Reading	Math	Writing
LOLHS	585 ▲	584 ▲	588 ▲
CT	504 ▼	506 ▼	504 ▼
National	495 ▼	511 ▼	487 ▼

ACT 2014-15

Subject	LOLHS	State Avg.
English	26.4	24.5
Math	24.7	24.1
Reading	25.7	24.7
Science	24.6	23.8
Composite	25.4	24.4



Indicators of Success

- 1 Darien
- 2 New Canaan
- 3 Weston
- 4 Wilton
- 5 Staples
- 6 Lyme-Old Lyme

- 15 Guilford
- 18 Hand
- 24 East Lyme
- 30 Old Saybrook

SAT
State Rankings



Indicators of Success

Advanced Placement (AP)

Year	2014-15
Courses	14
Students	118
Exams	237
3 or Better	75%

Group	Mean Score
LOLHS	3.36
Connecticut	3.22
United States	2.82
Global	2.84



Indicators of Success

Advanced Placement (AP)

Year	2014-15
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Students	118
Exams	237
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Group	Mean Score
LOLHS	3.36
Connecticut	3.22
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Indicators of Success

Post Grad Success	2007-2015 Average
Enrolled immediately after graduation	79%
Enrolled any time during 1 st year after graduation	81%
Enrolled during first two years after graduation	86%



Indicators of Success

Post Grad Success

Years	Persistence	National Average	LOLHS
2007-2012	Still enrolled in a post graduate program 2 nd year	70%	92%
2007-2009	Earned a degree in 4 years	39%	49%
2007-2009	Earned a degree in 5 years	55%	61%
2007-2008	Earned a degree in 6 years	59.4%	66.5%



Who we are...

Lyme-Old Lyme students achieve among the top five percent of students in Connecticut and are prepared for admission to and success in selective colleges and universities. We offer a breadth of program of the best public school systems in the nation in an environment of personalization characteristic of the best private schools in America. Our outstanding teachers and renovated campus are sought after by families of the Region seeking the best of private and public school education.



Culture of Continuous Improvement

Tier One Intervention

Specific activities and procedures designed to *reduce significantly* the difference between what a student can currently do and what he or she is expected to do.

Classroom teacher responsibility.



Culture of Continuous Improvement

2015-16 High School Professional Development Focus

TIER ONE

- ✿ Core / Foundational Skills Differentiation
- ✿ Content Differentiation
- ✿ Behavioral Differentiation
- ✿ Assessment / Assignment Modification
- ✿ Grading Practices



Tier Two Math Intervention

- ✿ SBAC / Scantron / MS input to identify students
- ✿ Assign students to Learning Center
- ✿ Utilize intervention software program
- ✿ Monitored by Learning Center staff and faculty coordinator



Development of Master Schedule

- ✿ Student requests
- ✿ # of Sections
- ✿ Class size restrictions
- ✿ AP / ECE
- ✿ Singletons
- ✿ Music
- ✿ Course Priority
- ✿ Teacher case load
- ✿ Consecutive teaching periods
- ✿ Common Planning



Grade Weighting

Philosophy: Recognition of rigor

100 Point Grading Scale :

- Level 2 and all other general courses receive a 1.0 weight.
- Level 1 courses receive a 1.05 weight
- AP / ECE courses receive a 1.1 weight

L2 Algebra: $90 \times 1.0 = 90$
 L2 English: $85 \times 1.0 = 85$
 Art: $98 \times 1.0 = 98$
 L2 History: $82 \times 1.0 = 82$

L1 Algebra: $90 \times 1.05 = 94.5$
 AP English: $85 \times 1.1 = 93.5$
 Art: $98 \times 1.0 = 98$
 L1 History: $82 \times 1.05 = 86.1$

GPA 88.75

GPA 93.02

