

LYME-OLD LYME PUBLIC SCHOOLS

Impassioned with Pride and Purpose

MEETING MINUTES

Regular Board of Education Meeting

Lyme-Old Lyme High School

December 3, 2014

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

Absent by Previous Arrangement: Sarah Smalley

Administration Present: Ian Neviasser, Superintendent of Schools; James Cavalieri, Principal of Lyme School; Michelle Dean, Assistant Principal of Lyme-Old Lyme High School; Nancy Johnston, Director of Special Services; Holly McCalla, Business Manager, John Rhodes, Director of Facilities; Lori Susi, Assistant Principal of Lyme-Old Lyme Middle School and Interim Principal of Center School; Ellen Tyler, Principal of Lyme-Old Lyme Middle School; James Wygonik, Principal of Lyme-Old Lyme High School

Others Present: Pam Russell, RETA Co-President; Abigail Cipparone and Gabe Barclay, High School Student Representatives; 1 Townspeople from LOL; Karen Drelich, *The Day*

I. Call to Order:

The meeting was called to order by Chairman Witkins at 6:34 p.m.

1. Election of Board Officers

Mr. Fuchs made a motion, which was seconded by Dr. Goulding, to nominate James Witkins as the Chairman of the Board of Education. A paper ballot vote reflected all Board members voting for James Witkins as the Chairman of the Board.

Mr. Witkins made a motion, which was seconded by Mrs. Wilczynski, to nominate Paul Fuchs as Vice Chairman of the Board of Education. A paper ballot vote reflected all Board members voting for Paul Fuchs as Vice Chairman of the Board.

Mrs. Roche made a motion, which was seconded by Dr. Goulding, to nominate Jean Wilczynski as Treasurer of the Board of Education. A paper ballot vote reflected all Board members voting for Jean Wilczynski as Treasurer of the Board.

Mrs. Wilczynski made a motion, which was seconded by Mrs. Linderman, to nominate Beth Jones as Secretary of the Board of Education. A paper ballot vote reflected all Board members voting for Beth Jones as Secretary of the Board.

II. Approval of Minutes:

The minutes of Special Meeting of November 5, 2014; Regular Meeting of November 5, 2014; Executive Session of November 5, 2014; and Special Meeting of November 13, 2014 were approved as presented.

III. Visitors:

1. Student Representatives

Abigail Cipparone and Gabe Barclay reported on the following activities taking place in the five schools:

At Lyme School: the Veteran's Day Celebration was very well attended with 35 veterans attending the "Tea." The vets were honored by all of the Lyme School students at their "Town Meeting."

The first trimester report cards were sent home on November 21 for students in grades 1 to 5. On the afternoons of Monday, November 24, and Tuesday, November 25, parent/teacher conferences were held.

The Lyme School Senate ran their annual food drive and they collected over 1,400 items. All of the donations were delivered by the student senators and advisors, Lynda Hampson and Nancy Meinke, to the Old Lyme Soup Pantry.

On the morning of Monday, December 22, the LOLHS "Select Chorus" will be singing their holiday songs to all of the Lyme School students.

At Center School: the High School advisory program stresses the importance of community and giving so the students in Mrs. O'Leary's sophomore homeroom decided they would like to offer an afternoon of holiday fun activities for the fifth grade students at Center School. The high school students will be helping the students create snowflakes, decorate cookies and play a fun game. The activity will take place on Wednesday December 17, from 3 – 4 p.m. Center School will also be starting an after school club called "Celebrate Center School." The group will be focusing on creating a memory wall and other fun activities for a culminating celebration in May

At LOLMS: the spirit of giving is in the air, and the staff is in the midst of their holiday shopping to fulfill the wish lists of local families. Students are donating gift cards. They are depositing an ornament in a jar for each gift card donated, and they hope to fill the jar. Fall Scantron scores were mailed to parents this week. The student senate has been busy planning some fun extracurricular activities to continue to promote positive school connections. Seventy grade 6 students went to a laser tag party. Next up is a trip to a trampoline park for grade 7 students. The grade 8 band and chorus concert takes place on December 9, and there will be a dance on December 12 with a "holiday attire" theme. The first two dances of the year were very well attended (over 250 students at each).

At Mile Creek: Mile Creek has just completed the first marking period of the school year and successfully held parent teacher conferences for all its students. Feedback from parents and teachers was very positive. They extend thanks to the Board of Education for providing this time as an opportunity to strengthen these important connections. Mile Creek School has joined with the LYSB and other district schools to make the holidays brighter for local families in need. The "Giving Tree" has been adorned with gift tags and can be found in the cafeteria. On December 4, at 5:30 p.m., the Mile Creek PTO will host its 3rd Annual Winter Wonderland. There will be crafts, hot cocoa, sleigh rides, music, including the LOLHS Select Singers, and a community bell choir. Teachers will be helping with crafts in the cafeteria and reading holiday stories in the library by a roaring digital fire. All are invited to come and join in the fun.

At LOLHS: 90 students and 5 teachers and Mr. Wygonik had a successful trip to Washington, DC last week. They toured many of the monuments and museums as well as presented a wreath at the Tomb of the Unknown Soldier. This Friday marks the half-way point of the second marking period. The Community Service Club is sponsoring its annual hat and coat drive. In addition to the upcoming annual band and choral holiday concerts, the wind ensemble will be playing a joint holiday concert with the 102nd Army Band on Saturday, December 13, at Lyme-Old Lyme High School. The fall sports banquet will be held on December 4 at 6:00 p.m. This Saturday, the Valley-LOL football team will be playing in the Class S semi-finals of the state tournament. Winter sports have begun this week. The Class of 2016 is holding a holiday gift wrapping fundraiser on December 13 and December 20 from 10:00 a.m. to 3:00 p.m. The students also reported on the effect of the loss of power that occurred that afternoon on the main campus.

2. Public Comment

There was no public comment.

IV. Administrative Reports:

1. Superintendent's Report

Mr. Neviasser reviewed the December personnel report which reflected the retirement of Mile Creek School Psychologist, Marilyn Giuliano, effective January 2015. Applications are now

being accepted for this position.

Mr. Neviaser reviewed the December enrollment report which reflected a total of 1351 students. He also reported on the receipt of enrollment projections from both NESDEC and Peter Prowda which are being incorporated into the data for budgeting purposes.

Mr. Neviaser reported on the lock-in of oil prices for the 2015-2016 year at the low rate of \$2.7176 per gallon which is \$0.39 per gallon below the current rate or a savings of approximately \$47,000.

Mr. Neviaser reported that LOLHS had a very successful trip to Washington, DC the weekend before Thanksgiving. Mr. Wygonik, Principal of LOLHS, reported that the students were well behaved and respectful during the entire trip.

Mr. Neviaser reported that the Veterans' Day programs were very well attended by local veterans and greatly appreciated by them as well. He described this annual event as one of the most moving events done every year which allows students to understand the real sacrifices the veterans have made for this country.

Mr. Neviaser asked that the Board members mark their calendars for May 3-6, 2015 which are the dates that NEASC will be here to review LOLHS's accreditation. The Board will need to be present for the Sunday afternoon (May 3) events and possibly some other events on the other days. More details will be provided as available.

Mr. Neviaser reported on the favorable bond rating the district received which will assist in receiving better interest rates. He credited the Board and towns for handling money in good fashion.

2. Business Manager's Report

Mrs. McCalla provided a year to date budget status report and explained various areas where spending differed than last year this time in the areas of certified salaries, employee benefits, instructional programs, special education, and plant operation and maintenance.

Mrs. McCalla also reported on the contingency maintenance account which reflected a balance of \$161,106 as of November 30, 2014.

V. Educational Presentation:

1. LOLHS School Climate/Discipline Report

Michelle Dean, Assistant Principal of LOLHS, updated the Board on ongoing discipline responses and proactive interventions to support a positive school climate. This is in part resulting from the Board's support of the high school's recommendation to replace some in-school suspensions with Saturday detentions. Included in Mrs. Dean's report was data

collected from the pre-event/post event surveys conducted after the “Names Can Hurt” program. A copy of Mrs. Dean’s presentation is attached to these minutes for informational purposes.

Follow-up discussion included comments and questions on how cases come to the administration’s attention; the kinds of issues that are brought forward; bullying and social media; restrictive use of cell phones during the day; social emotional learning beginning at the middle school level; and restorative practices (repairing relationships, building social skills and rebuilding community).

Commendations were given on this proactive approach to discipline and school climate.

VI. Chairman & Board Report:

Mr. Witkins reported on the efforts to close out the Mile Creek window project and the High School renovation project.

Mr. Witkins and several other Board members spoke about the recent CABA Conference, specifically Commissioner Pryor’s comments on forthcoming initiatives and mandates. Mr. Witkins asked the Superintendent to look into the specifics on what they may be facing from the State in regards to these initiatives and mandates.

Mr. Neviasser was commended for voicing his concerns to the Commissioner of Education on the extra testing faced by students in their junior year of high school as the Commissioner spoke to this issue at the conference.

Mr. Witkins asked the Superintendent to invite the local legislators for a group discussion on issues they want voiced in Hartford.

Several Board members also spoke to a speech made at the CABA conference by a Finnish educator which reflected on a very different approach to educating students which has been successful in Finland.

Mr. Witkins discussed the risk schools take when they abandon the NEASC accreditation.

Mr. Witkins reported that he attended the LOL Education Foundation meeting recently wherein they approved three grants for cutting edge initiatives.

VII. New Business:

1. Review of 2015-2016 School Calendar

Mr. Neviasser reviewed a draft of the 2015-2016 school calendar. The Board provided input and suggestions. The calendar will require Board approval at the January meeting. They will be gathering input from various groups on this calendar.

Mr. Neviasser noted that because this is a uniform regional school calendar followed by districts in the LEARN group, there is not much flexibility for adjustments. He did note that he was looking to make the start and end time for Mile Creek and Lyme School the same for the next school year now that Center School will be offline.

2. Proposed Change Order #1005 LOLHS HVAC

Mr. Rhodes, Director of Maintenance and Technology, provided the following background on this agenda item: this proposed change is to reprogram the heating, ventilation and cooling system controllers to address issues identified following the initial system installation. Once these changes are incorporated, the systems will provide more stable temperature control, reduced noise and reduced energy usage.

The high school building committee unanimously recommended this proposed change order for approval.

Ryan Benoit of O&G Industries was present at the meeting and explained how the price was calculated.

Discussion followed on assurances that the work will be up to par because of the disparity of the two bids received; the commissioning of the work; and a solution to the leak in the gymnasium.

MOTION: Mr. Witkins made a motion, which was seconded by Mrs. Lucas Edson, to approve O&G Industries' proposed change order #1005 to incorporate program changes on the high school heating, ventilation and cooling system for a not to exceed value of \$50,000.

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

3. Proposed Change Order #999 LOLHS Auditorium Ductwork

Mr. Rhodes provided the following background on this agenda item: this proposed change is to modify the existing auditorium HVAC ductwork to reduce system noise. The work will include modifying the existing ductwork supply registers to include noise reduction dampers and ductwork. Ryan Benoit of O&G Industries explained the particulars of this job.

The high school building committee unanimously recommended this proposed change order for approval.

Follow-up discussion took place on the expectations in noise reduction with more in-depth discussion on the testing that has occurred, past experiences with noise reduction, and what they anticipate the end result will come from this qualitative analysis.

Additional discussion took place on the process and negotiations behind the cost for this work which occurred between the district and construction company. Mr. Witkins also explained the Building Committee's process and work on this issue.

MOTION: Dr. Goulding made a motion, which was seconded by Dr. Jones, to approve O&G Industries' proposed change order #999 to modify the auditorium ductwork to reduce HVAC noise for \$36,817.

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

VIII. Old Business:

1. Policy 2360 and 4610 Smoke Free Environment

This was the second reading of these two policies which addressed the inclusion of wording banning the use of e-cigarette devices on school grounds.

MOTION: Mr. Fuchs made a motion, which was seconded by Mrs. Roche, to approve Policy 2360 and 4610 *Smoke Free Environment* as presented.

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

2. Reports of Committees

Facilities. An update was given on the current Central Office space and what plans are being made to change this to instructional space once the Central Office moves to Center School. It was also reported that the Center School portables will be utilized for necessary storage space.

Building. Mr. Rhodes reviewed a budget update on the high school project which is attached to these minutes for informational purposes. Discussion followed on long and short term bonding, debt service and its effect on past and future budgets, and construction and owner contingency.

Technology. It was reported that this group will hold another strategic planning meeting to finalize the budget.

Policy. No report.

Communications. No report.

Finance. Discussion took place on maintenance budgeting.

Human Resources. Dr. Jones reported that they have successfully negotiated a contract with the administrative union and all parties have signed off. She thanked the

Superintendent and Business Manager for their resourcefulness during the process. It was also reported that a workshop on negotiations at the CABA conference provided good information.

Enrollment & Equity. No report.

LEARN. No report.

IX. Correspondence:

There was no correspondence to report.

X. Executive Session:

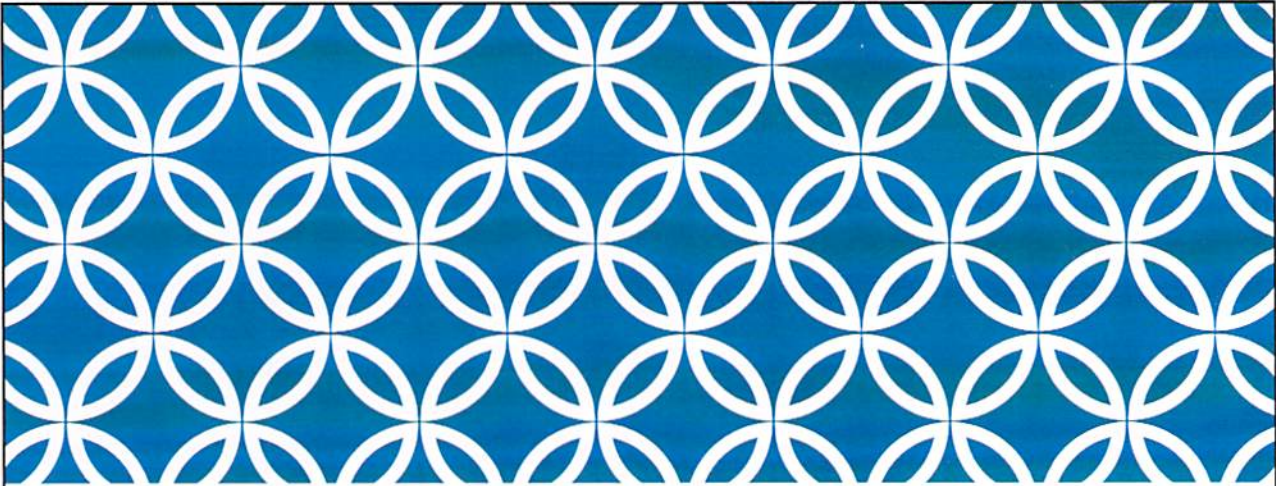
There was no need for an executive session.

XI. Adjournment:

The regular meeting adjourned at 9:43 p.m. upon motion by Mrs. Linderman and a second by Dr. Goulding.

Respectfully submitted,

Beth Jones, Secretary



**DISCIPLINE / SCHOOL CLIMATE
UPDATE**

*Traditional and non-traditional
approaches to changing behavior*

**THANK YOU B.O.E FOR SUPPORTING THE 'NAMES
PROGRAM'!**

*Pre/post event data supports immediate shifts in
perception about mean behaviors and the impact
on a person*

PRE/POST SURVEY RESULTS OVERWHELMING SUPPORT IMMEDIATE AFFECTIVE CHANGE

- Being mean spirited is always harmful:

Pre - 39% // Post - 63% (Strongly agree)

- Saying "just kidding" if you hurt someone's feelings makes them feel better:

Pre – 29% // post – 51% (Strongly Disagree)

- Being mean has a negative effect on the person being mean:

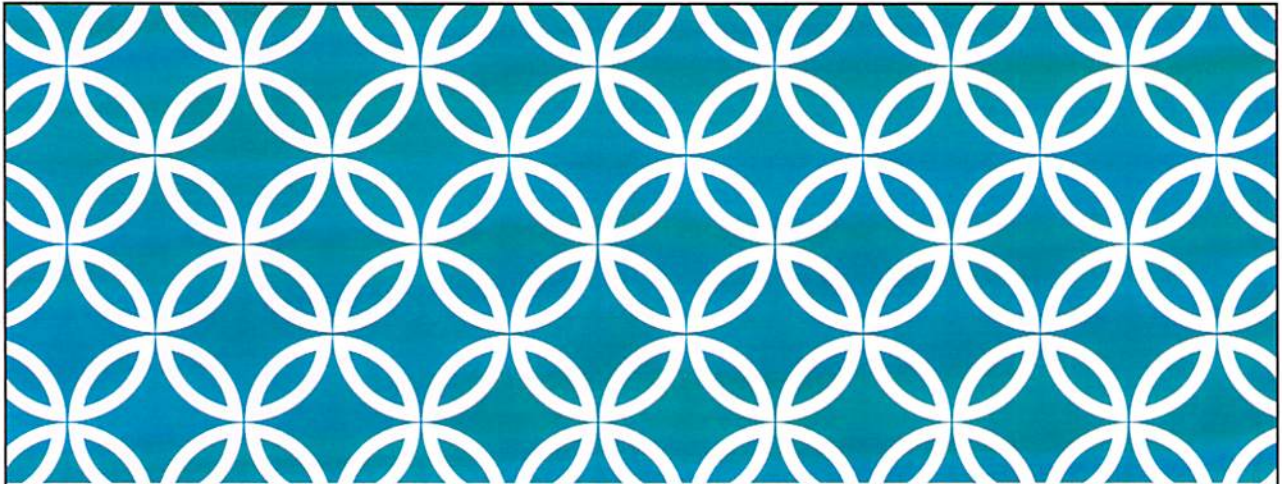
Pre- 25% // Post 52% (Strongly agree)

- I know how to intervene on someone's behalf when I see mean behaviors:

Pre- 18% // Post 41% (Strongly Agree)

- Adults in my school care about how students are treated:

Pre – 30% // 51% (Strongly Agree)



DISCIPLINE UPDATE

Traditional and non-traditional approaches to changing behavior

INTERMEDIARY RESPONSE: SATURDAY DETENTION

- ❖ Implemented in 2013-2014 school year
- ❖ Additional intervention to address non-violent behavior/passive behaviors
- ❖ Reduce the number of in-school suspensions
- ❖ Maintain direct instruction in regular classes
- ❖ Cost savings

REDUCTION IN IN-SCHOOL SUSPENSIONS

2012-2013

- ❖ Total incidents logged: 122
- ❖ 27 resulted in In-School Suspensions

2013-2014

- ❖ Total incidents logged: 112
- ❖ 18 resulted in In-School Suspensions
- ❖ 15 Saturday Detentions

MAY 2014: INTERPERSONAL AND COMMUNITY CONCERNS

26 formal bullying investigations from September – April

(doubled from that time the previous year and not including pro-active attempts to address potential issues)

RESTORATIVE PRACTICES:

REPAIRING RELATIONSHIP, BUILDING SOCIAL SKILLS, AND
REBUILDING COMMUNITY

- ❖ Education/ Reflection
- ❖ Mediation/Conflict Resolution
- ❖ Amendments and Presentation
- ❖ Supportive Partnerships: staff, students, parents

RESTORATIVE PRACTICE DATA

- ❖ 16 cases: one student/parent took traditional disciplinary response (ISS)
- ❖ 16/16 cases: parent expressed feeling supported and in partnership with the school
- ❖ 10/16 cases: student involved intervened on someone's behalf
- ❖ 1/16 cases: repeat behavior

DISCIPLINE INTERVENTIONS: REACTIVE VS. PROACTIVE

- | | |
|--|--|
| <ul style="list-style-type: none">❖ Detention: lunch, after school, Saturday❖ In-school suspension❖ Out of school suspension | <ul style="list-style-type: none">❖ Positive Behavioral Supports (community and individual)❖ Clear expectations❖ Restorative Practices |
|--|--|

High School Project Budget Update
Lyme - Old Lyme Public Schools
12/3/14

	Pre Referendum Estimate Sept '08	Current Estimate	Over (Under) Budget
Construction Costs			
Direct Construction Costs*	\$40,100,000	\$37,006,190	(\$3,093,810)
Owner Contingency*	\$1,000,000	\$2,126,650	\$1,126,650
Sub Total	\$41,100,000	\$39,132,840	(\$1,967,160)
Owner Soft Costs (Budget Values)			
Architect/Engineering/Services/Fees	\$4,200,000	\$4,276,510	\$76,510
Furniture/Technology/Phones/Security	\$990,000	\$1,554,660	\$564,660
Short Term Financing Costs**	\$1,500,000	\$339,246	(\$1,160,754)
Sub Total	\$6,690,000	\$6,170,416	(\$519,584)
Construction and Soft Costs Total	\$47,790,000	\$45,303,256	(\$2,486,744)
Energy Grants	\$0	(\$366,772)	(\$366,772)
Total	\$47,790,000	\$44,936,484	(\$2,853,516)
Reimbursement Received to Date	(\$7,890,000)	(\$9,581,413)	(\$1,691,413)
Maximum Estimated Project Net Cost	\$39,900,000	\$35,355,071	(\$4,544,929)
Potential Additional State Reimbursement	\$0	(\$708,514)	(\$708,514)
Minimum Estimated Project Net Cost	\$39,900,000	\$34,646,557	(\$5,253,443)

****Includes all approve + pending change orders +Direct Owner Costs***

*****To date costs=\$239,246. Projected maximum \$100,000 remaining bonding fees.***

ContingencyProject ineligible costs, Commissioning and commissioning follow up costs, Financing costs, O&G estimated value of remaining change orders.

High School Project Budget Update
Lyme - Old Lyme Public Schools
12/3/14

Added \$100k for commissioning follow up

Close PO 92482 geo tech borings, close PO 12826, add \$50,000 commissioning, add \$5000 A2 survey
Close PO 131318 wireless config