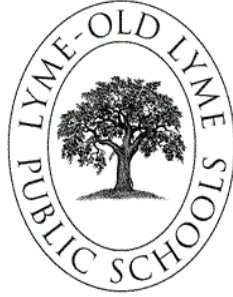


LYME-OLD LYME PUBLIC SCHOOLS

Small Schools, Big Ideas



*Challenging * Achieving * Excelling*

REGION #18

Regular Board of Education Meeting

May 2, 2018

Board Present: Michelle Roche, Chairwoman; Diane Linderman, Vice Chair; Jean Wilczynski, Treasurer; Rick Goulding, Secretary; Erick Cushman; Stacey Leonardo; Mary Powell St. Louis; Martha Shoemaker; Stacy Winchell

Administration Present: Ian Neviasher, Superintendent of Schools; Mark Ambruso, Principal of Lyme-Old Lyme Middle School; James Cavalieri, Principal of Lyme Consolidated School; Michelle Dean, Director of Curriculum; Melissa Dougherty, Director of Special Services; Patricia Downes, Principal of Mile Creek School; Holly McCalla, Business Manager; Jeanne Manfredi, Assistant Principal of Lyme-Old Lyme High School; John Rhodes, Director of Facilities & Technology; Noah Ventola, Assistant Principal of Lyme-Old Lyme Middle School; James Wygonik, Principal of Lyme-Old Lyme High School

Others Present: Olivia Hersant, RETA Co-President; Gina Wohlke, AFT President; Philip Fazzino, AFT Vice President; Karen Pasiuk, Math Implementation Coach; various Region 18 staff members; Brynn McGlinchey and Madeline Zrenda, High School Student Representatives; 4 Community Members from Lyme-Old Lyme; Kyle McClain, Legal Counsel for the Board of Education; Mary Richardson, Legal Counsel for the AFT Union

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. AFT Grievance Hearing

A hearing was held as a grievance has been filed by the AFT Union regarding two custodians. The grievance has followed the process outlined in the AFT contract and is now at Step 3 which requires the Board hold a hearing on the issue.

Statement of Grievance for Timothy McNichol: grievant was issued a written reprimand without just cause.

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Remedy Sought: rescind written reprimand and make grievant whole in every way.

Statement of Grievance for Francis Ferris: grievant was issued a three-day suspension without just cause.

Remedy Sought: Rescind suspension and make grievant whole in every way.

The Board's attorney, Kyle McClain, was present at the meeting and advised the Board on the procedural steps for the hearing. Mary Richardson, legal counsel for the AFT, was present to represent the grievants. Mr. Neviasser represented the administration in the hearing. Mr. Neviasser explained that the hearing must be held in open session but that the Board could move into executive session to deliberate over their decision.

The following documents were presented to the Board to assist in their decision-making:

- *Email from Mary Richardson to Michelle Roche, Board of Ed Chair, dated April 4, 2018 relative to grievances.*
- *AFT Grievances filed by Timothy McNichol and Francis Ferris.*
- *March 6, 2018 disciplinary letters to Timothy McNichol and Francis Ferris from John Rhodes, Director of Facilities and Technology.*
- *Phone records from school's automated phone system.*
- *Letter dated March 2017 to Timothy McNichol.*
- *Relative language from the AFT contract regarding grievances.*
- *Notes from a February 9, 2018 meeting with Superintendent Neviasser, Francis Ferris, John Rhodes, Glenn Fergione and Marc Vendetti.*
- *Harassment Report Form filed by Francis Ferris dated January 31, 2018.*

Both grievances were in response to the grievants being disciplined for not showing up at 10:00 a.m. on January 30, 2018 for snow removal which is required of the maintenance and custodial staff (AFT contract language p. 12, section 3).

Mary Richardson, AFT legal counsel, presented the case for Timothy McNichol and Francis Ferris. Their grievances are based on both employees working until 10:00 p.m. on January 29, 2018 and missing the 7:00 a.m. call for snow removal expectation to begin at 10:00 a.m. on January 30, 2018. Both staff members did arrive at work on January 30; Mr. McNichol at approximately 12:00 p.m. and Mr. Ferris at 11:18 a.m. and both worked an 8 hour shift. Mr. Ferris did take a break from snow removal at 11:41 a.m. In addition, this was Mr. Ferris' second incident of failing to meet snow removal responsibilities; hence, his three day suspension.

Mr. Ferris also cited a harassment complaint that he filed against another custodian on January 31, 2018 and stated that he believed he was being unjustly reprimanded due to this filing. His harassment complaint and backup material was also presented to the Board for review.

Mr. Neviasher explained the procedures for snow days and expectations of custodial and maintenance staff as noted in the AFT contract. Mr. Neviasher also detailed the progression of staff discipline in place in the district.

The Board asked relative questions of both Mr. McNichol and Mr. Ferris regarding their reasoning for the grievance and why they think they were unjustly disciplined.

III. Executive Session: Grievance Hearing Deliberation

MOTION: Mrs. Winchell made a motion, which was seconded by Mrs. Shoemaker, to move into executive session for the purpose of deliberating the grievances of Timothy McNichol and Francis Ferris at 7:38 p.m.

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

The Board reconvened into open session at 8:02 p.m. There was no motions made, nor action taken at this time.

IV. Approval of Minutes

MOTION: Mrs. Wilczynski made a motion, which was seconded by Mrs. Shoemaker, to approve the minutes of District Budget Hearing of April 2, 2018; Regular Meeting of April 4, 2018; and Special Meeting of April 23, 2018 as presented.

Mrs. Roche made a correction to the April 4, 2018 meeting minutes which listed her as calling the meeting to order when she was not present at that meeting.

VOTE: the Board voted unanimously in favor of the motion with noted correction.

V. Visitors

1. CABA Communications Award

This agenda item will be moved to the June Board meeting agenda as the presenter had to leave the meeting.

2. Public Comment

Ray Belval, a community member from Old Lyme, thanked Mr. Neviasher for meeting with him recently to discuss security concerns. Mr. Belval voiced his support for increased security in the schools; he suggested the model of the East Lyme Public Schools be copied. Mr. Belval also recommended that the Board look at installing some sort of blockage to cut off vehicle access to the Lyme School athletic fields (such as large boulders or fences).

3. Report from Student Representatives

Brynn McGlinchey and Madeline Zrenda reported on the following activities taking place at the schools:

At LOLHS: Spring sports are in the home stretch. AP testing will take place over the next three weeks. The prom will be held May 12 at the Water's Edge in Westbrook. Underclassmen awards night is May 22. The second annual field day will be held on May 25.

At LOLMS: April at the middle school began with a movie night sponsored by the 7th grade which had over 100 students in attendance. On April 13, the annual unified arts event took place titled, *Spring into the Arts*, featuring a walkthrough of the Sculpture Garden of world-renowned Old Lyme artist Gil Boro, a drawing workshop by cartoonist Mark Kistler, and a music technology workshop by composer and musician Brent Daniels. The 7th grade Spanish students experienced a Spanish lunch with an authentic mariachi band. The middle school is preparing for the arrival of the rising 6th grade class as Mr. Ambruso and School Counselor Renee Molnar visited with 5th graders at both Mile Creek and Lyme Consolidated followed by an evening presentation for 5th grade parents.

At Lyme Consolidated School: Four 5th graders (Simon Karpinski, Puter Kuhn, Eli Goldberg and Thomas Danford) participated at the State level in the Invention Convention at UConn. Over the next two weeks, all 3rd, 4th and 5th graders will be completing the math portion of SBAC. On May 4, students will dress as their favorite book character in celebration of *Young Author's Day*. On May 5, the PTO is sponsoring their third annual golf tournament at Fox Hopyard. The PTO spring Scholastic Book Fair will run the week of May 7. The PTO will be providing the staff appreciation luncheon on May 16. The 5th grade musical *Joust!* will be held on May 17 with two performances, one at 2:15 p.m. and the other at 7:00 p.m. On May 25, the 5th graders will have their puberty talk. On May 29, 4th graders will be working with the Audubon staff. On May 31, the 5th grade chorus will join Mile Creek fifth graders for a nighttime concert at the LOLMS. The 6th grade will also be performing. The PTO has many cultural events scheduled for students during the month of May such as King Arthur's Flour, Bubblemania and interactive theater.

At Mile Creek School: Anna Eichholz is advancing to the national competition for the Invention Convention for her invention of *Handicapped Helper Wheelchair* that will act as a floatation device when needed. SBAC testing in the area of math is ongoing. Mile Creek School students collected \$630 for Puerto Rico relief in the school's *Quarter Wars*. On May 1, the 1st and 4th graders came together to celebrate their teams' winning donation to this worthy cause. Thanks were extended to Senora Tackett for sponsoring the chips and salsa party. On May 2, the PTO sponsored an assembly for the 4th and 5th graders called, *Bake for Good*. A representative from the King Arthur Flour Company walked the students and staff through the bread making process. Each student went home with a bread kit to make two loaves of bread...one to keep and one to donate to the St. Vincent De Paul Soup Kitchen. This will be covered in *The Day* on May 3.

Other upcoming events:

May 3 & 4 – the 3rd graders will be presenting music from *Peter Pan* at 2:00 p.m.

May 7 – PTO meeting at 6:30 p.m.

May 9 – Kindergartners' annual trip to the Roger Williams Zoo.

May 11 – 2nd graders will be hosting grandparents and special friends in their classrooms.

May 16 – 1st grade will travel to the Denison Pequotsepos Nature Center.

May 17 – Mile Creek will be holding its incoming kindergarten parent orientation.

May 17 – the PTO will honor the school staff with its annual appreciation luncheon.

In the Preschool Program: The preschool is happy to see the sunshine and will be studying the lifecycle of a chick and a butterfly during the month of May. They will be reading books that support the theme such as *The Perfect Nest*, *A Nest for Robin*, and *National Geographic Kids News*. Letters of the month are “X” “Y” and “Z.” Math will include three dimensional shapes. Students will also spend time learning about Memorial Day.

VI. Administrative Reports

1. Superintendent’s Report

Mr. Neviaser reviewed the May Personnel Report which reflected several vacancies for teachers for the 2018-2019 school year and the appointment of an instructional assistant at Lyme Consolidated School.

Mr. Neviaser reviewed the May Enrollment Report which reflected a student count of 1,284, an increase of four students since last month.

Mr. Neviaser reminded the Board about the upcoming staff recognition dinner scheduled for May 24 at the Great Neck Country Club in Waterford.

2. Business Manager’s Report

Mrs. McCalla reviewed the Executive Budget Summary as of April 30, 2018. Fluctuations of note:

Employee Benefits: due to timing of invoices and increased costs of medical insurance and FICA.

Special Education: increased tuition and transportation costs.

Support Services: spending is down year over year but is spread out among all accounts; there isn’t one or two items contributing to the difference.

Administrative Services: reclassification of LAP insurance from the facilities budget to the administrative service budget.

Mrs. McCalla reviewed the Contingency Maintenance Report which reflected a balance of \$44,427. There is just over \$6,000 in new spending from last month, which is due to security upgrades and water treatment needs.

VII. Educational Presentation

Michelle Dean, Director of Curriculum, and Karen Pasiuk, Math Implementation Coach, gave a presentation on the new elementary program *Bridges*. Included in their presentation was a movie showing the hands-on math instruction that is taking place in the classrooms. The Board was also challenged to a math problem that was similar to what the students work on daily.

There was follow-up discussion on the *Bridges* program. There was also discussion on how instructional progression at the upper levels due to the implementation of the *Bridges* program will be affected.

VIII. Chairman & Board Report

Mrs. Roche reminded the Board that the Superintendent's evaluation will take place at the June Board meeting. An evaluation template will be emailed to all Board members for completion. Mrs. Roche reminded the Board about the District Budget Meeting being held on May 7, 2018 at 6:30 p.m. in the Board of Education Conference Room at Center School.

IX. New Business

1. Field Trip Proposal

The Board reviewed a proposal for a high school trip to France in April 2019. Mr. Wygonik addressed questions posed about the trip.

MOTION: Mr. Cushman made a motion, which was seconded by Mrs. Shoemaker, to approve the high school field trip proposal to France in April 2019 as presented.

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

2. Town of Old Lyme Pension Plan Revision

The Town of Old Lyme has revised their pension plan. The Region 18 non-certified employees are participants in the plan. In order to continue to be a part of the plan, the Board must approve a motion. Holly McCalla, Business Manager, and Jean Wilczynski, Board of Ed Treasurer, have both sat on the committee that revised the plan. The new plan makes some changes that better clarify who can enroll in the plan and who can't.

MOTION: Mr. Cushman made a motion, which was seconded by Mrs. Shoemaker, that the form of the Participation Agreement, which evidences the adoption of the amended 401(k) Profit Sharing Plan and Trust sponsored by the Town of Old Lyme is hereby approved and adopted and that an authorized representative of the Participating Employer is hereby authorized and directed to execute and deliver to the Administrator of the Plan one or more counterparts of the Participation Agreement.

The Board further certifies that hereto as Exhibits A, B and C, respectively, are true copies of the Town of Old Lyme Regular Pension Plan as amended and restated, the Summary Plan Description and the Funding Policy and Method which are hereby approved and adopted.

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

3. Rescinding of Nonrenewals

Mr. Neviasser explained that with the assumption and hope that the communities will approve the proposed budget for the 2018-2019 school year on May 8, the Board can rescind the non-renewals of staff members which will allow the administration to make appointments for next year and finalize scheduling and placements. The motion would include the stipulation that it is dependent on the budget passing at referendum.

MOTION: Mrs. Linderman made a motion, which was seconded by Mrs. Wilczynski, that pursuant to Connecticut General Statutes Section 10-151, the Region 18 Board of Education rescind the nonrenewal of the teacher contracts of the non-tenured teachers as noted on the document provided by the Superintendent and that the Superintendent of Schools is directed to advise such person(s) in writing of this action. This action is pending the approval of the 2018-2019 budget at referendum on May 8, 2018.

VOTE: the Board voted in favor of the motion with Dr. Goulding abstaining from the vote. Motion passed with a vote of eight in favor and one abstention.

4. School Security

Mr. Neviasser explained that after meeting with all the PTO's, he is recommending that the Board consider the following options to address security at all the buildings.

Unarmed Security (an expansion of what we have now)	OLPD School Resource Officer plus additional unarmed security	School Resource Officer from the CT State Police plus additional unarmed security	Current costs for two security officers
\$58,500 per employee Total cost of three employees= \$175,500	OLPD officer including salary, fringe, phone, uniform, and vehicle for 180 days= \$80,116-\$91,600 Two unarmed security people= \$117,000	CSP school resource officer including all costs for 180 days= \$90,489- \$140,558 Two unarmed security people= \$117,000	\$58,500 for one day shift (6:30-2:00) employee \$10,500 for one afternoon shift (2:00-5:00) employee
Increase of \$117,000 over budgeted amount	Increase of \$138,616-\$150,100 over budgeted amount	Increase of \$148,989-\$199,058 over budgeted amount	Increase of \$0 over budgeted amount
Considerations	Considerations	Considerations	Considerations
Unarmed No police powers Sick coverage Limited training	Armed Cost Police powers may be limited at Lyme (would require appointment by SM) Sick coverage could be an issue	Armed Highly trained Cost Police powers at all schools Full coverage	No change in current configuration

**Note: Some numbers are noted as a range based on experience of the person hired. The more experience they have, the more they are going to cost. The numbers provided by the various police departments covered 180 days. The district would need coverage for 183 days so we can assume the costs would be slightly higher based on these three additional days.*

Mr. Neviaser also updated the Board on the progress of some other security measures.

The Board discussed the following topics: training; hiring of local vs. state police; current coverage of police presence at beginning and end of day; current security staffing in place and their background; and consideration of using security company to provide a guard.

After discussion, there was Board consensus to have the Superintendent obtain more information on option #2 (OLPD school resource officer plus additional unarmed security).

5. Lyme Street Campus Pedestrian Lighting

John Rhodes, Director of Facilities and Technology, offered the following background on this agenda item: this is a 2017-2018 budgeted facilities capital project. The project was publicly advertised. The only bid received was from Sicuranza Electric. Scope of this project will install pedestrian lighting on the two walkways that cross the Lyme Street Campus athletic fields.

MOTION: Dr. Goulding made a motion, which was seconded by Mrs. Winchell, to Award Sicuranza Electric the contract to install pedestrian lighting on the Lyme Street Campus for \$49,500.

VOTE the Board voted unanimously in favor of the motion.

6. Mile Creek Fuel Oil Tank Replacement

The following background information was supplied by John Rhodes on this agenda item: Mile Creek fuel oil tank has reached its thirty year life limit and must be replaced. This project was publicly bid. Below is the bid summary.

ETT Environmental Services	\$139,000
Rivco Construction	\$154,248
Service Station Equipment	\$253,580

ETT is the recommended bidder for this project. This is based on their bid price and the district's positive experience last summer replacing the Lyme Consolidated fuel oil tank.

MOTION: Mr. Cushman made a motion, which was seconded by Mrs. Winchell, to award ETT Environmental Services the contract to replace the Mile Creek fuel oil tank for \$139,000.

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

7. Middle School Partial Roof Replacement

John Rhodes supplied the following background information on this agenda item: Middle School roof has reached its twenty year life limit and must be replaced. This project was publicly bid. Below is the bid summary.

Commercial Roofing	\$438,800
Greenwood Industries	\$397,000
Imperial Roofing	\$448,000
New Britain Roofing	\$493,000
Secondino Construction	\$619,000
Silktown Roofing	\$375,600

Silktown Roofing is the recommended bidder for this project. This is based on their bid price and the district’s positive experience with them as the contractor for the replacement of the Mile Creek roof.

MOTION: Mrs. Winchell made a motion, which was seconded by Mrs. Wilczynski, to award Silktown Roofing the contract to replace the Middle School roof for \$375,600.

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

8. Solar Purchase Power Agreement

The solar purchase power agreement was reviewed by the Board. Below is a summary of the contract. *The Agreement is a “master agreement” under which District 18 and Greenskies may subsequently execute one or more transactions (each an “Opportunity”) for solar power “System(s)” at a single location, up to a set number of Opportunities. Each Opportunity will have a single rate for Energy (in dollars/kWh) for its System(s). Each Opportunity is subject to the Agreement’s terms. The District is under no obligation to execute all (or any) of the Opportunities; if two years pass without the execution of at least a single Opportunity, the Agreement would terminate.*

Each Opportunity will have its own twenty-year term, with a single five-year renewal option at the District’s sole discretion. So (for example) in a scenario with 4 Opportunities, there would be 4 separate (although somewhat overlapping) terms, each for twenty or twenty-five years. At the conclusion of the last such term, the Agreement will expire. The District has the option at certain points during and at the end of each term to purchase the subject System(s); if the District does not do so, Greenskies must dismantle and remove the System(s) at its expense at the conclusion of each term.

Notwithstanding the master agreement form, the Opportunities are to a certain extent independent transactions. For example, there is no right of setoff to other Opportunities in the event of a payment dispute as to one Opportunity. Also, a breach of the Agreement with respect to one Opportunity would not be a breach of the entire Agreement; a party could terminate the Agreement after an uncured breach by the other party with respect to the subject Opportunity, but not the other Opportunities. However, there are certain circumstances (for example, a party bankruptcy) under which the other party could terminate the entire Agreement as to all Opportunities.

MOTION: Mrs. Winchell made a motion, which was seconded by Dr. Goulding, to approve the contract with Greenskies as presented.

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

9. Athletic Field Irrigation Water System

John Rhodes provided the following background information on this agenda time: Milone and MacBroom was selected as a prime engineering firm to evaluate irrigation water supply options and perform design and permitting service. This Board of Education action approves Milone and MacBroom to provide engineering services to design, obtain town permits, construction support and project closeout. Milone and MacBroom will design and permit a system based on using the pond as a water supply. Final design and construction estimates may change based on the town permitting process. This project is funded through the facilities contingency fund.

MOTION: Mrs. Winchell made a motion, which was seconded by Mrs. Leonardo, to award Milone and MacBroom engineering services to design, obtain Town of Old Lyme permits and support system construction for a dedicated athletic field irrigation water supply for \$28,400.

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

X. Old Business

1. Social Studies Textbook

MOTION: Mr. Cushman made a motion, which was seconded by Dr. Goulding, to approve the selection of the textbook *History Alive! World Connections* for Modern World History instruction.

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*. No report.
- b. *Finance*. There was another reminder about the District Budget Meeting and Vote on May 7 and May 8, respectfully.
- c. *Communications*. No report.
- d. *Policy*. No report.
- e. *LEARN*. Mrs. Leonardo reported that LEARN's new building should be completed by the fall of 2018.
- f. *Human Resources*. It was reported that a meeting of this committee must be scheduled to review the contracts of the superintendent, business manager, and director of facilities and technology.

XI. Correspondence

There was discussion and direction given to the Board on the proper procedures to follow when they received correspondence from the public. In summary, they should forward the correspondence to the Board Chair and Superintendent Neviaser.

Mrs. Roche discussed the importance of educating the public on how Board meetings are run, i.e., Board meetings are not public meetings but a meeting of the Board held in public. There were also recommendations that a statement to this effect be placed on the district website or on the back of every agenda and taught in civics classes.

XII. Executive Session

Mrs. Winchell made a motion, which was seconded by Mrs. Wilczynski, to move into executive session for the purpose of discussing a personnel matter related to the previous grievance hearing. Attorney Kyle McClain was invited to attend the executive session.

XIII. Adjournment

The regular meeting adjourned at 9:53 p.m. upon motion by Mrs. Winchell and a second by Dr. Goulding.

Respectfully submitted,

Rick Goulding, Secretary