LYME-OLD LYME PUBLIC SCHOOLS

Small Schools, Big Ideas



Challenging * Achieving * Excelling

REGION #18

Regular Board of Education Meeting

October 3, 2018

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

Absent by Previous Arrangement: Erick Cushman

Administration Present: Ian Neviaser, Superintendent of Schools; Mark Ambruso, Principal of Lyme-Old Lyme Middle 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; Susan Whritner, Teacher of the Year; Brynn McGlinchey and Emily O'Brien, High School Student Representatives; 3 Community Members

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: Dr. Powell St. Louis made a motion, which was seconded by Mrs. Shoemaker, to approve the minutes of September 5, 2018 as presented.

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

III. Visitors

1. Recognition of Teacher of the Year and Non-Certified Staff Member of the Year The Board recognized Susan Whritner for being named the 2018-2019 Teacher of the Year. Mrs.

49 Lyme Street, Old Lyme, Connecticut 06371

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Whritner is a fifth grader teacher at Mile Creek School. She has been employed by the district since 1987. Patricia Downes, Principal of Mile Creek School, spoke to the various accomplishments of Susan Whritner.

Jennifer Harvill, Tutor at Mile Creek School, was named the 2018-2019 Non-Certified Staff Member of the Year but was not in attendance due to a prior commitment.

2. Public Comment

There was no public comment.

3. Report from Student Representatives

Brynn McGlinchey and Emily O'Brien reported on the following activities taking place at the schools:

At LOLHS: September ended with the high school's annual spirit week that culminated with the homecoming dance on Saturday night with over 220 students attending. On October 10, grades 9, 10 and 11 will be taking the PSAT exam. On October 13, the Robotics Team will host the annual Bash at the Beach. The second annual Wellness Day will be held on October 17 with over 35 community members putting on workshops. The high school would like to invite any members of the Board of Education to attend if available. Lyme-Old Lyme High School is the only school in Connecticut to be named a Blue Star School from the WISE foundation for Financial Literacy for the school's performance on the certification exam.

At LOLMS: The middle school began September with a successful Back to School night for parents. The 8th grade trip to Bushy Hill focused on teamwork and relationship building. Academically, the 6th grade participated in OLSAT testing, while grades 6-8 participated in the AIMSWEB universal screen testing. The middle school athletic season begins this month with approximately 100 student-athletes participating in boys and girls soccer as well as cross country.

At Lyme Consolidated School: On September 28, the PTO held their Family Picnic with over 140 people attending. A special thanks to Stacey Leonardo and Kimberly Monson for organizing this event. School pictures were taken on October 3. The African Choir will be singing on October 4 thanks to Allison Hine and her family. On October 10, all of the students will participate in the STEAM Museum workshops. STEAM is a portable hands-on museum. The Lyme Fire Department will be conducting their fire safety workshops for all of the students on October 11. The PTO Book Fair will be held the week of October 22.

At Mile Creek School:

September 20 - Parent Night was a great success.

October 1 – PTO held its first meeting of the new school year.

October $2 - 3^{rd}$ grade visited the Old Lyme Town Hall and visited the fairy houses at the Florence Griswold Museum.

October $2 - 1^{st}$ grade enjoyed a visit to Scott's Orchard.

October 4 – Mile Creek School will be treated to a performance of the South African Choir who are being hosted by the First Congregational Church of Old Lyme.

October 9 – Fire Safety – grade K-2 students will hear from first responders and see fire engines up close.

October 10 - School Pictures.

October $16 - 3^{rd}$ grade will be taking a field trip to Camp Hazen.

October 19 – 5th grade Audubon walk.

October 26 - Trunk or Treat.

October 29 – 3rd grade Audubon walk.

In the Preschool Program: Since it is October, the preschool will be studying pumpkins, leaves and the triangle shape. They will be exploring habitats, community, fire fighters and fire safety. They have two field trips this month to Scott's Yankee Farmer and the Wee Faerie Village. Letters of the month are "A" and "D." The preschool will be counting, comparing, sorting and forming numbers 1 to 5 in math. The preschool will be reading great literature like: Leaf Man, Fall Leaves Fall and The Little Old Lady Who Wasn't Afraid of Anything. The artist of the month is Georgia O'Keeffe. The preschool encourage everyone to view their artwork that decorates the halls of Center School.

IV. Administrative Reports

1. Superintendent's Report

Mr. Neviaser reviewed the October personnel report which reflected the hiring of a school nurse at Lyme School and a long-term sub (science teacher) at Lyme-Old Lyme Middle School. There is still several instructional assistant vacancies (3-4) and a need for a technology facilitator at the middle school.

Mr. Neviaser reviewed the October enrollment report. In-house enrollment is now 1,255. Mr. Neviaser has requested updated enrollment projections from both NESDEC and Peter Prowda. This new information will be examined as it relates to the official enrollment count of October 1. In addition, the October 2018 enrollment report indicates that 80.5% of students are from Old Lyme, while 19.5% are from Lyme. This is a similar percentage to what was reported in October 2017 when 20.2% were from Lyme and 79.8% were from Old Lyme. Billings to the towns are based on an average of the October 1 and April 1 student counts.

Mr. Neviaser reminded the Board to contact Jeanne DeLaura if they planned on attending the annual CABE/CAPSS Convention on November 16-17, 2018.

Mr. Neviaser reported that teacher negotiations begin next week. The HR committee has reviewed and submitted their proposals. Once this process is complete, the Board of Education will be fully informed of the outcome.

Mr. Neviaser reported that the installation of the solar panels has begun, while the installation of the oil tank at Mile Creek has been delayed due to the finding of ledge. Mr. Neviaser updated the Board on both

of these projects. Of note, the solar panels will not be able to be placed on the Mile Creek roof; an alternate location will be investigated.

Mr. Neviaser reported that the preschool expansion committee has met twice and is in the process of gathering data and developing ideas for this concept.

Mr. Neviaser updated the Board on progress toward the district goals.

2. Business Manager's Report

Mrs. McCalla reviewed the Executive Budget Summary as of September 30, 2018. Fluctuations of note: *Salaries*: Timing of payrolls; this report was prepared prior to final payroll of the month. *Special Education*: Tuition encumbrances not accounted for at this point in time last year. *Plant/Facilities*: Timing of payrolls; this report was prepared prior to final payroll of the month.

Mrs. McCalla reviewed the Contingency Maintenance Report. Approximately \$10,000 in new spending occurred this month. A portion was for door repairs to the lift at the middle school and a portion was for boiler repair. Remaining contingency balance: \$111,713.

V. Educational Presentation

1. SAT and SBAC Testing

Michelle Dean, Director of Curriculum, reported on the outcomes of last spring's standardized testing which includes the SAT and SBAC. A copy of her report is attached to these minutes for informational purposes.

The Board asked various questions including: PSAT tests for underclassmen; participation in Khan Academy for improving scores; length (in days) of SBAC testing; data on usage of outside SAT prep services; and looking at cohort trends.

VI. Chairman & Board Report

Mrs. Roche reviewed the upcoming budget process and asked that all Board members come prepared for these important meetings.

VII. New Business

1. Field Trip Request

Sarah Hylas, Social Studies Teacher at LOLHS, is requesting approval for a field trip for the Mock Trial Team to Harvard University on Friday, November 9, 2018 (leaving after school) through Sunday, November 11, 2018.

Background information supplied to the Board:

This event draws schools from all over the country. Harvard is the #1 college mock trial team in the country, and their workshops coach students through all steps of preparing for trial.

Departure: Friday, November 9, from Providence/Stoughton Line traveling on MBTA (leave at 7:24 pm and arrive Boston at 8:34 pm). Individual parents have agreed to drive their student to the Providence train station.

The students and chaperones will take the public subway to the Holiday Inn & Express Suites Hotel in Cambridge, Massachusetts, 250 Monsignor O'Brien Highway, Cambridge, MA 02141.

Stay 2 nights in the hotel; 3 students per room (2 rooms) + one room for adult chaperones.

The hotel is a walk or bus ride away from Harvard's campus (10 minutes).

Students are in legal trial workshops all day Saturday and Sunday morning. They compete in a trial on Sunday at 3:00 pm. The workshops are led by Harvard's mock trial team.

Return Sunday night, arriving to Providence at 8 pm. Parents have agreed to pick up their student in Providence.

The cost is:

Workshop: \$185 per student

Train: \$25 + public transport of \$15

Hotel: \$200 per student (that covers the cost of the chaperone room).

Students pay for themselves. In the past, donations have been received to offer scholarships or off-set the cost. The team has also fundraised \$350 this year.

Total cost is \$425 per student. Meals not included, although Harvard covers breakfast.

Chaperone is Sarah Hylas.

MOTION: Mrs. Shoemaker made a motion, which was seconded by Mrs. Winchell, to approve the field trip request as presented.

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

2. Child Nutrition Program

Mrs. McCalla, Business Manager, explained that this Permanent Single Agreement represents the United States Department of Agriculture's (USDA) requirement for state agencies to provide each school food authority (SFA) with a single Agreement when a state agency administers any combination of the USDA Child Nutrition Programs (CNPs). This Agreement replaces all previous Agreements with the Connecticut State Department of Education (CSDE).

MOTION: Mrs. Linderman made a motion, which was seconded by Mrs. Winchell, to accept the Permanent Single Agreement for the Connecticut State Department of Education Child Nutrition Program and to authorize the Board of Education Secretary, Rick Goulding, to certify the action of the Board of Education that authorizes Ian Neviaser, Superintendent of Schools, and Holly McCalla, Business Manager, as signors for CSDE reimbursement claims submitted on behalf of Regional School District #18.

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

3. Leave of Absence Request

Mr. Neviaser reported that Jennifer Skelly, Science Teacher at Lyme-Old Lyme Middle School, is requesting an unpaid leave of absence through the remainder of the 2018-2019 school year.

MOTION: Mrs. Wilczynski made a motion, which was seconded by Mrs. Winchell, to approve the leave of absence request of Jennifer Skelly as presented.

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

4. Appropriation to Reserve Fund for Capital and Nonrecurring Expenditures

Mrs. McCalla explained that Sec. 10-51(d)(2) allows regional Boards of Education to appropriate up to 1% of the current fiscal year's budget to a reserve fund for capital and non-recurring expenditures. The unaudited budget balance for fiscal year 2017-2018 is \$723,000. The Board of Education may appropriate up to \$342,985 to the reserve fund.

MOTION: Mrs. Winchell made a motion, which was seconded by Mrs. Wilczynski, to appropriate \$342,985 to the reserve fund for capital and nonrecurring expenditures.

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

5. Change Order for Mile Creek Fuel Oil Tank Replacement

Mr. Rhodes, Director of Facilities and Technology, reported that during excavation for the new fuel oil tank, the contractor encountered ledge rock preventing the tank from being installed at the proper depth. Exploratory holes were dug in other locations and additional ledge rock was encountered. The only recourse is to blast the ledge rock.

MOTION: Dr. Powell St. Louis made a motion, which was seconded by Mrs. Winchell, to approve change order number 1 to ETT Environmental to remove ledge rock impeding installation of the new fuel oil tank at Mile Creek School for \$31,413.

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

6. Budget Process Timeline

Mr. Neviaser presented the budget calendar for the development of the 2019-2020 budget.

MOTION: Mrs. Wilczynski made a motion, which was seconded by Mrs. Shoemaker, to approve the 2019-2020 budget calendar as presented.

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

7. Policy Review

The Policy Committee presented two new policies which the Board reviewed as a first read:

Policy 5401 Evaluation, Termination and Non-Renewal of Athletic Coaches

Policy 5056 Security Check/Fingerprinting Criminal History Record Information (CHRI) Proper Access, Use and Dissemination Procedures

Mr. Neviaser also reported that the Policy Committee reviewed a summer school policy and decided to not move forward with this policy. Mr. Neviaser reviewed the history behind charges for credit recovery courses and enrichment courses.

Mr. Neviaser reported that they also reviewed the school resource officer policy and will possibly update this policy after hiring of the officer.

The Board wordsmithed Policy 5401 and Policy 5056. There was Board consensus that they could move forward with adopting these policies.

MOTION: Dr. Goulding made a motion, which was seconded by Mrs. Leonardo, to waive the first reading of these policies.

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

MOTION: Dr. Powell St. Louis made a motion, which was seconded by Mrs. Leonardo, to approve Policy 5401 Evaluation, Termination and Non-Renewal of Athletic Coaches and Policy 5056 Security Check/Fingerprinting Criminal History Record Information (CHRI) Proper Access, Use and Dissemination Procedures.

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. Report of Committees:

a. Facilities. Dr. Goulding reported that solar panels will be delivered and installed at the main campus and Lyme School; they are reworking their options for the installation of solar panels at Mile Creek School (roof on pitch). Dr. Goulding also updated the Board on the usage of the pond for watering the athletic fields and a related well study for a resident who lives near the pond. There was discussion on projects that are part of the five year facilities plan. There was a suggestion to keep communications open with the town leaders on upcoming district projects so that the towns could coordinate town projects on a different timeline.

- b. Finance. No report.
- c. *Communications*. The next edition of the *Focus on Education* newsletter will be published in November.
- d. Policy. No report.
- e. *LEARN*. Mrs. Leonardo reported on a safety presentation and furniture selection for the new LEARN school.
- f. LOL Prevention Coalition. Mrs. Shoemaker gave an update on the Lyme-Old Lyme Prevention Coalition which is now co-chaired by Lisa McCarthy and Martha Shoemaker. The annual "Drug Take Back Day" is scheduled for October 27 and includes turning in unused pet medication.

IX. Correspondence

There was no correspondence to report.

X. Executive Session

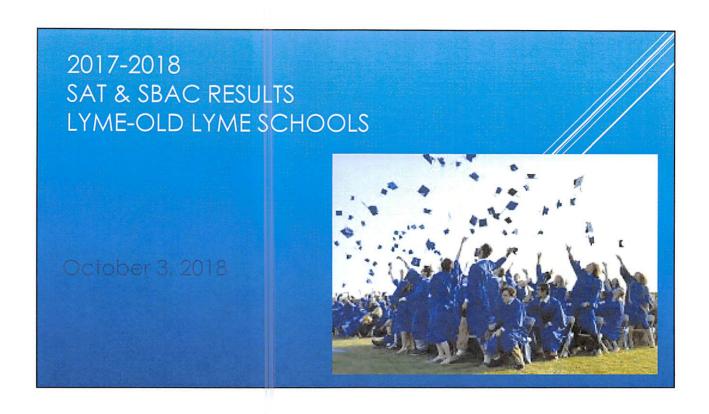
There was no need for an executive session.

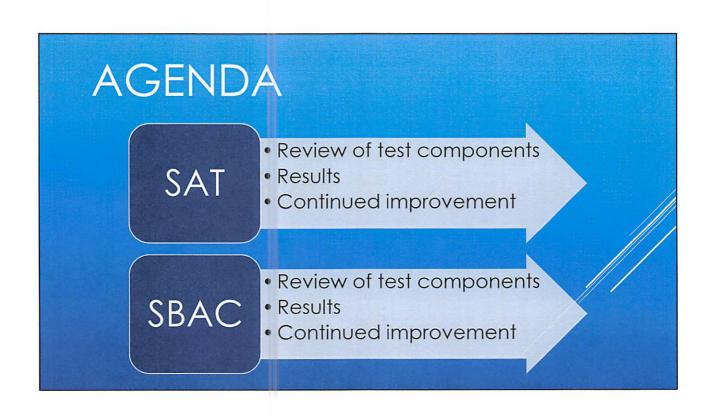
XI. Adjournment

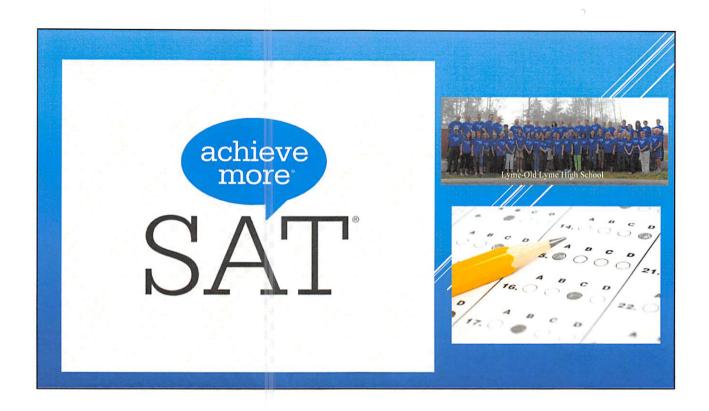
The regular meeting adjourned at 8:29 p.m. upon a motion by Dr. Goulding and a second by Mrs. Linderman.

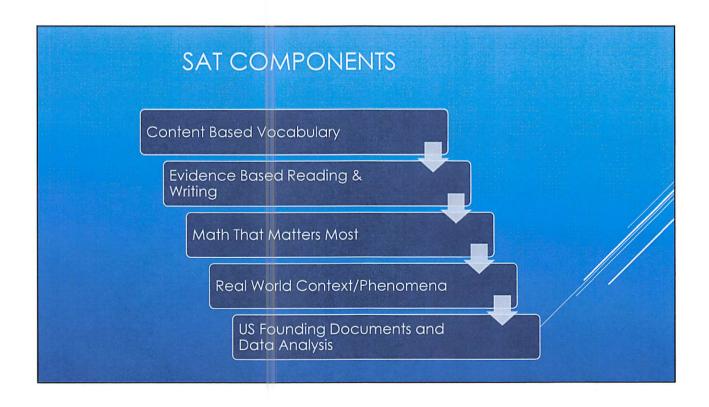
Respectfully submitted,

Rick Goulding, Secretary









ERW SAT 2015-2016	ERW SAT 2016-2017	ERW SAT 2017-2018	MATH SAT 2015-2016	MATH SAT 2016-2017	MATH SAT 2017-2018
567	596	576	543	569	564
State ranking:	State ranking:	State ranking:	State ranking:	State ranking:	State ranking:
22 nd	10 th	17 th (157)	32 nd	19 th	20 th (157)

ELA	MATH	
1. Westport	1. Darien	
2. Weston	2. Westport	
3. New Cannon	3. Avon	
4. Simsbury	4. New Cannon	
5. Darien	5. Weston	
6. Wilton	6. Ridgefield	
7. Avon	7. Simsbury	
8. Ridgefield	8. Wilton	
9. West Hartford	9. Region 8 (Rham)	
10. Madison	10. Region 9 (Easton/Redding)	

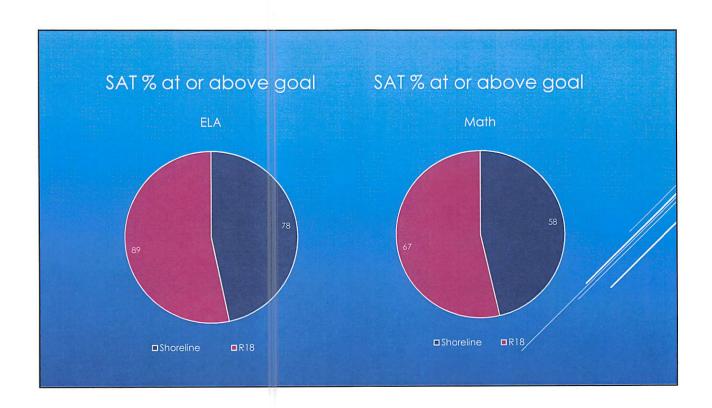
		S 2017-20	10
ERW	Scale Score	% at 3 or 4	Ranking
Lyme-Old Lyme	576	89%	17th (10th)
Top 10 Districts	602	90%	Top 10
MATH	Scale Score	% at 3 or 4	Ranking
Lyme-Old Lyme	564	67%	20th (19th)
Top 10 Districts	594	77%	Top 10



SAT Shoreline Comparisons

	ERW Mean /%at or above goal
Madison	593 /93%
Guilford	589 /87%
Old Saybrook	578 /86%
Lyme-Old Lyme	576 /89%
Region 4	559 /84%
Westbrook	552 /79%
East Lyme	546 /74%
Clinton	530 /71%

	MATH Mean/% at or above goal
Madison	582 /71%
Guilford	573 /63%
Lyme-Old Lyme	564 /67%
Old Saybrook	564 /*
East Lyme	540 /52%
Westbrook	537 /57%
Region 4	522 /49%
Clinton	501 /*



WHAT WE KNOW IS TRUE

- SAT is high stakes for students and districts
- With trend data available, we are better able to analyze cohorts/curriculum/instruction
- Continue providing SAT prep. for students through consultants/curricula models/direct instruction

2018-2019 CONTINUED IMPROVEMENT

Master SAT

- Analyze trend results to determine specific areas of improvement
- All students connected to personalized Khan Academy account

Provide Test Strategies

- Differentiated SAT prep sessions for students in classroom settings
- Coaching on test-taking strategies in content domains

Embed Curricular Activities

- ELA, Math, S.S. and Science curricular embedded practice
- Teacher consultation as needed

Address special populations

- Use data for additional coaching & practice via Special Education
- Build skills through SRBI / Task Center

Exposure

- Administer 8/9 Test, PSATs in grades 10 and 11
- · Use data to inform intervention needs



SBAC AREAS OF KNOWLEDGE & SKILLS TESTED **English Language Arts** Areas of Knowledge and Statement About Student Skills Measured: Learning from which the **Assessment was Built** READING The student can read closely and analytically to Literary (fiction) & informational (nonfiction) comprehend a range of increasingly complex literary texts and informational texts WRITING The students can produce - Organization & Purpose effective and well-grounded - Evidence & Elaboration writing for a range of purposes and audiences - Conventions The students can employ LISTENING effective listening skills for a range of purposes and audiences RESEARCH The student can engage in research and inquiry to investigate topics

SBAC AREAS OF KNOWLEDGE & SKILLS TESTED

Ma	thematics
Areas of Knowledge and Skills Measured:	Statement about Student Learning from which the Assessment was Built:
Concepts & Procedures	Students can explain and apply mathematical concepts and interpret and carry out mathematical procedures with precision and fluency
Problem Solving	Students can solve a range of complex well-posed problems in pure and applied mathematics, making productive use of knowledge and problem solving strategies
Modeling & Data Analysis	Students can analyze complex, real-world scenarios and can construct and use mathematical models to interpret and solve problems
Communicating Reasoning	Students can clearly and precisely construct viable arguments to support their own reasoning and to critique the reasoning of others

TYPES OF ITEMS ON THE TEST

Computer Adaptive Test

- Computer program adjusts the difficulty of questions based on responses
- Includes multiple choice, write-in responses, and computer-based tools (calculator, Highlighter, etc.)

SCORING

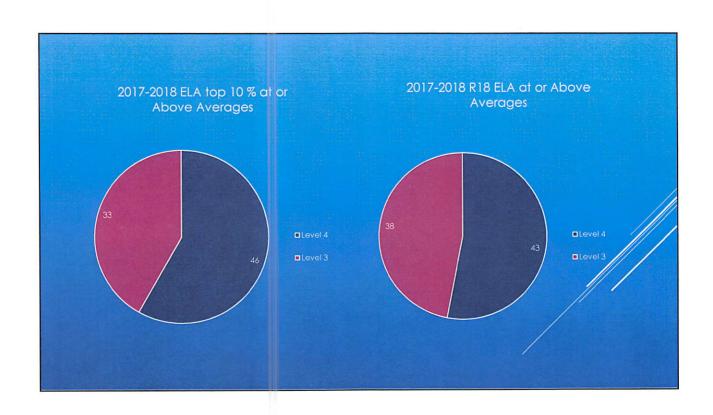
- Students receive an overall vertical scale score in each subject
- Scores range from ~ 2100 to 2800 spanning grades 3 to 8 Math vertical scores cannot be compared to ELA scores
- Scores are divided into 4 levels

Content Area	0-1-0		6 - 1 - 5	0 1 0	0 1 7	0 1 0
Mathematics	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8
Level 4	2501-2621	2549-2659	2579-2700	2610-2748	2635-2778	2653-2802
Level 3	2436-2500	2485-2548	2528-2578	2552-2609	2567-2634	2586-2652
Level 2	2381-2435	2411-2484	2455-2527	2473-2551	2484-2566	2504-2585
Level 1	2189-2380	2204-2410	2219-2454	2235-2472	2250-2483	2265-2503
ELA/Literacy						
Level 4	2490-2623	2533-2663	2582-2701	2618-2724	2649-2745	2668-2769
Level 3	2432-2489	2473-2532	2502-2581	2531-2617	2552-2648	2567-2667
Level 2	2367-2431	2416-2472	2442-2501	2457-2530	2479-2551	2487-2566
Level 1	2114-2366	2131-2415	2201-2441	2210-2456	2258-2478	2288-2486

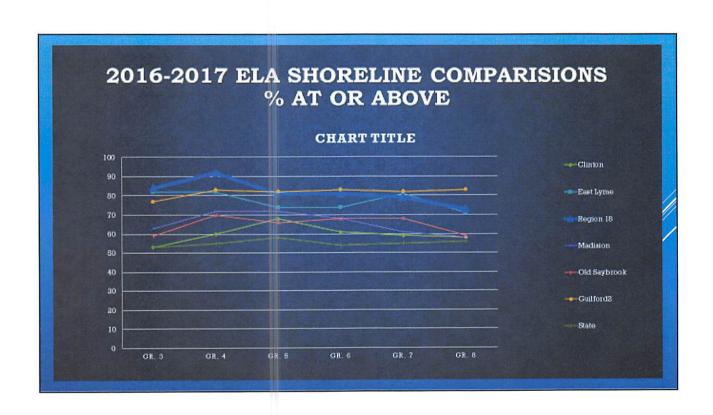
2017-2018 AVERAGE ELA SCALE SCORES BY GRADE LEVEL

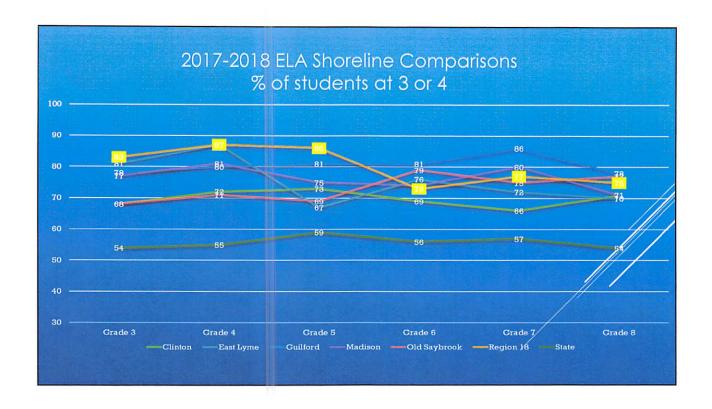
Level	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8
Level 4	2490-2623	2533-2663 25 66	2582-2701 2577	2618-2724	2649-2745	2668-2769
Level 3	2432-2489 2485	2473-2532	2502-2581	2531-2617 2605	2552-2648 2602	2567-2667 2613
Level 2	2367-2431	2416-2472	2442-2501	2457-2530	2479-2551	2487-2566
Level 1	2114-2366	2131-2415	2201-2441	2210-2456	2258-2478	2288-2486

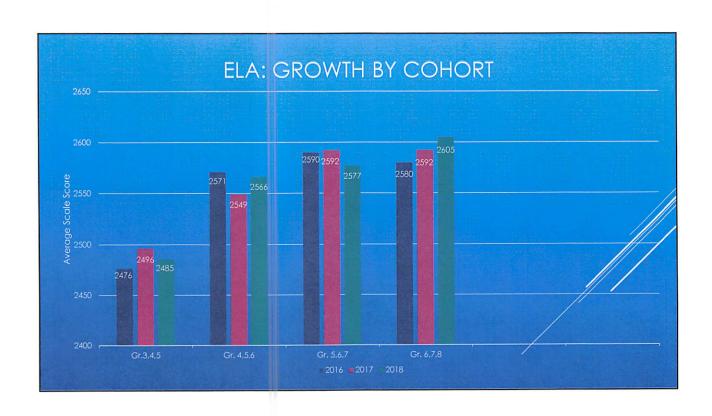
GRADE	SCALE SCORE	% at 3 or 4	% by Level
3	2485	86%	4 13 37 47
4	2566	92%	3 5 27 66
5	2577	81%	3 16 37 44
6	2605	70%	3 15 31 50
7	2602	79%	6 15 51 28
8	2613	73%	10 17 43 30



		ELA S	SBAC	PERFC	DRMA	NCE R	ESULTS	3	
	Scale Score 2015-16	Scale Score 2016-17	Scale Score 2017-18	% at 3 or 4 2015-16	% at 3 or 4 2016-17	% at 3 or 4 2017-18	Ranking 2015-16	Ranking 2016-17	Ranking 2017-18 (191)
3	2476	2496	2485	75%	78%	86%	44th	17th	4 th
4	2571	2549	2566	92%	86%	92%	1st	3rd	2 nd
5	2590	2592	2577	91%	90%	81%	3rd	2nd	22 nd
6	2580	2592	2605	75%	81%	70%	34th	15th	14 th
7	2595	2593	2602	71%	76%	79%	53rd	30th	23 rd
8	2632	2609	2613	81%	71%	73%	9 th	38th	48 th







		GR.	ADE LEV	/EL		
Level	Grade 3	Grade 4	Grade 5	Grade 6	Grade 7	Grade 8
Level 4	2501-2621	2549-2659 2577	2579-2700	2610-2748	2635-2778	2653-280
Level 3	2436-2500 2494	2485-2548	2528-2578 2573	2552-2609 2604	2567-2634 2616	2586-265 2647
Level 2	2381-2435	2411-2484	2455-2527	2473-2551	2484-2566	2504-258
Level 1	2189-2380	2204-2410	2219-2454	2235-2472	2250-2483	2265-250

Level	% by l	% at 3 or 4	SCALE SCORE	GRADE
57	6 11 25	82%	2494	3
69	1 9 21	90%	2577	4
55	3 22 20	*(S.S. 9 th)	2573	5
49	6 15 30	79%	2604	6
44	5 21 30	74%	2616	7
54	1412 21	75%	2647	8

MATH SBAC PERFORMANCE RESULTS									
	Scale Score 2015-16	Scale Score 2016-17	Scale Score 2017-18	% at 3 or 4 2015-16	% at 3 or 4 2016-17	% at 3 or 4 2017-18	Ranking 2015-16	Ranking 2016-17	Ranking 2017-18 (191)
3	2485	2507	2494	80%	82%	82%	25 th	8 th	10 th
4	2571	2555	2577	90%	89%	90%	4 th	3 rd	3 rd
5	2556	2588	2573	65%	81%	*Not reported	27 th	3 rd	* (S.S. 9 th)
6	2598	2597	2605	80%	74%	79%	3 rd	15 th	5 th
7	2609	2612	2616	67%	74%	74%	21 st	10 th	10th
.8	2648	2633	2647	73%	71%	75%	9th	12th	10th

