

# LYME - OLD LYME PUBLIC SCHOOLS

*Impassioned with Pride and Purpose*

## MEETING MINUTES

### **Special Board of Education Meeting**

Lyme-Old Lyme High School

January 22, 2014

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

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

*Others Present:* one townspeople from LOL

The meeting was called to order by Chairman Witkins at 6:36 p.m. The Pledge of Allegiance was recited. The purpose of the meeting was for Board discussion on adjustments it wished to see on the proposed 2014-2015 budget and to provide direction to administration on final budget for review at February meetings.

Mr. Neviaser reviewed the agenda and upcoming meetings.

John Rhodes, Director of Facilities and Technology, and Beth Borden, Director of Curriculum, gave a PowerPoint presentation which centered specifically on the technology request discussed at the January 15 meeting to improve the digital learning environment for students. Specifically, there was a focus on the replacement and maintenance of current devices and applications and the need for more devices so as to provide more student/staff access to technology. A copy of the PowerPoint presentation is attached to these minutes for informational purposes.

Discussion followed the presentation and centered on the followed subjects: wired PC labs and their limitations and the continuance of funding; laptop cart usage by staff and concern over shortage; educational advantages and specific purposes for wired labs (testing); transitions from desktops to laptops to handheld devices; student needs in the area of technology and

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developing standards to meet these needs; professional development for staff in the area of technology; staff that don't utilize technology and assurances that new purchases will be utilized by teachers and students; long-term technology planning; comparisons to other districts in terms of access to technology; burden on administration to manage future technology needs; and students bringing their own devices to school.

There was also a review of two decision packages: (1) nurses' salary adjustment for a total of \$8,092 and (2) Center School conversion for housing preschool for a total of \$149,793. Mr. Neviaser reported that the Human Resources Committee has recommended approval of the salary adjustment for the nurses.

Discussion followed on the expenditure for the Center School conversion for preschool. The Board discussed at great length the best way to fund this expenditure. Specifically, whether to fully fund out of the 2014-2015 budget, using possible remaining funds in the current year's budget or using monies from the contingency maintenance account or the undesignated fund. At issue is the fact that the Center School conversion must begin before July 1, when the 2014-2015 funds would not yet be available, so that the conversion is completed by the fall. After much debate, there was Board consensus to take out the funding for the middle school sound dampening to begin the Center School conversion. The Superintendent was directed to bring new numbers to the Board at their February meeting. It was noted that there will be a better sense of what remaining balance will be in the 2013-2014 budget for funding some of these projects as they get closer to the end of the fiscal year.

Mr. Witkins distributed a handout of operating budget increases over the last ten years which the Board reviewed.

It was noted that the Central Office move to Center School would appear in the 2015-2016 budget.

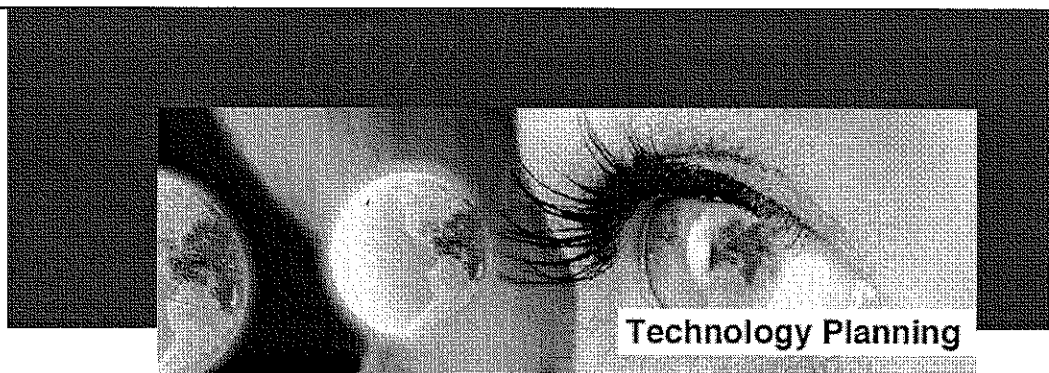
The special meeting adjourned at 8:52 p.m. upon a motion by Dr. Goulding and a second by Mr. Fuchs.

Respectfully submitted,

Beth Jones, Secretary

## Budget Development Timeline

Event	Date
Budget Driver Meeting	November 6
Administration prepares budget proposals	October-January
School Based Budget Presentations	January 8
Central Services Budget Presentations	January 15
Board Discussion/Deliberation/Direction	January 22 (tonight)
Review of Budget as Revised	February 5 (Feb. BOE meeting)
Public Budget Forum With Possible Budget Adoption	February 12
District Budget Hearing	April 7
Budget Referendum	May 6



Technology Planning

# 2014-15 and Beyond

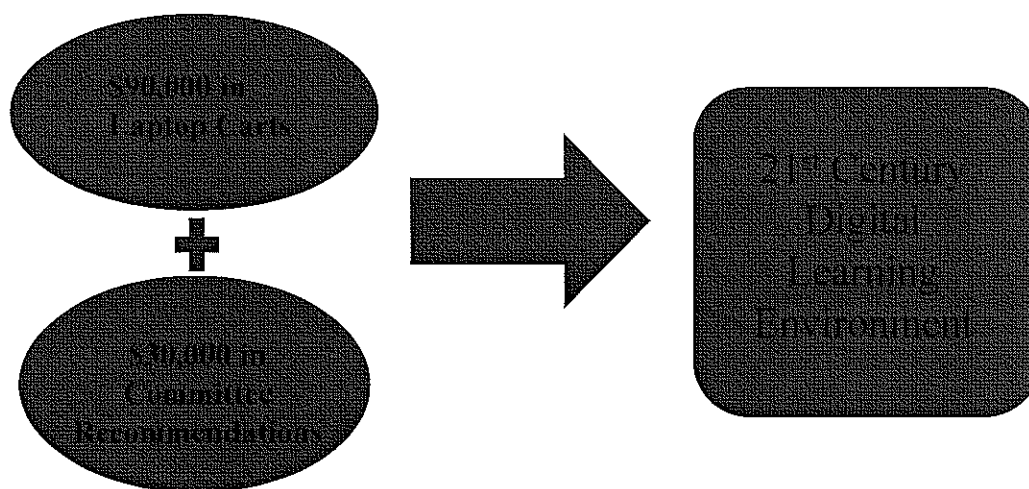
January 22, 2014

## Last Week When We Met ...

- We focused on:
    - Replacement/maintenance of current devices & applications
    - The need for more devices
  - We stressed more ACCESS as a need
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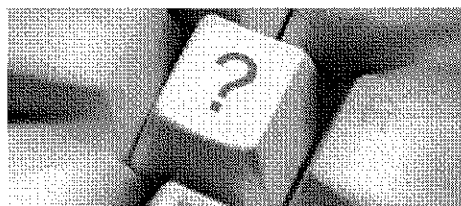


## Our Recommendation:



## Tonight We Will Address These Questions:

- What is our current model for providing access at each level?
- What is the educational need driving this request at each level?
- What do we recommend for 2014-15?
- What is our vision for 2015-16 and beyond?

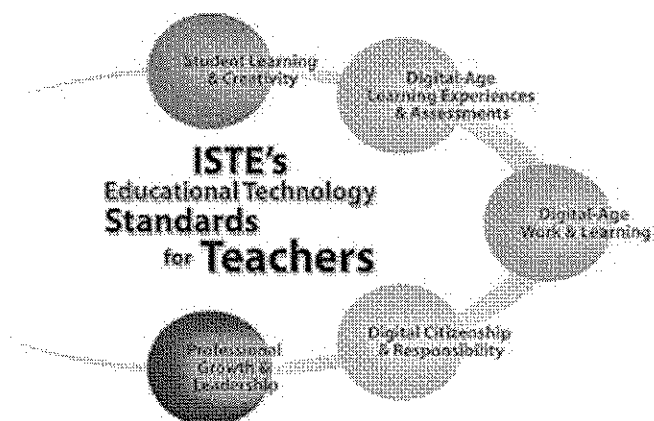


	Wired PC Labs	Wired Mac Mini Labs	Laptop Carts	Media Center Wired PC's	IPAD Cart	Classroom Computers
HS	4	Art (10), Music (10)	2 laptop carts & 1 Surface RT cart	9	1	Teacher laptop & smart board computer
MS	2	Music (6)	1 ½ laptop carts	30	0	Teacher laptop & smart board computer
CS	1	0	½	10	½	Teacher laptop, smart board computer & 2-3 student computers.
LC	1	0	½	10	0	Teacher laptop, smart board computer & 2-3 student computers
MC	1	0	0	10	0	Teacher laptop, smart board computer & 2-3 student computers

\*Each building also has some access to 1:1 IOS devices not included on this chart

### Current Access at Each Level

# National Educational Technology Standards



## Sample Ensured Experiences for Standards 1 to 3

### Creativity and Innovation

- 3-5 Produce a media rich content specific digital story or presentation
- 9-12 Design a content specific web site that meets accessibility requirements

### Communication and Collaboration

- K-2 In a collaborative group, use a variety of technologies to produce a content specific digital product or presentation
- 6-8 Create an original animation or video documenting a local event

### Research and Information Fluency

- 3-5 Select & apply digital tools to collect, organize, & analyze data to evaluate theories
- 9-12 Identify a complex global issue, develop plan of investigation, and present innovative, sustainable solutions

## Sample Ensured Experiences for Standards 4 to 6

### Critical Thinking, Problem Solving, and Decision Making

- K-2 Use simulations and graphic organizers to explore and share patterns of growth (life cycles of plants and animals)
- 6-8 Gather data, examine patterns, and make decisions using digital technology

### Digital Citizenship

- 3-5 Participate in an online interactive class environment to debate effects of emerging technologies on individuals and society
- 9-12 Create media rich presentations for other students on appropriate and ethical use of digital technology

### Technology Operations and Concepts

- K-2 Demonstrate the ability to navigate in virtual environments such as electronic books, simulations software, and websites
- 6-8 Use data collection probes, handheld devices, or mapping systems to gather, view, analyze, and report results for content related issues

Level	Current Labs for Core Academics		2014-15 Recommendation	Increase
	Wired Labs	Mobile Labs	Mobile Labs	Mobile Labs
Lyme	1	.5	1	+5
Mile Creek	1	0	1	+1
Center	1	.5	1	+5
LOLMS	2	1.5	2	+1
LOLHS	0	2	6	+4

**Budget Request: \$90,000**

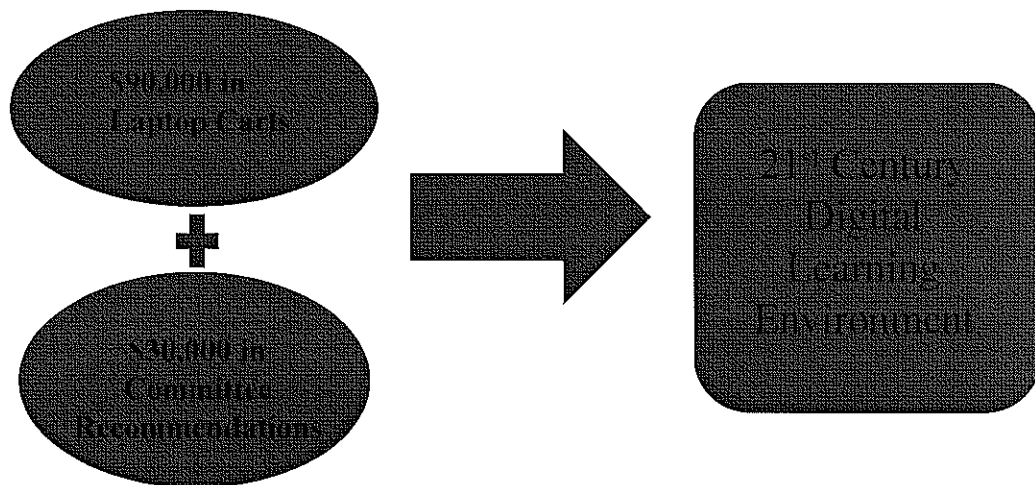
## Our Vision for Digital Learning Environment 2015-16 & Beyond

School	Tech Devices	Tech Human Resources
Mile Creek		
Lyme		
MS		
HS		

The work of the Strategic Planning Committee

**Budget: \$30,000**

## Our Recommendation:





- Problem Definition: The six nurses have requested a salary adjustment. The HR committee would like to ensure that our salaries are competitive with similar districts in this area.
- Performance Criteria: The recommendation of the HR committee will be based on data from surrounding districts who are similar in make up to Region 18. In addition a thorough review of the current job requirements was presented as additional information.
- Cost: \$15,726

## Decision Package: Nurse Salary Adjustment

Overall Budget Summary		12-13 Actuals	13-14 Budget	14-15 Budget	\$ Increase or (Decrease)	% Inc or (Dec) by Line Item	% Inc or (Dec) of Total Inc
	Certified Salaries	\$12,554,444	\$12,893,120	\$12,904,433	\$11,313	0.09%	12.07%
	Non-certified Salaries	2,703,497	2,778,390	2,923,223	144,833	5.21%	154.53%
	Employee Benefits	3,949,489	4,264,527	4,031,293	(233,234)	(5.47)%	(248.84)%
	Instructional Programs	1,257,145	1,300,041	1,483,965	183,924	14.15%	196.23%
	Special Education	1,212,975	1,228,859	1,126,007	(102,852)	(8.37)%	(109.74)%
	Support Services	74,960	102,500	111,650	9,150	8.93%	9.76%
	Administrative Services	513,284	351,234	418,293	67,059	19.09%	71.55%
	Pupil Transportation	853,336	874,583	901,933	27,350	3.13%	29.18%
	Plant Op & Maintenance	3,634,708	3,915,853	3,988,618	72,765	1.86%	77.64%
	<b>OPERATING BUDGET</b>	<b>26,753,838</b>	<b>27,709,107</b>	<b>27,889,415</b>	<b>180,308</b>	<b>0.65%</b>	<b>192.38%</b>
	Debt Service	3,710,016	4,032,682	3,946,101	(86,581)	(2.15)%	(92.38)%
	<b>TOTAL BUDGET</b>	<b>\$30,463,854</b>	<b>\$31,741,789</b>	<b>\$31,835,516</b>	<b>\$93,727</b>	<b>0.30%</b>	<b>100.00%</b>

## Breakdown Of Decision Packages By Percentage Cost

Package	Cost	Percentage increase to total budget without debt service	Proposed Operating Budget without Decision packages or debt service = <u>0.65%</u>	Percentage increase to total budget	Proposed Total Budget without Decision packages = <u>0.30%</u>
Nurses salary adjustment	\$15,726	0.06	0.71%	0.04	0.34%
Center School Conversion	\$149,793	0.54	1.19%	0.47	0.77%
			<u>1.25%</u>		<u>0.82%</u>

## What's Next – February 5

- At our next regular BOE meeting (2/5) we will review the budget as it will be presented at the February 12 budget forum.