

# LYME-OLD LYME SCHOOLS

*Regional School District #18*

*A Private School Experience*



*in a Public School Setting*

## **Regular Board of Education Meeting**

June 5, 2019

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

*Administration Present:* Ian Neviaser, 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; Kelly Enoch, Incoming Principal of Mile Creek School (effective July 1, 2019); Holly McCalla, Business Manager; 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:* Mary Roth, RETA Co-President; Brynn McGlinchey and Emily O'Brien, High School Student Representatives; Various Lyme-Old Lyme Staff Members; 50 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. Winchell, to approve the minutes of Regular Meeting and Executive Session of May 1, 2019; District Budget Meeting of May 6, 2019; and Special Meeting of May 22, 2019.

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

### **III. Visitors**

1. Memorial Day Essay Winners

*49 Lyme Street, Old Lyme, Connecticut 06371*

*T: 860-434-7238 F: 860-434-9959 E: neviaseri@region18.org www.region18.org*

The following 5<sup>th</sup> grade students were the finalists in the American Legion's Memorial Day Essay Contest and were present at the meeting to read their winning essays:

1<sup>st</sup> Place – Carter McGlinchey

2<sup>nd</sup> Place – Jonathan Farrell

3<sup>rd</sup> Place – Carson St. Louis

## 2. Invention Convention Honors

Mary Nodden and Bill Eydman, Gifted and Talented Teachers, and John Forbis, a representative of the Mentoring Corp for Community Development, recognized the following students for their entries in the Invention Convention:

### *Mile Creek School*

Zoe Brunza—Lighten Your Load

Ben Goulding—Back Up Buddy

Maya LeQuire—Bio-Bands (competed in Nationals)

Ryan Miller—F2S

Taylor Quintin—Rush No More

### *Lyme Consolidated School*

Synthia Diaz—Garbage Gotcha!

Scarlette Graybill—Ribbit Biowedge

Luca Signora—Gutter Getter Outer (competed in Nationals)

Andrew Taylor—The Crank 'n' Clean (3M Award at States; competed in Nationals)

### *Lyme-Old Lyme Middle School*

Nyla Goulis—Hanging Gardens (competed in Nationals)

Dylan Paynter—Duck Duck Geese (competed in States)

Justin Green—SR Car (competed in States)

Each student received a book and certificate for their efforts.

## 3. CABA Student Leadership Awards

Each year, CABA invites its member Boards to recognize outstanding student leaders at the middle and high school levels. The principals of each school are asked to facilitate the selection of the students based on a given set of criteria. Mr. Wygonik and Mr. Ambruso recognized the award winners and detailed their many accomplishments.

From Lyme-Old Lyme Middle School: Izzadora Reynolds and Cooper Munson

From Lyme-Old Lyme High School: Maggie Wisner and Theodore Wayland

## 4. CAS Scholar Leadership Award

Mark Ambruso, Principal of Lyme-Old Lyme Middle School, recognized Kaitlyn Ward and Jonah

Lathrop for receiving the Connecticut Association of Schools' Scholar Leader Award. Mr. Ambruso spoke to the accomplishments of these two middle school students.

#### 5. Presentation of Scholarships and Peace Post Contest by Lions Club

Phil Parcak, representing the Lyme-Old Lyme Lion's Club, recognized four LOLHS students for their academic prowess, athleticism and community service accomplishments. The following students were presented with \$1,500 scholarships: Catherine Battalino, Caroline Wallace, Kellie Sablone, and Danielle McCarthy.

The Lions Club also named Middle School student Livie Bass as the winner of the Lion's Club International Peace Poster Contest.

#### 6. Recognition of Retirees

The following staff members, who are retiring in June, were recognized by the Board for their years of service to the district:

Patricia Downes, Principal of Mile Creek School, 30 years of service

Karen Pasiuk, Math Implementation Coach, 29 years of service

Malgorzata Holszanska, Special Education Teacher at Lyme Consolidated School, 19 years of service

Barbara O'Leary, Mathematics Teacher at Lyme-Old Lyme High School, 18 years of service

Glenn Elliott, Science Teacher at Lyme-Old Lyme High School, 20 years of service

Kathryn Bartus, School Nurse at Lyme-Old Lyme Middle School, 18 years of service

Mary Cikatz, Technology Facilitator at Lyme-Old Lyme High School, 17 years of service

Mary Murray, 6<sup>th</sup> Grade Teacher at Lyme-Old Lyme Middle School, 19 years of service

Rebecca Pote, 5<sup>th</sup> Grade Teacher at Lyme Consolidated School, 41 years of service

#### 7. Public Comment

There was no public comment.

#### 8. Report from Student Representatives

The Board presented the outgoing student representatives, Brynn McGlinchey and Emily O'Brien, with a gift for all their efforts over the past year.

Brynn McGlinchey and Emily O'Brien reported on the following activities taking place at the schools:  
*At LOLHS:* On May 31, the high school held the annual Eighth Grade Orientation Day. The eighth graders participated in teacher/student panels, an activity fair, and elections. They also attended a class with an upperclassman guide. On May 30, the seniors held their annual banquet at Langleys and then spent the next day at Six Flags. Final exams for seniors begin on June 6 and on June 10 for the underclassmen. The Class of 2019 graduation ceremony will take place on June 13. The Life Skills class collected just under 700 pounds of plastic for the TREX program/competition. As a result, LOLHS placed third place nationally. The school and local community has been influential in dropping off plastic bags for the collection. The students worked hard to collect and weigh plastic amounts and submit the data

monthly. After 9 years of making at least the semifinals of the Shoreline Academic Bowl Championships, LOLHS finally hit pay dirt in 2019 by becoming the Shoreline Champions. The electric vehicle design class participated in the Connecticut Electrathon Electric Vehicle race on May 31. The race took place at Lime Rock Race Track. Electrathon is an engineering challenge that asks students to design and build a vehicle to travel as far as possible in one hour on only 64 lbs. of battery. Lyme-Old Lyme placed 2<sup>nd</sup> in the state. Thirty-six students passed a National Financial Literacy Test after studying Personal Finance at LOLHS. LOLHS returned to the State Geo-Challenge on May 22. For the second consecutive year, the Wildcats finished 2<sup>nd</sup> and the 2<sup>nd</sup> team finished 4<sup>th</sup>. LOLHS was recognized by the organizers as "a powerhouse."

*At LOLMS:* In May, the French students attended field trips to the Hillstead and Florence Griswold Museums. The 8th graders visited the Connecticut Science Center and got to experience the Bodies Exhibit. On June 6, the 7th grade Spanish students get to experience traditional Spanish cuisine at Puerto Vallarta, while the 6th grade students finished up the interdisciplinary unit with a trip to Project Oceanology. In preparation for the rising 6th graders, Mrs. Molnar and the administrative team visited both Lyme and Mile Creek School. The annual transition day, when the 5th grade classes spend half a day at the middle school, took place on June 5. This week, both the band and chorus perform in their end-of-year concerts. On Monday of next week, the middle school will have their annual field day. The 8th graders will attend their yearly trip to Ocean Beach followed by their promotion ceremony on June 14

*At Lyme Consolidated School:* The Lyme School staff would like to congratulate fifth graders Luca Signora and Andrew Taylor for being selected to attend the National Invention Convention in Detroit, Michigan. A big shout out to Mary Nodden, Talented and Gifted Teacher, who also attended this national convention. This week, Susan Parodi, Lyme School's librarian, organized the "Follett Book Fair." On the morning of June 5, incoming kindergarten students visited the school. They participated in activities and took a bus ride. On June 6, 96 Lyme School students will be finishing their last mile for the Kids Marathon. Over the past 10 weeks, these 96 students started their school day by running laps before school and, at this culminating event, the students run their last mile of the 26.2 miles together on the high school track. This program is organized and run by Lyme School's physical education teacher Bonnie Ambruso. The last Town Meeting will be held on June 7. Field Day is scheduled for June 11. The 5th grade ceremony will be held on June 13 at 10:00 a.m. All students will receive their report cards on the last day of school, which is June 14. The Lyme staff would like to thank the Board of Education for their commitment and continued support.

*At Mile Creek School:*

- On May 31, the Mile Creek PTO held a special end of year party in honor of Dr. Downes' retirement. Everyone had a great time eating pizza; visiting the ice cream truck; dancing and playing games with the DJ; playing on the playground; and watching the special "goodbye video" the students made with Missy Garvin. Dr. Downes would like to extend her heartfelt thanks to all who contributed to making this an occasion she will never forget.

- The second grade treated the school to sweet songs and interesting facts about famous people who have made a difference in their lives through art, music, science, sports, politics and space exploration.
- On June 4, the 4<sup>th</sup> grade visited Lyme Consolidated to participate in an Audubon program.
- On June 5, the 5<sup>th</sup> graders visited the Middle School for lunch and transition activities. Thank you, Mr. Ambruso, Mr. Ventola and the LOLMS staff for a great experience.
- The 2019-2020 kindergarten orientation and bus ride at Mile Creek took place on June 5.
- The Mile Creek Mentor-Mentee Celebration also took place on June 5. Thanks were extended to the mentors for their time, talents and caring ways with the students. The program has been a huge success at the school.
- Next week is loaded with lots of fun end of year activities for fifth grade including the fifth grade picnic on June 10; the field trip to Sturbridge Village on June 12; and promotion ceremony on June 13.
- The last spirit day will be on June 11, celebrating the students' favorite sports teams.
- Mile Creek School would like to thank the Board of Education for its continued support of the students, staff and families.

*In the Preschool Program:* Preschool is busy preparing for the end of the year celebration, which will be held on June 7. Students are proud to share this day with family members and are excited to receive their preschool certificates. There will be pizza and cake for everyone. During the last few weeks of school, the students will be discussing all the skills they have worked on this year. They have made such progress in all areas. Most importantly, they are leaving for the summer with strong friendships and, according to their teachers, “brains that have grown larger from all they have learned.” The preschool staff wishes good luck to the students moving on to kindergarten and look forward to making many new friends during the 2019-2020 school year.

#### **IV. Administrative Reports**

##### **1. Superintendent's Report**

Mr. Neviasser reviewed the June personnel report, which reflected several new hires for the 2019-2020 school year.

Mr. Neviasser reviewed the June enrollment report, which reflected a total of 1,281 students, a decrease of one student from the previous month.

Mr. Neviasser reported that the final state budget does not include the transfer of teacher retirement costs to municipalities as was discussed earlier in the legislative session. Mr. Neviasser noted that this does not mean it won't appear in a budget implementer bill but, for now, the towns have avoided that unexpected cost.

Per policy #6270, Mr. Neviasser reported on the donation of two therapy dogs courtesy of the Tim Buckley Project. The details of how and if the district accepts this donation are yet to be finalized.

## 2. Business Manager's Report

Mrs. McCalla reviewed the Executive Budget Summary as of May 31, 2019. Fluctuations of note:

*Non-Certified Employees:* security staff increases.

*Special Education:* tuition actuals are exceeding budget expectations due to increase of population.

*Administrative Services:* admin technology purchases and equipment/purchased services.

Mrs. McCalla reviewed the Contingency Maintenance Report, which reflected an additional expenditure of \$740 for the repair of the scoreboard leaving a negative balance of \$46,518. Mrs. McCalla noted that the auditor recommends leaving overages in their respective line item accounts so overages are duly noted.

There was discussion on the possibility of the district having the ability to designate 2% (vs. 1%) of the budget surplus to the undesignated fund.

## V. Educational Presentation

There was no educational presentation scheduled for the June Board meeting.

## VI. Chairman & Board Report

Mrs. Roche asked the Board to send her their availability for their annual retreat and any subject matter they would like discussed at this meeting. The tentative date is Monday, July 15.

## VII. New Business

### 1. Leave of Absence Request

Mr. Neviaser reviewed a leave of absence request from Kelly Larson, Special Education Teacher at Mile Creek School, for childrearing purposes, time approximate October 21, 2019 through the first day of the second semester. The leave is without compensation and in accordance with the teachers' contract.

MOTION: Mrs. Winchell made a motion, which was seconded by Mrs. Shoemaker, to approve leave of absence request of Kelly Larson as presented.

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

### 2. Approval of Tuition Students at LOLHS

Mr. Neviaser presented and reviewed three separate tuition requests for attendance at the Lyme-Old Lyme Schools for the 2019-2020 school year. All three are for attendance at Lyme-Old Lyme High School.

MOTION: Mr. Cushman a motion, which was seconded by Mrs. Linderman, to approve the tuition requests as presented by the Superintendent.

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

3. Review of New Latin Textbook

Michelle Dean, Director of Curriculum, reviewed a proposal for new Latin textbook for the 2019-2020 school year. It was noted that this textbook would be available at the Central Office for Board review. The textbook approval will take place at the August Board meeting.

4. Superintendent Appointment of Designee(s) per Policy 7250

Each year the Board is asked to appoint a designee(s) to act in the absence of the Superintendent as necessary. Mr. Neviasser explained that it is useful to have the Board designate two individuals for the rare occasions when both the Superintendent and Director of Curriculum are unavailable. Mr. Neviasser recommended the Board approve Michelle Dean, Director of Curriculum, and Melissa Dougherty, Director of Special Services, as designees for this purpose.

MOTION: Mrs. Wilczynski made a motion, which was seconded by Mrs. Shoemaker, to designate Michelle Dean, Director of Curriculum, and Melissa Dougherty, Director of Special Services, as the designees to act in the absence of the Superintendent per Policy 7250.

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

5. Participation in State and Federal Grants

Mr. Neviasser explained that each year the Board is asked to approve application for all state and federal grants. These include those for special education as well as remedial, staff development and other entitlement grants. A single motion authorizes the administration to apply for all that the District is eligible as well as any additional grants deemed appropriate by the Superintendent.

MOTION: Mr. Cushman made a motion, which was seconded by Mrs. Linderman, to authorize the Superintendent of Schools to apply for, receive and otherwise act as the legal representative of Regional School District No. 18 in connection with the following State and Federal Grants along with any other grants he deems appropriate:

*Adult Education*

*Handicapped Preschool Incentive – Section 619 Education of the Handicapped Act*

*National School Lunch Program*

*Open Choice Attendance*

*Title I Improving Basic Programs*

*Title II Teacher and Principal Training and Recruiting*

*Title VI Part B of the Education of the Handicapped Act PL 94-142*

*Carl D. Perkins*

*School Transportation*

*Science and Technology*

*Investing and Personal Finance*

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

## 6. Food Service Management Contract and Healthy Food Certification

Mrs. McCalla explained that each year the USDA and State of Connecticut require school districts to renew their food service management contracts. The district is under agreement with Chartwells until June 30, 2021; however, the district must renew the terms each year after receiving state approval.

MOTION: Mrs. Linderman made a motion, which was seconded by Mrs. Shoemaker, to approve the food service management contract between Region 18 and Chartwells for the 2019-2020 school year.

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

Mrs. McCalla explained that Section 10-215f of the Connecticut General Statutes requires that each local board of education or governing authority for all Connecticut public school districts participating in the National School Lunch Program (NSLP) must take action annually to certify whether all food items sold to students will or will not meet the Connecticut Nutrition Standards. This includes all NSLP public schools, regional educational service centers, the Connecticut Technical High School System, charter schools, interdistrict magnet schools and endowed academies.

MOTION: Mrs. Shoemaker made a motion, which was seconded by Mrs. Wilczynski, that pursuant to C.G.S. Section 10-215f, the Board of Education certifies that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2019, through June 30, 2020. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources including, but not limited to, school stores, vending machines, school cafeterias, and any fundraising activities on school premises sponsored by the school or by non-school organizations and groups.

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

MOTION: Mrs. Linderman made a motion, which was seconded by Mrs. Wilczynski that the Board of Education will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards provided that the following conditions are met:

1. The sale is in connection with an event occurring after the end of the regular school day or on the weekend.
2. The sale is at the location of the event.
3. The food items are not sold from a vending machine or school store.

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

## 7. Policy Review

Mr. Neviasser and Mrs. Linderman reviewed changes to the following policies, which are recommendations of the Policy Committee. The Board discussed the recommended changes to these policies.

*Policy 2420 Enrollment of Nonresident Students; Tuition Fees and Regulations*

MOTION: Dr. Goulding made a motion, which was seconded by Mrs. Wilczynski, to move Policy 2420 to a second reading.

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

MOTION: Dr. Goulding made a motion, which was seconded by Mr. Cushman, to approve Policy 2420 Enrollment of Nonresident Students; Tuition Fees and Regulations as presented.

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

*Policy 2570 High School Promotion Requirements*

MOTION: Mrs. Shoemaker made a motion, which was seconded by Dr. Goulding, to move Policy 2570 to a second reading.

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

MOTION: Mrs. Linderman made a motion, which was seconded by Mrs. Winchell, to approve Policy 2570 High School Promotion Requirements as presented.

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

*Policy 2580 High School Graduation Requirements*

MOTION: Mrs. Shoemaker made a motion, which was seconded by Dr. Goulding, to move Policy 2580 to a second reading.

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

MOTION: Mr. Cushman made a motion, which was seconded by Dr. Powell St. Louis, to approve Policy 2580 High School Graduation Requirements as presented.

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

*Policy 4220 School and School District Press Releases*

This was a first read of this policy and will come before the Board for a second read at the August Board meeting.

*Policy 5145.511 Exploitation: Sexual Harassment; Sexual Abuse Prevention and Education Program*

MOTION: Mrs. Winchell made a motion, which was seconded by Dr. Goulding, to move Policy 5145.511 to a second reading.

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

MOTION: Dr. Goulding made a motion, which was seconded by Mrs. Winchell, to approve Policy 5145.511 Exploitation: Sexual Harassment; Sexual Abuse Prevention and Education Program as presented.

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

*Policy 6565 Dogs on School Property*

MOTION: Mrs. Shoemaker made a motion, which was seconded by Mrs. Winchell, to move this to a second reading.

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

MOTION: Dr. Goulding made a motion, which was seconded by Mrs. Wilczynski, to approve Policy 6565 Dogs on School Property as presented.

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 noted the projects that will be ongoing this summer.
- b. *Finance*. No report.
- c. *Communications*. Mrs. Roche noted that this committee is currently working on the July edition of the *Focus on Education* newsletter.
- d. *Policy*. No report.
- e. *LEARN*. Mr. Neviasher reported that LEARN has hired a new director. Mr. Neviasher will be attending the end of year breakfast next week at LEARN when he will meet with the new director and Jack Cross, Director of Development.
- f. *LOL Prevention Coalition*. Mrs. Shoemaker reported that the coalition is in the process of hiring a new director who has a background in substance abuse.

**IX. Correspondence**

The Board discussed an email that was received from a staff member.

**X. Executive Session**

Upon motion by Mrs. Linderman, which was seconded by Dr. Goulding, the Board voted unanimously to move into executive session for the purpose of discussing the Superintendent's evaluation and the contracts for the Superintendent and Business Manager. The Superintendent was invited to attend the executive session.

**XI. Adjournment**

The regular meeting adjourned at 8:50 p.m. upon a motion by Mrs. Linderman and a second by Mr. Cushman.

Respectfully submitted,

Martha Shoemaker, Secretary