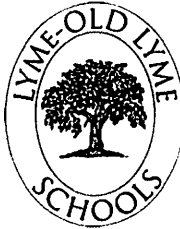


# LYME-OLD LYME SCHOOLS

*Regional School District #18*

*A Private School Experience*



*in a Public School Setting*

## **Regular Board of Education Meeting**

March 4, 2020

*Board Present:* Diane Linderman, Chairwoman; Martha Shoemaker, Vice Chair; Jean Wilczynski, Treasurer; Steven Wilson, Secretary; Rick Goulding; Jennifer Miller; Mary Powell St. Louis; Suzanne Thompson

*Absent by Previous Arrangement:* Stacey Leonardo

*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; Kelly Enoch, 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; Ron Turner, incoming Director of Facilities and 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; Isabella Hine and Ellery Zrenda, High School Student Representatives; Julia Werth, *Connecticut Examiner*; six community members from LOL

### **I. Call to Order**

The meeting was called to order at 6:30 p.m. by Chairwoman Linderman. The Pledge of Allegiance was recited.

### **II. Approval of Minutes**

MOTION: Dr. Goulding made a motion, which was seconded by Dr. Powell St. Louis, to approve the minutes of Special Meeting, Regular Meeting and Executive Session of February 5, 2020 as presented.

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

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### **III. Visitors**

#### **1. Recognition of Retiree**

John Rhodes, Director of Facilities and Technology, was recognized for his 19 years of service to the district. Mr. Rhodes will be retiring from his position effective March 27, 2020.

#### **2. Public Comment**

There was no public comment.

#### **3. Report from Student Representatives**

Isabella Hine and Ellery Zrenda reported on the following activities taking place at the schools:

*At LOLHS:* This month, students will begin the course registration process for the 2020-2021 school year. Two other events are part of this process. Last Tuesday, the annual 8<sup>th</sup> Grade Parent Orientation Night was held. Parents of incoming 9<sup>th</sup> graders learned about the course registration process and the many interesting elective courses offered at the high school. Another event that is part of the course registration process is the AP/ECE Night, which will take place on March 18. Students and parents can meet with each AP and ECE teacher to learn about the workload and expectations of each course. The event is intended to help families make the best course selection decision to balance school, extra-curriculars and family life. Connecticut SAT Day for the juniors is scheduled for March 25. On the same day, the seniors will be taking part in a reality fair with Westbrook High School, and the freshmen and sophomores will be participating in a forum sponsored by LYSB. On March 26, the chorus and orchestra will be heading to New Orleans to compete in the Heritage Music Festival.

*At LOLMS:* The 8th grade students prepared, cooked and delivered meals to the New London shelter as part of their interdisciplinary unit on homelessness and a call to action. The 6th and 7th grade participated in a collection drive of cleaning supplies to support Safe Futures of New London. This month, the 8th graders met with Jeanne Manfredi, Assistant Principal of LOLHS, as they prepare for their high school transition; they also attended the 8th grade transition evening presentation at the high school. The middle school has 14 students participating in Connecticut History Day in both the New London and Fairfield County competitions during the month of March. The Old Lyme Kindness Committee covered the middle school with 1400 sticky notes with kind sayings as part of the random acts of kindness campaign, which was covered by *The Day*. Finally, 8th grade students traveled to both Lyme Consolidated School and Mile Creek School to read to the elementary students in recognition of Dr. Seuss Day.

*At Lyme Consolidated School:* Healthy Heart Day was held on February 11, and the students raised \$8,043 for the American Heart Association. A special thanks to physical education teacher Bonnie Ambruso for planning this special day. On March 2, Margaret Dewey, library media specialist, organized a school-wide Read Across America Day. The entire day was dedicated to the love of reading. Special student readers from the middle school visited Lyme School thanks to LOLMS teacher Jane Regan. The LOLHS National Honor Society members read to the students as well. Special guest readers included State Representative Devin Carney, Board of Education member Martha Shoemaker and Superintendent Ian Neviasser. All of the students had a fantastic day. On March 17, the Lyme School 5th graders will join

with the Mile Creek 5th graders to perform the district choral concert at LOLHS. The next Town Meeting will be held on March 20. Thirty-three local elementary, middle and high schools participated in the Miracle Field fundraiser. The donations totaled \$16,043.

*At Mile Creek School:* This month's social emotional learning theme at Mile Creek is honesty. In addition to reading the book of the month, a special assembly will be held that will be facilitated by the Interactive Educational Theatre group. They will work with the student leaders and several members of the morning broadcast team to perform skits for the students addressing scenarios connected with the theme of honesty. On March 2, the school celebrated Read Across America Day. Included in the day's celebrations were visits to every classroom from the Project Paws Pals. Students enjoyed reading to the dogs. Eighth grade students also visited each classroom, read to students and made bookmarks with all students. Additionally, Representative Devin Carney read to the fourth and fifth grade students. On March 3, the Mile Creek School PTO began ACE, the after-school enrichment program. Students in grades 3-5 will have three days of enrichment offered, and grade K-2 will have two days of enrichment offered. A wide range of activities is being offered such as karate, legos, acting and cooking classes. On March 26, grade five students will be performing their yearly play. The theme of this year's play is "Summer Camp."

*In the Preschool Program:* The preschool began the month of March with Spirit Week to kick off Read Across America and Dr. Seuss Day. This month the students will learn about the shape of a diamond and the color white. They will learn about spring and space when they delve into their themes of Dr. Seuss, St. Patrick's Day, space and spring. Students will use robots to learn more about counting, shapes and patterns. They will be reading many Dr. Seuss books and enjoying books about space. The artist of the month is Jennifer Sanchez. On March 6, as an exciting end to Spirit Week, Miss Connecticut will visit the preschool to read a book for Read Across America Day. On March 19, the prek and kindergarten teachers, in partnership with LYSB, will host the annual Kindergarten Readiness Night for parents. This is always a well-attended event and an opportunity for parents to gain a more in-depth understanding of kindergarten readiness skills and hear about the kindergarten programming from each elementary school.

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

##### **Superintendent's Report**

Mr. Neviasser reviewed the March personnel report noting the vacancies posted for the 2020-2021 school year and the resignation of a science teacher at the middle school. Also reported: Ron Turner, the new Director of Facilities and Technology, started his tenure with the district on March 2.

Mr. Neviasser reviewed the March enrollment report. Currently, there are a total of 1,298 students enrolled, one fewer student than last time this month. Mr. Neviasser briefly explained how the enrollment breakdown is calculated relative to billings to each town (average of October and April student population).

Mr. Neviasher reported that the Communications Committee is preparing the budget edition of the *Focus on Education* newsletter, which will be published at the end of March. The 2020-2021 proposed budget is also being presented to the Boards of Finance in both towns.

Mr. Neviasher gave an update on the land for sale by the Lyme Art Academy, which abuts district property. Two solar companies have looked at the property and have found it not feasible for solar options. This, in addition to the land having significant wetlands, hills and endangered species inhabiting it, has made the purchase of the land undesirable for the district. This decision has been communicated to the leadership of the Academy.

Mr. Neviasher reported that the Coordinated School Health Council met recently to discuss recycling in the cafeterias. One of their first initiatives will include milk cartons and trays.

Mr. Neviasher gave an update on the training of staff and students on the “Stop the Bleed” initiative. This training is being spearheaded by Ray Belval, one of the district’s campus security staff members.

Mr. Neviasher reported on the high participation rate in the high school cafeteria, which is reflecting in a profit this year.

Mr. Neviasher updated the Board on the preparations for a response to the Coronavirus, which includes many discussions with the school medical advisor, Dr. Vijay Sikand, and representatives from LedgeLight Health District along with following the guidance of the CDC. Mr. Neviasher also reported on the cleaning initiatives for disinfecting the school buildings.

Mr. Neviasher gave an update on the progress towards the district goals.

Curriculum. *Provide professional development and feedback to support Common Core Math Practices PreK-12:*

- Hosting Bridges user groups for surrounding areas.
- Defined Region 18 math fluency.
- The K-5 Committee has completed new rubrics for assessment, adapted the end of year CBA to reflect priority standards, and is moving into evaluating/adapting work spaces to best support independence and fluency.

Human Resources. *Continue to implement processes that support the recruitment and retention of high quality staff:*

- Have posted all openings and anticipated openings for next year to CTREAP and emailed all certificate holders.
- John Rhodes working with Ron Turner, new Director of Facilities and Technology, for four-week transition.

*Community. Educate the community on the various means of communication to ensure efficient and effective outreach and promotion of our schools:*

- Communications Committee met Monday to review communications plan and discuss future plans.
- Mr. Neviasher has been asked to join the Board of the Lyme Art Academy to continue the strong relationship.

*Facilities. Monitor and evaluate the five-year facility, safety and technology plans to ensure appropriate improvements and maintenance of buildings, grounds and infrastructure:*

- Reached out to state to get information on the Lyme Consolidated School gym floor project.
- Second phase of the Middle School solar project is nearing completion.

*Board of Education. Develop expectations and goals for professional development for Board of Education members:*

- Mr. Neviasher is serving on the planning committee for the annual CABA/CAPSS Convention. He asked the Board to contact him with their input for presenters, etc., for this November's convention.

Mr. Neviasher reported that he is planning on testifying before the State's Education Committee regarding legislation which will allow regional school districts to have the ability to appropriate up to two percent of the fiscal year's budget to a reserve fund for capital and non-recurring expenditures (currently regional districts only have the ability to appropriate up to one percent into the reserve fund).

Mr. Neviasher reported that the month of March is Connecticut Board of Education Member Appreciation Month; he recognized all Board members for their dedicated service to the communities.

#### 1. Business Manager's Report

Mrs. McCalla reviewed the Executive Budget Summary as of February 29, 2020. Fluctuations of note:  
*Special Ed:* Encumbrances entered as student needs are determined, but trending down considerably year over year.

*Administrative Services:* Greater purchasing in admin tech equipment and purchased services last year to date vs. this year to date. Errors in account coding were identified and corrected by year end. Spending this year is reflected in Instructional Programs.

*Employee Benefits:* Actual allocation rates less than budgeted.

*Transportation:* Due to use of grant funds to offset this year's costs.

*Support Services:* Increased spending on library books and equip/purchased services. Spending is in line with previous years.

## **Year To Date Revenue Report**

	2018-2019 Received	2019-2020 Received YTD
Town of Old Lyme	\$26,343,259	\$16,971,688
Town of Lyme	\$6,748,520	\$4,052,154

Mrs. McCalla reviewed the Contingency Maintenance Report, which reflected a balance of \$101,904. \$16,268 in new expenditures:

- \$6,000 roof repair at LOLMS
- \$1,658 failed pump/split among main campus
- \$1,600 Cat 5 drops
- \$850 leak in custodial closet at Center School
- \$1,500 new heater in maintenance shed
- \$4,660 replacement of XL50 controllers

*Differential is due to the reduction of an expenditure previously reported.*

## **V. Educational Presentation**

### **1. Energy Presentation**

John Rhodes, Director of Facilities and Technology, gave a presentation on the energy saving efforts that have been put in place and anticipated in the future throughout the district. A copy of his presentation in its entirety is attached to these minutes for informational purposes.

Discussion after the presentation centered on the goal of transitioning to 100% renewable clean energy by 2030; how a purchase power agreement works; and the design of solar arrays to generate enough power for annualized load.

## **VI. Chairman & Board Report**

No report.

## **VII. New Business**

### **1. Healthy Food Certification**

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. Wilczynski made a motion, which was seconded by Mrs. Thompson, 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, 2020, through June 30, 2021. 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. Thompson 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.

## 2. Desktop Computer Replacement

Mr. Rhodes provided the following background information on this agenda item: as part of the school district's technology plan, the district will be replacing one-sixth of the desktop fleet. The desktop computers being replaced are over seven years old. Bidding and pricing for these replacement computers are based on the State of Connecticut contract system with Connecticut Computer Services as the distribution agent. Award value is within the 2020-2021 budget.

MOTION: Mrs. Wilczynski made a motion, which was seconded by Mrs. Shoemaker, to award the purchase of 75 Lenovo desktop computers from Connecticut Computer Services for \$45,357.

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

## 3. LOLHS Laptop Replacement

Mr. Rhodes provided the following background information on this agenda item: the high school students are currently assigned laptops, which have reached the end of their lease. As part of the current lease, these laptops will be returned to the leasing company. Since the deployment of these laptops, the school district has shifted to student Dell Chromebooks. Bidding and pricing for these replacement computers is based on the State of Connecticut contract system with Connecticut Computer Services as the distribution agent. Award value is within the 2020-2021 budget.

MOTION: Dr. Goulding made a motion, which was seconded by Mrs. Shoemaker, to award a four-year lease of 450 Dell Chromebooks from Dell Financial Services for \$43,925.49 annually.

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

#### 4. Portable Digital Display Boards

Mr. Rhodes provided the following background information on this agenda item: as part of the school district's long-term technology plan and proposed 2020-2021 budget, the district will deploy the first year of classroom digital display boards. These boards will replace the existing SmartBoards and associated projectors. The View Sonic digital display boards provide a number of benefits over the existing SmartBoards: they provide a much higher level of reliability and longevity over projectors; the image is far superior; they are more energy efficient; and they are compact and portable, which provides a more flexible classroom learning environment. The View Sonic digital display boards are being purchased using the pre-bid PEPPM contract pricing.

Follow-up discussion included the benefits of the digital display boards over the existing SmartBoards; the inclusion of this purchase in the 2020-2021 budget; the PEPPM contract pricing; and negotiations for extended warranties.

MOTION: Mrs. Shoemaker made a motion, which was seconded by Mrs. Thompson, to award CBS the contract to purchase the supply of 20 View Sonic Digital Display Boards for \$57,620.

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

#### 5. Policy Review

The Board conducted a first reading on the following policies:

Policy 5141 School District Medical Advisor and Policy 6112 School Day (due to changes in state statute).

Mrs. Shoemaker asked for assurances that the changes in policy language for Policy 5141 were included in the school district medical advisor's annual contract.

MOTION: Dr. Goulding made a motion, which was seconded by Dr. Powell St. Louis, to forego the first reading of Policy 5141 School District Medical Advisor and Policy 6112 School Day.

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

MOTION: Dr. Goulding made a motion, which was seconded by Dr. Powell St. Louis, to approve Policy 5141 School District Medical Advisor and Policy 6112 School Day.

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

Mr. Neviasser reported on an upcoming meeting of area superintendents regarding possible changes to the school calendar/schedule if schools have to be closed due to the coronavirus and the effect on state law regarding 180 days to the school year. He will keep the Board apprised of the discussion/decisions from this meeting.



## 6. Sustainability Committee Proposal

Jennifer Miller reviewed a proposal on establishing an advisory committee of the Region 18 Board of Education, which will build upon energy efficiency and conservation successes to date. The Committee will propose to the Board of Education:

- Opportunities, goals and implementation plan for increased elimination of waste in reduce, reuse, recycle efforts.
- Potential pathways, timing and impacts for transitioning to 100% renewable clean energy including electricity, heating and transportation.
- Goals and development of education strategies for Region 18 staff and students.

### Mission

Propose opportunities to the Region 18 Board of Education for actively engaging Region 18 in the transition towards a clean energy future through a reduced waste stream, energy efficiency, renewable energy sources and a comprehensive education program.

### Sustainability Advisory Committee

- Committee/Board Interaction
  - Each member of the committee is asked to serve until completion of assigned proposals and dissolution of committee by the Board of Education. Estimated timeframe March 2020 – June 2021.
  - The Board of Education will assign one liaison to the committee as “advisory committee chairman” who shall be responsible for ensuring timely progress reports to the Board of Education at quarterly intervals and at the end of each school year.
  - The Superintendent shall assign one liaison who shall be responsible to the Superintendent as his representative on the committee.
- Public Meetings
  - Regular monthly meetings with special meetings as required.
  - All committee meetings are public meetings and, as such, will follow FOI requirements and appropriate meeting management rules.

### Sustainability Committee Approach

- Core Team – Lead specific streams, identify resources and experts, facilitate meetings, create presentations.
  - Board of Education Liaison/Committee Chairperson – Jennifer Miller
  - Superintendent Representative – Region 18 Facilities Director or staff
  - R,R,R workstream lead – Karen Taylor
  - Renewables and clean energy workstream lead – Rebecca Waldo
  - Education strategies workstream lead – Region 18 staff
- Additional public representation needed (@10) – Conduct research, diverse input, learning/mentoring opportunity.
  - Additional Board of Ed, students, staff, LOL residents, subject matter experts

- Publicize in March, recommend selection April Board of Ed meeting for approval

#### Guidance

- Low hanging fruit quick wins - enact upon Board approval.
- Liaise with existing functions, clubs, committees (CSHC, Environmental Club, ...).
- Other town and school districts have gone before us ("100% by 2030").
- Many resources available globally – must stay focused.
- State programs ("40% by 2030") potential funding opportunities.

MOTION: Mrs. Miller made a motion, which was seconded by Mrs. Shoemaker, to establish an advisory committee of the Region 18 Board of Education to build upon energy efficiency and conservation successes to date, which will address:

- Opportunities, goals and implementation plan for increased elimination of waste in reduce, reuse, recycle efforts.
- Potential pathways, timing and impacts for transitioning to 100% renewable clean energy including electricity, heating and transportation.
- Goals and development of education strategies for Region 18 staff and students.

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

Mr. Neviasser discussed the importance of coordination of this group with the Coordinated School Health Council (CSHC) and his recommendation to have some members of the CSHC sit on the Sustainability Committee. Mrs. Linderman noted how this committee's work will be very timely during the strategic planning process.

#### 7. Sewage Grinder Pump Replacement

John Rhodes gave the following background information on this agenda item: the existing waste water transfer station is located underground and adjacent to the south end of the Middle School. It was installed in 2003. This station moves waste water generated at the Middle School and Center School to the waste water processing plant located behind the High School. Over the past few years, the transfer station has become increasingly unreliable. This is based on a combination of two factors: undersized pump skids and a recent failure of the underground pump chamber. The failure of the chamber allows sand and rocks to enter the pump chamber causing the pumps to fail on an ever-increasing basis.

It is recommended that White Water design and install a new waste water transfer station. White Water is the school district's licensed water system and waste water system licensed operator and has extensive experience with multiple systems in the northeast.

MOTION: Dr. Goulding made a motion, which was seconded by Mrs. Shoemaker, to award White Water and Waste Water Solutions the contract to replace the Main Campus waste water transfer station for \$69,500 and waive bidding requirements.

Discussion on this agenda item included the timing of the project; details of construction and decommissioning of the other transfer station; and location of the transfer station.

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 they will be meeting soon with the Wetlands Commission to discuss the artificial playing field. He also detailed the particulars of the artificial playing field public forum scheduled for March 25.
- b. *Finance*. Mrs. Wilczynski reported that the school district's proposed budget was presented to the Old Lyme Board of Finance Committee; Old Lyme might have a slight increase to their budget because of the higher population of students. A meeting with the Lyme Board of Finance will be taking place soon.
- c. *Communications*. Mrs. Thompson recapped the work of the Policy Committee at their March 2, 2020 meeting. The committee reviewed a document entitled "Region 18 Board of Education Communications Strategic Planning" that was developed by Mrs. Thompson to map out the Board of Education's communications strategies and tactics. The process will help the Board align their messages and identify potential gaps in constituencies or audiences in Lyme and Old Lyme that they are not adequately reaching. It can also be used as a tool to give the Board of Ed an overview and better understanding of communications vehicles and practices used by the central office.
- d. *Policy*. No report.
- e. *LEARN*. Mrs. Shoemaker reported on the recent tour of LEARN's new facility in New London. She noted that classroom expansion is planned for the upstairs of the building.
- f. *LOL Prevention Coalition*. Mrs. Shoemaker discussed the recent results of the drug/alcohol survey that was conducted of the district's students. Mr. Neviasser noted that Mary Seidner has previously reported these findings to the full Board and she was welcome to do so again.

#### **IX. Correspondence**

There was no correspondence to report. For the benefit of a new Board member, the purpose of this agenda item was explained.

**X. Executive Session**

There was no need for an executive session.

**XI. Adjournment**

The regular meeting adjourned at 8:40 p.m. upon a motion by Mr. Wilson and a second by Dr. Powell St. Louis.

Respectfully submitted,

Steven Wilson, Secretary

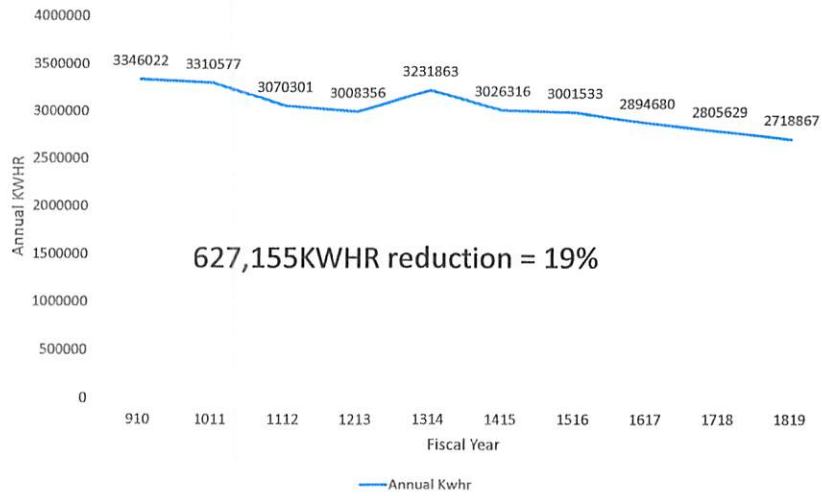
# Energy Efficiency Program Lyme – Old Lyme Schools

March 4, 2020

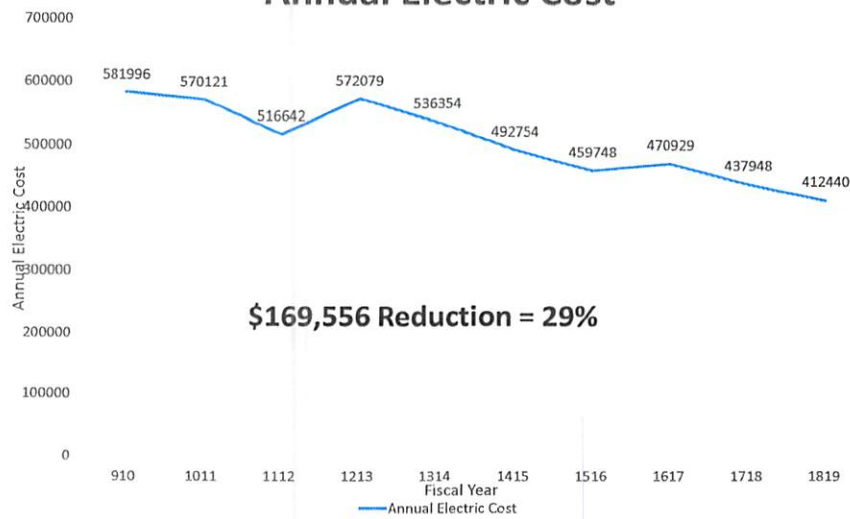
## **District Energy Efficiency Program**

- Improvements have been made since early 2000's
- Improvements have reduced our annual electric usage
- Improvement have reduced our annual electric cost
- Reduction in fuel oil usage continues to be a challenge

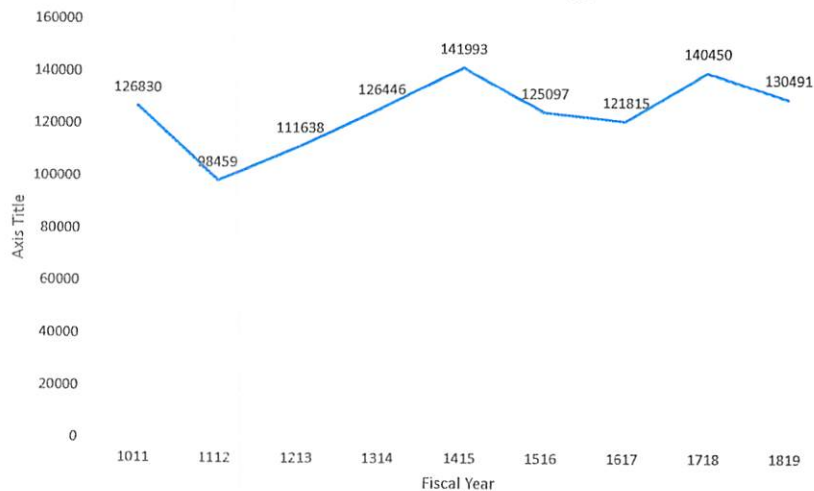
## Annual District KWHR USAGE



## Annual Electric Cost



### District Fuel Oil Usage



### Energy Efficiency Improvements

- LED lighting conversion district wide
- Roof project insulation
- Window replacement
- District wide digital energy management of all HVAC system integrated with facility scheduling
- Variable speed motor drives
- Heat pump/energy recovery unit introduction in LC gym project
- High School project
  - Geo thermal heating, cooling and ventilation
  - Energy recovery ventilation
  - Light harvesting
- Solar arrays at Lyme Consolidated, Middle School and High School

## District Solar Program

- First year solar performance (HS, MS & LC)
  - Annual district KWHR contribution 25%
  - First year savings \$75,363
- Solar program expansion projections (MS phase 2 & CS)
  - MS operational April 2020
  - CS operational April 2021
  - Projected district KWHR total contribution 31%
  - Estimated total annual savings \$95,294
- Future possible solar expansion
  - Lyme Street campus
  - Mile Creek roof
  - Virtual net metering

## Future Opportunities

- Solar expansion
- New State or Federal incentives
- Heat pump and electric storage development
- HVAC upgrades – MC, LC, MS & CS
  - Eliminate all unit ventilators, hot water heating and window AC units
  - Heating and cooling using either geothermal or cold climate heat pumps
  - Ventilation air using energy recovery units
  - 30% minimum cost savings over oil based heating
  - Significant fuel oil/carbon foot print reduction
  - Engineering building study budgeted for 21/22 fiscal year