LYME-OLD LYME SCHOOLS

Regional School District #18

A Private School Experience



in a Public School Setting

Regular Board of Education Meeting

December 1, 2021

Board Present: Steven Wilson, Chair; Martha Shoemaker, Vice Chair; Mary Powell St. Louis, Treasurer; Suzanne Thompson, Secretary; Laura Dean-Frazier; Anna James; Jason Kemp; Jennifer Miller; Christopher Staab

Administration Present: Ian Neviaser, Superintendent of Schools; Mark Ambruso, Principal of Lyme-Old Lyme Middle School; James Cavalieri, Principal of Lyme Consolidated School; 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; Ron Turner, Director of Facilities & Technology; Noah Ventola, Assistant Principal of Lyme-Old Lyme Middle School

Others Present: Dr. Chip Dumais, Cooperative Educational Services; Elise DeBernardo and Andrew Hedberg, High School Student Representatives; 6 Townsperson from LOL

I. Call to Order

The meeting was called to order at 6:30 p.m. by Superintendent Ian Neviaser. The Pledge of Allegiance was recited.

II. Election of Board Officers

Dr. Powell St. Louis made a motion, which was seconded by Mrs. Shoemaker, to nominate Steven Wilson as the Chair of the Board of Education. A paper ballot vote reflected all Board members voting for Steven Wilson as the Chair of the Board.

Mr. Wilson made a motion, which was seconded by Dr. Powell St. Louis, to nominate Martha Shoemaker as the Vice Chair of the Board of Education. A paper ballot vote reflected all Board members voting for Martha Shoemaker as the Vice Chair of the Board.

Mrs. Miller made a motion, which was seconded by Dr. Powell St. Louis, to nominate Suzanne

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Thompson as the Secretary of the Board of Education. A paper ballot vote reflected all Board members voting for Suzanne Thompson as the Secretary of the Board.

Mrs. Thompson made a motion, which was seconded by Mrs. Miller, to nominate Mary Powell St. Louis as the Treasurer of the Board of Education. A paper ballot vote reflected all Board members voting for Mary Powell St. Louis as the Treasurer of the Board.

III. Approval of Minutes

MOTION: Mrs. Shoemaker made a motion, which was seconded by Dr. Powell St. Louis, to approve the minutes of Special Meeting and Regular Meeting of November 3, 2021 as presented.

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

IV. Visitors

1. CAPSS Student Recognition

The Board honored this year's recipients of the CAPSS Superintendent's Award: Felse Kyle and Nevin Joshy. This award is based on the student's service, leadership and academic prowess. Jeanne Manfredi, Assistant Principal of Lyme-Old Lyme High School, introduced the students and spoke to their many accomplishments.

Mr. Wilson introduced the newly elected Board of Education members: Laura Dean-Frazier, Anna James, Jason Kemp and Christopher Staab.

2. Report from Student Representatives

Elise DeBernardo and Andrew Hedberg reported on the following activities taking place at the schools:

At LOLHS: LOLHS had a very a wonderful November: the staff and students celebrated Veterans Day in a hybrid fashion. The Student Advisory Council hosted a wonderful in-person assembly with the senior class in attendance, while the rest of the school was able to view the livestream. We were honored to have Herb Arico, Quinn and Jed's grandfather, as the guest speaker. A WWII veteran also attended the ceremony. LOLHS National Honor Society closed out the month with a successful food drive to support the community and LYSB, and they have transitioned into the annual Toy Drive which is going on right now until December 15. Berries can be picked off the wreath in the library media center. On December 14, the high school will present the annual winter band concert, and the chorus will bring holiday cheer with their concert scheduled for December 21. To continue the holiday traditions, we are looking forward to the annual Holiday Spectacular sponsored by the Student Leaders planned for December 22. Winter sports began this past Monday All student-athletes are excited to be playing again.

At LOLMS: The middle school entered November with an amazing recognition of veterans beginning with a breakfast, touching assembly and honorable exit with the hallways lined with 150 American flags. Laura Stack gave a presentation to the 8th graders about the dangers of marijuana use and the loss of her

son. This presentation was a collaborative with LYSB which also included a parent/community presentation. The PTO presented all 6th graders and students new to the school community with a LOLMS sweatshirt. Prior to Thanksgiving, the middle school students participated in the Turkey Challenge which was a fun way to collect and gather food for those in need. Over 1,000 items have been donated to the Gemma Moran Food Bank that serves Southeastern Connecticut. An academic highlight of the month entails the entire 6th grade actively designing a "better" chair design as they use their creative and engineering skills while considering the needs of others. The winter sport season has begun with approximately 35 students participating in winter basketball.

At Lyme Consolidated School: The PTO Fall Fair held on November 6 was very successful and well attended. A big shout out to the Lyme-Old Lyme High School students who volunteered their Saturday afternoon to help run the games and activities. Thanks were extended to Lauren Driscoll for organizing this event. The Scholastic Book Fair was held the week of November 15. The students enjoyed this shopping opportunity to purchase new books. Thanks were extended to Kimberly Migliacci for running this book fair. Parent-teacher conferences were well attended. Parents were extremely happy being back in the building. On December 8, the PTO is sponsoring Sam Drazin who will speak to the 2nd, 3rd and 4th grade students about issues surrounding disabilities, diversity and empathy. Sam himself was born with Treacher Collins Syndrome, a rare congenital disorder. On December 17, Lyme School will participate in PJ Day for Kids, standing together with kids fighting cancer. All proceeds raised will benefit the Center for Cancer and Blood Disorders at Connecticut Children's Hospital. Students and staff are encouraged to donate at least \$1 for the privilege of wearing their PJs to school. On December 22, the Lyme Old-Lyme Select Singers will be performing for all students.

At Mile Creek School: A Virtual Book Fair was held in the beginning of November. Thanks were extended to Jamie Snurkowski for organizing the book fair and to the PTO for providing scholarship funds to ensure all students were able to get a book. Parent-teacher conferences were held and were well attended. The annual PTO pie fundraiser was a big success. Many thanks to the parents who volunteered their time to help pass out pies last week. On December 8, the PTO is sponsoring Sam Drazin who will speak to the 2nd and 3rd grade students about issues surrounding disabilities, diversity and empathy. On December 10, Mile Creek will participate in PJ Day for Kids. All proceeds raised will benefit the Center for Cancer and Blood Disorders at Connecticut Children's Hospital. Students and staff are encouraged to donate at least \$1 for the privilege of wearing their PJs to school. On December 22, the Lyme-Old Lyme Select Singers will be performing for all students.

In the Preschool Program: In December, the themes are celebrations, the five senses and gingerbread. To explore these themes, we will read the book My Five Senses along with several stories about gingerbread men. This month, the preschool is learning the letters H and I and using pattern blocks to learn about the AABB pattern in math. The shape of the month is the rectangle, the color is green and Helen Frankenthaler is the artist of the month. During the month of November, the preschool collected over 200 food items which will be donated to a local food pantry. Thanks were extended to the community for their generous donations. On December 1, a member of the Florence Griswold Museum Art Center visited

Center School to help the preschoolers create snowman art which will be gift wrapped to give to families. The preschoolers are looking forward to visiting the middle school on December 17 to act as judges for their annual door decorating contest. The preschool is thrilled with the new playground which was completed just before Thanksgiving.

3. Public Comment

There was no public comment.

V. Administrative Reports

1. Superintendent's Report

Mr. Neviaser reviewed the December personnel report which reflected the hiring of a PK-5 Instructional Technology Specialist and a Technology Facilitator. The only outstanding vacancies are for instructional assistants.

Mr. Neviaser reviewed the December enrollment report which reflected a total of 1,321 students, an increase of 11 students from last month this time.

Mr. Neviaser referred to the 2022-2023 budget development schedule and reminded the Board of the numerous meetings scheduled in January for this purpose.

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

Curriculum. Use multiple points of data to evaluate academic and social emotional progress over the last 18 months in order to inform instruction, supports, interventions, and, when necessary, development of supplemental programming.

- Grade level meetings once per month continuing with a focus on vertically aligned writing strategies.
- Half professional development day at LOLHS before Thanksgiving centered on the WINN initiative (what I need now).
- PMT refresher courses for instructional assistants.

Human Resources. Continue to provide ongoing support for staff to ensure existing and new employees have the resources necessary to perform the duties of their jobs at the highest level possible.

- Completed negotiations with RETA.
- Budgeting and planning for staff professional development and needs for next year.
- Screen and Stay initiative.

Community. Invite community involvement and feedback in preparation for upcoming renovations and strategic planning.

- Successful Veterans Day activities at all buildings.
- Second presentation by QA+M Architects with better community attendance.
- PARJE Project (Public Art for Racial Justice Education) mural at LOLMS being planned.

• CIAC winter sports guidance (COVID-related).

Facilities. Monitor and evaluate facility, safety, and technology plans to ensure appropriate use, improvements, and maintenance of buildings, grounds, and infrastructure.

- Installation of playgrounds are all complete.
- More progress on outdoor classroom at Mile Creek.
- Meeting with Office of School Construction Grants & Review (OSCG&R).

Sustainability. Continue to explore and adopt processes and programs that support the district's vision and mission of sustainability.

- Possible electric van usage grant.
- Plastics film for Trex Challenge still being placed in boxes throughout the district.

Board of Education. Through professional development and training, transition new members into their roles and share processes and procedures that support the high standards and expectations of Lyme-Old Lyme.

- New Board of Ed member workshop (at district and through CABE).
- CABE/CAPSS Convention.
- Ongoing training.

2. Business Manager's Report

Mrs. McCalla reviewed the Executive Budget Summary as of November 30, 2021. Year over year spending as a percent to budget is essentially equal to last year. Fluctuations of note:

Special Education: Due to encumbrances for settlement agreements.

Employee Benefits: Budget is down year over year and spending is slightly up so the differential is broader.

Instruction: Technology and curriculum purchases are up year over year to date.

Support Services: Guidance supplies and library book spending is up year over year to date.

Transportation: Down due to reduced runs as a result of the nationwide bus driver shortage and consolidation of routes and stops.

Year To Date Revenue Report

	2020-2021 Received	2021-2022 Received YTD
Town of Old Lyme	\$27,556,679	\$9,919,776
Town of Lyme	\$6,376,133	\$2,652,924

Mrs. McCalla reviewed the Contingency Maintenance Report. New spending totals \$38,712 for the following: \$13,238 for a new fire panel at Mile Creek; \$15,700 for HVAC control panel at LOLHS; and \$9,774 for wastewater membrane and miscellaneous repairs. The account balance is now at \$143,315.

VI. Educational Presentation

1. Strategic Plan Update

Dr. Chip Dumais, Executive Director of Cooperative Educational Services, gave a presentation on the development of the district's strategic plan. A copy of his presentation is attached to these minutes for informational purposes.

Discussion followed the presentation. The Board discussed the connection of the current strategic plan and the district goals; the upcoming December 8 community forum on the development of the Strategic Plan and the importance of Board attendance; the process of how the meeting will proceed; and the role of the community and importance of their participation.

VII. Chairman & Committee Reports:

- a. Facilities. Mr. Neviaser reviewed the minutes from the last meeting of November 3. At this meeting, Mr. Wygonik, Principal of LOLHS, spoke to the need for additional cameras at the high school but voiced his content with the overall condition of the school. Discussion on projects in progress district-wide and the five year facilities plan were also discussed.
- b. Finance. No report.
- c. Communications. Mrs. Thompson reviewed the minutes of this group's meeting of November 9. An open house for prospective students was held at LOLHS on November 10. A Board of Education newsletter is being developed by Bridget Compagno, Director of Communications and Marketing. Mrs. Compagno also wrote a one-page summary on the PK-8 Facilities Study which highlighted a statement of needs. This was sent home to all parents. The Focus on Education newsletter is being refreshed with a new look.
- d. *Policy*. Several policies were on the agenda for review later in the meeting. For the benefit of the newly elected Board members, Mrs. Shoemaker explained policies receiving first and second readings and the approval process.
- e. LEARN. No report. Since Mrs. Linderman previously served on this committee, a new representative is needed to attend the monthly meetings.
- f. LOL Prevention Coalition. Martha Shoemaker reported that she would be stepping down as representative to this committee. She gave a brief explanation of the purpose of the LOL Prevention Coalition and the frequency of meetings for the benefit of the newly elected Board members.

VIII. New Business

1. 2022-2023 School Calendar

Mr. Neviaser reviewed a draft of the 2022-2023 school calendar, which is similar to the current school calendar. The calendar has been shared with the respective unions. This will come before the Board at their January meeting for final approval.

2. Policy Review

- a. Policy 5131.6 Drug Free Schools and
- b. Policy 418.231 Smoking, Drinking and Substance Abuse by Staff Members Due to the recent changes in legislation regarding the use of cannabis, the Policy Committee made

revisions to these policies which Mr. Neviaser reviewed with the Board.

MOTION: Dr. Powell St. Louis made a motion, which was seconded by Mrs. Miller, to waive the first reading of Policy 5131.6 Drug Free Schools and approve the policy as presented.

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

The Board wordsmithed Policy 418.231 Smoking Drinking and Substance Abuse by Staff Members and several changes were made. This policy will have a second reading at the January 5 Board of Ed meeting.

c. Policy 6148 FAFSA Completion Program

This is a new policy recommended by CABE to encourage students to complete the Free Application for Federal Student Aid (FAFSA) as research has found that students are more likely to attend college with financial aid.

The Policy Committee shortened CABE's version of this policy due to the high percentage of LOLHS students who complete the FAFSA application.

MOTION: Dr. Powell St. Louis made a motion, which was seconded by Mrs. Thompson, to waive the first reading of Policy 6148 Free Application for Federal Student Aid (FAFSA) Completion Program and to approve the policy as presented.

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

3. Approval of Contract of Region Eighteen Teachers Association (RETA)

Mr. Neviaser reported that negotiations with RETA has been ongoing and wrapped up last Thursday, November 18. He presented the negotiated agreement and reviewed the relevant sections containing changes. Mr. Neviaser noted that the teachers' union has approved the contract as presented.

Dr. Powell St. Louis suggested a minor wording change that should be made during future negotiations regarding the use of "health care professional" vs. "physician."

MOTION: Mrs. Shoemaker made a motion, which was seconded by Mrs. Miller, to approve the 2022-2025 contract of the Region Eighteen Teachers Association as presented.

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

IX. Old Business

1. Policy 1330 Use of School Facilities, Building and Grounds

This was a second read of this policy which was revised due to the opening of the turf field.

MOTION: Mrs. Shoemaker made a motion, which was seconded by Dr. Powell St. Louis, to approve Policy 1330 Use of School Facilities, Buildings and Grounds as presented.

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

2. Closing of LOLHS Project

The district is still waiting for the final change order from the State so there is no action required on this agenda item.

Mr. Neviaser reported that at a recent meeting with state representatives from the Office of School Construction and Review, he were assured that the change orders would be reviewed at the state level so that this project could be closed out.

Mr. Neviaser updated the Board on the bus issue in the Point O' Woods section of Old Lyme; two buses will be allowed to go into this area for student pick up/drop off.

X. Executive Session

There was no need for an executive session.

XI. Adjournment

The regular meeting adjourned upon a motion by Dr. Powell St. Louis and a second by Mrs. Shoemaker at 9:04 p.m.

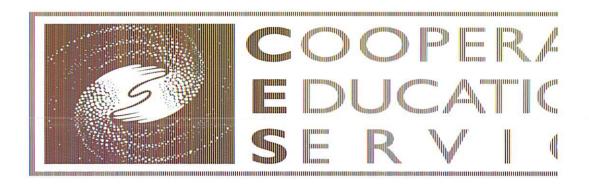
Respectfully submitted,

Suzanne Thompson, Secretary

Region 18 Strategic Plan Tuning Board of Education Update Wednesday, December 1, 2021







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Strategic Planning

What is the purpose?

How often should you review it?

Is current work connected to plan?

What process should be used?



Strategic Planning Process

Leadership Team
Representative Group
Community Forum
Board of Education
Community Forum
Leadership Team
Board of Education - Approve
Publish
Communicate



Strategic Planning Process

Leadership Team
Representative Group
Community Forum
Board of Education
Community Forum
Leadership Team
Board of Education - Approve
Publish
Communicate



Representative Group

Teachers / Staff
Students
Parents
School Group (Arts, Athletics)
Town Leadership
Town Groups (Youth Services, Library, Park/Recreation, Senior Center)
Board of Education Members
Administrators





What are the SKILLS, ATTRIBUTES, or ABILITIES of a highly successful Region 18 student?





What are our GUIDING PRINCIPLES to ensure students attain those indicators?





Current Strategic Plan

Human Resources:

- To recruit and retain high quality staff.
- Offer high quality training and professional development for all staff

Current District Goal

Human Resources: Continue to provide ongoing support for staff to ensure existing and new employees have the resources necessary to perform the duties of their jobs at the highest level possible.





Current Strategic Plan

Curriculum: To create and nurture students' love of learning and the value of the educational process through relevant, engaging, high quality curriculum and teaching. Embed throughout the curriculum: Supports for social and emotional development.

Current District Goal

Curriculum: Use multiple points of data to evaluate academic and social emotional progress over the last 18 months in order to inform instruction, supports, interventions, and, when necessary, development of supplemental programming.





Current Strategic Plan

Facilities: To continue to maintain safe school facilities, grounds, and athletic fields.

- Assure up-to-date security, technology, and equipment.
- Plan for budget implications based on need.

Current District Goal

Facilities: Monitor and evaluate facility, safety, and technology plans to ensure appropriate use, improvements, and maintenance of buildings, ground, and infrastructure.



Strategic Planning Process

Leadership Team
Representative Group
Community Forum
Board of Education
Community Forum
Leadership Team
Board of Education - Approve
Publish
Communicate



Strategic Planning Process

Leadership Team
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