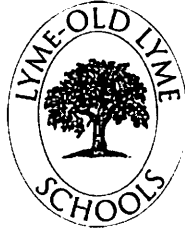


LYME-OLD LYME SCHOOLS

Regional School District #18

A Private School Experience



in a Public School Setting

Regular Board of Education Meeting

April 5, 2023

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

Absent by Previous Arrangement: Mary Powell St. Louis

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; Allison Hine, Principal of Lyme Consolidated 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; James Wygonik, Principal of Lyme-Old Lyme High School

Others Present: Heather Fried and Mercedes Alger, RETA Co-Presidents; Chloe Datum and Billy Barry, High School Student Representatives

I. Call to Order

The meeting was called to order at 6:31 p.m. by Chair Steven Wilson. The Pledge of Allegiance was recited.

II. Approval of Minutes

MOTION: Mrs. Shoemaker made a motion, which was seconded by Mrs. Dean-Frazier, to approve the minutes of Regular Meeting of March 1, 2023 as presented.

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

MOTION: Mrs. Dean-Frazier made a motion, which was seconded by Mr. Staab, to approve the minutes of the Special Meeting of March 8, 2023 as presented.

49 Lyme Street, Old Lyme, Connecticut 06371

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

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

MOTION: Mrs. Shoemaker made a motion, which was seconded by Mrs. Dean-Frazier, to approve the minutes of the Special Meeting of March 15, 2023 as presented.

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

III. Visitors

1. Mock Trial Team

The LOLHS Mock Trial Team and their coach, Sarah Hylas, (Coach Emily Kelly was unable to attend) were present at the meeting so that they could be duly recognized for placing first in the State's Mock Trial Competition.

2. Transition Academy Presentation

Kendra Flaherty, a staff member in the Transition Academy, gave a presentation on the Academy and the vocational experiences it provides to the students educated in the program. This work-centered program supports life-long success for students with disabilities and enables them to obtain employment. The work placements are meant to provide soft skills and social skills and are geared to students' interest level. A copy of Kendra's presentation is attached to these minutes for informational purposes.

3. Report from Student Representatives

Chloe Datum and Billy Barry reported on the following activities taking place at the schools:

At LOLHS: The Lyme-Old Lyme High School has reached its home stretch with the conclusion of the 3rd quarter occurring last week. Throughout the month of March, we saw many of the student body's accomplishments on full display. The juniors took their SATs, the Mock Trial team won the state championship and the math team finished 3rd place overall in their league. The junior class managed to revive the lip-sync competition, and the senior class was able to innovatively bring back the pep rally. Furthermore, spring has ushered in the next wave of sports with track, tennis, lacrosse, crew, baseball and softball all starting up with many of the teams already competing in their first matches of the season. In April, students will have the opportunity to participate in a Narcan training session that will teach high school students preventative measures to combat overdose, as well as obtaining the skills necessary to perform life-saving action.

At LOLMS: March began with *Read Across America Day* where the entire 8th grade went to Lyme School to read and support the younger scholars. All middle school students enjoyed the amazing work of the high school students and their performance of *Mama Mia*. On March 17, the middle school hosted a career day where over 30 community members shared their experiences regarding their profession with the students. The middle school ended March with the Spring Fling Dance with a record number of students in attendance.

At Lyme Consolidated and Mile Creek School: At Lyme and Mile Creek, students recognized *Down Syndrome Day* by wearing mismatched socks. At Lyme School, the whole school read a book called *Everyone Belongs* and, at Mile Creek, a donation of mismatched socks allowed each student to participate. The NED Show visited both Mile Creek and Lyme School to spread a message about Growth Mindset. Each student received a yoyo and will be putting their powers of not giving up into action. At Lyme School, the 5th graders recently performed the musical *Jukebox Time Machine*, and Mile Creek students are performing their musical *Making the Band* on April 5. Mile Creek students celebrated the event today with a *Dress Like Your Favorite Rock Star* spirit day, and all students were able to watch the 5th graders perform during the day. All 5th grade students performed last night in the Choral Festival at the high school. Thank you to the district music department for all of your work to make this such a wonderful event.

In the Preschool Program: In March, the preschool welcomed the Connecticut Audubon Society. Audubon staff taught a lesson about the power plants, and the students planted seeds which they watched grow into seedlings. *World Down Syndrome Day* was observed by the wearing of mismatched socks. The mismatched socks were donated by Center School families, and we all wore the socks to school on March 21. It was a wonderful day that reminded us that we are all unique and special individuals. In April, the preschools are looking forward to learning about spring, oviparous animals, and constellations. Among lots of books, *Chickens Aren't the Only Ones* and *An Extraordinary Egg* will be read, and the students will learn the letters X and Y. During math instruction, symmetry and sequencing will be featured. In science, "egg-speriments" and the study of spring will take place. On April 6, the students will show school spirit with *Silly Hair Day*, and later in the month, will celebrate *Pirate Day* because x marks the spot. The color of the month is purple, the shape is an oval, and Lucy Arnold is the artist of the month.

4. Public Comment

There was no public comment.

IV. Correspondence

Mr. Wilson reviewed a summary of the correspondence that the Board received over the last month. He reported on an email from Shannon Mitchell dated March 1, 2023 expressing her opposition to the practice of unannounced lockdown drills at the elementary level. The correspondence is attached to the minutes for informational purposes.

The opinions expressed in the attached correspondence are solely those of the authors. They do not purport to reflect the position of the Regional School District #18 Board of Education or its employees.

V. Administrative Reports

1. Superintendent's Report

Mr. Neviasser reviewed the April personnel report. Of note: Kathleen Hancock, 4th Grade Teacher at Mile Creek School, and Melissa Walden, Technology Facilitator at Lyme Consolidated School, are retiring at

the end of the current school year. There is still a vacancy of a chemistry teacher at LOLHS for the 2023-2024 school year. A guidance counselor position for the fall has been filled recently as well as several long-term substitutes for the current school year.

Mr. Neviasser reviewed the April enrollment report which reflected a total of 1,295 students in-house, an increase of seven students from last month this time.

Mr. Neviasser reported that the district was recently approved for up to \$12,009,717 in grant money from the State of Connecticut for the PreK-8 building project. This has the potential to reduce the total cost of the project to under \$35 million.

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

Curriculum. By June of 2023, in collaboration with the Teaching and Learning Committee, departments, and/or grade levels, the five year curriculum review schedule and framework will be evaluated and updated to demonstrate what is currently being addressed and what will be completed in the future. *The final draft of the Curriculum Cycle document was shared with the TLC team and almost all curriculums are now on a formal cycle as a working draft (to be reviewed by department leaders before the end of school). Professional Development is scheduled with the TLC Team on June 20 to revise the district curriculum writing document to include the new State Design Principles.*

Human Resources. Over the course of the 2022-2023 school year, ensure employees have the resources necessary to perform their jobs at the highest level possible by offering a minimum of five building level training meetings to introduce new certified staff to the Wildcat Way; and utilize CFG protocols, resulting in a minimum of 80% of all certified staff indicating that collaboration and efficiency increased as a result.

Mile Creek School. The staff were trained on procedures and protocols specific to standardized testing. All certified staff were trained on the Stop the Bleed initiative.

Preschool. Using the Three Levels Text Protocol, the staff reviewed the executive functioning slides and discussed how to support the development of EF skills with the preschool students.

LOLMS. Each team of teachers completed another round of instructional rounds as they observe peers, identify best practices and work to better their craft.

Lyme School. Nine staff members were trained in CPR, and the Emergency Response Team (part of Project Adam Heart Safe Schools) conducted a drill in collaboration with Valley Shore and Lyme Ambulance Service.

LOLHS. The high school has trained its Project Adam team this month as well as conducted a Stop the Bleed training with the entire faculty. The balance of the March professional development time was utilized to train the staff in administering the new digital SAT exam.

A recent district-wide professional development survey showed that the rollout of protocol use was not as effective as planned. We are working to address this.

Community. By June of 2023, complete an inventory of community partnerships and service opportunities that promote student growth and development to ensure purposeful, diverse, and equitable experiences for each student over the course of their PK-12 experience.

Mile Creek School. Student leaders began a food drive for the Shoreline Food Pantry. Kindergarten students had a field trip to the Bureau's sugarcane. Veterinarian Dr. Hall visited the kindergarten classes to teach students about the roles and responsibilities of veterinarians. Kindergarten students also had a visit from the Pequonsetop Nature Center staff as part of their study of owls. A whole school assembly on the Power of Yet took place. Students learned more about how to develop a growth mindset while also learning awesome yo-yo tricks.

Preschool. The students went on their monthly trip to the Phoebe Griffin Noyes Library. Staff members from the Connecticut Audubon Society visited and taught a lesson about the power of plants to the students. A preschool family raised money to donate a pair of mismatched socks to each student and staff member to recognize World Down Syndrome Day on March 21.

LOLHS. The school has partnered with community organizations in the following areas: Business classes welcomed community members/organizations who spoke on various business topics (Webster Bank, Ashlawn Coffee, McKinstry Financial, local attorney Yona Gregory, insurance agent Mr. Kerrigan). During language art classes, Author Beatriz Williams spoke. The Environmental Club worked with the local Rotary Club on beach clean-up day. The Mock Trial Team collaborated with community attorneys and won the state championship. Art students collaborated with the regional Shoreline Art Alliance to showcase student work.

LOLMS. The middle school hosted Career Day in which 33 community partners came to share their career experiences, emphasizing career paths, future opportunities and love of their professions. We had a wide range of professions from emergency room doctors, international lawyers, immunologists, electricians to first responders.

Lyme School. A whole school assembly took place on the Power of Yet in which students learned more about how to develop a growth mindset while also learning awesome yo-yo tricks. The Connecticut Humane Society visited to share information about their programs. More than 140 students participated in Hands on Science, an afterschool program with presentations on a wide variety of science topics including dissecting a cow eyeball and making slime, volcanos and ice cream. Students and staff read a book about differences and wore mismatched socks in recognition of World Down Syndrome Day.

Facilities. Over the course of the 2022-2023 school year, audit, update, and further develop the My-EOP platform to streamline the dissemination and training of building-specific and district-wide security procedures and practices for all staff and substitutes.

Lyme School was the winner of a challenge competition on increasing participation of the My-EOP application (safety initiative). The staff were provided with a luncheon in recognition of their efforts. The downloads of the My-EOP application have increased from 40 to 201 employees.

Sustainability. Throughout the 2022-2023 school year, support and promote the TREX challenge to increase the amount of plastic waste collected by 10%.

We are nearing the end of the Trex Challenge (collection of plastic) which will conclude on April 14, 2023.

Board of Education. During the 2022-2023 school year, at least six of the nine BOE members shall participate in eight hours of professional development offered through CABE.

Mr. Kemp attended the CABE Policy Matters roundtable discussion.

2. Business Manager's Report

Mrs. McCalla reviewed the Executive Budget Summary as of March 31, 2023. Fluctuations of note: spending is on track year over year with nothing substantial to report.

Year To Date Revenue Report

	2021-2022 Received	2022-2023 Received YTD
Town of Old Lyme	\$27,006,352	\$19,084,552
Town of Lyme	\$5,996,088	\$4,104,342

Mrs. McCalla reviewed the Contingency Maintenance Report. There was a \$39,178 net decrease in spending, attributed to \$50,000 payment from CIRMA toward the oil leak deductible. Additional spending was attributed to the purchase of carbon filters across the main campus and true up of invoices compared to estimates. The account balance is now \$72,278.

VI. Educational Presentation

1. Diploma Mastery Assessment

Jim Wygonik, Principal of Lyme-Old Lyme High School, gave a presentation on Diploma Mastery Assessment. Commencing with classes graduating in 2023 and for each graduating class thereafter to graduate from a public high school in Connecticut, a one-credit diploma mastery assessment is also required. The content of this assessment is to be defined by local school districts. It is likely to consist of a series of checks for particular skills such as approach to learning, communication, self-direction, and response to challenges. A copy of Mr. Wygonik's presentation is attached to these minutes for informational purposes.

VII. Chairman & Committee Reports:

- a. Facilities.* No report.
- b. Finance.* No report.
- c. Communications.* The spring edition of the *Focus on Education* newsletter will be coming out shortly. Its main topic will be the proposed 2023-2024 budget.
- d. Policy.* No report.
- e. LEARN.* No report.
- f. LOL Prevention Coalition.* No report.
- g. PreK-8 Building Committee.* It was reported that this committee will be interviewing applicants for the owner's representative position at their May 24 meeting.

VIII. New Business

1. Field Trip Request (Mock Trial Team)

A field trip request was presented for the LOLHS Mock Trial Team to travel to Little Rock, Arkansas on May 16-21 to compete in the National High School Mock Trial Championship. The team earned a spot to the Nationals when they won the State Championship on March 23.

MOTION: Mrs. Shoemaker made a motion, which was seconded by Mrs. James, to approve the field trip request for the LOLHS Mock Trial Team as presented.

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

2. Nonrenewals of Non-Tenured Staff

Mr. Neviasser explained that annual practice is to ensure compliance with state statute and in accordance with Conn. Gen. Stat. § 10-151(b), which gives authority to the Superintendent to determine whether a non-tenured teacher should be offered a contract for the subsequent school year, Mr. Neviasser's recommendation was for the non-renewal of all non-tenured teachers.

MOTION: Mrs. Dean-Frazier made a motion, which was seconded by Mrs. Shoemaker, that pursuant to Connecticut General Statutes Section 10-151, the Region 18 Board of Education non-renew the teacher contracts of the non-tenured teachers at the end of the 2022-2023 school year as recommended by the Superintendent. Further move that the Superintendent of Schools be directed to communicate this action of the Board in writing to named staff members.

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

3. Annual Review of Tuition Policy/Rate

Mr. Neviasser reported that per policy #5118, the Board is required to set a tuition rate for non-resident students by May 30. Mr. Neviasser recommended two changes to the current tuition rates (highlighted below):

A) Tuition Student Rates

- Grades 9-12 - \$19,000
- Grades 6-8 - \$17,000
- Grades K-5 - \$15,000
- Grade PreK - \$10,000

B) Students attending under Attendance Agreements (unless a multiple-year agreement to provide education facilities is entered into with another Board of Education)

- ~~PK-12 \$19,000~~ **\$30,000**

C) Children of current staff members will be charged 50% of the applicable tuition.

D) Children of active military parents will be charged 80% of the applicable tuition.

E) ~~Foreign students attending under an F-1 visa as required by SEVIS will be charged 150%.~~ **200% of the applicable tuition.**

F) Multiple students from the same family attending together will be required to pay the following amounts:

- 1st child– 100% of the applicable tuition
- 2nd child– 75% of the applicable tuition
- 3rd child– 50% of the applicable tuition
- Any additional children will be charged 50% of the applicable tuition.

The Board discussed the recommended changes to the tuition charged to foreign students attending under an F-1 visa and rejected the increase because they felt it would deter placements and parents would choose a boarding school for the same price.

The Board did agree to the recommended increase in tuition charged students attending under Attendance Agreements.

The Board also discussed eliminating staff tuition altogether but no action was taken on this subject at this time.

MOTION: Mrs. Thompson made a motion, which was seconded by Mr. Staab, to approve the tuition rates for the 2023-2024 school year which included increasing the tuition charged students attending under Attendance Agreements to \$30,000 per year.

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

4. Tuition Student Requests at LOLHS (2023-2024)

Mr. Neviasser reviewed tuition student requests (9th and 10th grader) for the 2023-2024 school year, as well as three students from China through the ACES International program. He also reviewed a tuition student request in the Individualized Cooperative Educational Experience (ICEE) program for the current school year. His recommendation was for acceptance of these requests.

MOTION: Mr. Staab made a motion, which was seconded by Mrs. Shoemaker, to approve the tuition student requests as presented.

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

5. Proposal for Social Studies Course

Michelle Dean, Director of Curriculum, presented a proposal for a social studies course at the high school. The course, entitled *Foundations of World History*, would be implemented at the beginning of the 2023-2024 school year. Mrs. Dean reported on particulars such as the course description, anticipated date of curriculum completion, why the course is being added, course it is replacing, instructional material and staffing needs.

MOTION: Mr. Staab made a motion, which was seconded by Mrs. Thompson, to approve *Foundations of World History* as a social studies course at LOLHS beginning with the 2023-2024 school year.

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

6. Policy Review

Mr. Neviasser reviewed Policy 9321 Time, Place, Notification of Meetings. The policy currently states that there will be regular meetings of the Board of Education scheduled each month, with the exception of August. Because the Board normally does not hold a meeting in July unless it is needed, Mr. Neviasser recommended this wording be changed to reflect that.

MOTION: Mrs. Shoemaker made a motion, which was seconded by Mr. Staab, to waive the first reading of Policy 9321 Time, Place, Notifications of Meetings and approve the recommended change to this policy.

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

Mr. Neviasser reviewed recommended updates to Policy 4118.113/4218.113 Harassment Prohibition (*Community Relations* section of the policy book). These are the same changes that were made to the harassment policy in the *Student* section of the policy book and, due to an oversight, were not also made to this policy.

MOTION: Mr. Staab made a motion, which was seconded by Mrs. James, to waive the first reading of Policy 4118.113/4218.113 Harassment Prohibition and approve the recommended changes to this policy.

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

IX. Old Business

There was no old business to report.

X. Executive Session

There was no need for an executive session.

XI. Adjournment

The regular meeting adjourned at 8:20 p.m. upon a motion by Mr. Staab and a second by Mrs. Shoemaker.

Respectfully submitted,

Suzanne Thompson, Secretary



Vocational Experiences The Transition Academy



Work Centered- Program

Data supports life-long success for people with disabilities who can obtain some sort of employment

Program schedule is built around work placements

Placements are meant to provide soft skills and social skills

Placements are geared to student interest level



Job Coaches



Volunteer Placements

- The Estuary – Dining Room
- The Estuary – Thrift Shop
- High Hopes
- Old Lyme Town Hall
- Phoebe Griffith Noyes Library
- Center School Preschool
- Valley Shore Animal Welfare League



Work Placements

- Tractor Supply Company
- West Marine
- Iron House Fitness
- Purrfect Aquarium
- Walgreens
- The Goodwin School



The Nest
Internship Program

The opinions expressed in the attached correspondence are solely those of the authors. They do not purport to reflect the position of the Regional School District #18 Board of Education or its employees.

Summary of Communication to Board of Education
April 5, 2023

Sender	Date	Subject
Shannon Mitchill	March 1, 2023	Opposition to the practice of unannounced lockdown drills in the elementary school.

Delaura, Jeanne

From: Shannon Mitchill <mitchill.shannon@gmail.com>
Sent: Wednesday, March 1, 2023 10:34 AM
To: Delaura, Jeanne
Subject: request to review district's policy

March 1, 2023

To Members of the Board of Education,

I am writing to express my opposition to the practice of unannounced lockdown drills in our elementary schools. I am a mother of three young children in Old Lyme. My oldest is in first grade at Lyme School.

It came to my attention this year that our district chooses to conduct lockdown drills, required by the state, in an unannounced format, generally following the ALICE method. I strongly oppose students being subjected to unannounced drills. I believe safety methods can and should be taught in a manner that does everything possible to decrease the anxiety and fear kids feel surrounding these issues. I believe the first step to doing this is to have drills be clearly announced as drills, in advance, every time.

I request that this Board revisit our district's policies regarding unannounced drills, specifically at the elementary school level.

This letter was also submitted to the School Safety Committee for their review.

Thank you,

Shannon Mitchill
30 Jericho Drive
Old Lyme, CT 06371

Diploma Mastery Assessment



Diploma Mastery Assessment

Commencing with classes graduating in 2023, and for each graduating class thereafter to graduate from a public high school in Connecticut, *a 1-credit diploma mastery assessment* is also required. The content of this assessment is to be defined by local school districts. It is likely to consist of a series of checks for particular skills such as approach to learning, communication, self-direction, and response to challenges.



Diploma Mastery Assessment

- Supported by research.
- Faculty identified a set of universal skills.
- Created a scoring rubric to identify and provide feedback.



Diploma Mastery Assessment

Mastery Skill Sets

- Preparation and Organization
- Participation and Collaboration
- Reflection and Adaptability
- Communication and Advocacy



Diploma Mastery Assessment

Skills for Success

- Aid students in identifying areas of strength and those in need of improvement.
- Communicate student progress in these areas to students and parents.
- Track student growth.
- Determine mastery of the skills for graduation.



Diploma Mastery Assessment

The Rubric Framework

The following criteria was established for the creation of this rubric.

- Clearly identifiable and tangible characteristics.
- Rating scale that can be clearly interpreted by students, parents, and teachers.
- Universality.
- Scores that can be supported with evidence by the teacher.
- Scores that can be supported with evidence by the student.
- Objectivity.



Diploma Mastery Assessment

Preparation and Organization

I am prepared with all appropriate materials for class.

I complete work in a timely manner and honor deadlines.

I track my progress on assignments and responsibilities.

Reflection and Adaptability

I adjust my thinking when presented with constructive feedback or additional information.

I continue working and practicing, even after challenges or failures.

I consider other potential methods or solutions to improve and reach my goal.

Participation and Collaboration

I enhance discussions by clearly expressing ideas, posing meaningful questions, and engaging with classmates.

I focus on my responsibilities to assist group/individual success.

I respect cultural and individual differences in my interactions with others.

Communication and Advocacy

I advocate for my own needs as a learner and seek help and guidance when appropriate.

I acknowledge new information and perspectives to arrive at the most effective outcome.

I produce honest and authentic work, accurately representing my own learning and understanding.



Diploma Mastery Assessment

Continuum of Skill Development

Entry (1) <60% of time	Developing (2) 60-80% of time	Proficient (3) 80-90% of time	Exemplary (4) >90% of time
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Diploma Mastery Assessment

The Scoring Process

- Based on their interactions and observations teachers will record a mastery score for each of their students on each skill twice a year.
- Student progress will be formally communicated on the report card at the end of the first semester and at the end of the year.
- During a student's freshmen and sophomore year, these progress scores are used for communication purposes only and will not be calculated into the final graduation assessment.
- The scores at the end of a student's junior year will serve as the official mastery score to meet the graduation requirement. The rubric is a 4-point scale.
- A minimum mode of 3 from the cumulative ratings of the teachers in a student's junior year is required to earn the graduation credit.



Diploma Mastery Assessment

The Scoring Rationale

During the freshmen and sophomore year students take the PSAT and various science assessments that provide feedback on student level of mastery. These scores provide a roadmap for students and teachers to close identified gaps prior to graduation. At the end of the junior year, students take two graduation requirement exams, the SAT and the NGSS Science exam. This is the same approach taken for the Diploma Mastery Assessment. For the first two years students will engage in ongoing opportunities to develop and apply these skills, participate in self-reflection, and receive on-going teacher feedback in preparation for a formal score at the end of the junior year.



Diploma Mastery Assessment

Strategic Plan Goals for Curriculum:

- Success beyond high school
- Experiences that teach decision-making skills, personal accountability, ... and global citizenship.
- The skills of flexibility, creativity, collaboration, independence, leadership, and self-advocacy.
- Assure that assessments are: ...used to inform collaborative decision-making for improvements in curriculum and instruction.



Mastery Skill Sets

- Preparation and Organization
- Participation and Collaboration
- Reflection and Adaptability
- Communication and Advocacy

Diploma Mastery Assessment

K-12 Approach

All schools have a means to assess student attributes that lead to success, similar to the DMA.

This summer, a group of PK-12 teachers will convene to finalize the **LOLHS Portrait of a Graduate (POG)**, largely driven by the DMA and the community forum feedback led during the strategic planning process.

This district-wide effort will support all schools working towards the transferable skills outlined in the POG to ensure the POG vision is supported and attainable.

