

LYME-OLD LYME SCHOOLS

Regional School District #18

A Private School Experience



in a Public School Setting

Regular Board of Education Meeting

September 6, 2023

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

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; Kelly Enoch, Principal of Mile Creek School; 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: Olivia Hersant, RETA Co-President; Shannon Glorioso, Science Teacher at LOLMS; Chloe Datum and Ada LaConti, High School Student Representatives; four community members from LOL

I. Call to Order

The meeting was called to order at 6:30 p.m. by Chair Steven Wilson. The Pledge of Allegiance was recited.

II. Approval of Minutes

MOTION: Mr. Kemp made a motion, which was seconded by Mr. Staab, to approve the minutes of Regular Meeting of August 9, 2023 as presented.

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

III. Visitors

1. Report from Student Representatives

49 Lyme Street, Old Lyme, Connecticut 06371

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Chloe Datum and Ada LaConti reported on the following activities taking place at the schools:

At LOLHS: The 2023-2024 school year is off to a great start at the high school with students returning ready to learn. Classes met with Mr. Wygonik and Mrs. Manfredi to go over the expectations for the year and with their class officers to talk about plans for the year. Fall sports have begun with many teams already participating in scrimmages. Auditions for the fall play *Clue* took place last Thursday with many students coming to showcase their talents. Back to School night will be hosted on the 14th for parents to meet with their children's teachers and hear more about what they will be learning throughout the year. Club meetings will start to meet next week as well as Virtual High School classes for some students.

At LOLMS: Lyme-Old Lyme Middle School welcomed the new 6th graders on August 23 with the traditional orientation followed by the ice cream social sponsored by LYSB. A special thank you was extended to Ron Turner, Director of Facilities and Technology, Brian Howe, Assistant Director of Facilities, the facilities and custodial staff, and the summer paint crew for making the building look and feel amazing. Students and staff arrived happy and rejuvenated from summer break. Everyone is becoming acclimated to the middle school *Wildcat Way*, actively participating in getting to know each other and ready to engage in critical thinking. Students received Chromebooks in their second week, and academics are full speed ahead. Athletics are undergoing tryouts with clubs beginning in the upcoming weeks.

At Lyme Consolidated School and Mile Creek School: At Lyme School, we are excited about our brand-new school year. We are happy to have a new club called the *Green Team*. At our first Town Meeting last Friday, we got to welcome all of the new kindergarteners and students at other grade levels who are new to Lyme School. We sang our Lyme School song and celebrated the Summer Reading Program.

We've had a great start to the school year at Mile Creek School. Staff and students were thrilled to return to school and want to extend their thanks and appreciation to the custodial and maintenance staff for all of their hard work over the summer to make our school look so great. All classrooms are quickly adjusting to the new school year routines and schedules. Each classroom has established a set of community agreements regarding what they will do to ensure each member of the classroom is safe, kind and doing their best. On Friday, the agreements will be shared at a school-wide assembly. We are excited to have a new club at Mile Creek called *The Cultivator's Club*. We extend our gratitude for all of the parent volunteers who served as kindergarten greeters during the opening days and who volunteer during valet at morning drop off. Additionally, we are looking forward to having school pictures taken on October 4.

In the Preschool Program: The 23-24 school year is off to a great start at the preschool. We began the year with the tradition of taking tours of Center School. The tours introduced the families to the classrooms, playground and all of the preschool facilities. In the classrooms, the students are making new friends, learning classroom routines and having fun. This month, the themes are *all about me* and *apples*. The students are learning the letters A and B, will read a number of books, including *The Seasons of Arnold's Apple Tree*, and learn about the AB pattern in math. We are looking forward to celebrating International Dot Day by wearing dots to school, and we are excited to have our families visit the

classrooms for Center School's open house, which is scheduled for September 29. A special thanks to Ron Turner, Director of Facilities and Technology, the facilities staff, and the summer paint crew for all their hard work this summer. The building looks fantastic.

2. 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.

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.

Sender	Date	Subject
Jeannie Goldberg	September 1, 2023	Discipline matters at LOLHS.
Thomas Pannier	September 4, 2023	Disciplinary actions/consequences taken against student athletes who have been suspended from a sport due to a policy violation.

The Board discussed whether the correspondence should be made public (included in the minutes and posted on the website) since the correspondence referenced above contained student information. There was consensus to not include letters that contained student identifiable information.

Several Board members inquired whether these discipline matters would be shared with the Board. The Superintendent explained the role of the Board in student discipline matters.

Mr. Neviasser also reported that the Policy Committee will be reviewing Policy 6145.1 *Extracurricular Activities*; more specifically, the penalty for student athletes who have been suspended.

V. Administrative Reports

1. Superintendent's Report

Mr. Neviasser reviewed the September personnel report which reflected various new hires. Currently the only vacancies are for instructional assistants.

Mr. Neviasser reviewed the September enrollment report which reflected a total of 1,286 students in-house.

A report on the district's goals for the 2023-2024 school year will be discussed under New Business.

Mr. Neviasser reported that at the October Board meeting, the administration will present the results of Connecticut's annual achievement tests. Prior to that, he shared the following data on the SAT scores for Connecticut in which Region 18 again fared extremely well placing in the top ten in both tests.

1. Westport School District	Math	613
2. New Canaan School District	Math	611
3. Darien School District	Math	606
4. Wilton School District	Math	601
5. Avon School District	Math	586
6. Regional School District 18	Math	580
7. Regional School District 09	Math	576
8. Weston School District	Math	575
9. Madison School District	Math	574
10. Guilford School District	Math	569

1. Wilton School District	ELA	607
2. Westport School District	ELA	602
3. Darien School District	ELA	598
4. New Canaan School District	ELA	597
5. Weston School District	ELA	597
6. Avon School District	ELA	586
7. Regional School District 18	ELA	583
8. Ridgefield School District	ELA	582
9. Regional School District 09	ELA	577
10. Farmington School District	ELA	569

2. Business Manager's Report

Mrs. McCalla reviewed the Executive Budget Summary as of August 31, 2023. Fluctuations of note:

Special Education: purchased services and tuition increases due to decisions made in PPT after the budget was developed. Also, timing of encumbrance for special education transportation.

Administrative Services: increase this year to last year due to timing of invoices being encumbered for administrative technology.

Plant Operations and Maintenance: spending down due to last year's resurfacing of the high school track.

Year To Date Revenue Report

	2022-2023 Received	2023-2024 Received YTD
Town of Old Lyme	\$27,521,402	\$3,499,073
Town of Lyme	\$5,918,777	\$805,496

Mrs. McCalla addressed the bus driver situation reporting that there have been no significant complaints, but admitted there are always adjustments/improvements to be made during the first few weeks. She commended the dispatch managers at M&J Transportation for their planning expertise.

Mrs. McCalla gave an update on the implementation of GPS capability on the buses. Although it was budgeted for this school year, there have been delays getting pertinent information from the bus company before this can be initiated. Once the data has been uploaded and the GPS systems installed, she will notify parents that they can download the application and start tracking their children's travel on the bus. Mrs. McCalla voiced optimism that this will be up and running in a few weeks.

Mrs. McCalla reviewed the Contingency Maintenance Report. No new spending through August 31, 2023. Balance stands at \$167,220.

VI. Educational Presentation

1. Curriculum and Teacher Evaluation Update

Michelle Dean, Director of Curriculum, gave a PowerPoint presentation on curriculum and teacher evaluation. A copy of her presentation is attached to these minutes for informational purposes.

Follow-up discussion included questions on Board and State approval on the evaluation document. Dr. Powell St. Louis commended Mrs. Dean on the development of the curriculum website.

VII. Chairman & Committee Reports:

- a. Facilities.* No report.
- b. Finance.* No report.
- c. Communications.* No report.
- d. Policy.* No report.
- e. LEARN.* No report.
- f. LOL Prevention Coalition.* No report.
- g. PreK-8 Building Committee.* Mr. Wilson reported on the presentation given by representatives from Silver Petrucelli and Associates, CES Engineers and Downes Construction on the site improvements to Center School, LOLMS, Lyme Consolidated School and Mile Creek School at their meeting on August 21.

Mr. Neviasser reported that the six classroom addition for Mile Creek School was based on enrollment projections (four classrooms plus a classroom for GATE instruction and Spanish instruction). Adjustments may be made when the enrollment projections coming out at the end of October are received.

Mr. Neviasser reported on the discussion on a Variable Refrigerant Flow (VRF) heating system vs. a Variable Air Volume (VAV) system and the expense associated with the VRF system that might make it cost prohibitive with the added inability to be installed on an inclined roof.

Mr. Neviaser, noting a recent story in the news on a Connecticut school built with zero carbon emissions, reported that this would not be possible for the district's four building renovation project as the walls would have to be redone which would not be feasible within their budget.

Mrs. Dean-Frazier noted the importance of teacher inclusion at these PreK-8 Building Committee meetings. Ms. Miller noted the importance of the community knowing that all Board meetings and subcommittee meetings are open to the public.

VIII. New Business

1. Goals for 2023-2024

Mr. Neviaser reviewed the goals for the 2023-2024 school year based on discussion at the Board's retreat on August 11 and follow-up discussion by the administration on September 1.

Curriculum

Continue to document/revise curriculum in accordance with the five-year Curriculum Revision Cycle.

Human Resources

In alignment with state guidelines, utilize the PDEC committee to revise the teacher evaluation plan, communicate new expectations, and provide introductory training to all certified staff.

Community

Provide regular updates to the community on the progress of the four-school construction project via a variety of different methods.

Facilities

In preparation for construction to begin in the summer of 2024, develop strategies to minimize classroom disruption, adhere to the approved budget and design, and continue to maintain existing facilities via the five-year plan.

Sustainability

Develop "Green Teams" at each building to identify, address, and support student-driven sustainability initiatives.

Board of Education

Attend professional development opportunities offered through CABE including the CABE/CAPSS Convention and the state-mandated new BOE member workshop.

Ms. Miller commended the PTOs on their efforts on getting these sustainability initiatives up and running at the schools.

Mrs. Shoemaker thanked Lucy Trost, Library Media Specialist at LOLHS, for her invitation to the ChatGPT professional development workshop on August 21.

Several Board members asked that the goal under “Community” include other information being communicated to the public besides the PreK-8 Building Project. The Board wordsmithed the goal; Mr. Neviasser will update and send the Board a revised version.

MOTION: Mr. Kemp made a motion, which was seconded by Mrs. Thompson, to approve the goals for the 2023-2024 school year with the understanding of further development of the community goal.

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

2. LOLMS Field Trip Request

Noah Ventola, Assistant Principal of LOLMS, and Shannon Glorioso, Science Teacher at LOLMS, reviewed a middle school field trip request to Utah during the April break in 2024. Mr. Ventola and Mrs. Glorioso also gave highlights from last year’s middle school trip which was a great learning experience for the students.

The Board discussed ways to ensure that those students who want to go on these trips, but may not be able to afford the cost, are able to participate. The importance of getting the word out *initially* that there are fundraising opportunities available was stressed by several Board members. It was noted that families were very happy with all the support they received in the past and that a very economically diverse group of students went on the trip last year. Selection for these trips is first come, first served.

MOTION: Mr. Staab made a motion, which was seconded by Mrs. Dean-Frazier, to approve the middle school field trip request as presented.

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

Mrs. Thompson suggested offering field trips that are shorter in duration and at a lesser cost be made available to students.

3. LOLHS Field Trip Request

The Board reviewed a high school field trip request to Cuba during the February break in 2024.

Follow-up discussion included the online fundraising efforts that were not sanctioned last year; current fundraising initiatives and other ideas for fundraising such as engaging students in community service, etc. The Board also discussed where the students will reside while in Cuba and whether there were any security concerns.

MOTION: Mr. Staab made a motion, which was seconded by Ms. Miller, to approve the high school field trip request as presented.

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

4. Class of 2024 Graduation Date

Mr. Neviasser reported that the last scheduled day of school on the 2023-2024 school calendar is June 11. The high school administration would like approval to set a graduation date of Friday, June 7, 2024, as has been past practice with setting the graduation date early for planning purposes.

MOTION: Ms. Miller made a motion, which was seconded by Mr. Staab, to approve the high school graduation date for the Class of 2024 of June 7, 2024.

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

IX. Old Business

There was no old business to report.

X. Executive Session

Mr. Staab made a motion to move into executive session to discuss policy.

Mr. Neviasser explained that there are specific reasons for holding executive session and he listed them: personnel matters (with prior notice to personnel); pending claims and litigation; security devices and real estate; confidential documents; and collective bargaining issues.

Mr. Staab made a motion, which was seconded by Ms. Miller, to move into executive session to discuss pending litigation. The Board voted unanimously in favor of the motion. Mr. Neviasser was invited to attend the executive session.

XI. Adjournment

The regular meeting adjourned at 8:02 p.m. upon a motion by Mr. Staab and a second by Ms. Miller.

Respectfully submitted,

Suzanne Thompson, Secretary

Summary of Communication to Board of Education
September 6, 2023

Sender	Date	Subject
Jeannie Goldberg	September 1, 2023	Discipline matters at LOLHS. *
Thomas Pannier	September 4, 2023	Disciplinary actions/consequences taken against student athletes who have been suspended from a sport due to a policy violation. *

**The actual correspondence has been omitted intentionally because it contained identifiable student information.*

Curriculum update/TEVAL update

Sept. 6, 2023

Curriculum Goal

June 20 - Full Day PD for TLC on UDL and CT Design Principles

Finalized universal curriculum documents including UDL and Design Principles

Summer - targeted orientation to staff on Phase 1 who elected to work on curriculum development

Fall orientation to staff on the process/how to use the curriculum documents

Fall visits to Leadership Teams to expand orientations

Curriculum Goal

Ongoing orientations as teams moving into Phase 1 in 2023-2024

Utilize Grade Level Meetings, collaboration days, Monday Meetings to provide targeted PD on curriculum topics and provide time for the work

Locating Documents

[Curriculum Website](#)

Teacher Evaluation Goal

CSDE has published guidelines for districts to develop local TVAL plans/paperwork

Training Oct. 24/25, 2023

PDEC to meet monthly starting in November to develop plans

For 2023-2024 continue to use the 'flexibilities' recommended by CSDE

Questions/Comments

Thank you for your thoughts!