LYME-OLD LYME SCHOOLS

Regional School District #18

A Private School Experience ***in a Public School Setting***

Regular Board of Education Meeting
May 1, 2024

Board Present: Jason Kemp, Chair; Anna James, Vice Chair; Christopher Staab, Treasurer; Martha Shoemaker, Secretary; Scott Brown; Laura Dean-Frazier; Susan Fogliano; Gavin Lodge; Alexander Lowry

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; Jane Regan, Language Arts Teacher at LOLMS; 15 community members from LOL

I. Call to Order

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

II. Consent Agenda

1. Approval of Minutes: District Budget Hearing of April 1, 2024; Regular Meeting and Executive Session of April 3, 2024; and Special Meeting of April 17, 2024

MOTION: Mr. Staab made a motion, which was seconded by Mrs. Dean-Frazier, to approve the consent agenda as presented.

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

III. Visitors

1. Recognition of State Champions (wrestling)

The Board recognized two members of the wrestling team, Hoshena Gemme and Chase Catalano, for their state championship season. Hoshena was also recognized for placing first in the New England wrestling championship.

2. CABE Student Leadership Award

CABE invites its member Boards to recognize outstanding student leaders at the middle and high school levels. The principals of each school are asked to facilitate the selection of the students based on a given set of criteria. Jim Wygonik, Principal of LOLHS, and Mark Ambruso, Principal of LOLMS, recognized the award winners for this year's CABE Student Leadership Award:
Lyme-Old Lyme Middle School: Vivian Boller and William McKeever
Lyme-Old Lyme High School: Sydney Goulding and Griffin McGlinchey

3. Report from Student Representatives

Chloe Datum and Ada LaConti reported on the following activities taking place at the schools:
At LOLHS: The month of May is one of the eventful months of the year at the high school. This past Saturday, the junior class hosted the prom at the Branford House on the UConn Avery Point Campus. The state champion Mock Trial team departed today for Delaware to compete in the national competition. AP testing will kick off on May 6. Students (152) will be taking 270 exams across 18 subject areas over the next three weeks. In honor of Teacher Appreciation Week, the student leaders will be hosting a breakfast for the staff next week. Student-athletes (238) are currently competing in 12 spring sports with many of the teams qualifying for conference and state tournaments. The month will conclude with underclassmen awards night and a series of events for seniors leading up to graduation on June 7.

At LOLMS: April began with *Into the Arts*, a school-wide arts event that occurs once every three years. It began with a keynote presentation by Rob Surette who engaged students with his amazing larger than life pictures and stories of leadership, scholarship, compassion and empathy. Following the presentation, each student attended two 40-minute workshops ranging from musical productions to painting to music composition. Mrs. Molnar, Mr. Ventola, and Mr. Ambruso met with the 5th grade students and families with the first of several transition events that prepare students and families for the middle school. Spring sports are in full swing with over 100 participating in baseball, softball and track. The 7th grade held a math circus engaging students with circus activities that all related to and support math concepts. That event culminated with a retired Ringling Brothers and Barnum and Bailey Circus clown and circus performer showing and training some of the students on the skills of being of professional clown. Good luck to the 25 students who are competing this weekend at the National History Day competition. All of the classes are sharpening their skills as they prepare for the upcoming NGSS and SBAC state assessments.

At Lyme Consolidated School and Mile Creek School: At the beginning of the month, both Mile Creek and Lyme School were treated to a cultural assembly featuring three members of the Maasai tribe from

Kenya. The three Cultural Ambassadors discussed traditional Maasai values, practices and current lifestyle and demonstrated artwork, songs and dance. Fifth grade students in both schools also performed their musicals in April. At Mile Creek School, students performed *Seussical* and at Lyme School, the students performed *The Granny Awards*. Many elementary students had their art displayed at the annual youth art show, and all celebrated Earth Day. At Mile Creek School, the fifth grade student leaders guided the rest of the study body in planting daffodils outside the library door. At Lyme School, the Lyme Land Trust funded presentations for each grade level by Dennison Pequotsepos Nature Center. At Mile Creek School, several programs were brought into the school. Representatives from the Connecticut River Museum worked with second grade students, and a parent who works at Collins Aerospace gave a presentation for first grade students. The third week of Curiosity Shop recently took place at Lyme School, which is offered annually by the PTO. Over half of the school participated this year enjoying activities such as karate, arts/crafts, building a dodecahedron or visiting Long Table Farm. During the first two weeks in May, both elementary schools will be hosting visitations from members of the Connecticut Association of Schools who wish to learn more about purposeful play. Visitors will be observing in kindergarten and first grade classrooms.

In the Preschool Program: April was an exciting month at Center School. The preschoolers took their monthly walking field trip to the Phoebe Griffin Noyes Library to check out books, and we had so much fun dressing up as pirates for Pirate Day. To recognize Earth Day, the students took a clean-up walk around Center School. In May, we are looking forward to learning about dinosaurs and fossils. We will read *I am a Dinosaur*, *I am a T-Rex* and *I am a Triceratops* along with other books about dinosaurs. We will learn about the difference between carnivores and herbivores. We will finish the alphabet by learning the letter Z, and in math, we will learn about the ABC pattern. We are looking forward to silly hat day. The color of the month is brown, the shape is a hexagon, and the artist is Georgia O'Keefe.

4. Public Comment

Betsy Ballard, a resident of Old Lyme, voiced concern that her son applied this year and last year for the National Honor Society and was not selected due to his application being lost and a deadline issue. She also stated that she believed the reaction to two students playing the "Assassin" game on campus on April 30 was an overreaction and their subsequent suspension of ten days was extreme.

IV. Correspondence

Mr. Kemp reviewed a summary of the correspondence that the Board received over the last month. 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.*

Sender	**Date**	**Subject**
Jeannie Goldberg	April 18 and April 19, 2024	Request for information from superintendent under FOI.

V. Administrative Reports

1. Superintendent's Report

Mr. Neviaser reviewed the May personnel report which reflected the following:

Vacancies 2023-2024	
Instructional Assistants	Various Levels
Custodian	TBD
2024-2025	
Secretary in School Counseling Department	LOLHS
6th Grade Science Teacher	LOLMS
Special Education Teacher	LOLHS
Elementary Teacher	TBD
School Psychologist or Social Worker (.4 FTE)	Mile Creek School

Appointments			
Name	**Position**	**Location**	**Effective Date**
Sean Kennedy	Assistant Principal (.5 FTE) and Physical Ed Teacher (.5 FTE)	Mile Creek School	July 1, 2024
Conner Wyman	Social Studies Teacher (long-term substitute position)	LOLHS	August 22, 2024
Kathryn Bocciarelli	Music Teacher (long-term substitute position)	LOLMS	August 22, 2024

Resignations/Retirements			
Name	**Position**	**Location**	**Effective Date**
Rebecca Boudreau	2nd Grade Teacher	Lyme School	June 13, 2024

Mr. Neviaser reviewed the May enrollment report which reflected a total of 1,299 students in-house, an increase of one student from last month this time.

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

Curriculum

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

- Using Monday meetings, teams/departments reviewed all curriculum cycles, developed plans for 2024-2025 school year, and attended orientation to curriculum process as needed.

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.

- Provided update to BOE on Professional Development and Evaluation Committee process.

Community

Collaborate with the community via regular updates in an effort to maintain and enhance school-community relationships.

- Hosted Chinese delegation at LOLHS.
- Worked with community on Mile Creek School renovation plan.
- Working with neighbors on water tank repairs.

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.

- Finalized phasing plans with Downes Construction and principals.
- Developed value engineering list to reduce costs on Mile Creek School project.
- Bleacher project moving forward with orders of materials and possible site work starting soon.
- New signs installed for turf field.

Sustainability

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

- LOLHS. Collected 21 pounds of trash during roadside clean-up (near 95 on-ramp on Lyme Street) on April 28. Beach cleanup scheduled for May 5 at White Sands Beach. Assisting Old Lyme Open Space Commission with invasive species removal on Ferry Road on May 5. Planning a "spring into action drive" for Safe Futures May 13-24. ECOS students will volunteer at the Mystic half marathon on May 19.
- LOLMS. Prepped gardens and planted seeds for pollinator gardens. Students also joined other schools at Sustainers of the Sound at Hammonasset State Park to learn about the different ecosystems and how to protect them.
- Lyme School. Students have been growing seedlings inside and preparing garden beds outside so they are ready to transplant in the warmer weather. Green Team is starting a fundraiser to support their plant project and also support a green space in an urban school in Queens.
- Mile Creek School. The culmination of the Green Team initiative was the Earth Day celebration which included having all students plant daffodils outside of the library under the direction of the student leaders. Junk Jaws and Recycle Michael are in their new homes on the trash cans in the

cafeteria as an ongoing reminder for students about which container is for what. The hand dryers for the bathrooms have been ordered.

- Center School. To recognize Earth Day, preschool students participated in a "clean-up walk" around Center School's grounds, and they built pirate ships out of repurposed cardboard to celebrate Pirate Day. Day-to-day, students continue to practice recycling in their classrooms and in the cafeteria, and families continue to participate in the Trex Challenge by collecting and sending in plastic film for recycling.

Board of Education

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

- No new updates.

2. Business Manager's Report

Mrs. McCalla reviewed the Executive Budget Summary as of April 30, 2024. Fluctuations of note: there are fluctuations on spend to budget in some of the line items, but the overall spend to budget is down slightly year over year equating to about $45,901 less spent this year than last.

Year To Date Revenue Report

	2022-2023 Received	2023-2024 Received YTD
Town of Old Lyme	$27,521,402	$22,603,488
Town of Lyme	$5,918,777	$5,203,385

Mrs. McCalla reviewed the Contingency Maintenance Report. There was a reduction in spend from last month in the amount of $2,943 due to actuals in invoicing varying from estimates. Contingency spending compared to the same time last year is down $102,209.

VI. Educational Presentation

1. Professional Development and Evaluation Committee Report on the New Evaluation System

Michelle Dean, Director of Curriculum, gave a presentation on the work of the Professional Development and Evaluation Committee (PDED) on the new evaluation system. A copy of her presentation is attached to these minutes for informational purposes.

Follow-up discussion and questions included: artifacts/evidence of goal achievement; the makeup of the committee and whether the administration is included; peer to peer walkthrough modeling; change in ratings process; COVID impact on changes to evaluation process; and staff input on new direction of evaluation.

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*. Mrs. Fogliano gave an update on the work of the PK-8 Building Committee. She is working diligently with the Zoning Commission. Pre-bid compliance review is next step. There is an action item under New Business: Mile Creek School Phase 1 and 2 Drawing Specifications and Estimates

VIII. New Business

1. Psychology Textbook Presentation

Michelle Dean, Director of Curriculum, gave a presentation on a new psychology textbook request. A copy of the textbook will be available for the Board's review in the Central Office. The vetting process will also be made available for their review. Approval will take place at the June Board meeting.

2. Leave of Absence Request

Mr. Neviaser reviewed a childrearing leave request from Francesca Fenner, 5th grade teacher at Mile Creek School, who would like to take an unpaid leave at the conclusion of her FMLA leave from mid-November through January 2, 2025.

MOTION: Mr. Lodge made a motion, which was seconded by Mrs. Fogliano, to approve the childrearing leave request of Francesca Fenner as presented.

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

3. Tuition Student Request at LOLHS

Mr. Neviaser reviewed a tuition student request at LOLHS for the 2024-2025 school year. He recommended approval of this request.

MOTION: Mr. Staab made a motion, which was seconded by Mrs. James, to approve the tuition student request at LOLHS for the 2024-2025 school year as presented.

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

4. LOLMS Field Trip Request

Noah Ventola, Assistant Principal of LOLMS, reviewed a five-day field trip to Utah's Canyon Country for middle school students during the April 2025 school break.

Questions and comments included guides/staff per student and funding opportunities through the LOL Education Foundation, donation options and other fundraising opportunities.

MOTION: Mrs. Shoemaker 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.

5. Chromebook Lease Purchase

Ron Turner, Director of Facilities and Technology, provided the following background information on this agenda item: These Chromebooks will replace the existing units in circulation at the high school which are nearing their end of life.

The Chromebooks are being purchased using the PCA contract pricing with ID #OD-372-22. We also checked pricing from our frequently utilized cooperative pricing vendor, Connecticut Computers, and their total cost for comparable Dell units was $181,600.

The added benefit of this Trafera program is that included in the lease pricing is a four-year warranty for the devices. This warranty covers unlimited accidental damage protection, a three-year battery warranty, free shipping for repairs both ways, spare parts for the staff to utilize, free licensing, and an extra charger per device.

The replaced units at the high school will each be evaluated and either utilized for parts or sold to a reseller with monies returning to the technology budget.

This lease purchase is pending approval of the proposed budget, and the value is in the anticipated range for the 2024-2025 fiscal year budget.

MOTION: Mrs. Fogliano made a motion, which was seconded by Dr. Brown, to award Trafera a contract to supply 400 Lenovo Yoga Chromebook computers for $171,968 including associated financing costs. This purchase will be distributed over four years at an annual cost of $42,992.

Follow-up questions included the pros and cons of not financing over the four years; use of parts of laptops being replaced; and the various benefits of this purchase including unlimited accidental damage protection.

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

6. Mile Creek School Phase 1 and 2 Drawing Specifications and Estimates

Mr. Neviaser explained the need for the Board passing the following motion to allow them to go out to bid for the generator and switch gear (manages amount of electricity).

MOTION: Mr. Staab made the following motion, which was seconded by Mrs. Shoemaker: we hereby certify that these final plans and project manual(s) as prepared for bidding and dated March 25, 2024, and

the professional cost estimate, completed in accordance with Level 3 of ASTM International Standard E1557, Standard Classification of Building Elements and Related Sitework-UNIFORMAT II for this project, dated April 15, 2024, have been reviewed and approved for this project on the dates shown above.

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

7. Discussion and Possible Action on 2023-2024 School Calendar

Mr. Neviaser cited the need for teachers having sufficient time to clean out their classrooms before the summer break due to the upcoming construction at four of the five buildings. He recommended that June 13, the current last day of school for students, be changed to a staff-only day in order to provide the needed time to clean out classrooms. The last student day would be June 12.

MOTION: Mr. Staab made a motion, which was seconded by Mrs. James, to approve June 12, 2024 as the last student day of the 2023-2024 school calendar.

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

IX. Old Business

There was no old business to report.

X. Executive Session

Mrs. Shoemaker made a motion, which was seconded by Mrs. Dean-Frazier, to move into executive session for the purpose of discussing the superintendent's end of year evaluation. Mr. Neviaser was invited to attend the executive session.

XI. Adjournment

The regular meeting adjourned at 7:49 p.m. upon a motion by Mrs. Shoemaker and a second by Mrs. Dean-Frazier.

Respectfully submitted,

Martha Shoemaker, Secretary

Summary of Communication to Board of Education
March 6, 2024

Sender	Date	Subject
Jeannie Goldberg	April 18 and April 19, 2024	Request for information from superintendent under FOI.

Delaura, Jeanne

From: Neviaser, Ian
Sent: Monday, April 22, 2024 11:18 AM
To: Delaura, Jeanne
Subject: FW: EXTERNAL: Re: EXTERNAL:

-----Original Message-----
From: Jeannie <jeannieg1317@yahoo.com>
Sent: Friday, April 19, 2024 5:31 PM
To: Neviaser, Ian <neviaseri@region18.org>; Kemp, Jason (BOE) <kempj@region18.org>; Shoemaker, Martha (BOE) <shoemakerm@region18.org>; Wygonik, James <wygonikj@region18.org>; Staab, Christopher (BOE) <staabc@region18.org>; deanfraz6470@sbcglobal.net; Brown, Scott (BOE) <browns@region18.org>; Fogliano, Susan (BOE) <foglianos@region18.org>; James, Anna (BOE) <jamesa@region18.org>; Lodge, Gavin (BOE) <lodgeg@region18.org>; Lowry, Alexander (BOE) <lowrya@region18.org>
Cc: Kyle McClain <KMcClain@zcclawfirm.com>; JTallberg@kt-lawfirm.com; Eric Garofano <egarofano@clsmlaw.com>
Subject: EXTERNAL: Re: EXTERNAL:

After speaking with the Kimberly Traverso at the Ct State Department of Education, I was informed that every school needs to have an in school arrest report for any student that is arrested on school grounds. This is mandatory.
Thank you,
Jeannie
Sent from my iPhone

> On Apr 19, 2024, at 11:21 AM, Jeannie <jeannieg1317@yahoo.com> wrote:
>
> Thank you so much for clarifying that myself and Mr. Gray were the only written complaints about you in the last 5 years and that there have been no written complaints about Mr. Wygonik over the last 5 years.
> I would like to pick up the phone logs between Mr. Neviaser and Mr. Wygonik from 5/08/2023 and the copy of the in school arrest report regarding sometime next week.
> Please let me know what day is convenient for you.
> Thank you ,
> Jeannie Goldberg
>
> Sent from my iPhone
>
>> On Apr 18, 2024, at 11:19 AM, Jeannie Goldberg <jeannieg1317@yahoo.com> wrote:
>>
>>
>>
>> Good Morning Mr. Neviaser,
>> Thank you for sending some information along.
>> I would just like to clarify a few things. I asked for some information under the Freedom of Information Act on March 21, 2024.
>> I requested the phone logs between yourself and Mr. Wygonik on May 8th 2023 and I did not receive those.
>> Since you posted my email on the agenda in September 2023 without redacting my minor students name, stating letters to the board are public knowledge, I requested any emails to yourself or the BOE with ANY Complaints regarding yourself or Mr. Wygonik between the dates of 9/2018 and present time. I am requesting that you redact families and minors names for privacy.

>> You asked for time to go through the information. You responded on Monday 4/15/2024 with " all records requested ". I only received 3 emails, all from the same father with complaints about yourself.
>> I would like to clarify with you, that only one parent in the district has filed any complaint against yourself or Mr. Wygonik in the last 5 years. Is that true?
>> Also, again I am requesting the phone records between yourself and Mr Wygonik on 5/08/2023.
>> I am also requesting the In School Arrest Report for [redacted] on 5/08/2023
>>
>> I look forward to hearing from you,
>> Jeannie Goldberg
>> Sent from my iPad

Teacher Evaluation and Support Plan

2024-2025

Objective:

Provide an update on the year-long PDEC project to develop the Region 18 Educator Support Plan.



March 2024

Faculty update in all schools by PDEC members

Continued development of plan by sub-committees

April 2024

Peer review of current/past documents / drafting of new documents

May 2024

Peer review of draft documents

BOE Update

June/July 2024

Final collaboration block to finalize plan/documents

August 2024

Support/Eval. Plan completed

Fall orientation for educators

Main Components



Educator self-evaluation and goal setting



On-going observation of practice and feedback



Tiered levels of support



Artifacts/evidence of goal achievement



Focus on educator growth, not ratings



Reducing burden of paperwork and initiatives

Final reflections and future steps



PDEC to hold one more collaboration block in June to finish narratives and TVAL documents.