LYME-OLD LYME SCHOOLS

Regional School District #18

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

Policy and Communications Committee Meeting
May 13, 2025

Committee Members Present: Anna James, Policy Committee Chair; Laura Dean-Frazier, Communications Committee Chair; Jason Kemp; Gavin Lodge

Administration Present: Ian Neviaser, Superintendent of Schools

Others Present: Bridget Compagno, Director of Communications and Marketing

The meeting was called to order at 5:00 p.m.

Communications Update
Mrs. Compagno reported that a photographer, who is also a Mile Creek parent, has volunteered to assist with taking photos of the students from each school. This will help with marketing initiatives and refreshing the school website with better quality photos. Upcoming deadlines include two more staff profiles, one more Focus on Education and Board of Education newsletter before the end of the school year. Mrs. Compagno is also going to refresh the design of the Focus newsletter for next school year.

Mrs. Compagno discussed her struggles with finalizing a promotional video on the district; more specifically, challenges in scheduling interviews with parents and students. The group discussed the possibility of setting up at events like graduation or sports games to capture spontaneous comments. Mrs. Compagno asked the committee members if they would send her names of parents that would be available and willing to be a participant in the video.

Mrs. Compagno also touched on the importance of building trust through consistent communication and transparency, as emphasized at a recent conference on school communication that she attended.

Policy Update
Mr. Neviaser discussed updating the student discipline policy, which hasn't been revised since 2016, to align with recent state laws. He reviewed P.A. 24-45 An Act Concerning Education Mandate Relief, School Discipline and Disconnected Youth. Key changes include the inability to expel kindergarten through grade two students and a revised definition of bullying.

On another matter, Mr. Neviaser discussed the practice of allocating two percent from the previous budget year to capital non-recurring and not operating expenditures. He sought the committee's input on creating a policy for the undesignated fund, aiming to maintain a 10% fund balance, which would require $3.9 million based on the current $39 million budget. The policy would guide the use and replenishment of the fund, ensuring financial stability and transparency. Mr. Neviaser reviewed a document entitled the *Fund Balance Guidelines for the General Fund* which advises that governments should establish a formal policy on the level of unrestricted fund balance that should be maintained in the general fund for budgetary purposes.

Mr. Neviaser reviewed a spreadsheet on how to maintain the 10% in this fund without necessarily having to put two percent in every year, which has been past practice. There was consensus to have him move forward with the concept and to develop a policy which will also define what can be funded from this account.

There being no further discussion, the meeting adjourned at 6:08 p.m.