# LYME-OLD LYME SCHOOLS

*Regional School District #18*

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

**Regular Board of Education Meeting**
November 5, 2025

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

*Absent by Previous Arrangement:*

*Administration Present:* Ian Neviaser, Superintendent of Schools; Mark Ambruso, Principal of Lyme-Old Lyme Middle School; Thomas Bushnell, Assistant Principal of Lyme-Old Lyme High School; Michelle Dean, Director of Curriculum; Melissa Dougherty, Director of Special Services; Allison Hine, Principal of Lyme Consolidated School; Kelly Enoch, Principal of Mile Creek School; Sean Kennedy, Assistant Principal of Mile Creek School; Holly McCalla, Business Manager; 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:* Isabella Presti and Ainsley Rinoski, High School Student Representatives; 8 community members from LOL

**I.** Call to Order

The meeting was called to order at 7:01p.m. by Chair Jason Kemp. The Pledge of Allegiance was recited.

**II.** Consent Agenda

1. Approval of Minutes: Regular Meeting of October 1, 2025

MOTION: Chris Staab made a motion, which was seconded by Gavin Lodge, to approve the minutes of the Regular Meeting of October 1, 2025 as presented.

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

**III.** Visitors

1. Report from Student Representatives

Isabella Presti and Ainsley Rinoski reported on the following activities taking place at the schools:
*At LOLHS*: This was a very eventful month at the high school. The students took their PSATS. Also our electric vehicle students will bring their cars to race at Lyme Rock Speedway on Monday with Mr Derry and Mr Goss. We had our homecoming football game as well as the homecoming dance. Prior to that we had our halloween and fall spirit week with a pep rally as well. This coming weekend there will be the performances of the Fall play The Election. The music department also held the first band and choral concerts of this year! For the fifth time LOLHS has been awarded the prestigious W!SE Blue Star School designation for our outstanding efforts in financial literacy education!

*At LOLMS*: October was full of energy and excitement at the Middle School! Students wrapped up their first ELA and Social Studies benchmarks, showing how much they've already learned this fall. We also had a fantastic Spirit Week filled with creativity and school pride. From "Anything But a Backpack Day" to Class Color Day and Costume Day, it was great to see so many smiles, laughs, and fun moments throughout the week. Our fall sports season came to a close, and we couldn't be prouder of our student-athletes and coaches for their effort, teamwork, and sportsmanship. Congratulations to everyone on a great season! To cap off the month, we announced our winter musical – *Beauty and the Beast*! Auditions will take place later this month, and we can't wait to watch our talented students bring this classic story to life on stage.

*Elementary-* At both elementary schools, we have held data team meetings to discuss student progress and our teachers at each grade level have met together for some district-wide planning and curriculum work. At Lyme School, Student Leaders led a successful blanket donation drive and delivered all used blankets to the local Animal Shelter yesterday. All new blankets will be delivered to the Homeless Hospitality Center in New London this weekend. Our third-grade students recently attended a field trip at Camp Hazen and our fourth graders went to the CT Science Center in Hartford. Students in grades 2-5 were invited to attend a LOLMS soccer game and a LOLMS volleyball game earlier in the month. Thank you to the Middle School for hosting us for these fun events! At Mile Creek, Student Leaders collected over 1,220 personal care items and socks for The Madonna Place in Norwich. This week the members of the Green Team began helping students and staff as our new composting initiative began. They have also been continuing with our TREX initiative, collecting and weighing recyclable plastic film. In October third grade students also went on a field trip to Camp Hazen. Additionally, members of the Old Saybrook Rotary Club visited third grade classrooms and gifted each student with a dictionary. Kindergarten students enjoyed a fall walk during which they learned about the trees surrounding the school. We would like to thank the Old Lyme Fire Department for visiting the school and teaching students in grades K - 2 about Fire Prevention.

*In the Preschool Program*: October was a very busy and exciting month at the preschool! We started the month with a special visit from the Old Lyme Fire Department, who taught us all about fire safety and prevention. We also enjoyed our annual field trip to the Wee Faerie Village at the Florence Griswold Museum. Later in the month, we visited the PGN Library and welcomed our middle school book buddies, who shared stories and helped with fun activities. We wrapped up the month with Black and Orange Day.

We kicked off November by holding a classroom vote on our favorite type of leaf—Mr. Oak narrowly beat out Mr. Maple in a very close race! This month, our themes include healthy eating, Thanksgiving, turkeys, and family. We will be reading several versions of *Stone Soup* and making our own version to share with families during our Stone Soup celebration on Thursday, November 21st. We are also looking forward to our annual Veterans Day celebration, during which we will walk to the Old Lyme Town Hall, say the Pledge of Allegiance, and learn about the Town Hall's monument that honors local veterans. Our Artist of the Month is Piet Mondrian, our Color of the Month is yellow, and our Shape of the Month is the square.

2. Public Comment

**IV.** Correspondence

Mr. Kemp reviewed a summary of the correspondence that the Board received over the last month. The correspondence is not attached to this report as it included personally identifiable student information.

**V.** Administrative Reports

1. Superintendent's Report

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

| **Vacancies** | |
|---|---|
| Instructional Assistants | PreK, Elementary, Middle and High School levels |
| Kindergarten Teacher (long-term Substitute) | Mile Creek School |

| **Appointments** | | | |
|---|---|---|---|
| **Name** | **Position** | **Location** | **Effective Date** |
| Jessica Bersin | Instructional Assistant | Center School | October 14, 2025 |
| Cathy Catucci | Tutor | Mile Creek School | October 20, 2025 |

| **Separations** | | |
|---|---|---|
| **Name** | **Position** | **Location** |
| Donald Fuller | Custodian | Mile Creek School |

Mr. Neviaser reviewed the November enrollment report which reflected a total of 1,254 students in-house, an increase of six students from this time last month.

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

*Curriculum*

Responsibly leverage artificial intelligence (AI) tools to enhance teaching, learning, and operational efficiency while fostering critical thinking, creativity, and ethical awareness.

*Held a district wide AI training during PD yesterday focusing on generative prompting to improve efficiency of work*

*Human Resources*
In alignment with state guidelines, refine and calibrate use of the Region 18 Educator Support Plan with the new single point rubric and gather feedback on the process to inform revisions for future years.
*Continue to use the new rubric for goals, observations, and feedback*

*Community*
Streamline effective communication by expanding the use of ParentSquare's advanced features.
*LOLHS sending report cards home via ParentSquare. Developed plan to use one new feature per school per month.*

*Facilities*
As construction continues, amend and adapt strategies to minimize classroom disruption, adhere to the approved budget and design, and maintain existing facilities via the five-year plan.
*Working on commissioning heating and cooling systems.*

*Sustainability*
Implement and maintain a composting program at each school to reduce food waste while educating students on sustainable practices.
*Began composting at all schools with new provider.*

*Board of Education*
Through professional development, mentorship, 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 (and returning) BOE member workshop scheduled for 11/12 at 6:00 pm.*

Mr. Neviaser presented gifts to the three Board of Education members who are concluding their terms of service. Martha Shoemaker, Chris Staab, and Laura Dean-Frazier were each recognized and presented with a gift of appreciation in acknowledgment of their dedication and contributions to the Board of Education.

2. Business Manager's Report
Mrs. McCalla reviewed the Executive Budget Summary as of October 31, 2025. Fluctuations of note: Special Education costs are currently at 107% of budget due to unexpected student needs, exceeding last year's expenditures. The district will closely monitor the overall impact on the operating budget and consider potential spending restrictions.

The variance in Plant Operation & Maintenance is due to the amount and timing of capital project work and payment versus last year.

2025-2026 Received YTD

Town of Old Lyme $8,890,255
Town of Lyme $1,963,725

Mrs. McCalla reviewed the Contingency Maintenance Report. $30,763 was spent this month. $12,088 for the High School Entryway communication upgrades and $18,675 to remove the High School solar panels to address a roof leak. The remaining balance is $158,324.

**VI.** Educational Presentation

There was no educational presentation scheduled this month.

**VII.** Chairman & Committee Reports:

a. *Facilities*. Mr. Staab reported that the committee met earlier in the evening and discussed the LOLHS roof and updating the intercom systems at LOLHS and Lyme Consolidated in the future. This would enhance safety by ensuring that announcements can be heard in outdoor areas, such as during classes or activities held outside.

b. *Finance*. The 10-year plan draft will be finalized in January

c. *Communications*. Due to rising printing costs, we are implementing some changes and proceeding with an additional page in *Focus on Education*, allowing for more information to be published

d. *Policy*. Six new policies will be reviewed under New Business

e. *LEARN*. No Report

f. *LOL Prevention Coalition*. No Report

g. *PreK-8 Building Committee. As we come into some colder weather and the clocks change, we are pleased to report that the oil fired burners in all the buildings are operational. As Chair of the Building Committee, I have promised to report the good and the bad. This past few weeks some classrooms were quite cold at first and others were quite warm. Downes Construction responded rapidly to diagnose these issues and things seem to be on an even keel now.*

*The three HVAC schools (Lyme, Middle and Center) are now entering the phase where individual rooftop units and air handlers are being integrated and tested. Eventually, these systems will handle the primary heating and cooling in these buildings, with the oil fired burners as a backup. You may remember months ago the Board approved hiring a company called CES as our commissioning agent on the new HVAC systems. CES will work closely with our Fire Marshall and Building Inspectors as well as Downes Construction and architects SP&A. This activity will culminate in a report designating these systems as "substantially complete."*

*Kudos to our own District employee Brian Howe, who has been both knowledgeable, diligent, and proactive in holding the professional's feet to the fire when needed. Brian Howe has asked for and will receive all of the future maintenance schedules and manuals for the new HVAC systems. Each unit carries a bar code to identify its whereabouts in each building, and filters must be changed regularly.*

*Obviously, the air conditioning on these units cannot be tested until warm weather returns, but fortunately Downes Construction will still be working here in the District then should issues arise.*

*Ian Neviaser and I walked through the Mile Creek School addition on Wednesday, October 29th. Some flooring and cabinetry is already being installed. This week Downes is working on getting electricity and heat up and running there, so that the interior finishes are completed in time to turn it over for occupancy after Christmas break. Site work continues around the addition itself, and the rear retention pond on the MCS property has been completed and seeded.*

*Downes Construction made excellent progress on improving our completion date for Mile Creek School. They have doubled up on some of the interior phasing at Mile Creek School, and have gotten their subcontractors on board for that push. While this may include additional premium labor, we would rather not pay Downes additional monthly costs for management if things drag on. It is in everyone's interest to complete this project on budget and on time.*

*At this time, we still believe the project budget will allow us to complete the project scope without touching the District's Undesignated Fund. This is true especially as the three HVAC school projects are nearing completion, and we are closely monitoring those budgets. The Board will be seeing more than the usual number of change orders come forward in the months to come, as the accounting on the HVAC schools is catching up to summer construction.*

*I continue to communicate with MCS neighbors and abutters, notifying them when we anticipate outdoor work (noise concerns). As always, the Superintendent and I are happy to address your questions and concerns, and encourage you to direct questions from the public our way.*

**VIII.** New Business

1. New England Interscholastic Cross Country Championships Trip

Anticipating that a student will qualify for the 90th Annual New England Interscholastic Cross Country Championships. Approval is requested for out-of-state overnight travel. Information is attached for informational purposes only.

MOTION: Mr. Staab made a motion, which was seconded by Mrs. Laura Dean-Frazier, to approve the New England Interscholastic Cross Country Championships Trip as presented.

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

2. Approval of 2026-2027 School Calendar

Mr. Neviaser reviewed the recommended 2026-2027 School Calendar with the Board which has been reviewed with the administration as well as the staff and parent leadership groups. It follows similar calendar formats over the past several years and is in line with the LEARN regional calendar.

MOTION: Mr. Lowry made a motion, which was seconded by Mrs. Shoemaker, to approve the 2026-2027 school calendar as presented.

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

3. Approval of PCO#037 Mile Creek Project

This PCO is necessary due to the relocation of RTU-6 based on preexisting conditions which included structural steel encased in a firewall that would have been cost prohibitive to move versus moving the RTU. The bulk of the $137,411 cost is for new ductwork and mechanicals associated with the move. This PCO has been approved by the PK-8 Building Committee.

MOTION: Mr. Staab made a motion, which was seconded by Mr. Lowry, to approve the PCO#037 Mile Creek Project for a cost of $137,411 as presented.

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

4. Policy Review

Policy 5118.2 Educational Opportunities for Military Children Policy
This new policy will implement its responsibilities under the *Interstate Compact on Educational Opportunity for Military Children* to support the placement, enrollment, graduation, data collection, and provision of special services for students transferring due to a parent's active-duty military status.

MOTION: Mr. Gavin Lodge made a motion, which was seconded by Martha Shoemaker, to waive the second reading and approve Policy 5118.2 Educational Opportunities for Military Children as presented.

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

Policy 5114 Suspension and Expulsion-Due Process Policy
The current policy was updated to reflect compliance with current legal standards and due process requirements.

MOTION: Anna James made a motion, which was seconded by Martha Shoemaker, to waive the second reading and approve updated Policy 5114 Suspension and Expulsion-Due Process as presented.

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

Policy 1312 Public Complaints Policy
The current policy was updated, with certain sections removed and integrated into the newer policies.

MOTION: Martha Shoemaker made a motion, which was seconded by Gavin Lodge, to waive the second reading and approve updated Policy 1312 Public Complaints as presented.

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

Policy 6161.12 Library Material Review and Reconsideration Policy:
Policy 6161.13 Library Collection Development and Maintenance Policy

Policy 6161.14 Library Display and Program Policy

The following new library policies were developed together to reflect current educational standards and changes in state law.

MOTION: Susan Fogliano made a motion, which was seconded by Gavin Lodge, to waive the second reading and approve the three new policies as presented.

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

**IX.** Old Business

**X.** Executive Session

There was no need for an executive session.

**XI.** Adjournment

The regular meeting adjourned at 7:58p.m. upon a motion by Chris Staab and a second by Laura Dean-Frazier.

Respectfully submitted,

Martha Shoemaker, Secretary

# 90th Annual New England Interscholastic
# Cross Country Championships
## Saturday, November 8, 2025
## Thetford Academy
## 304 Academy Rd, Thetford, VT 05074

Presented by the Council of New England Secondary School Principals' Association
19 Golden Meadow Rd, Hampstead, NH 03841
Executive Director: Jim Davis, jim.davis@cnesspa.org,
President: Michael Bisson, MPA

**The meet will be held regardless of weather conditions.**

**Meet Director:** David McGinn
802-535-6732
david.mcginn@stjacademy.org

**Site Director:** Bri Barnes
603-493-4648
bri.barnes@thet.net

**Time:** **Girls: 11:30 am** **Boys: 12:15 pm**

**Number of Entries:** Each state may enter six (6) full cross-country teams (7 runners) and any other individual placing in the top twenty-five (25) positions in its state meet.

**COACHES / Entry & Fee Payment Process:**

Athletic NET www.athletic.net

Coaches must have an athletic.net account for their respective high school team to register for the NE Meet. Each state meet results will be linked to www.athletic.net. You may only use the performance achieved at your state meet.

***All entry fees must be paid ONLINE prior to the meet.*** *There are no refunds.* ***Entry fee is $20 per athlete or $140 per team per gender.***

**Online entry fees will be accepted starting at 6pm on Saturday, November 1st and close at 6pm on Tuesday, November 4th .** Coaches will receive an email notification that their entry has been accepted when entered. A team will not be charged unless the entry is accepted.

Issues please contact Rick Kates Email: katesr@maldencatholic.org
New to www.athletic.net
https://support.athletic.net/category/y2yqh7bw1i-getting-started

| | |
|---|---|
| **Packet Pick-up:** | All coaches must check-in their teams and individuals between 9:30 and 11:00 am at the packet pick up table in the gymnasium at Thetford Academy (only coaches in the gym at that time). Packets will contain race numbers and pins along with a course map. The packet will also contain CNESSPA pins and certificates for all competitors. There will be one coaches meeting for both races at 10:30 am. |
| **Awards:** | Medals and trophies will be awarded at the conclusion of the meet, following verification of the score tabulation. **The award presentations will be held outside or in the gymnasium at Thetford Academy** depending on the weather. Medals for the first twenty-five (25) runners and team champion, runner-up, and third place trophies and medals will be awarded. |
| **Course:** | A challenging 3.1 mile course through the woods. This is a spectator friendly course. A map of the course is included in this packet. |
| **Course Walks:** | The course may be walked/viewed on Friday, November 7 from 2:00 pm until 6:00 pm sharp and Saturday morning from 9:00 am until 11:00 am. |
| **Parking:** | Parking for teams will be available on campus. ***Please note Thetford Academy prefer no large school buses on campus, smaller buses or vans are preferred.*** Spectators will be directed to parking sites near the campus (within walking distance). Most of the parking will be in fields. There will be handicap parking available. |
| **Restricted Items:** | ***No drones, No dogs, and No hoverboards allowed on campus*** |
| **Concessions:** | Concessions will be available on site. |
| **Clean-up:** | All trash and litter must be picked up before leaving. Trash receptacles are provided. |
| **Locker Rooms:** | No locker rooms or dressing/shower facilities will be available. |
| **T-Shirts:** | Official New England Cross Country Championship apparel will be sold at the meet. Apparel can be pre-ordered at https://www.grrteesmsp.com/ until the Thursday before the Meet and post-ordered beginning on Monday after the Meet. |

**Shoes/Hats:** Spikes and waffle-soled shoes are allowed but not recommended. NFHS rules allow headgear to be worn if they are not a safety hazard, do not demean the sport, are school issued, and are allowed by the State Association. Meet management will make the decision.

**Rules:** NFHS Rules will be in effect, uniforms to comply with Rule 4, Section 3. States must follow any individual state policies that may differ from the NFHS Rules.

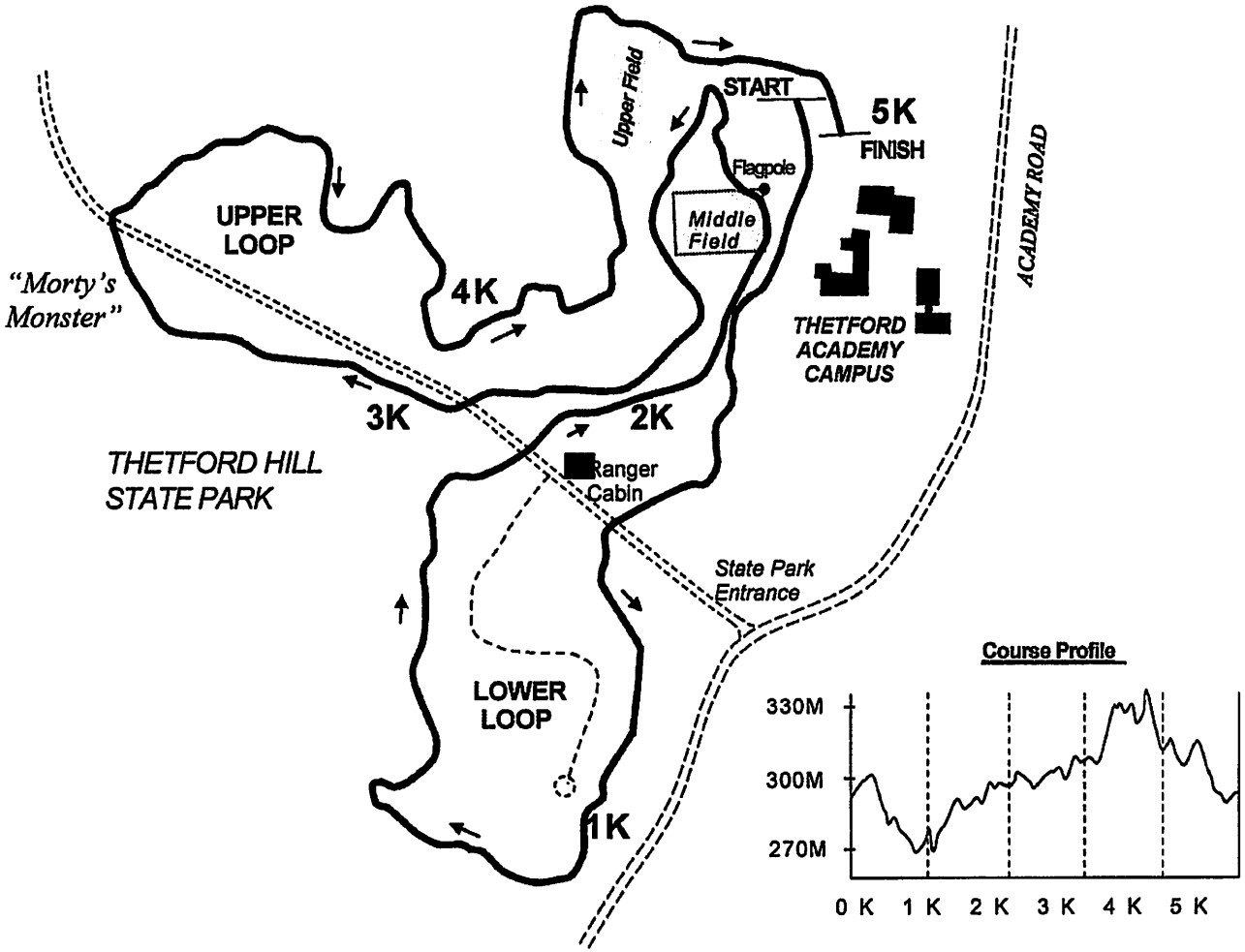
**Results:** www.cnesspa.com and www.lancertiming.com

**Hotels:** Overnight accommodations and all meals are the responsibility of the entering schools and individuals to make reservations. Closest hotels are in the White River Junction, VT and Lebanon, NH areas.

## Directions to Thetford Academy

From I-91 from the North or South go to exit 14 on I-91 (Thetford exit). Turn left off the northbound exit, or right off the southbound exit. Go up the hill. At the top of the hill you will come to a four-way intersection (there will be signs and volunteers assisting with traffic.) Turn left at this intersection onto Academy Road. The school is approximately ½ mile on your right. Travel time by bus from: White River Jct, VT = 15 minutes, I-89N intersect with I-93 in Concord, NH = 1.5 hours, I-91N at Vermont's southern border with MA = 1.5 hours.

# Thetford Academy 5000m Course



# Lyme-Old Lyme Public Schools ·2026-2027 Calendar

| August 2026 | | | | 4 |
|---|---|---|---|---|
| M | T | W | T | F |
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| 24 | 25 | 26 | 27 | 28 |
| 31 | | | | |

| September 2026 | | | | 20 |
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| October 2026 | | | | 21 |
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| November 2026 | | | | 17 |
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| December 2026 | | | | 17 |
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| January 2027 | | | | 19 |
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| February 2027 | | | | 15 |
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| March 2027 | | | | 22 |
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| April 2027 | | | | 17 |
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| May 2027 | | | | 20 |
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| June 2027 | | | | 11 |
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Approved by BOE on _____

| School Hours | |
|---|---|
| Mile Creek/Lyme | 8:45-3:15 |
| LOLMS/LOLHS | 7:40-2:10 |
| Preschool (am) | 8:50-11:20 |
| Preschool (pm) | 12:20-2:50 |
| Preschool (full) | 8:50-2:50 |
| **Early Dismissal** | |
| Mile Creek/Lyme | 12:15 |
| LOLMS/LOLHS | 11:10 |
| Preschool | 11:20 |

| Date | Event/Holiday |
|---|---|
| Aug 24,25 | Professional Development Days (FULL)<br>No school for students |
| Aug 26 | Opening Day for Students |
| Sep 4 | Professional Development Days (FULL)<br>No school for students |
| Sep 7 | School Holiday (Schools Closed) |
| Oct 9 | Professional Development Day (HALF)<br>Early dismissal for students |
| Oct 12 | School Holiday (Schools Closed) |
| Nov 3 | Professional Development Day (Full)<br>No school for students |
| Nov 23-24 | Elementary and Middle parent conferences. Elementary, Middle and High School students early dismissal |
| Nov 25-27 | School Holiday (Schools Closed) |
| Dec 23 | Professional Development Day (HALF)<br>Early dismissal for students |
| Dec 24-Jan 1 | School Holiday (Schools Closed) |
| Jan 18 | School Holiday (Schools Closed) |
| Feb 12 | Professional Development Day (HALF)<br>Early dismissal for students |
| Feb 15-19 | School Holiday (Schools Closed) |
| Mar 4-5 | PreK-12 Parent Conferences<br>Early dismissal for students |
| March 26 | School Holiday (Schools Closed) |
| April 12-16 | School Holiday (Schools Closed) |
| May 28 | Professional Development Day (HALF)<br>Early dismissal for students |
| May 31 | School Holiday (Schools Closed) |
| June 14-15 | Tentative Final Days<br>Early dismissal for students both days<br>Snow days are added at end of year |