

East Lyme Board of Education  
**ELPS Elementary Redistrict Ad Hoc Committee Meeting**  
December 14, 2016  
Central Office Conference Room

**MINUTES**

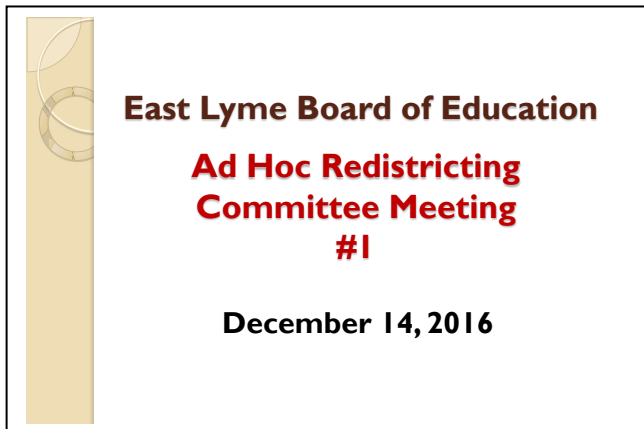
**Members Present:** Jeffrey Newton (Supt), Jill Carini (BOE Member), Al Littlefield (BOE Secretary), Kim Davis (Interim Director of Sp Svcs), Linda Anania (FL Principal), Melissa DeLoreto (HA Principal), Jeff Provost (Interim NCS Principal), Lisa Vaudreuil (FL Teacher), Susie Parodi (FL Teacher), Lori Shedd-Nickerson (FL Paraprofessional), MaryBeth Franco (FL Parent), Korie Witcraft (FL Parent), Katie Douton (HA Teacher), Judy Deeb (HA Teacher), Tara Dowling (HA Paraprofessional), Laura Schultz (HA Parent), Danielle Holsapple (HA Parent), Julie Horner (NC Teacher), June O'Connor (NC Teacher), Kelly Trusilo (NC Parent), Lynn Sullivan (NC Parent) Invited: Theresa Landry (First Student)

**Members Absent:** Linda Johansen (ELTA President), Toni Chamberlin (NC Paraprofessional)

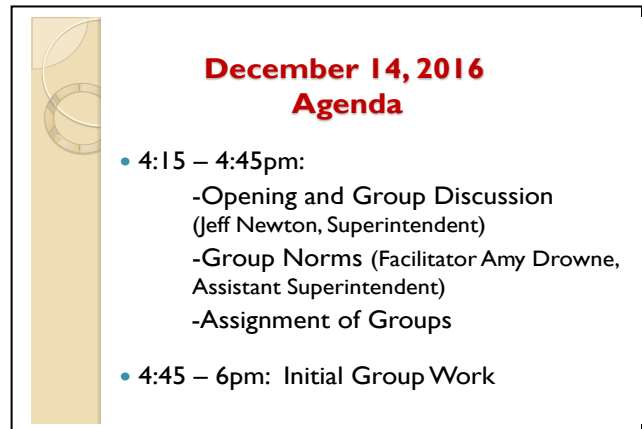
Superintendent Newton opened the first meeting of the committee at 4:15 p.m. and thanked members for volunteering their time and effort.

**1. Ad Hoc Redistricting Committee Charge/Discussion**

Superintendent Newton and Assistant Superintendent Amy Drowne presented the following presentation and noted that the Board of Education's plan is to keep and balance all three elementary schools.

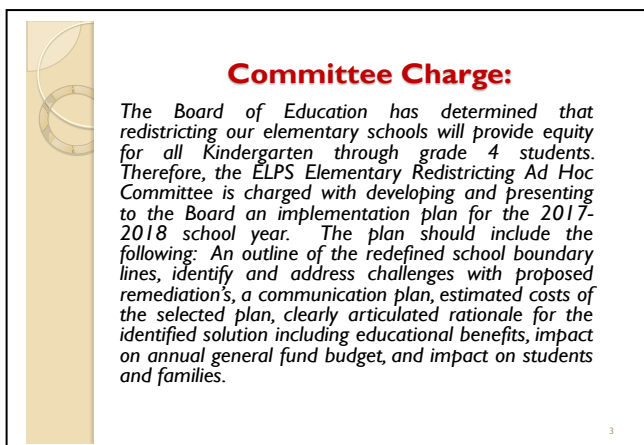


**East Lyme Board of Education**  
**Ad Hoc Redistricting  
Committee Meeting  
#1**  
**December 14, 2016**



**December 14, 2016  
Agenda**

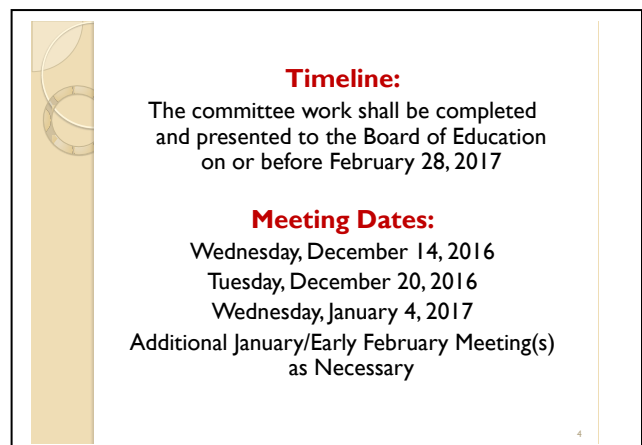
- 4:15 – 4:45pm:
  - Opening and Group Discussion (Jeff Newton, Superintendent)
  - Group Norms (Facilitator Amy Drowne, Assistant Superintendent)
  - Assignment of Groups
- 4:45 – 6pm: Initial Group Work



**Committee Charge:**

*The Board of Education has determined that redistricting our elementary schools will provide equity for all Kindergarten through grade 4 students. Therefore, the ELPS Elementary Redistricting Ad Hoc Committee is charged with developing and presenting to the Board an implementation plan for the 2017-2018 school year. The plan should include the following: An outline of the redefined school boundary lines, identify and address challenges with proposed remediation's, a communication plan, estimated costs of the selected plan, clearly articulated rationale for the identified solution including educational benefits, impact on annual general fund budget, and impact on students and families.*

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**Timeline:**

The committee work shall be completed and presented to the Board of Education on or before February 28, 2017

**Meeting Dates:**

Wednesday, December 14, 2016  
Tuesday, December 20, 2016  
Wednesday, January 4, 2017  
Additional January/Early February Meeting(s)  
as Necessary

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**Committee Group Work**

- **Five Key Focus Areas:**
- **Group 1:** Consider Staffing Challenges and Adjustments as well as any Building Needs/Changes Across Schools
- **Group 2:** Consider and Review Current and DRAFT Redefined School Boundary Lines
- **Group 3:** Consider and Develop a Communication Plan for Parents and the Public
- **Group 4:** Consider Estimated Costs and Impact on the General Fund Budget
- **Group 5:** Consider Impact on Students and Families while Investigating Educational Benefits

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**Small Group Work Completion**

**The Following Will Occur:**

1. Reporting Back to Full Ad Hoc Redistricting Committee with Findings, Information, and Recommendations
2. Combine Collected Information and Recommendations
3. Develop Final Report to be Presented to the Board of Education (Early February)
4. Ad Hoc Committee Presentation to Board of Education on or Before February 28, 2017

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Assistant Superintendent Drowne assumed the role of Committee Facilitator.

**2. Committee Norms Established:** (Identify 4-5 behaviors to hold ourselves accountable to)

1. Respect others opinions
2. Don't personalize
3. Leave it in the room
4. Remember common goal for bettering community at large
5. Allow someone to finish before speaking
6. It's about the kids

**3. Focus Area Group Assignments and Breakout:** Members were encouraged to volunteer for a group they are passionate about.

Group 1: Consider Staffing Challenges and Adjustments as well as any Building Needs/Changes Across Schools

Facilitator     Jeff Provost  
 Timekeeper    Lynn Sullivan  
 Note taker     Julie Horner  
                       Lori Shedd-Nickerson  
                       Judy Deeb

Group 2: Consider and Review Current and Draft Redefined School Boundary Lines

Facilitator     Melissa DeLoreto  
 Timekeeper    Katie Douton  
 Note taker     Korie Witcraft  
                       June O'Connor  
                       Theresa Landry

Group 3: Consider and Develop a Communication Plan for Parents and the Public

Facilitator     Linda Anania  
 Timekeeper    Tara Dowling  
 Note taker     Laura Schultz  
                       Toni Chamberlin

Group 4: Consider Estimated Costs and Impact on the General Fund Budget

Facilitator Lisa Vaudreuil  
Timekeeper Al Littlefield  
Note taker Kelly Trusilo  
Linda Johansen

Group 5: Consider Impact on Students and Families while Investigating Educational Benefits

Facilitator MaryBeth Franco  
Timekeeper Jill Carini  
Note taker Susie Parodi  
Danielle Holsapple

Group Work:

Introductions

Roles in Group

- Facilitator – Ensure norms are met and move task forward to completion
- Timekeeper – Keep accountable to time
- Note taker – Prerequisite comfortable with electronic note taking

Today's Group Task - Answer as 360 degree view of educational system (whole reflection):

1. What are our current elementary strengths, weaknesses, future opportunities to capitalize on, and future obstacles?
2. What would make the redistricting process a success and define what a successful process would look like?

Note taker will return notes within 24 hrs to Assistant Superintendent Drowne who will collect and merge data.

Group Facilitators will have access to Google drive.

Committee information is posted to the District webpage at [redistricting/eastlymeschools.org](http://redistricting/eastlymeschools.org)

The committee moved into groups at 5:00 p.m.

Group work 5:00 – 6:15 p.m.

**Future meeting dates:** Tuesday, December 20, 2016, 4:15 p.m., CO  
Wednesday, January 4, 2017, 4:15 p.m., CO

Respectfully Submitted,

*Lynn Bodnar*

Lynn Bodnar  
Recording Secretary