



EAST LYME PUBLIC SCHOOLS

P.O. Box 220 • East Lyme, Connecticut 06333 • (860) 739-3966 • Fax (860) 739-1215

Jeffrey R. Newton
Superintendent of Schools

Amy Drowne
Assistant Superintendent of
Curriculum, Instruction and Assessment

Kimberly Davis
Director of
Student Services

Maryanna Stevens, CPA
Director of Finance, Marketing,
and Growth Management

March 29, 2021

Dear Staff, Parents and/or Guardians,

On February 22, 2021, the Board of Education approved a collaborative partnership with the [Equity Institute](#). This partnership is allowing our district to engage in a comprehensive audit and analysis of our school community. Through this process, we will be obtaining community feedback while engaging in focus groups and the use of surveys. The outcome of this work will be a final generated report and analysis of the current perceptions of diversity, equity and inclusion across our district. This report generated by the Equity Institute will be completed by the summer, and results will be shared with all stakeholders before the start of the 21-22 school year. We will utilize this information to assist in further strategic planning and goal setting.

Our first step in this process is to launch community feedback sessions, which will provide the information necessary in developing surveys and focus group questions. This process is a voluntary opportunity for stakeholders to provide input on proposed questions for both the survey and the focus groups. This process prioritizes general feedback from anyone who is willing to engage. The Equity Institute will be solely responsible for selecting the random stakeholders who would like to provide input in preparation for the survey and focus groups. There will be two sessions that the Equity Institute will run.

The first session includes:

- Three board members
- Three teachers
- Three staff members
- Three principals

The second session includes:

- Three elementary students
- Three middle school students
- Three high school students
- Three family members

If you are interested in participating in our first step in this process, we are sharing this [interest form](#) for you to complete. From the collected responses, the Equity Institute team will randomly select participants from the above listed groups. **Please respond by completing the interest form by Thursday, April 1, 2021.** The Equity Institute will contact you directly if selected.

Any and all participation in this equity audit/analysis is purely optional for all involved. Students will be able to opt-out of any surveying or questioning through the [Parental Opt-Out Form](#) due to the building principal by Friday, April 9, 2021.

Thank you for your support regarding our efforts to expand upon a diverse and equitable environment for all students across our district.

East Lyme Public Schools will inspire, engage and educate each student to become a contributing citizen and a responsible, independent, and critical thinker.



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Sincerely,

Jeffrey R. Newton
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JN:jc