

**East Lyme Board of Education - East Lyme, Connecticut  
Chinese Program ad Hoc Committee  
Meeting Minutes**

**MEETING DATE:** Monday, January 11, 2016, 6:00<sup>PM</sup>

**LOCATION:** Main Conference Room, East Lyme High School

**ATTENDEES:** Al Littlefield, Candice Carlson, Jeff Newton (Superintendent), Mike Susi (Principal, East Lyme High School), Dr. Judy DeLeeuw (Principal, East Lyme Middle School)

**Call to Order** - The meeting was called to order at 6:00 p.m. by Superintendent Newton.

**DISCUSSION ITEMS**

**1. ELPS Chinese Program Update**

- Host families will be meeting with the Host Family Coordinator in the near future.
- Candice Carlson stated that she felt that the whole experience was positive and incredibly beneficial. Her host student has acclimated to her new environment very well. Mrs. Carlson is supportive of this program and is hopeful that it will continue & grow in the future. She and her family started with the Summer Chinese program and is presently hosting one high school Chinese student for this year.
  - Mrs. Carlson stated that during this process there will be challenges along the way and she is concerned that rather than encouraging families / host children to work through these challenges that they may be encouraged to seek out other "Host Family" options instead and in her opinion was "Not productive".
  - With regard to the Program Coordinator, she felt that the first Host Family Coordinator provided a great deal of interaction with the Host Families and served as a valuable resource where as the current Host Family Coordinator seemed to be a bit disconnected with the host families and there seemed to be a lack of communication. She felt that the "Spiral Coordinators" position is an incredibly valuable role and that it is a core position. The person filling this position serves as a consistent hub that not only helps our visiting children get acclimated but helps the host parents in addition to being the liaison between the administrators (District & Spiral), parents etc.
  - The Chinese students appear to not be getting the anticipated social interaction and integration into the high school student body that they could be. She felt that there are many opportunities at the High School to take part in and although some visiting students are integrating that others may benefit from some encouragement. The current Host Family Coordinator has tended to encourage the students to "stay together" and or scheduling outings just to include the Spiral kids. Mrs. Carlson stated that her host student has made many American friends, participated in numerous activities & events at the school, fundraisers, town events etc and is truly enjoying her visit.
  - Mrs. Carlson sees the value in this program and hopes it will evolve into one where the Chinese students are encouraged/invited to participate and interact in as many activities and or programs that are available at the High School so that, in addition to "the Academics," the program will also have that positive "Social Impact" as well.
- There appears to be questions and concerns in regard to the procedure when a medical issue arises and it should be made clear where host children should be seen (providers, prescriptions, medical forms ). Superintendent Newton and Principal Susi would ensure that this and other concerns are discussed at the next meeting with Spiral.

**2. ELMS and HS Student Visitors to China**

- Dr. Judy DeLeeuw discussed the upcoming program for 15 East Lyme Middle School students (7th Graders) to travel to China in 2016 from October 27 to November 5. The students will have some sight-seeing time in Beijing (researching the sights before they depart) but the primary focus will be the instruction at the school in Guangzhou. The instruction will be an expansion of the experiences that the Middle School students are presently having through their shared, ELMS-China on-line learning. The program will encompass Language Arts, Math, Social Studies, and Science and will the project/experience will begin at East Lyme Middle School (with their Guangzhou counterparts) and finish up in Guangzhou at the school with the Chinese students.
- The cost of the experience is \$3200 per student.
- Dr. DeLeeuw is planning on some future informational meetings at ELMS where interested students and parents will hear more about the trip. (Al Littlefield and Candice Carlson offered their assistance to Dr. DeLeeuw as she proceeds forward.)

**3. DRAFT Memorandum of Understanding to the 09/06/2015 Spiral Agreement**

- A DRAFT Memorandum of Understanding (MOU) is being developed by Superintendent Newton and Principal Susi for next year. The intent is to offer this opportunity to attend East Lyme High School as Freshmen.
- There is an anticipated short-fuse to have this approved by the Board so that prospective Chinese student's interview process can begin.

Both Candice Carlson and Al Littlefield, recommended that Superintendent Newton and Principal Susi present the MOU to the Chinese Program ad Hoc Committee for review and then their recommendation provided to the full Board for discussion and action.

**4. Adjournment** - The meeting was adjourned at 6:50 p.m.

Respectfully Submitted,  
*Albert L. Littlefield and Candice Carlson*