

**East Lyme Public Schools**  
**Long-Range Planning Committee Meeting**  
**Monday, November 7, 2016**  
**9:00 a.m. - 12:00 p.m.**

**Members Present:** Jeffrey Newton (Supt), Amy Drowne (Asst Supt/Curriculum), Eric Bauman (BOE Member), Jason Bitgood (Asst. Principal), Tracy Burns (DW Math Teacher), Amy D'Anna (ELMS Teacher), Kimberly Davis (Interim Spec. Serv. Dir.), Melissa DeLoreto (LBH Principal), Patricia Lannon (Director of Technology), Dawn LeMay (Spec. Ed. Teacher), Debra Marshall (Paraprofessional), Stacey Muscarella (Administrative Assistant), Joe Onofrio (Salem Superintendent), Mike Susi (HS Principal), Diane Swan (NCS Teacher), Heather Treptow (Elementary Parent Rep.), Suzanne White (MS & HS Parent Rep)

**Members Absent:** Amanda Cappon (Elementary Library/Media Specialist), George Jackson (Salem BOE Member), Joan Phillips (Salem Principal), Kimberly Reith (HS Teacher), Barbara Senges (BOE Member), Robin Soule (Flanders Teacher),

**Presenter:** Jonathan Costa, Executive Director of EdAdvance

Mr. Costa opened the meeting with a review the meeting agenda:

1. Review the draft East Lyme Coherence Planning Survey for staff, and discussion of parent and community survey questions.
2. Establish survey timelines.
3. Allot time for individual long-range planning groups to meet.

Mr. Costa reviewed the questions of the draft East Lyme Coherence Planning Survey for staff and took comments and suggestions from the committee. The staff survey questions were grouped as follows: About you, Goals for Learning, Teaching for Learning, Assessment for Learning, and Supporting Systems.

Survey Discussion:

- What questions from the staff survey are appropriate for the parent and community surveys?
- Creating a graduate survey was discussed. The committee could reach out to class presidents to contact graduates or contact graduates through social media. Creating a graduate contact database moving forward was encouraged.
- The survey will remain district-based and will not specifically ask what school the staff and/or parent is currently associated with.

It was determined that the survey will be open from 11/9/16 through 12/1/16. The data will be available for reports beginning 12/8/16 through January for the committee to use for the development of their individual group outcomes.

The individual long-range planning groups met from 10:00 a.m. - 12:00 p.m.

Respectfully submitted,

Leigh Reinhart  
Recording Secretary