

**LYME BOARD OF EDUCATION  
East Lyme, Connecticut**

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

**REGULAR MEETING  
Monday, February 13, 2017 – 7:00 p.m.  
Room B101, East Lyme High School**

**MINUTES**

Board Members Present: Al Littlefield (Acting Chair), Eric Bauman, Jill Carini (left at 8:10 pm), Candice Carlson, Bill Derry, Leigh Gianakos, John Kleinhans, Barbara Senges, Jaime Barr Shelburn (Acting Secretary)

Board Members Absent: Tim Hagen (Chair)

Administrators Present: Jeffrey Newton (Superintendent), Amy Drowne (Assistant Superintendent for Curriculum, Instructional and Assessment), Kim Davis (Interim Director of Special Services), Linda Anania (Principal, Flanders School), Melissa DeLoreto (Principal, Lillie B. Haynes School), Jeff Provost (Principal, Niantic Center School), Dr. Judy DeLeeuw (Principal, East Lyme Middle School), Jason Bitgood (Assistant Principal, East Lyme Middle School), Mike Susi (Principal, East Lyme High School), Pat Lannon (Technology Director)

- I. **CALL TO ORDER** – 7:04 p.m. by Acting Chair Al Littlefield
- II. **PLEDGE OF ALLEGIANCE** – Led by Acting Chair Al Littlefield
- III. **PUBLIC COMMENT** - None
- IV. **APPROVAL OF MINUTES**

**MOTION:** Jaime Barr Shelburn moved approval of minutes of the Board of Education Regular Meeting of January 23, 2017 as presented; Candice Carlson seconded.

**VOTE: UNANIMOUS**

**MOTION CARRIED**

**MOTION:** Jaime Barr Shelburn moved approval of minutes of the Board of Education January 30, 2017 Public Hearing as presented; Candice Carlson seconded.

**VOTE PRO:** Al Littlefield (Acting Chair), Eric Bauman, Jill Carini, Candice Carlson, Bill Derry, Leigh Gianakos, John Kleinhans, Barbara Senges, Jaime Barr Shelburn

**ABSTAIN:** John Kleinhans

**MOTION CARRIED 9:1**

**MOTION:** Jaime Barr Shelburn moved approval of minutes of the Board of Education January 30, 2017 Special Meeting as presented; Jill Carini seconded.

**VOTE PRO:** Al Littlefield (Acting Chair), Eric Bauman, Jill Carini, Candice Carlson, Bill Derry, Leigh Gianakos, John Kleinhans, Barbara Senges, Jaime Barr Shelburn

**ABSTAIN:** John Kleinhans

**MOTION CARRIED 9:1**

## V. SPECIAL REPORTS

### A. ELHS Student Representatives – Lily Zhong (Senior)

- Valentine Day Carnation Sale
- Peers Reaching Out (PRO) Breakfast with your Valentine was successful
- 8<sup>th</sup> Grade Planning Night, HS Auditorium, 02/22/17, 6:30 – 8:00 p.m.
- Financial Planning Night, HS Auditorium, 03/8/17, 6:30 – 8:00 p.m.
- Winter Musical is 03/03,04, and 05/17
- SATs will be held on 03/11/17
- Blood Drive all day on 03/8/17
- Sports update – Girls and Boys Track Teams are ECC Champs!

### B. Selectmen’s Representative – Not present.

### C. Salem Board of Education – Not present.

### D. Other Reporters - None

## VI. CONSENT AGENDA

**MOTION:** Jaime Barr Shelburn moved approval of the Consent Agenda as presented (A. Proposed Donation of Stained Art Glass to ELMS from Marsha Vasiloff Abrahamson with a Value of \$5,800.00) and B. Proposed NCS After School Activities Winter 2017 Program); Jill Carini seconded.

**VOTE : UNANIMOUS**

**MOTION CARRIED**

## VII. DISCUSSION/ACTION ITEMS

### A. Instruction

#### 1. Discussion re: ELMS Grade 5 Challenge Program Progress Report

Per the Board of Education’s request in the fall, ELPD SGT Bruce Babcock and Officer Don Hull and ELMS staff representatives Carol Keemon and Jason Bitgood provided a positive progress report on the newly implemented Grade 5 Challenge Program. The program allows flexibility and is more interactive than the DARE Program. Providing an emphasis on self esteem, students seem to be more responsive. SGT Babcock and Officer Hull stated they would like to expand the program to include students in grades 8 and 9. Parent and student feedback was requested by the Board at a future meeting.

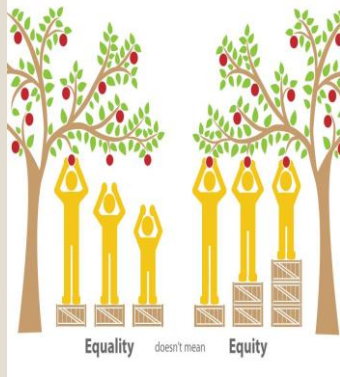
#### 2. Discussion re: Proposed Elementary Enrichment Program for Summer 2017

Assistant Superintendent Amy Drowne reviewed the work that is being done to develop a proposed science and English Language Arts curriculum based Elementary Enrichment Program for summer 2017. Contact has been made with the Children’s Museum, Parks and Recreation, and the Town Library to gather information as to what other academic based summer programs will be offered in town. A proposal will be brought forward to the Board at the next meeting.

### B. Finance/Facilities/Community

#### 1. Discussion re: Elementary Redistricting Ad hoc Committee Recommendation

Elementary Redistricting Ad hoc Committee Facilitator Amy Drowne introduced presenters Julie Horner and Suzi Parodi (teachers) and Korie Witcraft and Laura Schultz (parents). The group presented the committee’s recommendation as follows:



## East Lyme Elementary Redistricting Committee Report February 13, 2017

1

## Committee Charge

Develop and present to the Board of Education an elementary redistricting 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
- 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



2

## Membership

- Jeffrey Newton, Superintendent of Schools
- Kimberly Davis, Interim Director of Special Services
- Jill Carini, Board of Education Member
- Al Littlefield, Board of Education Member
- Linda Anania, Flanders Principal
- Melissa DeLoreto, Lillie B. Haynes Principal
- Jeff Provost, Interim Niantic Center Principal
- Theresa Landry, Location Manager
- Lisa Vaudreuil, Flanders Teacher
- Susan Parodi, Flanders Teacher
- Lori Shedd-Nickerson, Flanders Paraprofessional
- MaryBeth Franco, Flanders Parent
- Korie Witcraft, Flanders Parent
- Katie Douton, Lillie B. Haynes Teacher
- Judy Deeb, Lillie B. Haynes Teacher
- Tara Dowling, Lillie B. Haynes Paraprofessional
- Laura Schultz, Lillie B. Haynes Parent
- Danielle Holsapple, Lillie B. Haynes Parent
- Julie Horner, Niantic Center Teacher
- June O'Connor, Niantic Center Teacher
- Toni Chamberlain, Niantic Center Paraprofessional
- Kelly Trusilo, Niantic Center Parent
- Lynn Sullivan, Niantic Center Parent
- Linda Johansen, ELTA President

Facilitator: Amy Drown, Assistant Superintendent of Curriculum, Instruction and Assessment

3

## Success Criteria

The committee identified success criteria that they believe the Board of Education should consider as they address the redistricting issues stated. The criteria developed by the committee are:

- **Sustainability:** Long-term solution that takes into consideration curriculum and instruction, population, demographics, and budget issues pertaining to each school. (alterations, renovations, building and student needs)
- **Impact on Families:** A town that values putting our students first. The investment we are making into their well-being, regardless of how difficult it may be, or feel, will show that it is possible to be happy and feel a part of something wonderful.
- **Enrollment:** Balancing enrollment with developmentally appropriate class sizes.
- **Communication and Community:** Educate the town on the purpose of redistricting, how it will occur, and what alterations are needed to provide a quality education across the district.
- **Equity of Student Services/Programs:** Equity of support services and special programs so that there is continuity for our school community at large.

4

## Committee Group Work and Timelines

The Board of Education determined that 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
- Wednesday, January 25, 2017

Meeting Agendas, Minutes and Additional Information can be found on our website at

<http://www.eastlymeschools.org/page.cfm?p=48>

78

5

### 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

## Recommendation

The Committee recommends not redistricting until the proposed elementary facilities construction is completed or it is deemed appropriate for students to redistrict under a tiered process as building projects move forward.

**Equity:** Elementary students in East Lyme will have equity in resources (i.e. technology), educational opportunities (i.e. resource databases), support (i.e. paraprofessional, reading recovery, speech and language, etc.), and experiences (i.e. fieldtrips and assemblies) and in curriculum objectives and outcomes (units of study).

6

Some Board members expressed disappointment that the committee did not complete the Board charge and expected more details in the report (i.e., specific boundary lines). Committee representatives noted that the Board's January 23, 2017 approval of the alteration project for the three elementary schools was taken under consideration upon arriving at the committee's recommendation:

### **East Lyme Ad-hoc Redistricting Committee Recommendation**

The Committee recommends not redistricting until construction is completed or it is deemed appropriate for students to redistrict under a tiered process as building projects move forward.

The following expectations are being recommended to the Board of Education. Action plans for each of the expectations are documented later in the document.

- Staffing and services will provide developmentally appropriate class sizes/learning.
- Specials and support staffing (Psych., OT, PT, Speech, IA/TA, Sped. Teachers) are not transient and provide equitable class schedules in the best interest of students.
- Buildings are updated and healthy for all staff and students.
- Balanced student enrollment across all grade levels.
- Boundary lines provide equitable enrollment to keep neighborhoods together and minimize students' time on buses.
- The community at large is informed about redistricting and has an opportunity to be involved in the process.
- Students move into safe, healthy buildings.
- Staffing is equitably distributed.
- Supplies are equitably distributed.

*Equity: Elementary students in East Lyme will have equity in resources (i.e. technology), educational opportunities (i.e. resource databases), support (i.e. paraprofessional, reading recovery, speech and language), and experiences (i.e. field trips and assemblies) and in curriculum objectives and outcomes (units of study).*

Superintendent Newton stated the Committee will continue to meet to discuss specifics and to provide further detail to the Board as requested.

**2. Discussion re: Update on Proposed Long Range Plan for the East Lyme Public School District**

The Board requested a brief be presented of the proposed Long Range Plan at the February 27 meeting. The proposed plan will be presented to the Board in March.

**3. Discussion re: Update on Alteration Projects for East Lyme Elementary Schools**

Superintendent Newton reported that between 10-13 town residents attended each of the elementary school open houses last Saturday. Guided tours and information regarding building alteration plans were provided. The Board of Selectmen will review the alteration plan for the three elementary schools on Wednesday and decide whether to move the plan forward to a town meeting and referendum. The \$37.5 million dollar project focuses on alterations to each school, has virtually no impact on current taxes, with anticipated state reimbursement of \$5.4 million dollars to the town. Legal deadlines pertaining to promotion of the project were discussed.

**4. Discussion re: Advertising Options for the East Lyme Athletic Complex**

Superintendent Newton and FFO Co-Chair Eric Bauman lead discussion regarding advertising options to raise funds to offset costs in the future of the East Lyme Athletic Complex. Following brief discussion, the item was referred to the full Board by the FFO Committee. Eric Bauman reported that research shows that other districts are successfully commercializing playing fields to raise money for this purpose. The Policy Review Committee will review the advertising and naming school facilities policies on February 27.

**C. Personnel****D. Policy****E. Other****VIII. ADMINISTRATION REPORTS**

- A. **Superintendent of Schools** – Mr. Jeffrey Newton
  - The State Appropriation Committee will meet at the end of the month – Town and school budget concerns
- B. **Assistant Superintendent for Curriculum, Assessment, & Instruction** – Mrs. Amy Drowne
  - Developing a handbook for all elementary students
  - Monthly occurrence – spending a full day at each school
- C. **Finance/Facilities Director** – Mrs. Maria Z. Whalen was not present.

**IX. COMMITTEE REPORTS**

- A. AAA Committee
- B. FFO Committee – Oral report of 02/13/17
- C. Policy Review Committee
- D. ELPS Chinese Program ad Hoc Committee
- E. Board of Education Liaison to Board of Finance
- F. District Long Range Plan Committee

**X. COMMUNICATIONS**

- A. EL Aquatic & Fitness Center Foundation, Inc. Minutes of 1/28/17
- B. EL BOE Design Steering Committee Meeting Minutes of 1/19/17

**XI. NOTICES****A. Notice of the following 2016/2017 staffing changes:**

1. **Assignments:**
  - Megan Harris, 1.0 FTE Instructional Aide, HA, 01/03/17
  - Mary Turano, 1.0 FTE Science Teacher, HS, on or about 03/01/17
2. **Reassignments:**
  - Anne Astley from 1.0 FTE Administrative Assistant I (10-month for the 2016/2017 school year only) to 1.0 FTE Administrative Assistant I (10-month), 01/3/17
3. **Retirement:**
  - Laura McClure, 1.0 FTE Science Teacher, HS, 01/31/17
4. **Resignations:**
  - Madeline Hebbel, 1.0 FTE Instructional Aide, DW @ HS, 01/13/17
  - Kim Winkler, 1.2 FTE School Aide and 0.05 Before School Greeter, MS, 02/10/17
5. **Student Teachers:**
  - ECCU student teacher Megan Stryczula with Physical Education Teacher Judy Deeb, 01/17/17 – 03/14/17, HA
6. **Supplemental Assignments 2016/2017**
  - Cassie Dubrule, Track and Field Advisor, MS

**B. Out-of-State Field Trips:**

1. ELMS students to Cape Canaveral, FL on or about Wednesday, February 15 through on or about Friday, February 17, 2017 to participate in the Space X CRS launch at Kennedy Space Center with the SSEP Program
2. ELHS students to Providence, RI on Wednesday, March 29, 2017 to visit Johnson and Wales University
3. ELMS students to Boston, MA on Wednesday, May 10, 2017 to visit the Museum of Science

**XII. BOARD COMMENTS/FUTURE AGENDA ITEMS****A. Board Comments:**

- Out of country field trip concerns – Jaime Barr Shelburn
- Opiate issues – we need to do more – Eric Bauman, Candice Carlson, Leigh Gianakos, Barbara Senges
- Revisit senior late arrival/early dismissal – Eric Bauman

**C. Future Agenda Items:**

1. Assistant Superintendent's Mid-Year Report – 02/27/17
2. East Lyme/Chinese Program Update – 02/17/17

**XIII. PUBLIC COMMENT**

1. Linda Johansen, ELTA President and member of the Redistricting Committee, said she appreciates comments from the Board regarding the redistricting report; however, next year's budget has 0% increase for redistricting. She also stated that the Committee did fulfill the charge and referred the Board to the template provided in the committee's full report.
2. Doug Butkovich (2 Woodrow Drive, East Lyme), spoke in favor of redistricting and asked the Board to consider talking with neighborhoods before establishing boundary lines. He stated kids are resilient and parents are resistant and suggested redistricting be included for discussion every five years in the Long Range Plan so as not to be a surprise to parents.

*The Board took a short break at 9:37 p.m.*

**XIV. EXECUTIVE SESSION**

**MOTION:** Jaime Barr Shelburn moved to enter into executive session and to include the Superintendent and the Assistant Superintendent for the purpose of discussion of personnel issues at 9:42 p.m.; Barbara Senges seconded.

**VOTE: UNANIMOUS**

**MOTION CARRIED**

The Board exited Executive Session at 10:08 p.m.

**XV. ADJOURNMENT**

**MOTION:** Jaime Barr Shelburn moved to adjourn the meeting 10:09 p.m.; Candice Carlson seconded.

**VOTE: UNANIMOUS**

**MOTION CARRIED**

Respectfully submitted,

*Jaime Barr-Shelburn*

Amy Barr Shelburn, Acting Secretary  
East Lyme Board of Education