

**EAST 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 27, 2017 – 7:00 p.m.
Room B101, East Lyme High School**

MINUTES

Board Members Present: Tim Hagen (Chair), Al Littlefield (Secretary), Eric Bauman (arrived 7:28 p.m.), Bill Derry, Leigh Gianakos, John Kleinhans, Barbara Senges, Jaime Barr Shelburn

Board Members Absent: Jill Carini, Candice Carlson

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), Jeff Provost (Interim 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** – 7:00 p.m. by Chair Tim Hagen
- II. **PLEDGE OF ALLEGIANCE** – Led by Chair Tim Hagen
- III. **PUBLIC COMMENT** - None
- IV. **APPROVAL OF MINUTES**

MOTION: Jaime Barr Shelburn moved approval of minutes of the Board of Education Regular Meeting of February 13, 2017 as modified (change signature block from Amy to Jaime); Barbara Senges seconded.

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

ABSTAIN: Tim Hagen (Chair)

MOTION CARRIED 9:1

V. SPECIAL REPORTS

- A. **ELHS Student Representatives** – Lily Zhong (Senior) and Conrad French (Junior)
- Sports announcements and updates included the following: Conference Crowns Fencing Championship finishes, Boys' and Girls' Indoor Track and Cheerleading ECC Champs
 - Spring sports season begins 3/15
 - Middle school grade 8 students to visit the High School on 03/02
 - SATs will be held on 03/11
 - ELHS Winter musical "Urinetown" is scheduled for 03/02 at 6:00 p.m., 03/03 at 7:00 p.m. and 03/04 at 2:00 and at 7:00 p.m.
 - Field trip to see the "Lion King" in NYC on 3/22
 - Students to participate in New England Music Festival in Norwalk, CT on 03/16 to 03/18
 - Next week ELHS string ensemble will travel to UCONN for an orchestra workshop with conductor Harvey Felder

- Key Club fundraisers and money collection and Jeans Day on 03/03 for dog rescue
- Annual Blood Drive sponsored by Senate on 3/8 from 8:30 a.m. – 12:45 p.m. for students and staff

B. Selectmen’s Representative – Selectman Paul Daigle

- Wrap up budget review this week, then to BOF

C. Salem Board of Education – Not present

D. Other Reporters - None

VI. CONSENT AGENDA - None

VII. DISCUSSION/ACTION ITEMS

A. Instruction

1. Discussion re: Proposed Long Range Plan for East Lyme Public Schools

At the Board’s request, Superintendent Newton and Assistant Superintendent Drowne provided an administrative brief of the proposed Long Range Plan and discussed next steps to include a proposed Board Retreat to receive input on the draft plan prior to its finalization.

a. Administrative Brief on the Proposed Long Range Plan for East Lyme Public Schools

Assistant Superintendent Amy Drowne reviewed with the Board the Planning Process Results and Master Gap List. The document, based on student, parent, and teacher survey results committee work/findings, will serve as the footprint for the development of the district’s long range plan.

b. Next Steps/Timeline (tentative):

1. March 6 – Administrative team, identify 4-5 specific goals, and prepare a draft action plan for Long Range Plan Committee’s review
2. March 13 – Long Range Plan Committee Meeting to review and discuss draft action plan
3. Mid-to-late March - Full Administrative team will work on the plan and involve staff in vetting process
4. April 3 – BOE Retreat to review the draft plan
5. April 4 - Plan returned to administrative team for draft finalization
6. May - Proposed Long-Range Plan to BOE for approval

2. Discussion re: Mid-Year Report of ELPS Instructional Theory of Action for 2016-2017

Assistant Superintendent Amy Drowne updated Board members on the work she is doing in the areas of curriculum, instruction and assessment and provided them with the East Lyme Instructional Theory of Action 2016-2017 Mid-Year Report dated February 27, 2017. She noted that some items have been delayed until the district’s long range plan is in place. The Board commended Amy for her work.

3. Discussion re: Alteration Project for the Three East Lyme Elementary Schools Update

Chair Tim Hagen and Superintendent Jeff Newton updated the Board on the status of elementary schools’ alteration project. A Town Meeting is scheduled for Wednesday, March 1, 2017, 7:00 p.m. at the East Lyme Town Hall and a Town Referendum is scheduled for Tuesday, March 14, 2017 from 8:00 a.m. to 8:00 p.m. at the East Lyme Community Center.

B. Instruction

1. Discussion re: ELPS Elementary Enrichment Program for Summer 2017

Assistant Superintendent Amy Drowne outlined the proposed science and English/ Language Arts curriculum based Enrichment Program that will be offered this summer to students entering grades 2, 3, and 4. The program is in alignment with the East Lyme curriculum and offers a blended learning approach with an online component. Flyer suggestions were noted. Board members noted the importance of reinforcing learning during the summer, and a suggestion was made that the district offer summer enrollment to the Reading Plus program with East Lyme teachers monitoring the online learning service. Assistant Superintendent Drowne will update the Board when the program has been finalized.

C. Personnel

1. Discussion re: Early Retirement Incentive Plan (ERIP) for Certified Staff Update

Superintendent Newton notified the Board that 16 certified staff members have applied and been accepted for the Early Retirement Incentive Plan. Applicants have 30 days to withdraw their application for retirement. Meanwhile, TRB will calculate the district's estimated 3-year payment amounts and the information will be brought forward to the full Board on March 27, 2017.

E. Policy

7. Discussion/action re: Second Reading – Recommend Revision of BOE Policy 5131 Students: Conduct

The proposed revised policy has been vetted the Policy Review Committee and was presented to the full Board for a first reading on January 23, 2017. There have been no revisions made since the first reading.

MOTION: Jaime Barr Shelburn moved the revision of BOE Policy 5131 Students: Conduct as presented; Al Littlefield seconded.

VOTE: UNANIMOUS

1 MOTION CARRIED

VIII. ADMINISTRATION REPORTS

A. Superintendent of Schools – Mr. Jeffrey Newton

- Eversource meeting – Looking into extending the natural gas line to Flanders School and Central Office and the possibility of installing a "microgrid" at Flanders and Lillie B. Haynes. Could also replace propane for heating pool. The impact of ELHS solar panel agreement is being researched.
- Looking into a solution to provide a sidewalk for walking students between Lillie B. Haynes, the Middle School, and the Community Center (Parks and Rec.).
- State Education Committee Meeting – March 1
- Requests to BOE members will be sent out asking for BOE members to attend BOF meetings

B. Assistant Superintendent for Curriculum, Assessment, & Instruction – Mrs. Amy Drowne – No further comment.

C. Finance/Facilities Director – Mrs. Maria Z. Whalen was not present.

IX. COMMITTEE REPORTS

- A. AAA Committee
- B. FFO Committee
- C. Policy Review Committee – Oral report of 02/27/16 meeting.
- 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. ELPS Long Range Planning Committee Meeting Minutes of 02/01/17
- B. Viking Saga, Volume 49, Edition II, 02/09/17

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

- William Bernard, Men's Basketball Assistant Coach (JV), HS
- Joline Weissgarber, Volleyball 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: None at this time.

C. Future Agenda Items:

1. East Lyme Chinese Program Update – March 2017
2. Chartwells Marketing Plan Update – March 2017
3. WISE Student Presentation (HS) – 3/27/17
4. Race to Space Student Presentation (MS) – 4/24/17
5. Advertising Options for East Lyme Athletic Complex – FFO will (forward a recommendation to the full Board)
6. Board Meeting Structure – Spring 2017

XIII. PUBLIC COMMENT – None at this time.

XIV. EXECUTIVE SESSION – There was no need for executive session.

XV. ADJOURNMENT

MOTION: Jaime Barr Shelburn moved to adjourn the meeting 8:36 p.m.; Eric Bauman seconded.

VOTE: UNANIMOUS

MOTION CARRIED

Respectfully submitted,

Albert Littlefield

Albert Littlefield, Secretary
East Lyme Board of Education