

**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, March 13, 2017 – 7:00 p.m.  
Room B101, East Lyme High School**

**MINUTES**

Board Members Present: Tim Hagen (Chair), Al Littlefield (Secretary – arrived 7:06 p.m.), Eric Bauman, Jill Carini, Candice Carlson, Bill Derry, Leigh Gianakos, John Kleinhans, Barbara Senges, Jaime Barr Shelburn

Board Members Absent: None

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 (Interim Principal, Niantic Center School), Mike Susi (Principal, East Lyme High School), Jen Van Dusen (Interim Special Education Coordinator), Deb Kelly (Interim Assistant Principal, East Lyme High School), Pat Lannon (Technology Director)

- I. **CALL TO ORDER** – 7:05 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 27, 2017 as corrected (add “East” to heading on page 5459); Barbara Senges seconded.

**VOTE PRO:** Tim Hagen (Chair), Al Littlefield (Secretary), Eric Bauman, Bill Derry, Leigh Gianakos, John Kleinhans, Barbara Senges, Jaime Barr Shelburn

**ABSTAIN:** Jill Carini, Candice Carlson

**MOTION CARRIED 8:2**

**V. SPECIAL REPORTS**

- A. ELHS Student Representatives** – Lily Zhong (Senior) and Conrad French (Junior)
- Chris Sandy presentation entitled “Choices Matter” on safe driving with driving simulators
  - Annual ELHS Spring Fling, March 17 to benefit the sophomore and senior classes
  - Spring sports start 03/18/17
  - SATs for juniors (in school) on 04/05/17
  - French Honor Society is hosting annual soccer tournament from 04/03 thru 04/06/17 to benefit the Haitian Health Foundation
  - Dodgeball Tournament to benefit junior class
  - National Honor Society March Madness Basketball Tournament begins next week
  - Math Team accomplishments – Final Eastern CT Math League Meet – Team placed 2<sup>nd</sup> and qualified for New England’s. Three ELHS students were selected for the all-star team!
  - Chemistry Olympiad this Thursday with Mrs. Singer
  - Blood Drive collected 29 units. Approximately 87 lives will be saved.

- New England Music Festival in Norwalk 03/16 thru 03/18/17
- Twenty-two student pieces have been accepted into the Shoreline Arts Show and Lauren Harrington and Tina Wang have been offered a 4-year scholarship of \$15,000 each per year from Lyme Academy College of Fine Arts.
- DMV public service announcement - \$4,000 donation back to the program, 3<sup>rd</sup> place
- National Merit Finalist (PSATs) Rachel Tan and semi-finalist Matei Coiculescu

**B. Selectmen's Representative – Selectman Kevin Seery**

- 03/14/17 Town Referendum for Alteration Project for the Three Elementary Schools has been canceled. Adding proposed resolution to agenda for BOF agenda for 03/16. Possible town meeting on 03/21 and referendum on 03/28.
- Governor's travel ban begins 5:00 a.m. on 03/14 due to impending weather conditions
- Police Chief candidates will be interviewed on Thursday with a possible appointment by the end of the month.
- Frosty Treat opened last weekend and Dairy Queen this weekend!

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

**D. Other Reporters - None**

**VI. CONSENT AGENDA**

**MOTION:** Jaime Barr Shelburn moved to approve the Consent Agenda as presented (A. Proposed ELMS field trip to Dunkin Donuts Center, Providence, RI on Sunday, 03/19/17); Candice Carlson seconded.

**VOTE: UNANIMOUS**

**MOTION CARRIED**

**VII. DISCUSSION/ACTION ITEMS**

**A. Finance/Facilities/Community**

**1. Discussion re: Update on Infinite Campus**

Technology Director Pat Lannon updated the Board on the progress of the Infinite Campus rollout and the portal usage since January 1 by students and parents. Pat Lannon reported that the Demographics piece of Infinite Campus is completed.

Percentages of ELPS parents without accounts are as follows:

- Flanders 46%
- Haynes 56%
- Niantic Center 60% (corrected)
- Middle School 15%
- High School 44%

Information includes student attendance and grades. Data bases will soon be linked for the food service system (tracking free and reduced and student food purchases), nurses, and IEP Direct. Other data bases to be linked later this year include library, High School to College and Career, and transportation.

Some Board members spoke on the importance of setting clear and firm goals for parent usage rates and for teachers consistently using Infinite Campus for student attendance and as an ongoing grade book.

Pat Lannon noted that teacher coaches are available in each building, an App is coming, and student mobile registrations should be in place for fall 2017.

**2. Discussion re: Update on Alteration Project for the Three East Lyme Elementary Schools**

Chair Tim Hagen announced that due to impending weather, the March 14 Town Referendum has been canceled. At Wednesday's meeting, the Board of Selectmen is expected to authorize the First Selectman to call a Special Town Meeting on March 21 and a Town Referendum on March 28, 2017.

**B. Instruction****C. Personnel****1. Discussion/action re: Proposed Appointments of ELPS Administrators effective July 1, 2017**

Superintendent Newton presented his recommendation for the administrative vacancies below. All finalists performed successfully during their 2016-2017 interim appointments and no other applications were received for these positions.

**a. Director of Special Services, East Lyme Public Schools**

**MOTION:** Al Littlefield moved the appointment of Kimberly Davis to the position of Director of Special Services (12-month) for East Lyme Public Schools effective July 1, 2017 as presented; Candice Carlson seconded.

**VOTE: UNANIMOUS**

**MOTION CARRIED**

**b. Principal, Niantic Center School**

**MOTION:** Jaime Barr Shelburn moved the appointment of Jeffrey Provost to the position of Principal (12-month), Niantic Center School effective July 1, 2017 as presented; Al Littlefield seconded.

**VOTE: UNANIMOUS**

**MOTION CARRIED**

**c. Assistant Principal, East Lyme High School (12-month)**

**MOTION:** Barbara Senges moved the appointment of Deborah Kelly to the position of Assistant Principal (12-month), East Lyme High School effective July 1, 2017 as presented; Candice Carlson seconded.

**VOTE: UNANIMOUS**

**MOTION CARRIED**

**d. Special Education Coordinator, East Lyme Public Schools**

**MOTION:** Jaime Barr Shelburn moved the appointment of Jennifer Van Dusen to the position of Special Education Coordinator (10-month) for East Lyme Public Schools effective July 1, 2017 as presented; Leigh Gianakos seconded.

**VOTE: UNANIMOUS**

**MOTION CARRIED**

**D. Policy** – Items D.1 and D.2 were pulled from the agenda and will be discussed at a later date by the full Board.

**1. Discussion re: First Reading of BOE Policy 1325 Community Relations: Advertising and Promotions and Commercial Activities (Review w/no revisions)****2. Discussion re: First Reading of BOE Policy 1360: Naming Schools and School Facilities (Review w/no revisions)****3. Discussion re: First Reading of BOE Policy 5144 Students: Discipline and Punishment (Review w/no revisions)**

The policy has been reviewed by the Policy Committee with no suggested revisions. A second reading is scheduled for April 24.

**4. Discussion re: First Reading of BOE Policy 5144.4 Students: Physical Exercise and Discipline of Students (New)**

The new policy, as recommended by Shipman and Goodwin, has been reviewed by the Policy Committee with no edits. A second reading is scheduled for April 24.

**5. Discussion re: First Reading of BOE Policy 6141.321 Instructions: Telecommunications/Internet – Acceptable Use (Revision)**

The Policy Committee recommends the proposed revisions. A second reading is scheduled for April 24.

**VIII. ADMINISTRATION REPORTS**

- A. **Superintendent of Schools** – Mr. Jeffrey Newton
- With the impending storm tomorrow, scenarios for the East Lyme High School graduation date and last day of school were discussed.
  - Board of Education budget presentation to the Board of Finance is scheduled for 03/28 at 7:00 p.m.
- B. **Assistant Superintendent for Curriculum, Assessment, & Instruction** – Mrs. Amy Drowne
- Updated summer ELPS Camp Phenomena Program flyer for grades 2-4 will be sent to parents, location TBD
  - There is an option to offer an online reading program subscription option to parents, a July 1 start date is questionable with a more realistic date being August 2017.
- C. **Finance/Facilities Director** – Mrs. Maria Z. Whalen
- Budget has gone downtown and will be reviewed by BOF next week

**IX. COMMITTEE REPORTS**

- A. AAA Committee – Oral report of 03/13/17 meeting
- B. FFO Committee
- 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****XI. NOTICES****A. Notice of the following 2016/2017 staffing changes:**1. Appointments:

- Katherine Albon, 0.5 FTE Special Education Long-Term Substitute Teacher, HA, on or about 03/13/17 to 05/26/17
- Cara Bellotti, 1.2 FTE School Aide/Greeter, MS, 02/22/17-6/16/17
- Melanie Wehrenberg, 1.0 FTE Long-Term Substitute School Counselor, HS, on or about 04/29 to 06/16/17

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

1. ELHS students to Columbia University, NYC, NY on 04/01/17 as a collaborative trip with Lyme/Old Lyme High School to attend the “On the Front Line” Conference with the keynote speaker being Dr. Henry Lee.

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

- Bill Derry stated he was disappointed the professional development (PD) day was canceled on Friday, and it is not as productive when PD days are added to the end of the school year.

**B. Future Agenda Items:**

1. East Lyme Chinese Program Update – March 2017
2. Chartwells Marketing Plan Update – 03/27/17
3. WISE Student Presentation (HS) – 03/27/17
4. Race to Space Student Presentation (MS) – 04/24/17
5. Advertising Options for East Lyme Athletic Complex – Discussion by full Board – TBD
6. Redistricting – Eric Bauman TBD
7. Board Meeting Structure – Spring 2017

**XIII. PUBLIC COMMENT** – None at this time.

The Board took a short break at 8:29 p.m.

**EXECUTIVE SESSION**

**MOTION:** Al Littlefield moved to enter into Executive Session at 8:31 p.m. and to include the Superintendent and Assistant Superintendent to discuss personnel issues; Jaime Barr Shelburn seconded.

**VOTE: UNANIMOUS**

**MOTION CARRIED**

The Board exited Executive Session at 8:40 p.m.

**XIV. ADJOURNMENT**

**MOTION:** Jaime Barr Shelburn moved to adjourn the meeting 8:41 p.m.; Al Littlefield seconded.

**VOTE: UNANIMOUS**

**MOTION CARRIED**

Respectfully submitted,

*Albert Littlefield*

Albert Littlefield, Secretary

East Lyme Board of Education