

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

MINUTES

Board Members Present: Al Littlefield (Acting Chair), Eric Bauman, Candice Carlson (Acting Secretary), Bill Derry, Leigh Gianakos, John Kleinhans, Barbara Senges

Board Members Absent: Tim Hagen (Chair), Jill Carini, Jaime Barr Shelburn

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), Dr. Judy DeLeeuw (Principal, East Lyme Middle School), Mike Susi (Principal, East Lyme High School, Pat Lannon (Technology Director)

- I. **CALL TO ORDER** – 7:03 p.m. by Acting Chair Al Littlefield
- II. **PLEDGE OF ALLEGIANCE** – Led by Acting Chair Al Littlefield

East Lyme High School
**“Preserve Now for the Future” Video Presentation
C-Span Student Video Competition**
Victoria Chong, Ben Guzman, and Jack MacDonald – Grade 12
Mrs. Rose Ann Hardy – Teacher

East Lyme High School
WISE Individualized Junior/Senior Experience Presentation
Nicole Betulia, Victoria Chong, and Jack MacDonald – Grade 12
Mrs. Freda Gianakos – Teacher

The Board thanked the student participants and their teachers for the wonderful presentations.

- III. **PUBLIC COMMENT** – None

IV. APPROVAL OF MINUTES

MOTION: Candice Carlson moved approval of minutes of the Board of Education Regular Meeting of March 13, 2017 as corrected (under VII.A.1. Discussion re: Update on Infinite Campus – amend page 5464 3rd paragraph to read “Data bases are 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 Destiny, Naviance, and transportation.”); Barbara Senges seconded.

VOTE: UNANIMOUS

MOTION CARRIED

V. SPECIAL REPORTS

A. ELHS Student Representatives – Lily Zhong (Senior) and Conrad French (Junior)

- CT Valley Section Chemistry Olympiad – EL placed first
- All State Music Festival in Hartford this Thursday, Friday, and Saturday
- String Showcase last Thursday
- Hypnotist Show last week grad party fundraiser
- ELHS Scholarship Committee this Thursday in auditorium
- ECC Leadership Conference tomorrow
- NHS March Madness this weekend
- March Madness Chess Tournament
- French exchange students left and ELHS students to France during spring break
- Course registration for next year was completed by students last week
- Some confusion with Google Classroom, but a step in the right direction

B. Selectmen’s Representative – Selectwoman Rose Ann Hardy

- 03/28/17 Town Referendum for Alteration Project for the Three Elementary Schools at the EL Community Center
- Police Chief update – down to one finalist, expect to filled by 5/1/17, meanwhile the town has entered into a 60-day MOU with the Town of Waterford for processing, recordkeeping, and confinement when necessary
- An agreement has been reached for a cell tower to be located at the rear of Darrow’s Pond
- Clean up @ 8 Roxbury Rd has occurred

C. Salem Board of Education – Not present

D. Other Reporters - None

VI. CONSENT AGENDA

MOTION: Candice Carlson moved to approve the Consent Agenda as presented (A. Proposed One-Year Parenthood Unpaid Leave of Absence for Flanders Elementary Teacher Jennifer Ballestrini for the 2017-2018 School year, and B. Proposed Flanders After School Activities Program for Spring 2017) as presented; Barbara Senges seconded.

VOTE: UNANIMOUS

MOTION CARRIED

VII. DISCUSSION/ACTION ITEMS

A. Finance/Facilities/Community

1. Discussion/action re: Chartwells Marketing Plan Update for East Lyme Public Schools

At the Board’s request, Chartwells Food Service Management Group provided an update on the successes and challenges of the marketing plan presented to the Board on September 26, 2016. District Manager Solanga Morrissette and Food Service Director Missy Leveille presented as follows:



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Welcome!

Solange Morrissette District Manager
Melissa Leveille Food Service Director

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Building Participation









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Offer and Delivery


SIMPLY GOOD

- Food For Farm to School
- Viking Cart filled daily very well received especially after evaluation and relocation, many request to buy food to go
- On Site/Scratch Cooking
- Daily deconstructed meals and build a bar at ELHS a hit
- Tastings at Elementary Schools
- Planning tasting event with character event to highlight "Chartwells" Spring Bike Give Away
- Addition of Latin Station at ELHS
- Students LOVED the Nachos so much we offer them weekly
- Made to Order Meals at ELHS
- Introduced as a salad station and now offered on two stations daily
- Box Lunches for Away Games
- Limited success with winter sports, reintroducing for spring sports
- Pre-Ordered Meals for ELHS Students During Lunch Meetings
- Limited participation



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Offer and Delivery



Re-evaluate A-La-Carte Options

- Initiated Second Slice Program, Polar Beverages

Targeted Teachers Menu

- Daily Soup a hit, spring offer will be daily salads

Revamp catering Menu

- Dance Competition Catering

If That Is Not Enough!

- Increased Elementary Participation
- Thursday Treat with lunch day increased participation and excitement
- Created Traveling Chef Program featuring a chef visit every other month to an East Lyme School
- Targeted employee training

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What Does The Future Hold?

We are passionate about Food!




- Fresh, local ingredients
- Dedicated Crops
- Continued focus on driving participation
- Breakfast at ELHS during testing
- Polar Beverage Tasting at ELHS
- Traveling Chef Program to ELMS








Board members encouraged Chartwell's to reach out to team parents to increase participation for pre-ordered box lunches for sports teams, utilize local chefs and local farms, and to work with students to develop menus.

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

This item was tabled for discussion until April 3, 2017.

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

Superintendent Newton updated the Board on the status of the elementary schools' alteration project. The Town Referendum will be held tomorrow, Tuesday, March 28, 2017 from 8:00 a.m. to 8:00 p.m. at the East Lyme Community Center.

B. Instruction

C. Personnel

D. Policy

E. Other

VIII. ADMINISTRATION REPORTS

A. Superintendent of Schools – Mr. Jeffrey Newton

- The BOE will present its 2017-2018 budget to the Board of Finance on Tuesday, 3/28, 7:00 p.m. at Town Hall

- Staffing reductions have coincided with the decrease in student enrollment from 2012-18

B. Assistant Superintendent for Curriculum, Assessment, & Instruction – Mrs. Amy Drowne

-Plans are in place for completion of the District's Long Range Plan – will meet with staff at each school during upcoming staff meeting

-5-year curriculum cycle will follow

-Committees are moving work along

C. Finance and Facilities Director – Mrs. Maria Whalen

-Working on this year's budget

IX. COMMITTEE REPORTS

A. AAA Committee

B. FFO Committee – Oral report of 03/28/17 meeting

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

2. Retirements

-Dr. Michael Sullivan, 0.5/0.5 FTE Assistant Principal/School Psychologist, HS (Coastal Connections), 6/30/17

3. Supplementals

-Amy Bentley, Drama Director (Spring), HS

-Amy Bentley, Co-Costume Director (Spring), HS

-Alexander Kydd, Stage Director (Spring), HS

-Alexander Kydd, Co-Costume Director (Spring), HS

B. Out-of-State Field Trips:

1. ELHS students to Providence Civic Center in Providence, RI on Friday, March 24, 2017 to attend the Construction Trade Show
2. ELHS students to Six Flags in Agawam, MA on Wednesday, June 7, 2017 (senior trip)

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

1. Candice Carlson – Transportation Policy review to AAA
2. Bill Derry – Thanked Mike Susi for bringing the HS presentations forward to the Board tonight. Great to give students opportunities to explore something are passionate about. Students should find their passion and be afforded opportunities through other courses as well.
3. Barbara Senges – Seconded Bill Derry’s comments. Every HS student should have that experience. Critical for student success.
4. Al Littlefield – As a parent of a WISE student, he praised the program.

B. Future Agenda Items:

1. East Lyme Chinese Program Update – Spring 2017
2. Transportation Policy Review – AAA – 4/3/17
3. Advertising Options for Athletic Complex – 4/3/17
4. Elementary Redistricting – Eric Bauman 3/13/17 – Tentative 4/3/17
5. Creative Playschool MOU for 2017/2018 SY – Spring 2017
6. Race to Space Student Presentation (MS) – 04/24/17
7. Board Meeting Structure – Spring 2017

XIII. PUBLIC COMMENT –

1. Dr. Frank Maletz, 12 MacKinnon Place, East Lyme, gave a historical account of his affiliation with the school district over the years and proposed that the WISE National Program pilot the ELHS WISE Program for a global program.
2. Diane Swan, 7 No Beechwood Rd, Niantic, and NCS teacher, invited Board members to attend the Fourth Annual “Not Just Another Day at the Beach” day on Tuesday, May 16, 2017, 9:45 a.m. – 1:00 p.m. at the Hole-in-the Wall in Niantic where third grade students from East Lyme and Salem Public Schools will attend a field trip to the Outdoor Stormwater Classroom. She recognized the high school student presentations and, as a former ELHS student, recognized the contributions teachers Freda Gianakos and Rose Ann Hardy have made to their students.
3. Selectwoman Rose Ann Hardy invited Board members to an Open House and recognition ceremony to honor Art Carlson for his volunteer service to the Town of East Lyme on Sunday, April 2 from 3:00 – 4:00 p.m. at the Niantic Yacht Club.

The Board took a short break at 9:10 p.m.

XIV. EXECUTIVE SESSION

MOTION: Candice Carlson moved to enter into Executive Session at 9:15 p.m. and to include the Superintendent and Assistant Superintendent to discuss personnel issues; Barbara Senges seconded.

VOTE: UNANIMOUS

MOTION CARRIED

The Board exited Executive Session at 9:35 p.m.

XV. ADJOURNMENT

MOTION: Candice Carlson moved to adjourn the meeting 9:36 p.m.; Barbara Senges seconded.

VOTE: UNANIMOUS

MOTION CARRIED

Respectfully submitted,

Candice Carlson

Candice Carlson, Acting Secretary
East Lyme Board of Education