

**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."*

**EXECUTIVE SESSION**

**Monday, May 22, 2017 – 5:30 – 7:00 p.m.**

**REGULAR MEETING RESUMES**

**Monday, May 8, 2017 – 7:00 p.m.**

Room B101, East Lyme High School

**MINUTES**

Board Members Present: Tim Hagen (Chair), Al Littlefield (Secretary) (Arrived at 5:55 p.m.), Eric Bauman, Jill Carini (Left at 6:55 p.m.), Bill Derry, John Kleinhans (Left at 6:55 p.m. and Returned at 7:56 p.m.), Barbara Senges, Jaime Barr Shelburn

Board Members Absent: Candice Carlson, Leigh Gianakos

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, Niantic Center School), Jeffrey Provost (Interim Principal, Lillie B. Haynes School), Dr. Judy DeLeeuw (Principal, East Lyme Middle School), Mike Susi (Principal, East Lyme High School), Pat Lannon (Technology Director)

**I. CALL TO ORDER – 5:30 p.m. by Chair Tim Hagen**

A. Executive Session

**MOTION:** Jaime Barr Shelburn moved to enter into executive session at 5:30 p.m. for the purpose of negotiations, student issues and interviewing the finalist for Director of Finance, Marketing, and Growth Management and to include the Superintendent and the Assistant Superintendent; Barbara Senges seconded.

**VOTE: UNANIMOUS**

**MOTION CARRIED**

*The Board exited Executive Session at 6:55 p.m. and took a short break. The Regular Meeting resumed at 7:09 p.m.*

**II. PLEDGE OF ALLEGIANCE – Led by Chair Tim Hagen and the East Lyme Middle School Race to Space Program students.**

**East Lyme Middle School  
*Race to Space Program  
Student Presentation***

Ritisha Ande – Grade 7  
Madeline (Maddie) Fraser – Grade 7  
Ethan Moore – Grade 7  
Ethan Novick – Grade 7

Science Teacher Ms. Deb Galasso

**Connecticut Association of Boards of Education (CABE)**  
*Student Leadership Awards*

David Li and Alexa Torres  
East Lyme Middle School

Dennis Carambot and Madison Dow  
East Lyme High School

**III. PUBLIC COMMENT** - None

**IV. APPROVAL OF MINUTES**

**MOTION:** Jaime Barr Shelburn moved approval of minutes of the Board of Education Regular Meeting of May 8, 2017 as presented; Barbara Senges seconded.

**VOTE: UNANIMOUS**

**MOTION CARRIED**

**V. SPECIAL REPORTS**

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

- Two boats for the Girls' Crew Team won 1<sup>st</sup> place and one boat for the Boys' Crew Team won 3<sup>rd</sup> place at Class M States this past weekend.
- Boys' and Girls' Track had ECCs this past weekend.
- Tennis ECCs this week and Class M State Tournament this coming weekend.
- Final exams are 06/09 thru 06/15/17, SATs on Saturday, 06/03/17, and ACTs on Saturday, 06/10/17.
- Junior Prom at the Mystic Marriott this past weekend was a huge success.
- Senior Prom is scheduled for 06/03/17 at the Mystic Marriott.
- French National Honor Society is hosting its annual soccer tournament to benefit the Haitian Health Foundation this week.
- Project Oceanology field trips for biology classes will be this coming week.
- East Lyme High School Student Expo tonight from 6:00 to 8:00 p.m.
- Award Nights: Freshmen and Sophomores 05/23/17 at 7:00 p.m. and Juniors and Seniors 05/30/17 at 7:00 p.m.
- New Next Generation Science Standards test for juniors during science class today/tomorrow.
- Graduation rehearsals are 06/9 (12:00 to 2:00), 06/15 (12:00 to 2:00), and 06/16 (9:00 to 10:00). The East Lyme High School Graduation Ceremony is at 5:30 p.m.
- Physics trip to Six Flags will be on 05/25/17.
- National Honor Society courtyard cleanup.
- Senior class trip to Six Flags will be on 05/31/17.
- Professional Development day on Friday, 5/16/17. No school for students.
- Senior Dinner Dance at the Port-n-Starboard, Ocean Beach will be on 06/01/17 at 5:30 p.m.
- Regional Music Festival update: East Lyme High School too Platinum and Gold Awards.
- East Lyme High School Chemistry Olympiad Team took 1<sup>st</sup> place in the Connecticut River Valley Region, three students qualified for Round Two of the competition (Mingfei Duan, Alexa Stewart, and Andrew Zhang), two students qualified for the National Exam (Mingfei Duan and Andrew Zhang), and Mingfei Duan was recognized in the Honor Roll (top 141 in the country).
- Cully Moore won 1<sup>st</sup> place with his essay on African Americans & the Sea.

- Ben Guzman won 2<sup>nd</sup> place in State with his essay submitted to Connecticut Foundation for Open Government.
- Elizabeth He won honorable mention in same competition.
- Girls and Boys State begins week after school is out. This is sponsored by the American Legion and the Legion Auxiliary. Congratulations to Juniors: Conrad French, Elizabeth He, Colleen Keller, Joyce Lin, Maddie Foster.
- Chamber of Commerce award winner is Lily Zhong.
- Governor Scholar is Andrew Zang (Grade 11).

**B. Selectmen's Representative – Marc Salerno**

- Elementary Alteration Projects: The Board of Selectmen approved three resolutions regarding the elementary school construction projects. The East Lyme Town Building Committee putting together RFQ.
- The Town is looking into Community Center smoking ban.
- A temporary town communication tower will be erected.
- The Town of East Lyme Police Chief officially begins his duties on 06/01/17.

**C. Salem Board of Education – George Jackson**

- Salem is working with Jonathan Costa on its district's Long Range Plan.
- Budget passed 4:1 with a historically low voter turnout.

**D. Other Reporters - None**

**VI. CONSENT AGENDA - None**

**VII. DISCUSSION/ACTION ITEMS**

**A. Personnel**

**1. Discussion/action re: Proposed Appointment of Director of finance, Marketing, and Growth Management Effective June 19, 2017**

Superintendent Newton recommended the appointment of Ms. Maryanna Stevens for the position of Director of Finance, Marketing, and Growth Management effective June 19, 2017.

**MOTION:** Jaime Barr Shelburn moved to appoint Maryanna Stevens to the position of 1.0 FTE Director of Finance, Marketing, and Growth Management for East Lyme Public Schools effective June 19, 2017 through June 30, 2018 and to authorize the Superintendent to enter into a contract agreement; Eric Bauman seconded.

**VOTE: UNANIMOUS**

**MOTION CARRIED**

**B. Finance/Facilities/Community**

**1. Discussion re: Informational Presentation by Eversource Re: Continuation of Natural Gas Line from ELHS to Flanders School and Central Office**

Eversource representative Lu Ann Dinihanian gave an informational presentation regarding the benefits of continuing the natural gas line from East Lyme High School to Flanders School and Central Office at no cost to the Board of Education. The installation would take place over the summer and be completed prior to the start of school. The proposal will be forwarded to the FFO Committee for discussion and sent back to the BOE for a decision. Town officials are onboard with this cost saving plan.

**2. Discussion/action re: Proposed One-Year Contract Extension for School Medical Advisor Effective July 1, 2017 – June 30, 2018**

Superintendent Newton recommended a one-year contract extension for the continuation of services by Dr. Vijay Sikand as the School Medical Advisor for ELPS effective July 1, 2017 through June 30, 2018 at the unchanged cost of \$20,000.

**MOTION:** Jaime Barr Shelburn moved to authorize the Superintendent to sign a one-year contract with Dr. Vijay Sikand for his services as the East Lyme Public Schools' Medical Advisor for the period July 1, 2017 through June 30, 2018 at the cost of \$20,000 as presented; Barbara Senges seconded.

**VOTE: UNANIMOUS**

**MOTION CARRIED**

**3. Discussion re: ELPS Elementary School Alteration Projects Update**

Chair Tim Hagen and Superintendent Newton updated the Board on the next steps for the elementary schools' alteration projects. The Board of Selectmen met on May 17, 2017 to discuss and approve a Town Resolution required for the state's application process for a school construction grant. An ordinance will be needed to allow two BOE members to serve on the building committee and a slight modification to the BOE Charter may be needed. A RFQ for Project Manager is being prepared. Filing with the state is on schedule for the June 30, 2017 deadline.

**4. Discussion re: Elementary Redistricting Ad hoc Committee Update**

The BOE Elementary Redistricting Ad hoc Committee met on May 22, 2017 and Facilitator Amy Drowne and Superintendent Newton provided an update of its work.

Following an overview of the school alteration projects, each of the five subgroups were asked to revisit their action plans and identify a timeline before January 2018.

Subgroups were in agreement on the following:

- 1) Additional stakeholders need to be brought to the table to answer questions and partake in decision making.
- 2) Knowledge on how the Project Manager will logistically sequence the three elementary alteration projects is essential before developing a redistricting plan.

The committee will meet again in fall 2017. Board members reiterated their commitment to balancing the three elementary schools in the least impactful way possible and to readjust as necessary.

Board discussion was centered on committing to take specific action for a time-bound plan for redistricting at the next Board meeting.

**C. Instruction**

**1. Discussion re: Draft ELPS Educator Evaluation and Support Plan for 2017-2018**

Assistant Superintendent Amy Drowne shared with the Board the draft ELPS Educator Evaluation and Support Plan for 2017-2018 along with a summary of the changes made from the current plan to align with the district's strategic plan.

The Board thanked the Professional Development Evaluation Committee for its work and the CEA for its feedback.

The plan will be submitted to the CT State Department of Education for approval and then resubmitted to the Board of Education for adoption.

**2. Discussion/action re: Proposed ELHS Student/Parent Handbook for 2017/2018**

East Lyme High School Principal Mike Susi presented the proposed East Lyme High School Student/Parent Handbook for 2017/2018 and outlined the major changes from the current year:

- The addition of a minimum discipline grid
- An updated section on Senior Late Arrival/Early Dismissal Privilege
- Updated information regarding BOE policy changes

Eric Bauman requested that discussion regarding GPA weighting and graduation requirements be included as future AAA Committee agenda items.

**MOTION:** Jaime Barr Shelburn moved to approve the proposed East Lyme High School Student/Parent Handbook for 2017/2018 as presented; Al Littlefield seconded.

**VOTE: UNANIMOUS**

**MOTION CARRIED**

- D. Policy
- E. Other

### **VIII. ADMINISTRATION REPORTS**

#### **A. Superintendent of Schools** – *Mr. Jeffrey Newton*

- The District is in process of looking at having the East Lyme High School graduating seniors visiting at their elementary schools this year.
- Spiral International Update: Four (4) Chinese students are slated to attend East Lyme High School as tuition students for the 2017-2018 school year. The ad hoc committee will meet next month.
- The District is struggling with substitute coverage and watching the situation very carefully.
- Attended reception for Police Chief.
- East Lyme Public Schools Retirement Celebration will be held on Thursday, June 8, 2017, 4:30 p.m., at the Port-n-Starboard, Ocean Beach.

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

- Weekly updates to the Board and the documents that are being worked will continue to be reported to the BOE.
- The criteria for summer work was released today.
- Developing accountability and establishing procedure.

#### **C. Finance and Facilities Director** – *Mrs. Maria Whalen was not present.*

### **IX. COMMITTEE REPORTS**

- A. AAA Committee
- B. FFO Committee
- C. Policy Review Committee
- D. ELPS Chinese Program ad Hoc Committee
- E. Board of Education Liaison to Board of Finance – Oral report of 05/10/17 meeting by Barbara Senges
- F. District Long Range Plan Committee

### **X. COMMUNICATIONS**

- A. East Lyme Public Schools Retirement Celebration Flyer
- B. Viking Saga, Volume 49, Edition 16, dated 04/27/17

### **XI. NOTICES**

- A. Notice of the following staffing changes for 2016/2017:
  1. Appointments
    - Hannah Kupis, 0.20 FTE After School Aide, MS, 04/24/17
  2. Supplemental Appointments
    - Sal Fiorillo, Men's Lacrosse Volunteer Coach (Freshmen), HS
  3. Increases/Reductions in FTE
    - Frank Burdick Sr, voluntary reduction from 0.75 FTE to 0.50 FTE, 05/10/17, HS
    - Donald Robbins, voluntary increase from 0.50 FTE to 0.75 FTE, 05/10/17, HS
  4. Resignations
    - Nicole Burke, 1.0 FTE Literacy Specialist, MS, 06/30/17
    - Tracy Feldman, 0.50 FTE After School Greeter, MS, 04/17/17
    - Caroline Harper, 1.0 FTE Math Teacher, HS, 06/30/17

-Maria Whalen, 1.0 FTE Director of Finance and Facilities, 06/30/17

**B. Notice of the following staffing changes for 2017/2018:**

1. Appointments

- Dr. Maria Fernandes, 1.0 FTE Science Teacher, MS, 08/24/17
- Laura Hanley, 0.6 FTE German Teacher, HS, 08/24/17
- Hamilton Hernandez, 1.0 FTE Social Studies Teacher, HS, 08/24/17
- Colin McCune, 1.0 FTE Music Teacher, MS, 08/24/17
- Jennifer Raub, 0.8 FTE Social Studies Teacher, HS, 08/24/17

2. Retirements

- Raymond Gaudette, 1.0 FTE Custodian, MS, 07/12/17

3. Student Teachers

- ECSU student teacher Alexander Shoudy with Phys Ed Teacher Judy Deeb, fall 2017, HA

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

1. ELMS field trip to Plymouth, MA on Monday, June 5, 2017 to visit Plimoth Plantation.

**XII. BOARD COMMENTS/FUTURE AGENDA ITEMS**

**A. Board Comments:**

- Jaime Barr Shelburn – District Calendar status, and clarification regarding Google Classroom and East Lyme High School Planetarium reuse.

**B. Future Agenda Items:**

1. East Lyme Chinese Program Update – 06/12/17
2. School Calendar (182 days) – BOE 04/03/17 – Spring/Summer 2017
3. BOE Regular Meeting followed by BOE Committee of the Whole – Long Range Plan, Board Goals, and Meeting Structure – 06/12/17
4. ID Exit Policy Across the District – Jaime Barr Shelburn requested 05/08/17 – Spring/Summer 2017
5. Redistricting – Standing Agenda Item

**XIII. PUBLIC COMMENT - None**

**XIV. EXECUTIVE SESSION – Not needed**

**XV. ADJOURNMENT**

**MOTION:** Jaime Barr Shelburn moved to adjourn the meeting at 9:15 p.m.; Eric Bauman seconded.

**VOTE: UNANIMOUS**

**MOTION CARRIED**

Respectfully submitted,

*Albert Littlefield*

Al Littlefield, Secretary

East Lyme Board of Education