

Regular Board of Education Meeting
Wednesday, October 7, 2020 6:30 PM

Board of Education Conference Room at Center
School
49 Lyme Street
Old Lyme, CT 06371

Agenda

- I. Call to Order
- II. Approval of Minutes
 - A. Regular Meeting of September 2, 2020
 - B. Executive Session of September 2, 2020
- III. Visitors
 - A. Recognition of Caroline Doughty - Bus Driver for LOL
 - B. Recognition of Teacher of the Year and Employee of the Year
Speaker(s): Jim Wygonik and Ron Turner
 - C. Report from Student Representatives
 - D. Public Comment
- IV. Administrative Reports
 - A. Superintendent's Report
 - B. Business Manager's Report
- V. Educational Presentation
 - A. Priority Standards
Speaker(s): Michelle Dean
- VI. Chairman & Board Report
- VII. New Business
 - A. Budget Process Timeline
Speaker(s): Ian Neviaser
 - B. Appropriation to the Reserve Fund for Capital and Nonrecurring Expenditures
 - C. 2020-2021 Calendar Change
Speaker(s): Ian Neviaser
 - D. Teacher Evaluation Flexibilities
Speaker(s): Michelle Dean
 - E. Sustainability Committee Trex Challenge
Speaker(s): Jennifer Miller
- VIII. Old Business
 - A. Closing of LOLHS Project
 - B. Report of Committees: Facilities, Finance, Communications, Policy, LEARN, LOL Prevention Coalition, Sustainability
- IX. Correspondence
- X. Executive Session
- XI. Adjournment

LYME-OLD LYME SCHOOLS

Regional School District #18

A Private School Experience



in a Public School Setting

Regular Board of Education Meeting

September 2, 2020

Board Present: Diane Linderman, Chair; Martha Shoemaker, Vice Chair; Steven Wilson, Secretary; Stacey Leonardo; Jennifer Miller; Mary Powell St. Louis; Suzanne Thompson

Present Via Telephone: Jean Wilczynski

Absent by Previous Arrangement: Rick Goulding

Administration Present: Ian Neviasher, Superintendent of Schools; Mark Ambruso, Principal of Lyme-Old Lyme Middle School; James Cavalieri, Principal of Lyme Consolidated School; Michelle Dean, Director of Curriculum; Melissa Dougherty, Director of Special Services; Kelly Enoch, Principal of Mile Creek School; Jeanne Manfredi, Assistant Principal of Lyme-Old Lyme High School; Holly McCalla, Business Manager; Ron Turner, Director of Facilities & Technology; Noah Ventola, Assistant Principal of Lyme-Old Lyme Middle School; James Wygonik, Principal of Lyme-Old Lyme High School

Others Present: Isabella Hine and Ellery Zrenda, High School Student Representatives

I. Call to Order

The meeting was called to order at 6:30 p.m. by Chairwoman Linderman. The Pledge of Allegiance was recited.

II. Approval of Minutes

MOTION: Dr. Powell St. Louis made a motion, which was seconded by Mrs. Miller, to approve the minutes of August 12, 2020 as presented.

VOTE: the Board voted unanimously in favor of the motion.

49 Lyme Street, Old Lyme, Connecticut 06371

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III. Visitors

1. Public Comment

Diane Linderman, Board Chair, read the following statement from Olivia Hersant, Co-President of the Region 18 Teachers' Association:

I'm reaching out to you ahead of this evening's BOE meeting to give you some feedback from Middle School teachers concerning our return to in-person learning in hopes that you'd read the statement to the rest of the Board.

Over the last several weeks, and indeed over the summer, we have seen and heard teachers from other districts discussing going back to school. From the start, I knew we were ahead of the curve for everything from teacher, student, and community engagement to safety protocols. While everyone's emotions over this situation have been heightened, our Admin team, BOE, parents, and fellow LOL teachers have risen to the occasion. When other districts are beginning to manage hybrid learning with varying degrees of success, we have been able to begin live and in person. We are excited and happy to be back in school with our students!

Teachers at the Middle School are feeling safe with everyone adhering to mask wearing. We feel confident when our dedicated custodial staff throughout the day are wiping down surfaces. We even appreciate seeing the cleaning schedule in the bathrooms! By including teachers in all parts of the reopening, listening and responding to our concerns, and letting us wear our own masks, Administration has shown us that they are truly working with us.

We hear teachers in other districts, we live in other districts, and we know that LOL has done it right. No day one is perfect, but this year, our day one was pretty close to it because it felt like business as usual- which these days isn't always easy to come by! We will gladly take the technical glitches because we're back in school with our kids and they're as happy as we are to be back.

Thank you for your time and consideration,

*Olivia Hersant
RETA Co-President*

2. Report from Student Representatives

Isabella Hine and Ellery Zrenda reported on the following activities taking place at the schools:

At LOLHS: After months of preparation, teachers and students are back in the classroom. On August 31, Jeanne Manfredi, Assistant Principal, and the student advisory group conducted a freshmen orientation. In small groups, 9th graders toured the building and took part in a panel discussion with some upper classmen. Later that evening, Ms. Manfredi and Tracy Lenz, Director of Guidance, held a Zoom orientation for the 9th grade parents. On September 1, James Wygonik, Principal, conducted a Zoom

meeting with the students to review the physical distancing and safety protocols that have been implanted in the building. Classes took mask breaks outside throughout the day. All students received their new Chromebooks on September 2.

At LOLMS: The middle school is off to a great start. We are so happy to have our students back with us. On Monday, August 31, we welcomed the 6th graders in eight different cohorts for orientation and tours. The first day of school brought welcomed smiles and excitement from both students and staff. Additionally, remote learning students had an opportunity to have a meet and greet with their new teachers via Zoom. The middle school is taking an Instruct, Train, Reinforce, and Remind approach to safety practices. Students observed a safety video outlining new protocols as well as plans for ongoing trainings. All students received their Chromebooks on September 2 and are ready to hit the ground running.

At Mile Creek School and Lyme Consolidated School: The first day at Lyme Consolidated School and Mile Creek was very successful. The students were very excited to be back in the building after five and a half months of being home. Staff was eager to return to their classroom environment. Teachers introduced all of the new safety protocols that are in place with their students. Without having a dress rehearsal for arrival and dismissal, we knew it was going to be a challenge. We made it through with the cooperation from parents and the support from staff. We had over 100 parents at Lyme School, and 165 at Mile Creek dropping off and picking up their children. During arrival at Lyme School, there are now four adults unloading four cars at a time, and at Mile Creek there are five adults unloading five cars at a time, allowing for a better flow of traffic compared to the first day. We will make a few adjustments for dismissal to improve the amount of time it takes to make the exchange of custody. The Lyme and Mile Creek staffs would like to thank Facilities Director, Ron Turner, and his staff for having the building super clean and looking fantastic.

In the Preschool Program: The PreK numbers grew during the summer, and Center School is filled with more activity as we begin the 2020-2021 school year. The youngest Wildcats set a great example for all students in the district. They came in with their masks on and what fun it was to see the mask patterns of trains, kittens and minions, just to name a few. The PreK staff joined the “Superheroes Wear Masks Campaign” and provided pictures of themselves in masks for the students to see when they entered the building on the first day. Thanks to all the parents for the support and practice with mask wearing. Students used their new desk shields to take mask breaks and eat snacks and lunch. There was time for outdoor play and specials classes began on the first day. The PreK teachers are excited to be back in the classroom singing, teaching and, of course, washing hands. The theme of the month is all about me and families. Students will be using apples to weigh and measure during math activities. They will be learning about school routines and making new friends. PreK wishes everyone a safe and healthy school year. Go Wildcat Cubs!!

IV. Administrative Reports

1. Superintendent’s Report

Mr. Neviasher reviewed the September personnel report which reflected numerous new hires. Vacancies yet to be filled include instructional assistants, a transition and school to career coordinator and a part-time school psychologist.

Mr. Neviasher reviewed the September enrollment report which reflected a total in-house enrollment of 1,281 students, a decrease of 22 students from June 2020. To be noted: June senior class of 2020 – those exiting numbered 127 students; incoming fall kindergarten class is numbered at 77; a differential of 50.

Mr. Neviasher reported on the opening of the 2020-2021 school year including new reopening procedures and practices. The first day went smoothly with some traffic delays on Lyme Street; traffic already subsiding on day two, and alternate plans are being considered should it continue. The state and local police are working on traffic light timing to help ease traffic. There is the possibility of getting permission to use the gate access through the Lyme Academy property to assist with arrivals/departures.

Mr. Neviasher reported on the district's annual Convocation which took place on August 24 via Zoom. Jonathan Goss, Tech Ed Teacher at LOLHS, and Ray Belval, Campus Security, were honored as the Teacher of the Year and Employee of the Year respectively. They will be recognized at the October Board meeting.

Mr. Neviasher reported on the resources for families and educators found on the district website at <https://www.region18.org/parents/reopening-school-fall-2020> related to the reopening of schools and COVID-19.

Mr. Neviasher reported on the childcare that is being provided for the Lyme-Old Lyme staff who live out of town and whose children are attending schools opting for a hybrid or remote learning experience. He gave the stats on ages of children attending and numbers attending. The staff has been very appreciative of this initiative.

Mr. Neviasher reported that mask wearing by the students has not been an issue. The district did purchase clear masks for the staff but they have not worked out as planned (easily fog up). Other options are being considered.

Mr. Neviasher reported on the lack of usage of the buses by the students; the district may encourage more usage as weeks go by as there seems to be plenty of space on the buses for social distancing.

Mr. Neviasher cited several technology improvements being utilized in the classrooms for remote learners. Mr. Neviasher also reported on improved personal protective equipment being used: i.e., two sinks installed in high school cafeteria so students can wash up before and after lunch, and desk shields being utilized at the elementary level for those students eating lunch in the classroom.

Mr. Neviaser reported on the commencement of the fall sports programs with the exception of football and volleyball. The CIAC and DPH are still discussing the status of these two sports.

Mr. Neviaser reported on the utilization of outdoor spaces for instruction and mask breaks weather permitting.

Mr. Neviaser reported that students and teachers are adapting well to being back in the buildings with flexibility being key.

Mrs. Linderman inquired about seat assignment on the buses especially when students are new to ridership. Kelly Enoch, Principal of Mile Creek School, explained the process for dismissal with students last to get off the bus being put on the bus first. The elementary principals are tracking who is riding the bus for continual improvement to the process.

Mrs. Linderman reported on a CABA presentation on HVAC improvements to school buildings. These presentations are recorded so she encouraged Board members to view at their convenience. Follow-up discussion centered on how the district evaluates and measures ventilation and how clean the air is in the school buildings.

Mrs. Thompson voiced appreciation of the mask breaks at the high school, especially since classes at this level are longer than normal. Mrs. Leonardo noted the positive experience her child has had at Lyme Consolidated School.

Mrs. Wilczynski referred to a recent article in *The Day* re: shortage of bus drivers. Mr. Neviaser reported on the good standing they have with M&J Transportation due to Region 18 honoring the transportation contract when schools closed last year. Mr. Neviaser voiced his confidence that Lyme-Old Lyme would be a priority on bus runs.

2. Business Manager's Report

Mrs. McCalla reviewed the Executive Budget Summary as of August 31, 2020. Fluctuations of note: The year over year differential is more significant than typical but can be attributed to the higher than usual August debt service payment. The increase in this payment was a result of the bond refunding done last year. Even though last month it was reported that special education spending was higher year over year, it has changed significantly for this month. When we are so early in the year, the differentials are a tough comparison because all are dependent upon when invoices arrive and encumbrances are made.

Year To Date Revenue Report

	2019-2020 Received	2020-2021 Received YTD
Town of Old Lyme	\$27,556,679	\$4,092,215
Town of Lyme	\$6,579,421	\$946,866

Mrs. McCalla reviewed the Contingency Maintenance Report. No monies have been expended and the balance remains at \$200,000.

Mrs. McCalla reported, as previously communicated via email, the state has granted the district over \$300,000 to assist in offsetting COVID-19 costs. The Business Office is waiting on FEMA's final determination on what will and will not be covered as their commitment to reimburse 75% of cleaners and PPE seems to have been rescinded. Mrs. Wilczynski asked if these monies would be given to the towns and not the district. Mrs. McCalla reported that it was her understanding that the monies will be treated as a grant (vs. FEMA reimbursement).

V. Educational Presentation

There was no educational presentation scheduled.

VI. Chairman & Board Report

Mrs. Linderman encouraged the Board members to utilize educational opportunities offered by the Connecticut Association of Boards of Education and the State Department of Education's site on the latest addendums to *Adapt, Advance, Achieve: Connecticut's Plan to Learn and Grow Together*.

VII. New Business

1. Approval of Tuition Students at Mile Creek School and Lyme Consolidated School

The request for a tuition student at Lyme Consolidated School was withdrawn.

Mr. Neviasser reported on a request for a tuition student at Mile Creek School (3rd grade). There is room for this student, and the family has met with Principal Kelly Enoch.

MOTION: Dr. Powell St. Louis made a motion, which was seconded by Mrs. Shoemaker, to approve the tuition student request as presented.

VOTE: the Board voted unanimously in favor of the motion.

VIII. Old Business

1. Goals for 2020-2021

Goals had been updated based on input from the Board of Ed at last month's meeting.

Curriculum

Provide a rigorous educational experience for students, in all modes of instruction (remote or in-person), that is in alignment with the high standards and expectations of the communities we serve.

Human Resources

Provide additional support for staff to ensure existing and new employees have the resources necessary to perform the duties of their jobs at the highest level possible.

Community

Support the social emotional needs of students and staff, with emphasis on self-care and community responsibility during this time of uncertainty.

Facilities

Monitor and evaluate five-year facility, safety, and technology plans to ensure appropriate improvements and maintenance of buildings, grounds, and infrastructure in line with recommendations from the DPH and the CSDE.

Board of Education

Provide resources to support students and staff through a variety of different means during this time of uncertainty.

MOTION: Mrs. Thompson made a motion, which was seconded by Mrs. Miller, to approve the 2020-2021 District Goals as presented.

The Board and Superintendent discussed how unique the goals are this year due to the pandemic.

VOTE: the Board voted unanimously in favor of the motion.

2. Closing of LOLHS Project

The district is still waiting for the final change order from the State so there is no action required on this agenda item.

3. Report of Committees:

- a. *Facilities*. The turf field forum, which was scheduled for next week, has been postponed. This forum will probably be moved to sometime in October as the community is more focused on other matters related to the pandemic at this time.
- b. *Finance*. No report.
- c. *Communications*. No report.
- d. *Policy*. No report.
- e. *LEARN*. No report.
- f. *LOL Prevention Coalition*. No report.
- g. *Sustainability*. Mrs. Miller reported that the next meeting of this group will take place on September 22. The committee is currently discussing new ideas for Board approval in October.

IX. Correspondence

Mrs. Linderman reported on the receipt of an anonymous letter related to offering an early retirement package to staff. The Board does not normally respond to anonymous letters, but Mrs. Linderman noted that these matters are discussed at the time of the budget development.

X. Executive Session

Mrs. Leonardo made a motion, which was seconded by Mrs. Miller, to move into executive session for the purpose of discussing litigation issues. Mr. Neviasser and Mrs. Dougherty were invited to attend the executive session.

XI. Adjournment

The regular meeting adjourned upon a motion by Mrs. Leonardo and a second by Mr. Wilson at 7:39 p.m.

Respectfully submitted,

Steven Wilson, Secretary

LYME-OLD LYME SCHOOLS

Regional School District #18

A Private School Experience



in a Public School Setting

Executive Session

September 2, 2020

Board Present: Diane Linderman, Chair; Martha Shoemaker, Vice Chair; Steven Wilson, Treasurer; Stacey Leonardo; Jennifer Miller; Mary Powell St. Louis; Suzanne Thompson

Present Via Telephone: Jean Wilczynski; Attorney Johanna Zelman

Absent by Previous Arrangement: Rick Goulding

Administration Present: Ian Neviaser, Superintendent of Schools and Melissa Dougherty, Director of Special Services

Mrs. Leonardo made a motion, which was seconded by Mrs. Miller, to move into executive session for the purpose of discussing litigation issues at 7:39 p.m. Mr. Neviaser and Mrs. Dougherty were invited to attend the executive session.

The Board of Education reconvened into open session at 8:15 p.m.

There were no motions made and no action taken.

Upon motion by Mrs. Miller and seconded by Mrs. Leonardo, the meeting was adjourned at 8:15 p.m.

Respectfully submitted,

Steven Wilson, Secretary

49 Lyme Street, Old Lyme, Connecticut 06371

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Regional School District Eighteen October 2020 Enrollment Report

Breakdown by School

Breakdown by Town

Grade	Center	MC	Lyme	Middle	High	Total
PreK (3)	19					19 (+1)
PreK (4)	76					76 (+1)
K		44	33			77
1st		49	30			79 (+1)
2nd		37	32			69 (+1)
3rd		54	30			84
4th		43	34			77 (+1)
5th		43	37			80
6th				91		91 (-1)
7th				83		83
8th				96		96 (-1)
9th					95	95
10th					112	112
11th					126	126
12th					119	119 (-1)
Totals	95	270	196	270	452	1283 (+2)

Grade	Old Lyme	Lyme	Tuition	Total
PreK (3)	16	3	0	19
PreK (4)	67	9	0	76
K	59	17	1	77
1	64	15	0	79
2	57	12	0	69
3rd	71	12	1	84
4th	62	15	0	77
5th	62	18	0	80
6th	71	20	0	91
7th	72	11	0	83
8th	72	24	0	96
9th	78	16	1	95
10th	88	23	1	112
11th	112	14	0	126
12th	88	28	3	119
Totals	1039	237	7	1283

Special Education (various facilities)	6
Grasso Tech	10
Marine Science Magnet School of SE CT	2
Total Out of District	18
GRAND TOTAL	1301

Out of District	17	1	0	18
TOTAL	1056	238	7	1301

Impact to Towns	Old Lyme	Lyme
10/1/2020	1294	238
% of total census	81.6%	18.4%
9/1/2020	1287	235
% of total census	81.7%	18.3%

All special education including prek and out of district = 178

EXECUTIVE BUDGET SUMMARY..... \$34,711,631

	20-21 Budget	20-21 Actuals	% Spent as of 9/30/2020	% Spent as of 9/30/2019
Certified Salaries	\$14,227,237	\$1,909,968	13.4%	9.4%
Non-certified Salaries	\$3,619,265	\$418,531	11.6%	7.7%
Employee Benefits	\$4,737,682	\$1,076,163	22.7%	22.1%
Instructional Programs	\$1,478,212	\$801,471	54.2%	51.7%
Special Education	\$1,452,941	\$215,386	14.8%	46.0%
Support Services	\$78,148	\$16,964	21.7%	27.3%
Administrative Services	\$818,208	\$467,112	57.1%	61.7%
Pupil Transportation	\$1,144,367	\$813,305	71.1%	98.6%
Plant Operation & Maintenance	\$4,002,850	\$1,959,649	49.0%	46.2%
OPERATING BUDGET	\$31,558,910	\$7,678,549	24.3%	23.7%
DEBT SERVICE	\$3,152,721	\$2,317,889	73.5%	35.8%
TOTAL BUDGET	\$34,711,631	\$9,996,438	28.8%	25.0%

Notes:

Cert/Non Cert: additional payroll reported FY21 vs FY20

Transportation: Billing differential due to collapsed/reduced routes

Year To Date Revenue Report

	<u>2019-2020</u> Received	<u>20-21 Received</u> YTD
Town of Old Lyme	\$27,556,679	\$6,278,374
Town of Lyme	\$6,579,421	\$1,452,706

Contingency Maintenance

Budgeted - Fiscal Year 2020-2021 **\$200,000**

Lyme			
	Total Lyme Projected as of 09/30/2020		\$0

Mile Creek			
	Total Mile Creek Projected as of 09/30/2020		\$0

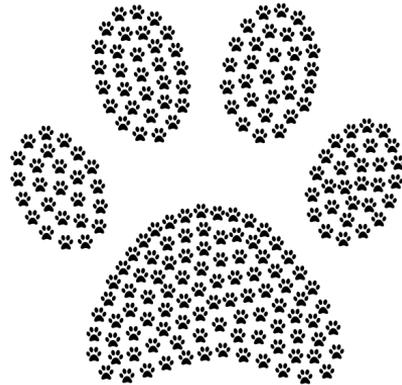
Center			
	Dhd Windows & Doors (shattered window)	\$3,963	
	Total Center Projected as of 09/30/2020		\$3,963

Middle			
	Total Middle Projected as of 09/30/2020		\$0

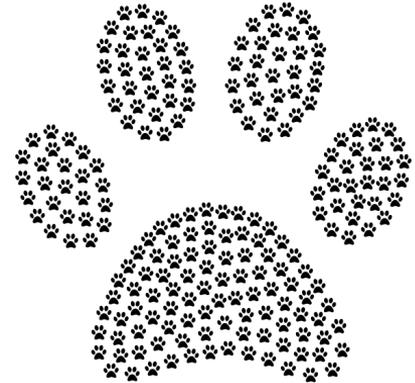
High			
	Huntington Power Equip (Generator Repair)	\$16,338	
	Total HS Projected as of 09/30/2020		\$16,338

Remaining contingency as of 09/30/2020, Fiscal Year 2021 **\$179,699**

If it makes you feel any better about last spring...



We were not alone



Welcome Back!

We have missed you and have been thinking of you...

We thank you for your help, input, attendance in district informational meetings, questions and comments...

We know why this is the best place to work...because of our professional staff who are committed to taking care of each other and their students...

We know why we are all here today - to do what we do best - plan for the best possible outcomes for our students

Assumptions:

- Students experienced Remote Learning (RL) differently
- Students had varying levels of support at home during RL
- Some students did not respond well to/participate in RL
- Different approaches to reinforce/teach new material were taken
- Students in need of intervention did not always participate

***SO...We need to predict and assess where we need to start to
“meet kids where they are at”***

Assumptions

- Teachers are worried about more this year than ever
- Teachers want to be healthy & the health of students is of utmost importance
- Teachers want to succeed, they want students to succeed
- Teachers in our district work tirelessly on behalf of students so they do succeed
- Teachers in our district use best practices in instruction
- Teachers work collaboratively for their success and student success
- Teachers need each other as partners more than ever
- We need to ensure we are balanced and realistic to ensure everyone success

SO... to start, we will use a systematic process to ensure every child receives the time and support needed to learn at high levels. That we can control.

The first few weeks...

- Focus on classroom routines
- Building community and connection
- Low-stakes/formative assessments (no school-wide benchmarking until mid-October)
- Review skills/Reinforce standards and set students up for success
- Identify frequently use tools students need to know if we go remote
- When possible, teach as if you were remote tools to practice with your students
- Take breaks, pace yourself against student needs
- Hold off on science investigations if you are not able to meet guidelines

Objective #1:

In building level vertical teams and using a standards/skills checklist, teachers will share which standards were covered before March 13th, during remote learning, and which standards were not able to be delivered and/or mastered in 2019-2020 (for courses that have vertical alignment)

Objective #2:

Using information gathered from the 'grade level /course below', teachers will plan on how/where to incorporate into curriculum for review/direct instruction.

**This includes how to formatively assess the standard, skill or content to inform instruction*

End Goals (Building Level Teams/Departments)

Over the course of two days, teachers will:

- Meet in [vertical teams](#) to review grade level Standard Checklist
- Meet in grade level teams/departments to identify how to address/where to address off grade level standards for 2020-2021 using [Standards Chart](#) (or a similar doc developed by team)
- Meet in grade level teams/departments to review curriculum, incorporate off grade level standards and develop pacing guide as needed
- Plan individually/with team for instruction and formative assessment

What research says:

- Marzano: **Guaranteed and viable** curriculum based on a clear list of essential outcomes is the **#1** opportunity to raise student achievement and success
- Hattie: Achievement is enhanced when teachers set and communicate appropriate, specific, and challenging goals
- DuFour: Essential skills need to be a priority along side content
- Ainsworth: “Power Standards” (priority standards) are key to assist with focused instruction and assessment

Links to Materials:

[Vertical Meeting Schedule](#)

[K-5 ELA Readiness Checklist](#) Please see tabs on bottom and fill for your grade level only

[K-5 Math Readiness Checklist](#) Please see tabs on bottom and fill out for your grade level only

[Off Grade Level Standards Chart](#) Please make a copy since this is an editable doc

[EL \(ELA\) Gr. 3-5 Standards Crosswalk](#) For use when comparing off-grade level standards with Readiness Checklist

LYME-OLD LYME SCHOOLS

Regional School District #18

A Private School Experience



in a Public School Setting

2021-2022 BUDGET PROCESS TIMELINE

*All budget meetings are open to visitors from the Lyme and Old Lyme communities.
All meetings take place in the Board of Ed Conference Room at Center School.*

October	Preliminary Data Gathering and Projections. Enrollment Projections and Staffing Proposals are Prepared. Committees and administrators work to identify needs and major drivers that will impact the budget.
November 4	[6:00 pm] Special Board of Education Meeting with BOE, BOS, BOF, School Administrators and Parent Leadership Review and discuss needs and drivers as prepared by administrators and committees.
November 4	[7:00 pm] Regular Board of Education Meeting
Nov – Dec	Administrators prepare budget according to parameters set forth by the Board of Education; Budgets are reviewed with the superintendent.
January 6	[6:30 pm] Regular Board of Education
January 13	[6:30 pm] Special Board of Education Meeting Workshop 1: Elementary, Middle and High School Budget Presentations.
January 20	[6:30 pm] Special Board of Education Meeting Workshop 2: Special Education, Facilities, Technology, Operations and Central Services Presentations.
January 27	[6:30 p.m.] Special Board of Education Meeting (meeting if needed) Board reviews budget as it will be presented at budget forum.
February 3	[6:30 pm] Budget Forum
February 3	[7:00 pm] Regular Board of Education Meeting Budget Adoption by Board of Education.
February	Communication Committee prepares budget edition of <i>Focus on Education</i> .
Feb - March	Central Office prepares budget books.
March-April	Presentation of Budgets to Boards of Finance (both communities). Mailing of special edition of <i>Focus on Education</i> . Presentation of budget to community groups.
April 5	[6:30 pm] District Budget Hearing
April	Reminder Post Cards to Vote.
May 3	[6:30 pm] District Budget Meeting
May 4	Anticipated Date for Budget Referendum Vote.



Lyme-Old Lyme Public Schools • 2020-2021 Calendar



(Proposed Revision)

August 2020				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

September 2020				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

October 2020				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

November 2020				
M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	20
23	24	25	26	27
30				

December 2020				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30	31	

January 2021				
M	T	W	T	F
				1
4	5	6	7	8
11	12	13	14	15
18	19	20	21	22
25	26	27	28	29

February 2021				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26

March 2021				
M	T	W	T	F
1	2	3	4	5
8	9	10	11	12
15	16	17	18	19
22	23	24	25	26
29	30	31		

April 2021				
M	T	W	T	F
			1	2
5	6	7	8	9
12	13	14	15	16
19	20	21	22	23
26	27	28	29	30

May 2021				
M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
17	18	19	20	21
24	25	26	27	28
31				

June 2021				
M	T	W	T	F
	1	2	3	4
7	8	9	10	11
14	15	16	17	18
21	22	23	24	25
28	29	30		

School Hours	
Mile Creek/Lyme	8:45-3:15
LOLMS/LOLHS	7:40-2:10
Preschool (am)	8:50-11:20
Preschool (pm)	12:20-2:50
Preschool (full)	8:50-2:50
Early Dismissal	
MileCreek/Lyme	12:15
LOLMS/LOLHS	11:10
Preschool	11:20

Date	Event/Holiday
Aug 24-31	Professional Development Days (FULL) No school for students
Sep 1	Opening Day for Students
Sep 7	School Holiday (Schools Closed)
Oct 9	Professional Development Day (HALF) Early dismissal for students
Oct 12	School Holiday (Schools Closed)
Nov 3	Professional Development Day (FULL) No school for students
Nov 23-24	Elementary and Middle School parent conferences. Elementary and Middle School students early dismissal
Nov 25-27	School Holiday (Schools Closed)
Dec 23	Professional Development Day (HALF) Early dismissal for students
Dec 24-Jan 1	School Holiday (Schools Closed)
Jan 18	School Holiday (Schools Closed)
Feb 12	Professional Development Day (HALF) Early dismissal for students
Feb 15-19	Winter Break (Schools Closed)
Mar 12	Professional Development Day (HALF) Early dismissal for students
April 2	School Holiday (Schools Closed)
April 12-16	Spring Break (Schools Closed)
May 28	Professional Development Day (HALF) Early dismissal for students
May 31	School Holiday (Schools Closed)
June 14-15	Tentative Final Days Early dismissal for students both days Snow days are added at end of year

2020-2021 One Time Flexibility Teacher /SLOs Summary

Teacher Evaluation

1. All teachers carry over summative ratings from 2018-2019.
2. All teachers STAY on their evaluation cycle: 1A, 1B, 3 (Exception: If on 1A last year and were not observed, stay on IA).
3. No formal observations (including pre and post observation paperwork) will be conducted unless outlined as part of an agreed teacher improvement plan or a beginning teacher plan.

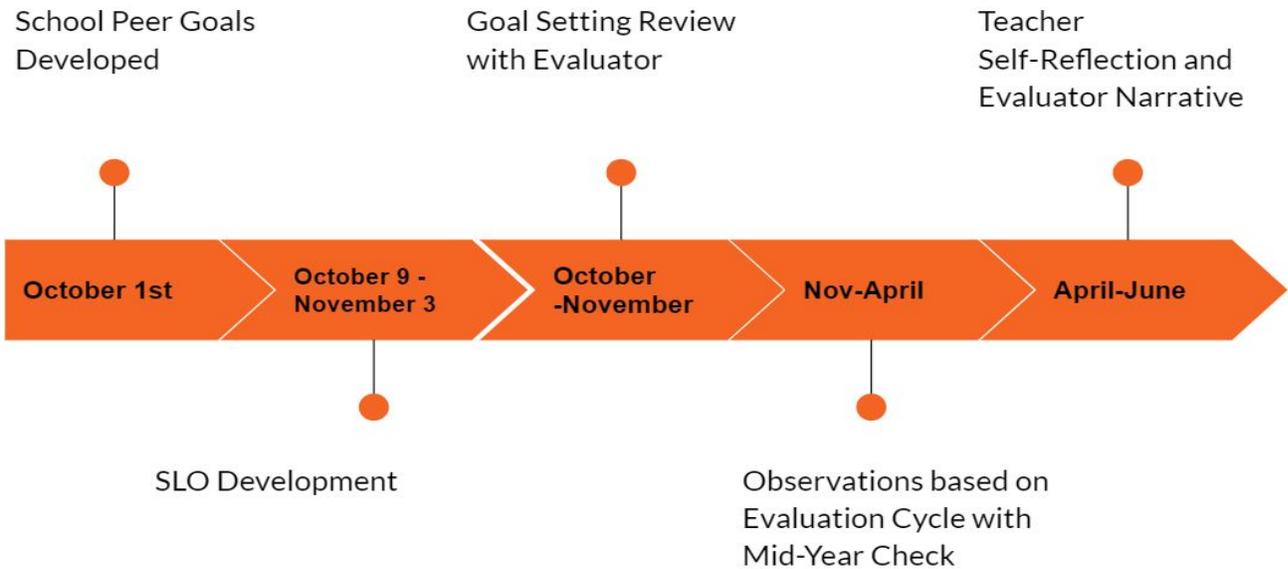
Cycle and observations are as follows:

<p>18-19 Rating: Exemplary/Proficient</p>	<p><u>Two</u> informal observations with written feedback from the evaluator and an end of year narrative.</p> <p>Evaluator Google Doc to be shared with Teacher <i>(Copies must be made for each teacher)</i></p>	<p>One review of practice meeting (Mid-year check)</p> <p>In conjunction with with SLO mid-year check, evaluators will discuss feedback from any informal observations.</p>	<p>Teacher Self-Reflection Teacher End of Year Self-Reflection</p>
<p>18-19 Rating: Developing/New Teacher</p>	<p><u>Three</u> informal observations with written feedback from the evaluator and an end of year narrative.</p> <p>Evaluator Google Doc to be shared with Teacher <i>(Copies must be made for each teacher)</i></p>	<p>One review of practice meeting (Mid-year check)</p> <p>In conjunction with with SLO mid-year check, evaluators will discuss feedback from any informal observations.</p>	<p>Teacher Self-Reflection Teacher End of Year Self-Reflection</p>
<p>Teacher Intervention/Improvement</p>	<p>Any teacher whose performance needs improvement will be informed by their</p>		

	evaluator and follow the same process outlined in the standard Region 18 Teacher Evaluation Plan.		
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SLO Guidance: The CSDE has provided recommendations for SLOs and Peer Goals for 2020-2021

Region 18 Timeline for SLOs



Peer Goal: Family Engagement and/or Communication

Each teacher will have a peer goal related to family engagement/communication. This may vary from teacher to teacher; however, it is recommended that the development of this goal is done with the leadership teams of each building and outlines an attainable goal. Peer goals are evaluated at 10% of the summative rating and require evidence of the goal (pictures, documents, summary, but does not require a quantitative analysis).

SLO: One SLO with two indicators of success will constitute 45% of the summative rating. The current SLO rubric will be adapted to reflect what outcomes are expected for each summative rating. One SLO goal will be selected from the following topics:

- Student social emotional learning/care

- Teacher social emotional learning/care
- Student engagement
- Family engagement
- Academic goal upon mutual agreement with evaluator (*this is not recommended by the CSDE*)

SLOs will continue to be developed with building administrators. Two non-standard indicators of success will be developed with evidence of completion.

Teacher Self-Reflection: Teacher self-reflection (Google Form) is designed to promote reflection on this current school year and using the 2017 CCC Rubric. The CSDE will provide guidance on how this will be evaluated and included in summative ratings.

End of Year Meetings:

No end of year meetings are required; however, building administrators may elect to hold meetings. All teachers will receive end of year paperwork as outlined in the standard Region 18 Evaluation Plan. This will include summative ratings and the 2021-2022 evaluation cycle. The evaluator informal observation form will be attached with the end of year narrative.

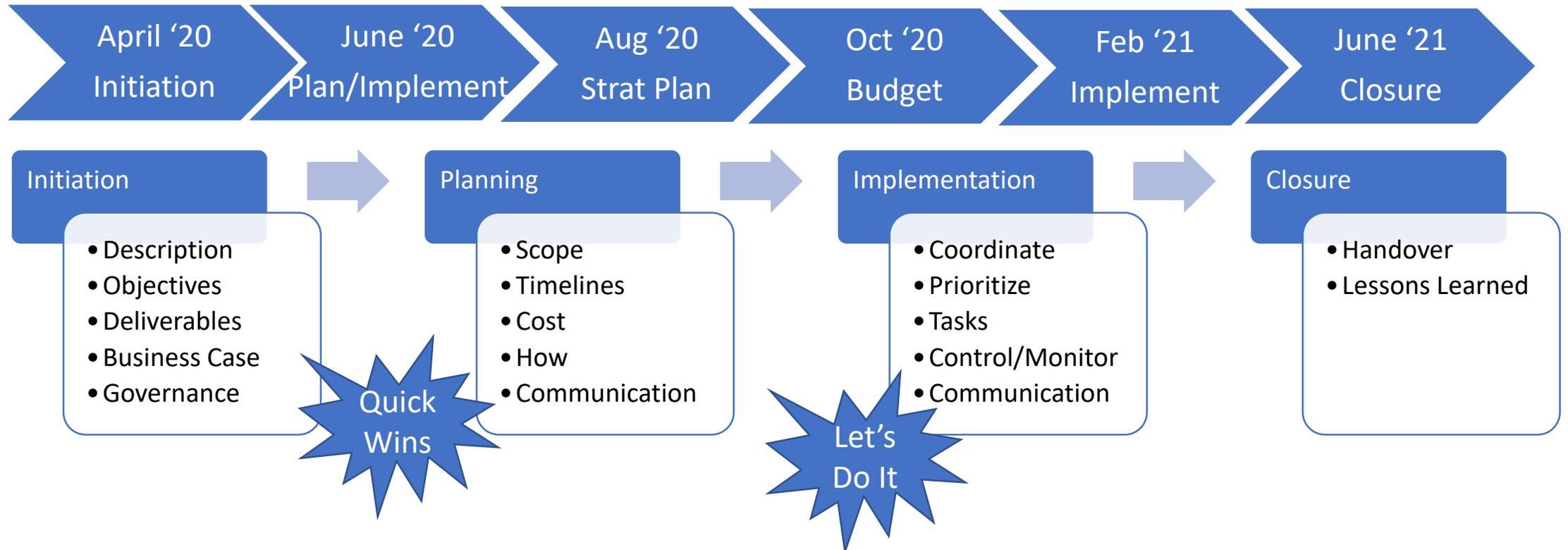
Sustainability Committee

Advisory Committee of the Region18 Board of Education

Update to the BoE

October 7, 2020

SC Planning



Each workstream will progress individually, coordinated by SC team, with approval from BoE & Administration

Summer Progress

- Committee connections with
 - Old Lyme Sustain CT
 - Conservation Commission
 - Live Green CT
- Education Workstream – Participated with 3R, brainstorm and preparing for communication plan
- Renewables Workstream – Mile creek solar resolution, electric passenger van decision, joined Municipal EV Readiness program
- 3R Workstream – 3 sessions, brainstorming and follow ups, field trip

Renewables Workstream

- Mile Creek – Roof warranty does not support installation of solar panels even with attachments. Exploring offset alternatives.
- Electric passenger van – Cost prohibitive at this time. Costs expected to decrease while technology and options increase over next 2 years. Grants, demand and costs post-COVID to be reassessed/monitored.
- Electric Vehicle Readiness Program
 - School Bus Roadmap
 - Live Green, CT Green Bank



Municipal EV Readiness Toolkit 12-Week Program
September 17 - December 17

October 24, 2013
Multi-State ZEV Task Force
In a Memorandum of Understanding, the governors of ten states, including Connecticut, committed to 3.2 million zero emission vehicles by 2025. Connecticut's share is 12,000 zero emission vehicles and currently has 12,000 zero emission vehicles registered.

April 21, 2020
Connecticut EV Roadmap
On April 21, 2020, CT DEEP released the Electric Vehicle Roadmap for Connecticut: A Policy Framework to Accelerate Electric Vehicle Adoption (EV Roadmap). The EV Roadmap represents a comprehensive strategy for accelerating the deployment of electric vehicles (EVs).

July 12, 2020
Multi-State MOU on Medium- and Heavy-Duty ZEVs
In a Memorandum of Understanding, signed July 14, 2020, Connecticut, along with 14 other states, have committed to net zero emissions by 2050. This includes a goal of 30% ZEVs by 2030.

Why Attend?

- Work together collaboratively to design a customized municipal EV readiness plan
- Modules will include resources, tools, and subject matter experts to guide you through the process
- [Learn more](#) about Connecticut's EV Commitment

Modules
Register below

Module 1: Economic & Community Development Thursday, September 17th 2:00pm-2:00pm	Module 7: Public & Destination Charging Thursday, October 29th 1:00pm-2:00pm
Module 2: Electric School Buses Thursday, September 24th 1:00pm-2:00pm	Module 8: Multi-Unit Dwelling Charging Thursday, November 5th 1:00pm-2:00pm
Module 3: Municipal Fleet Thursday, October 1st 1:00pm-2:00pm	Module 9: Workplace Charging Thursday, November 12th 1:00pm-2:00pm
Module 4: Parking & Enforcement Thursday, October 8th 1:00pm-2:00pm	Module 10: Transit Buses Thursday, November 19th 1:00pm-2:00pm
Module 5: Zoning Thursday, October 15th 1:00pm-2:00pm	Module 11: Shuttles Thursday, December 3rd 1:00pm-2:00pm
Module 6: Building & Permitting Thursday, October 22nd 1:00pm-2:00pm	Module 12: First Responders Thursday, December 10th 1:00pm-2:00pm

Live Green | Daphne Olson | daphne@livegreent.org | (203) 516-4666

SCRCOG | AWANGRID | CT Green Bank

Reduce, Reuse, Recycle (3R) Workstream

Reduce - Be mindful of what you actually need

Reuse – Repurpose, upcycle, donate

Recycle – Single stream and plastic film

Refuse, Reduce, Reuse, Recycle (4R) Workstream

Refuse – Don't take it

Water bottle filling stations in lieu of plastic water bottles

Reduce - Be mindful of what you actually need

Copy paper, supplies reduction, reminders

Reuse – Repurpose, upcycle, donate

Cold Spring Farm food waste program

Recycle – Single stream and plastic film

Trex Challenge

4R Education and Communication Campaign Sustainability Committee Proposal for BoE Decision

District-Wide Campaign November 16 – April 16th

In conjunction with

National TREC plastic and film recycling challenge

School Clubs and administration

Focus on each of the R's

RecycleCT.com supporting materials

For example: Virtual scavenger hunts, plastics challenge, upcycling contests, clean-up hikes, signage, appropriate bins, community events, Keep America Beautiful events

Cost: Minimal (under \$500)

Co-Leads: Karen Taylor, Heather Fried

Motion

- The Region 18 Board of Education supports the 4R Communication and Education Campaign to support our effort to increase awareness of and participation in every day sustainable practices.

LYME-OLD LYME SCHOOLS

Regional School District #18

A Private School Experience



in a Public School Setting

Policy and Communications Committee Meeting September 23, 2020

Committee Members Present: Suzanne Thompson, Communications Chair; Stacey Leonardo; Diane Linderman; Mary Powell St. Louis

Administration Present: Ian Neviaser, Superintendent of Schools

Others Present: Bridget Compagno, Director of Marketing and Communications

The meeting was called to order at 6:00 p.m. The following agenda items were discussed:

1. Introduction of Bridget Compagno, Director of Communications and Marketing
Mr. Neviaser introduced Bridget Compagno who recently started her tenure with the district on August 24, 2020 as the Director of Communications and Marketing.

Mrs. Compagno discussed the initiatives she is focusing on including the district's social media outlets (Instagram and Facebook); press releases; providing a structure to media contact list; photography and the organization of the photos; familiarizing herself with the schools, the staff and community members; and meeting with D2 Media staff to discuss advertising campaigns, etc. Mr. Neviaser added some other tasks he has asked Mrs. Compagno to address such as developing form letters in the event that the district has confirmed cases of COVID-19. Follow-up discussion centered on online and print media outlets for advertising opportunities.

The main focus areas for advertising were discussed and include: recruitment of tuition students, retention of current student population, the return of students currently attending private schools, and families relocating to Lyme and Old Lyme. Mr. Neviaser did note that the majority of those interested in attending the district schools indicate that they heard about our schools from Lyme-Old Lyme parents/community members.

2. Planning of Fall Edition of *Focus on Education* Newsletter

The committee discussed some potential articles to be included in the fall edition of the *Focus* newsletter, with a planned distribution in November.

- Important upcoming meetings including the budget development meetings.
- Due to the lack of test scores from spring 2020, the indicators of success article will focus on showcasing student/staff successes since in-person schooling has begun with a focus on social/emotional development.
- Employee of year and teacher of year.
- Social justice article stressing the district's neutral stand but showing support for nondiscrimination, opposition to harassment, upholding civil rights law, etc.
- Photos of students returning to school.
- Facilities improvements: tennis courts, Lyme School gymnasium, LOLHS gym floor.
- Sustainability Committee initiatives.
- Newly hired staff.

There being no other discussion, the meeting adjourned at 6:55 p.m.

Sustainability Committee 3R September Update

Summer team meetings:

July 2 - Karen and Rachel met Farmer Jess at her farm, Coldspring Farm, in Colchester, CT.

July 9 - 3R team met as a group (Karen, Rachel, Jenn, Sarah, Mara, and Rebecca joined us)

1. Food and beverage
 - a. Chartwells stainless steel/polystyrene/plastics is on hold
 - b. Meeting with Madison Public School foodservice rep will be scheduled by Jenn at a later date)
 - c. Promote water bottle fillers with the goal of reducing the decision to purchase single use water bottles
 - d. Coldspring Farm for composting food waste-on hold until normal use of cafeterias resumes
 - i. The purpose of this meeting was to learn about their operation and determine if they could be a R18 food waste partner
 - ii. Currently, they have the capability to collect (full) and deliver (empty and clean) bins from R18
 - iii. All staff who potentially would assist this service (custodians, kitchen staff, lunch monitors, and/or students) need to be 100% on board before we can recommend this to the BOE
 - iv. Could be a collaborative effort in the future with Old Lyme sustainability team
2. Office Supply management
 - a. Understand the process of ordering the flow, establish point of contact at each building with goal of reducing consumption
 - i. Determine process for measuring consumption (copy paper, toner, general supplies)
 - ii. Obtain data from vendors this year and compare with 2021-22 data
 - b. District-wide email signature "Region 18 cares about the environment. Please think before you print this email." with possible addition of logo
 - c. Confirm that there is no cost to implement and looking for a decision to move forward
 - d. Explore feasibility of R18 choosing only environmentally-friendly supplies (refillable pens and printer paper that is unbleached/recycled, for example)
 - e. R18 is part of regional education service center (RESC) to obtain preferred pricing
 - f. Can R18 influence RESC to consider enviro-friendly supplies or is this happening already
3. Trex Challenge at each R18 school
 - a. Date of challenge is November 15 and ends April 15
 - b. Program materials have been requested (bins, promo materials)
 - c. Trex challenge already has established locations that are very large collection centers (i.e. Big Y in Old Lyme)
 - d. Collection is already happening at MS & HS
 - e. Confirm that ES principals want to participate (Jim said he is on-board; need to know the size of the student body at each school to register)

- f. Form a parent/student committee at each school that will be responsible for weighing and collecting film and delivery to Big Y
 - g. Decision on placement of Trex collection bins by each principal for collection by Karen or parent committee member
4. Standardized waste/recycling bin set-up in rooms (co-located, clearly labeled with bold signage)
 - a. Bins are co-located in each room
 - b. Labels and/or posters from RecycleCT with recycling guidelines applied to bins or co-location wall (behind bins) where there is currently no information posted
 - c. 3R team would like to tour the schools to see what is needed and if we can improve identification of waste vs. recycling bins
 - d. Recycling guideline materials can be printed at RecycleCT.com.
5. Exploring spirit wear to include recycling logo with PTOs
 - a. Recycling logo - Student design ideas, Wildcat logo inspired
 - b. Logo could go on the left or right shoulder of spirit wear shirts
6. Changing "3R" to "4R" to emphasize REFUSE as the first "R" followed by reduce, reuse, recycle
 - a. We will switch to 4R (Refuse, Reduce, Reuse, Recycle)
 - b. Remain consistent with what state and major environmental groups (i.e. Recycle CT and Keep America Beautiful) are using as their terminology
7. BOE Proposal: Campaign to begin in November to kick-off Trex challenge, and Communication campaign.
 - a. "R18 Cares" email signature can be a quick-win
 - b. Promotion of Trex challenge (starting November 15), "only take what you need", follow posted recycling guidelines, use water bottle fillers, not single-use plastic, and be an advocate.
 - c. Provide detailed information to Communications workstream (September-October) to be disseminated via morning announcements, staff meetings, student clubs, weekly newsletters, etc.
8. Exploring relationship with Old Lyme Sustainability Team (community recycling, food waste reduction and more) to help SustainableCT certification efforts and community outreach of the R18 Sustainability Committee
 - a. <https://www.oldlyme-ct.gov/old-lym-e-sustainability-team>
 - b. <https://sustainablect.org/>