

Regular Board of Education Meeting
Wednesday, April 3, 2013 6:30 PM Eastern

Lyme-Old Lyme Middle School cafeteria
49 Lyme Street
Old Lyme, CT 06371

Steven Cinami: Absent
Paul Fuchs: Present
Russ Gomes: Present
Allison Hine: Present
Beth Jones: Absent
Victoria Lanier: Present
Michelle Roche: Present
Mr. Stephen Spooner: Present
James Witkins: Present

Present: 7, Absent: 2.

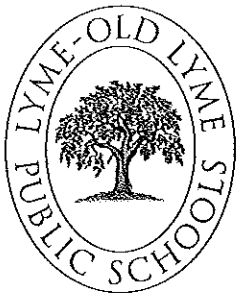
- I. Call to Order
- II. Approval of Minutes
 - II.A. Regular Meeting of March 6, 2013
 - II.B. Special Meeting of March 13, 2013
- III. Visitors
 - III.A. Report from Student Representatives
 - III.B. Public Comment
- IV. Administrative Reports
 - IV.A. Superintendent's Report
 - IV.B. Business Manager's Report
- V. Educational Presentation
 - V.A. Teacher and Administrator Evaluation Plans
- VI. Chairman & Board Report
- VII. New Business
 - VII.A. LOLHS Field Trip Proposals for 2013-2014
 - VII.B. Approval of Field Trip (Science Olympiad)
 - VII.C. Sponsorship of the Safe Graduation Party
 - VII.D. Healthy Food Certification
 - VII.E. Use of Paper Ballots for Budget Referendum
 - VII.F. Setting of Date for High School Graduation
 - VII.G. Bid for Irrigation of Soccer/Lacrosse Field
 - VII.H. Annual Review of Tuition Policy/Rate
 - VII.I. District Goals for 2013-2014
- VIII. Old Business
 - VIII.A. Policy Updates: Policy 5165 Medical Marijuana Standards; Policy 5160 Drug Free Workplace; Drug Free Schools and Communities; Policy 5170 Smoking, Drinking and Substance Abuse by Staff Members

VIII.B. Reports of Committees: Facilities, Building, Technology, Policy,
Communications, Finance, Human Resources, Enrollment & Equity,
LEARN, Comcast

IX. Correspondence

X. Executive Session

XI. Adjournment



LYME - OLD LYME PUBLIC SCHOOLS

Impassioned with Pride and Purpose

MEETING MINUTES

Regular Board of Education Meeting

Location: Lyme-Old Lyme Middle School

Date: March 6, 2013

Board Present: James Witkins, Chair; Paul Fuchs, Vice Chair; Russ Gomes, Secretary; Victoria Lanier, Treasurer; Steven Cinami; Allison Hine; Beth Jones; Michelle Roche; Stephen Spooner

Administration Present: Ian Neviasser, Superintendent of Schools; Elizabeth Borden, Director of Curriculum; James Cavalieri, Principal of Lyme School; Patricia Downes, Principal of Mile Creek School; Nancy Johnston, Director of Special Services; Christopher Pomroy, Principal of Lyme-Old Lyme Middle School; John Rhodes, Director of Facilities; Ellen Tyler, Principal of Center School; Marilyn Warren, Business Manager; James Wygonik, Principal of Lyme-Old Lyme High School

Others Present: Pam Russell, RETA Co-President; Beverly Hendryx and William Eydman, Talented and Gifted Teachers; Aliza Stern, Chartwells Food Service; Meredith Britton and Sam Stadnick, High School Student Representatives

I. Call to Order:

The meeting was called to order by Chairman Witkins at 6:34 p.m. The Pledge of Allegiance was recited.

II. Approval of Minutes:

The minutes of Special Meeting of February 4, 2013, Regular Meeting of February 6, 2013 and Special Meeting of February 20, 2013 were approved as presented.

III. Visitors:

1. Public Comment

There was no public comment.

2. Student Representatives

Meredith Britton and Sam Stadnick reported the following activities occurring at the schools:

At Mile Creek: Read Across America Day with a visit by the Cat in the Hat.

At Center School: an after school program with various workshops.

53 Lyme Street, Old Lyme, Connecticut 06371

T: 860-434-7238 F: 860-434-9959 www.region18.org

At Lyme School: \$1,200 raised for the American Heart Association; Read Across America Day; administering of CMTs; PTO basket fundraiser.

At LOLHS: production of Legally Blond; CAPT week; orchestra from Israel visiting with joint concert planned; boys' basketball currently in 2nd round of state tournament.

At LOLMS: volleyball club; 8th grade swing dance competition; upcoming musical Aladdin; and Science Olympiad.

Mr. Gomes commended those involved in the production of Legally Blond, and he thanked the students giving tours of the newly renovated high school.

IV. Administrative Reports:

1. Superintendent's Report

Mr. Neviasher reviewed the personnel report which reflected the hiring of Robert Gentile and Eve O'Connor as Instructional Assistants at LOLHS and Loyda Diaz as a custodian at the same building. The report also reflected the following resignations: Sherri Ramella as an instructional assistant at Lyme School and Leanne Williams as a 3rd grade teacher at Center School (currently on a leave of absence). Mr. Neviasher reported that he will be posting anticipated vacancies for the 2013-2014 school year.

Mr. Neviasher reviewed the March enrollment report which reflected a total of 1,449 students. He reported that the Enrollment Committee has continued to meet to review projected enrollments and boundary maps. Information can be found in the minutes from this meeting and will be reviewed during committee reports later in the agenda.

Mr. Neviasher reviewed the current standing of the 2012-2013 calendar post blizzard which reflected a June 24 last day of school. He informed the Board of the thought process going forward with a possible recommendation to set graduation for June 21 and combining June 21 and June 24 (currently scheduled as half days) and making a full day. It was noted that school cannot extend into July. Mr. Neviasher requested that there be an official vote to set a date for graduation as prescribed in statute at the April Board meeting.

Dr. Jones asked about the possibility of cancelling the professional development day scheduled for March 28; Mr. Neviasher cautioned against minimizing importance of these days for staff.

Mr. Neviasher reported on a visit from a high school orchestra from Afula, Israel who will spend the day with high school students with a joint concert in the evening.

Mr. Neviasher reported that at the last Board meeting, Mr. Cinami had requested data on the number of visitors who interact with the main office staff at all buildings. This information is currently being collected, and they hope to have valid data to review at a future meeting.

Mr. Neviasser reported that State Department of Education has adapted their rollout of the new Educator Evaluation Plan. He presented two documents for Board review. The first was a letter from the Commissioner detailing greater district flexibility surrounding statewide implementation of Connecticut's educator evaluation and support system for 2013-2014 and the second was a chart that has been produced by the CSDE to help explain the commissioner's adaptations to the plan. Mr. Neviasser explained that it is the district's intention to have one-third of the staff on the new evaluation plan for year one, with the entire staff on the new plan the following year.

Mr. Neviasser noted that a question was raised at the last meeting regarding the ADM (Average Daily Membership) of students of the two towns and whether or not that changes drastically in the first few months of the calendar year. In response to this request, he presented a breakdown of students by town over the course of four years. Follow-up discussion involved keeping town leadership advised on enrollment numbers and the recouping of taxes via new families moving into the two towns.

Mr. Neviasser reported that the Month of March is Connecticut Board of Education Member Appreciation Month. He recognized the Board members for their dedicated service to the communities.

2. Business Manager's Report

Ms. Warren provided a year to date budget status report as well as a contingency fund report.

V. Educational Presentation:

1. Young Scholars Program

Beverly Hendryx and Bill Eydman, teachers assigned to the Young Scholars program, provided a status report on this program. A copy of their PowerPoint presentation is attached to the minutes for informational purposes.

Questions and comments followed the presentation and involved discussion on the following: making sure students benefit from the program; engagement in enrichment activities; frequency of program scheduling and ensuring students gets equal opportunities; benefits of being involved in TAG program; intellectual peers and how they work together; the possible disconnect when students move to the high school level; student motivation; the identification of students via testing and evaluating new students to district; metrics used to assess program; possible development of formal tracking process to see progress of students through high school; the use of e-portfolios; and lack of standards across the state for gifted students. Additional discussion ensued on the number of districts statewide that offer a TAG program (43 out of 166 districts) and the fact that districts are not required to offer this program.

VI. Chairman & Board Report:

Mr. Witkins reported on a recent incident at the Hebron School District where their business practices and procedures caused a lack of financial control. Mr. Witkins reviewed the signoff procedures at Region 18 which would hinder these types of things happening here.

Mr. Witkins reported that he would like to schedule a review of the proposed 2013-2014 budget with the Lyme and Old Lyme Boards of Finance in the coming weeks.

Mr. Witkins stated that he will confirm the Board members that are up for re-election in the fall with the town clerks.

VII. New Business:

1. LOLHS Field Trip Rotation Schedule

Mr. Neviasser reported that Mr. Wygonik and his staff have developed a schedule of major field trips for LOLHS to provide multiple cultural experiences for the students while offering opportunities for families that are fiscally prudent. The Board reviewed this document. Mr. Neviasser noted that approval of this schedule does not preclude any group from proposing an additional trip as many opportunities may exist of which they are currently not aware. Mr. Neviasser noted that this is an informational item only and does not require Board action. In April, they will present the details of individual trips for Board consideration and vote.

Follow-up discussion involved the importance of communicating the trips to the parents and providing fundraising opportunities for those not being able to afford the trips. Much discussion centered on the overlapping of the music and robotics field trips and the new schedule of trip rotation for these programs which will give parents opportunities to budget, alleviate education interruption, and balance programs and opportunities.

As this will be an action item at the next meeting, Mr. Witkins asked that the Board members assemble their thoughts on this subject. Mr. Wygonik will also provide the Parent Advisory Board's input on this new field trip schedule at that time.

2. Policy Update:

Policy 5420 Professional Development for Certified Staff

Mrs. Hine reported that the Policy Committee is recommending an update to Policy #5420 Professional Development for Certified Staff. This comes in response to P.A. 12-116 which eliminated the requirement of CEU's as a condition of a teacher's certificate renewal. CSDE interpretations of this new law are also included as a part of this required policy change. The Board reviewed the suggested policy change.

The Board wordsmithed the policy and discussed the sufficiency of the hours for professional development and the use of technology in the classroom.

MOTION: Mrs. Hine made a motion, which was seconded by Mr. Spooner, to approve Policy 5420 Professional Development for Certified Staff.

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

Policy 2350 Drug Free Schools

Mrs. Hine reported that Public Act 12-55 “An Act Concerning the Palliative Use of Marijuana” became effective in October 2012 and that while the impact of this law is very limited in the school setting, it is important that the district be prepared to respond should the issue of “medical marijuana” use arise. The Policy Committee is recommending two changes as a result of this new law. The first is an addition to the current student Policy #2350 Drug Free Schools, while the second is an entirely new policy relating to staff, personnel Policy 5165 Medical Marijuana Standards.

MOTION: Mrs. Hine made a motion, which was seconded by Dr. Jones, to approve Policy 2350 Drug Free Schools.

Discussion followed on possession of prescribed marijuana vs. possession of prescribed medications and Connecticut law regarding possession.

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

Policy 5165 Medical Marijuana Standards

The Board wordsmithed this policy. It was noted that impairment was not defined in the policy. This policy was approved for a first reading; the Policy Committee will continue its work on the wording especially in the area of making comparisons to current drug policies.

Mr. Witkins reported that Dr. Jones would be returning to the Policy Committee as an active member.

3. Extension of Chartwells Food Services Contract

Ms. Warren reviewed the details of a proposal from Chartwells Food Services as follows:

The Food Services Management Contract was bid for fiscal year 2009-2010, with one-year extensions granted for the 2010-2011, 2011-2012 and 2012-2013 fiscal years. Revenues from the school lunch program and catering, resulting either from sales or reimbursements from the National School Lunch Program and the State Department of Education, are deposited in the Hot Lunch account. Invoices presented by Chartwells for the costs to run the lunch program are paid from funds available in the Hot Lunch account. To the extent that funds available in the Hot Lunch account do not cover incurred costs, General Fund dollars must be used to pay

for program costs. There is \$23,700 budgeted for next year in the General Fund for this purpose.

Food service management contracts, by state requirements, can only be for a one-year period, with up to four successive one-year renewals allowed before it is required to re-bid the contract. The renewal contract is offering reimbursement of any subsidy to the program over \$59,818, an increase of \$34,712 to this year's subsidy limit of \$22,084. The state increase in the subsidy is reflective of this year's actual experience, adjusted for projected increases in sales revenue, food and labor costs. While Chartwells will be meeting with the Business Manager to discuss some possible changes to the program which may lessen the anticipated losses, the district would be responsible for any program losses up to \$59,818.

Ms. Warren explained that if the Board chooses not to approve the one-year extension, the Food Services Management Contract will be bid.

Ms. Warren fielded questions from the Board on the difficulty of servicing five small schools, the possibility of having a satellite program as Center School reduces its grade level, the evaluation of food service providers, and the fluctuation in number of lunches being sold.

MOTION: Mr. Cinami made a motion, which was seconded by Mr. Fuchs, to approve the one year extension to the Chartwells Food Services contract.

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

4. Truck Lease Purchase

Mr. Rhodes provided the following background information on this agenda item:

As part of the annual facilities equipment purchase program, the school district has publically advertised for a replacement truck. The current truck was purchased in 2003. The replacement truck is a Ford F450 equipped with a snow plow, sander and removable lift gate. The plan is to continue to operate the 2003 truck along with the new truck which will facilitate grounds work, summer projects, support use by both the crew team and techno ticks for remote events and reduce maintenance staff use of their personal vehicles for district business.

During the period when two trucks are utilized, the district will evaluate whether operating two trucks is a more effective facilities operational model.

This truck is within budget and is being financed using a municipal vehicle lease agreement. These agreements are based on an APR of 5% and a \$1.00 purchase price at the end of the three year term.

<u>Bids Received</u>	<u>Annual/Lease Payment</u>
Crest Ford	\$21,852.00
Saybrook Ford	\$19,939.40
Whaling City Ford	\$19,999.00

MOTION: Mr. Gomes made a motion, which was seconded by Mrs. Roche, to award Saybrook Ford the lease/purchase agreement for the facilities truck including plow and sander for three annual payments of \$19,939.40.

It was reported that this was a planned budgeted expense. Discussion followed on the possibility of equipment sharing with the towns.

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

5. Closing of Mile Creek Roof Replacement Project

Mr. Rhodes reported that the Mile Creek roof replacement was successfully completed during the summer of 2011. The project budget was established at \$1,420,840. The completed project cost is \$1,017,754 excluding reimbursement.

MOTION: Mr. Cinami made a motion, which was seconded by Mr. Spooner, that the Board of Education approve as complete and accepts the school building project herein identified for public school purposes and certifies that:

- a. The project has been accepted by the architect and construction manager as completed,
- b. All change orders for this project have been approved by the State Department of Education,
- c. The grant received for this project does not represent a duplication of funding and that funds received do not exceed 100%,
- d. All bills for the project have been paid or funds to pay such bills are deposited in a separate escrow account,
- e. The total sum noted in this application was expended for the school building project herein described,
- f. Application is hereby made under provision of Chapter 173 of the Connecticut General Statutes as amended for payment of the school building project grant due based on the completion of the project described herein, and
- g. All the statements contained in the application are true and correct to the best of my knowledge.

Dr. Jones suggested that a record of project approved budgets, actual costs and related reimbursement would be good historical data to maintain. Mr. Rhodes followed up with an explanation of how data is maintained on projects and related costs.

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

6. Change Order for LOLHS Project

Mr. Rhodes provided background information on proposed change order no. 00334 for roof walk pads (for safety purposes in accessing air handling systems) for the high school in the amount of \$24,738.00. This item was unanimously approved by the Building Committee.

MOTION: Mr. Gomes made a motion, which was seconded by Dr. Jones, to approve change order no. 00334 for the purchase of walk pads as presented in the amount of \$24,738.00.

Follow-up discussion involved other options investigated and the lack of need for these walk pads on other district roofs

VOTE: the Board voted in favor of the motion with the exception of Mr. Cinami who opposed the motion. Motion passed.

7. Center School Conversion Feasibility Study

The Facilities Committee is recommending the approval of a proposal from Jacunski Humes for development of conceptual designs for the conversion of Center School to a Pre-K, Central Office, and other additional use facility. Mr. Rhodes provided details of this proposal.

MOTION: Mr. Cinami made a motion, which was seconded by Mr. Spooner, to accept the Jacunski Humes Architects LLC proposal for design and estimate dated January 16, 2013, for the Center School feasibility study in the amount of \$10,200.

Discussion followed. Concern was raised on the \$10,000 expenditure for a feasibility study. The Board also discussed how the firm was selected and the positive experience with selected architect, the lack of bidding because of no state funding; and the District staff who will provide input on the design.

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

8. Nonrenewals of Non-Tenured Staff

As is annual practice to ensure compliance with state statute, and in accordance with Connecticut Gen. Stat. § 10-151(b), which gives authority to the Superintendent to determine whether a non-tenured teacher should be offered a contract for the subsequent school year, Mr. Neviasser recommended the non-renewal of all non-tenured teachers. The teachers have been notified of this proposal and understand that this is not based on performance but instead is a precautionary measure that must take place prior to the budget referendum.

MOTION: Mr. Fuchs made a motion, which was seconded by Dr. Jones, that pursuant to Connecticut General Statutes Section 10-151, the Region 18 Board of Education non-renew the teacher contract of Mercedes Alger, Courtney Carbone, Nicole Chappell, Michelle Dean, Michael Dombrowski, Deborah Duffy, Jill Fayan, Laura Gladd, Mary Beth Hibson, Robert

Hibson, Barbara Leen, Colette Lemarie, Tracy Lenz, Philip Milnarik, Paul Murphy, Donna Patterson, Courtney Payzant, Adam Raiti, Janice Ricketts, Angela Rinaldi, Gregory Robinson, Tiffany Sestrom, Jennifer Skelly, Tara Sullivan, Michele Tackett, Andrea Tyler, Kimberly Velikaneye and Adrienne Viscio at the end of the 2012-2013 school year as recommended by the Superintendent. Further move that the Superintendent of Schools be directed to communicate this action of the Board in writing to named staff members.

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

On another matter, Mr. Witkins, upon the request of three Board members, asked that future discussion be held with the Superintendent on the process behind the selection of high school theater productions. Concern was raised that this might be misconstrued as the Board having control over these type of selections.

VIII. Old Business:

1. Reports of Committees

- a. *Facilities*. Mr. Cinami reported that the Mile Creek window replacement project has to be rebid due to the lack of it being posted on the Connecticut Department of Administrative Services website which is a requirement. He also reported that the electric gymnasium windows are being bid as an alternate. A Special Board meeting may be necessary for approval of the bids.
- b. *Building*. Mr. Gomes reported on the formation of two working groups that are developing a punch list of exterior and interior items at the high school as the project nears completion. Mr. Gomes commended the Communications Committee on a job well done on the edition of *Focus on Education* that highlighted the high school project. It was noted that it will take an additional year until the project is officially closed out.
- c. *Technology*. Mr. Rhodes updated the Board on technology initiatives to take place over the summer. Mr. Gomes commended Mr. Rhodes on several grant initiatives that he spearheaded.
- d. *Policy*. No report.
- e. *Communications*. Mrs. Roche reported that the committee is working on the budget edition of *Focus on Education*. Mr. Rhodes was recognized for his suggestion to obtain comments from LOLHS alumni who toured the renovated building; these comments were included in the February edition of *Focus*.
- f. *Finance*. Atty. Lanier suggested that the LOL Boards of Finance Chairs be asked if they would like a budget presentation made to their respective town groups.

- g. *Human Resources*. No report.
- h. *Enrollment & Equity*. Mrs. Hine reported that letters are being sent to the families that are being affected by the redistricting plan. A notice will also be placed in elementary newsletters indicating these letters are forthcoming.
- i. *LEARN*. Mr. Neviasser reported on his attendance at a security symposium held at LEARN with several of the district's administrators.
- j. *Comcast*. No report.

IX. Correspondence:

There was no correspondence to report.

X. Executive Session:

There was no need for an executive session.

XI. Adjournment:

The regular meeting adjourned at 10:00 p.m. upon a motion by Mr. Fuchs and a second by Mr. Cinami.

Respectfully submitted,

Russ Gomes, Secretary

YOUNG SCHOLARS PROGRAM

LYME- OLD LYME PUBLIC SCHOOLS

2012-2013



... possessing demonstrated or potential abilities that give evidence of very superior intellectual, creative or specific academic capability and needing differentiated instruction or services beyond those being provided in the regular school program in order to realize their intellectual, creative or specific academic potential.

Connecticut Association of the Gifted (CAG)

The term gifted and talented student means children and youths who give evidence of higher performance capability in such areas as intellectual, creative, artistic, or leadership capacity, or in specific academic fields, and who require services or activities not ordinarily provided by the schools in order to develop such capabilities fully.

CONNECTICUT STATE DEPARTMENT OF EDUCATION

The identification of gifted and talented children is required under Connecticut special education law. Connecticut General Statutes (CGS) Section 10-76d(a)(1) states "...each local or regional board of education shall provide the professional services requisite to the identification of school-age children requiring special education, identify each such child within its jurisdiction, determine the eligibility of such children for special education pursuant to sections 10-76a to 10-76h, inclusive, prescribe suitable educational programs for eligible children, maintain a record thereof and make such reports as the commissioner may require...":

Section 10-76a(5) of the state statutes defines "children requiring special education" as follows:

(5) "Children requiring special education" includes any exceptional child who...(B) has extraordinary learning ability or outstanding talent in the creative arts, the development of which requires programs or services beyond those ordinarily provided in the regular school programs but which may be provided through special education as part of the public school program.

CONNECTICUT STATE DEPARTMENT OF EDUCATION

The state regulations define "gifted and talented", "extraordinary learning ability", and "outstanding creative talent" as follows. Regulations Concerning State Agencies (RCSA) at Sec. 10-76a-2 state:

(b) "Gifted and talented" means a child identified by the planning and placement team as (1) possessing demonstrated or potential abilities that give evidence of very superior intellectual, creative or specific academic capability and (2) needing differentiated instruction or services beyond those being provided in the regular school program in order to realize their intellectual, creative or specific academic potential. The term shall include children with extraordinary learning ability and children with outstanding talent in the creative arts as defined by these regulations.

(a) "Extraordinary learning ability" means a child identified by the planning and placement team as gifted and talented on the basis of either performance on relevant standardized measuring instruments, or demonstrated or potential achievement or intellectual creativity or both. The term shall refer to the top five per cent of children so identified. (Note: The term means 5% of the children so identified as gifted and talented within the district.)

**Young Scholars
Region #18 School-wide Enrichment Model
Grade 3 to 8**

The Young Scholars program provides school-wide enrichment for students in grade 3 to 8 and identifies and provides direct advice for grade 4 to 8 students demonstrating extraordinary learning ability and outstanding academic achievement.

Identification

1. **Two Groups of Specifically Defined Students**
 - a. **Formally Identified Students** – those demonstrating extraordinary learning ability and outstanding academic achievement in 2 of the 3 sub-scores in all three indicators.
 - b. **Significant Strength Students** – those demonstrating extraordinary learning ability and outstanding academic achievement in 1 of the 3 sub-scores in all three indicators.
2. **Process** – Each spring, students in grades 3 through 7 participate in the OJ SAT and CMT testing. Each September, students in grades 4 to 8 are identified for the Young Scholars Program based on spring testing results.

Step 1: Record test and report card data for students who meet all the following criteria:

Indicator	Scores Reported	Criteria for Formal Identification	Criteria for Significant Strength Identification
OJ's Lesson School Ability Test	Total Verbal Nonverbal	9 th national stanine on two out of three scores	9 th national stanine on one out of three scores
Connecticut Mastery Test	Reading Math Writing	SS of 300 in 2 out of three areas	SS of 300 in area to be scored
Report Card Grades	Core academic areas	Majority A's	A's in areas to be scored

- Step 2:** Identifying formally identified and significant strength students
 - a. YS teacher meets with Principal and School Psychologist to review student data.
 - b. Letter sent to parents of both groups
 - c. Group PPT with parents for formally identified students
- Step 3:** Documentation
 - a. YS teacher completes and maintains a summary sheet in Young Scholar records for all students reviewed each year
 - b. YS teacher completes an individual form for all students reviewed each year. This form is filed in the child's cumulative record.
- 3. Special Circumstances**
 - a. Students new to district – students identified in other districts would be identified for significant strengths until adequate information is gathered to formally assess student
 - b. Response to parental concerns – YS teacher will provide individual student form summarizing the criteria and individual student scores.
 - c. Criteria for additional testing – In order for a student to be considered for further testing, the student must meet formal identification criteria in the report card grades and the CMT.

Enrichment group criteria statement:

Student academic achievement indicators:

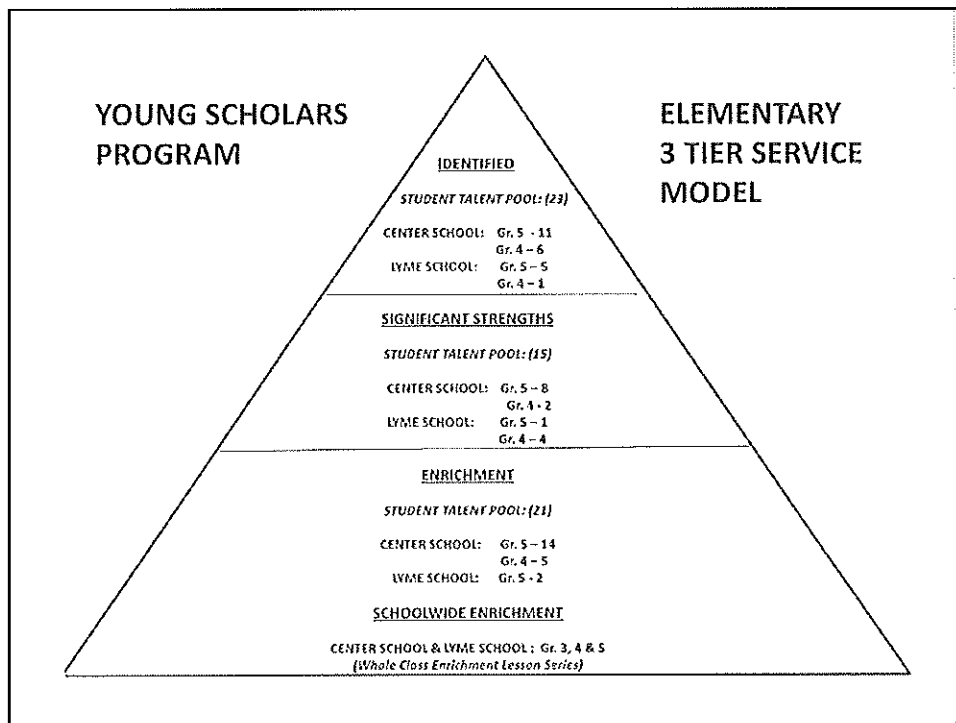
High performance on the CMT's in one or more area
(Reading/Writing/Mathematics)

Above average performance on a nationally normed Test
(Achievement/OLSAT)

Teacher recommendation

Administrative review

Identified students are serviced in their area of expertise.



TIER I

IDENTIFIED

Grade 5

- Academic Teams
 - Knowledge Master Open
 - New England Quiz Bowl
- Johns Hopkins Talent Search
- Photography (101)
- Math Olympiads
- Mural Docent Project
- Robotics
- Stock Market Simulation
- DOK Enrichment:
 - Learning Styles
 - Spatial Reasoning
 - Strategic Thinking: CHESS
 - Logic



Tier I

IDENTIFIED

Grade 4

- Math Olympiads
- Stock Market Simulation
- Young Engineers Program: PHYSICS
- DOK ENRICHMENT
 - Jeopardy (*Speed and Accuracy of recall – WISC IV*)
 - Logic
 - Spatial Reasoning (*Johns Hopkins*)

TIER II

SIGNIFICANT STRENGTHS

Grade 4 & 5

Aligned with Young Scholars core curriculum.

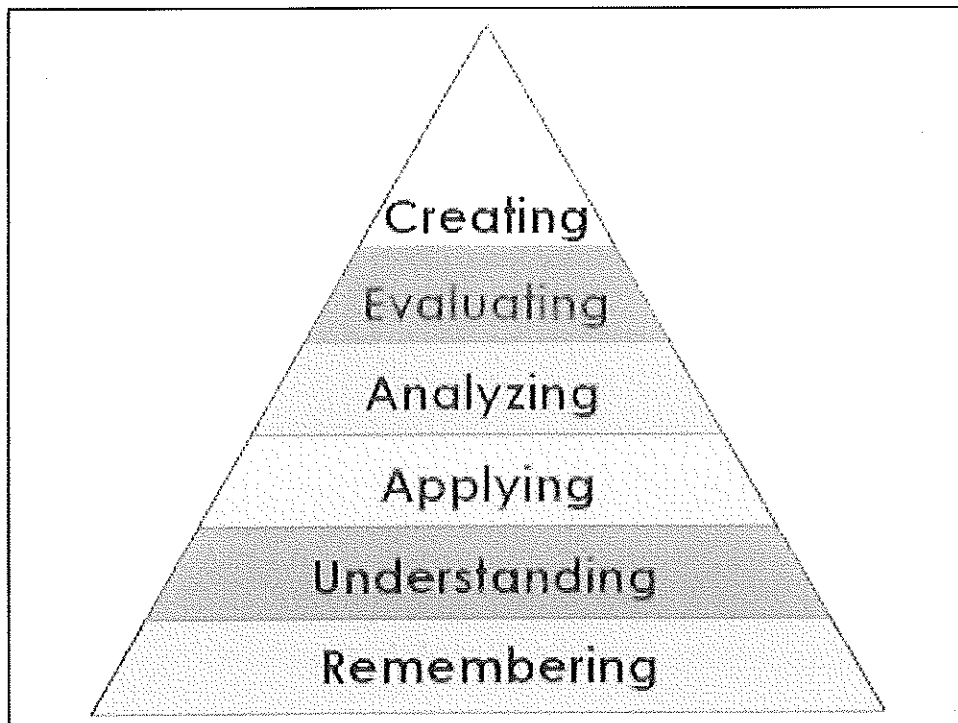
Tier III

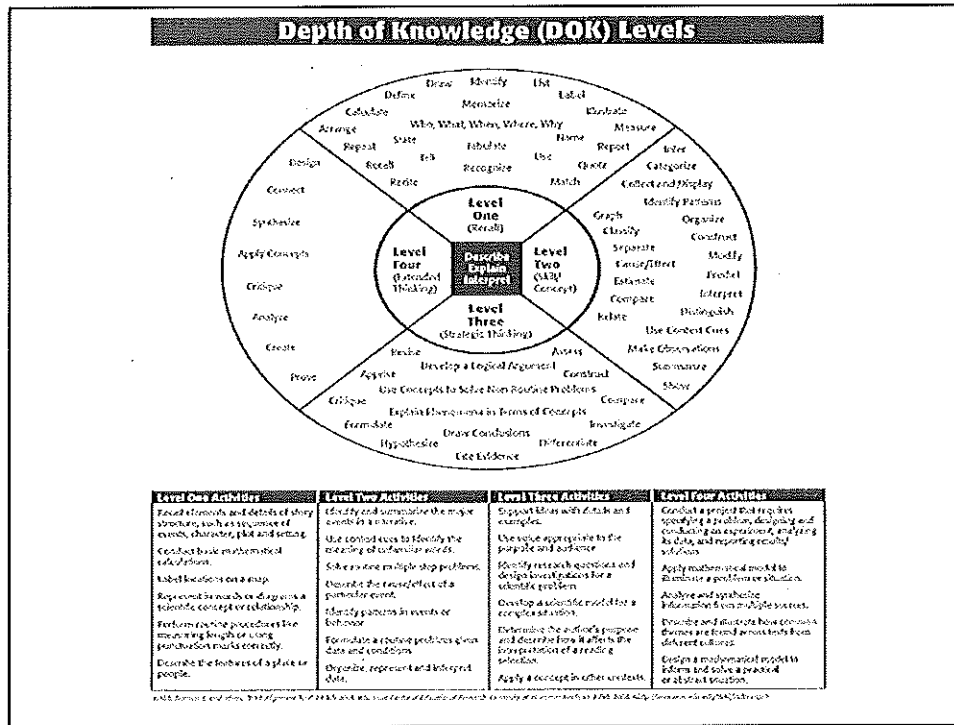
Enrichment Groups

- Literacy
- Mathematics

SCHOOLWIDE ENRICHMENT

- **WHOLE CLASS LESSONS**
 - Grade 3: "The BRAIN" (Metacognition/Problem Solving)
 - Grade 4: "Slinky Physics" (Force and Motion)
 - Grade 5: Invention Convention
- CAS LEADERSHIP CONFERENCE
- CAMPY: CT Association for Mathematically Precocious Youth





Understanding by Design

UBD

Stage 1 **Desired Results**

Stage 2 **Assessment Evidence**

Stage 3 **Learning Plan**

Stage 1 – Desired Results

Established Goals

Common Core State Standards (CCSS) Grade 4 Science: Force & Motion
 4.1.a & b The position and motion of objects can be changed by pushing or pulling.
FORCE: 4.1.a The size of the change in an object's motion is related to the strength of the push or pull.
MASS: 4.1.b The more massive an object is, the less effect a given force will have on its motion.

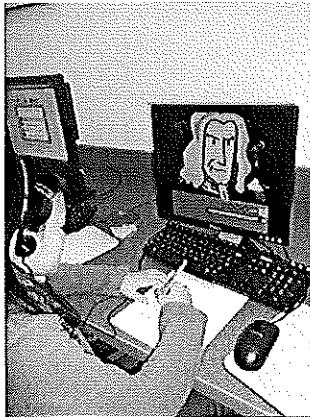
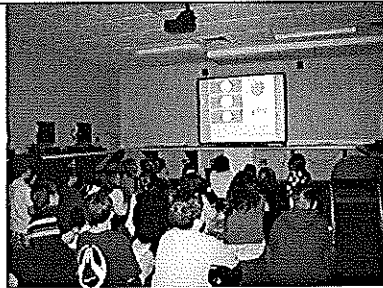
English Language Arts-Literacy (ELA)
Key Ideas and Details
 CCSS.ELA.Literacy.RI.4.1 Explain events, procedures, ideas, or concepts in a historical, scientific or technical text, including what happened and why, based on specific information in the text
Craft and Structure
 CCSS.ELA.Literacy.RI.4.4 Determine the meaning of general academic and domain-specific words or phrases in a text relevant to a grade 4 topic or subject area.
 CCSS.ELA.Literacy.RI.4.5 Integrate information from two texts on the same topic in order to write or speak about the subject knowledgeably.
Text Types and Purposes
 CCSS.ELA.Literacy.W.4.1 Use precise language and domain-specific vocabulary to inform about or explain the topic.
 CCSS.ELA.Literacy.W.4.3 Draw evidence from literary or informational texts to support analysis, reflection, and research.
Comprehension and Knowledge of Ideas
 CCSS.ELA.Literacy.SL.4.1 Engage effectively in a range of collaborative discussions (one-on-one, in groups, and teacher-led) with diverse partners on grade 4 topics and texts, building on others' ideas and expressing their own clearly.
 CCSS.ELA.Literacy.SL.4.2 Come to discussions prepared, having read or studied required material; explicitly draw on that preparation and other information known about the topic to explore ideas under discussion.
 CCSS.ELA.Literacy.SL.4.3 Pose and respond to specific questions to clarify or follow up on information, and make comments that contribute to the discussion and link to the remarks of others.
 CCSS.ELA.Literacy.SL.4.4 Paraphrase portions of a text read aloud or information presented in diverse media and formats, including visually, quantitatively and orally.
Integration of Knowledge and Ideas
 CCSS.ELA.Literacy.MF.4.1 Interpret information presented visually, orally, or quantitatively (e.g., in charts, graphs, diagrams, time lines, animations, or interactive elements on Web pages) and explain how the information contributes to an understanding of the text in which it appears.
 CCSS.ELA.Literacy.MF.4.2 Integrate information from two texts on the same topic in order to write or speak about the subject knowledgeably.
Presentation of Knowledge and Ideas
 CCSS.ELA.Literacy.W.4.3 Report on a topic or text, tell a story, or recount an experience in an organized manner, using appropriate facts and relevant, descriptive details to support main ideas or themes, speak clearly at an understandable pace.

<p>Understandings:</p> <ul style="list-style-type: none"> -Students will demonstrate understanding the essential concepts of "Force and Motion" -Students will recognize and apply "Newton's Laws of Motion" <p><i>Students will know:</i></p> <p>KEY ACADEMIC VOCABULARY: motion, force, speed, gravity, friction, mass</p> <p>KEY COMPLEX VOCABULARY: inertia, potential energy, kinetic energy, longitudinal waves, transverse waves</p>	<p>Essential Question:</p> <p>What makes objects move the way they do?</p>
--	---

Stage 2 -- Assessment Evidence	
<p>Performance Task 4:</p> <p>B8: Describe the effects of the strengths of pushes and pulls on the motion of objects</p> <p>B9: Describe the effect of the mass of an object on its motion.</p>	<p>Other Evidence:</p> <p><i>Active Student engagement (assessing)</i></p> <ul style="list-style-type: none"> Written evidence that the student draws knowledge from multimedia web-based programs (encourages analysis, reflection and research demonstrated by independently gathering information that offers them the opportunity to clarify, examine and organize their own thinking (note-taking) Evidence of building knowledge through digital written text (passionate) online Oral evidence that students effectively engage in substantive discussion with their respected research teams to clearly share knowledge, respond to the ideas of peers, and collaboratively formulate a presentation to share their knowledge with the large group. Evidence of understanding through teacher-guided small group meetings Evidence of analysis, critical thinking, organizational skills, public speaking and creativity demonstrated in class presentations Evidence of depth and rigor through student high-quality insightful and reflective questioning Evidence of student motivation utilizing a strategy to demonstrate KEY AND COMPLEX VOCABULARY and CONCEPTS of Physics <p>Summative performance assessment.</p> <p>Student evaluation rubric.</p>

Stage 3 -- Learning Plan	
<p>Learning Activities:</p> <p>PROCESS, PRODUCT, PRESENTATION</p> <ul style="list-style-type: none"> Whole Class Introduction to objectives Independent Online Research; process Collaborative Initialives; product and presentation 	
<p>Lesson 1: Introduce students to learning objectives, Blooms Taxonomy</p> <ul style="list-style-type: none"> Short focused research project to develop expertise to conduct research independently To develop expertise in one area using other source materials on the topic "Force & Motion" To analyze different aspects of the same topic To share preparation, evidence and research with peers Engage students through inquiry questioning to promote class discussion on "Force & Motion" Introduce multimedia source: web-based "Brainpop.com" as an online research source Model independent research using "Brainpop" on interactive "Smartboard" - model "how-to" navigate the site - model methods to achieve depth of understanding - model note-taking from animated video source 	
<p>Lesson 2: Student research teams (2 or 3 students per team) are formed: (team assignments made collectively with classroom teacher)</p> <p>Step 1: Online independent research in computer lab using "Brainpop" - web based research</p> <ul style="list-style-type: none"> each student is responsible to research a 'key / complex physics vocabulary term' view animated informational video take written text quiz to clarify knowledge take notes from video and quiz text to compare and prepare to share their expertise with peers <p>TEXT reference article</p>	
<p>Lesson 3: Step 2: Meet with assigned research team to share knowledge gained from independent research</p> <p>Collaborate with research team members to apply knowledge and to create a demonstration</p> <p>To share knowledge using a "SLINKY" prop.</p> <p>Rehearsal of oral presentation with research partner (rubric guidelines)</p> <p>PRESENTATION: Class note-taking and questioning</p>	
<p>Lesson 4: To transfer knowledge and gained expertise to the physics of a Roller Coaster.</p> <p>Whole class collaboration using "Smartboard"</p>	

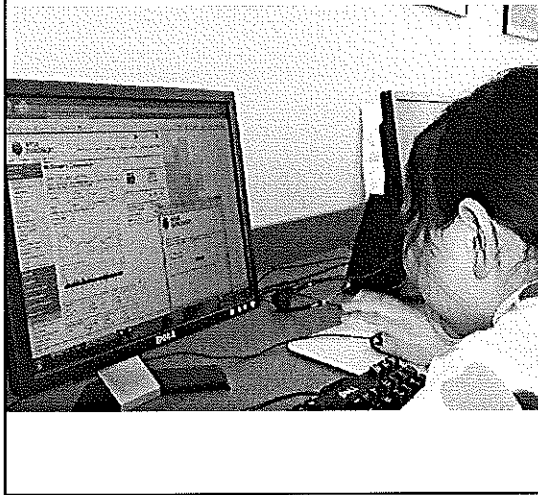
SHOWCASING STUDENT ACHIEVEMENT



**Slinky
Physics**



Stock Market Simulation



Account Holdings for Team ID:CT_21_ZZ851 Date: 12/17/2012

Cash Balance: \$45,650.91

Do not make any withdrawal or deposit to your account until 12/18/12.

TICKER	Position	Shares or \$Value	Last Trade Date	Net Cost per Share or \$100	Net Cost	Current Price per Share or \$100	Current Value	Unrealized Gains Losses	% Unrealized Gains Losses	Option
SJM	Long	101	2012-11-12	\$8,2136	\$8,207.57	\$8,9600	\$8,782.06	\$75.33	0.866	Trade
AOR	Long	100	2012-11-12	\$5,6701	\$5,657.01	\$5,2000	\$5,620.00	-\$37.01	-0.654	Trade
SPUA	Long	112	2012-11-12	\$51,1058	\$5,732.92	\$9,3600	\$5,976.32	\$243.40	4.246	Trade
BA	Long	176	2012-11-05	\$9,8500	\$9,357.75	\$48,2100	\$8,436.76	-\$931.00	-9.938	Trade
JMO	Long	100	2012-11-05	\$31,4110	\$3,141.10	\$33,7200	\$3,372.00	\$230.90	7.351	Trade
NFLX	Long	130	2012-11-05	\$79,0224	\$10,272.91	\$93,3000	\$12,329.00	\$1,856.03	18.065	Trade
FXN	Long	50	2012-10-23	\$29,0122	\$1,450.61	\$30,7500	\$1,539.56	\$89.35	6.159	Trade
OPQ	Long	140	2012-10-22	\$44,7733	\$5,268.25	\$44,6300	\$6,248.20	-\$20.06	-0.370	Trade
TOTAL								\$1,507.10	2.976%	

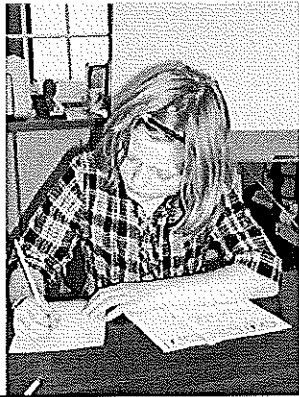
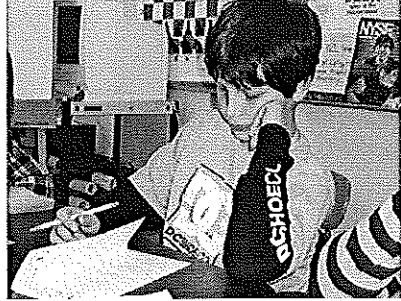
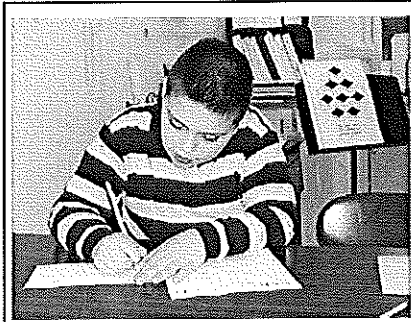
Current values are calculated using the previous trading day's closing prices.

The Stock Market Game™ program is brought to you in Connecticut through a partnership of

sifma

FOUNDATION

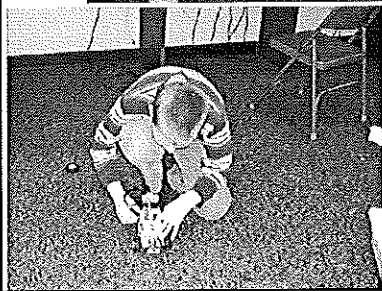




Math Olympiads



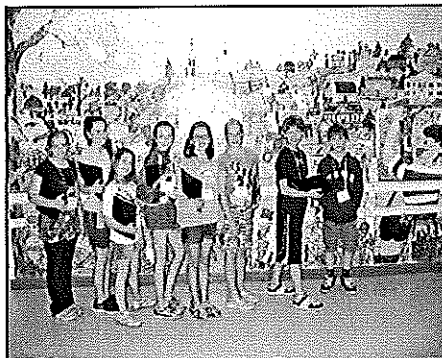
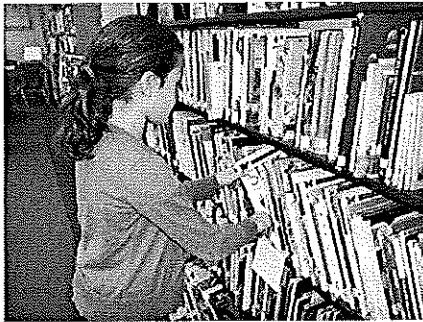
Robotics



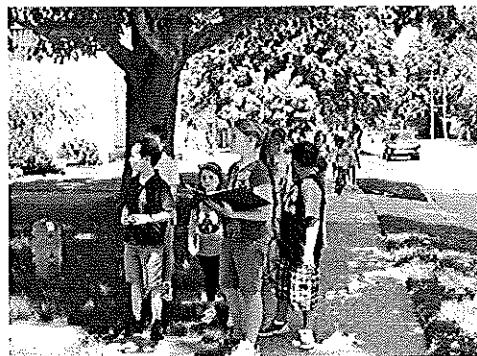


Literacy Groups

Shelf Talkers

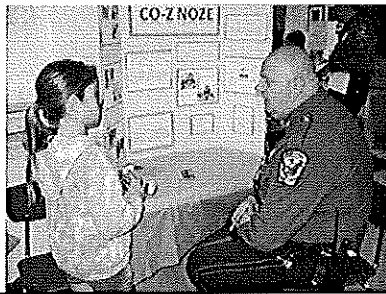


Mural Docent Project



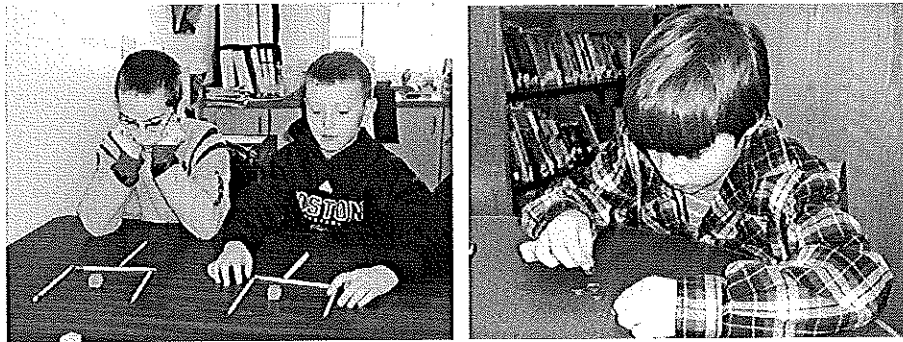


Invention Convention



CAS LEADERSHIP CONFERENCE

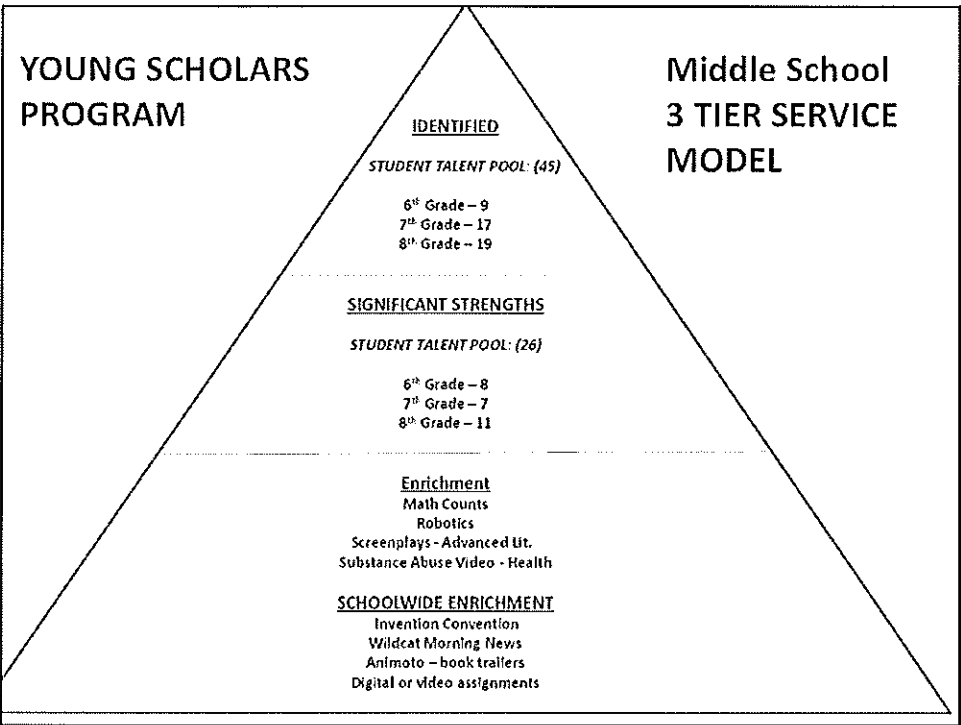
MATH OLYMPIAD WARM-UPS



Strategic Thinking

Chess

YOUNG SCHOLARS PROGRAM



Connecticut Gifted and Talented Program Report

The State of Connecticut, has 559,646 students enrolled K-12 in 166 districts. The identification of gifted and talented children is required under Connecticut special education law. Connecticut General Statutes (CGS) Section 10-76d(a)(1) states "...each local or regional board of education shall provide the professional services requisite to the **identification of school-age children requiring special education**, identify each such child within its jurisdiction, determine the eligibility of such children for special education. It goes on to define "children requiring special education" as follows:

"Children requiring special education" includes any exceptional child who...(B)has extraordinary learning ability or outstanding talent in the creative arts, the development of which requires programs or services beyond those ordinarily provided in the regular school programs but which may be provided through special education as part of the public school program.

From the 2012 Connecticut state data, 10,186 of Connecticut students have been identified as gifted and talented. While identification of gifted and talented children is mandated under state law, programming is permissive to each district.

Of the 166 districts throughout the state, 43 have some form of a gifted and talented program in place. Among the schools that do offer a gifted and talented program they vary greatly, with no two programs being identical. The variables that influence this are ages of students served, content area focus, available resources, and population demographics. Statewide we have found 12 districts that have similar programs to Region 18. The components that we used in determining this were three things: the program had to service students at the elementary and middle school level, have full time gifted and talented staff, and include in class and out of classroom enrichment. Listed are those districts: Avon, Bristol, Brookfield, Greenwich, Hamden, Hartford Renzulli Academy, New Fairfield, South Windsor, Waterford, Weston, Westport, and Windsor.

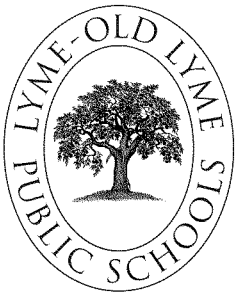
*Last week, the announcement was made to expand the Renzulli Academy to Bridgeport, New London, and Windham for the 2013 school year.

In researching the neighboring schools and those along the shoreline we have found that most do not have a formal gifted program in place. Only 4 districts other than Region 18 have a formal program in place they are Region 4, Region 14, Region 17, and Waterford.

Refer to the Gifted and Talented Programs chart for more information.

Gifted & Talented Programs

Town	District	Students	Grades	Service	Teachers
Clinton	No				
Colchester	No				
East Lyme	No				
Guilford	No				
Madison	No				
Montville	Yes	21- elementary 34 - middle school	3 to 6	1 / week	2 half time
Old Saybrook	No				
Region 4	Yes	18 - 6th grade revolving door	6 7-12	1 / week	1 full time
Region17	Yes	top 5%	3 to 6	1 / week	2 full time
Waterford	Yes	41 - elementary 37 - middle school	3 to 8	1 / 4 days	2 full time
Region 18	Yes	69 - elementary 71- middle school	3 to 8	1 / week 1 / 4 days	2 full time



LYME - OLD LYME PUBLIC SCHOOLS

Impassioned with Pride and Purpose

MEETING MINUTES

Special Board of Education Meeting

Location: Lyme-Old Lyme Middle School

Date: March 13, 2013

Board Present: Paul Fuchs, Vice Chairman; Russ Gomes, Secretary; Victoria Lanier, Treasurer; Steven Cinami; Allison Hine; Michelle Roche; Stephen Spooner

Not Present: James Witkins; Beth Jones

Administration Present: Ian Neviasser, Superintendent of Schools

The meeting was called to order by Vice Chairman Fuchs at 6:00 p.m. The purpose of the meeting was to review and act on the Mile Creek window bids.

The following background information was supplied relative to the agenda item:

A RFP for replacement of the Mile Creek windows was publically bid. Results of the bidding process are listed below:

Accurate Door and Window, LLC	\$846,000
A&A Window Products, Inc.	\$1,380,000

A reference check has been performed by the Architect and John Rhodes. In addition, legal counsel has checked Accurate Door and Window's history of legal action.

Project Budget Summary

Project Estimated Construction including contingency	\$870,800
Accurate Door and Window, LLC proposal	\$846,000
Elimination of remote window operators	(\$32,000)
<u>Proposed 5% construction contingency</u>	<u>\$40,700</u>
Proposed total project construction budget	\$854,700

53 Lyme Street, Old Lyme, Connecticut 06371

T: 860-434-7238 F: 860-434-9959 www.region18.org

The Mile Creek Window and Door Replacement Building Committee has unanimously recommended awarding Accurate Door and Window, LLC the window and door replacement contract. Following contract award, a credit change order to eliminate the gymnasium electric window operators can be processed for \$32,000 to maintain the project within the approved budget.

MOTION: Mr. Cinami made a motion, which was seconded by Mr. Spooner, to award Accurate Door and Window the contract to replace the windows and classroom doors at the Mile Creek School for a lump sum price of \$846,000.00.

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

The special meeting adjourned at 6:05 p.m. upon motion by Mr. Fuchs and a second by Mrs. Hine.

Respectfully submitted,

Russ Gomes, Secretary

Contingency Maintenance

Budgeted - Fiscal Year 2012 - 2013		\$200,000
Lyme	Electronic door lock control system	5,351
	Line sharing emergency phone override	1,224
	Intercom for security system	2,182
	Wiremold double gang	20
	Security cameras	6,485
	Cat 6 wire	175
	Snow removal	<u>1,776</u>
		17,212
Mile Creek	Electronic door lock control system	5,351
	Line sharing emergency phone override	1,224
	Intercom for security system	2,182
	Security cameras	6,485
	Cat 6 wire	175
	Snow removal	<u>1,776</u>
Center	Emergency pump out and Keen grinder pump	1,859
	Emergency service for fuel additive	1,691
	Electronic door lock control system	4,321
	Line sharing emergency phone override	1,224
	Intercom for security system	2,182
	Wiremold double gang	20
	Disposal fees Applied Water	182
	Security cameras	6,485
	Cat 6 wire	175
	Door release not working	190
	Snow removal	<u>1,776</u>
Middle	Motorized retractable basketball hoops	4,893
	Emergency pump out and Keen grinder pump	1,859
	Electronic door lock control system	5,725
	Line sharing emergency phone override	1,224
	Intercom for security system	2,182
	Cat 6 wire	175
	Emergency service for fuel additive	1,691
	Wiremold double gang	20
	Disposal fees Applied Water	182
	Security cameras	6,485
	Track scoreboard	6,820
	Snow removal	<u>1,776</u>
High	Emergency pump out and Keen grinder pump	1,915
	Emergency service for fuel additive	1,691
	Disposal fees Applied Water	187
	Avigilon acc software enterprise camera licenses	795
	Line sharing emergency phone override	1,224
	Snow removal	1,776
	Phone controller	784
	Track scoreboard	<u>6,820</u>
		<u>15,192</u>
Remaining contingency as of 03/26/13 - fiscal year 2012 - 2013		<u>\$97,270</u>

EXECUTIVE BUDGET SUMMARY..... \$31,010,964

	12-13 Budget	12-13 Actuals	% Spent as of 3/26/2013	% Spent as of 3/28/2012
Certified Salaries	\$12,602,516	\$7,448,361	59.1%	58.8%
Non-certified Salaries	2,646,131	1,834,803	69.3%	71.2%
Employee Benefits	4,319,360	2,696,551	62.4%	65.9%
Instructional Programs	1,361,333	1,042,301	76.6%	80.1%
Special Education	1,206,819	1,133,802	93.9%	100.8%
Support Services	112,514	55,542	49.4%	77.9%
Administrative Services	393,352	358,265	91.1%	57.1%
Pupil Transportation	862,059	804,126	93.3%	94.0%
Plant Operation & Maintenance	3,769,428	3,009,521	79.8%	81.7%
OPERATING BUDGET	\$27,273,512	\$18,383,272	67.4%	68.7%
DEBT SERVICE	3,737,452	2,738,044	73.3%	98.3%
TOTAL BUDGET	\$31,010,964	\$21,121,316	68.1%	71.7%

Notes:

**Region 18 Board of Education
April-May Educational Focus
Teacher and Administrator Evaluation**

Teacher and Administrator Evaluation will be the educational focus for both the April and May Board of Education Meetings. Given the significance of this issue and the far reaching implications of decisions around evaluation, such focus is warranted and appropriate.

During the April meeting, we will look closely at the required core components of the Teacher Evaluation Model and how these components result in a final teacher rating. This overview will address many of the questions regarding the perceived emphasis on test scores and the administrative time needed to implement this initiative. No action will be required at this meeting

During the May meeting, we will provide an in-depth comparison of the state requirements, the CT SEED Model and the Region 18 proposal. We will also address any questions raised during the April meeting. The Board will be asked to approve the Region 18 Teacher Evaluation Model at this meeting so that we may submit our proposal to the state prior to the May 3 extended deadline.

In preparation for the meeting, we encourage you to visit <http://www.connecticutseed.org/> to learn more about the State Core Requirements and the CT SEED model. Specifically, we would suggest you review the following:

CT State Guidelines for Teacher Evaluation adopted in June, 2012

http://www.connecticutseed.org/wp-content/uploads/2012/09/Adopted_PEAC_Guidelines_for_Teacher_Evaluation.pdf

CT SEED Model

http://www.connecticutseed.org/?page_id=449

Connecticut Common Core of Teaching Rubric We also ask that you review a one page overview of a rubric which is being revised and proposed as the new state approved Teaching Practice Rubric.

<http://www.eastconn.org/images/stories/TeachingandLearning/EASTCONNTEVALOverviewFinalOnePage.pdf>

As always, we encourage you to forward any questions you may have prior to our presentations so that we may be prepared to address your concerns.

Thank you for your continued interest,

Beth Borden

Lyme-Old Lyme Schools Teacher Evaluation Plan

April 3, 2013

Presentation Focus

CT Evaluation Model

Complex Topic

Changing Landscape

Administrator Evaluation

Connections to Teacher Evaluation

Not as Well Developed at State Level

Part I of Two Part Presentation

Overview of
Teacher Plan

Connection to
Administrator
Plan

Questions to
Address
During Part 2

Agenda

Background Leading to Changes

2012-13 Preparation Activities at the State Level

Comparisons between State Core Requirements and CT SEED

Lyme-Old Lyme Response

The Big Question

Recommendation and Next Steps

Events Leading to Teacher Evaluation Changes

New State Guidelines

~ 10 years

- 1999 – Last Teacher Evaluation Revised Guidelines from state
- 2013 – Way overdue!

Revealing Research

- Most states use “Meeting Expectations” or “Intervention” as ratings
- Little correlation between teacher ratings and student performance

Race to the Top

- Called for new guidelines for teacher evaluation
- States began implementing programs to be competitive

NCLB waiver

- Commitment to develop state Teacher Evaluation that:
 - Provided meaningful teacher rating system
 - Is tied to Student Performance

Connecticut's Response

Spring 2012

- State created PEAC to establish Teacher Evaluation Guidelines

July 2012

- PEAC Guidelines adopted by State Legislation
- CT State Dept of Ed charged to develop Model
- SEED includes Administrator & Teacher models

2012-13

SEED piloted by 10 CT districts & evaluated
by UConn NEAG

Districts charged with

Adopting SEED
or submitting
alternate
meeting Core
Requirements

Providing
orientation to
staff prior to fall
2013

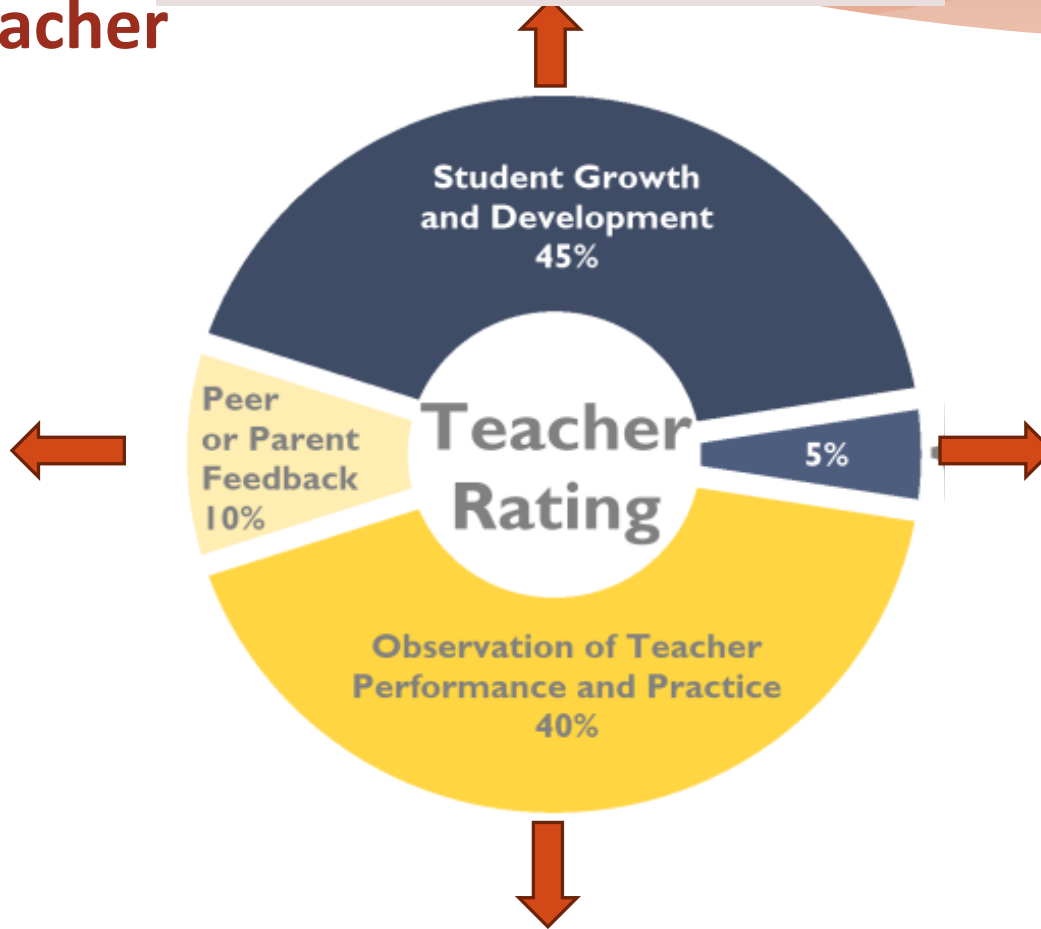
Training and
providing
evidence of
competence for
all
administrators in
evaluation of
educational
practices.

Implementing
new model in
Fall 2013 for 1/3
of staff

OVERVIEW of the 4 Teacher Evaluation Modules

School creates goal based on Spring school wide parent survey results.

Teacher develops at least 1 **Student Learning Objective (SLO)** which will be assessed by measurable indicators



All certified staff will be **rated based** on their school performance indicator **(CMT/CAPT)**

4 part rubric based on **3 formal observations** (1 teacher goal)

Year Long Process

Goal Setting

Teacher bring student data and collaboratively sets all evaluation goals with evaluator

3 Times During Year

Teacher and Evaluator meet to review observation

Mid Year

Teacher describes strategies in place and provides evidence of progress toward goals

End of Year

Teacher provides written reflections and evidence of achievement

Evaluator provides initial summary evaluation

Rating System

4

Exemplary

- Substantially exceeding indicators of performance

3

Proficient

- Meeting indicators of performance

2

Developing

- Meeting some indicators of performance but not others

1

Below Standard

- Not meeting indicators of performance

Use of Ratings

Professional Development

- Teacher sets goal for following year
- Based on low scoring area

Results Sent to State

- ___% Exemplary
- ___% Proficient
- ___% Developing
- ___% Below

Effectiveness Standards

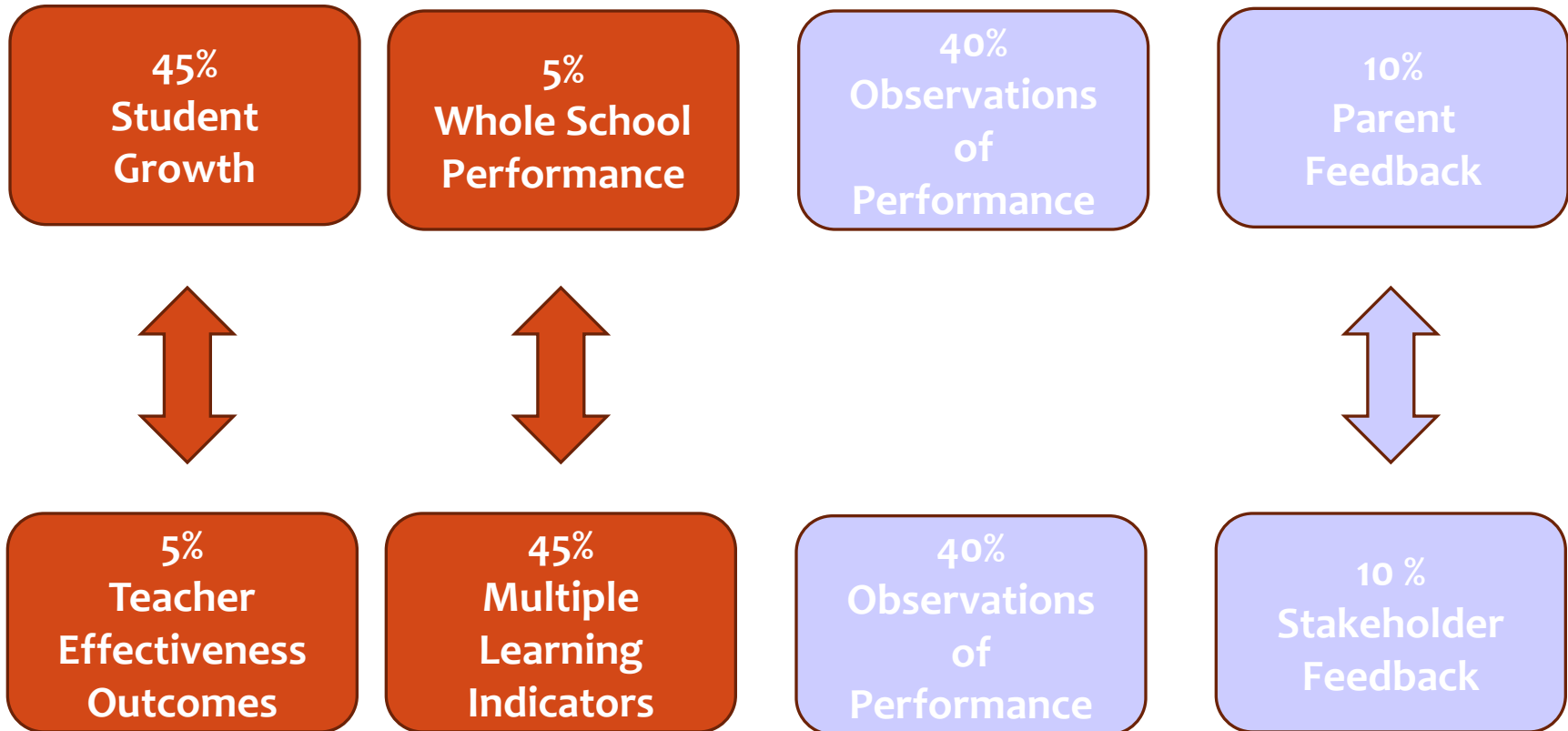
- State has defined “Effectiveness”
- Teachers must meet this standard to remain in good standing

State Recommended Definition of Effectiveness

- * Novice teachers shall generally be deemed effective if said educator receives at least two sequential “proficient” ratings, one of which must be earned in the fourth year of a novice teacher’s career. A “below standard” rating shall only be permitted in the first year of a novice teacher’s career, assuming a pattern of growth of “developing” in year two and two sequential “proficient” ratings in years three and four. Superintendents shall offer a contract to any educator he/she is deeming effective at the end of year four. This shall be accomplished through the specific issuance of that effect.*
- * A post-tenure educator shall generally be deemed ineffective if said educator receives at least two sequential “developing” ratings or one “below standard” rating at any time.*

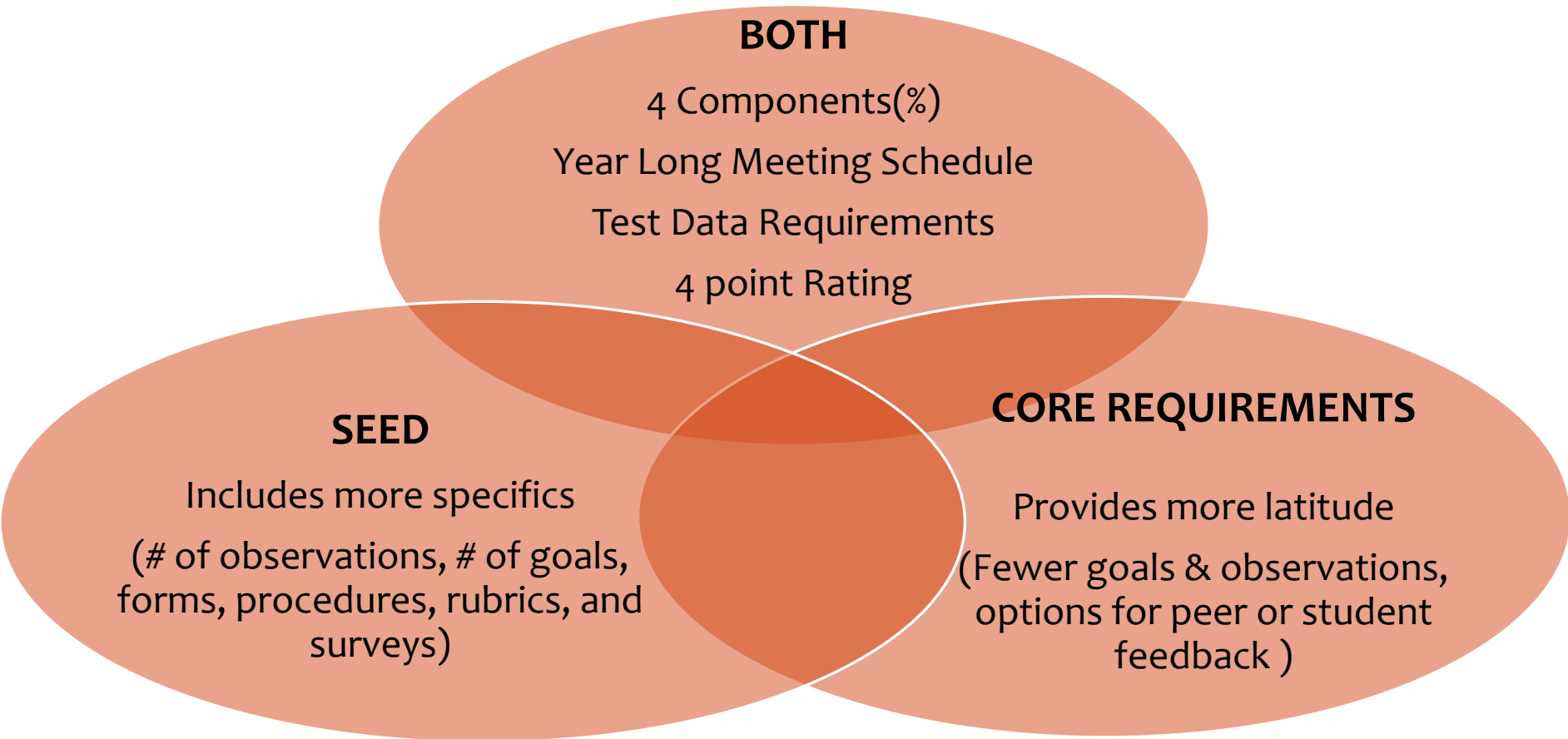
Connection to Administrative Model

Teacher Components



Administrator Components

Key Differences Between CT Core Requirements and SEED



Lyme-Old Lyme First Steps 2012



Re-established and met regularly with Teacher Evaluation Committee

Provided spring and fall updates to staff and BOE

Attended training and network meetings

Submitted January Decision to BOE and State to submit alternate plan in spring

Lyme-Old Lyme Preparation Steps

2013



Designed and implemented four 90 minute teacher workshops outlining each component of teacher evaluation plan

Present Lyme Old Lyme plan at April & May Meeting with BOE

Submit Plan to state on May 3

Develop forms and management plan for 2013-14 implementation

Provide training for administration that demonstrates their competence evaluating Teacher Practices using CT Common Core Rubrics

**Is this plan good
for
Lyme-Old Lyme?**



Benefits

We need to update our current system to:

Include more than goals and teacher observations

Incorporate a fair and consistent rating system

Tie our teacher evaluation to student outcomes

Encourage more focused use of data in developing teacher goals

Use more focused rubric to gather and share data during teacher observations

Incorporate parent input into Teacher Evaluation

And, we would align with the state and have full access to their resources.

Challenges

Time

	Current	New Model
Observations with pre/post conferences	3 for ¼ of staff	3 for each Teacher
Documentation	Narrative forms for observations & Summary Evaluation	Significant documentation for all components
Computation & Final Rating	NA	Extremely Complex
Total/Teacher		8 to 10 hours/teacher
Total		200 hours or five 40 hr weeks

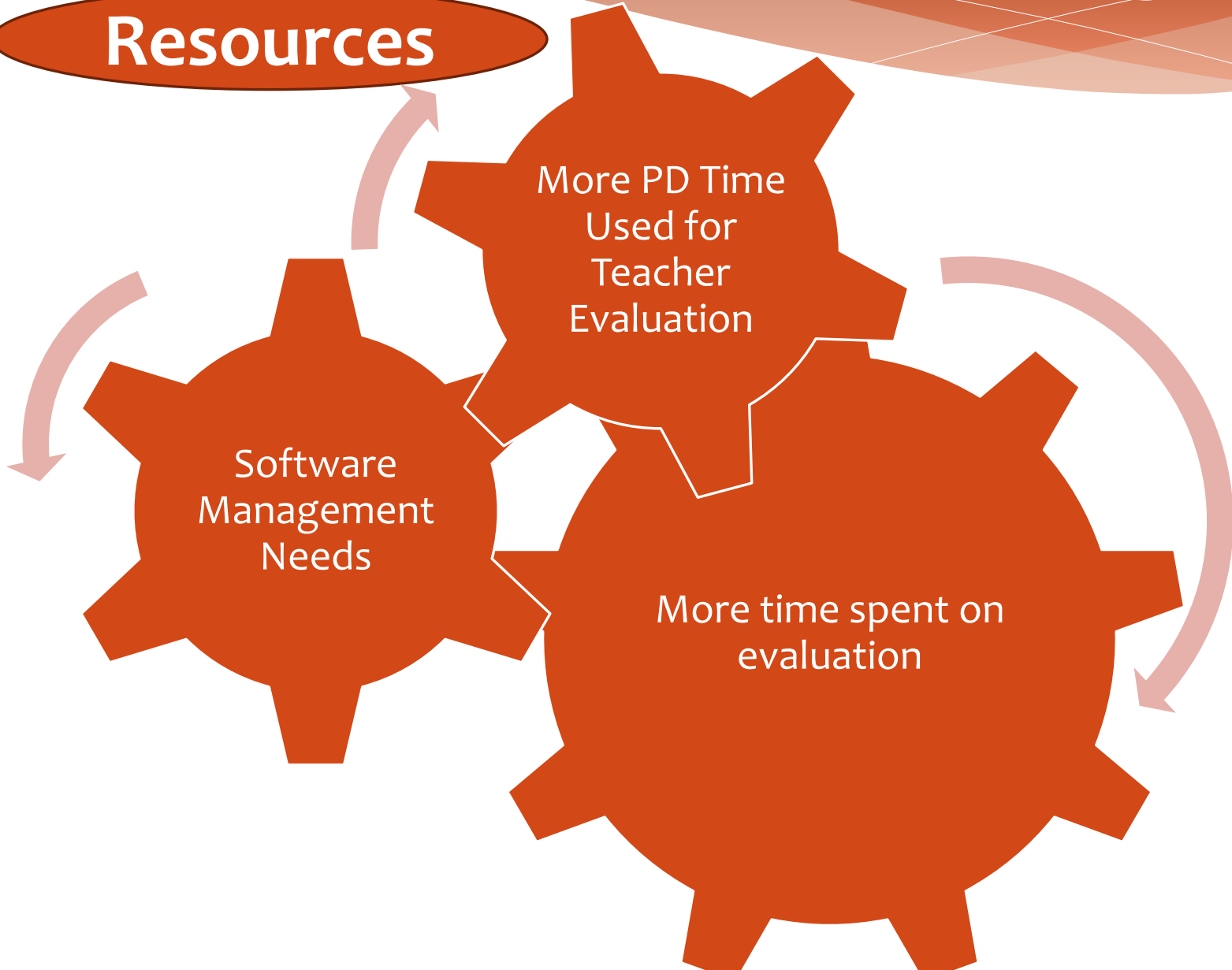
Challenges

Resources

More PD Time
Used for
Teacher
Evaluation

Software
Management
Needs

More time spent on
evaluation



Challenges

Balance

Standardized
State Test Data

Teacher Practice
& Other Class
Data

22.5% Class Performance on
State Test

22.5% Class Performance on
nonstandard measure

40% on Class Observations

5% School Performance on
State Test

10 % Parent Input on School
Survey



Recommendation

Go forward
with plan for
2013-14

Review
progress 2 to 3
times during
the year
focusing on key
questions

Reassess in
spring

May Focus

More in depth
look at LOL plan

Responses to your
Questions

Action Requested
on LOL
Modifications to
SEED Plan

2013-14 Lyme-Old Lyme High School Field Trips

Bermuda Institute of Ocean Science (BIOS) Research Station: July 2014

Students will:

- Study tropical marine ecosystems, insular biology and island geology
- Explore a wildlife sanctuary for critically endangered species

Estimated Cost: \$1750-\$1900 per student

Chaperones: Heather Fried, Dawn Kelley

Costa Rica: April 11-20 2014

Students will:

- Increase fluency in the Spanish language
- Participate in community service
- Observe and experience life of an indigenous culture
- Experience lifestyles and economy of another culture

Estimated Cost: \$3000

Chaperones: Jeanne Manfredi, John McGannon, Marybeth Schreindorfer.

Quebec: April 12-15 2014

Students will:

- Increase fluency in the French language
- Have interactive lesson about the history of Quebec (From the French Regime through the end of the second world war)
- Learn traditional dances and folk songs
- Treasure hunt in the cultural and historic Quartier Petit Champlain.
- Ride across the Saint Lawrence river
- Experience French-Canadian cabane a sucre.

Estimated Cost: \$1000

Chaperones: Colette Lemarie

Orlando: March 13-16, 2014

Festival Disney National Music Competition

Students will:

Represent their school in a national music competition

Hear ensembles from schools throughout the country

Estimated Cost: \$1200 per student

Chaperones: Kristine Pekar, Jacob Wilson, additional as needed (1 adult for every 10 students, 90-150 students)

UMASS Amherst Model UN (MUN) Conference March 14-16 2014**Students will:**

- Discuss current international affairs
- Learn parliamentary procedures
- Vet resolutions and build consensus
- Increase their knowledge of the interdependency of geography, topography, economics and human needs
- Compete for honors such as LOLHS student Crow Sheehan's Outstanding Delegate Award in 2013

Estimated Cost: \$225

Chaperone: Glenn Elliott

Science Olympiad Team
Trip to Dayton, Ohio May 16-19, 2013

Group: Members of the Science Olympiad Team

19 students: including both Middle School and High School

Where: Wright University, Dayton, Ohio

When: May 16-19, 2013

Science Olympiad Mission: <http://www.soinc.org/mission>

- Science Olympiad is a national non-profit organization dedicated to improving the quality of K-12 science education, increasing male, female and minority interest in science, creating a technologically-literate workforce and providing recognition for outstanding achievement by both students and teachers. These goals are achieved by participating in Science Olympiad tournaments and non-competitive events, incorporating Science Olympiad into classroom curriculum and attending teacher training institutes.

Science Olympiad Goals: <http://www.soinc.org/mission>

- To create a passion for learning science by supporting elementary and secondary Science Olympiad tournaments at building, district, county, state and national levels with an emphasis on teamwork and a commitment to excellence.
- To improve the quality of K-12 science education throughout the nation by changing the way science is perceived and the way it is taught (with an emphasis on problem solving and hands-on, minds-on constructivist learning practices). This goal is accomplished through in-depth core curriculum training workshops and the distribution of curriculum materials.
- To celebrate and recognize the outstanding achievement of both students and teachers in the areas of science and technology by awarding thousands of certificates, medals, trophies and scholarships.
- To promote partnerships among community, businesses, industry, government and education.

Science Olympiad Tournament Goals: <http://www.soinc.org/mission>

- To bring science to life, to show how science works, to emphasize problem solving aspects of science and the understanding of science concepts.
- To develop teamwork and cooperative learning strategies among students.
- To make science education more exciting so more students will enroll in science courses and engage in other science activities like science reading, fairs, meetings and field trips.
- To promote high levels of achievement and a commitment to excellence, to demonstrate that American students can perform at levels that surpasses expectations of even practicing scientists and engineers.

Chaperones:

- Shannon Glorioso, Middle School Teacher
- Lucy Walter, High School Teacher
- Mary Roth, Middle School Teacher/Parent
- Other Parent Chaperones to be determined

Program Cost: \$850.00/student and parent chaperone

Program Price Includes:

- Transportation: airline
- Accommodations: 3 nights on Wright University campus housing
- Meal plan for breakfast and lunch (3 days)
- Van rental and gas expense to drive equipment to and from Ohio

Communication itinerary prior to trip:

- Distribute information to students/parents and hold informational meetings.
- Collect down payment or full payment at first meeting.
- Hold second parent meeting prior to departure including information from school nurse/behavioral expectations/packing/spending money/attire and miscellaneous details.
- Hand out permission slips and medical forms.
- Collect permission slips and medical forms from students/parents.

Health: Everyone should check with his or her personal physician about vaccinations.

Safety: No State Department alerts to date.

Lyme Old Lyme Safe Graduation 2013

March 25, 2013

*Regional School District 18
Board of Education
4 Davis Road
Old Lyme, Ct 06371*

Dear Board of Education Members,

The class of 2013 Safe Graduation Committee requests that the Regional District Eighteen sponsor the Alcohol-Free Graduation Party so that any claims arising from this event will be covered by the District's liability insurance. The party will take place on graduation night, which we hope will be scheduled for June 21, 2013. The party is to begin at 9:00 p.m. in the cafeteria, followed by the arrival of the buses to take the class to the party destination. The party will end at approximately 5:30 a.m. with the return of the buses to the high school on June 22, 2013.

On behalf of the parents of the Senior Class and the Safe Graduation Party Committee, I want to thank you for your consideration and support. Please feel free to contact me at any time with questions or concerns you may have.

Sincerely,

*Martha Shoemaker
Co-chairperson
Safe Graduation Party Committee
marthashoe@comcast.net*

*Ian Neviasser , Superintendent
James Wygonik, Principal*

**Application to Comply with Section 3 of Public Act 06-63,
An Act Concerning Healthy Food and Beverages in Schools**

Packet contents:

1. Healthy Food Certification Statement
2. District Contact and Information Sheet

Public Act 06-63, An Act Concerning Healthy Food and Beverages in Schools, consists of two components. One relates to the sale of beverages to students and is not optional. The second component relates to the sale of food and this component is optional.

Boards of Education, which participate in the National School Lunch Program, can authorize compliance with Section 3 of Public Act 06-63 and thereby receive an extra \$.10 per meal reimbursement. This reimbursement is based on the prior year's reimbursable meal sales. This would be our fourth year of participation in the program.

The Board of Education is allowed to authorize exceptions to the beverage and food requirements of the act for sales which meet all of the following requirements:

1. The sale is in connection with an event occurring after the end of the regular school day or on the weekend;
2. The sale is at the location of the event; and
3. The beverages or foods are not sold from a vending machine or school store.

An event is defined as an occurrence that involves more than just a regularly scheduled practice, meeting or extracurricular activity. Examples of events are a soccer game, high school debate, school play or school chess match. The corresponding soccer practices, debating team practices, play rehearsals and chess club meetings are not examples of events. In their exception authorization, the Board of Education must stipulate, either specifically or generally, what beverages and foods are allowed if the three conditions are met. While complying with Section 3 will also cover fundraising activities, by both school groups and external organizations, fundraising activities have continued with minimal impact during implementation. The Act does not cover beverages or foods which are provided to students, rather than sold to students. Thus, cupcakes provided to an elementary school classroom for a birthday celebration, for example, are allowed under the act.

We are asking the Board to authorize compliance with the optional Section 3 of Public Act 06-63 and, if it so desires, to authorize exceptions to the requirements for special events.

- Action 1 - Approve compliance with optional Section 3 of Public Act 06-63
- Action 2 - Authorize exceptions (either general or specific) to the beverage and food requirements of Public Act 06-63 for sales which meet all of the following requirements:
 1. The sale is in connection with an event occurring after the end of the regular school day or on the weekend.
 2. The sale is at the location of the event.
 3. The beverages or foods are not sold from a vending machine or school store.

**Connecticut State Department of Education
Addendum to Agreement for Child Nutrition Programs (ED-099)
Healthy Food Certification Statement**

Section 1 – Background

Section 10-215e of the Connecticut General Statutes directs the Connecticut State Department of Education (CSDE) to develop and publish nutrition standards for food items offered for sale to students at school separately from reimbursable meals sold as part of the National School Lunch Program and School Breakfast Program. Section 10-215f requires that participants in the National School Lunch Program, including each local and regional board of education, regional educational service center, the Connecticut Technical High School System and the governing authority for each state charter school, interdistrict magnet school and endowed academy, must certify each year in its annual application to the CSDE whether all food items made available for sale to students will meet the nutrition standards. Section 10-215b further provides additional funding to National School Lunch Program participants who annually certify compliance with the Connecticut Nutrition Standards.

Section 2 – Certification Statement

► ***Must be completed by all Connecticut public school districts that participate in the National School Lunch Program.***

On behalf of the Regional School District No. 18 Board of Education and
(Name of the Board of Education or Governing Authority)

pursuant to section 10-215f of the Connecticut General Statutes, I hereby certify that all food items offered for sale to students in the school(s) under our jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, *(select appropriate box)*

will *(must complete Sections 3 and 4 on page 2)*

will not *(sign below and return form)*

meet said standards during the period of **July 1, 2013 through June 30, 2014**. Such certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to, school stores, vending machines, school cafeterias, and any fundraising activities on school premises, whether or not school sponsored.

**Local or Regional Board of Education or
Governing Authority**

Signature: _____ Jan Neviasser
(Signature of the Authorized Representative) *(Printed Name of the Authorized Representative)*

Superintendent _____ April 3, 2013
Title (Superintendent of Schools, President or Chairperson of the Board) *Date of Authorization*

Section 3 – Exemption Statement

► *To be completed only by districts opting for the healthy food certification, i.e., those districts that checked “will” in Section 2.*

Pursuant to section 10-215f of the Connecticut General Statutes, I hereby acknowledge that the board of education or governing authority, (*select appropriate box*)

will

will not

exclude from certification food items that do not meet the Connecticut Nutrition Standards, provided that (1) such food is sold in connection with an event occurring after the end of the regular school day or on the weekend, (2) such sale is at the location of the event, and (3) such food is not sold from a vending machine or school store.

Section 4 – Amendment to Agreement for Child Nutrition Programs (ED-099)

► *To be completed only by districts opting for the healthy food certification, i.e., those districts that checked “will” in Section 2.*

Pursuant to section 10-215f of the Connecticut General Statutes, the Agreement for Child Nutrition Programs (ED-099) with

Regional School District No. 18 Board of Education

(Name of the Board of Education or Governing Authority)

is hereby amended to include the above certification statement of compliance with the Connecticut Nutrition Standards and application for funding related to those standards. This addendum covers the period from July 1, 2013 through June 30, 2014.

**Local or Regional Board of Education or
Governing Authority**

Signature: _____ Ean Neviaser
(Signature of the Authorized Representative) *(Printed Name of the Authorized Representative)*

Superintendent April 3, 2013
Title (Superintendent of Schools, President or Chairperson of the Board) *Date of Authorization*

FOR STATE USE ONLY • DO NOT SIGN BELOW THIS LINE

Connecticut State Department of Education

Signature: _____ Brian Mahoney
(Signature of State Agency Representative) *(Printed Name of State Agency Representative)*

Chief Financial Officer _____
Title *Date*

The State of Connecticut Department of Education is committed to a policy of equal opportunity/affirmative action for all qualified persons. The Department of Education does not discriminate in any employment practice, education program, or educational activity on the basis of race, color, religious creed, sex, age, national origin, ancestry, marital status, sexual orientation, gender identity or expression, disability (including, but not limited to, intellectual disability, past or present history of mental disorder, physical disability or learning disability), genetic information, or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws. The Department of Education does not unlawfully discriminate in employment and licensing against qualified persons with a prior criminal conviction. Inquiries regarding the Department of Education's nondiscrimination policies should be directed to: Levy Gillespie, Equal Employment Opportunity Director/American with Disabilities Act Coordinator, State of Connecticut Department of Education, 25 Industrial Park Road, Middletown, CT 06457, 860-807-2101, Levy.Gillespie@ct.gov.

District Contact and Information Sheet for 2013-14 Healthy Food Certification

This form must be completed by all public school districts that choose to implement healthy food certification (HFC) under Section 10-215f of the Connecticut General Statutes (C.G.S.). Contact information is used to generate mailing lists and e-mail groups to provide districts with important information regarding HFC implementation. Submit the completed form to the Connecticut State Department of Education with the district's Healthy Food Certification Statement by **July 1, 2013**.

Please type or print clearly and provide complete contact information for items 1 through 8.

School District: Regional School District #18 ED-099 Agreement Number: 21800

1. Designated District Contact Person for Healthy Food Certification*

Name: Ian Neviaser Title: Superintendent
E-mail: neviaseri@region18.org Phone: (860) 434 - 7238
Mailing Address: 53 Lyme St
City: Old Lyme State: CT Zip Code: 06371

* The district contact person is the point person identified by the district for coordinating the implementation and monitoring of healthy food certification under Section 10-215f of the Connecticut General Statutes. This person will field questions, organize trainings and contact the CSDE for assistance when necessary. The district may consider using the team leader for School Wellness Policy in this capacity. For more information, see *Responsibilities of District Contact Person for Healthy Food Certification*.

2. District Superintendent

Name: Ian Neviaser Title: Superintendent
E-mail: neviaseri@region18.org Phone: (860) 434 - 7238
Mailing Address: 53 Lyme St
City: Old Lyme State: CT Zip Code: 06371

3. District School Food Service Director

Name: Aliza Stern Title: Food Service Director
E-mail: sterna@region18.org Phone: (860) 434 - 1651
Mailing Address: Lyme-Old Lyme High School, 69 Lyme St
City: Old Lyme State: CT Zip Code: 06371

4. District Business Manager

Name: Marilyn M Warren Title: Business Manager
E-mail: warren@region18.org Phone: (860) 434 - 7238
Mailing Address: 53 Lyme St
City: Old Lyme State: CT Zip Code: 06371

◀ Continued on Next Page ▶

District Contact and Information Sheet, continued

5. Does your school district provide lunches through a CSDE-approved Interschool Agreement to another school outside of your school district, e.g., another public school district, charter school, interdistrict magnet school or an endowed academy?

No Yes ▶ *List the school(s) that have indicated on the Interschool Agreement that they will comply with healthy food certification under C.G.S. Section 10-215f. Provide complete contact information for each school. Attach additional pages as necessary.*

Name of School	Address	Town	State	Zip	Contact Person
					Name: _____
					Title: _____
					E-mail: _____
					Phone: () - _____
					Name: _____
					Title: _____
					E-mail: _____
					Phone: () - _____
					Name: _____
					Title: _____
					E-mail: _____
					Phone: () - _____

6. For each entity listed in Question 5 above, does your school district have an approved Interschool Agreement** on file with the Connecticut State Department of Education (CSDE)?

No Yes

** If a public school contracts to provide lunches to another public school district, charter school, interdistrict magnet school or endowed academy, these lunches may be included in the total number of lunches upon which funding is based if the recipient school certifies on the CSDE interschool agreement that they will comply with healthy food certification under Section 10-215f of the Connecticut General Statutes. To count the recipient school's lunches, an updated, signed and approved Interschool Agreement must be on file with the CSDE. For a sample interschool agreement, see the CSDE Forms for School Nutrition Programs Web page.

7. Does your school district operate a school store or similar school-based enterprise that sells food or beverages to students?

No Yes ▶ *Provide the contact information for the person responsible for the school store, e.g., teacher advisor.*

Name of School Store Contact: _____ Title: _____

E-mail: _____ Phone: () - _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

8. Does your school district operate a culinary arts program that sells food or beverages to students?

No Yes ▶ *Provide the contact information for the person responsible for the culinary program.*

Name of Culinary Arts Contact: _____ Title: _____

E-mail: _____ Phone: () - _____

Mailing Address: _____

City: _____ State: _____ Zip Code: _____

The State of Connecticut Department of Education is committed to a policy of equal opportunity affirmative action for all qualified persons. The Department of Education does not discriminate in any employment practice, education program, or educational activity on the basis of race, color, religious creed, sex, age, national origin, ancestry, marital status, sexual orientation, gender identity or expression, disability (including, but not limited to, intellectual disability, past or present history of mental disorder, physical disability or learning disability), genetic information, or any other basis prohibited by Connecticut state and/or federal nondiscrimination laws. The Department of Education does not unlawfully discriminate in employment and licensing against qualified persons with a prior criminal conviction. Inquiries regarding the Department of Education's nondiscrimination policies should be directed to: Levy Gillespie, Equal Employment Opportunity Director American with Disabilities Act Coordinator, State of Connecticut Department of Education, 25 Industrial Park Road, Middletown, CT 06457, 860-807-2101, Levy.Gillespie@ct.gov.

High School Soccer/Lacrosse Field Irrigation Installation

Lyme – Old Lyme Public Schools

March 28, 2013

Action: Award National Lawn Sprinkler the contract to install an irrigation system on the Soccer/Lacrosse field for \$19,450.00

Background: This is a 2013/2014 Facilities Capital Project planned for July 2013. The project was publically advertised. Bid results are listed below:

Anderson Turf Irrigation	\$23,329
Aqua Turf Lawn	\$34,965
Liberty Landscapes	\$25,375
National Lawn Sprinkler	\$19,450

This proposal is within the budget for this project.

Calculation of Tuition Rate for Fiscal Year 2013 - 2014

Total Proposed Budget for Fiscal Year 2013 - 2014	\$31,741,789
Less:	
Debt Service	\$4,032,682
Regular Transportation	<u>874,583</u>
	<u>4,907,265</u>
Cost to Be Apportioned for Tuition	<u>\$26,834,524</u>
Cost to Be Apportioned for Tuition	\$26,834,524
Divided by March 2013 Total Enrollment	<u>1,477</u>
Recommended Tuition Rate	<u>\$18,168</u>

Region 18/Lyme-Old Lyme

Goals for 2013-14

Teaching & Learning

1. Implement next phase of new math program (K-12) aligned with Common Core State Standards
2. Implement instructional strategies and assessments aligned to the Common Core State Standards in Mathematics and English Language Arts (ELA) with ongoing expansion to other curricular areas.
3. Implement and revise as necessary the new teacher and administrator evaluation plans.

Facilities & Technology

1. Commission newly renovated LOLHS facility.
2. Implement the second phase of the technology plan (adopted in June 2012)
3. Complete facilities projects as budgeted.

Planning and Evaluation

1. Continue to evaluate and implement the elementary redistricting plan.

Address Compliance Initiatives (as known and as emerging)

1. Move forward with the accreditation renewal of Lyme-Old Lyme High School through the New England Association of Schools and Colleges (NEASC) process
2. Respond with appropriate plans and actions to legislation that emerges from the 2013 CT General Assembly legislative session including, but not limited to, school safety recommendations.

Adopted by Board of Education

_____, 2013

Personnel - Certified/Non-Certified

Personnel Policy #5160 - Drug Free Workplace; Drug Free Schools and Communities

In accordance with federal law and pursuant to the goal of the Lyme/Old Lyme Board of Education to maintain a drug free workplace, the following policy is established:

1. The Lyme/Old Lyme Board of Education will publish a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession or use of controlled substances, other illegal drugs or alcohol is prohibited in the workplace and at all school sponsored activities. All employees will be:
 - a. given a copy of this statement, and
 - b. will be informed that compliance with the standards of conduct stated in this policy is mandatory, and
 - c. that a violation of its provisions will subject an employee to disciplinary action, up to and including termination and referral for prosecution.
2. Employees who violate this policy will be subject to disciplinary action which may include, but is not limited to, a letter of reprimand, suspension or termination from employment, and/or enrollment in and successful completion of an appropriate substance abuse rehabilitation program. Members of the administrative staff shall report any suspected violation of the standards of conduct directly to the Superintendent of Schools who will immediately investigate the allegation and meet with the alleged violator. Any disciplinary actions imposed will ensure that similar violations will be treated in a like manner.
3. The Lyme/Old Lyme Board of Education will establish awareness programs to inform employees about:
 - a) the dangers of drug abuse in the workplace;
 - b) the Board of Education's policies on maintenance of a drug free workplace;
 - c) the availability of drug counseling and rehabilitation programs, and;
 - d) the penalties that may be imposed upon employees for a drug abuse violation occurring in the workplace.
4. It will be a condition of employment for all employees employed under a federal grant to abide by the terms of the statement referred to in paragraph 1 above and to notify the Lyme/Old Lyme Board of Education of any criminal drug statute conviction or violation occurring in the workplace no later than five (5) days after such conviction.
5. The Lyme/Old Lyme Board of Education will notify the federal granting agency within ten (10) days after receiving notice from an employee or otherwise receiving actual notice of any criminal drug statute conviction from an employee or otherwise receiving notice of such conviction.

Personnel - Certified/Non-Certified

Personnel Policy #5160 - Drug Free Workplace; Drug Free Schools and Communities

6. Within thirty (30) days of receiving notice under paragraph 3, the Lyme/Old Lyme Board of Education will take action, either by taking disciplinary action against such employee up to and including termination, or by requiring said employee to participate satisfactorily in drug abuse assistance or rehabilitation program approved for said purposes by a federal, state, or local health, law enforcement or appropriate agency.
7. The Lyme/Old Lyme Board of Education will make a good faith effort to continue to maintain a drug free workplace through implementation of this policy.
8. This policy and related procedures will be reviewed biennially by the Lyme/Old Lyme Board of Education to determine the effectiveness of the program and to implement changes if needed.

(cf. 2350 Drug Free Schools; Students)
(cf. 5165 Medical Marijuana Standards)

Legal Reference:

Connecticut General Statutes.

10-19 Teaching about alcohol, nicotine or tobacco, drugs and acquired immune deficiency syndrome. Training of personnel.

54 Federal Regulation 4946 (1989), Public Law 101-226 12/12/89.
Drug Free Workplace Act 102 Stat. 4305-4308.

Policy Adopted: September 1996.

Lyme/Old Lyme Board of Education.

Personnel Policy #5165 – Medical Marijuana Standards

For the purposes of this policy, pursuant to Connecticut Public Act 12-55, “An Act Concerning the Palliative Use of Marijuana,” a *qualified medical marijuana user* means:

- A qualifying patient who is a state resident, eighteen years of age or older, and diagnosed by a physician as having a debilitating medical condition,
- A designated caregiver, eighteen years of age or older, other than the patient’s doctor, who agrees to take responsibility for managing the patient’s well-being with respect to his/her palliative use of marijuana, or
- A pharmacist licensed by the Department of Consumer Protection (DCP) to dispense marijuana for palliative use,

who has a registration certificate issued by DCP that is valid for the same period as the written certification from the physician, not to exceed one year, related to the medical use of marijuana to treat or alleviate an individual’s debilitating condition or symptoms associated with the debilitating medical condition.

Unless required by federal law or the involvement of the loss of a monetary or licensing federal funding, the District may not discriminate against a person in hiring, terminating or imposing any term or condition of employment or otherwise penalize a person solely:

- On the basis of the person’s status as a DEP certificated medical marijuana user, or
- For a positive test for marijuana components or metabolites,
 - Unless the person used, possessed or was impaired by marijuana on the premises of employment or during the hours or employment.

The Board of Education understands that P.A. 12-55 does not restrict the District’s ability to prohibit the use of intoxicating substances during work hours or to discipline an employee for being under the influence of intoxicating substances during work hours or while on school property or at a school-sponsored activity. A certified medical marijuana user shall not be protected from punishment or other penalties if he/she ingests marijuana at school, on school grounds or at school-sponsored activities.

The District shall not refuse to hire a person or may discharge, penalize or threaten an employee solely on the basis of such person’s or employee’s status as a registered qualifying patient or caretaker.

In addition, per P.A. 12-55, no person is authorized to engage in:

- Undertaking any task under the influence of marijuana that would constitute negligence or professional malpractice,
- Possessing or engaging in the medical use of marijuana:
 - On a motor bus or school bus;
 - In the work environment;
 - On the school grounds of any preschool, elementary or secondary school;
 - In any public place that is used or held out for use by the public, whether owned or operated for public or private interests; or

Personnel Policy #5165 – Medical Marijuana Standards

- Within the direct line of sight of anyone under eighteen years of age in a way that exposes someone under age eighteen to second-hand marijuana smoke, or both.

The District does not allow the ingestion of marijuana for palliative use in any District school, on school grounds or at school-sponsored activities, on or off school grounds. While performing any duty in the capacity of District employee, an employee may be disciplined, up to and including suspension or termination, for ingesting marijuana in the workplace or working under the influence of marijuana.

A registered qualifying patient shall not be considered to be under the influence of marijuana solely because of the presence of metabolites or components of marijuana that appear in insufficient concentration to cause impairment.

Wherever inconsistencies of interpretation arise, the law and regulation prevail.

When District officials have a reasonable belief an employee may be under the influence, in possession of or distributing marijuana in a manner not authorized by the medical marijuana statutes, law enforcement authorities will be informed.

(cf. 4118.231/4218.231 – Alcohol, Drugs and Tobacco)

(cf. 4118.232/4218.232 – Drug Free Workplace)

Legal Reference:

Connecticut General Statutes.

P.A. 12-55 An Act Concerning the Palliative Use of Marijuana.

19a-342 Smoking prohibited in certain places.

Drug-Free Workplace Act 102 Stat. 4305-4308.

Drug-Free Schools and Community Act, P.L. 99-570, as amended by P.L. 101-226 (1991).

21 U.S.C. 812, Controlled Substances Act, I through V, 202.

21 C.F.R. 1300.11 through 1300.15 regulation.

54 Fed. Reg. 4946 (1989).

Policy Adopted:

Lyme-Old Lyme Board of Education

Personnel - Certified/Non-Certified

Personnel Policy #5170 - Smoking, Drinking and Substance Abuse by Staff Members

The Lyme/Old Lyme Board of Education is concerned with maintaining a safe and healthy working and learning environment for all staff and students. Medical research indicates that the use of alcohol, drugs and tobacco is hazardous to one's health. In addition to the health hazard to the individual, certified employees are entrusted with the responsibility of imparting knowledge on such hazards and serving as appropriate role models for students.

In compliance with federal and state requirements, employees of Lyme/Old Lyme Public Schools are prohibited from the unlawful manufacture, distribution, dispensing, possession or use of any alcohol, narcotic drugs, hallucinogens, amphetamines, barbiturates, marijuana, or any other controlled substances on or in the workplace. Controlled drugs are further defined in Schedules I through V of Section 202 of the Controlled Substances Act (21 U.S.C. 812) and as further defined by regulation at 21 C.F.R. 1300.11 through 1300.15.

Further, there shall be no smoking or other use of tobacco products in the workplace by employees of the Lyme/Old Lyme Public Schools, on school property during regular school hours, on transportation provided by the Lyme/Old Lyme Board of Education, or during the course of any school sponsored or school approved activity, event or function. An ongoing program of support and counseling for employees of Regional School District 18 will be offered to staff who wish to break the smoking habit.

The "workplace" is defined to mean the site for the performance of work done. That includes any school building or premises, any school district owned or approved vehicle used to transport students to and from school or school sponsored activities, off school property during any school sponsored or school approved activity, event or function such as a field trip or athletic event, and any place and time where students are under the jurisdiction of Lyme/Old Lyme Public Schools.

Each employee of Lyme/Old Lyme Public Schools shall notify his or her supervisor of his or her conviction for any criminal drug violation occurring in the workplace as defined above, no later than five (5) days after such a conviction.

All employees of the Lyme/Old Lyme Public Schools shall abide by the terms of this and other school district policies respecting a smoke-free, drug-free and alcohol-free workplace. Any employee who violates the terms of this policy may be required to successfully complete an appropriate rehabilitation program, or may not have his/her contract renewed, or may have his/her employment with the school district suspended or terminated.

A copy of this policy shall be distributed to all employees of the Lyme/Old Lyme Public Schools, such that there is a clear expectation of compliance with its provisions, and a clear understanding of the consequences of violating this policy. Failure to comply with the provisions of this policy may result in immediate disciplinary action.

Personnel - Certified/Non-Certified

Personnel Policy #5170 - Smoking, Drinking and Substance Abuse by Staff Members

(cf. 2350 Drug Free Schools)
(cf. 2360 Smoke-Free Environment)
(cf. 4600 Use of School Buildings)
(cf. 4610 Smoke-Free Environment)
(cf. Medical Marijuana Standards)

Legal Reference:

Connecticut General Statutes.

1-21b. Smoking prohibited in public buildings. Signs required. Penalties.

10-19 Teaching about alcohol, nicotine or tobacco, drugs and acquired immune deficiency syndrome. Training of personnel.

31-40q Smoking in the workplace: Definitions; employer: to establish non-smoking areas; exemptions.

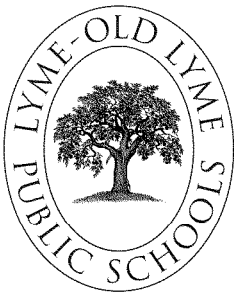
53-198 Smoking in motor buses, railroad cars and school buses.

54 Federal Regulation 4946 (1989), Public Law 101-226, 12/12/89.

Drug Free Workplace Act 102 Statutes 4305-4308.

Policy Adopted: September 1996.

Lyme/Old Lyme Board of Education.



LYME - OLD LYME PUBLIC SCHOOLS

Impassioned with Pride and Purpose

MEETING MINUTES

Building Committee Meeting

Location: High School Media Center

Date: March 18, 2013

Committee Members Present: Russell Gomes, Chairman, Peter Cable; Jeffrey Flower; Dennis Melluzzo; Timothy O'Neill; Bernard Szreders; Alan Todd

Absent: James McFarland; Nina Peck; James Witkins

Administration Present: John Rhodes, Director of Facilities & Technology; James Wygonik, Principal of LOLHS

Others Present: John Scheib, Northeast Collaborative Architects

Chairman Gomes thanked the Interior Punch List Review working group (Mr. Cable, Mr. Szreders & Mr. Todd) for all of their time and hard work.

I. Call to Order:

The meeting was called to order by Chairman Gomes at 7:07 p.m.

II. New Business:

1. Approve NCA Invoice:

Upon motion by Mr. O'Neill, second by Mr. Szreders, the Building Committee approved NCA's Invoice #51 dated 4/1/13 in the amount of \$19,807.00 and to be paid no sooner than April 1, 2013. The motion passed unanimously.

2. Approve O&G Invoice:

Upon motion by Mr. Todd, second by Mr. Cable, the Building Committee approved O&G invoice dated March 14, 2013 application for payment #31 for C.M. project #0288 (period to date: 02/28/13), in the amount of \$540,860.50. The motion passed unanimously.

3. Approve Pending Change Orders:

There were no pending change orders in need of approval.

4. Approve Media Center Sound System Quote:

Mr. Rhodes explained that this sound system will enhance the media center and allow the space to be used with the appropriate technology.

53 Lyme Street, Old Lyme, Connecticut 06371

T: 860-434-7238 F: 860-434-9959 www.region18.org

Upon motion by Mr. Melluzzo, second by Mr. O'Neill, the Building Committee approved the purchase of the High School media center sound system from Unitech in the amount of \$9,624.44. The motion passed unanimously.

III. Old Business:

1. Update the following:

a. Schedule & Budget Status (O&G):

Mr. Rhodes updated Committee members on the progress of the project, explaining that the portables will be leaving on the 1st of April. The furniture arrived [today] for the media center as well as the books that had been in storage. W.B. Mason will have staff on-site assembling the furniture, the District will supply the personnel to reevaluate the book inventory and properly sort and stack.

Mr. Rhodes then updated Committee members on the status of the Commissioning agent; he explained that a letter of performance has been issued to the vendor and they have 48 hours to address outstanding issues. Committee members discussed this issue in length. Mr. Rhodes also noted that Dr. Dest will be on site Wednesday, to address the uneven surface to the new fields; the findings will be reported to the Committee.

b. Update on Energy Grants:

Mr. Rhodes explained that CL&P is in the process of preparing a check in the amount of \$105,000 [which is \$43,000 more than expected] from the Connecticut Energy Efficiency Fund.

He also noted that the Connecticut Clean Energy Fund is expected to grant the District \$262,500k but will require copies of certified payroll from all involved vendors. He is investigating how to approach this as it is a large undertaking.

c. Punch List Review:

Mr. Szreders spoke of the outstanding issues and the Committee briefly discussed.

d. Correspondence:

There was no correspondence to report:

IV. Approval of Building Committee Minutes:

1. February 25, 2013

Mr. Melluzzo made a motion, second by Mr. Flower, to formally accept the February 25, 2013 Building Committee minutes as presented. The motion passed unanimously with the exception of Mr. O'Neill who abstained as he was not present at the February 25th meeting.

V. Adjournment:

Chairman Gomes adjourned the meeting at 8:35 p.m.



LYME - OLD LYME PUBLIC SCHOOLS

Impassioned with Pride and Purpose

MEETING MINUTES

Special Facilities Committee Meeting

Location: Central Office Conference Room

Date: March 11, 2013

Committee Members Present: Steven Cinami, Chairman; Paul Fuchs, Vice-Chairman; Rick Caulkins; Jack Hine; David Kelsey; Kathleen Lockwood; Philip Neaton; Tom Sherer; Stephen Spooner

Absent:

Administration Present: Ian Neviasser, Superintendent of Schools; John Rhodes, Director of Facilities & Technology

Others Present:

I. Call to Order:

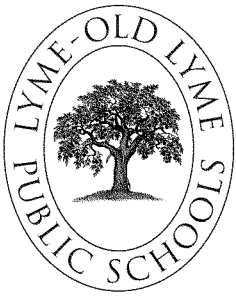
The meeting was called to order by Chairman Cinami at 5:36 p.m.

II. Approve Mile Creek window and Door Rebid Results:

Upon motion by Mr. Spooner, second by Mr. Kelsey, the Facilities Committee recommends that the Board of Education award Accurate Door and Window the contract to replace the windows and classroom doors at the Mile Creek School for a lump sum price of \$846,000.00. The motion passed unanimously with the exception of Mr. Fuchs who opposed.

III. Adjournment:

Chairman Cinami adjourned the meeting at 5:50 p.m.



LYME - OLD LYME PUBLIC SCHOOLS

Impassioned with Pride and Purpose

MEETING MINUTES

Policy Committee Meeting

March 28, 2013

Committee Members Present: Allison Hine, Chair; Michelle Roche

Administration Present: Ian Neviaser, Superintendent of Schools

Absent by Previous Arrangement: Beth Jones

The meeting was called to order at 8:30 a.m. by Policy Chair, Allison Hine.

Review of the following policies took place:

- Policy 3600, 3610, 2645. We currently have policies that do not support having homeschooled students participate in extracurricular activities. We are going to continue with this intent through the policies. While reviewing the policies, some small changes were made to correct inconsistencies and to ensure clarity.
- Policy 2420 Tuition Fees and Regulations. We have to set the tuition for the year at the next Board of Ed meeting. There was discussion about the rate for tuition and also about the possibility of altering the rate for children of our staff. The Policy Committee would like to open a discussion on this topic with the entire Board of Ed at the April meeting.
- Policy 5160, 5170 and CABA policy 4118.235. Our current policy addresses unlawful use of legal substances and illegal substances. Medical marijuana does not fit in either category and, therefore, the Policy Committee is recommending the addition of this policy. We will put a reference to the medical marijuana policy in both of our existing staff policies.
- Future policy topics: religion and leveling.

The meeting adjourned at 9:25 a.m.

Respectfully submitted,

Allison Hine, Chair