

Regular Board of Education Meeting

Monday, November 19, 2012 6:30 PM

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

I. Call to Order

II. Approval of Minutes

II.A. Minutes of Regular Meeting of October 3, 2012

III. Visitors

III.A. Recognitions

Speaker (s): Ian Neviaser

III.B. Report from Student Representatives

Speaker (s): Meredith Britton and Sam Stadnick

III.C. Public Comment

IV. Administrative Reports

IV.A. Superintendent's Report

Speaker (s): Ian Neviaser

IV.B. Business Manager's Report

Speaker (s): Lynn Warren

V. Educational Presentation

V.A. EnVision K-5 Math Program

Speaker (s): Elizabeth Borden and Karen Pasiuk

VI. Chairman & Board Report

VII. New Business

VII.A. Approval of Proposed Change Order for Guardrail Fencing for LOLHS Project (action)

Speaker (s): John Rhodes

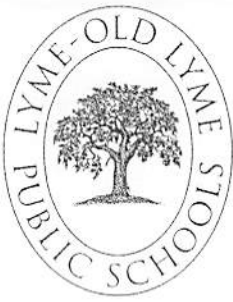
VIII. Old Business

VIII.A. 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: October 3, 2012

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

Absent by Previous Arrangement: Judith Read

Administration Present: Ian Neviasser, Superintendent of Schools; Elizabeth Borden, Director of Curriculum; Michelle Dean, Assistant Principal of Lyme-Old Lyme High School; Nancy Johnston, Director of Special Services; John Rhodes, Director of Facilities; Marilyn Warren, Business Manager; James Wygonik, Principal of Lyme-Old Lyme High School

Others Present: Pam Russell, RETA Co-President; Tisha Kirk, AFT President; Tammy Noyes and Andrew Liefeld, Technology Staff Members; Sam Stadnick and Meredith Britton, High School Student Representatives; one Townsperson from LOL

I. Call to Order:

The meeting was called to order by Chairman Witkins at 6:35 p.m. The Pledge of Allegiance was recited.

I. Call to Order

Call to order took place at 6:35 p.m. The Pledge of Allegiance was recited.

II. Approval of Minutes

1. Regular Meeting of September 5, 2012

Motion: To approve the minutes of Regular Meeting of September 5, 2012 was made by Allison Hine and seconded by Michelle Roche.

Vote: All present voted in favor of the motion.

2. Special Meeting of September 5, 2012

Motion: To approve the minutes of Special Meeting of September 5, 2012 was made by Michelle Roche and seconded by Beth Jones.

Vote: All present voted in favor of the motion.

53 Lyme Street, Old Lyme, Connecticut 06371

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III. Visitors

1. Report from Student Representatives

The student representatives reported on the following activities taking place at the schools:

At Mile Creek: open house recently took place; Principal Downes would like to commend the staff for sharing information with parents and to thank the parents for the great turnout.

At Lyme School: grades four and five will hold elections for school senate with speeches and elections taking place on Friday; the school is also participating in a fire safety program.

At Center School: upcoming Fall Fair; students visiting the Florence Griswold Museum and the First Selectwoman's Office.

At LOLMS: magazine drive underway; PowerSchool parent portal now available.

At LOLHS: progress reports are coming out soon; visits from college representatives are taking place; fall sports underway.

Mr. Witkins asked the student reps to report on the schedule of Lyme School town meetings in future reports to the Board.

2. Public Comment

There was no public comment.

IV. Administrative Reports

1. Superintendent's Report

Mr. Neviasser reported on the following:

The most recent personnel report which reflected the hiring of a campus security monitor and English Teacher at Lyme-Old Lyme High School. Vacancies still to be filled include a media specialist at the high school and a world language teacher at the middle school. There is also a vacancy for a custodian.

On Tuesday, October 30, from 6:30 to 7:30 p.m., Dr. Borden and other staff members will provide an introduction to the new EnVision K-5 Math Program. Parents have been invited.

September enrollment report which reflected a total of 1,474 students (down 23 students from June 2012). Updated enrollment projections have been requested from NESDEC and Peter Prowda which will be reviewed with the enrollment committee when received.

As discussed with the Board at an earlier meeting, the Board will receive a chart outlining all

proposed field trips for approval at one meeting. The Board has already approved all trips for the current school year.

Mr. Neviaser reported that the high school band and chorus have changed their spring 2013 trip to Florida instead of New Orleans because of the rising cost to travel to New Orleans. Parents were in favor of the change in location. This field trip was already approved by the Board of Education.

The District could be facing reductions in grant funding of 7.8% to 9.1% because of the federal government's automatic spending reduction process that is scheduled to take effect on January 2, 2013. The total impact to the district would be \$26,347.39 (7.8% cut) and \$30,738.62 (9.1% cut).

Mr. Neviaser reported that both he and Dr. Borden are attending the teacher evaluation workshops that the State is holding. He will provide more detail to the Board as the State's plan becomes more defined. Mr. Gomes suggested that Marilyn Giuliano, staff member and state representative, be included in any teacher evaluation committee that is formed.

Mr. Neviaser reported that Mary Beth Schreindorfer, physical ed teacher at LOLHS, extended thanks to the Board for the purchase of the new treadmills which are now part of the weight room equipment.

2. Business Manager's Report

Ms. Warren provided a year to date budget status report as well as a contingency fund report for the 2012-2013 school year. She also presented the final closeout report for the 2011-2012 school year budget with a remaining balance of \$548,450, which did not include excess costs. She reviewed the area of savings.

Ms. Warren also provided an update on the status of the bond refunding resolution approved at the last Board meeting.

V. Educational Presentation

1. Academic Achievements of LOLHS

Mr. Wygonik presented the academic achievement of LOLHS including an update on the New England Association of Schools and Colleges accreditation process. A copy of his presentation is attached to these minutes for informational purposes.

Discussion followed the presentation. Comments were made about providing a safety net for those students wishing to take the AP exams but unable to afford the cost associated with taking the test; courses that are recognized for credit at colleges; and instructional practices that colleges are looking for.

VI. Chairman & Board Report

Mr. Witkins distributed a worksheet from CABE to the Board members.

Mr. Witkins reported that Judith Read has offered her resignation from the Board for personal reasons; the official paperwork will be filed with the town. A special election will take place within the next 30 days to fill this vacancy.

Mr. Witkins reported on the election of CABE officers that will take place at the CABE convention. Mr. Gomes inquired whether an invitation should be extended to the student reps to attend the CABE convention.

Mr. Witkins reported that he has signed up for a CABE roundtable, the purpose of which is to review important issues coming before the State Board of Education such as the teacher evaluation process.

A survey from CABE was distributed to all Board members. Mr. Witkins asked that the Board complete the survey and return to his mailbox in the Central Office.

Mr. Witkins reported on the LOL Education Foundation's Trivia Bee scheduled for November 2. The foundation is seeking the formation of teams of four for the Bee. Mr. Cinami and Mr. Witkins volunteered to serve as representatives from the Board of Ed.

VII. New Business

1. School Building Door Security Proposal (action)

The following background information was provided on this agenda item:

Access system features:

- Electronically controlled front door locks that can be released by either a staff ID badge or remotely from each building's administrative office.
- Electronic door locks to be installed on inner vestibule doors.
- Additional set of doors with electronic locks to be installed between School District Central Office area and student area in the Middle School.
- Video monitoring of front doors at each building administrative office as well as video recording on district security video system.
- Intercom from front doors to phones in each building's administrative office.

System Cost Estimate: \$60,000. This project will be funded from contingency. In addition, since the intercom and door controls are extensions of existing systems (telephone and door controls), the ability to obtain competitive bids will not be possible. Video cameras will be purchased and installed by school district staff.

This project has been unanimously recommended by the Facilities and Safety Committees for implementation.

Board discussion followed and centered on the following: the behavioral change involved with the installation of additional security measures; whether to include doors planned for the Central Office when the plan is to move the Central Office to Center School in several years; factors such as the lack of line of sight and privacy issues that support getting the doors at the Central Office; importance of staff being present to answer intercom and to admit visitors; institution of staff badges that include a proximity reader to allow admittance to buildings; concern was voiced on the importance of maintaining safe buildings but making sure parents have access to children when they want; concern over putting the responsibility on staff members to opening doors to visitors; reasoning behind funding from contingency; evidence of success at other districts that use this system; parents' input on this change to entering buildings; and whether a procedure/policy should be drafted should this security system be approved.

Steve Cinami and Paul Fuchs, both members of the Facilities Committee, briefed the Board on the Committee's thinking behind this recommendation with the importance of ensuring the safety of students at the forefront.

Motion: To investigate the pricing of a security system that entails an electronic locking system on all schools that currently don't have this type of system with monies to be taken out of contingency funds was made by Steven Cinami and seconded by Michelle Roche.

Vote: All Board members voted in favor of the motion with the exception of Atty. Lanier who voted against.

2. High School Project Phase 3&4 Furniture, Fixture and Equipment Purchase (action)
The background information on this agenda item:

Bids were obtained through publically advertised bidding and opening. The bids were evaluated by the architect to establish the lowest evaluated bidder. The Building Committee unanimously recommends to the Board of Education awarding contracts to the following vendors:

VENDOR	AWARD
W.B. Mason	\$159,604
Robert H. Lord Company	\$34,434
Ascension Lift	\$20,450
Award Total	\$214,488
Estimate	\$287,486
Under Estimate	\$72,998

After a question on the completion of the FFE, Mr. Rhodes briefed the Board on several items that are still needed such as student workbenches.

Mr. Rhodes reported that the auditorium is scheduled for completion on October 20. He also reported on a location change to a lift in the auditorium which will make it easier for audience viewing.

Motion: Award furniture, fixtures and technology contracts for phase 3 and 4 for the high school project for \$214,488 was made by Russ Gomes and seconded by Beth Jones.

Vote: The motion passed unanimously.

3. Purchase of High School Scoreboard (action)

Background information on this agenda item:

As part of the 2012-2013 capital projects budget, installation of a new baseball scoreboard is planned. However, the existing eleven year old track scoreboard is currently not in operation due to failed wireless controller components no longer supported by the manufacturer. The Facilities Committee unanimously recommends the Board of Education replace the track field scoreboard using contingency funds. Installing both scoreboards results in an overall cost savings of \$6,383 compared to installing scoreboards individually.

These bids were obtained through public bidding. Baseball scoreboard price is within the projects budget.

Bid Summary

	Baseball	Track	Total
Scoreboard Enterprises	\$24,160	\$19,810	\$37,955
Northeast Scoreboards	\$21,160	\$16,223	\$31,000

Motion: Award Northeast Scoreboards the installation of scoreboards at the track and baseball fields for \$31,000 was made by Allison Hine and seconded by Michelle Roche.

Vote: The motion passed unanimously.

4. Second Reading of the Following Policies:

Policy 2685 Administering Medications to Students (action)

Policy 2720 On-Campus Recruitment (action)

Policy 5050 Recruitment, Screening and Selection of District Employees (action)

Policy 3512 Individualized Education Program/Special Education Program (action)

It was noted that all of the changes to these policies are a result of changes in statute and are, therefore, required.

Motion: To approve Policy 2685 Administering Medications to Students, Policy 2720 On-Campus Recruitment, Policy 5050 Recruitment, Screening and Selection of District Employees, and Policy 3512 Individualized Education Program/Special Education Program was made by Allison Hine and seconded by Victoria Lanier.

Vote: the motion passed unanimously.

5. Appropriation to Reserve Fund for Capital and Nonrecurring Expenditures (action)
Ms. Warren explained that Section 10-51(d)(2) allows regional Boards of Education to appropriate up to 1% of the current fiscal year's budget to a reserve fund for capital and nonrecurring expenditures. The budget balance for fiscal year 2011-2012 is \$548,449.33. The Board of Education may appropriate up to \$305,467.63 to the reserve fund.

Motion: To appropriate \$305,467.63 to the reserve fund for capital and nonrecurring expenditures was made by Steven Cinami and seconded by Paul Fuchs.

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

6. Safety Netting for Lacrosse Field (action)

Mr. Rhodes presented the Building Committee's recommendation for approval of the LOLHS Project Proposed Change Order #00623 for the additional scope to provide a safety netting system at the new lacrosse field.

Motion: To approve change order 00623 for a safety netting system at the new lacrosse field in the amount of \$29,964.00 was made by Russ Gomes and seconded by James Witkins.

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

VIII. Old Business

1. Second Reading of Policy 6800 Electronic Communications Use and Retention and Policy 6805 Holds on the Destruction of Electronic and Paper Records (action)

Mrs. Hine explained that adoption of these policies will bring the district into compliance with the Freedom of Information Act (FOIA) regulations.

Motion: To approve the second reading of Policy 6800 Electronic Communications Use and Retention and Policy 6805 Holds on the Destruction of Electronic and Paper Records was made by Allison Hine and seconded by Beth Jones.

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

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

Mr. Rhodes updated the Board on the release of the worms on to the lacrosse field so that establishment into the soil can begin. This is part of a plan to improve the irrigation of the field.

Mr. Cinami asked several questions on the high school project monthly report to the Board which related to the approved and pending change orders and owner soft costs forecasted and budgeted. Mr. Cinami stated that he believed it was misleading to inform the public that the project is under budget. Mr. Witkins offered to review the report and the numbers with Mr. Cinami after the meeting.

IX. Correspondence

There was no correspondence to report.

X. Executive Session

There was no need for an executive session.

XI. Adjournment

The meeting adjourned at 8:45 p.m. upon motion by Mrs. Hine and a second by Mrs. Roche.

Respectfully submitted,

Paul Fuchs, Secretary



AGENDA

- Celebrate
- Recap 2011-12
- Look Ahead



Lyme-Old Lyme High School

2011-12 Highlights

U.S. News: Gold Medal School #12 in CT
Newsweek: 2012 America's Best High Schools
STEM: Ranking #95 Nationally
CT Exemplary Educator: Jeanne Manfredi



Lyme-Old Lyme High School

Measures of Achievement

SAT 2011-12

Group	Reading	Math	Writing
LOLHS	541	557	549
CT	506	512	510
National	496	514	488

ACT 2011-12

Subject	LOLHS	State Avg.
English	24.0	23.9
Math	24.5	23.8
Reading	25.0	23.9
Science	24.8	23.2
Composite	24.8	23.8



Lyme-Old Lyme High School

Measures of Achievement

12 AP

Courses

Spanish

Calculus

Biology

Chemistry

Physics

Statistics

Psychology

English

U.S. History

Drawing

Music Theory

2011-12

100 Students

187 Exams

68% score 3-5

8 ECE

Courses

Music

Appreciation

Music History

Biology I

Biology II

Physics I

Physics II

Physics
w/Calculus

Spanish

Art

94 Students



Lyme-Old Lyme High School

© 2011-12 Work

Created: Core Values and Belief Statement

Finalized: 21st Century Rubrics

Conducted: NEASC Pre-Self Study

Organized: NEASC Committees

Produced: 21st Century Curriculum Documents &
Learning Guides



Lyme-Old Lyme High School

NEASC Pre-Self Study

- Core Values and Beliefs
- Standards for Accreditation
- Curriculum
- Instruction
- Assessment of and for Student Learning
- School Culture and Leadership
- School Resources for Learning
- Community Resources for Learning



Lyme-Old Lyme High School

NEASC Pre-Self Study

- Core Values and Beliefs
- Standards for Accreditation
- Curriculum
- Instruction
- Assessment of and for Student Learning
- School Culture and Leadership
- School Resources for Learning
- Community Resources for Learning



Lyme-Old Lyme High School

NEASC Pre-Self Study

Assessment of and for Student Learning

- Summative and Formative Assessment
- Using data to drive decision making
- Utilizing the 21st Century Rubrics



Lyme-Old Lyme High School

NEASC Pre-Self Study

2012-13 Professional Development Goals

- Collaboratively develop and implement common summative and formative assessments for each course at LOLHS.
- Develop a systematic method of analyzing data to drive instructional practices and uncover inequities in student achievement.
- Work Collaboratively with faculty members to utilize and implement the 21st Century Learning Rubrics.



Lyme-Old Lyme High School

Curriculum

- Common Format- essential questions, objectives, 21st skill alignment, assessment practices.
- Depth of Understanding
- Application of Knowledge
- Higher Order Thinking
- Problem Solving
- Instructional Expectations
- *Clear alignment between what is written and what is taught.*



Lyme-Old Lyme ^{High School}

“Old” Curriculum Content Summary

The focus is based on textbook arrangement with the instructor highlighting the application connections for students.

List of Topics or Strands	Time Allotment
1. Linear Motion (Ch. 2)	2 weeks
2. Projectile Motion (Ch. 3)	2 weeks
3. Newton's First Law (Ch. 4)	1 week
4. Newton's Second Law (Ch. 5)	1 week
5. Newton's Third Law (Ch. 6)	1 week
6. Momentum (Ch. 7)	2 weeks
7. Energy (Ch. 8)	2 weeks
8. Circular Motion (Ch. 9)	2 weeks
9. Center of Gravity (Ch. 10)	1 week
10. Rotational Mechanics (Ch. 11)	2 weeks



Lyme-Old Lyme ^{High School}

“New” Curriculum Content Summary

The focus of each Unit is an authentic performance task focusing on application of laws physics in the world.

List of Topics or Strands	Time Allotment
ANALYZING THE MECHANICS OF A CAR ACCIDENT	September to end of November
1. Linear Motion (Chapter 2)	
2. Projectile Motion (Chapter 3)	
3. Newton’s First Law (Chapter 4)	
4. Newton’s Second Law (Chapter 5)	
5. Newton’s Third Law (Chapter 6)	
6. Momentum (Chapter 7)	
7. Energy (Chapter 8)	
8. Circular Motion (Ch. 9)	



Lyme-Old Lyme^{High School}

“Old” Objectives

Objectives focus on discrete components of unit.

Linear Motion (Chapter 2)

Student Learning Outcome in Measurable Terms

- Distinguish between speed and velocity.
- Define acceleration; give its metric units.
- Describe free fall motion.
- Describe projectile motion.
- Describe the effects of air resistance on free fall and projectile motion.



Lyme-Old Lyme^{High School}

“New” Objectives

Objectives focus on major themes among several chapters that connect content to authentic task.

Unit 1: Using Laws of Physics to Analyze the Mechanics of a Car Accident

Essential Question(s)

How do the laws of Physics help us find out what happened in a car accident?

After successful completion of the unit, students will be able to:	Knowledge (K) Application (A) Synth/Eval (E)
Distinguish between mass, volume and weight and identify their respective units.	K
Apply understanding of speed, velocity, acceleration & projectile motion to analyze motion of objects.	A
State Newton's 3 Laws of Motion and provide examples which illustrate each law.	K
Analyze and identify paired forces according to Newton's Third Law.	E
Describe and apply concepts of friction, differentiate between static and kinetic friction and give examples of each.	A



Lyme-Old Lyme High School

Clear alignment between what is written and what is taught.

Learning Guides



Lyme-Old Lyme High School

© 21st Century Rubrics

- Communication
- Civic and Social Responsibility
- Problem Solving
- Creativity and Innovation
- Writing



Lyme-Old Lyme ^{High School}

The Work Ahead

- Continue:** 21st Century Curriculum Development
- Conduct:** NEASC Self Study
- Solidify:** Identified Areas Of Improvement
- Infuse:** Common Core Instructional Practices
- “Walk the Walk”:** Core Values and Beliefs



Lyme-Old Lyme ^{High School}

Thank You



Lyme-Old Lyme^{High School}



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www.rmhc-ctma.org

October 1, 2012



Mr. Ian Neviaser
Superintendent
Lyme-Old Lyme Public Schools
53 Lyme Street
Old Lyme, CT 06371

Dear Superintendent Neviaser,

Ronald McDonald House Charities® (RMHC®) of Connecticut and Western Massachusetts is pleased to announce that **Jeanne Manfredi, Spanish Teacher at Lyme-Old Lyme High School, has been selected as a 2012 Local Hero Award recipient!**

Now in its sixth year, the RMHC Local Hero Award recognizes 10 teachers from Connecticut and Western Massachusetts for their hard work, dedication and commitment to area students. There was no application or nomination process for this award. Instead, RMHC worked closely with partnering organizations, such as the Connecticut Association of Schools and the Massachusetts Department of Education, to identify our "Heroes" throughout the region. We are so pleased to include Jeanne Manfredi in this year's class!

A reception will be held in honor of the 2012 Local Hero Award recipients, and RMHC requests your presence.

Event:

2012 Local Hero Awards reception (cocktails and hors d'oeuvres)

Date/Time:

Tuesday, October 30, 2012, 5:00 - 7:00 p.m.

Location:

Mark Twain House & Museum, 351 Farmington Avenue, Hartford, CT

Please RSVP for this event by Monday, October 22 using either of the following methods:

- CALL the Local Hero Awards message line (operated by Cronin and Company) at either 860-659-6212 OR 860-368-2266 (if the numbers are busy, please try again at another time); dial extension 272 to reach the message line.
- EMAIL me at smelnitsky@cronin-co.com (I will reply to all emails within 48 business hours; if you do not receive a reply, your email did not go through, so please either try again or use the phone message line to RSVP).

Please note that due to space limitations, we are sending letters of invitation to the Local Hero recipients (with an opportunity to bring one guest) and their respective school Principals and district Superintendents only. When you RSVP, please note in your message your full name and title, the full name of your Local Hero winner and the name of your school and/or district.

Again, we are pleased to honor Jeanne Manfredi as a 2012 Local Hero Award recipient, and we hope you will join us on Tuesday, October 30 to recognize all our amazing teachers!

Sincerely,

Sarah Melnitsky, on behalf of the Ronald McDonald House Charities of Connecticut and Western Massachusetts

Kari-Hill Post #5849 of the Veterans of Foreign Wars



Niantic, Connecticut

October 7, 2012

Dear Mr. Neviaser,


Last night the LOLHS Select Singers led by Mrs. Kristine Pekar performed the National Anthem and the Armed Forces Hymn Medley at the grand opening of our disabled access ramp in front of Congressman Joseph Courtney, State Senator Andrea Stillman, Representative Ed Jutila and East Lyme First Selectman Paul Formica as well as many members of our post and our guests. They were spectacular and at least a third of the attendees gave us compliments after their departure for this outstanding group of young singers. Their selfless act of service giving up part of their Saturday night on a holiday weekend and the caliber of their performance reflects highly on the LOLHS and specifically on the music program there. Please pass on our sincere thanks to the principal, the conductor but especially to the singers.

The Select Singers had been offered a free dinner but they decided, seeing that the post was bursting at the seams with paying patrons, to decline and slipped away in yet another act of service. I must also say that the group was also very versatile as a last minute rainstorm forced a change of venue from outside to inside the post. They handled this last minute flap extremely professionally.

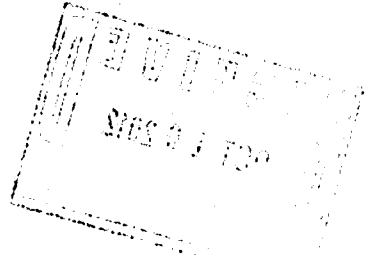
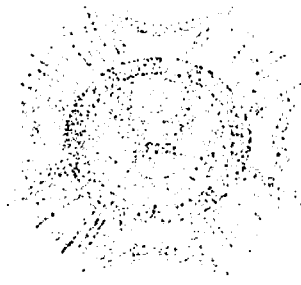
Should you have any questions, please do not hesitate to call me at my home at 860.437.8375

Thank you again for the Select Singers' and their director's service.

Sincerely,


Robert I. Farrior
Post Commander

Kear-Fill Post #3249 of the Veterans of Foreign Wars



October 7, 2013

Dear Mr. McVassar,

Last night the LOHS Select Singers led by Miss Kristine Polan performed the National Anthem and the Armed Forces Hymn Monday at the grand opening of our disabled access ramp in front of Congressman Joseph Courtney, State Senator Andrea Gillman, Representative Ed Tuttle and East Lyme Post Selection Paul Formica as well as many members of our post and our guests. They were spectacular and at least a third of the attendees gave us compliments after their departure for this outstanding group of young singers. Their selfless act of service giving up part of their Saturday night on a holiday weekend and the caliber of their performance reflects highly on the LOHS and specifically on the music program there. Please pass on our sincere thanks to the principal, the conductor and especially to the singers.

Our Select Singers had been offered a free dinner but they declined, saying that the post was outsourcing at the expense of paying factors, to decline and simply give up part of service. I must also say that the group was also very versatile as a last minute rainstorm forced a change of venue from outside to inside the post. They handled this last minute flip extremely professionally.

Should you have any questions, please do not hesitate to call me at my home at 860.427.8327.

Thank you again for the Select Singers' and their director's service.

Sincerely,

Robert J. Farnior
Post Commander



OCT - 4 2012



**United States
Department of
Agriculture**

Food and
Nutrition
Service

Northeast Region

10 Causeway St.
Room 501
Boston, MA 02222

Ian Neviasser
Superintendent of Schools
Region 18; Lyme-Old Lyme Public Schools
53 Lyme Street
Old Lyme, CT 06371

Dear Superintendent Neviasser:

It gives me great pleasure to inform you that your district's elementary schools have been awarded the USDA's *HealthierUS* School Challenge (HUSSC) Bronze awards.

The HUSSC awards are a way for the USDA to recognize schools that have created healthier school environments through improvements in the quality of food while providing both nutrition and physical education to promote healthy lifestyles. The HUSSC is a key component in Michelle Obama's "Let's Move!" campaign and has also helped prepare schools to implement the meal pattern changes developed by USDA for nation-wide implementation starting SY 2012-2013. Your schools join a select group of only 4 percent of schools throughout America that are certified as HUSSC schools. If you plan to have an award ceremony to celebrate your accomplishment, please let us know the date. An award planning package is included to help you with your planning. As part of your award, you will receive banners, plaques and \$500 for each of the schools for the food service account.

Please express my congratulations to Food Service Director, Aliza Stern and her staff, as well as to the administration at the Lyme Consolidated School, Center School and Mile Creek School for their great initiative and hard work! I would also like to acknowledge the outstanding work of former Food Service Director Tina Bannister for taking this challenge allowing Lyme-Old Lyme elementary public schools to be recognized as a Healthier US School.

Sincerely,

James C. Arena-DeRosa
Northeast Regional Administrator
USDA-Food and Nutrition Service

Enclosure

cc: Charlene Russell-Tucker (CT DOE)
Allison Calhoun-White (CT DOE)
Aliza Stern (Region 18 FSD)
James Cavalieri (Lyme Consolidated School Principal)
Ellen Tyler (Center School Principal)

Lyme-Old Lyme Public Schools 2013-2014 Calendar

School Phone Numbers

Mile Creek School: 434-2209
Center School: 434-7838
Lyme School: 434-1233
LOLMS: 434-2568
LOLHS: 434-1651/1652



August					September					October				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
			1	2	2	3	4	5	6		1	2	3	4
5	6	7	8	9	9	10	11	12	13	7	8	9	10	11
12	13	14	15	16	16	17	18	19	20	14	15	16	17	18
19	20	21	22	23	23	24	25	26	27	21	22	23	24	25
26	27	*28*	29	30	30					28	29	30	31	
<i>5 staff / 3 student days</i>					<i>20 staff / 20 student days</i>					<i>22 staff / 22 student days</i>				
November					December					January				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
				1	2	3	4	5	6			1	2	3
4	5	6	7	8	9	10	11	12	13	6	7	8	9	10
11	12	13	14	15	16	17	18	19	20	13	14	15	[16]	[17]
18	19	20	21	22	23	24	25	26	27	20	21	22	23	24
[25]	[26]	27	28	29	30	31				27	28	29	30	31
<i>18 staff / 17 student days</i>					<i>15 staff / 15 student days</i>					<i>21 staff / 21 student days</i>				
February					March					April				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
3	4	5	6	7	3	4	5	6	7		1	2	3	4
10	11	12	13	14	10	11	12	13	14	7	8	9	10	11
17	18	19	20	21	17	18	19	20	21	14	15	16	17	18
24	25	26	27	28	24	25	26	27	28	21	22	23	24	25
					31					28	29	30		
<i>18 staff / 18 student days</i>					<i>21 staff / 20 student days</i>					<i>17 staff / 17 student days</i>				
May					June					Half Day Explanations				
M	T	W	T	F	M	T	W	T	F	November 25-26—Elementary students early dismissal for parent conferences; full day of school for grades 6-12.				
			1	2	2	3	4	5	6	January 16-17—Middle School students early dismissal for parent conferences; full day for K-5 and 9-12.				
5	6	7	8	9	9	10	[11]	[12]	13	May 23—Professional Development Day. Students have early dismissal.				
12	13	14	15	16	16	17	18	19	20	June 11-12—Tentative last days of school. Students have early dismissal. Full day for staff.				
19	20	21	22	[23]	23	24	25	26	27					
26	27	28	29	30	30									
<i>21 staff / 21 student days</i>					<i>9 staff / 9 student days</i>									

****August 28 ****
 September 2
 October 14
 Nov 27, 28, 29
 Dec 23 - Jan 1
 January 20
 February 17-18
 April 14-18
 May 26
 June 12

Opening Day for Students
 Labor Day
 Columbus Day
 Thanksgiving Holiday
 Holiday Recess
 Martin Luther King, Jr.
 Winter Break
 Spring Break
 Memorial Day
 Tentative Final Day/Graduation

There are no snow days included in calendar. They are added to the end of the school year. A difficult winter can yield 3-5 snow days so please plan accordingly. Please visit our website at www.region18.org for the latest information on school events.

Professional Development Days:
 August 26, 27; November 5;
 March 31; May 23 (1/2 day)

No School for Students/Teachers

Early Dismissal (all schools) []
 Early Dismissal (grades K-5) []
 Early Dismissal (grades 6-8) []

Full Professional Development Day (non-student day)

School Hours

Mile Creek	8:45-3:15
Center	8:30-3:00
Lyme	8:40-3:10
LOLMS	7:40-2:10
LOLHS	7:45-2:24

Early Closing Hours

Mile Creek	12:15
Center	12:00
Lyme	12:10
LOLMS	11:10
LOLHS	11:23

**Regional School District Eighteen
November 2012 Enrollment Report**

Breakdown by School

Breakdown by Town

Grade	Center	MC	Lyme	Middle	High	Total
PreK		20				20 (+1)
PreK Peer		31				31
K		46	35			81
1st		48	38			86
2nd		72	25			97
3rd	91		36			127
4th	72		28			100
5th	98		26			124
6th				120		120 (+1)
7th				116		116 (+1)
8th				126		126
9th					107	107
10th					90	90
11th					111	111 (+1)
12th					113	113
Totals	261	217	188	362	421	1449 (+4)

Grade	Old Lyme	Lyme	Tuition/ Choice	Total
PreK	13	7	0	20
PreK Peer	27	4	0	31
K	62	19	0	81
1	70	16	0	86
2	75	22	0	97
3rd	109	18	0	127
4th	80	20	0	100
5th	102	22	0	124
6th	100	20	0	120
7th	92	24	0	116
8th	97	29	0	126
9th	80	26	1	107
10th	72	18	0	90
11th	84	27	0	111
12th	87	26	0	113
Totals	1150	298	1	1449

Special Education (various facilities)	7
Grasso Tech	6
ISAAC	1
Multicultural Magnet School	4
Sound School	5
Marine Science High School	4
Total Out of District	27
GRAND TOTAL	1476

Out of District	21	6	0	27
TOTAL	1171	304	1	1476

Proposed Regional Calendar 2013-14

(--)(3)AUGUST(--)(3)

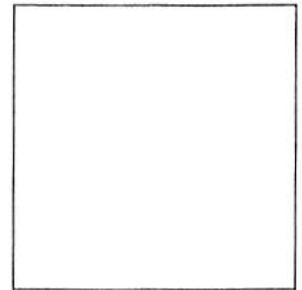
M	T	W	T	F
12	13	14	15	16
19	20	21	22	23
26	27	1st Day of School	29	30

(--)(20)SEPTEMBER(--)(23)

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

(--)(22)OCTOBER(--)(45)

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



(--)(16)NOVEMBER(--)(61)

M	T	W	T	F
				1
4	SD	6	7	8
VD	12	13	14	15
18	19	20	21	22
25	26		Thanksgiving	

(--)(15)DECEMBER(--)(76)

M	T	W	T	F
2	3	4	5	6
9	10	11	12	13
16	17	18	19	5 WV
Winter Vacation				
WV	WV			

(--)(21)JANUARY(--)(97)

M	T	W	T	F
		1	2	3
6	7	8	9	10
13	14	15	16	17
MLK	21	22	23	24
27	28	29	30	31

(--)(18)FEBRUARY(--)(115)

M	T	W	T	F
3	4	5	6	7
10	11	12	13	14
PD	PD	19	20	21
24	25	26	27	28

(--)(20)MARCH(--)(135)

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

(--)(17)APRIL(--)(152)

M	T	W	T	F
	1	2	3	4
7	8	9	10	11
Spring Vacation				GF
21	22	23	24	25
28	29	30		

(--)(21)MAY(--)(173)

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

(--)(7)JUNE(--)(180)

M	T	W	T	F
2	3	4	5	6
9	10*	11	12	13
14	15	16	17	18
*180 days				
Approved:				

Key

- August 28** First Day of School for Students
- TOD** Teacher Orientation Day
- SD** Staff Development Day (No School for Students)
- LD** Labor Day
- CD** Columbus Day
- VD** Veterans Day
- MLK** Martin Luther King Day
- PD** Presidents' Day
- GF** Good Friday
- MD** Memorial Day
- MO** Morning Only
- ASD** Afternoon Staff Development

Regional Staff Development:

11/05/2013
03/31/2014

Special Observance Days

Sept 5/6, 2013	Rosh Hashanah
Sept 14, 2013	Yom Kippur
Nov __, 2013	Election Day
Jan 6, 2014	Three Kings Day
Apr 15, 2014	Passover

Faculty will make appropriate accommodations for students affected by these special observance days.

Lyme-Old Lyme Public Schools

2012-2013 Calendar

(Revised after Storm Sandy)

School Phone Numbers

Mile Creek School: 434-2209
 Center School: 434-7838
 Lyme School: 434-1233
 LOLMS: 434-2568
 LOLHS: 434-1651/1652



August					September					October				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
		1	2	3	3	4	5	6	7	1	2	3	4	5
6	7	8	9	10	10	11	12	13	14	8	9	10	11	12
13	14	15	16	17	17	18	19	20	21	15	16	17	18	19
20	21	22	23	24	24	25	26	27	28	22	23	24	25	26
27	28	**29**	30	31						Sandy	Sandy	Sandy		
5 staff / 3 student days					19 staff / 19 student days					19 staff / 19 student days				
November					December					January				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
			Sandy	Sandy	3	4	5	6	7		1	2	3	4
5	6	7	8	9	10	11	12	13	14	7	8	9	10	11
12	13	14	15	16	17	18	19	20	21	14	15	16	[17]	[18]
[19]	[20]	21	22	23	24	25	26	27	28	21	22	23	24	25
26	27	28	29	30	31					28	29	30	31	
17 staff / 17 student days					15 staff / 15 student days					21 staff / 21 student days				
February					March					April				
M	T	W	T	F	M	T	W	T	F	M	T	W	T	F
				1					1	1	2	3	4	5
4	5	6	7	8	4	5	6	7	8	8	9	10	11	12
11	12	13	14	15	11	12	13	14	15	15	16	17	18	19
18	19	20	21	22	18	19	20	21	22	22	23	24	25	26
25	26	27	28		25	26	27	28	29	29	30			
18 staff / 18 student days					20 staff / 19 student days					17 staff / 17 student days				
May					June					Half Day Explanations				
M	T	W	T	F	M	T	W	T	F	November 19-20—Elementary students early dismissal for parent conferences; full day of school for grades 6-12.				
		1	2	3	3	4	5	6	7	January 17-18—Middle School students early dismissal for parent conferences; full day for K-5.				
6	7	8	9	10	10	11	12	13	14	May 24—Professional Development Day. Students have early dismissal.				
13	14	15	16	17	17	[18]	[19]	20	21	June 18, 19 — Tentative last days of school. Students have early dismissal. Full day for staff.				
20	21	22	23	[24]	24	25	26	27	28					
27	28	29	30	31										
22 staff / 22 student days					14 staff / 13 student days									

August 29 Opening Day for Students
 September 3 Labor Day
 October 8 Columbus Day
 Nov 21, 22, 23 Thanksgiving Holiday
 Dec 24-Jan 1 Holiday Recess
 January 21 Martin Luther King, Jr.
 February 18-19 Winter Break
 March 29 Good Friday
 April 15-19 Spring Break
 May 27 Memorial Day
 June 19 Tentative Final Day/Graduation
 There are no snow days included in calendar. They are added to the end of the school year. A difficult winter can yield 3-5 snow days so please plan accordingly. Please visit our

Professional Development Days:
 August 27, 28, ~~November 6,~~
 March 28, May 24 (1/2 day), June 20

No School for Students/Teachers

Early Dismissal (all schools) []
 Early Dismissal (grades K-5) []
 Early Dismissal (grades 6-8) []

Full Professional Development Day (non-student day)

School Hours

Mile Creek	8:45-3:15
Center	8:30-3:00
Lyme	8:40-3:10
LOLMS	7:40-2:10
LOLHS	7:45-2:24

Early Closing Hours

Mile Creek	12:15
Center	12:00
Lyme	12:10
LOLMS	11:10
LOLHS	11:23

Contingency Maintenance

Budgeted - Fiscal Year 2012 - 2013

\$200,000

Lyme

Mile Creek

Center

Middle

High

Motorized retractable basketball hoops
Track scoreboard

4,893

16,233

21,126

Remaining contingency as of 10/31/12 - fiscal year 2012 - 2013

\$178,874

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

	12-13 Budget	12-13 Actuals	% Spent as of 10/31/2012	% Spent as of 10/25/2011
Certified Salaries	\$12,602,516	\$2,126,428	16.9%	17.0%
Non-certified Salaries	2,646,131	547,690	20.7%	19.6%
Employee Benefits	4,319,360	1,134,593	26.3%	26.3%
Instructional Programs	1,361,333	740,960	54.4%	52.2%
Special Education	1,206,819	809,816	67.1%	69.0%
Support Services	112,514	37,307	33.2%	59.6%
Administrative Services	393,352	274,925	69.9%	34.4%
Pupil Transportation	862,059	725,975	84.2%	83.1%
Plant Operation & Maintenance	3,769,428	1,667,613	44.2%	49.0%
OPERATING BUDGET	\$27,273,512	\$8,065,307	29.6%	30.1%
DEBT SERVICE	3,737,452	1,303,218	34.9%	51.9%
TOTAL BUDGET	\$31,010,964	\$9,368,525	30.2%	32.4%

Notes:

Common Core Mathematical Practices

1. Make sense of problems and persevere in solving them.

2. Reason abstractly and quantitatively.

3. Construct viable arguments and critique the reasoning of others.

4. Model with Mathematics.

5. Use appropriate tools strategically.

6. Attend to precision.

7. Look for and make use of structure.

8. Look for and express regularity in repeated patterns.

Critical Math CCSS Focus Areas by Grade Level

KINDERGARTEN

1. Representing and comparing whole numbers, initially with sets of objects

Students use numbers, including written numerals, to represent quantities and to solve quantitative problems, such as counting objects in a set; counting out a given number of objects; comparing sets or numerals; and modeling simple joining and separating situations with sets of objects, or eventually with equations such as $5 + 2 = 7$ and $7 - 2 = 5$. (Kindergarten students should see addition and subtraction equations, and student writing of equations in kindergarten is encouraged, but it is not required.) Students choose, combine, and apply effective strategies for answering quantitative questions, including quickly recognizing the cardinalities of small sets of objects, counting and producing sets of given sizes, counting the number of objects in combined sets, or counting the number of objects that remain in a set after some are taken away.

2. Describing shapes and space

Students describe their physical world using geometric ideas (e.g., shape, orientation, spatial relations) and vocabulary. They identify, name, and describe basic two-dimensional shapes, such as squares, triangles, circles, rectangles, and hexagons, presented in a variety of ways (e.g., with different sizes and orientations), as well as three-dimensional shapes such as cubes, cones, cylinders and spheres. They use basic shapes and spatial reasoning to model objects in their environment and to construct more complex shapes.

GRADE 1

1. Developing understanding of addition, subtraction, and strategies for addition and subtraction within 20

Students develop strategies for adding and subtracting whole numbers based on their prior work with small numbers. They use a variety of models, including discrete objects and length-based models (e.g., cubes connected to form lengths), to model add-to, take-from, put-together, take-apart, and compare situations to develop meaning for the operations of addition and subtraction, and to develop strategies to solve arithmetic problems with these operations. Students understand connections between counting and addition and subtraction (e.g., adding two is the same as counting on two). They use properties of addition to add whole numbers and to create and use increasingly sophisticated strategies based on these properties (e.g., “making tens”) to solve addition and subtraction problems within 20. By comparing a variety of solution strategies, children build their understanding of the relationship between addition and subtraction.

2. Developing understanding of whole number relationship and place value, including grouping in tens and ones

Students develop, discuss, and use efficient, accurate, and generalizable methods to add within 100 and subtract multiples of 10. They compare whole numbers (at least to 100) to develop understanding of and solve problems involving their relative sizes. They think of whole numbers between 10 and 100 in terms of tens and ones (especially recognizing the numbers 11 to 19 as composed of a ten and some ones). Through activities that build number sense, they understand the order of the counting numbers and their relative magnitudes.

3. Developing understanding of linear measurement and measuring lengths as iterating length units

Students develop an understanding of the meaning and processes of measurement, including underlying concepts such as iterating (the mental activity of building up the length of an object with equal-sized units) and the transitivity principle for indirect measurement. (Note: students should apply the principle of transitivity of measurement to make direct comparisons, but they need not use this technical term.)

4. Reasoning about attributes of, and composing and decomposing geometric shapes

Students compose and decompose plane or solid figures (e.g., put two triangles together to make a quadrilateral) and build understanding of part-whole relationships as well as the properties of the original and composite shapes. As they combine shapes, they recognize them from different perspectives and orientations, describe their geometric attributes, and determine how they are alike and different, to develop the background for measurement and for initial understandings of properties such as congruence and symmetry.

GRADE 2

1. Extending understanding of base-ten notation

Students extend their understanding of the base-ten system. This includes ideas of counting in fives, tens, and multiples of hundreds, tens, and ones, as well as number relationships involving these units, including comparing. Students understand multi-digit numbers (up to 1000) written in base-ten notation, recognizing that the digits in each place represent amounts of thousands, hundreds, tens, or ones (e.g., 853 is 8 hundreds + 5 tens + 3 ones).

2. Building fluency with addition and subtraction

Students use their understanding of addition to develop fluency with addition and subtraction within 100. They solve problems within 1000 by applying their understanding of models for addition and subtraction, and they develop, discuss, and use efficient, accurate, and generalizable methods to compute sums and differences of whole numbers in base-ten notation, using their understanding of place value and the properties of operations. They select and accurately apply methods that are appropriate for the context and the numbers involved to mentally calculate sums and differences for numbers with only tens or only hundreds.

3. Using standard units of measure

Students recognize the need for standard units of measure (centimeter and inch) and they use rulers and other measurement tools with the understanding that linear measure involves iteration of units. They recognize that the smaller the unit, the more iterations they need to cover a given length.

4. Describing and analyzing shapes

Students describe and analyze shapes by examining their sides and angles. Students investigate, describe, and reason about decomposing and combining shapes to make other shapes. Through building, drawing, and analyzing two- and three-dimensional shapes, students develop a foundation for understanding attributes of two- and three-dimensional shapes, students develop a foundation for understanding area, volume, congruence, similarity, and symmetry in later grades.

GRADE 3 (Multiplication, Division and Fractions are the most important areas for grade 3)

1. Developing understanding of multiplication and division and strategies for multiplication and division within 100

Students develop an understanding of the meanings of multiplication and division of whole numbers through activities and problems involving equal-sized groups, arrays, and area models; multiplication is finding an unknown product, and division is finding an unknown factor in these situations. For equal-sized group situations, division can require finding the unknown number of groups or the unknown group size. Students use properties of operations to calculate products of whole numbers, using increasingly sophisticated strategies based on these properties to solve multiplication and division problems involving single-digit factors. By comparing a variety of solution strategies, students learn the relationship between multiplication and division.

2. Developing understanding of fractions, especially unit fractions (fractions with numerator 1)

Students develop an understanding of fractions, beginning with unit fractions. Students view fractions in general as being built out of unit fractions, and they use fractions along with visual fraction models to represent parts of a whole. Students understand that the size of a fractional part is relative to the size of the whole. For example, $\frac{1}{2}$ of the paint in a small bucket could be less paint than $\frac{1}{3}$ of the paint in a larger bucket; but $\frac{1}{3}$ of a ribbon is longer than $\frac{1}{5}$ of the same ribbon because when the ribbon is divided into 3 equal parts, the parts are longer than when the ribbon is divided into 5 equal parts. Students are able to use fractions to represent numbers equal to, less than, and greater than one. They solve problems that involve comparing fractions by using visual fraction models and strategies based on noticing equal numerators or denominators.

3. Developing understanding of the structure of rectangular arrays and of area

Students recognize area as an attribute of two-dimensional regions. They measure the area of a shape by finding the total number of same-size units of area required to cover the shape without gaps or overlaps, a square with sides of unit length being the standard unit for measuring area. Students understand that rectangular arrays can be decomposed into identical rows or into identical columns. By decomposing rectangles into rectangular arrays of squares, students connect area to multiplication, and justify using multiplication to determine the area of a rectangle.

4. Describing and analyzing two-dimensional shapes

Students describe, analyze, and compare properties of two-dimensional shapes. They compare and classify shapes by their sides and angles, and connect these with definitions of shapes. Students also relate their fraction work to geometry by expressing the area of part of a shape as a unit fraction of the whole.

GRADE 4

1. Developing understanding and fluency with multi-digit multiplication, and developing understanding of dividing to find quotients involving multi-digit dividends

Students generalize their understanding of place value to 1,000,000, understanding the relative sizes of numbers in each place. They apply their understanding of models for multiplication (equal-sized groups, arrays, area models), place value, and properties of operations, in particular the distributive property, as they develop, discuss, and use efficient, accurate, and generalizable methods to compute products of multi-digit whole numbers. Depending on the numbers and the context, they select and accurately apply appropriate methods to estimate or mentally calculate products. They develop fluency with efficient procedures for multiplying whole numbers; understand and explain why the procedures work based on place value and properties of operations; and use them to solve problems. Students apply their understanding of models for division, place value, properties of operations, and the relationship of division to multiplication as they develop, discuss, and use efficient, accurate, and generalizable procedures to find quotients involving multi-digit dividends. They select and accurately apply appropriate methods to estimate and mentally calculate quotients, and interpret remainders based upon the context.

2. Developing an understanding of fraction equivalence, addition and subtraction of fractions with like denominators, multiplication of fractions by whole numbers

Students develop understanding of fraction equivalence and operations with fractions. They recognize that two different fractions can be equal (e.g., $15/9 = 5/3$), and they develop methods for generating and recognizing equivalent fractions. Students extend previous understandings about how fractions are built from unit fractions, composing fractions from unit fractions, decomposing fractions into unit fractions, and using the meaning of fractions and the meaning of multiplication to multiply a fraction by a whole number.

3. Understanding that geometric figures can be analyzed and classified based on their properties, such as having parallel sides, perpendicular sides, particular angle measures, and symmetry

Students describe, analyze, compare, and classify two-dimensional shapes. Through building, drawing, and analyzing two-dimensional shapes, students deepen their understanding of properties of two-dimensional objects and the use of them to solve problems involving symmetry.

GRADE 5

1. Developing fluency with addition and subtraction of fractions, developing understanding of the multiplication of fractions and of division of fractions in limited cases (unit fractions divided by whole numbers and whole numbers divided by unit fractions)

Students apply their understanding of fractions and fraction models to represent the addition and subtraction of fractions with unlike denominators as equivalent calculations with like denominators. They develop fluency in calculating sums and differences of fractions, and make reasonable estimates of them. Students also use the meaning of fractions, of multiplication and division, and the relationship between multiplication and division to understand and explain why the procedures for multiplying and dividing fractions make sense. (Note: this is limited to the case of dividing unit fractions by whole numbers and whole numbers by unit fractions.)

2. Extending division to 2-digit divisors, integrating decimal fractions into the place value system and developing understanding of operations with decimals to hundredths, and developing fluency with whole number and decimal operation

Students develop understanding of why division procedures work based on the meaning of base-ten numerals and properties of operations. They finalize fluency with multi-digit addition, subtraction, multiplication, and division. They apply their understandings of models for decimals, decimal notation, and properties of operations to add and subtract decimals to hundredths. They develop fluency in these computations, and make reasonable estimates of their results. Students use the relationship between decimals and fractions, as well as the relationship between finite decimals and whole numbers (i.e., a finite decimal multiplied by an appropriate power of 10 is a whole number), to understand and explain why the procedures for multiplying and dividing finite decimals make sense. They compute products and quotients of decimals to hundredths efficiently and accurately.

3. Developing understanding of volume

Students recognize volume as an attribute of three-dimensional space. They understand that volume can be quantified by finding the total number of same-size units of volume required to fill the space without gaps or overlaps. They understand that a 1-unit by 1-unit by 1-unit cube is the standard unit for measuring volume. They select appropriate units, strategies, and tools for solving problems that involve estimating and measuring volume. They decompose three-dimensional shapes and find volumes of right rectangular prisms by viewing them as decomposed into layers of arrays of cubes. They measure necessary attributes of shapes in order to solve real world and mathematical problems.

**Board of Education Meeting
November 7, 2012**

**Karen Pasiuk
Math Coach**

To Date Initiatives

- Completed summer curriculum work with math committee
 - Planned for implementation of EnVision
 - Developed and created K-5 pacing guides for EnVision
 - Initiated plans for August PD
- Began Implementation of EnVision Math
 - Communicated with Pearson Rep. for August PD
 - Sorted materials at each school, planned for intro into classrooms
 - Coordinated plan for sharing materials between schools when necessary
 - Addressed and followed up on issues with orders
 - Ordered materials for new 2nd grade teacher, followed up with Pearson as needed
 - Coached teachers to make initial instruction shift to CCSS
 - Observed initial EnVision lessons and provided feedback to teachers
 - Modeled and co-taught EnVision lessons
- Ensured all teachers, tutors, IAs, and interns registered as users with Pearson EnVision
 - Assisted staff with variety of issues logging onto and navigating through the site
 - Assisted staff with using electronic/digital components of EnVision with Smart Board
 - Assisted K and grade 1 teachers using electronic/digital components of EnVision on presentation stations
- Developed Math Assessment Schedule for 2012-2013 year in grades K-5
 - Created spreadsheets for recording data
 - Assisted interns with inputting data into MOSAIC
 - Attended webinar on Scantron for K-2
 - Assisted teachers to establish guidelines for fact fluency
- Assisted interns with establishing their role and creating schedule
- Attended two CCSS conferences at LEARN targeting CCSS focus and shifts for grades K-5
- Attended Regional Math Meeting with state consultant, Charlene Tate Nichols
- Attended the NCTM Regional Conference in October
- Coordinated Math Component for Fall Grade Level Meetings
 - Developed agendas, created packets with handouts
 - Presented PD on CCSS and SBAC to staff
 - Clarified new math curriculum content
- Guided teachers to make current necessary changes to report cards for grades K-5
 - Created document with new math standards and worked with Tech department to ensure they were transferred to report cards accurately
- Assisted with planning and organization of the district Parent Math Night
 - Created PowerPoint to present an overview of Pearson EnVision to parents
 - Met with teacher/presenters to assist in development of their presentations
 - Communicated with Middle School teachers/principal about use of rooms

Ongoing Initiatives

- Represent District 18 at state CCSS workshops and meetings
- Attend Regional Math Consortium meetings monthly to connect with local math coaches from surrounding towns to share ideas as well as to stay current on the CCSS and SBAC
- Assist teachers in making the shift necessary to teach in alignment with the CCSS
 - Provide ongoing staff development to teachers about CCSS and SBAC
 - Observe lessons at each grade level and provide feedback that supports new instructional practices
 - Co-teach lessons, guiding teachers in lesson development to ensure they align with CCSS
 - Model lessons that demonstrate priority instructional practices
 - Provide materials, activities and resources that support the standards of the CCSS
- Assist teachers with implementation of EnVision
 - Aid teachers in adapting learning centers that are aligned with CCSS
 - Provide ongoing support using electronic/digital components of EnVision
 - Consult with teachers on lessons clarifying the essential learning
 - Develop and refine lesson formats that guide teachers to define appropriate objectives
 - Guide teachers through pacing of lessons and topics to ensure all essential concepts are covered at each grade level
 - Coach teachers to understand that students must conceptualize math
 - By moving away from teaching math as a procedural drill and toward teaching it as a process
 - By using math models that are essential for ensuring that our students will learn to visualize math
 - By encouraging and celebrating the use of many strategies to solve math problems
 - Provide staff development on EnVision with new teachers/substitutes as needed
- Assist tutors, interns and IAs
 - Help to develop and make adjustments to intervention plan
 - Provide ongoing support with EnVision intervention system
 - Provide support with development of activities/learning centers to support classroom instruction
- Collaborate with math committee on a regular basis throughout the year
 - Review implementation of EnVision and determine necessary adjustments
 - Develop parent communication
 - Collaborate in developing assessments and benchmarks at each grade level
 - Continue to analyze and adjust math indicators for report cards
- Use Scantron Performance Based Assessment
 - Assist with implementation of electronic assessment for grade 2 students
 - Review and analyze assessment data grades 2-5
- Collaborate with each grade to develop criteria for grading report cards
 - Analyze current/future data that will aid in making determinations
- Evaluate students and consult with school teams

- Provide updates to administration on a regular basis
 - Assist administrators in framing math classroom observations.
- Engage in personal staff development to gain deeper understanding of CCSS, math curriculum and coaching models.

Long Term Initiatives

- Continue to oversee the implementation of EnVlson
 - Guide teachers to employ rigor and coherence in daily lessons
 - Adjust pacing guides as needed
 - Support teachers with aligning lessons with CCSS
 - Select assessments including performance tasks that will inform our instruction
- Inform and prepare teachers/staff for SBAC
 - Review SBAC test samples
 - Guide teachers in improving performance tasks that will be incorporated into curriculum and assessment schedule
 - Provide guidance in adapting present assessment tools
- Collaborate with special education teachers to adapt and adjust curriculum for special needs students
- Develop and refine math intervention plan for SRBI for targeting Tier 2 and Tier 3 students
 - Guide teachers, tutors, IAs, and interns in providing tiered instruction consistent with SRBI
 - Develop framework for differentiating instruction
- Assist in management of data systems
 - Create forms for data collections
 - Input data into MOSAIC
- Engage the Young Scholars teacher in development of math enrichment experiences
- Continue to represent Region 18 at state and regional workshops and meetings
 - Collaborate with math coaches in surrounding towns
- Continue to provide staff development on current trends in math instruction, CCSS, SBAC
- Reflect on present model for math instruction
 - Determine if model would benefit from adjustment to delivery method
 - Research other models of math instruction
 - Consider best use of resources to differentiate instruction
- Provide staff development to new staff and math interns early in the year
- Continue to inform administration on a regular basis
- Communicate with parents
 - Lead parent workshops
 - Create written or other communications
- Develop list of math resources for teachers/parents

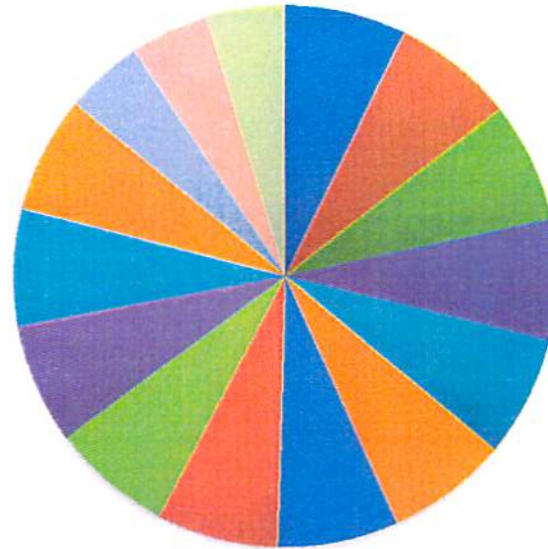
Business Process Design

RSD 18 Plan Development

Board of Education and
Administration

RSD #18

FULL PLATE



■ Common Core Implementation

■ Teacher Evaluation

■ 21st Century Skills

■ Student Success Plans

■ Performance Assessment

■ Technology

■ Facilities Management

■ Enrollment



■ SRBI

■ Data Teams

■ Secondary School Reform

■ Achievement Gap

■ Instructional Rounds

■ Financial Planning

■ New School Construction



- The current Strategic Plan for Lyme/Old Lyme Schools was completed in September 2006.
- At that time, State and Federal mandates, educational reform requirements, legal and contractual initiatives, school building and maintenance projects and enrollment concerns were secondary to District lead initiatives. The Strategic Plan document reflects a period of relative tranquility.
- Other districts are choosing to address their business process management concerns first and foremost --- to include more sophisticated “Change Management” practices, “Continuous Improvement” methodologies and careful planning and scheduling techniques to optimize the impact of juggling multiple initiatives concurrently. With limited resource – both human and financial.
- “Strategic Planning” as we know it, commencing with a vision statement, a mission statement and a list of strategic initiatives is necessarily taking a back-seat to planning and management tools focused on “Getting it Done”.
- Lyme/Old Lyme Schools will make its management practices choices in Q1 2013.

CABE Delegate Assembly --- Resolutions submitted to the Connecticut General Assembly
Thursday, November 15, 2012
Summary of Critical Votes by RSD #18 Board Chair

- 1) CABE supports continued efforts by the General Assembly to appropriate sufficient funding to make early care and education programs available to all children in need. Voted FOR.
Resolution Passed; would have preferred elimination of "in need".
- 2) CABE urges the state legislature to modify the teacher tenure law to provide for initial tenure after 50 months of teaching. To make tenure renewable on a five year basis and provide for the dismissal of teachers who fail to promote student achievement or fail to engage in activities to pursue professional growth and development. Voted FOR; Resolution Passed
- 3) CABE urges the state to study comprehensive tax reform in the next six years. CABE supports comprehensive tax reform in Connecticut that :
 - a. Is balanced and fair and will produce the revenues necessary to support quality education and other needed public services
 - b. Reduces reliance on the local property tax, sales tax or other regressive forms of taxation; and
 - c. Assumes that the distribution of the tax burden is based upon the ability to pay
 - d. CABE opposes a state legislative cap on local property taxes

Rationale: Property taxes can no longer be looked at as the sole source of revenue to the local towns. Some mix of income, sales and property taxes must be available to the towns to spread the tax burden to all citizens. A new, fairer system would go a long way toward moving the tax burden across a large group of taxpayers

Submitted by the Montville Board of Education 9/12

CABE Government Relations Committee recommends adoption.

Led the dissenting opinion on this issue and argued against the resolution. Voted AGAINST.
Resolution FAILED.

- 4) CABE is committed to the successful implementation of the Common Core Standards and strongly urges the state to provide the financial means for all 166 districts in Connecticut to properly integrate the standards in their K-12 curricula, together with sufficient professional development resources to ensure success.
Rationale: To do so in the currently proposed time frame is a huge task and to do so successfully using existing resources will, for many districts, be an impossible assignment.
Voted: FOR. Resolution passed

O & G Industries, Inc.

112 Wall Street
Torrington, CT 06790

PROPOSED CHANGE ORDER
No. 00674

TITLE: Wood Timber Guardrail

DATE: 10/26/2012

PROJECT: Lyme/Old Lyme H.S. Additions & Renov

JOB: 0288

TO: Attn: John Rhodes
Lyme-Old Lyme
53 Lyme Street
Old Lyme, CT 06371
Phone: 860-434-8182 Fax: 860-434-4412

CONTRACT NO: 288-325

RE: To: From: Number:

DESCRIPTION OF PROPOSAL

CM 789
CI 288789

SCOPE - ELIGIBLE

This change order will be funded by the owner contingency. A change order will be issued with a no contract time change for contractor execution.

As requested this change order is to furnish and install an additional 455 LF of the specified wood timber guardrail. This guardrail is required to protect the fields from potential vehicular vandalism. See added areas listed below.

- 44 feet at left courtyard
- 118 feet at right courtyard to woods line.
- 30 feet at MS transformer
- 30 LAX gate to High School
- 196 LAX to softball gate
- 37 softball gate to softball fence

Item	Description	Stock	Quantity	Units	Unit Price	Tax Rate	Tax Amount	Net Amount
00001	Sitework		1.000		\$30,476.00	0.00%	\$0.00	\$30,476.00

Unit Cost: \$30,476.00
Unit Tax: \$0.00
Total: \$30,476.00

APPROVAL:

By: _____
John Rhodes

By: 
Rob Martinotti

Date: _____

Date: 11/1/12

CHANGE ORDER PROPOSAL WORKSHEET

Sub-Contractor: RICHARDS CORPORATION

Change Order Proposal No.: 135
 Date: 10/15/2012
 Project: OLD-LYME HIGH SCHOOL
 Name:

COP Description: INSTALL 410 FEET WOOD RAIL
REMOVE 14 STAVED BOARDS.

O&G #

Section 1	Quantity	Unit	Description of Material	Unit Cost	Lump Sum Cost	Insert "X" If Credit	(Quantity x Unit Cost OR Lump Sum) Total
	410	LF	INSTALL GUARD RAIL	\$ 62.50	58		\$ 25,625.00
	0	455 CY		\$ -			\$ -
	0	HR		\$ -			\$ -
	0			\$ -			\$ -
	0			\$ -			\$ -
	0			\$ -			\$ -
Line #1	Subtotal Costs - Material						\$ 25,625.00
	Markup =						\$ 2,562.50
	Total =						\$ 28,187.50
	Description of Equipment						
	0	HR	JD EXCAVATOR 50D	\$ 95.00			\$ -
	4	HR	LOADER	\$ 85.00			\$ 340.00
	0			\$ -			\$ -
	0			\$ -			\$ -
Line #1A	Subtotal Costs - Equipment						\$ 340.00
	OH/P						\$ 51.00
	Total =						\$ 891.00
	Column A	B	C	D	J		
Section 2	Labor Classification	No. of Workers	Total Hours	TOTAL COST	Total Labor Hourly Cost C x H		
	OPERATOR	1	4.0	\$ 66.49	\$ 266.96		
	LABOR	2	8.0	\$ 51.65	\$ 413.20		
		0	0.0	\$ -	\$ -		
	FOREMAN	1	4.0	\$ 73.93	\$ 295.72		
			0.0	\$ -	\$ -		
Line #2	Total:						\$ 974.88
Line #4	Total Labor, and Taxes						\$ 974.88
Section 4	Overhead and Profit % Mark-up on Contractor's LABOR						
	\$0.00 to \$5,000	15%	\$974.88	\$15,001 to \$25,000	15%	\$0.00	Cost
	\$5,001 to \$15,000	15%	\$0.00	\$25,001 and Greater	15%	\$0.00	
Line #5	Total Mark-up on LABOR						\$ 146.23
Line #6	Total:						\$ 1,121.11
NOTES:							
Line #7	Subtotal of cost associated with this change (No O/Profit may be added on this figure)						\$ -
Line #8	Total of This Change Order (Lines #6 + #7)						\$ 29,889.61

26,390

OH&P

27,705.00
 2771.00
30,476.00

Rob Martinotti

From: Rob Martinotti
Sent: Thursday, October 25, 2012 3:41 PM
To: Rob Martinotti; Ryan Benoit
Subject: 44 feet at left courtyard

44 feet at left courtyard
118 feet at right court yard to wood line.
30 feet at MS
30 LAX gate to school
196 LAX to softball gate
37 softball gate to softball fence

Sent from my iPhone

Rob Martinotti

From: Jeff Levins [jefflevins@richardscorp.com]
Sent: Friday, October 26, 2012 2:23 PM
To: Rob Martinotti
Cc: Ryan Benoit
Subject: RE: LOLHS Site Visit

Agreed, \$58.00 / LF.

Thank You;

Jeffrey M Levins

Jeffrey M Levins

Senior Project Manager
Richards Corporation
Main Tel 860.583.9229
Cell 860-250-2034
Fax 860.582.5202

Helping to Build Connecticut Since 1967

From: Rob Martinotti [mailto:robmartinotti@ogind.com]
Sent: Friday, October 26, 2012 9:27 AM
To: Jeff Levins
Cc: Ryan Benoit
Subject: RE: LOLHS Site Visit

Already done. How is the \$58 LF for the guardrail?

From: Jeff Levins [mailto:jefflevins@richardscorp.com]
Sent: Friday, October 26, 2012 8:37 AM
To: Rob Martinotti
Cc: Ryan Benoit
Subject: RE: LOLHS Site Visit

Can you guys give Mark a copy in the field?

Thank You;

Jeffrey M Levins

Jeffrey M Levins

Senior Project Manager
Richards Corporation
Main Tel 860.583.9229
Cell 860-250-2034
Fax 860.582.5202

Helping to Build Connecticut Since 1967

Eagle Fence and Guardrail

A Division of E.F and G. Construction, Inc.

PROPOSAL/CONTRACT

PURCHASE ORDER #

OCTOBER 19 2012

PAGE 1 OF 2

RICHARDS CORPORATION
64 NORTH HARWINGTON AVENUE
TERRYVILLE, CT 06786
(860) 583-9229 / 582-5202FAX

ATTN: JEFF (860) 250-2034 CELL#

jefflevins@richardscorp.com

FROM: LUCKY (860) 250-4943 CELL#

JOBSITE SUPER: MARK (860) 480-9541 CELL#

RE: LYME-OLD LYME HIGH SCHOOL (OLD LYME, CT)

CBYD # 2012 , START DATE DAY 10/00/2012, @ 7am, SPOKE TO
#69 LYME STREET (OLD LYME, CT) INTERSECTING ROAD (ROAD)

WE PROPOSE TO FURNISH AND INSTALL THE FOLLOWING:

ITEM	QUANTITY	UNIT COST	TOTAL
------	----------	-----------	-------

**TIMBER GUIDE RAIL PER THE
FOLLOWING SPECIFICATIONS:**

~~50~~

\$62.50

~~\$3,125.00~~

APPROXIMATELY 50'LF

6" x 8" x 6' PLAIN POSTS w/CHAMFER TOP & SIDES

(1) SEPRATE RUNS

4" x 10" x 16' CCA PRESSURE TREATED RAILS

1/2" CARRIAGE BOLTS

8' MAXIMUM POST SPACING

ALL MATERIALS TO BE SOUTHERN YELLOW PINE #2 GRADE DENSE 0.40 CCA

"FLUSH MOUNT" CONSTRUCTION

PER ATTACHED DETAIL

50.00

THANK YOU FOR THE
OPPORTUNITY

56 South Canal Street~P.O. Box 7077~Plainville, CT 06062

(860) 747-1288~(860) 793-8840

An Equal Opportunity Employer



LYME - OLD LYME PUBLIC SCHOOLS

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MEETING MINUTES

Building Committee

Location: High School Media Center

Date: November 5, 2012

Committee Members Present: Russell Gomes, Chairman; James Witkins, Vice-Chairman; Jeffrey Flower; James McFarland; Timothy O'Neill; Bernard Szreders; Alan Todd

Absent: Peter Cable; Dennis Melluzzo; Nina Peck

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

Others Present: Daniel Weston, Northeast Collaborative Architects; Robert Martinotti, O&G Industries

I. Call to Order:

The meeting was called to order by Chairman Gomes at 5:07 p.m.

II. New Business:

1. Approve Pending Change Orders:

00674- Wood Timber Guardrail

Mr. Rhodes spoke of [the existing] pipe gates (3) and how they prevent traffic on the athletic fields, he feels as though there is a potential risk for a vehicle to gain access to these areas and suggests that 455 lineal foot guardrail that connects to the pipe gate into a fence will protect any risk of damage on the fields. Mr. Martinotti then explained how pricing was obtained.

Upon motion by Mr. O'Neill, second by Mr. Flower, the Building Committee recommends that the Board of Education approve PCO00674 in the amount of \$30,476.00 funded from Owners Contingency to furnish and install an additional 455 linear feet of the specified wood timber guardrail. The motion passed unanimously.

00679- Projector Controls

Mr. Rhodes discussed the need for projector controls in the auditorium. The Committee discussed this issue in detail. Mr. Flower asked if there is a wireless option, Mr. Rhodes answered affirmatively but thought this would only work with an ipod or ipad and would not be effective due to the distance.

Vice Chairman Witkins and Ian Neviasser left at this point in the meeting (5:35 pm).

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The Committee unanimously agreed to table this change order until Mr. Rhodes can investigate wireless options and report back to the Committee.

00667- New Wash-fountain Tech Ed SKA-147B

Mr. Rhodes explained the need for a wash-fountain in the Technology Education room; while Committee members recognize the need for this wash station, they expressed concern that this was overlooked during the planning of this space.

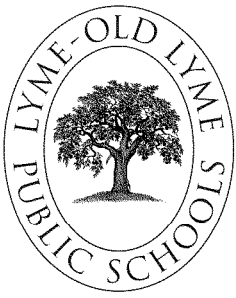
Upon motion by Mr. Flower, second by Mr. Todd, the Building Committee approved PCO00667 in the amount of \$10,671.00 funded from Owners Contingency for the additional scope to build a CMU chase wall and provide a new Bradley MF2944 Terroen Quadra-Fount Wash-fountain in the Technology Education (room 001). The motion passed unanimously.

00673- 15 Additional Cork Boards

Upon motion by Mr. O'Neill, second by Mr. Szreders, the Building Committee approved PCO 00673 in the amount of \$7,335.00 funded from Owners Contingency for the additional scope to purchase and install 15 additional cork boards. The motion passed unanimously.

IV. Adjournment:

Chairman Gomes adjourned the meeting at 6:11 p.m.



LYME - OLD LYME PUBLIC SCHOOLS

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MEETING MINUTES

Regular Facilities Committee Meeting

Location: Lyme Consolidated Media Center

Date: November 16, 2012

Committee Members Present: Steven Cinami (arriving at 5:42 p.m.), Chairman; Paul Fuchs, Vice-Chairman; Jack Hine; David Kelsey; Philip Neaton; Tom Sherer

Absent: Rick Caulkins; Kathleen Lockwood

Administration Present: John Rhodes, Director of Facilities & Technology; Glenn Fergione, Assistant Director of Facilities; James Cavalieri, Principal Lyme Consolidated

Others Present: Alfred Jacunski, Jacunski Humes Architects

Vice-Chairman Fuchs explained that Mr. Jacunski had a previous commitment scheduled at 6 p.m., he asked if Committee members minded moving agenda item VII directly after the Call to Order; Committee members were in complete agreement.

I. Call to Order:

The meeting was called to order by Vice-Chairman Fuchs at 5:31 p.m.

II. Mile Creek Windows Update:

Mr. Jacunski provided Committee members with the Conceptual Budget Cost Estimate worksheet which is attached to these minutes for informational purposes only. He explained why the November 12, 2012 differed from the October 12, 2011 estimate because of the unforeseen cost for PCB remediation. (Chairman Cinami arrived at this point of the meeting). Mr. Jacunski then provided a proposed design and rendering for Committee members. Committee members discussed the PCB remediation and asked if the caulk was not disturbed and was encapsulated, could the window project proceed without remediation; Mr. Jacunski stated that he would need to speak with Fuss & O'Neill (hazardous materials consultant) and report back to the Committee. Chairman Cinami asked when a decision would need to be made [as to not negatively impact installation schedules]; Mr. Jacunski suggested by the end of January 2013. Members then spoke of the need for a Special Facilities Committee meeting in December 2012.

III. Approval of Facilities Committee Minutes:

September 13, 2012

October 11, 2012

Mr. Cinami made a motion, second by Mr. Fuchs, to formally accept the September 13th and October 11, 2012 minutes as presented. The Committee voted in favor of the motion. Mr. Fuchs abstained from voting on the minutes of October 11, 2012 as he was not present at that meeting. The motion passed unanimously.

IV. Brief Committee on Condition of the Lyme Consolidated Facility:

Mr. Cavalieri feels as though the building is in good shape with no overall complaints. He did state that the media center at times [when there is no need to heat or air-condition] has an odor along with a classroom [that has a crawl space]. He did ask that the drainage in the front right corner of the building isn't functioning well because during the winter that area becomes icy.

Mr. Rhodes suggested that the basketball hoops should be replaced with electronic wall mounted hoops in the future, Mr. Cavalieri concurred. He further noted that there is very limited parking and provided a suggestion of paving near the basketball court to allow for additional parking spaces.

Mr. Rhodes explained that the cupola is in need of replacement and a discussion ensued. Chairman Cinami asked that the Committee consider replacing the Lyme Consolidated roof before the Mile Creek windows.

V. Review Projects in Progress District-Wide:

Mr. Rhodes explained the status of the Scoreboard installation (located at the track and baseball fields). The Committee spoke of the status of the Lyme generator bid; Mr. Rhodes stated he will speak with Zelek Electric to reverse engineer.

VI. Track Field Update:

Mr. Rhodes explained that the worms have been released onto the field and they must have burrowed into the soil as there were no signs of them on top of the field.

VII. Review Draft 5-Year Project Plan:

Mr. Rhodes distributed the Draft Capital Projects for 2013/2014 fiscal year. Committee members asked for the Center School fence to be added to the list. They then discussed providing a price for a lathe for the HS Technology Education program. Mr. Rhodes and Mr. Fergione agreed to investigate pricing.

VIII. Adjournment:

Chairman Cinami adjourned the meeting at 6:55 p.m.

Mr. Rhodes provided for any Committee members interested in touring Lyme Consolidated.

Mile Creek Roof Project Draft Revised Estimate

11/19/2012

Background: The Mile Creek window project has been re-estimated due to the need to add PCB remediation to the project scope. The PCB's are present in the caulk that seals the existing windows in place to the surrounding masonry. Remediation includes not only removing the caulk but removing and replacing the PCB contaminated masonry that came in contact with the caulk. The Facility Committee is investigating if alternatives to remediation are available.

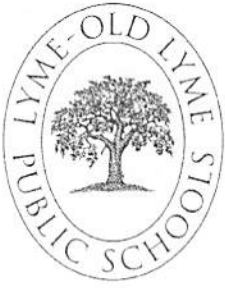
Mile Creek Roof Project Estimate

Revised Estimate	\$	965,550
BOE Approved Budget	\$	597,900
Budget Increase	\$	367,650

Available Funds

Undesignated Fund Account Balance	\$	598,071
MC Roof Fund Remaining Balance	\$	291,011
MC Estimated Reimbursement (Project Cost \$982,335 @ 35% Reimbursement)	\$	275,000
Total Estimated Available MC Window Funds	\$	1,164,082

Minutes of Sub-Committees



LYME - OLD LYME PUBLIC SCHOOLS

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MEETING MINUTES

Building Committee

Location: High School Commons

Date: October 9, 2012

Committee Members Present: Russell Gomes (arriving late), Chairman; James Witkins, Vice-Chairman; Peter Cable; Jeffrey Flower; James McFarland; Dennis Melluzzo; Timothy O'Neill; Nina Peck; Alan Todd

Absent: Bernard Szreders

Administration Present:

Others Present: Robert Martinotti, O&G Industries

I. Call to Order:

The meeting was called to order by Vice-Chairman Witkins at 5:06 p.m.

II. New Business:

1. Building Walk-through:

Committee members and Mr. Martinotti toured the High School.

2. Tour Recap:

Below is the list of items that were discussed during the tour:

- A review of the auditorium seat size was done. Because of the radius configuration and dimensions of the isles and rows the seats vary in size from 20", 21", & 22". At the lower level the three outer most seats are 20" and the inner seats are 21". After reviewing the seats and sampling the different sizes it was agreed to that the sizes were acceptable as contracted and installed.
- The armrests of the auditorium seating need to be adjusted so that they are true, level and plumb.
- A review of the sight lines from the upper auditorium seating was a concern. When sitting in the first two rows of the upper seating the guard rail interfered with the sight lines to the stage.
- The Commons floor needs attention to the finish caulking application at the structural column diamonds.
- At the polished concrete floors the cracks need to be repaired with a similar product to the polishing application. O&G will determine which cracks need to be repaired. The guide line

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used will be, any crack that has differential heights and/or the crack can capture dirt or debris will be repaired.

- Many areas of the building need attention where two dissimilar materials meet. These areas need to be caulked to provide a smooth transition between the two different materials.
- Barrel Vault ceiling finish needs to be reviewed as to an alternate finishing product for the Fire Board.
- At the main entrance the Barrel Vault ceiling finish needs to be consistent from the exterior to the interior and reviewed with an alternate finishing product.
- Where concrete foundation is exposed the concrete needs to be chipped away then brick veneer needs to be added. This condition occurs at the right side of the main entrance and at door 101 at the exterior elevation, both at grade.
- Vinyl base needs to be complete at all areas between CMU and the finish floor
- The locker base ground face block needs to be cleaned.
- At the Men's bathroom in the Band & Choral area the light fixture trim needs to be re-secured at the far right corner.

IV. Adjournment:

Vice-Chairman Witkins adjourned the meeting at 7:15 p.m.



LYME - OLD LYME PUBLIC SCHOOLS

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MEETING MINUTES

Regular Facilities Committee Meeting

Location: Mile Creek Media Center

Date: October 11, 2012

Committee Members Present: Steven Cinami, Chairman; Rick Caulkins; Jack Hine; Philip Neaton

Absent: Paul Fuchs; David Kelsey; Kathy Lockwood; Thomas Sherer

Administration Present: Ian Neviasser, Superintendent of Schools; Patricia Downes, Principal of Mile Creek; John Rhodes, Director of Facilities & Technology

Others Present:

A quorum of Committee members were not present at 5 p.m.; Committee members agreed to participate in the building tour prior to the call to order to allow for any late arriving members.

I. Tour of Mile Creek Facility:

Committee members toured Mile Creek.

II. Call to Order:

The meeting was called to order by Chairman Cinami at 5:42 p.m.

III. Recap of Tour:

Committee members spoke favorably of the Mile Creek facility.

Ms. Downes stated that the building is in good condition and is happy with the work that the staff (custodial, maintenance & technology) has provided. She discussed an issue that occurred on the back field; Chairman Cinami asked if the area could be closed off. Mr. Rhodes answered that this has been discussed but a decision has yet to be confirmed. Ms. Downes asked that Committee members keep the replacement of the unit ventilators on the spectrum as they are nearing the end of their useful life and does not want the replacement cost to surprise the Committee. Committee members discussed alternative replacement products and agreed to continue this discussion in the future.

Chairman Cinami asked if the media center would need to be upgraded when the 4th & 5th grade is moved to Mile Creek; Ms. Downes agreed and the Committee briefly discussed what would be necessary for the media center to be retrofitted.

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IV. Approval of Facilities Committee Minutes:

A quorum of Committee members was not present at the meeting; Chairman Cinami asked for this item to appear on the November agenda.

V. Review Projects In-Progress District-Wide:

Mr. Rhodes updated Committee members with on-going projects; they discussed the generator for Lyme Consolidated. Mr. Rhodes asked if the Committee was in agreement to move forward with the pre-engineering for the drawings for the Lyme generator with RZ Design; Committee members agreed and asked that Mr. Zelek be involved in the pre-engineering. Mr. Rhodes concurred. Committee members discussed sharing the generator and associated costs with the Lyme Town Hall and a discussion ensued; Mr. Rhodes stated that he will have the funds encumbered and proceed with the drawings. Chairman Cinami asked for a formal letter from Mr. Eno, Lyme First Selectman or Daniel Hagan, Chairman of the Town Hall Building Committee if they decline the sharing of the generator.

VI. Track Field Update:

Mr. Rhodes stated that the soil quality is improving. He explained that the application of worms will occur next week after the field is plugged and slit seeded, all Committee members are welcome to participate.

Jack Hine left at this point in the meeting due to a prior commitment (6:40 p.m.).

VII. Review Draft 5-Year Project Plan:

Mr. Rhodes presented the Committee with the 2013/2014 Project Candidates:

<u>Item Description</u>	<u>Estimated Cost</u>
• Lyme Consolidated roof replacement design	\$30,000
• Irrigate soccer/lacrosse field	\$60,000
• Door security system replacement	\$44,000
• Scoreboard & bleacher at soccer/lacrosse field	\$50,000
• Bleachers at track field	\$30,000
• Lighting efficiency upgrade	\$?
• Security cameras	\$?
• Solar	\$?

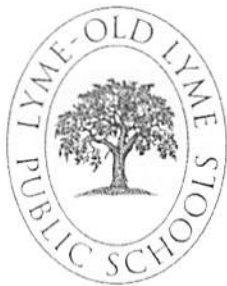
The Committee discussed these candidates in length and asked that Mr. Rhodes present the Committee with estimated costs for the lighting efficiency upgrade and security cameras.

VIII. Mile Creek Window Update:

Mr. Rhodes updated Committee members on the window progress. Mr. Rhodes explained that Mr. Jacunski will attend the November 15th Facilities Committee meeting and bring sketches for review.

IX. Adjournment:

Chairman Cinami adjourned the meeting at 7:06 p.m.



LYME - OLD LYME PUBLIC SCHOOLS

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MEETING MINUTES

Revised Building Committee

Location: High School Media Center

Date: October 15, 2012

Committee Members Present: Russell Gomes, Chairman; James Witkins, Vice-Chairman; Peter Cable; Jeffrey Flower; James McFarland; Bernard Szreders; Alan Todd

Absent: Dennis Melluzzo; Timothy O'Neill; Nina Peck

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

Others Present: Daniel Weston, Northeast Collaborative Architects; Robert Martinotti, O&G Industries

I. Call to Order:

The meeting was called to order by Chairman Gomes at 7:10 p.m.

II. New Business:

1. Approve NCA Invoice:

Upon motion by Mr. Witkins, second by Mr. Todd, the Building Committee approved NCA's Invoice #46, dated 11/01/2012 in the amount of \$21,692.00. The motion passed unanimously.

2. Approve O&G Invoice:

Upon motion by Mr. Cable, second by Mr. Flower, the Building Committee approved O&G invoice dated 10/10/12, application for payment #26 for C.M. project #0288 (period to date: 09/30/12) in the amount of \$782,173.49. The motion passed unanimously.

3. Approve Pending Change Orders:

Proposed Change Order #00656

It was explained that this change order is for a revision to the sidewalk in the courtyard. Mr. Rhodes noted that Mr. Witkins asked for the working group to review. Mr. Weston explained that the specifications are within legal limits; it was asked that NCA to provide this in writing. Chairman Gomes asked Mr. Weston to supply the letter by tomorrow; Mr. West agreed.

The working group noted that if this is within code, the PCO should be suspended. Mr. Witkins asked if this was an ADA issue: Mr. Weston replied that this is only an exiting issue. The Committee discussed this issue in length and determined to keep the PCO on-hold until
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clarification is returned by the Fire Marshal and the Committee has an opportunity to review; the Committee was in complete agreement.

Proposed Change Order #00659

Mr. Martinotti explained that during the demolition of the Tech. Ed. Space, they found a water/oil separator. The concrete slab, material, piping and tank will need to be remediated. Post remediation, Triton will perform testing to ensure no oil escaped. Mr. Martinotti explained that this change order does not include the costs associated with hazmat material removal.

Upon motion by Mr. Flower, second by Mr. Todd, the Building Committee approved PCO 00659 for the work associated with the removal of the concrete slab and trench material to remove piping and the oil separator in the Tech Ed. Area in the amount of \$9,480.00. The motion passed unanimously.

Proposed Change Order #00660

Mr. Martinotti explained that over the years the fuel oil tank had some oil seepage (determined by Triton); the soils needs to be remediated. Richards will be performing the removal and Triton will supervise.

The Committee noted that the change order is close to their authorization limit and advised that if another change order is issued for overage on (soil tonnage); the change order should be presented to the Board of Education for approval.

Upon motion by Mr. Witkins, second by Mr. Szreders, the Building Committee approved PCO00660 for the removal and disposal of the contaminated soil in the not to exceed amount of \$19,745.00. The motion passed unanimously.

Mr. Martinotti then spoke of an issue that was not a change order, but wanted the Committee to be aware and determine how to proceed. He explained that the Tech Ed. teachers expressed concern that the exterior doors planned for their area will not be large enough. He further explained the estimated cost. After a lengthy discussion, Committee members did not approve this request because it is not worthy based on cost and it doesn't support programming.

Mr. Gomes questioned when the telephone pole [located at the beginning of the main campus entrance on Lyme Street] is expected to be removed; Mr. Martinotti explained that AT&T has not provided any concrete date. Committee members discussed at length; Mr. Martinotti agreed to supply the pole number to Mr. Gomes on Tuesday.

4. Approve Furniture Change Orders:

Mr. Rhodes distributed a proposal from Insalco [for additional storage in the music area] and W.B.Mason [for additional furniture in the conference room, school psychologist and guidance

areas]. Mr. Witkins asked if the additional furniture should be approved by the Board of Education; Mr. Rhodes explained that the cost was under the allotted amount for Board of Education approval. Committee members discussed in length.

Upon motion by Mr. Flower, second by Mr. McFarland, the Building Committee approved the purchase of Wenger furniture from Insalco for music storage in the amount of \$9,692.03 and the purchase of furniture of W.B. Mason for the additional furniture for the conference room, school psychologist and guidance areas in the amount of \$6,041.93. The motion passed unanimously.

5. Review Punch List Status:

It was discussed that Mr. Weston/Mr. Martinotti and Mr. Rhodes will have a walkthrough of the areas where the precast will be rejected as non-compliance because of quality of work. This will allow for O&G to address with the mason. Mr. Martinotti is expected to meet with the mason on Tuesday to review areas that do not meet expectations. O&G will issue him a 48 hour to complete notice; if the mason doesn't complete the work within this time-frame, O&G will have the work finished on his behalf.

Mr. Martinotti discussed some of the tile issues and explained that the tile installer has expressed that he will work with the O&G/District and correct any issues that has been deemed unacceptable.

6. Review Commissioning Status:

Mr. Rhodes that there have been problems with the contractor, but is hoping for the system to begin testing next week.

7. Discuss Potential Project Scope Addition Candidates:

Committee members discussed this issued in detail and they questioned how and when the Committee should present to the Board of Education. Mr. Martinotti explained if the Committee can provide a list before April, O&G will be able to help manage with no additional cost to the District.

Committee members agreed that they need to have more feed-back from the punch list items before they can identify what projects are needed. They referred to the published punch list from the October 9th walk-through and determined what information is necessary to discuss at the next Building Committee meeting.

III. Old Business:

1. Update the following:

a. Schedule & Budget (O&G):

Mr. Martinotti explained that the project is on schedule and on budget.

b. Correspondence:

There was no correspondence to report:

III. Approval of Building Committee Minutes:

1. September 26, 2012
2. October 09, 2012

Mr. McFarland made a motion, second by Mr. Flower, to formally accept the September 26, 2012 Building Committee minutes as presented. The Committee voted in favor of the motion. Mr. Szreders abstained from voting as he was not present at the September 26th meeting.

Mr. Witkins made a motion, second by Mr. Cable, to formally accept the October 9, 2012 Building Committee minutes as presented. The Committee voted in favor of the motion. Mr. Szreders and Mr. Gomes abstained from voting as they were not present at the October 9th meeting.

IV. Adjournment:

Chairman Gomes adjourned the meeting at 9:40 p.m.