

Regular Board of Education Meeting

Wednesday, June 2, 2021 6:30 PM

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

I. Call to Order

II. Approval of Minutes

II.A. District Budget Meeting of May 3, 2021

II.B. Regular Meeting of May 5, 2021

II.C. Executive Session of May 5, 2021

III. Visitors

III.A. Invention Convention Honors **Speaker (s):** Nila Kaczor

III.B. CAS Scholar Leader Award **Speaker (s):** Mark Ambruso

III.C. History Day Presentation **Speaker (s):** Mark Ambruso

III.D. Lions Club Presentation of LOLHS Scholarships and LOLMS Peace Poster Contest Winner

III.E. VFW Presentation to 2020-2021 Teacher of the Year **Speaker (s):** Richard Mason

III.F. Recognition of Retirees

III.G. Report from Student Representatives

III.H. Public Comment

IV. Administrative Reports

IV.A. Superintendent's Report

IV.B. Business Manager's Report

V. Chair and Committee Reports (Facilities, Finance, Communications, Policy, LEARN, LOL Prevention Coalition, Sustainability)

VI. New Business

VI.A. Superintendent Appointment of Designee(s) per Policy 2131.1 **Speaker (s):** Ian Neviaser

VI.B. Participation in State and Federal Grants **Speaker (s):** Ian Neviaser

VI.C. Food Service Management Contract **Speaker (s):** Holly McCalla

VI.D. First Read of Policy 6114.81 Emergencies and Disaster Preparedness **Speaker (s):** Ian Neviaser and Martha Shoemaker

VI.E. Lyme School Front Entry Replacement Project **Speaker (s):** Ron Turner

VI.F. ViewSonic Digital Display Boards **Speaker (s):** Ron

		Turner
VI.G.	Desktop and Display Board Computer Purchase	Speaker (s) : Ron Turner
VI.H.	Facilities Bonded Study Project	Speaker (s) : Ron Turner
VI.I.	Center School Roof Warranty Extension Project	Speaker (s) : Ron Turner
VI.J.	Footing Installation for Artificial Playing Surface	Speaker (s) : Ron Turner
VI.K.	ARP Reopening Plan	Speaker (s) : Ian Neviaser
VII. Old Business		
VII.A.	Sustainability Committee Recommendation	Speaker (s) : Jenn Miller
VII.B.	Policy Review: Bidding Requirements	
VII.C.	Closing of LOLHS Project	
VIII. Executive Session		
VIII.A.	Superintendent's End of Year Review	
VIII.B.	Review of Contracts	Speaker (s) : Ian Neviaser
IX. Adjournment		

LYME-OLD LYME SCHOOLS

Regional School District #18

A Private School Experience



in a Public School Setting

District Budget Meeting

May 3, 2021

Board Present: Diane Linderman, Chairwoman; Martha Shoemaker, Vice Chair; Jean Wilczynski, Treasurer; Stacey Leonardo; Jennifer Miller

Present Via Telephone: Rick Goulding; Mary Powell St. Louis

Absent by Previous Arrangement: Suzanne Thompson; Steven Wilson

Administration Present: Ian Neviaser, Superintendent of Schools; James Cavalieri, Principal of Lyme Consolidated School; Kelly Enoch, Principal of Mile Creek School; Holly McCalla, Business Manager

Others Present: Marilyn Warren, Moderator; 1 Community Member

The meeting was called to order at 6:30 p.m. by Chairwoman Diane Linderman. The Pledge of Allegiance was recited. Jean Wilczynski read the call of the meeting.

Notice is hereby given of the Annual Budget Meeting and Vote for the Regional School District No. 18 to be held at Regional School District No. 18, Board of Education Conference Room at Center School, 49 Lyme Street, Old Lyme, Connecticut at 6:30 p.m. on Monday, May 3, 2021 to act upon the following:

1. To adopt a budget of \$34,874,548 for the fiscal year beginning July 1, 2021 through June 30, 2022 as recommended by the Regional School Board.
2. To conduct such other business as may properly come before the meeting.

By vote of the Regional School District No. 18 Board of Education, the vote on item number 1 shall be by check off and paper ballots in the Towns of Lyme and Old Lyme on May 4, 2021 between the hours of 12:00 p.m. to 8:00 p.m. pursuant to Section 7-7 of the Connecticut General Statutes.

Voting will take place at the following locations: in the Town of Lyme, at the Town Hall, 480 Hamburg Road, Lyme, Connecticut and in the Town of Old Lyme, at the Lyme-Old Lyme Middle School, 53 Lyme Street, Old Lyme, Connecticut.

Ian Neviaser, Superintendent of Schools

49 Lyme Street, Old Lyme, Connecticut 06371

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

Mrs. Shoemaker made a motion, which was seconded by Mrs. Wilczynski, to nominate Marilyn Warren as the moderator of the meeting. There were no further nominations. The vote on the motion was unanimously in favor.

Ms. Warren explained the qualifications for voting at the referendum and the specifics relative to voting in each town. The meeting was opened up for comments and questions.

William Fitzgerald, an Old Lyme resident, suggested that a portion of the \$1.7 million that is earmarked to be returned to the towns (refund of June 30, 2020 fund balance) be used as a one-time bonus of approximately \$2,000 for the 306 staff members of the Lyme-Old Lyme Schools. Mr. Fitzgerald stated that he believed the staff has earned this bonus given the very challenging year, and this gesture would show appreciation of their efforts from the Board and community.

There being no further comments or questions, the District Budget Meeting adjourned at 6:37 p.m. to referendum the following day at the Lyme Town Hall and the Lyme-Old Lyme Middle School in Old Lyme from 12:00 p.m. to 8:00 p.m. upon a motion by Mrs. Shoemaker and a second by Mrs. Leonardo.

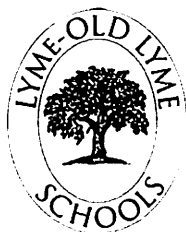
Respectfully submitted,

Martha Shoemaker, Secretary Pro Tem

LYME-OLD LYME SCHOOLS

Regional School District #18

A Private School Experience



in a Public School Setting

Regular Board of Education Meeting

May 5, 2021

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

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

Others Present: Isabella Hine, High School Student Representative; 10 Community Members from LOL

I. Call to Order

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

II. Approval of Minutes

MOTION: Mrs. Shoemaker made a motion, which was seconded by Mrs. Miller, to approve the minutes of Regular Meeting of April 7, 2021; Special Meeting of April 12, 2021; and Special Meeting of April 19, 2021 as presented.

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

III. Visitors

1. CABA Student Leadership Awards

49 Lyme Street, Old Lyme, Connecticut 06371

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

Each year, CABE invites its member Boards to recognize outstanding student leaders at the middle and high school levels. The principals of each school are asked to facilitate the selection of the students based on a given set of criteria. James Wygonik, Principal of LOLHS, and Mark Ambruso, Principal of LOLMS, recognized the award winners and spoke to the many accomplishments of the following students:

From Lyme-Old Lyme Middle School: Kaela Hoss and Henry Griswold

From Lyme-Old Lyme High School: Emma Boardman and Aidan Powers

The students were presented with framed certificates and congratulated by the Board members.

2. Report from Student Representatives

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

At LOLHS: The senior count-down has begun. Only six weeks until graduation. The Class of 2021 is looking forward to all of the end of year events. On May 16, there will be an outdoor band concert. Bring your lawn chair and enjoy an evening of outstanding music. Spirit Week at the high school will be held on May 24 through May 27. The week will conclude with the annual field day with a host of COVID safe events. On May 27, the annual Underclassmen Awards will be held. This event, as with all end-of-year events, will be held outside. For the next three Saturdays, the Lyme Art Academy will be hosting the annual art show. Stop in and enjoy the great work of the LOLHS students.

At LOLMS: At the middle school, we continue to move through the curriculum as we prepare for the upcoming NGSS and SBAC testing which will begin next week. Last month, we shared that 7 of our 9 Connecticut History Day teams moved on from the regional competition to the state level. We are proud to share that two teams were successful and will now move on to the national competition. Eighth graders Kate Walsh and Simon Karpinski won second place for a documentary, *Terry Fox: Marathon of Hope*, and 8th grade students Natalie Barndt and Ada LaConti won first place for an exhibit, *Titanic: The Fateful Voyage*. We are also proud to recognize 8th grader Drea Simler as the recipient of this year's DAR Excellence in American History Award. She will be recognized with other winners of this prestigious award from southeastern Connecticut this Saturday, May 8, at Waterford High School. The middle school is in the process of planning end of the year activities including field day, an ice cream social, 8th grade yearbook cookout and 8th grade promotion while maintaining all COVID safety guidelines.

At Lyme Consolidated School: SBAC testing started this week as all our 3rd, 4th and 5th graders took their ELA computer adaptive test. Next week they will be taking the math portion of SBAC. Mrs. Dewey organized a Children's Book Week, which included a story walk that was set up behind the school library. Teachers decorated their classroom doors with their favorite books, and there will be a virtual authors visit on May 6 from Adam Gidwitz and Hena Khan sharing their new book *The Secret of the Himalayas* to the students in grades 2 to 5. On May 7, the Children's Book Week celebration will end with a virtual assembly. Students and staff are encouraged to dress up as their favorite book character.

On May 7, the Lyme PTO will be providing a special lunch for Teacher Appreciation Day. The week of May 24 is Circus Week; the National Circus Project staff will be providing workshops for all the students.

On Friday morning, May 28, the 5th graders will showcase their Circus Performance.

At Mile Creek School: Mile Creek has two students moving to the national Invention Convention Competition: Charlotte Thuma and Avery Zbierski. Many thanks to GATE teacher Nila Kaczor for the excellent job she does each year preparing the fifth-grade students for this rigorous competition. We recently learned that Mile Creek was 4th in the country for elementary schools that collected recyclable film as part of the Trex program. We will continue to collect through the end of the year. Picture Day took place on April 23, and we celebrated National Therapy Animal Day on the 30th with a visit from the Project Paws Pals during recess. Today students in grades 3-5 began SBAC testing. This week we are also celebrating Teacher Appreciation Week. The staff at the school has been so touched by the gifts and cards from families and by the breakfast and lunch provided by the PTO.

In the Preschool Program: This month will kick off with some fun “eggs – periments” in preschool as students focus on the theme of oviparous animals and dinosaurs. They will listen to and read books including *An Egg is Quiet* and *We Don't Eat Our Classmates*. Students will learn about the color brown, shape of an octagon and the letters W, X, Y and Z. Memorial Day will be the topic of discussion and learning during social studies. Students will use boats to learn about sink and float during math. Preschool students have enjoyed the warm weather as they are able to spend more time outside in the various play areas. The artist of the month is Georgia O'Keefe, and students will be creating beautiful paintings in her style.

3. Public Comment

David Catalano, Old Lyme resident, spoke to the upcoming playground refurbishments at the elementary schools and expressed interest in bidding on the work.

IV. Administrative Reports

1. Superintendent's Report

Mr. Neviaser reviewed the May personnel report. Several of the vacancies for the 2021-2022 school year have been filled. Of note: two positions have been filled by in-house staff members: Carol Davis (part-time English Teacher at LOLHS) and Amanda Wilde (Math Tutor at LOLHS). Also, Catherine Crème has been hired as a Technology Facilitator; Annie Jehan as a Science Teacher at LOLMS; and Julia Tackett has been hired as a Music Teacher at Mile Creek School.

Mr. Neviaser reviewed the May enrollment report which reflected a total of 1,308 students in-house, an increase of three students from last month.

Mr. Neviaser extended an invitation to all Board members to the end of year celebration/staff luncheon on June 21 from 11:00-2:30 p.m. This event will take place “under the tent” at the high school.

Mr. Neviaser gave an update on the progress towards the district goals.

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

- In midst of SBAC and NGSS testing.
- Continuing to plan summer curriculum work.
- The State Department of Education has reported that there will be no requirement for school districts to offer remote learning beginning in the fall so the district will not be offering remote learning (only for special circumstances). Currently, only about 4% of the student population are not attending school in-person.
- In discussion with area districts on utilizing remote learning for regional courses and homebound instruction. Idea being discussed is offering courses taught at only specific schools to students in other districts remotely (i.e., Chinese offered here at LOLHS could be remotely taught to students in other districts where there is no Chinese instruction).

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

- Filling the various vacancies for next school year with very strong candidates.
- Planning many end-of-year celebrations – currently focusing on Teacher Appreciation Week.
- Friday is Food Service Hero Day and those staff members are being honored.

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

- Continuing to host end of year events and offerings extended to community members to attend events such as concerts.
- Open house occurred at LOLHS on April 23 for prospective students; there was a lot of interest expressed from those in attendance.
- The Old Lyme Police Department and DEEP are utilizing the district's tent for their police ranger graduation ceremony.

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

- Will be a busy summer with numerous facilities projects underway.
- Site walk conducted by the Facilities Committee.
- The district would like to include light footings in the turf field project. Seeking approval from Wetlands Commission and working with lighting company to get price.
- Tent for end of year events is being delivered May 19.
- Bids for the Facilities Study are due on May 7; a vote by the Board will occur at the June Board meeting.
- Letter from Fuss and O'Neill regarding the testing of runoff from the turf field to the Duck River – research shows there are far too many variables and testing would not be viable. Most runoff to Duck River is from I-95 and installing a turf field would not impact the river.

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

- Strategic Planning will start late summer/early fall. CES will be helping the district through this process.
- Summer retreat for Board being planned sometime in August.
- Successful budget referendum. Turnout very low most likely because the budget was not controversial, it was a rainy day, pandemic, etc.
- Highest yes to no vote percentage that has ever occurred.

There was discussion on the lack of district information appearing on the towns' websites such as the referendum budget vote, Board of Ed meetings, etc.

2. Business Manager's Report

Mrs. McCalla reviewed the Executive Budget Summary as of April 30, 2021. Fluctuations of note: Spending is down about \$933,000 year to date vs. last year to date with the differentials in debt service, employee benefits, special education and facilities. We are also down significantly from 2018-2019 year to date.

Year To Date Revenue Report

	2019-2020 Received	2020-2021 Received YTD
Town of Old Lyme	\$27,556,679	\$22,288,986
Town of Lyme	\$6,579,421	\$5,157,282

Mrs. McCalla reviewed the Contingency Maintenance Report. An additional expenditure of \$4,298, split amongst campus schools, to address membrane issues in wastewater treatment. The balance stands at \$126,829.

V. Educational Presentation

There was no educational presentation scheduled for this month.

VI. Chairman & Committee Reports:

Mrs. Linderman reminded the Board of upcoming events:

Graduation on June 11. Board members will be notified when to report and where.

Staff appreciation on June 21.

Typically, there is no July Board of Ed meeting if not needed.

Summer retreat being planned for August timeframe; purpose of Board self-evaluation and goal setting.

Importance of all attending so they have opportunity to discuss the past year and future initiatives.

Strategic Planning – opportunity for Board involvement – September/October timeframe.

Committee Reports:

- Facilities.* Dr. Goulding reported on the walkthrough of the central campus grounds that

occurred earlier in the evening. Fields and facilities are in good shape. Testament to the hard work of the facilities staff. Various summer projects will be underway soon.

- b. *Finance*. Mrs. Wilczynski reported on the adjustments being recommended to the bidding policy to address the cost levels that require approvals. The committee devised a chart for better understanding of the approval process. Mrs. Wilczynski commended all for the successful budget vote.
- c. *Communications*. This committee will be working on the end of year edition of the *Focus on Education* newsletter.
- d. *Policy*. Mrs. Shoemaker referred to two policies which will have a first reading under *New Business*.
- e. *LEARN*. Mrs. Linderman reported on funding that is being discussed at the state level.
- f. *LOL Prevention Coalition*. Mrs. Shoemaker reported on a letter writing initiative to state legislators re: legalization of marijuana. A sample letter can be obtained from the Coalition. Mrs. Shoemaker also reported that the April 24 “Drug Take Back Day” was very successful with over 60 pounds of drugs collected. A “youth gaming and gambling” workshop was held remotely on May 4.
- g. *Sustainability*. The report will occur under *New Business*.

VII. New Business

1. Rescinding of Nonrenewals

Based on the approval of the 2021-2022 budget by the community, Mr. Neviaser asked that the Board rescind the nonrenewals of the non-tenured teachers. This will allow the administration to make appointments for next year and finalize the scheduling and placements.

MOTION: Mrs. Miller made a motion, which was seconded by Mrs. Thompson, that pursuant to Connecticut General Statutes Section 10-151, the Region 18 Board of Education rescind the nonrenewal of the teacher contracts of the non-tenured teachers as noted on the document provided by the Superintendent and that the Superintendent of Schools is directed to advise such person(s) in writing of this action.

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

2. Request for Tuition Students at Lyme-Old Lyme High School

Mr. Neviaser reported that they have received four tuition student requests for admission to Lyme-Old Lyme High School. He recommended acceptance of all of the students.

MOTION: Dr. Goulding made a motion, which was seconded by Mr. Wilson, to approve the tuition student requests for Lyme-Old Lyme High School as presented by the Superintendent.

The Board discussed the vetting process for tuition students. Mr. Neviaser explained the process; currently, there is no formal application but that is under consideration. The current process has worked

well. Mr. Neviasser further discussed the guidelines for disciplinary exclusion (same as resident students) and contract services (cost is transferred to the family). Mr. Neviasser reported on the importance of maintaining the recommended class sizes when reviewing tuition requests, and this has caused them to turn away students at the preschool level.

Dr. Goulding asked for reassurances to the community that these students are properly vetted. Mr. Neviasser noted that they have found that many students who struggled at their previous schools have done very well at Lyme-Old Lyme because of the culture and small size; he discussed the difficulty in judging a child by their experience with another school. He credited the students of Lyme-Old Lyme for welcoming non-resident students so warmly. Mr. Neviasser noted that one non-resident student was the valedictorian of the class.

It was noted that with the approval of this motion, there will be five children of staff members attending Lyme-Old Lyme Schools in the fall.

VOTE: the Board voted unanimously in favor of the motion to approve the tuition student requests for Lyme-Old Lyme High School as presented by the Superintendent..

3. Policy Review: Bidding Requirements and Interscholastic Athletics: Health Assessment/ Participation Criteria

Mr. Neviasser reported that Policy 3324.1 *Bidding Requirements* and Policy 5141.31 *Interscholastic Athletics: Health Assessment/Participation* have been approved by the Policy Committee for Board acceptance. The Board reviewed and wordsmithed the policies. This is a first read of the policies and no Board action was required. A second read will take place at the June Board meeting.

Policy 3324.1 Bidding Requirements

Board discussion centered on the following verbiage change and the related chart on the dollar amount of bids/quotes and the associated approval level.

The Superintendent of Schools or his/her designee, with consent of the Lyme/Old Lyme Board of Education Treasurer and the Budget and Finance Committee Chairperson, may award bids up to \$20,000 \$50,000, and they may collectively reject any or all such bids. The Superintendent shall report bid awards to the Lyme/Old Lyme Board of Education, with explanations for awarding any bids to other than the lowest bidder. The Board of Education shall award all bids exceeding \$20,000-\$50,000 upon receiving recommendations and bid results from the Superintendent, and it may reject any or all such bids.

Amount	Bid or Quote required	Approval
Under \$10,000	None	Superintendent or his/her designee
\$10,000-\$35,000	Three or more competitive quotes	Superintendent or his/her designee

<i>\$35,000-\$50,000</i>	<i>Three or more competitive quotes</i>	<i>Superintendent or his/her designee and the Lyme/Old Lyme Board of Education Treasurer and the Budget and Finance Committee Chairperson</i>
<i>\$50,000 and up</i>	<i>Bids</i>	<i>Lyme/Old Lyme Board of Education</i>

This is a first read of Policy 3324.1 *Bidding Requirements*, and no Board action was required. A second read will take place at the June Board meeting.

Policy 5141.31 *Interscholastic Athletics: Health Assessment/Participation*

MOTION: Dr. Goulding made a motion, which was seconded by Mrs. Shoemaker, to waive the first reading of Policy 5141.31 *Interscholastic Athletics: Health Assessment/Participation*.

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

MOTION: Mrs. Miller made a motion, which was seconded by Mr. Wilson, to approve Policy 5141.31 *Interscholastic Athletics: Health Assessment/Participation* as presented with one grammar correction.

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

4. Wastewater Treatment Plant Membrane Replacement

Ron Turner, Director of Facilities and Technology, provided the following background information on this agenda item: the existing wastewater treatment plant membrane plates are compromised and causing the existing transfer pumps to continually lose their prime. The loss of prime causes the plant to go into alarm requiring emergency response. Besides the plant stopping to process effluent, the compromised membranes have a detrimental effect on the effluent quality, which is causing permit exceedances.

It was recommended that WhiteWater install the new membranes and associated hardware. WhiteWater is the District's licensed water and wastewater system operator and has extensive experience with this system. This emergency repair will be funded by contingency.

MOTION: Dr. Goulding made a motion, which was seconded by Mrs. Shoemaker, to award WhiteWater a contract to replace existing membrane modules in the wastewater plant on the main campus for the value of \$22,200.00 and waive the bidding process.

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

5. Lyme-Old Lyme Middle School Outdoor Classroom

Ron Turner provided the following background information on this agenda item: recent developments with the COVID-19 pandemic generated a request by parents and staff for potential outdoor classroom spaces at District schools. This request was included in the five-year facilities plan with a goal to begin to add spaces during the 2021-2022 school year. The District sought comparable commercial quotes for this project and received three proposals.

JM Carpentry \$49,729
PB Homes \$48,398
The Barnyard \$110,000

The Barnyard stated they would not be interested once they learned of the courtyard implications, and PB Homes quoted via email correspondence. JM Carpentry conducted a site walk, fully understand the conditions, and devised a plan to move materials to the courtyard.

This project is the second in a District plan to add outdoor classroom spaces after the gazebo at Mile Creek. The next project scheduled for FY 21/22 will create a similar structure at Lyme School.

This classroom project was originally funded by monies budgeted in the 2021/2022 fiscal year proposed budget but will now be covered by Esser II grant funds. The budgeted funds will be applied to other projects in the five-year facilities plan.

MOTION: Mrs. Thompson made a motion, which was seconded by Mrs. Leonardo, to award JM Carpentry a contract to construct and install outdoor classroom space in the form of a post and beam pavilion at the Middle School for a value of \$49,729.

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

6. Mile Creek School, Center School and Lyme School Playground Renovation

Ron Turner provided the following background information on this agenda item: portions of each of the above listed playgrounds are outdated and require equipment upgrades. Conditions vary from faded materials to wooden structures that are causing splinters. All of the playgrounds have received updated equipment in the last few years, and those portions will remain and are not part of this project. Only the most dated pieces are being removed.

This price includes all aspects of the project including demolition of the existing structures, installation of the new pieces, and a new layer of approved playground mulch.

With Board of Education approval, all three structures will be erected in the summer and available for next school year.

This playground project was originally funded by monies budgeted in the 2022/23 FY proposed budget but will now be covered by Esser II grant funds. The budgeted funds will be applied to other projects in the five-year facilities plan.

MOTION: Mrs. Miller made a motion, which was seconded by Mr. Wilson, to award M.E. O'Brien and Sons a contract to renovate portions of the Center School, Mile Creek, and Lyme School playgrounds through 2021 CT DAS State Contract Pricing Contract #17PSX0081 for a total value of \$304,119.75.

Follow-up discussion centered on the selection of age appropriate equipment, scraping old outdated equipment, maintaining newer equipment, and the use of PTO fundraising monies to add additional equipment.

Three-D drawings of the playgrounds will be sent to the Board.

There was a suggestion to communicate the various summer facilities projects on the website so the community knows where their tax dollars are being spent.

VOTE: the Board voted unanimously in favor of the motion to award M.E. O'Brien and Sons a contract to renovate portions of the Center School, Mile Creek, and Lyme School playgrounds through 2021 CT DAS State Contract Pricing Contract #17PSX0081 for a total value of \$304,119.75.

7. Sustainability Recommendations

Jennifer Miller, Chair of the Sustainability Committee, updated the Board on the progress and goals of the Sustainability Committee as well as recommendations for the future. This presentation was informational and did not require Board action at this time. The committee will be looking for a motion at the June Board meeting to engage the district in a transition towards a clean energy future. A copy of the committee's presentation is attached to these minutes for informational purposes.

VIII. Old Business

1. Policy Review – Administering Medications to Students

A second reading of this policy took place.

MOTION: Dr. Powell St. Louis made a motion, which was seconded by Mrs. Shoemaker, to approve Policy 5141.21 *Administering Medications to Students* as presented.

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

2. Closing of LOLHS Project

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

IX. Executive Session

1. Superintendent's End of Year Review

MOTION: Mrs. Shoemaker made a motion, which was seconded by Mrs. Thompson, to move into executive session for the purpose of discussing the superintendent's evaluation. The superintendent was invited to attend the executive session.

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

X. Adjournment

The regular meeting adjourned at 8:45 p.m. upon a motion by Mrs. Shoemaker and a second by Mrs. Thompson.

Respectfully submitted,

Steven Wilson, Secretary

Sustainability Committee Recommendations

Advisory Committee of the Region18 Board of Education
May 5, 2021

1

Agenda

- Recap of Sustainability Committee remit
- Groundwork and Accomplishments
- Observations for Success
- Recommendations
- Team

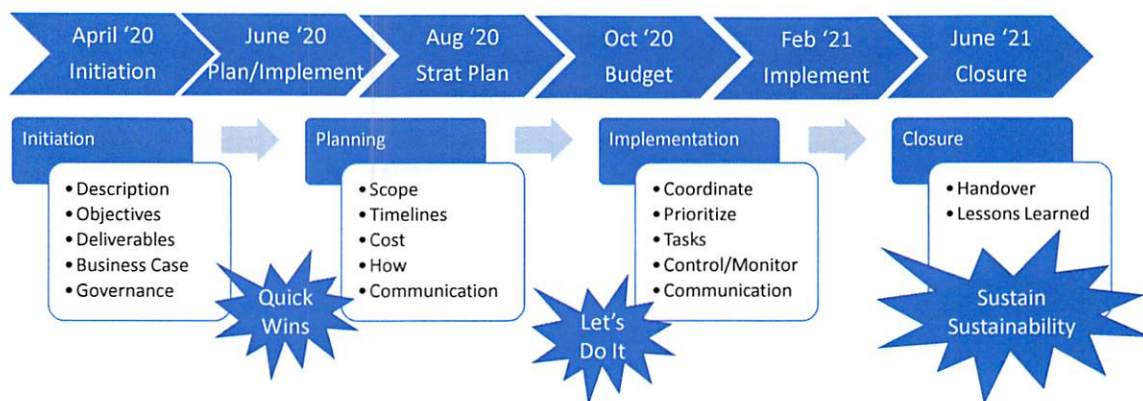
Sustainability Committee est. June 2020

MISSION

Propose opportunities to the Region18 Board of Education for actively engaging Region18 in the transition towards a clean energy future through a reduced waste stream, energy efficiency, renewable energy sources and a comprehensive education program.

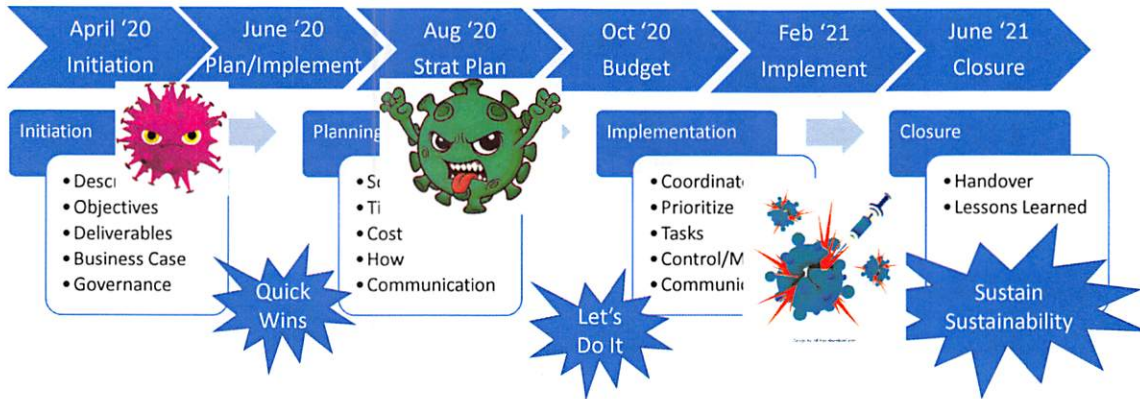
3

SC Planning



4

SC Planning



5

Groundwork and Accomplishments

6

Groundwork

- Team formation and composition
- 100% Clean Energy Resolution approved June 2020 => Clear Vision
- Interviews and tours with staff, custodians, vendors
- June – Aug brainstorm sessions => 4 pages of ideas of 4R and education opportunities, contacts, follow-ups
- Cold Spring Farm and Mohegan Sun food waste learnings
- 12 week Municipal EV Transportation zoom sessions (Sept-Dec '20)
- 3 week School Bus EV zoom session (Jan-Feb '21)
- EV and propane school bus on line conference sessions (Apr '21)
- Presentation to Sustain OL leaders
- Coordination with Sustain CT

7

Refuse, Reduce, Reuse, Recycle (4Rs)

- Interviews with vendors – hauler, cafeteria, custodians, walk-through tour
 - Recycled materials are being processed as recycling – they are not incinerated like waste materials
 - Custodians are recycling properly – have provided input and feedback
 - Haulers can not record volume of waste/recycling being hauled – no scales on truck
- Improved recycling vs waste in all rooms with new signage and location of bins
- PTO and Staff awareness, Recycling basics videos
- Assessment survey with follow up in May/June
- Water bottle fillers installed in each school
- “Skip the Straw” - Straws only on demand



8

The TREX Challenge 11/20 – 4/21

- @4000 lbs diverted from landfills
- LC 2nd place, MC 4th place, CS 11th place in Northeast region
- **LC -TREX BENCH WINNER!**
- MS 8th overall <500
- **HS 2nd overall in <500 – TREX BENCH WINNER!**



THANK YOU to BIG Y, Lyme and Old Lyme Town Halls, LYSB, volunteer transporters and our communities for your support!



Renewables

- 100% Clean Energy School District Resolution approved June '20
- Assessment of use of Lyme Academy of Fine Arts parcel for solar field
- Initial discussions with Bluebird/M&J bus vendor to gauge awareness and interest in collaboration
- Passenger van feasibility study
- HS parking lot solar panel roofing feasibility
- MC solar roof/solar array decision
- Air source heat pumps replace HVAC included in 5 year plan

Education

- Greenleaf Initiative and National Green Ribbon School application impacted due to COVID
 - Path forward is clear for Fall 2021 drafting of materials
- Built awareness throughout R18 schools supporting and reinforcing SC initiatives and behavior
 - Fall campaign kickoff at all staff meetings, Nov '20
 - Reinforcement via Health, Science and Art
 - LOLHS Life Skills and Environmental Club=> KEY LEADERS

11

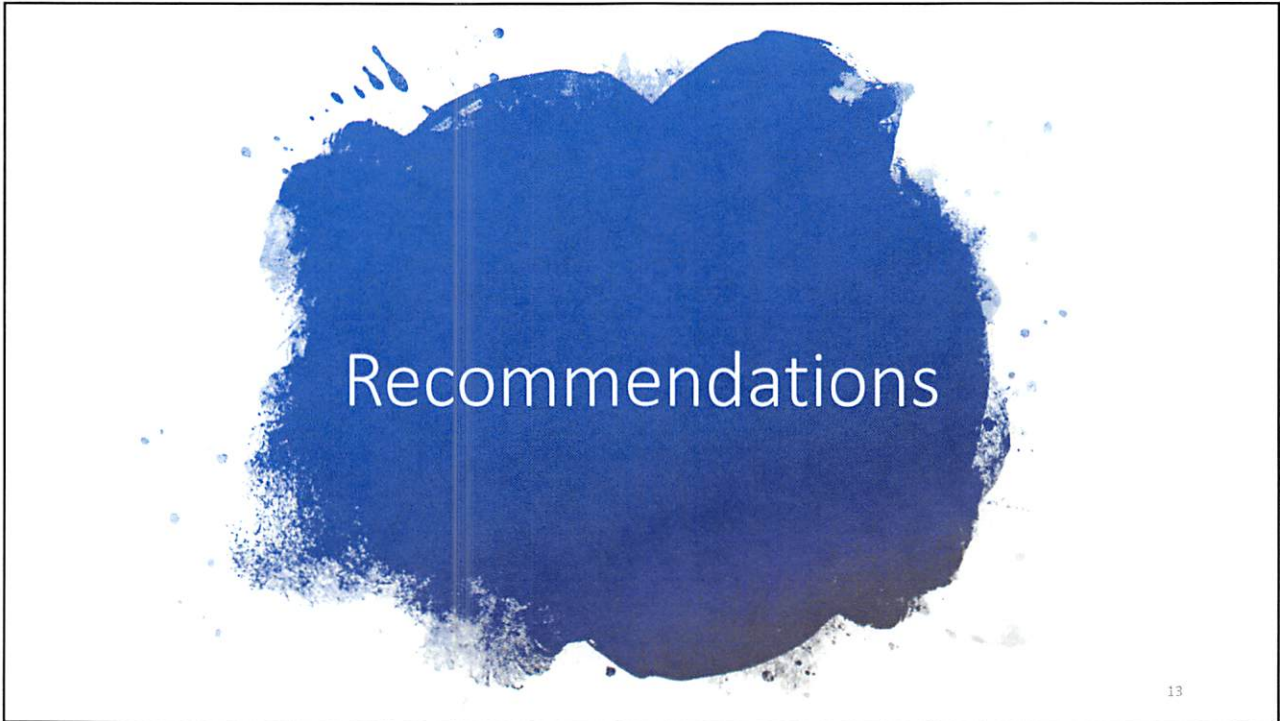
Observations for Success

- Build and maintain external connections – critical success factor
 - “Sustain CT” groups
 - Lyme and Old Lyme Town Halls
 - Lyme and Old Lyme Commissions
 - Surrounding towns’ efforts in same areas
 - Experts – in our communities and beyond
 - Grants
- Sustainability in Region18
 - Cross-school shared goals and communication
 - Communication plan tied to goals and to awareness in schools
 - Involve more students and volunteers, and communicate
 - Facilities Department and Committee will be critical to infrastructure path forward

Critical Success Factors

- Connections
- Collaboration
- Communication

12



Add Region18 Sustainability Goal

Transition towards a clean energy future through a reduced waste stream, energy efficiency, renewable energy sources, and a comprehensive education program.

14

Recommended Action Items

For reducing district waste stream through plans to refuse, reduce, reuse and recycle

- Address plastic and styrofoam in cafeteria – stainless steel option vs single use
- Food waste recovery program
- General supplies reduction and green options
- Awareness through community organizations and local efforts, PTOs, staff meetings, volunteers, social media, local media

To meet the BOE resolution to achieve 100% clean energy by 2030

- EV Chargers on campuses
- EV Club Passenger Van
- EV Bus Contract
- Eliminate Heating Oil-air source heat pumps

15

Recommended Action Items

To develop and implement education strategies to increase environmental and sustainability awareness of Region 18 staff and students

- Identify and establish CT Green Leaf School committees at each school
- Encourage the formation of a series of progressive clubs from the elementary to high school level that would focus on environmental education and local land stewardship
- Identify grants that are available to support a variety of environmental education initiatives and support teachers in applying for and implementing those grants that are awarded.
- Create a cohesive and regional sustainability communication plan including informational videos, short articles to include in district publications, social media presence, consistent and updated signage

16

Draft BoE Motion (for vote in June)

- ❖ A motion to add an annual goal regarding sustainability to the Region18 BoE goals in order to actively engage Region18 in the transition towards a clean energy future through a comprehensive education program, reduced waste stream and energy efficiency measures within all energy sectors including electricity, heating, and transportation phasing out all fossil fuels onsite by 2030.

17

Thanks to....

- Ian Neviaser
- Jeanne Delaura
- Diane Linderman
- Karen Taylor (4R Lead)
- Rebecca Waldo (Renewable Lead)
- Heather Fried (Education Lead)
- Ron Turner (Facilities Lead)
- Paula Gaudet
- Rachel Carrion
- Connie Pan
- Phil Parcak
- Steven MacAusland
- Sarah Sahl
- Brenda Moriarty
- Mara Lawry
- Bridget Compagno
- OL Town Hall
- Lyme Town Hall
- LYSB
- **Old Lyme BigY**



LYME-OLD LYME SCHOOLS

Regional School District #18

A Private School Experience



in a Public School Setting

Executive Session

May 5, 2021

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

Administration Present: Ian Neviaser, Superintendent of Schools

MOTION: Mrs. Shoemaker made a motion, which was seconded by Mrs. Thompson, to move into executive session for the purpose of discussing the superintendent's evaluation at 9:17 p.m. The superintendent was invited to attend the executive session.

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

The Board of Education reconvened into open session at 10:40 p.m.

There were no motions made and no action taken.

Upon motion by Mr. Wilson and seconded by Dr. Goulding, the meeting was adjourned at 10:41 p.m.

Respectfully submitted,

Steven Wilson, Secretary

49 Lyme Street, Old Lyme, Connecticut 06371

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Regional School District Eighteen June 2021 Enrollment Report

Breakdown by School

Grade	Center	MC	Lyme	Middle	High	Total
PreK (3)	26					26 (+4)
PreK (4)	81					81
K		45	34			79
1st		51	31			82
2nd		38	33			71
3rd		55	30			85
4th		45	36			81
5th		44	37			81
6th				92		92
7th				85		85
8th				98		98 (-1)
9th					96	96
10th					109	109
11th					129	129
12th					116	116
Totals	107	278	201	275	450	1311 (+3)

Breakdown by Town

Grade	Old Lyme	Lyme	Tuition	Total
PreK (3)	23	3	0	26
PreK (4)	71	10	0	81
K	60	18	1	79
1	68	14	0	82
2	58	13	0	71
3rd	72	12	1	85
4th	64	16	1	81
5th	63	18	0	81
6th	72	20	0	92
7th	74	11	0	85
8th	76	22	0	98
9th	79	15	2	96
10th	86	22	1	109
11th	114	15	0	129
12th	86	28	2	116
Totals	1066	237	8	1311

Special Education (various facilities)	6
Grasso Tech	10
Marine Science Magnet School of SE CT	2
Total Out of District	18
GRAND TOTAL	1329

Out of District	17	1	0	18
TOTAL	1083	238	8	1329

Impact to Towns

	Old Lyme	Lyme
6/1/2021	1321	1083
% of total census	82.0%	18.0%
5/1/2021	1318	1082
% of total census	82.1%	17.9%

All special education including prek and out of district = 179

Region 18/Lyme-Old Lyme
Goals for 2020-2021

Curriculum

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

Human Resources

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

Community

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

Facilities

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

Board of Education

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

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

	20-21 Budget	20-21 Actuals	% Spent as of 5/31/2021	% Spent as of 5/31/2020
Certified Salaries	\$14,227,237	\$11,157,221	78.4%	77.5%
Non-certified Salaries	\$3,619,265	\$3,059,629	84.5%	88.2%
Employee Benefits	\$4,737,682	\$3,909,246	82.5%	80.2%
Instructional Programs	\$1,478,212	\$1,214,365	82.2%	83.8%
Special Education	\$1,452,941	\$931,250	64.1%	65.4%
Support Services	\$78,148	\$60,176	77.0%	50.3%
Administrative Services	\$818,208	\$736,464	90.0%	88.1%
Pupil Transportation	\$1,144,367	\$879,305	76.8%	80.7%
Plant Operation & Maintenance	\$4,002,850	\$3,451,649	86.2%	98.8%
OPERATING BUDGET	\$31,558,910	\$25,399,305	80.5%	81.9%
DEBT SERVICE	\$3,152,721	\$3,152,220	100.0%	97.0%
TOTAL BUDGET	\$34,711,631	\$28,551,525	82.3%	83.5%

Notes:

Line item spending year over year is beginning to even out resulting in only a slight differentiation in year over year percentage wise. This equates to lowered spending of \$760K YOY.

Year To Date Revenue Report

	<u>2019-2020 Received</u>	<u>20-21 Received YTD</u>
Town of Old Lyme	\$27,556,679	\$23,598,034
Town of Lyme	\$6,579,421	\$6,665,123

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

Lyme			
October	F+F Mechanical (repl gas heater in mtce garage)	\$1,195	
December	Whitewater (chem feed pump/analyzer/recorder)	\$14,465	
	Total Lyme Projected as of 05/31/2021		\$15,660

Mile Creek			
October	F+F Mechanical (repl gas heater in mtce garage)	\$1,195	
	Total Mile Creek Projected as of 05/31/2021		\$1,195

Center			
September	Dhd Windows & Doors (shattered window)	\$3,963	
October	F+F Mechanical (repl gas heater in mtce garage)	\$1,195	
Oct/Jan	Whitewater (Est. to fix Grinder pumb back up)	\$1,618	
November	Whitewater (Purchase of chemical feed pump)	\$557	
January	Whitewater (Pumping & Hauling Disposal)	\$543	
February	Whitewater (Remove debris/reset pump)	\$261	
February	Whitewater (Manifold failure at plant)	\$4,139	
February	Whitewater (Emergency replace air header)	\$2,004	
February	Whitewater (Purchase/install of UV Bulb)	\$193	
April	Whitewater (High levels of EQ & Membrane Tanks)	\$1,418	
May	Whitewater (replace membrane and assoc parts)	\$7,326	
	Total Center Projected as of 05/31/2021		\$23,217

Middle			
October	F+F Mechanical (repl gas heater in mtce garage)	\$1,195	
Oct/Jan	Whitewater (Est. to fix Grinder pumb back up)	\$1,618	
November	Whitewater (Purchase of chemical feed pump)	\$557	
January	Whitewater (Pumping & Hauling Disposal)	\$543	
February	Whitewater (Remove debris/reset pump)	\$261	
February	Whitewater (Manifold failure at plant)	\$4,139	
February	Whitewater (Emergency replace air header)	\$2,004	
February	Whitewater (Purchase/install of UV Bulb)	\$193	
April	Whitewater (High levels of EQ & Membrane Tanks)	\$1,418	
May	Whitewater (replace membrane and assoc parts)	\$7,326	
	Total Middle Projected as of 05/31/2021		\$19,254

High			
September	Huntington Power Equip (Generator Repair)	\$16,338	
October	F+F Mechanical (repl gas heater in mtce garage)	\$1,195	
Oct/Jan	Whitewater (Est. to fix Grinder pumb back up)	\$1,618	
November	Whitewater (Purchase of chemical feed pump)	\$574	
January	Whitewater (Pumping & Hauling Disposal)	\$559	
February	Whitewater (Remove debris/reset pump)	\$269	
February	Whitewater (Manifold failure at plant)	\$4,264	
February	Whitewater (Emergency replace air header)	\$2,020	
February	Whitewater (Purchase/install of UV Bulb)	\$199	
April	Whitewater (High levels of EQ & Membrane Tanks)	\$1,461	
May	Whitewater (replace membrane and assoc parts)	\$7,548	
	Total HS Projected as of 05/31/2021		\$36,045

Remaining contingency as of 05/31/2021, Fiscal Year 2021	\$104,629
-----------------------------------------------------------------	------------------

LYME-OLD LYME SCHOOLS

Regional School District #18

A Private School Experience



in a Public School Setting

Policy and Communications Committee Meeting

May 19, 2021

Committee Members Present: Martha Shoemaker, Policy Chair; Suzanne Thompson, Communications Chair; Diane Linderman

Administration Present: Ian Neviaser, Superintendent of Schools

Others Present: Bridget Compagno, Director of Communications and Marketing

The meeting was called to order at 6:00 p.m.

1. Communications Update

The committee discussed the July 2021 edition of the *Focus on Education* newsletter and reviewed two past issues of *Focus* that are published during this timeframe. Suggestions for story inclusions were made including articles on the top graduates; photos of graduation; honoring retirees; the Trex benches; a letter from the Board Chair and Superintendent; outdoor classrooms; renovated playgrounds; and a photo montage of the various end of year activities.

Mrs. Compagno updated the committee on various initiatives she is working on including drone photos of spring sports; the recruitment of prospective students including international students; the end of year events occurring at all schools; and a high school student who is being highlighted in an upcoming article in *The Day*.

2. Policy Revision

Policy 6114.81 Emergencies and Disaster Preparedness / Pandemic/Epidemic Emergencies / Emergency Suspension of Policy During Pandemic

Mr. Neviaser referred to this policy which was put in place in April 2020 during the onset of the pandemic. Essentially this policy granted temporary powers to the superintendent of schools to address the COVID-19 pandemic emergency.

49 Lyme Street, Old Lyme, Connecticut 06371

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

Mr. Neviasser noted that this policy hadn't been used over the past year and is no longer timely. The committee wordsmithed the policy so that it was more generic in nature and centered on emergencies in general (not just COVID-19 related). This policy will be brought before the full Board of Ed at their June 2 meeting for a first read.

There being no further discussion, the meeting adjourned at 6:30 p.m.

Administration

Appointment of Designee for Superintendent of Schools

In order to provide for unforeseen circumstances, particularly in the event of an extended absence of Superintendent of Lyme/Old Lyme Public Schools, the Superintendent shall:

1. annually appoint a designee to serve from July 1 to June 30;
2. choose the designee from among the certified administrators of Regional School District 18;
3. report the appointment to the Lyme/Old Lyme Board of Education for approval at a regular meeting of the Board during the month of June; and
4. notify the Chairman of the Lyme/Old Lyme Board of Education, who shall in turn notify the full Board, when the designee has temporarily assumed the duties of Superintendent.

The duties of the Superintendent's designee in Regional School District 18 shall be as follows:

1. The designee shall maintain the daily operation of the Lyme/Old Lyme Public Schools and shall function only when notified by the Superintendent or by the Chairman of the Board of Education or in an emergency situation.
2. The designee shall keep the Chairman of the Lyme/Old Lyme Board of Education advised on the status of the school district promptly and on a regular basis.
3. The designee shall report to the Superintendent of Schools on any action taken upon the Superintendent's return to the district.

In the event of an extended disability of the Superintendent of Lyme/Old Lyme Public Schools as shown by competent medical evidence, in consultation with the Lyme/Old Lyme Board of Education, a report shall be presented to the full Board for further consideration and action.

(cf. [2131](#) Duties of Superintendent of Schools)

Policy Adopted: November 1997.

**Instruction Policy #6114.81 – Emergencies and Disaster Preparedness /
Pandemic/Epidemic Emergencies / Emergency Suspension of Policy During Pandemic
Emergencies/Disasters**

The Board of Education (Board) is authorized by statute to govern the District, including the adoption, revision, and suspension of Board policies.

The Board, through this policy, acknowledges school closures in response to ~~pandemic/epidemic~~ **local, state or national emergencies/disasters** and designates the Superintendent of Schools or his/her designee to act as a liaison for the District to ensure the health and safety of students, staff, and the community.

~~The World Health Organization on March 11, 2020 characterized COVID-19 as a pandemic. Governor Lamont declared a state of emergency and directed implementation of appropriate plans and procedures in response to the novel coronavirus (COVID-19). This action included closure of all Connecticut public schools. President Trump declared a national state of emergency.~~

The Connecticut State Department of Education (CSDE) has authority to waive instructional hours and school days, to interpret graduation requirements, and to oversee the allocation of resources for nutrition, transportation, and other crucial aspects of public education and ~~is providing~~ **may provide** written guidance to school districts on issues related to ~~COVID-19~~ **emergencies/disasters** including, but not limited to, student attendance, distance/online learning, high school credit, meal distribution, and other issues.

Temporary Powers Granted to Superintendent of Schools

The Board grants to the Superintendent the following temporary powers to address ~~the COVID-19 pandemic emergencies~~ **officially declared local, state and national emergencies/disasters**:

1. Authority to temporarily waive such Board policies or provisions of Board policies as the Superintendent shall deem necessary to comply with guidance from appropriate health or governmental authorities or necessary for other effective response.
2. Authority to take any lawful actions necessary to ensure the continuation of public education, to provide for the health and safety of students and employees, or to respond to direction from appropriate health and government authorities. Such actions may include, but are not limited to, adjustments to the curriculum and the provision of alternate educational program options; modifications to the school calendar; adjustments to the delivery of school-provided meals; limitations on access to District property; applying to any governmental body for financial or other aid as may be available; and applying to any governmental body for waiver of regulations or requirements, compliance with which is affected by ~~the COVID-19 pandemic emergency~~ **an emergency/disaster**.
3. Authority to enter into contracts without Board approval for any reasonable dollar amount for the purchase of materials, equipment, supplies, or services for sanitation, cleaning, technology, or other needs directly related to ~~the COVID-19 emergency situation~~ **a local,**

**Instruction Policy #6114.81 – Emergencies and Disaster Preparedness /
Pandemic/Epidemic Emergencies / Emergency Suspension of Policy During Pandemic
Emergencies/Disasters**

state or national emergency/disaster, provided such action is consistent with all applicable State and Federal laws.

4. Authority to close any school facility without further action by ~~this~~ **the Board**. Such closure shall continue during the emergency/disaster ~~created by the COVID-19 pandemic~~ until such time as the Superintendent, in consultation with appropriate health and government authorities, deems it in the best interests of the District and its students to open schools.
5. Authority based upon the needs of the District and the guidance from health and government agencies disseminated by CSDE, to direct staff assignments during District closures, including, but not limited to, essential employees who must report to work, employees who may be reassigned, and employees whose services are not needed.
6. Authority to limit access to public school grounds and District buildings during school closures.
7. Authority to waive the requirements requiring advertising for bids and competitive bid procedures for purchases, which may be necessary due to the emergency/disaster. The Superintendent will document the reasons for which prompt remedial action is necessary to prevent physical injury to persons or to property of the District.

Suspension of Policies

The Board hereby suspends provisions of its policies and/or whole policies, as identified by the Superintendent or designee, if such suspension is necessary to implement the written guidance from CSDE relating to ~~containing COVID-19 for the duration identified in the Governor's order of school closure~~ **a local, state or national emergency/disaster**.

Consultation with Board of Education

The Superintendent shall consult with and report to the Board as feasible, appropriate and timely regarding the emergency closure and efforts to implement written guidance from health and government agencies as disseminated by CSDE and other state agencies pertaining to ~~this pandemic~~ **a local, state or national emergency/disaster** situation.

Board of Education Meetings

~~In the interest of public health, the Board encourages the public to attend its open public meetings via live streaming on the Internet and to limit public comment to written comments.~~ The Board reserves the right to adjust Board meeting dates, times, and locations during ~~the~~ **a** District-wide emergency closure in a manner consistent with the Freedom of Information Act. Further, any or all Board members may attend Board meetings electronically.

**Instruction Policy #6114.81 – Emergencies and Disaster Preparedness /
Pandemic/Epidemic Emergencies / Emergency Suspension of Policy During Pandemic
Emergencies/Disasters**

- (cf. 1120 – Public Participation at Board Meetings)
- (cf. 2210 – Administrative Leeway in Absence of Board Policy)
- (cf. 3323 – Soliciting Prices)
- (cf. 3542 – Food Service)
- (cf. 3542.31 – Free or Reduced Price Lunches)
- (cf. 5110 – Attendance)
- (cf. 5113 – Attendance and Excuses)
- (cf. 5118.1 – Homeless Students)
- (cf. 5141.22 – Communicable/Infectious Diseases)
- (cf. 5141.6 – Crisis Management Plan)
- (cf. 6111 – School Calendar)
- (cf. 6114 – Emergencies and Disaster Preparedness)
- (cf. 6114.6 – Emergency Closings)
- (cf. 6114.8 – Pandemic/Epidemic Emergency)
- (cf. 6146 – Graduation Requirements)
- (cf. 6159/6171 – Special Education)
- (cf. 6172.6 – Virtual/Online Courses)
- (cf. 9321 – Time, Place, Notification of Meetings)
- (cf. 9325 – Meeting Conduct)
- (cf. 9325.43 – Attendance at Meetings via Electronic Communications)

Legal Reference: Connecticut General Statutes
10-154a Professional communications between teacher or nurse and student.
10-207 Duties of medical advisors.
10-209 Records not to be public.
10-210 Notice of disease to be given parent or guardian.
10-221 Boards of education to prescribe rules.
19a-221 Quarantine of certain persons.
The Family Educational Rights and Privacy Act of 1974, (FERPA), 20 U.S.C. 1232g, 45 C.F.R. 99.

Lyme School Front Entry Replacement Project

Lyme – Old Lyme Schools

June 2, 2021

Action: Award G. Donovan Associates a contract to renovate the concrete front entry stairs at the Lyme School for a value of \$87,300.

Background: The front concrete entry stairs to the Lyme School have degraded to the point where repairs are necessary. The concrete is crumbling exposing rusted rebar, and the railings are rusted and pitted.

Repairs were scheduled in the five-year facility plan; however, the availability of contingency funding provided the opportunity to accelerate the repairs and complete at the end of the school year.

The District sought comparable commercial quotes from vendors who have completed quality work for the district in the past and received three proposals.

G. Donovan Associates	\$87,300
O&G Construction	\$175,377
Noble Construction	\$119,970

With approval, the project will begin in June after school is completed. The budgeted funds will be applied to other projects in the five-year facilities plan.

ViewSonic Digital Display Boards

Lyme – Old Lyme Schools

June 2, 2021

Action: Award CBS the supply of 40 ViewSonic display boards for \$101,920.00.

Background: The addition of these 40 display boards is the second phase of the school district's long-term technology plan to replace the existing Smartboards and projectors.

The ViewSonic digital display boards are being purchased using the pre-bid PEPPM state cooperative contract pricing.

We contacted two other vendors to confirm the discount pricing value from CBS, and the results are as follows:

- Audio-Video Corporation \$240,080**
- Valley Communications \$129,348**
- CBS \$101,920**

This purchase value is in the anticipated range for to the 21/22 FY budget.

Facilities Bonded Study Project

Lyme – Old Lyme Public Schools

June 2, 2021

Action: Award QA&M Architects the contract for a facilities study and construction cost estimation of the Lyme-Old Lyme Middle School, Center School, Lyme School, and Mile Creek School for \$45,850.

Background: The District solicited proposals from design firms to develop a facilities study reviewing interior and exterior building conditions, site needs, and a mechanical, electrical, and plumbing assessment for Lyme-Old Lyme Middle School, Center School, Lyme School, and Mile Creek School. The assessment considers a review of existing conditions, assessment and evaluation of the buildings, and future budget cost estimation. The District received six bids which are as follows:

QA&M	\$45,850
NCA	\$47,500
Moser Pilon Nelson	\$158,400
TSKP Studio	\$88,000
Geddis Architects	\$49,000
Tecton Architects	\$92,000

Bids were evaluated, design agents interviewed by the Facilities and Finance Committee, and references checked. The Facilities and Finance Committee recommends QA&M be contracted for the Bonded Project Study.

Synthetic Turf Field Lighting Change Order Lyme – Old Lyme Schools

June 2, 2021

Action: Approve a change order by Mountain View Landscapes to add five MUSCO light tower bases to the synthetic turf field project for a value of \$134,979.

Background: The District received the proper approvals from the Town of Old Lyme to include the base structures for the future addition of field lighting to the turf field project.

This addition will be completed as a change order by Mountain View, and geotechnical evaluation is scheduled for the field surface.

It should also be noted that the District is receiving a credit of \$16,022.38 due to a change in materials for the field's stone base.



Landscapes & Lawncare, Inc.

67 Old James Street, Chicopee, MA 01020 * tel. (413) 536-7555 x 110 * fax. (413) 536-5607

May 27, 2021

To: SLR
Attn: Kevin Fuselier

Re: Old Lyme Synthetic Turf Project

We submit our budget proposal which includes all labor, materials and equipment necessary for the work associated with installing (5) five MUSCO Athletic Pole Bases. Without a geotechnical report, MUSCO has provided a preliminary drawing for the pole base sizes that would be typical to accommodate the proposed pole heights - assuming standard soil conditions. The actual geotechnical test results could affect the pole bases sizes and/or the installation methods required to install them.

Geotechnical investigation to be performed by others.

MUSCO poles and fixtures will be for future and are not included.

Sincerely,

Amanda Santaniello
Estimator
E - amandas@mountainviewinc.com
D - 413-377-6164



Landscapes & Lawncare, Inc.

67 Old James Street, Chicopee, MA 01020 * tel. (413) 536-7555 x 110 * fax. (413) 536-5607

General Contractor:

Labor: (Clean Up Spoils 16 MHs)	\$ 1,400.00
Materials:	\$ 32,000.00
Equipment:	\$ 425.00
Subtotal GC Labor and Materials	\$ 33,825.00
Overhead and Profit <u>15%</u>	<u>\$ 5,073.75</u>
	\$ 38,898.75

GC Work Total \$ 38,898.75

Subcontractors:

Sub #1: Precast Base Install	\$ 84,500.00
Sub #2: Trucking of Spoils	\$ 760.00
Subtotal Subcontractors	\$ 85,260.00
Overhead and Profit <u>10%</u>	<u>\$ 8,526.00</u>
	\$ 93,786.00

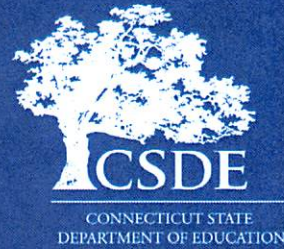
Subcontractor Work Total \$ 93,786.00

Sub Total \$ 132,684.75
1.7% Bonds \$ 2,294.65

GRAND TOTAL \$ 134,979.40

Safe Return to In-Person Instruction and Continuity of Services Plan Template

CSDE ARP ESSER



May 27, 2021

Introduction

Our Connecticut school communities — with students at the center — continue to be bold and innovative as they respond to the COVID-19 pandemic. The United States Department of Education (USED) has recognized the importance of supporting these efforts, particularly with the infusion of resources to support education in Connecticut. The American Rescue Plan Act of 2021 Elementary and Secondary School Emergency Relief Fund (ARP ESSER) has granted the State of Connecticut an additional \$1,105,919,874, providing the opportunity to develop bold, high-impact plans to address the substantial disruptions to student learning, interpersonal interactions, and social-emotional well-being. While earlier sources of federal relief funding during the pandemic supported our ability to first survive, and then thrive, ARP ESSER is Connecticut's opportunity to transform our schools.

The federal government requires that each Local Education Agency (LEA) create a *Safe Return to In-Person Instruction and Continuity of Services Plan* (the Plan). This plan must be publicly available online by June 23, 2021 and submitted to the Connecticut State Department of Education (CSDE) as a part of the ARP ESSER application due mid-August 2021. To aid in the planning process, CSDE is providing this template to guide LEAs planning as well as serve as an opportunity to share the Plan with the public.

Due to the expansive efforts of the CSDE and the educational community, as of the week of May 3–7, no district in the state of Connecticut was fully remote. This was achieved through extensive planning by each LEA; therefore, this template should be seen as a means to support LEAs' efforts to date and can be used to expand upon or revisit previous Reopening School Plans.

There are five areas that LEAs must consider when developing the *Safe Return to In-Person Instruction and Continuity of Services Plan*:

- I. Health and Safety Strategies
- II. Continuity of Services
- III. Public Comment
- IV. Periodic Review Process
- V. Understandable and Uniform Format

The CSDE has maintained consistently that in-person learning is the preferred opportunity for students and that schools should work to safely open their buildings for the 2020–21 school year. We are proud to have led the nation in safe return to in-person instruction — as of April 30 nearly 82.7% of Connecticut school districts were offering a predominately fully in-person learning. Thank you for your work and helping us continue to be an example of how we can best serve our children safely in school buildings.

I. Health and Safety Strategies

Describe how the LEA plan includes (or will be modified to include) the extent to which the LEA has adopted policies and a description of any such policies on each of the strategies listed in the table on page 2:

The Lyme- Old Lyme Schools will continue to adapt our policies and procedures to ongoing health data and mitigation strategies recommended by the CDC and the DPH. Since we have been fully open PK-12 starting September 1, 2020, students and staff are well versed in various mitigation strategies used to control the spread of disease.

Please complete the table below with the LEA's mitigation strategy for each category. In developing the LEA's response, please review and consider the [CDC guidance](#) and the [Connecticut DPH and CSDE guidance](#) for each category.

Mitigation strategy	LEA response
<input checked="" type="checkbox"/> Universal and correct wearing of masks	<p>The Lyme-Old Lyme Schools will only require masks for all students, staff, and visitors should public health measures dictate such a need. Absent the necessity for such, no masks will be required.</p>
<input checked="" type="checkbox"/> Physical distancing (e.g., including use of cohorts/podding)	<p>The Lyme-Old Lyme Schools will continue efforts to physically distance all individuals on campus, where feasible, only if public health measures dictate such a need. Absent the necessity for such, no physical distancing will be required.</p>
<input checked="" type="checkbox"/> Handwashing and respiratory etiquette	<p>As hand washing and respiratory etiquette are good reasonable practices to help stop the spread of disease, the Lyme-Old Lyme Schools will continue to teach and encourage good hygiene practices in these areas. Hand washing stations previously installed in cafeterias in response to the pandemic will remain in place.</p>
<input checked="" type="checkbox"/> Cleaning and maintaining healthy facilities, including improving ventilation	<p>The Lyme -Old Lyme Schools will continue our regular cleaning practices. Ventilation will continue to meet or exceed building standards set by the CSDE and industry best recommended practices.</p>

	Mitigation strategy	LEA response
<input checked="" type="checkbox"/>	Contact tracing in combination with isolation and quarantine, in collaboration with the State, local, territorial, or Tribal health departments	Should contact tracing become necessary, our school nursing staff is well versed in the practices and procedures of this process. They will continue to follow local health guidelines specific to notification and quarantines.
<input checked="" type="checkbox"/>	Diagnostic screening and testing	The Lyme -Old Lyme Schools will not offer any testing for students or staff.
<input checked="" type="checkbox"/>	Efforts to provide vaccinations to educators, other staff, and students, if eligible	The Lyme-Old Lyme Schools will continue to notify families and staff members about vaccination opportunities, but will not require either students or staff to get vaccinated for COVID. We will adhere to all applicable state laws and regulations regarding vaccinations.
<input checked="" type="checkbox"/>	Appropriate accommodations for children with disabilities with respect to the health and safety policies	As always, the Lyme-Old Lyme Schools will provide necessary accommodations to any student or staff member with a documented need for such in accordance with our policies and state and federal law.

LEA must implement, to the greatest extent practicable, each element of the most up-to-date guidance listed in the table.

II. Continuity of Services

Describe how the LEA plan will ensure continuity of services including but not limited to services to address the students' academic needs, and students' and staff social, emotional, mental health, and other needs, which may include student health and food services:

Our main goal this year in being fully open PK-12 was to provide a sense of normalcy to our students and staff. We were successful in doing so and plan to return to an even more normal school year in 2021-2022. To ensure access to services for those that need it, we will offer additional extended day programming to support both academic growth and social/ emotional development. We will continue with many of the same practices that were utilized this year to support our staff and students academically, socially, emotionally, mentally, and physically as we have throughout this pandemic.

III. Public Comment

Public comment is a key element of stakeholder engagement, and at times a stand-alone element which may include dedicating time to open forums at board of education meetings, conducting surveys, or soliciting written input from external residents not involved in the decision-making process. Describe how the LEA plans to provide the public the opportunity to provide input and for public comment in the development of the plan, a summary of the input (including any letters of support), and how the LEA took such input into account:

Beginning June 2, 2021 the Lyme -Old Lyme Schools will gather public input on this plan by presenting it at our board of education meetings, sending it home to families, and sharing it with the two towns that we service. Input will be gathered through a dedicated email (lolreopening@region18.org) specific for that purpose. Input will be considered in our regular reviews of the plan.

IV. Periodic Review Process

LEAs are required to periodically review and, as appropriate, revise their *Safe Return to In-Person Instruction and Continuity of Services Plan* **at least every six months** through September 30, 2023. Each review must include seeking public comment on the plan and developing the plan after taking into account the public comment.

Below are the dates that LEAs must submit a refreshed or updated plan to CSDE via eGMS.

Review/revisit Dates:

- June 23, 2021
- December 23, 2021
- June 23, 2022
- December 23, 2022
- June 23, 2023

V. Understandable and Uniform Format

Federal regulations require that this plan be in an understandable and uniform format, to the extent practicable; is written in a language that parents can understand or, if not practicable, orally translated; and upon request by a parent who is an individual with a disability, provided in an alternative format accessible to that parent. Describe the unique needs of the LEA's audience and confirm the LEA's approach to ensuring the document is accessible:

At this point we have no unique needs in our community that would prevent an individual from accessing this plan. Should we receive any requests for such, or become aware of the need for such, we will provide the accommodations necessary for those individuals who are unable to access the plan in its current format.

Business and Non-Instructional Operations

Bidding Requirements

For the purposes of this policy, a "quote" shall be defined as: a notice, either oral or in writing, whereby a vendor informs the purchaser of the conditions and price under which he/she will furnish supplies, materials, equipment, or services to the purchaser.

For the purposes of this policy, a "bid" shall be defined as: a notice, in writing in a sealed envelope, delivered to the buyer by a specified date, to be opened in public at a specified date and time by the buyer, whereby a vendor informs the buyer of the conditions and price under which he/she will furnish supplies, materials, or equipment.

Solicitation of goods and services may involve an invitation to bid, request for proposals, request for information or request for quotes, each of which may be governed by different statutory, regulatory and administrative procedures. The use of the terms "bid" and "bidder" shall not be deemed to be a controlling statement as to the type of solicitation used or the respective rights and obligations of the parties. The identification in the solicitation of the particular procurement vehicle used to solicit goods or services shall control. If the solicitation identifies the procurement vehicle as something other than an Invitation to bid, the terms "Solicitation," "Bid," and "Bidder" shall be read to mean "Request for Proposals," "Proposal" and "Proposer" or to mean such other terms as are consistent with the solicitation in order to preserve the integrity of the statutory, regulatory and procedural distinctions among the various procurement vehicles and their corresponding principles.

Solicitation of goods and services shall adhere to the following parameters, further defined in the chart herein.

Competitive quotes shall not be required for items under ~~\$5,000.~~ **\$10,000**

Whenever reasonably possible, the Superintendent of Lyme/Old Lyme Public Schools or his/her designee shall obtain competitive "quotes" from three or more vendors for all purchases of materials, equipment and/or service contracts in amounts between ~~\$5,000~~ **\$10,000** and ~~\$10,000~~ **\$50,000**. The Superintendent of Schools or his/her designee shall choose successful vendors from competitive quotes **under \$35,000. The Superintendent will report all approved expenditures over \$25,000 to the Lyme/Old Lyme Board of Education at their regular monthly meeting.**

Bidding shall be required for all purchases of materials, equipment and service contracts exceeding ~~\$10,000~~ **\$50,000**.

The Superintendent of Schools or his/her designee, with consent of the Lyme/Old Lyme Board of Education Treasurer and the Budget and Finance Committee Chairperson, may award bids up to ~~\$20,000~~ **\$50,000**, and they may collectively reject any or all such bids. The Superintendent shall report bid awards to the Lyme/Old Lyme Board of Education, with explanations for awarding any bids to other than the lowest bidder. The Board of Education shall award all bids exceeding ~~\$20,000~~ **\$50,000** upon receiving recommendations and bid results from the Superintendent, and it may reject any or all such bids.

Amount	Bid or Quote required	Approval
Under \$10,000	None	Superintendent or his/her designee
\$10,000-\$35,000	Three or more competitive quotes	Superintendent or his/her designee
\$35,000-\$50,000	Three or more competitive quotes	Superintendent or his/her designee and the Lyme/Old Lyme Board of Education Treasurer and the Budget and Finance Committee Chairperson
\$50,000 and up	Bids	Lyme/Old Lyme Board of Education

The Superintendent of Schools may request the Board to waive bidding requirements if it is in the best interests of the district to do so. Exemption from bidding may include state bids, cooperative bids, or sole source items.

The Superintendent of Schools shall establish appropriate bidding procedures including advertising requirements, bidding timelines, bid openings, and appropriate specifications for contracts with, or agreements to purchase from, successful bidders.

Bids received by Regional School District 18 shall be opened in public at the prescribed time and place and be tabulated for review. Whether or not bid openings occur exactly at the time advertised, no bids shall be accepted after the advertised time. After bids have been opened and tabulated, they will be available to any interested party, to be copied or examined. The bids shall not, however, be removed from the Regional School District 18 Business Office.

Bid or quote awards shall be made in the best interest of the school district and may not necessarily be the lowest bid or quote.

Legal Reference:

Connecticut General Statutes

10-287 Installment payment of grants. Construction contracts subject to bid

Policy Adopted: March 2014 June 2021