

**Lyme School District
School Board Regular Meeting
Tuesday, October 22, 2019**

approved w/ changes, 11/19/19

Board Members Present: Phil Barta, Yolanda Bujarski, Hayes Greenway, Matthew Hayden, Jonathan Voegelé, Becky Wipfler. Administrators: District Administrator Jeff Valence, Coordinator of Business Services Janet Mitchell, Special Education Director Miki McGee, Academic Director Elise Foxall, staff members: Amanda Burns, Trisha Gautreau. Recorded by Roger Lohr

1. Call to Order Chair Jonathan Voegelé called the meeting to order at 7:00 PM.

2. Consent Agenda

A motion was made and seconded (Hayden, Barta) to approve the public meeting minutes of September 24, 2019 as submitted and amended. The motion was approved 6-0-0. The change was to replace Monday with Tuesday on the heading.

A motion was made and seconded (Bujarski, Hayden) to approve the non-public meeting minutes of September 24, 2019 as submitted. The motion was approved 6-0-0.

3. Reports

A. Chair Report

Chair Jonathan Voegelé reported that the new bank accounts have been opened. The CBA negotiations group met and set a timeline and established guidelines. The Executive Committee is working on the 3-year contract for the District Administrator.

B. Finance Report

Coordinator of Business Services Janet Mitchell reviewed highlights of the district financial documents. The state has increased the amount of Adequacy Aid for Lyme to \$498,000 and eliminated the Kindergarten aid. The state will be dispersing aid to municipalities based on school ADM. The MS24 document will have to be changed for Lyme. Some of the grants have been received for Title I, IV and the Small Rural School grant. The district finances are very preliminary at this stage.

C. Academic Report

C1. Special Education Director Miki McGee gave a presentation about Lyme School District special education with a review of the legal background and Lyme statistics. The state miscalculated the Lyme special education because it omitted the Crossroads Academy special education factors. The DRA recommended that the Lyme school budget retain \$49,000 as a special education amount but it is actually \$76,000 when factoring in the state miscalculation.

The Lyme School District allocation of student enrollment for special education is 17.5% compared to the state statistic of 16%. The categories of special education were reviewed along with the type of therapies and continuum of services offered. The special education process for eligibility, assessment and evaluation was reviewed. Special services funding mechanisms and the director's responsibilities and activities were outlined. Lyme received \$76,000 or about \$1,500 per special education student last year. The cost per pupil is \$18,959. The total special education cost in the Lyme School District

is about \$900,000. The total cost of special education in Lyme can approach 20% of the school budget. The IEP process and student support interventions were reviewed.

Documents for special education in Lyme were distributed to the Board. There are 52 special education students currently in Lyme. The degree of efficiency was exemplified with the percent of budget, number of special education instructors, and case loads compared to other school districts in the region. The Student Support Team had 44 student referrals and only a few of them were in need of the special education program services.

C2. Academic Director Elise Foxall reviewed some current initiatives at the Lyme School. Teachers and educational assistants are taking an on-line course in the math area using the growth mindset (for example, accepting mistakes and applying persistence for growth) to help in small group instructional practices. Inquiry based learning and research skills are being integrated in classes. There is an expedition design project pilot in the 8th grade and an energy focus in Lyme 2050 project in the 4th grade. Digital wellness is an aspect of technology skill work. The block schedule lends itself well for research work. The 8-day block first quarter is coming to an end and it has gone very well. The electives have been popular with the students

4. Business Requiring Action or Discussion

A. Board Vacancy

There are two interested candidates to fill the board vacancy. Chair Voegele reviewed written statements from the candidates.

A motion was made and seconded (Wipfler, Bujarski) to nominate Vince Berk to fill the Lyme School Board vacancy. The motion was approved 6-0-0.

B. New Bank Accounts

Chair Voegele reviewed the bank account changes moving from Ledyard Bank to Mascoma Savings.

A motion was made and seconded (Hayden, Greenway) to close the Principal's Fund account at the Ledyard National Bank #471128. The motion was approved 6-0-0.

A motion was made and seconded (Barta, Greenway) to change the signatory responsibility for the Seventh and Eighth Grade account from Judy Barton, Janet Mitchell and Jeff Valance to Janet Mitchell and Jeff Valance. The motion was approved 6-0-0.

A motion was made and seconded (Hayden, Greenway) to close the Lyme School Petty Cash account at Ledyard Bank #416727. The motion was approved 6-0-0.

A motion was made and seconded (Hayden, Greenway) to open the Lyme School Petty Cash account at Mascoma Savings Bank with Jeff Valance and Amanda Rochon having signatory responsibility. The cash and bank balance is not to exceed \$2,000. The motion was approved 6-0-0.

A motion was made and seconded (Hayden, Greenway) to transfer the balance amount in the Principal's Fund to the Lyme Lunch Scholarship. The motion was approved 6-0-0.

C. Budget Timeline

Board member Matt Hayden announced that the Lyme School budget process will begin in November with the Board Budget Committee. The proposed budget will then be brought to the Lyme School Board followed by a presentation to the Lyme Finance Committee. The upcoming meetings and tentative meetings (if needed) were cited.

D. Board Retreat

There was a Board consensus to hold a Board retreat during November and after polling Board members, it will be scheduled by Amanda Perry.

5. Policies

A. Policy EBBD – Indoor Air Quality

There was a first reading of the Policy EBBD – Indoor Air Quality.

B. Policy EEA – Student Transportation Services.

A motion was made and seconded (Hayden, Barta) to approve Policy EEA – Student Transportation Services as submitted and amended. The motion passed 6-0-0.

6. Committee Reports

A. High School – This committee met and discussed high school determination policies and the trust fund model. The district's lawyer will send a boilerplate high school agreement that can be considered as template information. There will be discussions with Lebanon and Hartford school districts about their high schools.

B. Finance & Buildings/Grounds – will meet on Nov. 7 to begin budget deliberations and look at high school tuitions and insurance premiums.

Buildings and Grounds will look at a project list of items to review.

C. Communications – considering a survey of parents and creating a problem solving roadmap.

D. Policy – worked on policies.

E. Faculty – the science class is working on art room projects regarding the climate. Interpretive Earth globes are being created. The Design Lab is producing a key with the laser cutter. The 4th grade had a math mini golf program and the 5th grade is working on a deserted island project incorporating writing and geography.

7. Adjournment

A motion was made and seconded (Greenway, Hayden) to adjourn the meeting at 9:30 PM. The motion was approved 6-0-0.