

**LYME CENTRAL SCHOOL  
BOARD OF EDUCATION  
December 19, 2013**

**MEMBERS PRESENT**

Gary Nicholson, President  
Deanna Lothrop, Vice President  
Terry Countryman  
Kathy Dyer  
Lynn Reichert  
Scott Rickett  
Missy Holmes, Clerk

**MEMBERS EXCUSED**

Brian Peters

**ADMINISTRATORS PRESENT**

Karen Donahue, Superintendent  
Barry Davis, Principal  
Sandra Rooney, Business Official

**OTHERS PRESENT**

Dina Jareo  
Kirsten Van Orden  
Katie Clark  
Mike Harris  
Roger Van Orden  
Cole Thomas  
Janice Shepard

**CALL TO ORDER**

President Gary Nicholson called the meeting of the Lyme Central School Board of Education to order at 6:02 PM.

**INTRODUCTION OF NEW STAFF**

Principal Davis introduced Kirsten Van Orden, STEM coordinator/elementary teacher. She spoke on her experiences with Common Core and what she does with students in the classroom & STEM.

**BOARD PRESENTATION**

**BERNIER, CARR & ASSOCIATES**

Mike Harris reported. He updated the Board on the project. He presented plans for phase 2 of the project: exterior door redesign, air conditioning for library area, new entrance canopies are some of the items included.

**BOARD INFORMATION**

**STAFF DEVELOPMENT TRAINING**

The staff development training & conferences report for December 2013 was included for review.

**STUDENT ENROLLMENT**

The student enrollment was included for review.

**JLSBA DINNER MEETING**

The Jefferson-Lewis School Boards Association Mid-Winter Dinner/Meeting will be on January 22, 2013.

**SCHOOL HEALTH REPORTS**

The school health reports for October & November 2013 were included for review.

**HOLIDAY STEM NIGHT**

A flyer for the Holiday STEM night on December 18 was included for review.

**BOCES REPORT CARD**

The Jefferson-Lewis BOCES report card was included for review.

**CORRESPONDENCE**

**THANK YOU NOTE**

A thank you note was received from Peg Stevens. A Christmas card and a plate of cookies was received from the Lyme Central School Teachers Association.

**NEWSPAPER ARTICLE**

A newspaper article on the General Brown CSD letter writing campaign regarding the Gap Elimination Adjustment that it is hurting schools was included for review. The Board will discuss at the January 9, 2013 meeting whether Lyme should join the General Brown CSD in this campaign.

**REPORTS**

**TRANSPORTATION SUPERVISOR**

Dina Jareo reported. DOT inspected and passed one bus on Monday. She discussed the age of the fleet and the problems with air leaks on bus 55. After January 6, 2014, the bus mechanic will be at the garage in the afternoons.

**PRINCIPAL**

Principal Davis reported. December has been busy. He met with all of the teachers to discuss APPR and their goal for the year. He met with students that are failing at 15 weeks and their parents. The field trip to BOCES for grades 6-9 was a terrific experience for the students. They were able to see and participate in the BOCES programs offered to high school students. The music concerts were well attended. Friday's Hat Day and assembly raised more than \$2,000 for Mylee Blaha. He is assessing the potential and costs for having JV soccer teams next year. He will share his findings with the finance committee. The army band is coming to perform for the students tomorrow. We will be purchasing new uniforms for the basketball teams this year.

**DIRECTOR OF PUPIL SERVICES**

The Director of Pupil Services' report was included for review.

**SUPERINTENDENT**

Superintendent Donahue reported. She reviewed the board goals and asked the Board for their input. USDOE Race to the Top grant competition awarded 5 out of 38 grants.

**COMMITTEES**

December 19, 2013

POLICY

The policy committee reviewed changes to procedures:  
#3280 – Use of School Facilities  
#6130 – Request for Composite Score  
#6411 – Acceptable Email Use  
#7420 – Selection Classification Process  
#7513 – Guidelines for Administering Medication

**ACTION ITEMS**  
MINUTES

A motion was made by Lynn Reichert, seconded by Deanna Lothrop, to approve minutes from the November 7, 2013 meeting.

Gary Nicholson	Yes	Terry Countryman	Yes
Kathy Dyer	Yes	Deanna Lothrop	Yes
Lynn Reichert	Yes	Scott Rickett	Yes

**MOTION CARRIED**

FINANCIAL REPORTS

A motion was made by Kathy Dyer, seconded by Scott Rickett, to approve the financial reports:

General Fund Warrant #11	\$380,698.90
General Fund Supplemental #10	\$149,977.65
School Lunch Warrant #7	\$9,329.66
Federal Fund Warrant #7	\$8,212.56
Capital Fund Warrant #5	\$8,138.88
Treasurer’s Report October 31, 2013	

Gary Nicholson	Yes	Terry Countryman	Yes
Kathy Dyer	Yes	Deanna Lothrop	Yes
Lynn Reichert	Yes	Scott Rickett	Yes

**MOTION CARRIED**

THOUSAND ISLANDS FOOTBALL

A motion was made by Deanna Lothrop, seconded by Scott Rickett, to approve the agreement to allow Lyme CSD students to join Thousand Islands CSD football team.

Gary Nicholson	Yes	Terry Countryman	Yes
Kathy Dyer	Yes	Deanna Lothrop	Yes
Lynn Reichert	Yes	Scott Rickett	Yes

**MOTION CARRIED**

INTERMUNICIPAL AGREEMENT

A motion was made by Kathy Dyer, seconded by Deanna Lothrop, to approve the cooperation agreement between Town of Lyme and the Lyme Central School District.

Gary Nicholson	Yes	Terry Countryman	Yes
Kathy Dyer	Yes	Deanna Lothrop	Yes
Lynn Reichert	Yes	Scott Rickett	Yes

**MOTION CARRIED**

POLICIES

A motion was made by Deanna Lothrop, seconded by Scott Rickett, to approve the amendments to policies:  
#6410 – Staff Use of Computerized Information Resources  
#6562 – Employment of Retired Persons  
#7220 – Graduation Requirements/Early Graduation/Accelerated Programs

- #7617 – Declassification of Students with Disabilities
- #7632 – Appointment and Training of Committee on  
Preschool Special Education Members
- #8440 – Animals in the School
- #3280 – Use of School Facilities, Materials and Equipment

Gary Nicholson	Yes	Terry Countryman	Yes
Kathy Dyer	Yes	Deanna Lothrop	Yes
Lynn Reichert	Yes	Scott Rickett	Yes

**MOTION CARRIED**

## COMMON CORE PRESENTATIONS

The Board will be inviting teachers to present information about Common Core at a future meeting. They have decided on a set of questions to ask so they can better understand the Common Core initiative.

## PUBLIC COMMENTS

Janice Shepard asked if there were any results on the BOCES survey on consolidation. Superintendent Donahue said that BOCES was still compiling the results and should have them separated by district, after the new year.

## EXECUTIVE SESSION

A motion was made by Lynn Reichert, seconded by Scott Rickett, to appoint Deanna Lothrop as a pro tem clerk for the executive session.

Gary Nicholson	Yes	Terry Countryman	Yes
Kathy Dyer	Yes	Deanna Lothrop	Yes
Lynn Reichert	Yes	Scott Rickett	Yes

**MOTION CARRIED**

A motion was made by Kathy Dyer, seconded by Scott Rickett, to enter into executive session to discuss CSE, particular persons and personnel, and student issues at 7:22 PM.

Gary Nicholson	Yes	Terry Countryman	Yes
Kathy Dyer	Yes	Deanna Lothrop	Yes
Lynn Reichert	Yes	Scott Rickett	Yes

**MOTION CARRIED**

A motion was made by Kathy Dyer, seconded by Scott Rickett, to adjourn executive session at 8:25 PM.

Gary Nicholson	Yes	Terry Countryman	Yes
Kathy Dyer	Yes	Deanna Lothrop	Yes
Lynn Reichert	Yes	Scott Rickett	Yes

**MOTION CARRIED**

## ACTION ITEMS

### CSE RECOMMENDATIONS

A motion was made by Kathy Dyer, seconded by Deanna Lothrop, to accept the CSE recommendations.

Gary Nicholson	Yes	Terry Countryman	Yes
Kathy Dyer	Yes	Deanna Lothrop	Yes
Lynn Reichert	Yes	Scott Rickett	Yes

**MOTION CARRIED**

PERSONNEL  
APPOINTMENT

A motion was made by Deanna Lothrop, seconded by Lynn Reichert, to approve the following appointments:

Hannah Gamel – Game Assistant

Gary Nicholson	Yes	Terry Countryman	Yes
Kathy Dyer	Yes	Deanna Lothrop	Yes
Lynn Reichert	Yes	Scott Rickett	Yes

**MOTION CARRIED**

A motion was made by Kathy Dyer, seconded by Scott Rickett, to appoint Timothy Browne as seasonal snow plow driver, \$10.00/hour, effective November 26, 2013.

Gary Nicholson	Yes	Terry Countryman	Yes
Kathy Dyer	Yes	Deanna Lothrop	Yes
Lynn Reichert	Yes	Scott Rickett	Yes

**MOTION CARRIED**

A motion was made by Scott Rickett, seconded by Lynn Reichert, to appoint Craig Klock as substitute Bus Driver, effective November 30, 2013.

Gary Nicholson	Yes	Terry Countryman	Yes
Kathy Dyer	Yes	Deanna Lothrop	Yes
Lynn Reichert	Yes	Scott Rickett	Yes

**MOTION CARRIED**

The appointment of Matthew Denney as a substitute Bus Driver was tabled.

A motion was made by Kathy Dyer, seconded by Scott Rickett, to appoint Ryan Taylor as a Substitute Cleaner, \$8.50/hour, effective December 9, 2013.

Gary Nicholson	Yes	Terry Countryman	Yes
Kathy Dyer	Yes	Deanna Lothrop	Yes
Lynn Reichert	Yes	Scott Rickett	Yes

**MOTION CARRIED**

A motion was made by Scott Rickett, seconded by Deanna Lothrop, to appoint Tonya Stean as a Substitute Teacher Assistant/Teacher Aide, effective December 20, 2013.

Gary Nicholson	Yes	Terry Countryman	Yes
Kathy Dyer	Yes	Deanna Lothrop	Yes
Lynn Reichert	Yes	Scott Rickett	Yes

**MOTION CARRIED**

A motion was made by Kathy Dyer, seconded by Scott Rickett, to appoint Janine Smith as a Substitute Teacher, pending fingerprinting approval.

Gary Nicholson	Yes	Terry Countryman	Yes
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Kathy Dyer	Yes	Deanna Lothrop	Yes
Lynn Reichert	Yes	Scott Rickett	Yes

**MOTION CARRIED**

A motion was made by Scott Rickett, seconded by Lynn Reichert, to appoint Karen Knight as a Substitute Teacher.

Gary Nicholson	Yes	Terry Countryman	Yes
Kathy Dyer	Yes	Deanna Lothrop	Yes
Lynn Reichert	Yes	Scott Rickett	Yes

**MOTION CARRIED**

A motion was made by Deanna Lothrop, seconded by Scott Rickett, to appoint Lyle Salter as a .5 FTE Bus Monitor, \$10.00/hour, effective December 20, 2013, pending fingerprinting approval.

Gary Nicholson	Yes	Terry Countryman	Yes
Kathy Dyer	Yes	Deanna Lothrop	Yes
Lynn Reichert	Yes	Scott Rickett	Yes

**MOTION CARRIED**

A motion was made by Kathy Dyer, seconded by Scott Rickett, to appoint Shannon LaVancha as Varsity Club Advisor at her regular rate of pay.

Gary Nicholson	Yes	Terry Countryman	Yes
Kathy Dyer	Yes	Deanna Lothrop	Yes
Lynn Reichert	Yes	Scott Rickett	Yes

**MOTION CARRIED**

**WATERTOWN TRACK TEAM**

A motion was made by Scott Rickett, seconded by Deanna Lothrop, to approve Anna Quencer's participation in the Watertown High School Track team for Spring 2014.

Gary Nicholson	Yes	Terry Countryman	Yes
Kathy Dyer	Yes	Deanna Lothrop	Yes
Lynn Reichert	Yes	Scott Rickett	Yes

**MOTION CARRIED**

**CORRESPONDENCE**

A letter was received from Christine Rickett.

**INTER-MUNICIPAL AGREEMENT**

A motion was made by Kathy Dyer, seconded by Deanna Lothrop, to accept the inter-municipal agreement between Thousand Islands CSD and Lyme CSD for Transportation Supervisor and Bus Mechanic services.

Gary Nicholson	Yes	Terry Countryman	Yes
Kathy Dyer	Yes	Deanna Lothrop	Yes
Lynn Reichert	Yes	Scott Rickett	Yes

**MOTION CARRIED**

**ADJOURNMENT**

A motion was made by Deanna Lothrop, seconded by Lynn Reichert, to adjourn the meeting at 8:30 PM.

Gary Nicholson	Yes	Terry Countryman	Yes
Kathy Dyer	Yes	Deanna Lothrop	Yes
Lynn Reichert	Yes	Scott Rickett	Yes

**MOTION CARRIED**

Respectfully submitted,

Missy Holmes  
Board of Education Clerk