

LYME CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting
Minutes
September 14, 2017
LCS Library – 6:00 PM

Call to Order by Gary Nicholson, Board of Education President, at 6:00 PM
Pledge of Allegiance

MEMBERS PRESENT:

Gary Nicholson, President	Terry Countryman
Deanna Lothrop, Vice President	Scott Rickett
Ray McIntosh	Kathy Dyer
Sherri Wilson, District Clerk	

MEMBERS EXCUSED: Lynn Reichert

ADMINISTRATORS PRESENT:

Cammy Morrison, Superintendent
Barry Davis, Principal
Patricia Gibbons, Dir. of Pupil Services
Sandra Rooney, Business Official

OTHERS PRESENT: Deborah Wilkinson; Nathan Abel; Lydia Doolittle; Kristine Cole; Jennifer Haynes; Kelly Voorhees

PRESENTATIONS:

- Principal Davis introduced the new staff to the Board:
 - Nathan Abel, ELA Gr. 6-8, 10
 - Lydia Doolittle, ELA Gr. 7, 9, 11-12
 - Jennifer Haynes, Vocal Music
 - Kristine Cole, Math Gr. 6-8
 - Kelly Voorhees, Library Media Specialist
- Director Gibbons reported on District Data and the state rankings of Lyme Central in ELA and Math, as compiled by NYSED.

CONSENT AGENDA

A motion for approval of the following items as listed under the CONSENT AGENDA is made by Kathy Dyer, and seconded by Deanna Lothrop - Motion is approved 6 – 0.

1. Approval of Minutes:

- August 10, 2017 - Regular Meeting

2. Approval of Buildings and Grounds requests:

- November 6, 2017-April 30, 2018: Good News Club, Sigrid Utess – LCS Classroom – Mondays, 3:15 - 4:30 PM

3. Conferences and Workshops:

- Sept. 12, 2017: Margaret Brennen, First Lego League Trainings – Clarkson University – 9:00 AM - 2:00 PM
- Sept. 14; 10/6; 11/2/2017 and 2/8/18: Margaret Brennen, Foss Science Trainings – Belleville Henderson CSD – 9:00 AM - 2:00 PM
- Sept. 21, 2017: Patricia Gibbons and staff, iReady Training – LCS DL Room – 8:30 AM -3:00PM
- Nov. 9, 2017: Peg Stevens, Data Warehouse – JL BOCES – 9:30 AM – 12:00 PM

Approval of Financial Reports: July, 2017

- School Business Report (Verbal)
- Treasurer's Report
- General Fund Warrant #5
- General Fund Supplemental Warrant #3
- School Lunch Fund Warrant #3
- Federal Fund Warrant #3

REGULAR AGENDA

Other Discussion and Action

1. **Public Comments** – None at this time
2. **Ongoing Agenda Items:** None at this time

3. **Board Information:**

- **September 21, 2017, Invitation:** JLSBA Dessert Workshop – Creating a Strong School Board/Superintendent Relationship – JL BOCES, Conference Rm A & B – 6:00 PM

4. **Board Information, LCS Events:**

- Aug. 29, 2017: Pre K Bus Ride, Christine Rickett – During Pre-K Orientation, familiarize students and parents of bus riding protocol - 6:45 – 7:00 PM
- Sept. 1, 2017: Superintendent’s Conference Day, Barry Davis – LCS – 10:00 AM – 3:00 PM
- Sept. 1, 2017: Open House – LCS – 3:30 -5:00 PM/ Reveal of gym renovation – 4:45-5:00 PM
- Sept. 1, 2017: Class of 2018, Deborah Wilkinson and Adrienne Teachout - Pulled Pork Dinner Fundraiser, – LCS Lobby – 3:00-5:30 PM
- Sept. 1, 2017: Class of 2018, Deborah Wilkinson and Adrienne Teachout - Clearance Sale of LCS Items Fundraiser – LCS Lobby – 3:00-5:30 PM
- Sept. 1-21, 2017: Class of 2018, Deborah Wilkinson and Adrienne Teachout – Rada Cutlery Sale Fundraiser – LCS
- Sept. 5, 2017: Assembly, Christine Rickett - Regents Awards and Review of Student Handbook – LCS Gym – 1:50 - 2:30 PM
- Sept. 7; Nov. 9, 2017; Apr. 5, 2018: Bus Drills, Christine Rickett – LCS AM bus arrival time
- Sept. 9; 10/16; 11/13/2017; 1/8; 2/12; 3/12;4/9;5/14;6/11/2018: Administrative Committee Meetings, Sherri Wilson – LCS Conference Rm. - 9:00-10:00 AM
- Sept. 11; 10/30/17; 2/26; 5/29/18: Section III Emerging Leaders Academy Field Trip, Daniel Lawson – Watertown CSD – 7:00-10:00AM
- Sept. 11-29/2017: Fundraiser, Yearbook, Ann Marie Hyde – Save Around Coupon Book Sales – LCS & Community
- Sept. 12, 2017: Class meetings, Deborah Wilkinson – Election of class officers, Home rooms – 8:25 – 8:45 AM
- Sept. 12, 2017: Athletic Committee, Tammy McIntosh – Athletic Committee Meeting – LCS Library – 6:00-7:00 PM
- Sept. 13-29/2017: Fundraiser, Class of 2019, Tammy Ditch/Bridgette Stumpf – Bon Ton Coupon Book Sales - LCS & Community
- Sept. 13, 2017: Yearbook, Ann Marie Hyde – Picture Day – LCS stage – 8:25 Am – 2:00 PM
- Sept. 14, 2017: Bus Safety Day, Christine Rickett – LCS Bus Line Up - 8:30 AM-11:30 AM
- Sept. 18;10/23;11/13/2017;1/22;2/12;3/19;4/2;5/4/2018: PDP Committee Meetings, Sherri Wilson - LCS Conference Rm. – 3:10 – 3:25 PM
- Sept. 18/2017-June 18, 2018: Gr. 8-12 Book Club, Kelly Voorhees – LCS Library – 3:00-3:25 PM
- Sept. 19, 2017: Gr. 4 Field Trip, Katie Perkins/Beth Wagenaar – Agricultural Extravaganza – Thompson Park – 9:00-11:30AM
- Sept. 19, 2017-June 19, 2018: Maker Space Club, Kelly Voorhees – LCS Library – 3:00 – 3:25 PM
- Sept. 23, 2017: Fundraiser Varsity Club, Tammy McIntosh – Tour de Chaumont Bike Race – Chaumont Fire Hall – 9:00 AM – 3:00 PM
- Sept. 27; 11/8; 12/13/2017; 1/24/2018: RISE Superintendent’s Meetings – LCS Conference Rm. – 12:00-2:30 PM
- Sept. 27, 2017: Gr. 3-8 Assembly, The Science of Sound, Christine Rickett – LCS gym – 10:00 -11:00 AM
- Sept. 27, 2017: Field Trip, Michele Bariteau – JLCMTA Bi-County Jazz Band Auditions– WCSD - 3:30 – 6:00 PM
- Sept.29, 2017: Student Council PJammin Day, Julianne Oliver – Childhood Cancer Awareness Month – LCS – All day
- Oct. 12, 2017: Fire Prevention Day, Christine Rickett – LCS soccer field/parking lot – 8:30 -11:30 AM
- Oct. 23, 2017: Gr. K-5 Assembly, Miss Nelson is Missing, Christine Rickett – 10:00 – 11:00 AM
- Oct. 23,2017; 2/12; 5/21/18: Section III Captains & Coaches Academy Field Trip, Stasse Perkins – Watertown CSD – 8:45 – 11:30 AM
- Oct. 31, 2017: Halloween Parade, Christine Rickett – Village of Chaumont, LCS gym if inclement weather – 9:00-11:00 AM
- Nov. 3, 2017: Field Trip, Michele Bariteau/Jennifer Haynes – JLCMTA MS Band, Elementary Chorus, HS Jazz Band Rehearsal – TICSD – 8:55 AM -2:50 PM
- Nov. 4, 2017: Field Trip, Michele Bariteau/Jennifer Haynes – JLCMTA MS Band, Elementary Chorus, HS Jazz Band Concert – TICSD -8:25 AM – 3:30 PM
- Nov. 9, 2017: Veteran’s Day Celebration, Christine Rickett – LCS gym – 8:30 – 9:30 AM
- Nov. 15, 2017: National Honor Society Induction, Christine Rickett – LCS Gym1:00 – 2:00 PM
- Nov. 17; Feb. 9; Apr. 13; June 20, 2018: Elementary Awards, Christine Rickett – 2:15-2:45 PM
- Nov. 21; Feb. 15; Apr. 20; June 11, 2018: Gr. 6-8 Middle School Awards, Christine Rickett – LCS gym – 8:45 – 10:00 AM
- Nov. 29, 2017: Elementary Holiday Concert, Christine Rickett – LCS gym – 6:00-7:00 PM (Snow date, Dec. 13, 2017)
- Dec. 6, 2017: Jr./Sr. High Holiday Concert, Christine Rickett - LCS gym – 6:00-7:00 PM (Snow date, Dec. 13, 2017)
- Mar. 1, 2018: Pre-K-Gr. 8 Science Fair, Christine Rickett – LCS gym – 8:00 AM – 7:00 PM, parent viewing 6:00-7:00 PM
- Feb. 27, 2017: Jr. & Jazz Band Exchange Concert Rehearsal, Michele Bariteau – LCS Stage, Band Rm., and STEM Lab - 9:00 – 11:00 AM
- Feb. 28, 2018: Sr. Band Exchange Concert Rehearsal, Michele Bariteau – LCS Stage and STEM Lab - 12:00-2:15 PM

- Mar. 9-10, 2018: Musical Performance, Jennifer Haynes – LCS gym, stage, and cafeteria – 7:00-9:00 PM - More details to follow.
- Mar. 14, 2018: Elementary Spring Concert, Christine Rickett – LCS gym – 6:00-7:00PM
- Mar. 15, 2018: Field Trip, Michele Bariteau - LCS/Copenhagen 5th Annual Exchange Concert – Copenhagen CSD -1:30 – 8:45 PM
- May 16, 2018: Jr./Sr. High Holiday Concert, Christine Rickett - LCS gym – 6:00-7:00 PM
- May 17, 2018: Gr. 4-8 Assembly, My Heart is in a Suitcase, Christine Rickett – LCS gym – 9:00-10:00 AM
- June 11, 2018: Middle School Moving-Up Day Celebration, Christine Rickett – LCS gym – 8:30 – 9:30 AM
- June 14, 2018: Gr. PreK-5 Flag Day Celebration, Christine Rickett – LCS Flag Pole, or gym if inclement weather – 8:30-9:00 AM
- June 19, 2018: Gr. K-5 Field Days, Christine Rickett – LCS fields and playground – 8:15 AM-?
- June 21, 2018: Kindergarten Graduation, Christine Rickett – LCS gym – 9:00 AM, more information to follow
- June 22, 2018: Class of 2018 Commencement, Christine Rickett – LCS gym – 6:00 PM, more information to follow

5. **Board Information/Discussion:**

- Information regarding the School Nurse's Role in preparation of student work papers: Mrs. Lachenauer completes a Physical Fitness Certification form which is then returned to Mrs. Stevens to accompany the required documents.
- Breakdown of class sizes per grade level. Provided by Mrs. Peggy Stevens, Registrar
- Possibility of the Board of Education meetings being moved to Wednesday nights
- LCS Class Fundraisers projected dates/times. Information provided by Deborah Wilkinson, Extracurricular Comptroller
- BOE Goals
- NYSSBA 2017 Annual Convention, Lake Placid, NY

6. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the following donation from Carthage Central School District:

- Seven (7) security camera cabinets, with an approximate value of \$6000.

Motion for approval by Scott Rickett, seconded by Deanna Lothrop, with motion approved 6 - 0.

7. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the following credit hours for Alanna Piroli, during the spring and summer semesters, 2017.

- Six (6) credit hours from Adelphi University
- Three (3) credit hours from The College of St. Rose

Motion for approval by Kathy Dyer, seconded by Deanna Lothrop, with motion approved 6 - 0.

8. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the revision of the dates for Lyme Central School's Board of Education monthly meetings from the 2nd Thursday of each month, to the 2nd Wednesday of each month, effective as of October 18, 2017.

Motion for approval by Scott Rickett, seconded by Deanna Lothrop, with motion approved 6 - 0.

9. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the adoption of the following policies, as recommended by Madison-Oneida BOCES policy coordinator.

- #2001 – Board of Education Authority
- #2002 – Board of Education Members: Qualifications, Numbers and Terms of Office
- #2003 – Nominations and Election of Board of Education Members
- #2004 – Reporting of Expenditures and Contributions
- #2005 - New Board Member Orientation
- #2006 – Board Member Training
- #2007 – Oath of Office
- #2008 – Reimbursement of Expenses for Board Members (Conference Attendance)]
- #2009 – Resignation, Dismissal, Filling of Vacancies

Note: At the time of policy adoption, the approval for deletion, renumbering, and/or replacement of current policies, as listed on the policy draft(s), will also be implemented.

Motion for approval by Terry Countryman, seconded by Scott Rickett, with motion approved 6 - 0.

10. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the Equipment Disposal Request form the Cafeteria Department of the following items deemed damaged or no longer usable:

- One (1) Holding Unit
- Two (2) Tables
- One (1) Refrigerator

Motion for approval by Kathy Dyer, seconded by Deanna Lothrop, with motion approved 6 - 0.

11. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the Equipment Disposal Request to remove the following items from Lyme Central School Inventory, which are deemed damaged or no longer usable:

- Two (2) Scoreboards
- Two (2) Shot clocks
- One (1) Electric control panel

Motion for approval by Deanna Lothrop, seconded by Scott Rickett, with motion approved 6 - 0.

12. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the recommendations of the Committee on Special Education and/or the Committee on Preschool Special Education.

Motion for approval by Kathy Dyer, seconded by Deanna Lothrop, with motion approved 6 - 0.

ADMINISTRATIVE REPORTS:

- Director of Pupil Services Report
- Superintendent Report
- School Health Report
- School Health Report
- Transportation Report

CORRESPONDENCE AND COMMUNICATIONS

- 13. Correspondence Log: Following Board meeting on 8/10/17
- 14. Calendar of Events: Sept., 2017

ITEMS FOR NEXT MEETING – October 18, 2017

- Information about the possibility of putting an additional gate/opening in the fence to the soccer fields to allow for easier access to the fields for handicapped persons

RECOMMENDATIONS AND ACTION

15. **Board Action:**

Personnel Changes as listed:

- **Add one (1) Substitute Cafeteria Cashier**
- **Add one (1) Bus Monitor**
- **Add two (2) FTE Cleaners**

A motion for approval of the following PERSONNEL CHANGES with effective dates as listed under RECOMMENDATIONS AND ACTION is made by Scott Rickett, and seconded by Ray McIntosh Motion is approved 6 - 0.

(A) Retirements: None at this time

(B) Resignations as listed:

Name	Position	Effective Date
Allisa VanNiel	Cafeteria Cashier	July 31, 2017
Darcie Hayward	Bus Monitor	September 1, 2017

(C) Appointments as listed:

Name	Position	Annual Salary / Rate of Pay	Probationary Tenure Track Appointment (if applicable)	Effective Date
Allisa VanNiel	Substitute Cafeteria Cashier	\$9.70 per hour	N/A	September 15, 2017
Lisa Watts	1 FTE Cleaner	\$9.70 per hour	6 month probationary period, ending Mar. 5, 2018	Retroactively to September 5, 2017
Mary Sipple	1 FTE Cleaner	\$9.70 per hour	6 month probationary period, ending Mar. 18,2018	September 18, 2017
Laurie Drury	Bus Monitor	\$9.70 per hour	6 month probationary period, ending Mar. 5, 2018	Retroactively to September 5, 2017
Extracurricular Activities:				
Karen Jessman	Grade 7 Class Advisor	\$379	N/A	September 15, 2017
Beth Faulknham	NHS Advisor	\$217.50	N/A	September 15, 2017
Adrienne Teachout	NHS Advisor	\$217.50	N/A	September 15, 2017

(D) PAID Coaching Appointments as listed: None at this time

16. **Board Action:**

Upon the recommendation of the Superintendent of Schools – WHEREAS, on behalf of the Lyme Central School District, two sets of the following prospective employees’ fingerprints for employment have been submitted to SED, along with the signed Consent Form, and a request for conditional clearance. The following employees have received FINAL CLEARANCE from SED:

- **Allisa VanNiel – Substitute Cafeteria Cashier**
- **Lisa Watts – Cleaner**
- **Mary Sipple – Cleaner**
- **Laurie Drury – Bus Monitor**
- **Karen Jessman – Gr. 7 Class Advisor**
- **Beth Faulknham – NHS Advisor**
- **Adrienne Teachout - NHS Advisor**

Motion for approval by Kathy Dyer, seconded by Deanna Lothrop, with motion approved 6 - 0.

EXECUTIVE SESSION:

Motion was made by Terry Countryman, seconded by Deanna Lothrop, to enter into executive session for discussion of the Performance history of one (1) individual and the Medical history of one (1) individual with motion approved 6 - 0. Time entered, 7:25 PM.

RETURN to REGULAR MEETING:

Motion was made by Scott Rickett, seconded by Deanna Lothrop, to reconvene to the regular meeting with motion approved 6 - 0. Time returned, 8:15 PM.

Motion for Adjournment: **There being no further business or discussion,** a motion is requested to adjourn the regular meeting.

Motion was made by Scott Rickett, seconded by Ray McIntosh, to adjourn the regular meeting, with motion approved 6 - 0. Time adjourned, 8:16 PM.

Respectfully submitted:

Sherri Wilson - District Clerk

- Supporting documents may be found in supplemental file dated, September 14, 2017
- All minutes are unofficial until approved by the Board of Education