

**LYME CENTRAL SCHOOL  
BOARD OF EDUCATION  
September 12, 2013**

**MEMBERS PRESENT**

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

**ADMINISTRATORS PRESENT**

Karen Donahue, Superintendent  
Barry Davis, Principal  
Pat Gibbons, Director of Pupil Services  
Sandra Rooney, Business Official

**OTHERS PRESENT**

Eleanor Van Ness                      Janice Shepard  
Erica Gardner

**CALL TO ORDER**

President Gary Nicholson called the meeting of the Lyme Central School Board of Education to order at 6:04 PM.

**BOARD INFORMATION**

**STAFF DEVELOPMENT TRAINING**

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

**STUDENT ENROLLMENT**

The student enrollment was included for review.

**NEWS ARTICLES**

News articles on the STEM grant, James Seaman, and Sackets Harbor CSD enrollment policy were included for review.

**JLSBA**

The information on the Jefferson-Lewis School Boards Association fall dinner/meeting on October 3, 2013, was included for review. Karen Donahue, Gary Nicholson, Terry Countryman, Deanna Lothrop, Kathy Dyer, Pat Gibbons, and Barry Davis plan to attend.

**CORRESPONDENCE**

**LYME FREE LIBRARY**

A thank you note from Lyme Free Library was received.

**CAPE VINCENT WIND FARM**

The Cape Vincent Wind Farm newsletter was received.

**CORNELL COOPERATIVE  
EXTENSION**

A thank you letter from Cornell Cooperative Extension was received.

**BERNIER, CARR & ASSOCIATES  
September 12, 2013**

A letter from Bernier, Carr & Associates was received.

**REPORTS**  
**PRINCIPAL**

Principal Davis reported. It was a good opening of school. He met with all of the students to review the student handbook. He worked with Mrs. Holmes and Mrs. Gibbons to prepare the final composite scores for the APPR. He also worked with members of the APPR committee to complete the process.  
On August 12 & 13 he attended a workshop "How to work less, produce more and still get the job done in a sensible school week." Mrs. Rickett and Mrs. McIntosh attended this workshop on August 13.

**DIRECTOR OF PUPIL SERVICES**

Director Gibbons reported. The school is using Glenfield BOCES to print the ELA and Math Common Core modules. SED has issued a release of new scaled grades 3-8 ELA & Math scores due to the volume of students requiring AIS.

**SUPERINTENDENT**

Superintendent Donahue reported. She attended the statewide school consortium meeting on September 11, 2013.  
As of yet, we have not received the starting date for BoardDocs.  
She has been working on interviewing for the science teacher position. She has also been working on staffing for the DoDEA grant and the bus garage.

**COMMITTEES**  
**POLICY**

First reading of policy #7243 (Student Data Breaches) was reviewed.  
Procedures were reviewed:  
#6551 - Family and Medical Leave Act  
#7210 - Student Placement  
#7240 - Access to Student Records  
#7243 - Student Data Breaches  
#7554 - Dignity For All Students Act  
#7313 - Guidelines for Student Suspensions  
#7316 - Student Use of Personal Technology

**ACTION ITEMS**  
**MINUTES**

A motion was made by Deanna Lothrop, seconded by Lynn Reichert, to approve the minutes from the August 8, 2013 meeting.

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

**MOTION CARRIED**

**FINANCIAL REPORTS**

A motion was made by Kathy Dyer, seconded by Brian Peters, to approve the financial reports:

September 12, 2013

General Fund Warrant #5 \$217,833.76  
 General Fund Supplemental #4 \$160,898.89  
 School Lunch Warrant #4 \$5,475.45  
 Capital Fund Warrant #2 \$16,078.74  
 Treasurer's Report July 31, 2013

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

**MOTION CARRIED**

**TAX ROLL CORRECTIONS**

A motion was made by Deanna Lothrop, seconded by Scott Rickett, to approve the tax roll corrections.

Name	Reason	Current Tax	Corrected Tax
Karl T. Krohl	BAR lowered assessed value to \$177,500; however reduction was not reflected on tax roll	\$1,781.25	\$1,728.66
Robert Hunt II	Assessment should have been reduced after informal hearings	\$888.19	\$110.05
Mary Jo Garvin	Need to add 4,834. She applied 1/9/13 was receiving Basic. Basic was removed but Enhanced did not get added	\$1,255.35	\$644.59

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

**MOTION CARRIED**

**POLICY REVISIONS**

A motion was made by Lynn Reichert, seconded by Scott Rickett, to approve the policy revisions:

- #1332 – Duties of the School District Treasurer
- #3410 – Code of Conduct on School Property
- #5110 – Budget Planning and Development
- #5120 – School District Budget Hearing
- #6130 – Evaluation of Personnel
- #6220 – Temporary Personnel
- #6413 – Use of Email in the School District
- #6551 – Family and Medical Leave Act
- #7110 – Comprehensive Student Attendance Policy
- #7240 – Student Records
- #7316 – Student Use of Personal Technology
- #7512 – Student Physicals
- #7554 – Dignity For All Students Act
- #8242 – Civility, Citizenship and Character Education

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

**MOTION CARRIED**

**ZUMBA**

A motion was made by Deanna Lothrop, seconded by Lynn Reichert, to approve the use of the gym for Zumba classes, September 5, 2013-June 27, 2014, Tuesdays and Thursdays 6:00 PM, Saturdays 8:00 AM.

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

**MOTION CARRIED**

**GOOD NEWS CLUB**

A motion was made by Deanna Lothrop, seconded by Lynn Reichert, to approve the use of a classroom for Good News Club, Mondays, October 21, 2013-April 14, 2014, 3:00 PM

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

**MOTION CARRIED**

**TARGET DONATION**

A motion was made by Scott Rickett, seconded by Brian Peters, to accept the Target "Take Charge of Education" donation in the amount of \$62.89.

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

**MOTION CARRIED**

**FREEZER DONATION**

A motion was made by Deanna Lothrop, seconded by Brian Peters, to accept the donation of a freezer from Katie & Stasse Perkins with appreciation.

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

**MOTION CARRIED**

**SCHOOL SUPPLIES DONATION**

A motion was made by Deanna Lothrop, seconded by Lynn Reichert, to accept the donation of school supplies from Victory Church.

**PUBLIC COMMENTS**

Eleanor VanNess said she was glad to see everyone playing on the soccer fields. She asked what has happened to the score clock. She also noted that another district's bus was parked on the road during a game and that we need bigger signs on the road stating no parking of buses.

**FOR THE GOOD OF THE ORDER**

Principal Davis wanted to thank the PTSO for the new concessions trailer.

**ACTION ITEMS**

## WATERTOWN TRACK TEAM

A motion was made by Deanna Lothrop, seconded by Brian Peters, to approve the request for Kimberly Collins and Erica Gardner to participate on the Watertown High School track team.

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

**MOTION CARRIED**

## EXECUTIVE SESSION

A motion was made by Lynn Reichert, seconded by Deanna Lothrop, to enter into executive session to discuss CSE, particular persons and personnel, and student issues at 7:12 PM.

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

**MOTION CARRIED**

A motion was made by Deanna Lothrop, seconded by Lynn Reichert, to adjourn executive session at 8:31 PM.

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

**MOTION CARRIED**

## ACTION ITEMS

### CSE RECOMMENDATIONS

A motion was made by Deanna Lothrop, seconded by Lynn Reichert, to accept the CSE recommendations.

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

**MOTION CARRIED**

## PERSONNEL

### RESIGNATION

A motion was made by Terry Countryman, seconded by Lynn Reichert, to accept the resignation and thanks for their service of Tammy McIntosh, Varsity Club Advisor.

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

**MOTION CARRIED**

A motion was made by Terry Countryman, seconded by Lynn Reichert, to accept the resignation and thanks for their service of Elizabeth Currier, Bus Driver.

Gary Nicholson	Yes	Terry Countryman	Yes
Kathy Dyer	Yes	Deanna Lothrop	Yes

Brian Peters	Yes	Lynn Reichert	Yes
Scott Rickett	Yes		

**MOTION CARRIED**

A motion was made by Terry Countryman, seconded by Lynn Reichert, to accept the resignation of Timothy Demster, Science teacher, Boys' Modified Soccer Coach, and Grade 8 Class Advisor, effective September 1, 2013.

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

**MOTION CARRIED**

A motion was made by Terry Countryman, seconded by Lynn Reichert, to accept the resignation of Kenneth Moore, Bus Mechanic/Driver, effective August 30, 2013.

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

**MOTION CARRIED**

**APPOINTMENTS**

A motion was made by Kathy Dyer, seconded by Deanna Lothrop, to appoint Jennifer Durr as Student Council Co-Advisor.

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

**MOTION CARRIED**

A motion was made by Kathy Dyer, seconded by Deanna Lothrop, to appoint Julianne Oliver as Student Council Co-Advisor.

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

**MOTION CARRIED**

A motion was made by Lynn Reichert, seconded by Brian Peters, to appoint Lyle Connor as Assistant Volunteer Boys' Varsity Soccer Coach.

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

**MOTION CARRIED**

A motion was made by Lynn Reichert, seconded by Brian Peters, to appoint Richard Wallace as Assistant Volunteer Boys' Varsity Soccer Coach.

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

**MOTION CARRIED**

A motion was made by Lynn Reichert, seconded by Brian Peters, to appoint Frederick O'Brien as Boys' Modified Soccer Co-Coach.

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

**MOTION CARRIED**

A motion was made by Lynn Reichert, seconded by Brian Peters, to appoint Robert Goutremout as Boys' Modified Soccer Co-Coach.

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

**MOTION CARRIED**

A motion was made by Kathy Dyer, seconded by Scott Rickett, to appoint Richard Algie as a Substitute Teacher.

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

**MOTION CARRIED**

A motion was made by Kathy Dyer, seconded by Scott Rickett, to appoint Katherine Barber as a Substitute Teacher.

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

**MOTION CARRIED**

A motion was made by Kathy Dyer, seconded by Deanna Lothrop, to appoint Daniel O'Brien as a 1.0 FTE Bus Driver, effective September 1, 2013, \$7,956.75.

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

**MOTION CARRIED**

A motion was made by Deanna Lothrop, seconded by Scott Rickett, to appoint Adrienne Teachout as a Grade 8 Class Advisor.

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

**MOTION CARRIED**

A motion was made by Deanna Lothrop, seconded by Scott Rickett, to appoint Elizabeth Wagenaar as a Dramatics Advisor.

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

**MOTION CARRIED**

A motion was made by Deanna Lothrop, seconded by Lynn Reichert, to amend the rate of pay for substitute caller Christine Rickett from current minimum wage to current rate of pay (\$13.86/hour)

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

**MOTION CARRIED**

**TRANSPORTATION REQUEST**

A motion was made by Kathy Dyer, seconded by Deanna Lothrop, to approve the transportation request for Nolen Kleftis to IHC Jr/Sr High School.

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

**MOTION CARRIED**

**BUS MONITOR RATE**

A motion was made by Kathy Dyer, seconded by Scott Rickett, to approve the resolution to raise the bus monitor rate of pay to \$10.00/hour.

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

**MOTION CARRIED**

**FT. DRUM RISE PROJECT**

A motion was made by Terry Countryman, seconded by Kathy Dyer, to approve the resolution to create a 12 month, non-tenured position of Coordinator of the Ft. Drum RISE Project, effective September 13, 2013, which is to be paid for out of the Ft. Drum RISE Project grant and for a period not to exceed five years.

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

**MOTION CARRIED**



A motion was made by Terry Countryman, seconded by Deanna Lothrop, to approve the resolution to appoint Lisa Blank as teacher on special assignment with .2 FTE as a ten month teacher in the science tenure area and .8 FTE as a 11 month Coordinator of the Ft. Drum RISE Project at the salary of \$72,500, prorated for SY 2013-2014, were such appointment includes work days comprised of the regular teacher work schedule pursuant to the collective bargaining agreement and 22 days during the months of July and August.

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

**MOTION CARRIED**

#### ELEMENTARY TEACHER POSITION

A motion was made by Deanna Lothrop, seconded by Lynn Reichert, to approve the resolution to create a full time, 3 year probationary teacher position in the elementary tenure area, with the continuation of this position is subject to grant funding.

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

**MOTION CARRIED**

#### SETTLEMENT AGREEMENT

A motion was made by Lynn Reichert, seconded by Deanna Lothrop, to approve the resolution to accept the settlement agreement between Susan Brodeur and the Lyme Central School District.

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

**MOTION CARRIED**

#### ADJOURNMENT

A motion was made by Deanna Lothrop, seconded by Scott Rickett, to adjourn the meeting at 8:50 PM.

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

**MOTION CARRIED**

Respectfully submitted,

Missy Holmes  
Board of Education Clerk

September 12, 2013