

LYME CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
Annual Re-Organizational Meeting
Minutes
BOARD OF EDUCATION AND ADMINISTRATION ONLY
Thursday, July 7, 2016
Library- 6:00 PM

RE-ORGANIZATIONAL MEETING

The meeting was called to order at 6:00 p.m. by District Clerk Sherri Wilson, followed by the Pledge of Allegiance.

Members Present: Gary Nicholson; Deanna Lothrop; Kathy Dyer; Terry Countryman and Ray McIntosh

Others Present: Cammy J. Morrison, Superintendent of Schools; Sandra Rooney, Business Official; Sherri Wilson, District Clerk

1. **The Oath of Faithful Performance** will be administered by the District Clerk to all elected members of the Board of Education for the 2016-2017 school year.
2. **Election of Officers for the 2016-2017 school year:**
 - **President** of the Board of Education:
Nomination of Gary Nicholson by Deanna Lothrop for President of the Board of Education.
Motion to approve Gary Nicholson as President is seconded by Kathy Dyer. Motion approved 4: 0 with Mr. Nicholson abstaining.
 - **Vice-President** of the Board of Education:
Nomination of Deanna Lothrop by Kathy Dyer for Vice-President of the Board of Education.
Motion to approve Deanna Lothrop as Vice-President is seconded by Ray McIntosh. Motion approved 4: 0 with Mrs. Lothrop abstaining.
3. **The Oath of Faithful Performance in Office** was administered by the District Clerk to the President and Vice-President.
4. **Appointment of Officers as Listed:**
Motion for approval by Terry Countryman, seconded by, Deanna Lothrop, with motion approved 5 - 0.

| | TITLE | INCUMBENT |
|-----------|------------------------|-----------------------------------|
| A. | Clerk of the Board | Sherri Wilson |
| B. | District Treasurer | Anne Knight |
| C. | District Tax Collector | Vicky Barbour |
| D. | Substitute Caller | Tabled pending further discussion |

5. **The Oath of Faithful Performance** was administered by the District Clerk to appointed offices
6. **Other Appointments as listed:**
Motion for approval by Deanna Lothrop, seconded by, Kathy Dyer, with motion approved 5 - 0.

| | TITLE | INCUMBENT |
|-----------|------------------|--|
| A. | School Physician | Dr. Alfred Gianfagna, \$8,500. |
| B. | School Attorney | Ferrara, Fiorenza, Larrison, Barrett, P.C.; BOCES Legal Services |

| | | |
|-----------|--|-----------------------------------|
| C. | Attendance Officer | Christine Lachenauer |
| D. | Independent Auditor | Bowers & Company, CPA's, PLLC |
| E. | Internal Claims Auditor | Stephen Lambert, \$25.00 per hour |
| F. | Records Access Officer | Sherri Wilson |
| G. | Records Management Officer | Sherri Wilson |
| H. | Purchasing Agent | Cammy Morrison |
| I. | - Asbestos Hazard Emergency Response Act(AHERA) - Local Educational Agency (LEA) Designee | Todd LaSage |
| J. | Chemical Hygiene Officer | Deborah Wilkinson |
| K. | Dignity Act Coordinator | Patricia Gibbons |

7. Designations as listed:

Motion for approval by Terry Countryman, seconded by, Deanna Lothrop, with motion approved 5 - 0.

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|-----------|--|--|
| A. | Official Bank Depositories | - Key Bank of Central NY, Dexter - Citizens' Bank of Cape Vincent, Chaumont |
| B. | Official Newspaper | Watertown Daily Times |
| C. | Regular Meetings | 2 nd Thursday @ 6:00 PM |
| D. | Tax Computation Agent | Jefferson County |
| E. | Lyme Youth Committee Representative | Tabled pending further discussion |
| F. | - Jefferson-Lewis School Boards Representative - Jefferson-Lewis School Boards Alternative Representative - Jefferson-Lewis School Boards Legislative Representative | - Deanna Lothrop - Lynn Reichert - Deanna Lothrop |
| G. | Rural School Representative | Cammy Morrison |
| H. | - NYS School Boards Association Voting Delegate - NYS School Boards Association Voting Alternative | - Kathy Dyer - Deanna Lothrop |
| I. | Committee on Special Education(CSE) , Chairperson -School Psychologist -School Physician -Nurse -Parent Representatives -Sub Committee, Chairperson -Child Resource Teachers | - Tabled pending further discussion -Stacey Linkroum -Dr. Alfred Gianfagna -Christine Lachenauer -Jennifer Gregory, Serena Recore, Jennifer Wardell, Darcy Hayward – as necessary -Patricia Gibbons -Karen Jessman, Janice Shepard |
| J. | -Committee on Preschool Special Education, Chairperson -Parent Representatives | - Tabled pending further discussion - As necessary, see above list |
| K. | Civil Rights Representative | Barry Davis |
| L. | Homeless Liaison | Margaret Stevens |
| M. | Sexual Harassment Officer | Patricia Gibbons |
| N. | Title IX Officer | Patricia Gibbons |

8. Authorizations as listed:

Motion for approval by Deanna Lothrop, seconded by, Kathy Dyer, with motion approved 5 - 0.

| | | |
|-----------|--|--------------------------|
| A. | Payroll Certification | Cammy Morrison |
| B. | Approval of Board Members to attend meetings/conferences with expenses | |
| C. | To establish a petty cash fund of \$200.00 | Vicky Barbour to oversee |
| D. | Budget Transfers up to \$5,000.00 with approval of Superintendent | |
| E. | Transfer of funds to reserve funds with approval of Board of Education | |
| F. | Acting Superintendent when Superintendent is absent | Patricia Gibbons |
| G. | Acting Principal when Principal is absent | Patricia Gibbons |

9. Other Items as listed:

Motion for approval by Terry Countryman, seconded by, Deanna Lothrop, with motion approved 5 - 0.

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|-----------|---|
| A. | Re-adoption of all policies, handbooks, operation manuals in effect during the previous years |
| B. | Code of Conduct |
| C. | Approval of Mileage Reimbursement Rate at the official current rate - .54 |
| D. | - 2017 Budget Vote Date: May 16, 2017 - 2017 Budget Vote Hearing Date: May 04, 2017 |
| E. | Substitute Teacher Rates: \$85 – has certification in NYS \$80 – has a 4 year degree \$70 – has less than a 4 year degree \$65 – does not have a degree Substitute Bus Driver - \$26.00 first 1.5 hours; \$14.00 per hour after Substitute School Nurse rate - \$85 RN; \$70 LPN Substitute Cleaner rate – At the current minimum wage of \$9.00/ hour Substitute Cafeteria rate - At the current minimum wage of \$9.00/ hour Substitute Teacher Aide rate - At the current minimum wage of \$9.00/ hour Substitute Bus Monitor rate - At the current minimum wage of \$9.00/ hour |
| F. | Board Committees: Building and Grounds Committee - Brian Peters to be replaced by Board of Education member, Ray McIntosh. All other Board Committees will remain the same for the 2016-17 school year. |

At this time the Board of Education proceeded with the regular meeting agenda.

Respectfully submitted:

Sherri L. Wilson, District Clerk

LYME CENTRAL SCHOOL BOARD OF EDUCATION 2016-2017

| POSITION # | MEMBER NAME | # OF YEARS TERM | DATES OF TERM | POSITION HELD |
|-------------------|--------------------|------------------------|----------------------|----------------------|
| 1 | Deanna Lothrop | 5 years | 7/1/14-6/30/19 | Vice President |
| 2 | Lynn Reichert | 5 years | 7/1/14-6/30/19 | Member |
| 3 | Kathy Dyer | 5 years | 7/1/14-6/30/19 | Member |
| 4 | Gary Nicholson | 5 years | 7/1/15-6/30/20 | President |
| 5 | Ray McIntosh | 5 years | 7/1/16-6/30/21 | Member |
| 6 | Terry Countryman | 5 years | 7/1/12-6/30/17 | Member |
| 7 | Scott Rickett | 5 years | 7/1/13-6/30/18 | Member |

COMMITTEES:

Policies/Procedures

Deanna Lothrop

Lynn Reichert

Kathy Dyer

Finance

Terry Countryman

Gary Nicholson

Kathy Dyer

Ad Hoc

Deanna Lothrop

Kathy Dyer

Buildings & Grounds

Ray McIntosh

Scott Rickett

Deanna Lothrop

Negotiations (2015)

Kathy Dyer

Lynn Reichert

Deanna Lothrop

Superintendent's Evaluation

Deanna Lothrop

Terry Countryman

Re-Organizational Meeting – July 7, 2016

**LYME CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION MEETING SCHEDULE
2016-2017**

(As approved by the Board of Education – July 7, 2016)

Board of Education meetings will be held in the **Lyme Central Library** unless otherwise stated.

Meeting Time 6:00 PM (Unless otherwise stated.)

All Executive Sessions will be held immediately following the regular meetings.

BOE MEETINGS 2016-2017

Thursdays, 6:00 PM

| | |
|--------------------------|--|
| Thursday - July 07, 2016 | Annual Re-organizational Meeting immediately followed by Regular Meeting |
| August 11, 2016 | Regular Meeting |
| September 08, 2016 | Regular Meeting |
| October 13, 2016 | Regular Meeting |
| November 10, 2016 | Regular Meeting |
| December 08, 2016 | Regular Meeting |
| January 12, 2017 | Regular Meeting |
| February 09, 2017 | Regular Meeting |
| March 09, 2017 | Regular Meeting |
| April 13, 2017 | Regular Meeting |
| April 25, 2017 | BOCES Budget vote |
| May 04, 2017 | Regular Meeting followed by Annual Budget Hearing |
| May 16, 2017 | District Budget Vote/ Elections 2017-18 |
| June 15, 2017 | Regular Meeting / End of Year Meeting |