

LYME CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting
Minutes
March 7, 2018
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
Lynn Reichert	Sherri Wilson, District Clerk

ADMINISTRATORS PRESENT:

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

OTHERS PRESENT: Deborah Wilkinson; Eleanor VanNess; Todd LaSage; Wyatt Thomas; Melissa Thomas; Christian Robbins; Alexis Adams; John Warneck; Parker Davis; Sarah Mog.

PRESENTATIONS:

- Mr. John Warneck, NCE Environmental Consultants: Mr. Warneck reviewed the annual Fire Inspection Report. He noted the district had an overall good report with only a few minor items cited, all of which have been since rectified. Mr. Warneck stated that the date range to complete of the 2019 inspection will be Dec.15, 2018 - Jan. 12, 2019.
- Mrs. Jennifer Haynes, Vocal Music teacher: Mrs. Haynes reviewed her findings from the Annual NYSMMA Conference which she attended in Dec. 2017. She reported on several inclusion workshops and found them to be very informative. Mrs. Haynes also stated she has been able to implement into her classroom the strategies learned, with much success.
Mrs. Haynes invited a few cast members from *The Wizard of Oz* to perform a skit from the play. The students were in full costume and sang a song. Mrs. Haynes invited the Board to attend the performance and thanked them for the opportunity to produce the play. She also gave thanks to Mr. Todd LaSage and the custodial staff for their assistance in preparing the stage and gym for the production.

CONSENT AGENDA

A motion for approval of the following items as listed under the CONSENT AGENDA is made by Terry Countryman, and seconded by Scott Rickett - Motion is approved 7 – 0.

1. **Approval of Minutes:**

- February 8, 2018 - Regular Meeting

2. **Approval of Buildings and Grounds requests:**

- March 7, 2018: LCS Scholarship Fund Endowment Committee Meeting, Mr. Bilkey Moore – LCS Conference Room 107 – 4:00 PM.
Due to the timeframe of the request, previous permission for use of conference room granted by Superintendent Morrison

3. **Conferences and Workshops:**

- February 13, 2018: eDoctrina Lunch & Learn, Patricia Gibbons/Katie Perkins – JL BOCES
- March 6, 2018: Lead Evaluator Recertification, Patricia Gibbons/Barry Davis – JL BOCES
- March 7, 2018: FOSS Science Training, Melissa Malone – Belleville Henderson – 8:30-2:30 PM

4. **Approval of Financial Reports:**

- School Business Report – (Verbal)
- Treasurer's Report, January 2018
- General Fund Warrant #16
- Supplemental Fund Warrant #14
- School Lunch Fund Warrant #9
- Federal Fund Warrant #10

REGULAR AGENDA

Other Discussion and Action

1. **Public Comments:** Eleanor Van Ness commented, on what a great year it has been in regard to the successful Varsity Boys' Basketball season, the OM team competitions and upcoming trip to state competition, and the exciting upcoming performance of *The Wizard of Oz*.
2. **Ongoing Agenda Items:**
 - Policy # 2304 – Board Self-Evaluation
3. **Board Information:**
 - **March 14, 2018:** *REMINDER* – JLSBA Dessert Workshop – Make Way for Makerspaces! – JL BOCES Conference Rooms A & B - 6:00 PM
 - **March 19, 2018:** Deadline for accepting nominations for election to the JLBOCES Board of Education, three (3) vacancies. The term of office for each vacancy is three (3) years.
 - **Information Provided:** JLBOCES 2018 Planning Calendar for 2018-19 BOCES Budget Vote; List of current JLBOCES Board Members and terms; List of current members' terms, expiring on June 30, 2018.
 - **March 28, 2018:** *REMINDER* – NHS Recognition Program – Watertown High Auditorium – 6:00 PM
 - **March 29, 2018:** Superintendent's Conference Day, pm only, students dismissed at 11:30 AM
 - **April 4, 2018:** Jefferson County Sheriff Department Crisis Response Presentation/Training, Sherri Wilson – LCS Gymnasium – 6:00 PM. Available to community
 - **April 11, 2018:** Invitation, JLBOCES Annual Dinner Meeting – Howard G. Sackets Technical Center, Glenfield – Tour of building @ 5:00 PM, dinner served @ 6:00 PM, presentation of 2018-19 BOCES Budget to begin at 7:30 PM
***Registration for this event due by April 5, 2018 – please let Mrs. Wilson know if you plan to attend**
 - **April 18, 2018:** JLBOCES Budget Vote and Board Member Election
 - **May 2, 2018:** Annual Budget Hearing, immediately followed by Regular Meeting
4. **Board Information, LCS Events:**
 - **March 2 -19, 2018:** Odyssey of the Mind Easter Flower Sale Fundraiser, Deborah Wilkinson/Adrienne Teachout – LCS
 - **March 5 - 19, 2018:** Class of 2019 Schwan's Fundraiser, Bridgette Stumpf/Tammy Ditch - LCS
 - **March 8, 2018:** Gr. PreK-5, assembly preview of *The Wizard of Oz*, Christine Rickett - LCS Gymnasium – 2:15 -2:45 PM
 - **March 16, 2018:** Odyssey of the Mind Bake Sale Fundraiser, Deborah Wilkinson/Adrienne Teachout – Citizens Bank of Cape Vincent – 3:15 – 5:30 PM
 - **March 23, 2018:** NHS Glow Green Dance, Beth Faulknham/Adrienne Teachout - LCS Cafeteria – 6:00-8:0PM, Middle School; 8:15-10:15 PM High School
 - **April 18, 2018:** Gr. 8, Mad City Money Event, Alanna Piroli – LCS Gymnasium – 8:00 AM – 11:30 AM
 - **June 1, 2018:** Gr. 9-12, assembly Staying Alive, Christine Rickett - LCS Gymnasium – 8:30 – 9:00 AM
5. **Board Discussion/Action:**
BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the **Class of 2019 Junior Prom**, to be held on **June 2, 2018**, at the Thousand Island Country Club on Wellesley Island, NY, from 7:00-11:00 PM. Grand March at the Copley House, Chaumont, NY at 3:00 PM.

 Motion for approval by Deanna Lothrop, seconded by Ray McIntosh, with motion approved 7 - 0.
6. **Board Action:**
BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the field trip for high school students to visit SUNY Morrisville and Cazenovia Colleges on March 22, 2018, from 7:00 AM – 6:15 PM. Chaperones for this field trip will be Alanna Piroli and Patricia Gibbons.

 Motion for approval by Kathy Dyer, seconded by Lynn Reichert, with motion approved 7 - 0.
7. **Board Action:**
BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the field trip request to Binghamton, NY on April 6-7, 2018 for the Odyssey of the Mind State Competition. Chaperones for this trip: Deborah Wilkinson, Adrienne Teachout

 Motion for approval by Scott Rickett, seconded by Ray McIntosh, with motion approved 7 - 0.
8. **Board Action:**
BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the Section III Combining Contract between Lyme Central School and LaFargeville Central School allowing two (2) Lyme students to participate in sporting events (games/practices) with the Modified Boys' LaFargeville Baseball Team, at all levels of competition for the 2017-18 school year.

Motion for approval by Lynn Reichert, seconded by Ray McIntosh, with motion approved 7 - 0.

9. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the **2018 Annual Fire Inspection** for Lyme Central School District Main Building, Garage, Bus Garage, and Fuel Station as reported by Mr. John Warneck, NCE Environmental Consultants.

Motion for approval by Deanna Lothrop, seconded by Scott Rickett, with motion approved 7 - 0.

10. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve Section III Combining Contract between Lyme Central School and Thousand Island Central School allowing Lyme students to participate in sporting events (games/practices) with the Boys' Modified and Varsity Lacrosse Teams, at all levels of competition for the 2018 -19 school year.

Motion for approval by Terry Countryman, seconded by Scott Rickett, with motion approved 7 - 0.

11. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the **Lyme Free Library Resolution** as follows:

BE IT RESOLVED that pursuant to Education Law, Section 259, the Board of Education of the Lyme Central School District is authorized to levy and collect an annual tax, year after year, separate and apart from the annual school district budget, in the amount of sixty one thousand five hundred (\$61,500.00) dollars which shall be paid to the Lyme Free Library for the support and maintenance of the library. With this appropriated amount to be the annual appropriation thereafter until modified by the registered voters of the Lyme Central School District.

Motion for approval by Lynn Reichert, seconded by Ray McIntosh, with motion approved 7 - 0.

12. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the **Mohawk Regional Information Center (MORIC) Telecommunications Broadband Services Resolution** as follows:

WHEREAS, the Board of Education of the Lyme Central School District desires to enter into a 5 year contract with the Madison-Oneida BOCES in order for the Mohawk Regional Information Center to furnish certain services to the District pursuant to Education Law 1950(4)(jj), those services being Broadband Telecommunications as defined on the attached sheet(s).

NOW, THEREFORE, it is **RESOLVED**, that the Board of Education of the Lyme Central School District agrees to enter into a contract with the Madison-Oneida BOCES through the provision of said services to the District not to exceed \$700.00 monthly, plus any one time vendor installation costs, subject to the approval of the Commissioner of Education, for a period of 5 years, beginning on or about January 1, 2018, and ending on or about December 31, 2023.

Motion for approval by Scott Rickett, seconded by Kathy Dyer, with motion approved 7 - 0.

13. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the the **Mohawk Regional Information Center (MORIC) BOCES Service Request and Contract** for the 2018-19 school year.

Motion for approval by Deanna Lothrop, seconded by Lynn Reichert, with motion approved 7 - 0.

14. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the **2018-19 St. Lawrence-Lewis Cooperative Purchasing Fuel Oil Award**, Plan C fluctuating rate with supplier Adirondack Energy for Lyme Central School Main Building, and with supplier Suburban Heating Oil Partners, for Lyme Central School Bus Garage.

Motion for approval by Ray McIntosh, seconded by Kathy Dyer, with motion approved 7 - 0.

15. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the **2018-19 St. Lawrence-Lewis Cooperative Purchasing Ultra-Low Sulphur Diesel Fuel Award**, Plan C fluctuating rate with supplier Adirondack Energy, for Lyme Central School Fuel Depot.

Motion for approval by Deanna Lothrop, seconded by Lynn Reichert, with motion approved 7 - 0.

16. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the **2018-19 St. Lawrence-Lewis Cooperative Purchasing LP Gas/Propane Award**, Plan C fluctuating rate with supplier Ferrell Gas LP, for Lyme Central School Main Building.

Motion for approval by Ray McIntosh, seconded by Terry Countryman, with motion approved 7 - 0.

17. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve Superintendent Cammy Morrison as a **Lead Evaluator**, following completion of refresher training held on March 1, 2018, at Jeff-Lewis BOCES.

Motion for approval by Deanna Lothrop, seconded by Kathy Dyer, with motion approved 7 - 0.

18. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to accept the donation in memory of Olive Silver, for the purchase of books for the Lyme Central School Library from:

- Shirley Williams - \$25.00

Motion for approval by Kathy Dyer, seconded by Lynn Reichert, with motion approved 7 - 0.

19. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to accept the following donations to the Lyme Central School Scholarship Fund in memory of Frank Mussot:

- Donald and Betty Reed - \$25.00
- Karen Donahue - \$25.00
- Karen Fitzgerald - \$25.00
- LCS Friends - \$50.00

Motion for approval by Scott Rickett, seconded by Deanna Lothrop, with motion approved 7 - 0.

20. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to accept the following donation to the Lyme Central School Scholarship Fund in memory of Kent Wiley:

- Bilkey Moore - \$50.00

Motion for approval by Kathy Dyer, seconded by Ray McIntosh, with motion approved 7 - 0.

21. **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 Deanna Lothrop, seconded by Scott Rickett, with motion approved 7 - 0.

22. **Board Discussion:**

Review of MORIC policy coordinator procedures for drafting/revising/ finalizing district policies, procedures, and regulations.

23. **Board Discussion/Action:**

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

- #2304 – Board Self-Evaluation

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 Lynn Reichert, seconded by Scott Rickett, with motion approved 7 - 0.

ADMINISTRATIVE REPORTS:

- Principal Report
- Director of Pupil Services Report
- Superintendent Report
- School Health Report, December 2017
- Transportation Report

CORRESPONDENCE AND COMMUNICATIONS

- 24. Correspondence Log: Following meeting on February 8, 2018
- 25. Calendar of Events: March 2018

ITEMS FOR NEXT MEETING – April 11, 2018

- 26. Policy review and information

EXECUTIVE SESSION:

A motion is requested to enter executive session for the discussion of the performance history of two (2) particular individuals.

Motion for approval by Kathy Dyer, seconded by Deanna Lothrop, with motion approved 7 - 0. Time entered: 7:15 p.m.

RETURN TO OPEN SESSION:

A motion is requested to adjourn the executive session and reconvene the regular meeting.

Motion for approval by Terry Countryman, seconded by Kathy Dyer, with motion approved 7 - 0. Time adjourned: 8:16 p.m.

RECOMMENDATIONS AND ACTION

27. Board Action:

- Personnel Changes as listed:
 - **Addition of one (1) Substitute Cleaner**

A motion for approval of the following PERSONNEL CHANGES with effective dates as listed under RECOMMENDATIONS AND ACTION is made by Terry Countryman, and seconded by Lynn Reichert Motion is approved 7 - 0.

(A) Retirements:

Name	Position	Effective Date
Margaret Stevens	Confidential Secretary	June 30, 2019

The Board of Education wishes to thank Mrs. Stevens for her many years of dedicated service to the district and for her caring and conscientious devotion to the students of Lyme Central.

(B) Resignations as listed: None at this time

(C) Appointments as listed:

Name	Position	Annual Salary / Rate of Pay	Probationary Tenure Track Appointment (if applicable)	Effective Date
James Hubbard	Substitute Cleaner	\$10.40 per hour	N/A	March 8, 2018

(D) PAID Coaching Appointments as listed:

Name	Fall 2018	Coaching Certification	Effective Date
Kathy Bellinger	2017-18 Mod. Girls' Softball Coach	1 st Aid/CPR incomplete	Not appointed
Robert Goutremout	2018-19 Boys' Varsity Soccer Coach	Temporary Coaching License, 2 nd – 4 th Renewal	March 8, 2018

(E) UNPAID Coaching Appointments as listed:

Name	Spring 2018/Fall 2018 Sports	Coaching Certification	Effective Date
Patrick Weston	2017-18 Var. Boys' Baseball Assistant Coach	Temporary Coaching	March 8, 2018
Mark Wilson	2017-18 Var. Girls' Softball Assistant Coach	Professional	March 8, 2018

Coaches possess the following [as mandated by NYSED:

- Teaching Certificate: Child Abuse / School Violence / DASA / First Aid / CPR / Concussion Workshop / Fingerprint Clearance *
- Temporary Coaching License 2nd-4th Renewal: Child Abuse / School Violence / DASA / First Aid / CPR / Concussion Workshop / Philosophies & Principals / Theories and Techniques [sport specific] / Health Sciences / Fingerprint Clearance ****

28. **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:

- **James Hubbard – Substitute Cleaner**
- **Patrick Weston - 2017-18 Varsity Boys' Baseball Assistant Coach**
- **Mark Wilson - 2017-18 Varsity Girls' Softball Assistant Coach**
- **Robert Goutremout – 2018-19 Varsity Boys' Soccer Coach**

Motion for approval by Scott Rickett, seconded by Terry Countryman, with motion approved 7 - 0.

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

Motion was made by Deanna Lothrop, seconded by Kathy Dyer, to adjourn the regular meeting, with motion approved 7 - 0. Time adjourned, 8:16 PM.

Respectfully submitted:

 Sherri Wilson - District Clerk

- Supporting documents may be found in supplemental file dated, March 7, 2018
- All minutes are unofficial until approved by the Board of Education