

LYME CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting
Minutes
October 13, 2022
LCS Library – 6:00 PM

Call to Order by Deanna Lothrop, Board of Education President, at 6:04 PM
Pledge of Allegiance

REGULAR MEETING

MEMBERS PRESENT:

Deanna Lothrop, President
Ray McIntosh
Shauna Dupee
Sherri Wilson, District Clerk

Kathy Gardner, Vice President
Lynn Reichert

MEMBERS EXCUSED:

Jon LaFontaine
Scott Rickett

ADMINISTRATORS PRESENT:

Cammy J. Morrison, Superintendent
Christopher Marshall, Principal/Athletic Director
Deborah Wilkinson, Curriculum & Data Coordinator
Patricia Gibbons, Assistant Superintendent
Ariana Morrison, District Treasurer

OTHERS PRESENT: Dominic D'Imperio

PRESENTATIONS:

CONSENT AGENDA

A motion for approval of the following items as listed under the CONSENT AGENDA is made by Kathy Gardner, and seconded by Lynn Reichert. Motion is approved 5 – 0.

1. Approval of Minutes:

- September 8, 2022 - Regular Meeting

2. Approval of Buildings and Grounds requests:

- **Oct. 16, 2022 - April 30, 2023:** Town of Lyme Youth Commission, Heather O'Brien – Youth Basketball Program – LCS Gym – 10:00 AM – 7:00 PM, Sundays only. Certificate of Liability to be provided.
- **Nov. 7, 2022-March 27, 2023:** Good News Club, Heidi King & Nancy Weaver – LCS Classroom – 3:00 – 4:30 PM, Monday afternoons only. Certificate of Liability has been provided.

3. Conferences and Workshops:

- **September 16, 2022:** Questar School Business Officials Meeting, A. Morrison – JL BOCES – 9:00 – 11:00 AM
- **September 27, 2022:** NYSED Archives Workshop, S. Wilson – Virtual workshop– 10:00-11:00 AM
- **October 6, 2022:** NYSSBA 2022 District Clerk Workshop – Virtual workshop – 8:30 AM – 12:30 PM
- **Oct. 11, 2022:** MORIC IT Insights Summit & Expo, D. Wilkinson – Verona, NY – 8:30 AM – 3:00 PM
- **Nov. 4-7, 2022:** Empowering Every Student STANYS Conference, D. Wilkinson – Oncenter Convention Center, Syracuse, NY
- **December 2-4, 2022:** NYSMMA Winter Conference, E. Johnson – 8:15 AM – 2:30 PM each day

4. Approval of Financial Reports:

- School Business Report – (Verbal)
- Treasurer's Report, August 2022
- General Fund Warrant #10
- General Fund Supplemental Warrants #5; #6
- School Lunch Fund Warrant #3
- Federal Fund Warrant #1
- 2021-2022 Audit Report, Bowers & Company CPAs, PLLC
- 2021-2022 Corrective Action Plan (CAPS) Report

REGULAR AGENDA

Other Discussion and Action

1. **Public Comments:** None at this time

2. **Ongoing Agenda Items:**

- **May 2023:** Class of 2023 Senior Trip, K. Jessman & Ann Marie Hyde – Orlando, Fl. - First week of May, specific dates TBD – Further information to be provided as it becomes available.

3. **Board Information:**

- **Oct. 27-29, 2022:** *Reminder* NYSSBA 2022 Annual Convention – Oncenter Syracuse, NY
- **Nov. 2, 2022:** JLSBA Presentation, Patrick Longo NYSSBA Representative – Topic: Superintendent/Board Roles & Responsibilities – JL BOCES Conference Rooms A/B – 6:00 PM. **Registration deadline, Oct. 26, 2022. Please notify Mrs. Wilson if interested in attending.**

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

- **Sept. 26-30, 2022:** Student Council Spirit Week & Pep Rally, K. Aubertine – LCS
- **Sept. 30, 2022:** SUNY Canton College Visit, T. LaVancha – Gr. 11-12 – LCS – 10:30 – 11:30 AM
- **Oct. 3, 2022:** Gr. 11-12 Field Trip, S. Perkins/T. LaVancha – JCC Higher Education Day – 9:55 AM -12:00 PM
- **Oct. 3 & 6, 2022:** LCS Mascot/Logo Selection Committee Meeting, P. Gibbons – LCS Library – 5:00-6:00 PM
- **Oct. 5, 2022:** Whiz Quiz Team Field Trip, D. Lawson – Watertown PBS Station – 10:15 AM – 1:30 PM
- **Oct. 6, 2022:** JCC Financial Aid Night, T. LaVancha – Gr. 11-12 students and families – Library – 6:00 – 7:15 PM
- **Oct. 7, 2022:** Gr. 11-12 Marine Corp Visitation, T. LaVancha – LCS Lobby – 11:15 AM – 12:15 PM
- **Oct. 11, 2022:** Senior Class/Parent Meeting, K. Jessman/A. Hyde – LCS Cafeteria – 6:30-7:30 PM
- **Oct. 11, 12, 18, 19, 26 & 28, 2022:** Visiting Colleges & Military Recruiters, T. LaVancha – LCS Main Lobby – times vary
- **Oct. 12, 2022:** Gr. 11-12 PSAT Exams, T. LaVancha – LCS STEM Lab – 8:30-10:30 AM
- **Oct. 13, 2022:** Whiz Quiz Team Field Trip, D. Lawson – Watertown PBS Station – 10:50 AM – 2:15 PM
- **Oct. 13, 2022:** Gr. 9-12 Assembly, C. Marshall – Hang Up & Drive – LCS Gym – 1:40 – 2:40 PM
- **Oct. 13, 2022:** Gr. PK-5 Assembly, C. Marshall – LCS Fire Prevention in collaboration with TMB, Chaumont Fire Dept. and Guilfoyle Ambulance – LCS Student Parking Lot – 8:30 AM -12:30 PM
- **Oct. 14, 2022:** Gr. 11-12 Field Trip, A. Teachout – JL BOCES Engineer Your World Manufacturing Day – 8:30 AM – 2:30 PM
- **Oct. 14; Nov. 4, 2022; Jan. 19; Jan. 27; Feb. 15; May 8, 2023:** Jefferson County Historical Society Classroom Visits, T. McIntosh – Gr. K-6 – times for each visit TBD per each classroom teachers.
- **Oct. 16, 2022:** Varsity Club Fundraiser, T. McIntosh – Trunk or Treat – Chaumont Fire Hall – 10:00 AM -4:00 PM
- **Oct. 20, 2022:** iReady Training-Standards Mastery, D. Wilkinson – LCS Conference Room – 8:30 AM – 3:00 PM
- **Nov. 1, 2022:** Shrek the Musical Jr. Drama Club Gr. 1-4 Auditions, L. Martineau – Gym, Stage – 3:00-4:30 PM
- **Nov. 1, 2022:** Instrumental Music Field Trip, E. Johnson - Bi-County Rehearsals – Belleville Henderson CSD – 9:00 AM – 2:00 PM
- **Nov. 2, 2022:** Gr. 9-10, Health Elective Classes Field Trip, K. Aubertine/B. Goodhart – Wellesley Island State Park – 8:30 AM – 2:00 PM
- **Nov. 2 -3, 2022:** Shrek the Musical Jr. Drama Club Gr. 5-12 Auditions, L. Martineau – Gym, Stage – 3:00-4:30 PM
- **Nov. 4-5, 2022:** Vocal Music Field Trip, M. Gehrke – Bi-County Rehearsals – Belleville Henderson CSD – 9:00 AM – 2:00 PM
- **Nov. 8-9, 2022:** Yearbook Senior Portraits, A. Hyde – LCS Conference room – 7:00 AM – 4:00 PM
- **Nov. 9, 2022:** Shrek the Musical Jr. Drama Club Gr. 1-12 Callbacks, L. Martineau – Cafeteria – 3:00-5:00 PM
- **Nov. 12, 2022:** Class of 2023 Fundraiser, A. Hyde – Chicken BBQ – Chaumont Fire Department – 11:00 AM - ?
- **Nov. 16, 2022:** Gr. 12 Field Trip, T. LaVancha/S. Perkins – Workforce 2022 Event - Watertown International Airport – 8:20 AM – 1:00 PM
- **Feb. 6-10, 2023:** NHS Food Drive, B. Faulknham/A. Teachout – LCS

5. **Board Discussion/Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the **Removal of Grade 4 Science Assessment Supplemental Form: Statement of Assurances**, for the **2022-2023** school year, and therefore the Board of Education hereby approves a revised APPR Plan for submission to the New York State Education Department.

Motion for approval by Lynn Reichert, seconded by Kathy Gardner. Motion is approved 5 – 0.

6. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the **Tax Certiorari** settlement detailing an adjusted assessed property value, resulting in a reduction in taxes and subsequent refunds, on property owned by Bruce Kingsley for the following amounts:

<u>School Year</u>	<u>Refund</u>
▪ 2021-2022	\$1,892.22

- 2022-2023 \$1,846.13

Motion for approval by Kathy Gardner, seconded by Shauna Dupee. Motion is approved 5 – 0.

7. Board Discussion/Action:

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the **Section III Combining Contract** between the Lyme Central School District and the Thousand Island Central School District, allowing Lyme students to participate in sporting events, including all practices and competitive league games, with the Thousand Island Central School **Varsity and Modified Boys’ Lacrosse** teams during the **2022-2023** school year.

Motion for approval by Kathy Gardner, seconded by Lynn Reichert. Motion is approved 5 – 0.

8. Board Discussion/Action:

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the first read of draft revisions made to current Lyme Central School Policy/Procedure per Madison-Oneida BOCES policy coordinator. The following policies/procedures are for review and/or approval of adoption or deletion:

Approval to Adopt:

- Policy #1500 – Parent and Family Engagement in Title I Programs *Policy is required if Title I Federal Grants are received*
- Policy #5650 – Energy-Water Conservation and Recycling of Solid Waste
- Policy #5674 – School District Trademarks and Service Marks
- Policy #6002 – Complaints and Grievances by Employees *Policy is required*
- Policy #6111 – Testing Misconduct and Mandatory Reporting Requirements
- Policy #6140 – Medical Examinations
- Policy #6400 – Fingerprinting and Criminal History Record Checks for Prospective Employees *Policy is required*

Approval to Delete:

- Policy #5511 – Reserve Funds (replaced by policy #4804)
- Policy #6141 – School Employee Wellness

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 Kathy Gardner. Motion is approved 5 – 0.

9. Board Discussion/Action:

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the recommended increases/adjustments to the **Substitute Teachers’ Rate of Pay** as listed below.

Substitute Teacher Status	Certification	Rate of Pay Per Day
Non- Certified Teacher	Less than a four(4) year degree (AS/HS)	\$115.00
Non- Certified Teacher	Four (4) year degree (BA) – Not NYS Certified	\$125.00
Certified Teacher	NYS Certification	\$135.00
LCS Retiree Teacher	NYS Certification	\$145.00

Motion for approval by Kathy Gardner, seconded by Shauna Dupee. Motion is approved 5 – 0.

10. Board Discussion/Action:

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the **MOA** between the Lyme Central School District and the Lyme Central School Teachers Association (LCSTA) detailing the recommended minimal starting wage for **Teaching Assistants** be increased to \$20,000. In addition, there will be a one-time \$2,000 pay increase for all current district Teaching Assistant personnel listed below:

- Marie Farmer
- Phyllis Pangallo-Scott
- Elizabeth Netto
- Mackenzi Goutremout

Motion for approval by Shauna Dupee, seconded by Lynn Reichert. Motion is approved 5 – 0.

11. Board Discussion/Action:

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the equipment disposal request from the Music Department, Emily Johnson, for the following items deemed damaged and no longer usable by the district:

- 1 – empty clarinet case LCS Tag #44
- 1 – empty clarinet case
- 2 – broken tambourines
- 1 – broken clarinet w/case Normandy -9467F
- Box of broken percussion and marching stand equipment
- 1 – BIC lighter

Motion for approval by Kathy Gardner, seconded by Lynn Reichert. Motion is approved 5 – 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 for the **2022-2023** school year.

Motion for approval by Shauna Dupee, seconded by Lynn Reichert. Motion is approved 5 – 0.

ADMINISTRATIVE REPORTS:

- Principal Report, Mr. Christopher Marshall
- Curriculum & Data Coordinator, Mrs. Deborah Wilkinson
- Assistant Superintendent Report, Ms. Patricia Gibbons
- Superintendent Report, Mrs. Cammy J. Morrison
- Transportation Report, Mr. Jacob Phelps

CORRESPONDENCE AND COMMUNICATIONS

- 13. Correspondence Log: Following meeting held on September 8, 2022
- 14. Calendar of Events: October 2022

15. ITEMS FOR NEXT MEETING, November 10, 2022

- Nothing noted

RECOMMENDATIONS AND ACTION

16. Board Action:

BE IT RESOLVED that the Lyme Central School District Board of Education takes action to:

- **Reassignment one (1) Teacher – Library Media Specialist to English**
- ~~Appoint one (1) Long-Term Substitute Teacher – Library~~
- **Appoint one (1) Substitute Teacher**
- **Appoint one (1) School Monitor**
- **Appoint two (2) Substitute Cafeteria Laborers**
- **Appoint one (1) 2022-23 Student Council Co-Advisor**
- **Appoint two (2) FBLA Co-Advisors**
- **Appoint one (1) 2022-23 Cheerleader Coach**
- **Appoint four (4) 2022-23 Event Chaperones**

Motion for approval by Kathy Gardner, seconded by Lynn Reichert. Motion is approved 5 – 0.

17. Board Action: Personnel Changes as listed

BE IT RESOLVED that the Lyme Central School District Board of Education takes action to approve the following PERSONNEL CHANGES with effective dates as listed under RECOMMENDATIONS AND ACTION, motion is made by Shauna Dupee, and seconded by Lynn Reichert. Motion is approved 5 – 0.

- (A) Retirements: None at this time
- (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
Lydia Doolittle	Reassigned Position - English Teacher	Unchanged - current rate of pay	Hours accumulated in reassigned position will apply toward English Teacher Tenure	November 1, 2022
Declined Appointment Helen Timerman	Long Term Substitute Teacher – Library	Per LCSTA Contract – Days 1-15: \$120 per day, then 1/200th of Step 1A Days 16 plus: \$249.08	N/A	November 1, 2022
Cory Lynn Bell	School Monitor	\$15.20 per hour (3.25 hrs per day)	12 month probationary period Oct. 17, 2022- Oct. 16, 2023	October 17, 2022
Garrett Gehrke	Substitute Teacher	Non- certified, less than 4 yr. degree - \$90 per day	N/A	October 14, 2022
Sally Petrie	Substitute Cafeteria Laborer	\$13.20 per hour	N/A	October 14, 2022
Moriah Clark	Substitute Cafeteria Laborer	\$13.20 per hour	N/A	October 14, 2022
Extracurricular Positions				
Stephanie Doney	Student Council Co-Adv.	\$250.50	N/A	October 14, 2022
Stasse Perkins	FBLA Co-Advisor	\$486	N/A	October 14, 2022
Steven Hunt	FBLA Co-Advisor	Volunteer	N/A	October 14, 2022
Leah Martineau	2022-23 Chaperone	Game Chaperone - \$46 Dance Chaperone - \$46 Music Concert Chaperone - \$36	N/A	October 14, 2022
Anne Blake	2022-23 Chaperone	Game Chaperone - \$46 Dance Chaperone - \$46 Music Concert Chaperone - \$36	N/A	October 14, 2022
Tammy Ditch	2022-23 Chaperone	Game Chaperone - \$46 Dance Chaperone - \$46 Music Concert Chaperone - \$36	N/A	October 14, 2022
Emily Johnson	2022-23 Chaperone	Game Chaperone - \$46 Dance Chaperone - \$46 Music Concert Chaperone - \$36	N/A	October 14, 2022

(D) PAID Coaching Appointments as listed:

Name	Winter 2022-23 Sports	Stipend	Coaching Certification	Effective Date
Keitha Dorr	2022-23 Cheerleader Coach	\$2,499	Temporary 1 st Renewal	October 14, 2022

(E) UNPAID Coaching Appointments as listed: None at this time

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 ****

18. 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:

- **Cory Lynn Bell – School Monitor**
- **Garrett Gehrke – Substitute Teacher**
- **Sally Petrie – Substitute Cafeteria Laborer**
- **Moriah Clark – Substitute Cafeteria Laborer**

Motion for approval by Kathy Gardner, seconded by Shauna Dupee. Motion is approved 5 – 0.

19. EXECUTIVE SESSION:

Motion was made by Lynn Reichert, seconded by Kathy Gardner, to enter into executive session to discuss matters leading to the appointment of one (1) individual.

Motion is approved 5 - 0. Time entered, 7:17 PM.

RETURN to REGULAR MEETING:

Motion was made by Lynn Reichert, seconded by Shauna Dupee, to adjourn the executive session and reconvene to the regular meeting with motion approved 5 – 0. Time returned, 8:16 PM.

Motion for Adjournment:

There being no further business or discussion, a motion is requested adjourn the regular meeting.

Motion for approval by Kathy Gardner, seconded by Shauna Dupee. Motion is approved 5 – 0.

Time adjourned: 8:17 PM.

Respectfully submitted:

Sherri Wilson - District Clerk

- Supporting documents may be found in supplemental file dated, November 10, 2022
- All minutes are unofficial until approved by the Board of Education