

LYME CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting
Minutes
March 9, 2023
LCS Library – 6:00 PM

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

MISSION STATEMENT

Preparing Today's Students to be Tomorrow's Citizens.

REGULAR MEETING

MEMBERS PRESENT:

Deanna Lothrop, President
Scott Rickett
Sherri Wilson, District Clerk

Kathy Gardner, Vice President
Ray McIntosh
Shauna Dupee

MEMBERS EXCUSED:

Lynn Reichert
Jon LaFontaine

ADMINISTRATORS PRESENT:

Patricia Gibbons, Superintendent
Christopher Marshall, Principal/Athletic Director
Deborah Wilkinson, Curriculum & Data Coordinator

ADMINISTRATORS EXCUSED:

Ariana Morrison, District Treasurer

OTHERS PRESENT: Rachel Gardner, Karlie Maloney, Kent Sloat

PRESENTATIONS:

- Mr. Christopher Marshall, Building Principal/Athletic Director, introduced recently hired faculty and staff members to the Board. Ms. Rachel Gardner, Gr. 1 Teacher Assistant; Miss Karlie Maloney, Gr. 7-12 Science Teacher; Mr. Kent Sloat, Cleaner.

CONSENT AGENDA

A motion for approval of the following items as listed under the CONSENT AGENDA is made by Scott Rickett, and seconded by Ray McIntosh. Motion is approved 5 – 0.

1. Approval of Minutes:

- February 9, 2023 - Regular Meeting

2. Approval of Buildings and Grounds requests:

- None at this time

3. Conferences and Workshops:

- **Apr. 4; May 23, 2023:** MTSS Professional Growth, S. Doney; S. Linkroum; C. Ostrander; K. Jessman; C. Trottier – JL
BOCES – 8:30 AM – 3:00 PM

4. Approval of Financial Reports:

- School Business Report – (written report)
- Treasurer's Report, January 2022
- General Fund Warrant #27
- School Lunch Fund Warrant #12
- Federal Fund Warrant #7

REGULAR AGENDA

Other Discussion and Action

1. Public Comments: None at this time

2. Ongoing Agenda Items: None at this time

3. Board Information:

- **2022 Annual Lyme Central Scholarship Dollars Report**
- **Jefferson-Lewis BOCES 2023 Member Nominating Procedures & Information**
- **March 16, 2023:** LCS Board of Education Buildings & Grounds Committee Meeting – Conference Room - 4:00 PM
- **March 23, 2023:** LCS Board of Education Policy Committee Meeting – Conference Room - 4:00 PM
- **April 5, 2023: Invitation:** Jeff-Lewis BOCES Annual Dinner Meeting – JL BOCES – 5:00 PM, Building Tour; 6:00 PM Dinner; 7:15 PM, 2023-24 Proposed BOCES Budget Presentation, Conf. rooms A/B. **Registration is due by March 29, 2023, please let Mrs. Wilson know if you plan to attend.**
- **April 7, 2023:** Good Friday, no school
- **April 10-14, 2023:** Spring Recess, no school
- **April 20, 2023:** LCS Board of Education Finance Committee Meeting – Conference Room - 5:00 PM
- **April 25, 2023:** Jeff-Lewis BOCES Annual Budget Vote and Member Election – LCS District Office – 5:00 PM
- **May 4, 2023:** Annual Budget Hearing, immediately followed by Regular Board Meeting – 6:00 PM
- **May 16, 2023:** District Budget Vote and Board Member Election – STEM Lab - 7:00 AM -8:00 PM

4. Board Information, LCS Events (no action required):

- **Feb. 17, 2023:** Gr. 3 Assembly, P. Brennen – Archaeology Exploration with Mr. Ken Knapp – LCS Classroom – 9:00-9:45 AM
- **Feb. 22 & 23, 2023:** Drama Club Rehearsals, L. Martineau – LCS Gym/Stage – 12:00-3:00 PM
- **Feb. 27-Mar. 10, 2023:** Class of 2028 Fundraiser, S. Doney – Gertrude Hawks Candy Sales – LCS
- **Mar. 1, 2023:** New Teacher Orientation, B. Faulkham – LCS Conference Room – 8:20 -11:20 AM
- **Mar. 3, 2023:** Gr. 7-12 Presentation, T. LaVancha – Youth Court Volunteer Information: Shar Beebe, Resolution Center of Jefferson and Lewis County – LCS Main Lobby – 11:30 AM – 12:30 PM
- **Mar. 4, 2023:** Modified Boys’ Baseball, J. Morrow – Open Gym – LCS Gym – 3:00-4:30 PM
- **Mar. 7 & June 22, 2023:** CPR/1st Aid Training, C. Marshall – John Wells, Instructor – LCS STEM Lab – 5:00-7:00 PM
- ***Mar. 8, 2023:** Transportation Training, J. Phelps – 2-Hr. Refresher Course – LCS Library – 4:45-6:45 PM
- **Mar. 8; 15;22;29;Apr.5;26,2023:** FBLA Guest Speakers, S. Perkins – Room 222 – 3:00-4:00 PM
- **Mar. 10-11, 2023:** Student Council Fundraiser, K. Aubertine – Snack Concessions during Drama Production – LCS – 7:00 – 8:00 PM
- **Mar. 13-27, 2023:** Class of 2025 Fundraiser, K. Aubertine – Spring Spirit Wear Sales – LCS
- ***Mar. 13-31, 2023:** Class of 2024 Fundraiser, K. & S. Perkins – Yard-by-Yard Gift Card Sales - LCS
- **Mar. 14, 2023:** NHS/Grade 8 Assembly, A. Teachout, B. Faulkham – NHS Food Drive Pie in the Face Contest – LCS Cafeteria – 2:30-3:00 PM
- **Mar. 15, 2023:** Class of 2023 Meeting, K. Jessman/A. Hyde – Senior Class Trip Parent Information Meeting – **LCS Cafeteria – 6:00-7:00 PM**
- ***Mar. 21, 2023:** Class of 2023 Meeting, S. Doney – Access-VR Meeting, Laura Avery, Dept. of Education – LCS Conference Rm. – 10:00-11:15 AM
- **Apr. 4, 2023:** Gr. PK-2 Field Trip – Clayton Opera House – 9:00 AM – return time to be determined
- **Apr. 19, 2023:** Gr. 11-12 SUNY Plattsburgh College Visit, T. LaVancha – LCS Main Lobby – 11:15-11:45 AM
- **Apr. 19, 2023:** FBLA Field Trip, S. Perkins – Jefferson Leadership & Business Symposium – JCC – 8:30 AM – 2:30 PM
- **May 16, 2023:** Health & Wellness Fair, K. Aubertine – LCS Lobby/Hallways – 5:00-7:00 PM
- ***May 11, 2023:** Gr. PK-12 Sr. Spring Concert, E. Johnson – LCS Gym/Stage – 6:00-7:30 PM
- **May 19, 2023:** Gr. K Field Trip, B. Stumpf – Rock Island Nature Center – Thousand Islands – 8:45 AM – 2:00 PM
- **June 10, 2023:** Class of 2024 Jr. Prom Grand March & Prom Court – Copley House – 2:00-3:00 PM

5. Board Discussion/Action:

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the **2023-2024 St. Lawrence-Lewis Cooperative Purchasing Award** as follows:

Fuel Type/ Plan	District Building	Supplier
LP Gas/Propane - Plan C, \$1.4087 per gallon	Lyme Main Building	Superior Plus
Gasoline – \$2.8492 per gallon	Fuel Depot	Griffith Energy

Motion for approval by Kathy Gardner, seconded by Ray McIntosh. Motion is approved 5 – 0.

6. Board Action:

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 ninety one thousand eight hundred and ninety one (\$91,891.00) 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 Scott Rickett, seconded by Kathy Gardner. Motion is approved 5 – 0.

7. Board Action:

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve and adopt the **Mohawk Regional Information Center (MORIC) BOCES Services Request Contract** with the Lyme Central School District for the **2023-2024** school year.

Motion for approval by Kathy Gardner, seconded by Ray McIntosh. Motion is approved 5 – 0.

8. Board Action:

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the following resolution, at the recommendation of Jefferson-Lewis BOCES Health & Safety Department, for participation in the Oswego County BOCES/CiTi Cooperative Bid Purchasing Program for Lead Based Water Testing:

RESOLUTION AUTHORIZING PARTICIPATION IN OSWEGO COUNTY BOCES’ COOPERATIVE PURCHASING PROGRAM

WHEREAS,

The Cooperative Purchasing Service is a plan of a number of public school districts in the Oswego County Board of Cooperative Educational Services Area in New York (known as the Center for Instruction, Technology & Innovation [CiTi]), to bid jointly for water testing and sampling services, and

WHEREAS,

Lyme Central School District (hereinafter the “Participant”) is desirous of participating with Oswego County Board of Cooperative Educational Services/CiTi and other Boards of Cooperative Educational Services and public school districts in the joint bidding of the services mentioned above as authorized by General Municipal Law, Section 119-o, and

WHEREAS,

The participant wishes to appoint the Oswego County Board of Cooperative Educational Services/CiTi to advertise for bids, accept bids, tabulate bids and award bids on their behalf; therefore

BE IT RESOLVED,

The participant hereby appoints Oswego County Board of Cooperative Educational Services/CiTi to represent it in all matters relating above, and designates the Oswego County Board of Cooperative Educational Services/CiTi designated newspaper(s) as the legal publication(s) for all Cooperative Purchasing bid notifications, and,

BE IT FURTHER RESOLVED,

The participant authorizes the Oswego County Board of Cooperative Educational Services/CiTi to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned services, and,

BE IT FURTHER RESOLVED,

The participant agrees to (1) assume its equitable share of the costs of the Cooperative Bidding; (2) abide by majority decisions of the participating districts; (3) abide by the Award of the Oswego County Board of Cooperative Educational Services/CiTi; (4) and that after the award of the bid it will conduct all negotiations directly with the successful bidder(s).

Motion for approval by Shauna Dupee, seconded by Ray McIntosh. 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 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 #6172 – Identification Badges
- Policy #7515 – Pediculosis
- Policy #6211 – Employment of Relatives of Board of Education Members

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 Kathy Gardner, seconded by Scott Rickett. Motion is approved 5 – 0.

10. Board Action:

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the Lyme Central School District's **2023-2024 School Year Calendar** as drafted in collaboration with Jefferson-Lewis BOCES.

Motion for approval by Ray McIntosh, seconded by Shauna Dupee. Motion is approved 5 – 0.

11. Board Action:

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the **Lyme Central School Board of Education** scheduled meeting dates for the **2023-2024** school year.

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

12. Board Action:

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the **Madison-Oneida BOCES Services Agreement** with the Lyme Central School District for the **2023-2024** school year.

Motion for approval by Ray McIntosh, seconded by Scott Rickett. Motion is approved 5 – 0.

13. Board Action:

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the Equipment Disposal Request from the Science Department, Adrienne Teachout for the following items deemed damaged and/or no longer usable:

- 22 Chemistry Goggles
- 5 Pasco SPARK Tablets – Tag # 1227-1231
- 3 Heavy Duty Black Lab Jackets
- 13 White/Clear Lab Jackets

Motion for approval by Kathy Gardner, seconded by Ray McIntosh. Motion is approved 5 – 0.

14. 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 **2022-23** and **2023-2024** school years.

Motion for approval by Scott Rickett, seconded by Shauna Dupee. Motion is approved 5 – 0.

ADMINISTRATIVE REPORTS:

Principal/Athletic Director Report, Mr. Chris Marshall
Curriculum & Data Coordinator Report, Mrs. Deborah Wilkinson
Superintendent Report, Ms. Patricia Gibbons
School Health Report, Mrs. Justine Dowe, RN
Transportation Report, Mr. Jacob Phelps

CORRESPONDENCE AND COMMUNICATIONS

15. Correspondence Log: Following meeting held on February 9, 2023

16. Calendar of Events: March 2023

ITEMS FOR NEXT MEETING, April 20, 2023

17. No items noted at this time

RECOMMENDATIONS AND ACTION

18. Board Action:

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

- **Accept retirement resignation one (1) FTE SPED Teacher**
- **Accept resignation one (1) FTE Cleaner**
- **Accept resignation one (1) PT School Monitor**
- **Accept resignation one (1) PT Cafeteria Laborer**

- **Appoint one (1) Substitute Bus Driver**
- **Appoint one (1) PT School Monitor**
- **Appoint one (1) 2023-24 Substitute Teacher**
- **Appoint one (1) 2022-23 Volunteer Boys' Baseball Coach**
- **Appoint one (1) 2022-23 Game Assistant**
- **Appoint one (1) 2022-2023 Event Chaperone**

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

19. 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 Kathy Gardner, and seconded by Scott Rickett. Motion is approved 5 – 0.

(A) Retirements: None at this time

Name	Position	Effective Date
Karen Jessman	SPED Teacher	June 30, 2023

The Board would like to thank Mrs. Jessman for her many years of service to the students and families of Lyme Central School. Her dedication and commitment to her students' success will be greatly missed. Congratulations, on a well deserved retirement!

Resignations as listed:

Name	Position	Effective Date
Scott Brozzo	Cleaner	March 9, 2023
Julie Putnam-Maitag	Cafeteria Laborer	June 23, 2023
Cory Lynn Bell	School Monitor	March 10, 2023

(B) Appointments as listed:

Name	Position	Annual Salary / Rate of Pay	Probationary Tenure Track Appointment (if applicable)	Effective Date
Nova Disotell	Substitute Bus Driver	\$26 per hour – first 1 ½ hours; \$14 per hr. thereafter	N/A	March 10, 2023
Jasmine Kimbrough	School Monitor	\$15.20 per hour	N/A	March 10, 2023
Karen Jessman	2023-24 Substitute Teacher	LCS Retiree - \$145 per day	N/A	Sept. 1, 2023
Jason Rodriguez	2022-23 Game Assistant	\$22 per LCSTA contract	N/A	March 10, 2023
Stephanie Doney	2022-23 Event Chaperone	Game Chaperone: \$46 Dance Chaperone: \$46 Music Concert Chaperone: \$36	N/A	Retroactive to February 27, 2023

(C) UNPAID Coaching Appointments as listed:

Name	Spring 2022-23 Sports	Coaching Certification	Stipend	Effective Date
Benton Kessler	2022-23 Var. Boys' Baseball Assistant Coach	Teacher	Volunteer	March 10, 2023

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 ****

20. Board Action:

Upon the recommendation of the Superintendent of Schools – WHEREAS, on behalf of the Lyme Central School District, one set of the following prospective employee's fingerprints for employment has been submitted to SED, along with the signed Consent Form, and a request for conditional clearance. The following employee has received FINAL CLEARANCE from SED:

- **Nova Disotell – Substitute Driver (recorded via NYS DMV)**
- **Jasmine Kimbrough – School Monitor**

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

21. EXECUTIVE SESSION: No Executive Session held

Motion for Adjournment:

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

Motion for approval by Scott Rickett, seconded by Kathy Gardner. Motion is approved 5 – 0.

Time adjourned: 6:36 PM.

Respectfully submitted:

Sherri Wilson - District Clerk

- Supporting documents may be found in supplemental file dated, March 9, 2023
- All minutes are unofficial until approved by the Board of Education