

LYME CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting
Minutes
August 11, 2022
LCS Library – 6:00 PM

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

REGULAR MEETING

MEMBERS PRESENT:

Deanna Lothrop, President
Scott Rickett
Ray McIntosh
Sherri Wilson, District Clerk

Kathy Gardner, Vice President
Lynn Reichert
Shauna Dupee
Jon LaFontaine

ADMINISTRATORS PRESENT:

Cammy J. Morrison, Superintendent
Barry Davis, Principal
Patricia Gibbons, Assistant Superintendent
Ariana Morrison, District Treasurer

OTHERS PRESENT: Leo Wilson, Ben Maslona, Dominic D'Imperio

PRESENTATIONS:

- On behalf of the Lyme Central School Board of Education, Superintendent Cammy J. Morrison presented Leo Wilson with a plaque commemorating his retirement from coaching, and to thank him for 24 years of dedication to the students of Lyme Central School.
- Mr. Ben Maslona, Fiscal Advisors: Mr. Maslona presented a brief descriptive overview detailing the steps involved in preparing for and carrying out a capital project. Mr. Maslona also provided estimated cost percentages in regard to the use of district reserve funds, eligible project aid, and estimated debt service.

CONSENT AGENDA

A motion for approval of the following items as listed under the CONSENT AGENDA is made by Lynn Reichert, and seconded by Kathy Gardner. Motion is approved 7 – 0.

1. Approval of Minutes:

- July 1, 2022 - Reorganization/Regular Meeting

2. Approval of Buildings and Grounds requests:

- **Sept. 1 - 2, 2022:** Var. Girls' Soccer Scrimmages, M. Guyette – LCS Soccer Fields – 9:00 AM -1:00 PM
Other schools districts participating: Alexandria Bay CSD; Edwards Knox CSD; Sackets Harbor CSD; LaFargeville CSD; Harrisville CSD.
- **Sept. 29 & Oct. 1, 2022:** Varsity Club Homecoming Weekend, T. McIntosh – LCS: Pep Rally/Student Council Spirit Week/Soccer games/Dance (LCS Gym)/Concessions – 8:00 AM – 11:00 PM (end of dance)

3. Conferences and Workshops:

- **August 1, 2022:** Critical & Cultural Approaches to Teaching, D. Wilkinson – Albany, NY – 8:30 AM – 4:00 PM

4. Approval of Financial Reports:

- School Business Report – (Verbal)
- Treasurer's Report, June 2022
- General Fund Warrant #3
- General Fund Supplemental Warrant #1
- School Lunch Fund Warrant #1

REGULAR AGENDA

Other Discussion and Action

- 1. Public Comments:** Mr. James Nicholson, requested to speak to the Board regarding concerns he had with a transportation request. However, Superintendent Morrison spoke with him prior to the meeting, and was able to satisfactorily address his concerns. Mr. Nicholson withdrew his request to speak at the meeting.

2. Ongoing Agenda Items:

- None at this time

3. Board Information:

- **PIVOT:** 2021-22 Second Semester Report
- **Oct. 27-29, 2022:** NYSSBA Annual Education Expo & Pre-Convention School Law Seminar – Syracuse Oncenter, Syracuse, NY. *If interested in attending, please notify Mrs. Wilson. Early registration Aug. 1- Sept. 11, 2022.*
- **Aug. 8-12, 2022:** LCS Soccer Camp – canceled per Tammy McIntosh

4. LCS Events(information only, BOE approval not required):

- **Aug. 6, 2022:** Varsity Club Fundraiser, T. McIntosh – Car Wash (in addition to the previously approved can & bottle drive) – TDS Parking Lot – 10:00 AM-2:00 PM
- **Aug. 15, 2022:** Fall Sports Coaches/Parents Meeting, C. Marshall – LCS Gym – 5:00-7:00 PM
- **Sept. 1, 2022:** PK Open House bus trip, I. Sullivan – LCS – 5:00- 6:00 PM
- **Oct. 5-6, 2022:** Varsity Club Fundraiser, T. McIntosh – LCS “Pink” Out Day – Breast Cancer Awareness, all donations go to LCS Relay for Life Team – LCS – 8:00 AM-6:00 PM.

5. Board Action:

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the Lyme Central School District’s **Board of Education Goals** for the **2022-2023** school year.

Motion for approval by Kathy Gardner, seconded by Jon LaFontaine. Motion is approved 7 – 0.

6. Board Action:

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the Lyme Central School District’s **Superintendent of Schools Goals** for the **2022-2023** school year.

Motion for approval by Lynn Reichert, seconded by Scott Rickett. Motion is approved 7 – 0.

7. Board Action:

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the **2022-2023 School Year Tax Levy** and the **School Tax Warrant** in the amount of \$4,252,735, for the Lyme Central School District.

Motion for approval by Scott Rickett, seconded by Ray McIntosh. Motion is approved 7 – 0.

Time of Motion: 6:45 p.m.

8. Board Action:

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve, by roll call vote, the following resolution for the Lyme Central School **District-Wide School Safety Plan**, for the **2022-23** school year:

LYME CENTRAL SCHOOL DISTRICT- WIDE SCHOOL SAFETY PLAN

WHEREAS, the Lyme Central School District’s District-Wide School Safety Plan was developed pursuant to Commissioner’s Regulation 155.17 and at the direction of the district’s Board of Education, the Superintendent of Schools, appointed a districtwide School Safety Team and charged it with the development and maintenance of the districtwide School Safety Plan; and

WHEREAS, the Plan was designed to prevent or minimize the effects of serious violent incidents and emergencies and to facilitate the coordination of the district with local and county resources in the event of such incidents or emergencies; and

WHEREAS, a public informational forum, regarding the Lyme Central School District’s School Safety Plan, providing for the participation of school personnel, parents, students, and any other interested parties was held on July 1, 2022; and

NOW, THEREFORE, BE IT RESOLVED, the Lyme Central School Board of Education adopts the above-mentioned School Safety Plan; the School Safety Plan shall be filed with the Commissioner no later than 30 days after adoption; this Resolution shall take effect immediately.

Board Members	Vote
Deanna Lothrop, President	Yes
Kathy Gardner, Vice President	Yes
Shauna Dupee, Member	Yes
Lynn Reichert, Member	Yes

Jon LaFontaine, Member	Yes
Scott Rickett, Member	Yes
Ray McIntosh, Member	Yes

Motion for approval by Kathy Gardner, seconded by Ray McIntosh. Motion is approved 7 – 0.

9. Board Action:

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the Lyme Central School District’s **Building-Wide Emergency Response Plan** for the **2022-2023** school year.

Motion for approval by Ray McIntosh, seconded by Lynn Reichert. Motion is approved 7 – 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 **Academic Intervention Services (AIS) & Response to Intervention (RTI) Plan** for the **2022-2023** school year.

Motion for approval by Shauna Dupee, seconded by Lynn Reichert. Motion is approved 7 – 0.

11. Board Action:

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the resolution, by roll call vote, for the contribution of funds to the following reserve fund:

❖ ERS Retirement Reserve Fund (increase of \$105,000)	Recommended Fund up to: \$306,650
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Board Members	Vote
Deanna Lothrop, President	Yes
Kathy Gardner, Vice President	Yes
Shauna Dupee, Member	Yes
Lynn Reichert, Member	Yes
Jon LaFontaine, Member	Yes
Scott Rickett, Member	Yes
Ray McIntosh, Member	Yes

Motion for approval by Ray McIntosh, seconded by Lynn Reichert. Motion is approved 7 – 0.

12. Board Action:

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve a revision to the previously approved **2022-2023 Board of Education Meeting Dates**, per a date change for the Jeff-Lewis BOCES Annual Budget Vote and Member Election, from April 19, 2023 to April 25, 2023.

Motion for approval by Kathy Gardner, seconded by Scott Rickett. Motion is approved 7 – 0.

13. Board Action:

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the deletion of several miscellaneous items from the Lyme Central School District’s Fixed Asset Inventory, which have been discarded and/or replaced as deemed no longer viable for district use. All items and tag numbers are listed on the equipment disposal forms from the following departments:

<u>Department</u>	<u>Total Number</u>
▪ Technology	27 items
▪ Maintenance	8 items

Motion for approval by Kathy Gardner, seconded by Ray McIntosh. Motion is approved 7 – 0.

14. Board Action:

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the equipment disposal request from the IT department for the proposed sale of the following items for the price listed, and contingent upon approval of the Brownville Fire Department (buyer).

- Casio XJ-V10X Projectors (2) @ \$400 each - \$800 total sale

Motion for approval by Kathy Gardner, seconded by Ray McIntosh. Motion is approved 7 – 0.

15. 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 years.

Motion for approval by Lynn Reichert, seconded by Ray McIntosh. Motion is approved 7 – 0.

ADMINISTRATIVE REPORTS (Superintendent; Assistant Superintendent; Principal, Curriculum & Data Coordinator reports will be presented verbally):

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

CORRESPONDENCE AND COMMUNICATIONS

- 16. Correspondence Log: Following meeting held on July 1, 2022
- 17. Calendar of Events: August 2022

18. ITEMS FOR NEXT MEETING, September 8, 2022

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RECOMMENDATIONS AND ACTION

19. Board Action:

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

- **Accept one (1) retirement resignation Superintendent of Schools**
- **Accept one (1) resignation FTE Elementary Teacher**
- **Accept one (1) resignation FTE Cleaner**
- **Accept one (1) resignation FTE English Teacher**
- **Appoint one (1) Long-term substitute Science Teacher**
- **Appoint one (1) FTE Elementary Teacher**
- **Appoint one (1) FTE Music Teacher (Instrumental)**
- **Appoint one (1) Typist**
- **Appoint two (2) 2022-2023 Game Assistants**
- **Appoint nine (9) 2022-2023 Coaching/Extracurricular positions**

Motion for approval by Kathy Gardner, seconded by Shauna Dupee, with Jon LaFontaine abstained. Motion is approved 6 – 0.

20. 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 Lynn Reichert, and seconded by Kathy Gardner, with Jon LaFontaine abstained. Motion is approved 6 – 0.

(A) Retirements: None at this time

Name	Position	Effective Date
Cammy J. Morrison	Superintendent of Schools	December 30, 2022

The Lyme Central School Board of Education would like to thank Superintendent Cammy J. Morrison, for her many years of service in education, and especially for her dedication to the students, staff, and families of Lyme Central School. Superintendent Morrison has always lead by example with her professionalism, empathy, and ever constant guidance. She will be greatly missed. Best wishes, for a well-deserved retirement.

(B) Resignations as listed:

Name	Position	Effective Date
Melissa Malone	Elementary Teacher	August 31, 2022
Paige Yousey	English Teacher, Gr. 9-12	August 22, 2022
Tabitha Viera	Cleaner	August 14, 2022

(C) Appointments as listed:

Name	Position	Annual Salary / Rate of Pay	Probationary Tenure Track Appointment (if applicable)	Effective Date
Troy Darrah	Science Teacher Long-term Substitute	Days 1-15: \$95 per day Days 16 plus: \$249.08	N/A	September 1, 2022
Alexandria Patnode	1 FTE Elementary Teacher	Step 4C – \$54,215, plus Masters Stipend of \$360 \$54,575	4 Yr. Probationary Tenure Track: September 1, 2022 – August 31, 2026	September 1, 2022
Emily Johnson	1 FTE Music Teacher – pending fingerprint clearance	Step 7C - \$56,415, plus Masters Stipend of \$360 \$56,775	3 Yr. Probationary Tenure Track: September 1, 2022 – August 31, 2025	September 1, 2022
Tabitha Viera	1 FTE Typist – provisional appointment, pending completion of Jefferson County Civil Service exam w/competitive score.	\$35,000, prorated entitlement 8/15/22 - 6/30/23: \$30,961.54	12 month probationary period – August 15, 2022 – August 14, 2023	August 15, 2022
Jon LaFontaine	2022-23 Game Assistant	Volunteer	N/A	September 1, 2022
Robert Stevenson	2022-23 Game Assistant	\$21 per LCSTA Contract	N/A	September 1, 2022
2022-2023 EXTRACURRICULAR POSITIONS				
Tammy McIntosh	Varsity Club Advisor	\$1,261	N/A	September 1, 2022

(D) PAID Coaching Appointments as listed:

Name	Fall/Winter 2022-23 Sports	Stipend	Coaching Certification	Effective Date
Colleen Patenaude	JV Girls' Soccer Coach	\$3,459	Teacher/Professional	August 12, 2022
Daniel Lawson	Modified Boys' Basketball Coach	\$2,009	Teacher/Professional	September 1, 2022
James Morrow	JV Boys' Basketball Coach; Mod. Boys' Baseball Co-coach	\$3,459; \$930.50	Professional	September 1, 2022
Jennifer Sosa	JV Girls' Basketball Coach	\$3,459	Professional	September 1, 2022
Jeffrey Froelich	Mod. Boys' Baseball Co-coach	\$930.50	Temporary Initial	September 1, 2022

(E) UNPAID Coaching Appointments as listed:

Name	Winter 2021-22 Sports	Coaching Certification	Effective Date
Kristine Cole	Var. Girls' Soccer Assistant Coach	Teacher/Professional	August 12, 2022
Jose Sosa	JV Girls' Basketball Assistant Coach	Temporary 2-4 renewal	September 1, 2022

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 ****

21. 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:

- **Troy Darrah – Long-term Science Teacher Substitute**
- **Alexandria Patnode – Elementary Teacher**
- **Emily Johnson – Music Teacher**

Motion for approval by Jon LaFontaine, seconded by Lynn Reichert. Motion is approved 7 – 0.

22. EXECUTIVE SESSION:

Motion was made by Kathy Gardner, seconded by Jon LaFontaine, to enter into executive session for the discussion of matters leading to the appointment of one (1) particular individual.
Motion approved 7 – 0. Time entered, 7:07 PM.

RETURN to OPEN SESSION:

Motion was made by Kathy Gardner, seconded by Ray McIntosh, to adjourn the executive session and reconvene to the regular meeting. Motion approved 7 – 0. Time returned, 8:00 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 Jon LaFontaine. Motion is approved 7 – 0.
Time adjourned: 8:09 PM.

Respectfully submitted:

Sherri Wilson - District Clerk

- Supporting documents may be found in supplemental file dated, September 8, 2022
- All minutes are unofficial until approved by the Board of Education