

LYME CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION  
**Regular Meeting**  
Minutes  
**March 12, 2020**  
**LCS Library – 6:00 PM**

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

**MEMBERS PRESENT:**

<b>Deanna Lothrop, President</b>	<b>Terry Countryman</b>
<b>Lynn Reichert, Vice President</b>	<b>Scott Rickett</b>
<b>Ray McIntosh</b>	<b>Jon LaFontaine</b>
<b>Kathy Gardner</b>	<b>Sherri Wilson, District Clerk</b>

**ADMINISTRATORS PRESENT:**

**Cammy Morrison, Superintendent**  
**Patricia Gibbons, Assistant Superintendent**  
**Sandra Rooney, Business Official**

**ADMINISTRATORS EXCUSED:**

**Barry Davis, Principal**

**OTHERS PRESENT:** Deborah Wilkinson, Eleanor VanNess, William Maitag, Riley Aubertine, Davi Harris, Ariana Viera, Kimberleigh DaSilva, and Heather DaSilva.

**PRESENTATIONS:**

- **Odyssey of the Mind:** Mrs. Deborah Wilkinson and students presented a demonstration of the skit they performed at the OM Regional Competition on March 7, 2020. The team displayed their ability solve various problems and provide it in a very entertaining display. The team placed second in the Regional Competition. State competition has been canceled due to the COVID-19 outbreak.

**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 7 – 0.

1. **Approval of Minutes:**

- February 13, 2020 - Regular Meeting

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

- Mar. 15, 2020: Victory Bulldog Basketball Tournament, Jared Wilson – LCS Gym – 8:00 AM – 8:00 PM. The organization will donate all proceeds from admission and concessions to the district for use of the facility. Tournament canceled, 3/13/20, due to COVID-19 outbreak.

3. **Conferences and Workshops:**

**Mar. 20, 2020:** St. Lawrence County Music Ed Association, Sean Spacher – Parishville-Hopkinton CS – 8:00 AM – 3:30 PM

4. **Approval of Financial Reports:**

- School Business Report – (Verbal)
- Treasurer's Report, January 2020
- General Fund Warrant #16
- General Fund Supplemental Warrant #15
- School Lunch Fund Warrant #10
- Federal Fund Warrant #6

**REGULAR AGENDA**

**Other Discussion and Action**

1. **Public Comments:** Eleanor VanNess congratulated the Varsity Boys' and Girls' Basketball teams on a great season.
2. **Ongoing Agenda Items:**
  - None at this time

3. **Board Information:**
  - **PIVOT 2019-2020 First Semester Report**
  - **Jeff-Lewis BOCES Board Member Re-election Letter – Grace Rice**
  - **April 8, 2020 – Invitation:** Jeff-Lewis BOCES Annual Dinner Meeting and Building Tour – 5:00 PM (tour), 6:00 PM Dinner and Presentation of the 2020-2021 Proposed BOCES Budget.
  - **April 2, 2020: REMINDER – NHS Senior Recognition Reception – WHS – 6:00 PM**
  - **April 21, 2020:** Jeff-Lewis BOCES Annual Budget Vote and Member Election – LCS District Office – 5:00 PM
  - **May 7, 2020:** Annual Budget Hearing, immediately followed by Regular Board Meeting – 6:00 PM
  - **May 19, 2020:** District Budget Vote and Board Member Election – STEM Lab - 7:00 AM -8:00 PM

4. **Board Information, LCS Events:**
  - **Feb. 24-Mar. 6, 2020: Class of 2023 Fundraiser, A. Hyde/K. Jessman – Gertrude Hawks Candy Sales – LCS**
  - **Feb. 24, 2020:** Gr. 8-12 Girls' Soccer, Parent/Player Training Camp Meeting, T. McIntosh – STEM Lab – 6:00-7:00 PM
  - **Feb. 26 – June 17, 2020:** Gr. 6-12 Board Game Club, Nathan Abel – Every Wed. – 3:30 – 5:00 PM
  - **Mar. 2 – June 16, 2020:** LCS Student Fitness Club, Kari Aubertine - Every Mon. and Tues. – 3:00-4:00 PM
  - **Mar. 3, 2020:** Spring Sports Coaches Meeting, Tammy McIntosh – Conference Room – 5:30 – 6:30 PM
  - **Mar. 4, 2020:** Coaches First Aid/CPR Class, Tammy McIntosh – STEM Lab – 4:00 – 6:00 PM
  - **Mar. 5, 2020:** Senior Band Combined District Concert Rehearsal, Sean Spacher – LCS Gym – 12:15 – 1:45 PM
  - **Mar. 7, 2020:** Odyssey of the Mind Regional Competition, D. Wilkinson/A. Teachout – Watertown HS - 8:00 AM – 1:30 PM
  - **Mar. 19, 2020:** MS/HS Combined District Band Concert, Sean Spacher – Copenhagen CSD – 6:30 PM – 8:00 PM
  - **Mar. 25, 2020:** Senior Trip Parent Meeting, B. Faulknham/A. Teachout – STEM Lab – 6:00 – 7:00 PM
  - **Mar. 28, 2020:** Gr. 1-6 Softball/Baseball Clinic, Tammy McIntosh – LCS Gym – 9:00 AM – 12:00 PM
  - **June 2, 2020:** Spring Sports Awards, Tammy McIntosh – LCS Gym – 6:30 - 8:00 PM

5. **Board Discussion/Action:**  
**BE IT RESOLVED**, that the Lyme Central School Board of Education takes action to approve the **2020-2021 St. Lawrence-Lewis Cooperative Purchasing Bid Awards** as follows:

Fuel Type/ Plan	District Building	Supplier
Gasoline – Plan C fluctuating rate	Lyme Fuel Depot	MX Petroleum
Ultra-Sulphur Diesel - Plan C fluctuating rate	Lyme Fuel Depot	MX Petroleum
Fuel Oil - Plan C fluctuating rate	Lyme Bus Garage/Fuel Depot	Buell Fuels
Fuel Oil - Plan C fluctuating rate	Lyme Main Building	Buell Fuels
LP Gas/Propane - Plan C fluctuating rate	Lyme Main Building	Suburban

Motion for approval by Jon LaFontaine, seconded by Scott Rickett. Motion is approved, 7 – 0.

6. **Board Action:**  
**BE IT RESOLVED**, that the Lyme Central School Board of Education takes action to approve the **Mohawk Regional Information Center 2020-2021 BOCES Services Request and Contract**.

Motion for approval by Lynn Reichert, seconded by Kathy Gardner. Motion is approved, 7 – 0.

7. **Board Discussion/Action:**  
**BE IT RESOLVED**, that the Lyme Central School Board of Education takes action to approve the **2020-2021 Cross Contract for the On-Line Application Service (OLAS)** between Jefferson Lewis BOCES and Putnam/Northern Westchester BOCES for Lyme Central School District.

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

8. **Board Action:**  
**BE IT RESOLVED**, that the Lyme Central School Board of Education takes action to approve the **Lyme Central School Board of Education Meeting dates for the 2020-2021 school year**. Note: approved meeting dates may be subject to change as necessary.

Motion for approval by Scott Rickett, seconded by Lynn Reichert. 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 2020-2021 School Year Calendar**.

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

10. **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 seventy-five thousand four hundred and thirty-one (\$75,431.00) 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 Kathy Gardner, 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 recommendations of the Committee on Special Education and/or the Committee on Preschool Special Education for the **2019-2020** and **2020-2021** school years.

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

**ADMINISTRATIVE REPORTS:**

Principal Report, Mr. Barry Davis – reviewed verbally by Superintendent Morrison  
 Assistant Superintendent Report, Ms. Patricia Gibbons  
 Superintendent Report, Mrs. Cammy J. Morrison – verbal report  
 School Health Report, Mrs. Justine Dowe, RN

12. Correspondence Log: Following meeting held on February 13, 2020

13. Calendar of Events: March 2020

14. **ITEMS FOR NEXT MEETING, April 9, 2020**

- No items noted at this time

**RECOMMENDATIONS AND ACTION**

15. **Board Action:**

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

- **Accept retirement of one (1) Physical Education Teacher**
- **Add one (1) Substitute Teacher, 2020-2021 school year**
- **Appoint one (1) School Counselor**
- **Add two (2) Substitute Cafeteria Laborers**
- **Add one (1) 2019-2020 Modified Boys' Baseball Coach**
- **Add two (2) 2019-2020 Modified Boys' Baseball Assistant Coaches**
- **Add one (1) 2019-2020 Game Assistant**
- **Add one (1) Typist**
- **Add one (1) Account Clerk/Typist**

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

16. **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. Motion is approved, 7 – 0.

(A) Retirements:

Name	Position	Effective Date
Mary Guyette	1 FTE Physical Education Teacher	June 30, 2020

The Board of Education wishes to express their thanks to Mrs. Mary Guyette for her many years of dedication to the district and the students of Lyme Central, as a teacher and coach. Mrs. Guyette has served as a valuable mentor and positive role model for so many of our students. Best wishes for a rewarding and well deserved retirement.

(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
Rachel Vincent	1 FTE School Counselor	Step 1C \$48,990, plus \$360 Masters Stipend: \$49,350 (pro-rated per start date)	4-yr probationary tenure period: Mar. 16, 2020 – Mar. 15, 2024	March 16, 2020
Mary Guyette	Substitute Teacher	Retiree rate: \$120 per day	N/A	September 1, 2020
Cora Marich	Substitute Cafeteria Laborer	\$11.80 per hour	N/A	March 14, 2020
Mary Patch	Substitute Cafeteria Laborer	\$11.80 per hour	N/A	March 14, 2020
Heather Archuleta	1 FTE Typist	\$33,000 (pro-rated per start date)	12 mo. Probationary period, Mar. 30, 2020 - Mar. 29, 2021	March 30, 2020
Lisa Daly	1 FTE Account Clerk/ Typist	\$38,000 (pro-rated per start date)	12 mo. Probationary period, April 6, 2020 – April 5, 2021	April 6, 2020
Jennifer Sosa	2019-20 Game Assistant	\$19 per game	N/A	March 14, 2020

(D) PAID Coaching Appointments as listed:

Name	Spring 2020	Stipend	Coaching Certification	Effective Date
Jose Sosa	2019-20 Modified Baseball Coach	\$1,711	Temporary Initial License	March 14, 2020

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

Name	Spring 2020	Coaching Certification	Effective Date
Jim Morrow	2019-20 Modified Baseball Assistant Coach - volunteer	Temporary Initial License	March 14, 2020
Jeff Froelich	2019-20 Modified Baseball Assistant Coach - volunteer	Temporary Initial License	March 14, 2020

**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 2<sup>nd</sup>-4<sup>th</sup> Renewal: Child Abuse / School Violence / DASA / First Aid / CPR / Concussion Workshop / Philosophies & Principals / Theories and Techniques [sport specific] / Health Sciences / Fingerprint Clearance \*\*\*\*

**17. 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:

- **Rachel Vincent – School Counselor**
- **Cora Marich – Substitute Cafeteria Laborer**
- **Mary Patch – Substitute Cafeteria Laborer**
- **Jose Sosa – 2019-20 Modified Boys’ Baseball Coach**
- **Jim Morrow - 2019-20 Modified Boys’ Baseball Assistant Coach**
- **Jeff Froelich - 2019-20 Modified Boys’ Baseball Assistant Coach**
- **Heather Archuleta – Typist**
- **Lisa Daly – Account Clerk**

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

**18. EXECUTIVE SESSION:** There was 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 Kathy Gardner, seconded by Scott Rickett. Motion is approved, 7 – 0.

Time adjourned: 7:02 PM.

Respectfully submitted:

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Sherri Wilson - District Clerk

- Supporting documents may be found in supplemental file dated, March 12, 2020
- All minutes are unofficial until approved by the Board of Education