

**LYME CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
Annual Re-Organizational/Regular Meeting
Minutes
July 2, 2020
LCS STEM Lab- 5:00 PM**

RE-ORGANIZATIONAL MEETING

The meeting was called to order at 5:05 p.m. by Superintendent Cammy J. Morrison, followed by the Pledge of Allegiance.

BE IT KNOWN, that due to the COVID-19 outbreak, the Board of Education meeting was live streamed through MORIC Services, and is available for public viewing via the link provided on the Lyme Central School website.

Members Present Virtually: Deanna Lothrop, Lynn Reichert, Kathy Gardner, Scott Rickett, Jon LaFontaine, and Terry Countryman.

Members Present Physically: Ray McIntosh

Administrators Present Virtually: Barry Davis, Principal; Patricia Gibbons, Assistant Superintendent of Curriculum & Instruction.

Administrators Present Physically: Cammy J. Morrison, Superintendent of Schools; Sandra Rooney, Business Official, and Sherri Wilson, District Clerk.

Others Present Virtually: Ariana Viera

1. **The Oath of Faithful Performance** was administered by the District Clerk to all elected members of the Board of Education; Superintendent Cammy J. Morrison, and District Clerk Sherri Wilson, for the 2020-2021 school year.

2. **Election of Officers for the 2020-2021 school year:**
A call for nominations was made by Sherri L. Wilson, District Clerk, for the Offices of President and Vice-President of the Board of Education
 - **President** of the Board of Education:
Nomination of Deanna Lothrop was made by Lynn Reichert for President of the Board of Education. No other nominations for President were received.

Motion to approve Deanna Lothrop as President is seconded by, Ray McIntosh. Motion approved 7 - 0

 - **Vice-President** of the Board of Education:
Nomination of Lynn Reichert by Deanna Lothrop for Vice-President of the Board of Education. No other nominations for Vice-President were received.

Motion to approve Lynn Reichert as Vice-President is seconded by, Kathy Gardner. Motion approved 7 - 0

3. **The Oath of Faithful Performance in Office** was administered by the District Clerk to the President and Vice-President.
At this time the Board President, Deanna Lothrop, resumed the meeting.

4. **Appointment of Officers as Listed:**
Motion for approval by Terry Countryman, seconded by, Lynn Reichert, with motion approved 7 - 0.

	TITLE	INCUMBENT	PRESENT SALARY	RECOMMENDED
A.	Clerk of the Board	Sherri Wilson	Per Agreement	Sherri Wilson
B.	District Treasurer	Sandra Dudley-Rooney	None	Sandra Dudley-Rooney
C.	District Tax Collector	Vicky Barbour	Per Agreement	Vicky Barbour
D.	Claims Auditor	Stephen Lambert	Per Agreement	Stephen Lambert

The **Oath of Faithful Performance** will be administered by the District Clerk to the above officers within 30 days of their appointment.

5. Other Appointments as listed:

Motion for approval by Scott Rickett, seconded by, Jon LaFontaine, with motion approved 7 - 0.

	TITLE	INCUMBENT	PRESENT SALARY	RECOMMENDED
A.	School Physician	Dr. Alfred Gianfagna	Per Agreement	Dr. Alfred Gianfagna
B.	School Attorney	Ferrara, Fiorenza, P.C.; BOCES Legal Services	Per Agreement	Ferrara, Fiorenza, P.C.; D'Imperio Law Offices
C.	Employee-Employer Labor Relations/Negotiations Services	Jefferson-Lewis BOCES	Per Agreement	Jefferson-Lewis BOCES
D.	Attendance Officer	Justine Dowe	None	Justine Dowe
E.	Independent Auditor	Bowers & Company, CPA's, PLLC	Per Agreement	Bowers & Company, CPA's, PLLC
F.	Records Access Officer	Sherri Wilson	None	Sherri Wilson
G.	Records Management Officer	Sherri Wilson	None	Sherri Wilson
H.	Purchasing Agent	Cammy J. Morrison	None	Cammy Morrison
I.	- Asbestos Hazard Emergency Response Act(AHERA) - Local Educational Agency (LEA) Designee	Todd LaSage Todd LaSage	None None	Todd LaSage Todd LaSage
J.	Chemical Hygiene Officer	Deborah Wilkinson	None	Deborah Wilkinson
K.	Dignity Act Coordinator	Patricia Gibbons	None	Patricia Gibbons
L.	Substitute Teacher Contact	Michele Wilson	Per Agreement	Michele Wilson

6. Designations as listed:

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

A.	Official Bank Depositories	Citizens' Bank of Cape Vincent, Chaumont
B.	Official Newspaper	Watertown Daily Times
C.	Regular Meetings	Monthly on the 2 nd Thursday @ 6:00 PM (unless otherwise noted) Location: LCS Library
D.	Tax Computation Agent	Jefferson County
E.	Lyme Youth Committee BOE Representative	Terry Countryman
F.	- Jefferson-Lewis School Boards Representative - Jefferson-Lewis School Boards Alternative Representative - Jefferson-Lewis School Boards Legislative Representative	Deanna Lothrop Lynn Reichert Deanna Lothrop
G.	Rural School Representative	Cammy J. Morrison
H.	- NYS School Boards Association Voting Delegate - NYS School Boards Association Voting Alternative	Terry Countryman Deanna Lothrop
I.	Committee on Special Education(CSE) , Chairperson -School Psychologist -School Physician -Nurse -Parent Representatives -Sub Committee, Chairperson -Child Resource Teachers	Stacey Linkroum Stacey Linkroum Dr. Alfred Gianfagna Justine Dowe Briel Faircloth; Sarah Denney -Stacey Linkroum -Karen Jessman, Janice Shepard
J.	-Committee on Preschool Special Education, Chairperson -Parent Representatives	- Stacey Linkroum - As necessary, see above list
K.	Civil Rights Representative	Barry Davis
L.	Homeless Liaison	Heather Archuleta
M.	Sexual Harassment Officer	Patricia Gibbons
N.	Title IX Officer	Patricia Gibbons

O.	Data Protection Co-Officers	- Cammy J. Morrison - Michael Gebo
P.	Substance Abuse Related Services (point of contact person)	Stacey Linkroum

7. Authorizations as listed:

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

A.	Payroll Certification	Cammy J. Morrison
B.	Approval of Board Members to attend meetings/conferences with expenses	Cammy J. Morrison
C.	To establish a petty cash fund of \$200.00	Vicky Barbour to oversee
D.	Budget Transfers up to \$5,000.00 with approval of Superintendent	Sandra Rooney/Cammy J. Morrison
E.	Transfer of funds to reserve funds with approval of Board of Education	Sandra Rooney/Cammy J. Morrison
F.	Acting Superintendent when Superintendent is absent	Patricia Gibbons
G.	Acting Principal when Principal is absent	Patricia Gibbons

8. Other Items as listed:

Motion for approval by Kathy Gardner, seconded by, Jon LaFontaine, with motion approved 7 - 0.

A.	Re-adoption of all policies, operation manuals in effect during the previous years
B.	Code of Conduct
C.	Approval of Mileage Reimbursement Rate at the current official Federal Rate, subject to change - in effect on this day .58
D.	2021 Budget Vote Date: May 18, 2021 2021 Budget Vote Hearing Date: May 06, 2021
E.	Graduation 2021: June 25, 2021 @ 6:00 PM
F.	Substitute Teacher Rates: \$110 – has certification in NYS \$95 – has a 4 year degree, not NYS certified \$90 – has less than a 4 year degree \$120 – Lyme Central School Retiree Substitute Bus Driver - \$26.00 first 1.5 hours; \$14.00 per hour after Substitute School Nurse rate - \$110 RN; \$95 LPN Substitute Cleaner rate - \$11.80 per hr., or at current NYS Minimal Wage rate Substitute Cafeteria rate - \$11.80 per hr., or at current NYS Minimal Wage rate Substitute Teacher Aide rate - \$11.80 per hr., or at current NYS Minimal Wage rate Substitute Bus Monitor rate - \$11.80 per hr., or at current NYS Minimal Wage rate
G.	Board Committees Policies & Procedures: Deanna Lothrop; Lynn Reichert; Kathy Gardner Finance: Terry Countryman; Deanna Lothrop; Scott Rickett Negotiations: Lynn Reichert; Deanna Lothrop; Kathy Gardner Buildings & Grounds: Scott Rickett; Lynn Reichert; Jon LaFontaine Superintendent's Evaluation: Deanna Lothrop; Terry Countryman; Ray McIntosh; Lynn Reichert

At this time the Board President will proceed with the Regular Meeting Agenda.

**REGULAR MEETING
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:

- June 9, 2020 – Annual Budget Vote and Member Election
- June 11, 2020 – Regular/ End of Year Meeting

2. Approval of Buildings and Grounds requests: None at this time

3. Conferences and Workshops: None at this time

4. Approval of Financial Reports:

- School Business Report (verbal)
- Treasurer's Report, May 2020

- GF Warrant #24
- SL Fund Warrant #14
- FF Warrant #9

REGULAR AGENDA

Other Discussion and Action

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

2. **Ongoing Agenda Items:** None at this time

3. **Board Information:**

- **2020-2021 Board of Education Meeting Dates** (previously approved, included as a reminder)

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

None at this time

5. **Board Discussion:**

- Summer Feeding Program: Superintendent Morrison provided information regarding the community’s interest in the free summer meal program. Superintendent Morrison reported that there were 94 meals picked up on the first week of distribution.

6. **Board Discussion/Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the recommendation for **Tenure Appointment** as stated, for the following employees:

Name	Hire/Effective Date	Tenure Area	Effective Tenure Date
Kristine Cole	9/1/2017	Mathematics Teacher	8/31/2020
Phyllis Pangallo-Scott	9/1/2017	Teacher Assistant	8/31/2020

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

7. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the renewal of the **Jefferson – Lewis BOCES Distance Learning Classroom Lease Agreement** with Lyme Central School District for the 2020-2021 school year.

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

8. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to the following donation(s) to the Lyme Central School Scholarship fund in the following amount(s) from:

- The Blue Heron \$500

Motion for approval by Ray McIntosh, seconded by Terry Countryman. Motion is approved 7 – 0.

9. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the following donation(s) to Lyme Central School for the Brenden Lambert Scholarship fund in the following amount(s) from:

- Kall & D’Argenio, CPA’s, LLP \$250

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

10. Board Action:

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the following donation(s) to Lyme Central School for the IDEAS Scholarship fund in the following amount(s) from:

- LCSTA \$50
- Sarah Sharlow \$20
- Tammy Ditch \$10
- Marie Farmer \$25
- Karen Jessman \$25
- Mary Guyette \$20
- Adrienne Teachout \$25
- Margaret Brennen \$25
- Patricia Gibbons \$50
- Janice Shepard \$55
- Barry Davis \$25
- Cammy J. Morrison \$20

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

11. Board Action:

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the donation, to the Lyme Central School District, of one (1) Yamaha Clavinova Digital Piano Model # CLP-535, estimated value of \$3500, from the family of Mr. Eugene Derefinko (retired LCS employee).

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

12. Board Action:

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the **Health and Wellness Contract** between the **Watertown City School District** and the Lyme Central School District, for the 2020-2021 school year.

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 **Non-Contractual Salaries** for the **2020-2021** school year, to be distributed to the following individuals from the allotted budget funds, and not to exceed a total amount of \$24,529.04. Non-contractual salary increases are calculated using the specified annual percentage rate as stated in the current SRP Contract.

- Cammy J. Morrison – Superintendent
- Barry Davis - Principal
- Patricia Gibbons – Assistant Superintendent of Curriculum & Instruction
- Sandra Rooney – Business Official
- Vicky Barbour – Account Clerk
- Sherri Wilson – Secretary to the Superintendent
- Michael Gebo – Informational Technology Instructor
- Ariana Viera – Confidential Secretary
- Lisa Daly – Account Clerk/Typist

Motion for approval by Kathy Gardner, seconded by Lynn Reichert, with Terry Countryman opposed. Motion is approved 6-1.

ADMINISTRATIVE REPORTS

Principal Report

Assistant Superintendent of Curriculum & Instruction Report (verbal) Senior Class of 2020 post-secondary plan report

Superintendent Report (verbal)

CORRESPONDENCE AND COMMUNICATIONS

14. Correspondence Log: Following meeting(s) held on May 7, 2020 and June 11, 2020

ITEMS FOR NEXT MEETING: Aug. 13, 2020 @ 6:00 PM

Nothing at this time

RECOMMENDATIONS AND ACTIONS

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

- **Accept resignation of one (1) Cafeteria Cashier**
- **Appoint one (1) FTE School Resource Officer**
- **Appoint 2020-2021 Extracurricular and Coaching Positions**

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

(A) Retirements: None at this time

(B) Resignations:

Name	Position	Effective Date
Ashley Swearinger	1 FTE Cafeteria Cashier	July 17, 2020

(C) Appointments including Coaches/Extracurricular Positions:

Name	Position	Annual Salary / Rate of Pay	Probationary Tenure Track Appointment (if applicable)	Effective Date
William Rafferty	1 FTE School Safety Officer	\$30,000	N/A	September 1, 2020
Extracurricular Positions				
Stephanie Doney	Gr. 7 Class Advisor	\$410	N/A	September 1, 2020
Kristine Cole	Gr. 9 Class Advisor	\$410	N/A	September 1, 2020
Daniel Lawson	2020-21 Whiz Quiz Advisor	\$447	N/A	September 1, 2020
Deborah Wilkinson	2020-21 Extracurricular Comptroller; 2020-21 OotM Coach; Gr. 11 Class Advisor	\$1,316; \$368; \$715	N/A	September 1, 2020
Margaret Brennen	2020-21 Lego Robotics Advisor	\$456	N/A	September 1, 2020
Sarah Sharlow	2020-21 Drama Club Advisor, and Dramatics Production; Gr. 9 Class Advisor	\$294; \$1,958; \$410	N/A	September 1, 2020
Beth Faulknham	2020-21 National Honor Society Advisor	\$470	N/A	September 1, 2020
Adrienne Teachout	2020-21 National Honor Society Advisor; Gr. 11 Class Advisor	\$470; \$715	N/A	September 1, 2020
Julianne Oliver	2020-21 Student Council Advisor	\$235	N/A	September 1, 2020
Leanne Montrois	2020-21 Student Council Advisor	\$235	N/A	September 1, 2020
Ann Marie Hyde	2020-21 Yearbook Advisor; Gr. 10 Class Advisor	\$1,396; \$410	N/A	September 1, 2020
Sean Spacher	2020-21 Marching Band Director	\$2,265	N/A	September 1, 2020
Tammy Ditch	2020-21 Gr. 7 Class Advisor	\$410	N/A	September 1, 2020
Kari Aubertine	2020-21 Gr. 8 Class Advisor	\$410	N/A	September 1, 2020
Anne Blake	2020-21 Gr. 8 Class Advisor	\$410	N/A	September 1, 2020

Karen Jessman	2020-21 Gr. 10 Class Advisor	\$410	N/A	September 1, 2020
Stasse Perkins	2020-21 Gr. 12 Class Advisor	\$827	N/A	September 1, 2020
Katie Perkins	2020-21 Gr. 12 Class Advisor	\$827	N/A	September 1, 2020
Tammy McIntosh	2020-21 Varsity Club Advisor	\$1,183	N/A	September 1, 2020
2020-2021 Extracurricular Positions Stipends per LCSTA Contract/MOA				

(A) PAID Coaching Appointments as listed

Name	2020-21 Sports	Stipend	Certification
Mary Guyette	2020-21 Varsity Girls' Soccer	\$3611	Teacher (retired) – Coach*
Kris Cole	2020-21 Mod. Boys' Soccer	\$1,745	
Stephanie Doney	2020-21 JV Girls' Soccer Coach; 2020-21 Mod. Girls' Basketball; 2020-21 Mod. Girls' Softball	\$2,344; \$1,885; \$1,745	Teacher – Coach*
Daniel Lawson	2020-21 Modified Boys' Basketball; 2020-21 Varsity Girls' Softball	\$1,885; \$3,611	Teacher – Coach*
Nathan Abel	2020-21 Mod. Girls' Soccer	\$1,745	Teacher – Coach*
Eric Heath	2020 - 21 Co-Ed Golf	\$2,859	Teacher – Coach*

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 ****

Motion for approval by Jon LaFontaine, seconded by Kathy Gardner, with motion approved 7 - 0.

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 Ray McIntosh, with motion approved 7 - 0.

Time adjourned: 5:40 p.m.

Respectfully submitted:

 Sherri Wilson - District Clerk

- Supporting documents may be found in supplemental file dated, July 2, 2020
- All minutes are unofficial until approved by the Board of Education