

LYME CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION  
**Regular Meeting**  
Minutes  
**June 9, 2022**  
LCS Library – 5:00 PM

Call to Order by Deanna Lothrop, Board of Education President, at 5:08 PM  
Pledge of Allegiance

**MEMBERS PRESENT:**

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

Kathy Gardner, Vice President  
Shauna Dupee  
Jon LaFontaine, arrived at 6:40 PM

**MEMBERS EXCUSED:**

Lynn Reichert

**ADMINISTRATORS PRESENT:**

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

**ADMINISTRATORS EXCUSED:**

Ariana Morrison, District Treasurer

**OTHERS PRESENT:** Deborah Wilkinson, Dominic D'Imperio

**EXECUTIVE SESSION:**

A motion was requested to enter executive session for the discussion of the employment history of one (1) particular individual; for the litigation strategy of one (1) current legal matter.

Motion for approval by Scott Rickett, seconded by Ray McIntosh, with motion approved 5 - 0. Time entered: 5:09 p.m.

**RETURN TO OPEN SESSION:**

A motion was requested to adjourn the executive session and reconvene the regular meeting.

Motion for approval by Kathy Gardner, seconded by Scott Rickett, with motion approved 5 - 0. Time adjourned: 6:05 p.m.

**1. Executive Session Recommendations/Board Action:**

**BE IT RESOLVED**, that the Lyme Central School Board of Education takes action to approve the **2021-2022 Superintendent Evaluation** for Superintendent Cammy J. Morrison.

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

**2. Executive Session Recommendations/Board Action:**

**BE IT RESOLVED**, that the Lyme Central School Board of Education takes action to Upon the recommendation of the Superintendent, the Board hereby approves the final **settlement agreement for the settlement of claims** regarding a particular employee and authorizes the Superintendent to execute such agreement.

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

**REGULAR MEETING**

**PRESENTATIONS:** No presentation

**CONSENT AGENDA**

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

**1. Approval of Minutes:**

- May 5, 2022 - Regular Meeting
- May 17, 2022 - Annual Budget Hearing and Regular Meeting
- May 25, 2022 - Special Meeting

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

- **May 10, 2022:** Town of Lyme Youth Commission Coaches Training, T. McIntosh – First Aid/CPR with John Wells – STEM Lab – 5:00-8:00 PM

**3. Conferences and Workshops:**

- None at this time

**4. Approval of Financial Reports:**

- School Business Report – Written report provided by District Treasurer
- Treasurer’s Report, April 2022
- General Fund Warrant #30
- General Fund Supplemental Warrant #29
- School Lunch Fund Warrant #18
- Federal Fund 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:**

- **June 20, 2022:** Juneteenth Day – No school
- **June 23, 2022:** Kindergarten Graduation, B. Stumpf/T. Winkler – LCS Gymnasium - 9:00-11:00 AM
- **June 24, 2022:** Class of 2022 Commencement – LCS Gymnasium – 6:00-7:00 PM
- **July 1, 2022:** Board of Education Reorganization/Regular Meeting – LCS Library – 8:30 AM

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

- **May 6-20, 2022:** Class of 2027 Fundraiser, K. Aubertine – Poppin’ Popcorn Sales – LCS
- **May 16-20, 2022:** Student Council Spirit Week, S. Perkins – Daily themed dress-up – LCS
- **May 17, 2022:** Varsity Club Fundraiser, T. McIntosh – Spaghetti & Meatballs Dinner – LCS Cafeteria – 4:00-7:00 PM
- **May 18, 2022:** Gr. 3 Field Trip, E. Heath/M. Brennen – Chaumont PO – 1:15-2:30 PM
- **May 18, 2022:** Gr. 10 Field Trip, R. Vincent – JL BOCES Orientation – 8:30 -11:30 AM
- **May 24-26, 2022:** Gr. 4 NYS Science Lab Test, K. Perkins – Speech Room – 8:00 AM – 3:00 PM
- **May 26, 2022:** Gr. 3 Field Trip, E. Heath/M. Brennen – Old Cedar Grove Cemetery – 8:30 – 9:50 AM
- **May 30, 2022:** Marching Band Field Trip, S. Spacher – Lyme Memorial Day Parade & Celebration – 8:15 – 10:00 AM
- **June 1, 2022:** Gr. 9-12 Girls’ Summer Soccer Meeting, M. Guyette – LCS STEM Lab – 3:00-4:00 PM
- **June 3, 2022:** Marching Band Field Trip, S. Spacher – Watertown HS – Dairy Festival Parade & Celebration – 4:45 – 8:30 PM
- **June 3, 2022:** Senior Fun Day Field Trip, D. Wilkinson – Wescott’s Beach State Park – 9:00 AM – 2:45 PM
- **June 4, 2022:** Marching Band Field Trip, S. Spacher – Glen Park Elementary – General Brown Days Parade & Celebration – 5:30-8:30 PM
- **June 6, 2022:** Gr. 7 Field Trip, A. Teachout – Watertown Rapids STEAM Education Day - Watertown Fairgrounds Baseball Stadium – 9:00 AM – 1:30 PM
- **June 10, 2022:** Gr. 6-8 and Chorus Field Trip, B. Davis – Performance by acapella group, *Ball In The House* – Clayton Opera House – 9:20 – 11:20 AM
- **June 13, 2022:** Gr. 7-12 Self-care Mental Health Workshop, K. Aubertine – LCS – 8:20 AM – 2:55 PM
- **June 16, 2022:** Student Graduation Reception, K. Jessman – CSE Department – LCS Library – 12:30 – 3:00 PM
- **June 17, 2022:** Gr. Pre-K Field Trip, I. Sullivan – Lyme Free Library and Duck Out – 12:45 – 2:45 PM
- **June 17, 2022:** Gr. 2 Field Trip, S. McClusky – Duck Out Ice Cream – 11:30 AM – 12:30 PM
- **July 11-15, 2022:** Varsity Club Clinic, T. McIntosh – Gr. 4-12 Basketball Camp – LCS - 9:00-3:00 PM
- **July 30, 2022:** Varsity Club Clinic, T. McIntosh – Gr. 4-12 Cheerleading Clinic – LCS - 9:00-12:00 PM
- **August 8-12, 2022:** Varsity Club Clinic, T. McIntosh – Gr. 4-12 Soccer Clinic – LCS - 9:00-3:00 PM

**5. Board Information:**

Information only, no action required: The following items have previously been replaced and/or removed from the district inventory, either per purchase agreement/service contract, or as part of a prior approved disposal request:

- Replaced: Main Office, District Office & Copier Room Copiers
- Replaced: Network Switch
- Replaced: School Messenger System
- Replaced: Server Upgrade and Migration

- Replaced: Repair Parts to Playground

**6. Board Discussion/Action:**

**BE IT RESOLVED**, that the Lyme Central School Board of Education takes action to approve Bowers & Company, CPAs PLLC, as our independent auditor, to audit the financial statements for the year ending, June 30, 2022.

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 the transfer of funds, as necessary, and for the close of books as of June 30, 2022.

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

**8. Board Action:**

**BE IT RESOLVED**, that the Lyme Central School Board of Education takes action to up to five (5) or ten (10) additional summer work days for the 2022-2023 school year for the following personnel:

- Christine Rickett                      10 days
- Stacey Linkroum                      5 days

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

**9. Board Action:**

**BE IT RESOLVED**, that the Lyme Central School Board of Education takes action to approve the MOA as dated, between the Lyme Central School District and the **School Related Personnel (SRP) Unit**, to include **Non-Contractual Employees** for the **2022-2023** school year.

Increases include the 2022-23 contractual increase of 3%, in addition to a one-time hourly increase of \$2.00 per hour, to adjust for the pending minimum wage increases.

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

**10. Board Action:**

**BE IT RESOLVED**, that the Lyme Central School Board of Education takes action approve the following **General\_Fund Account** budget transfers:

- #2211 – Adjust Insurance Premiums to Estimated Amounts from Haylor, Freyor & Coon
- #2212 – Move Funds to Contractual Code for DotCom Speech Therapy
- #2213 – Move Funds to Account for New Vendor & Vehicle Price Increase
- #2214 – Reclassify Retiree Health Insurance
- #2215 – Move Instructional Salary Funds to Substitute Salaries

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

**11. 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 **2022-2023** school year.

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

**12. Board Action:**

**BE IT RESOLVED**, that the Lyme Central School Board of Education takes action to approve **2022-2023 St. Lawrence Lewis BOCES Cooperative Purchasing** program agreement, with the resolution as stated:

**Resolution of Board of Education**

Be it resolved that the Lyme Central School District Board of Education agrees to participate in the St. Lawrence/Lewis BOCES Cooperative Purchasing Programs in accordance with the guidelines set forth in the “Cooperative Purchasing Agreement” for the **2022-2023** school year.

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

**13. Board Action:**

**BE IT RESOLVED**, that the Lyme Central School Board of Education takes action to approve: (A) change the description and dollar amount of asset #28 from: “Floor Buffer & Ecoflex Ride on Floore Machine” in the amount of \$11,356.05, to “SC1500 Ecoflex Floor Scrubber” in the amount of \$8,263.17 (B) remove Floor Machine FM 810 Deluxe from fixed asset detail, as the list purchase price is under asset threshold of \$5,000.

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

**14. Board Action:**

**BE IT RESOLVED**, that the Lyme Central School Board of Education takes action to approve, by roll call vote, the potential expenditure of funds to be used for safety updates and/or the replacement of the items listed below from the, Unrestricted Fund Balance, for a total amount not to exceed \$275,000.

**Proposed Items:**

- Interior and Exterior Cameras (Day Automation – NYS Contract #PT-68783)
- Mohawk TR-35N-35,000 lb. Bus Lift with Options and Installation (Mohawk Lifts – NYS Contract #PC-69416)

<b>Board Members</b>	<b>Vote</b>
Deanna Lothrop, President	<b>Yes</b>
Kathy Gardner, Vice President	<b>Yes</b>
Scott Rickett , Member	<b>Yes</b>
Lynn Reichert, Member	<b>Absent</b>
Jon LaFontaine, Member	<b>Absent</b>
Shauna Dupee, Member	<b>Yes</b>
Ray McIntosh, Member	<b>Yes</b>

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

**15. Board Action:**

**BE IT RESOLVED**, that the Lyme Central School Board of Education takes action to approve the revised **2021-2022 Lyme Central School Year Calendar**, reflecting a change for the last day of school, June 23, 2022, proposed dismissal of students at 11:30 AM (1/2 day), as opposed to attendance for a full day.

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

**16. Board Action:**

**BE IT RESOLVED**, that the Lyme Central School Board of Education takes action to approve the **2022-2023 Jefferson-Lewis School Board Association (JLSBA)** annual dues.

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

**17. Board Action:**

**BE IT RESOLVED**, that the Lyme Central School Board of Education takes action to approve the following resolution, pursuant to **Education Law 2-d**, for participation in the **Google Opt-in Agreement** between **Erie 1 BOCES and the Lyme Central School District for the 2020-2023** school years, with the resolution as stated:

**EDUCATION LAW 2-d OPT-IN**

This Education Law 2-d Opt-In (“Opt-In”) is executed and entered into as of the date of execution specified below (“Effective Date”), by the School District identified below (“District”). The existing agreement with Erie 1 BOCES and Boom Learning, Classcraft, Code.org, Desmos (Math Tools), Digital Teaching Tools (Whiteboard.fi), EverFi, Nearpod, Pixton Comics, Suntex International (First in Math), Tools for Schools, Wakelet, Kahn Academy, SnapWiz – Edulastic (GoGuardian), Pear Deck (GoGuardian), will expire on June 30, 2024.

**WHEREAS**, Boom Learning, Classcraft, Code.org, Desmos (Math Tools), Digital Teaching Tools (Whiteboard.fi), EverFi, Nearpod, Pixton Comics, Suntex International (First in Math), Tools for Schools, Wakelet, Kahn Academy, SnapWiz – Edulastic (GoGuardian), Pear Deck (GoGuardian) (“Vendors”), corporations that provides certain free services to the District pursuant to certain contractual arrangements and Vendor Terms of Service (“TOS”) entered into between District and Vendor; and,

**WHEREAS**, the State of New York has enacted New York Education Law 2-d; and,

**WHEREAS**, Erie 1 Board of Cooperative Educational Services (“Erie 1 BOCES”), a municipal corporation organized and existing under the Education Law of the State of New York having its principal offices at 355 Harlem Road, West Seneca, NY 14224, has entered into an EDUCATION LAW 2-d Agreement (“Agreement”) with each vendor offering a free product in order to address and give binding effect to the terms of New York Education Law 2-d and each of the Agreements provides that school districts (public, private and charter) can become party to the Agreements by executing a written opt-in to do so; and,

**WHEREAS**, District wishes to become party to the Agreements;

**NOW THEREFORE**, District attests and agrees as follows:

1. District has evaluated its needs with respect to New York Education Law 2-d and wishes to become subject to the terms of the Erie 1 BOCES Agreements for the products listed above;
2. District hereby formally notifies Erie 1 BOCES and confirms that it is opting into the Agreements in accordance with the Agreement.
3. By executing this Opt-In, District agrees to be bound by and to comply with the terms of the Agreements.

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

**18. Board Action:**

**BE IT RESOLVED**, that the Lyme Central School Board of Education takes action to approve, at the recommendation of Superintendent Cammy J. Morrison, the donation of the Lyme Central School District greenhouse to Yard-by-Yard Landscaping, Mr. Adam Brown, proprietor.

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

**19. Board Action:**

**BE IT RESOLVED**, that the Lyme Central School Board of Education takes action to approve the equipment disposal request from the Health Office for the following items to be discarded and/or deleted from the District’s Inventory, deemed no longer usable or having been previously discarded.

- HeartStart FRx Defibrillator                      Tag #122
- Automatic External Defibrillators              Tag #164

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

**20. Board Action:**

**BE IT RESOLVED**, that the Lyme Central School Board of Education takes action to approve the equipment disposal request from the Business Office for the removal of the following items from the District’s Fixed Asset Inventory, deemed an inappropriate listing on the fixed asset detail.

NOTE: Software is still in use through MORIC.

- Schooltools Software                              Tag #40
- System 44 Classroom Software                  Tag #43

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

**21. Board Action:**

**BE IT RESOLVED**, that the Lyme Central School Board of Education takes action to approve the equipment disposal request from the Business Office for the removal of the following items from the District’s Fixed Asset Inventory, deemed no longer in use and an inappropriate listing on the fixed asset detail.

- Qwizdom Software Whiteboard Classroom Tool      Tag #65
- Wicked Good Software                              Tag #157

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

**22. Board Action:**

**BE IT RESOLVED**, that the Lyme Central School Board of Education takes action to approve the equipment disposal request from the Library Department for several library books deemed no longer usable, to be discarded. Total number of books for discard: 307

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

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

**ADMINISTRATIVE REPORTS** (Superintendent; Assistant Superintendent; Principal reports will be presented verbally)

- Principal Report, Mr. Barry Davis
- Assistant Superintendent Report, Ms. Patricia Gibbons
- Superintendent Report, Mrs. Cammy J. Morrison
- Transportation Report, Mr. Jacob Phelps

**CORRESPONDENCE AND COMMUNICATIONS**

- 24. Correspondence Log: Following meeting held on May 5, 2022
- 25. Calendar of Events: June 2022

**26. ITEMS FOR NEXT MEETING, July 1, 2022 at 8:30 AM**

- Nothing noted

**RECOMMENDATIONS AND ACTION**

**27. Board Action:**

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

- **Appoint one (1) Long-term Substitute Elementary Teacher**
- **Appoint one (1) Substitute School Monitor**
- **Appoint one (1) Substitute Teacher**
- **Recall from PEL one (1) FTE Elementary Teacher**
- **Appoint nine (9) 2022-2022 Coaching Positions**

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

**28. 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 Ray McIntosh. 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
Leah Allison	Long-term Substitute-Elementary Teacher, Gr. K	Retiree Sub Rate: Day 1-15, \$120/day Long -Term Sub Rate: Day 16-on, \$244.98/day	N/A	Retroactive: May 12, 2022
Julie Greico	Substitute School Monitor	\$13.20 per hour	N/A	Retroactive: May 5, 2022
Noah Strader	Substitute Teacher	Non-certified, less than 4 yr. degree. \$90 per day	N/A	Retroactive: June 2, 2022
			Recall from Preferred	

Colleen Patenaude	1 FTE Elementary Teacher	Step 2A (BA) - \$50,615	Eligibility List	September 1, 2022
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(D) PAID Coaching Appointments as listed:

Name	2022-2023 Sports	Stipend	Coaching Certification	Effective Date
Kyle Bronson	2022-23 Varsity Boys' Soccer Coach	\$3,849	Professional - Teacher	August 1, 2022
Kyle Bronson	2022-23 Varsity Boys' Basketball Coach	\$4,607	Professional - Teacher	November 1, 2022
Kyle Bronson	2022-23 Varsity Boys' Baseball Coach	\$3,849	Professional - Teacher	March 1, 2023
Mary Guyette	2022-23 Varsity Girls' Soccer Coach	\$3,849	Professional - Teacher	August 1, 2022
Karly Sherman	2022-23 Modified Boys' Soccer Coach	\$1,861	Professional - Teacher	August 1, 2022
Karly Sherman	2022-23 Varsity Girls' Basketball Coach	\$4,607	Professional - Teacher	November 1, 2022
Stephanie Doney	2022-23 Modified Girls' Soccer Coach	\$1,861	Professional - Teacher	August 1, 2022
Stephanie Doney	2022-23 Modified Girls' Basketball Coach	\$2,009	Professional - Teacher	November 1, 2022
Stephanie Doney	2022-23 Modified Girls' Softball Coach	\$1,861	Professional - Teacher	March 1, 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 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 \*\*\*\*

**29. 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:

- **Noah Strader – Substitute Teacher**

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

**30. EXECUTIVE SESSION: No Further Executive Session was 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 Ray McIntosh. Motion is approved 5 – 0.

Time adjourned: 6:37 PM.

Respectfully submitted:

\_\_\_\_\_  
 Sherri Wilson - District Clerk

- Supporting documents may be found in supplemental file dated, June 9, 2022
- All minutes are unofficial until approved by the Board of Education