

LYME CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting
Minutes
January 13, 2022
LCS Library – 6:00 PM

Call to Order by Deanna Lothrop, Board of Education President, at 6:05 PM
Pledge of Allegiance

REGULAR MEETING

Due to the COVID-19 pandemic, the Board of Education meeting was live streamed via ZOOM, through MORIC Services. The meeting link is available on the District website for public access and viewing.

MEMBERS PRESENT:

Deanna Lothrop, President	Kathy Gardner, Vice President
Scott Rickett	Lynn Reichert
Ray McIntosh	Jon LaFontaine
Sherri Wilson, District Clerk	

ADMINISTRATORS PRESENT:

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

OTHERS PRESENT: Michael Gebo, Dominic D’Imperio

PRESENTATIONS:

Business Office Update: District Treasurer, Ariana Morrison presented a power point which reviewed updates made in the business office over the past year, as well as an overview of daily operations. Key points of interest from the presentation were the proposed purchase of software allowing the use of a credit card or e-check for school tax payments; capital asset entries now being electronically calculated and prepared by Bowers & Co., CPA’s, eliminating possible manual entry errors; purchase of a postal machine resulting in an approximate district savings of \$75 per month in postage.

CONSENT AGENDA

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

1. Approval of Minutes:

- December 9, 2021 - Regular Meeting

2. Approval of Buildings and Grounds requests:

- None at this time

3. Conferences and Workshops:

- **Sept. 29, 2021:** Introduction to New Physical Education Standards, K. Sherman – 1 PD hour
- **Oct. 5, 2021:** Data Warehouse Fall Workshop, P. Gibbons – 1.5 PD hours
- **Nov. 9, 2021:** Financial User Group, End of Year Processing Part 2 – H. Archuleta – 1 PD hour
- **Nov. 19, 2021:** NYSSA Training for New Teacher, K. Jessman – 3 PD hours
- **Dec. 7, 2021:** Level 2 Data and ESSA – Is My Data Correct?, P. Gibbons – 2 PD hours
- **Dec. 8, 2021:** The ESSA Data Dashboard, P. Gibbons/T. Kimmis – 1 PD hour each
- **Feb. 16, 2022:** Workers Comp 101, A. Morrison – Virtual Webinar – 12:00 PM
- **Mar. 23, 2022:** Developing Digital Detective Book Study, L. Doolittle – 1 PD hour
- **Apr. 29, 2022:** Lessons Inspired by Picture Books, L. Doolittle – 25 PD Hours
- **May 24, 2022:** The Writing Revolution, M. Brennen; S. Doney; P. Gibbons; L. Martineau; K. Perkins; C. Trottier; P. Yousey – 17 PD hours each
- **June 30, 2022 (final date of series):** Effective Teaching Level I – A. Blake; L. Doolittle – 25 PD hours each

4. Approval of Financial Reports:

- School Business Report – (Verbal)
- Treasurer’s Report, November, 2021
- General Fund Warrant #14
- General Fund Supplemental Warrants #10; #13; #17
- School Lunch Fund Warrant #9
- FF Fund Warrant #6

REGULAR AGENDA

Other Discussion and Action

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

2. **Ongoing Agenda Items:**

- None at this time

3. **Board Information:**

- **Jan. 19, 2022:** LCS Board of Education Policy Committee Meeting – District Office - 3:30 PM
- **Feb. 10, 2022:** LCS Board of Education Financial Committee Meeting – District Office - 3:30 PM
- **Feb. 17, 2022:** LCS Board of Education Building & Grounds Committee Meeting – District Office - 3:30 PM

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

- **Dec. 16, 2021:** Drama Club Make-up Auditions, L. Martineau – LCS Stage – 3:00-5:00 PM
- **Dec. 20 – Jan. 19, 2022:** Class of 2024 Fundraiser, K. Perkins – Little Caesars On-line Pizza Sales – LCS
- **Jan. 5 - Mar. 9, 2022:** Revised Drama Club Rehearsals, L. Martineau – LCS Stage – Every Wed. 3:00 – 6:00 PM
- **Jan. 21, 2022:** Student Council Fundraiser, S. Perkins – Hat Day for Brian’s Kids – LCS – 8:00 AM-3:00 PM
- **Feb. 5 & 12, 2022:** Drama Club Rehearsals, L. Martineau – LCS Stage – 10:00 Am – 2:30 PM

5. **Board Discussion/Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the following General Fund Account transfers:

- #2184 – Transfer for Computer Software Code
- #2185 – Transfer for Emergency Replacement of 1000 gallon fuel tank at Bus Garage
- #2186 – Transfer to Reclassify Retiree Health Insurance

Motion for approval by Kathy Gardner, seconded by Jon LaFontaine. Motion is approved 5 – 0.

6. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the Lyme Central School District **Professional Development Plan**, dated **2021-2025**.

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

7. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the proposed sale, by competitive sealed bid, of the following property of Lyme Central School District deemed no longer viable for the district:

- **2014 Dodge Caravan (LCS ID - V1)**

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

8. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to a donation to Lyme Central School for the Coat & Boot Drive, from the following organization:

- Knights of Columbus Le Ray De Chaumont Council 2148 \$200

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

9. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to a donation for the Frank Mussot Memorial Scholarship, from the following persons:

- Michael and Vicky Barbour \$50.00

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 recommendations of the Committee on Special Education and/or the Committee on Preschool Special Education for the **2021-2022** school years.

Motion for approval by Scott Rickett, seconded by Jon LaFontaine. Motion is approved 5 – 0.

ADMINISTRATIVE REPORTS: (all administrative 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 – No report provided for this meeting
- School Health Report, Mrs. Justine Dowe - No report provided for this meeting

CORRESPONDENCE AND COMMUNICATIONS

- 11. Correspondence Log: Following meeting held on December 9, 2021
- 12. Calendar of Events: January 2022

13. ITEMS FOR NEXT MEETING, February 10, 2022

- 2022-2023 Budget Timeline

RECOMMENDATIONS AND ACTION

14. Board Action:

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

- **Accept Resignation One (1) Lyme Central School Board of Education Member**
- **Appoint one (1) FTE Vocal Music Teacher**
- **Add four (4) Substitute Teachers**
- **Add one (1) Substitute Nurse**
- **Add three (3) 2021-2022 Game Assistants**

Motion for approval by Jon LaFontaine, seconded by Kathy Gardner. Motion is approved 5 – 0.

15. 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

(B) Resignations as listed:

Name	Position	Effective Date
Terry Countryman	Lyme Central School Board of Education Member – Position #6	December 31, 2021

(C) Appointments as listed:

Name	Position	Annual Salary / Rate of Pay	Probationary Tenure Track Appointment (if applicable)	Effective Date
Mackenzie Gehrke	1 FTE Vocal Music Teacher	Step 1A \$48,995 – pro-rated at \$27,192.23	4 yr. Probation Tenure track: 1/14/2022 –1/13/2026	January 14, 2022
Benton Kessler	Substitute Teacher	Non-Certified NYS – 4 yr. degree: \$95 per day	N/A	January 14, 2022
Jennifer Alberry	Substitute Teacher	Non-Certified NYS – 4 yr. degree: \$95 per day	N/A	January 14, 2022
Jennifer Alberry	Substitute Nurse	RN - \$110 per day	N/A	January 14, 2022
Lori Wiley	Substitute Teacher	NYS Certified – 4 yr. degree: \$110 per day	N/A	January 14, 2022
Cathy Gallagher	Substitute Teacher	Non-Certified NYS – 4 yr. degree: \$95 per day	N/A	January 14, 2022
Malena Stevenson	2021-22 Game Assistant	\$21 per LCSTA Contract	N/A	Retroactive to December 6, 2021
Kaitlin DaSilva	2021-22 Game Assistant	\$21 per LCSTA Contract	N/A	Retroactive to December 6, 2021
Rikki Wallace	2021-22 Game Assistant	\$21 per LCSTA Contract	N/A	Retroactive to January 5, 2022

(D) PAID Coaching Appointments as listed: None at this time

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

16. 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:

- **Mackenzie Gehrke – Vocal Music Teacher**
- **Benton Kessler – Substitute Teacher**
- **Jennifer Alberry – Substitute Teacher/Substitute Nurse**
- **Lori Wiley – Substitute Teacher**
- **Cathy Gallagher – Substitute Teacher**
- **Diana Shullette – Teacher Assistant (previously appointed on 12/9/21)**
- **Donna Welch – Substitute Teacher (previously appointed on 12/9/21)**

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

17. EXECUTIVE SESSION:

Motion was made by Ray McIntosh, seconded by Jon LaFontaine, to enter into executive session to discuss matters leading to the employee contracts and/or appointment of three (3) particular individuals; litigation strategy regarding potential legal matters; the resignation of one (1) Board of Education member including options for the vacant seat, position #6. Motion approved 5 – 0. Time entered, 6:48 PM.

RETURN to REGULAR MEETING:

Motion was made by Kathy Gardner, seconded by Ray McIntosh, to adjourn the executive session and reconvene to the regular meeting with motion approved 5 – 0. Time returned, 8:30 PM.

1. Executive Session Recommendations/Board Action:

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to to approve the extension of the Superintendent of Schools Cammy J. Morrison's contract with the Lyme Central School District dated July 1, 2022 – December 31, 2022, including negotiated components as discussed during Executive Session.

Motion for approval by Jon LaFontaine, seconded by Ray McIntosh. Motion is approved 5 – 0.

2. Executive Session Recommendations/Board Action:

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the appointment of Mrs. Shauna Dupee as a member of the Lyme Central School District Board of Education, Position #6 previously held by Mr. Terry Countryman, vacated on December 31, 2021, effective immediately and through the date of the next annual meeting on May 17, 2022.

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

Motion for Adjournment:

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

Motion for approval by Ray McIntosh, seconded by Scott Rickett. Motion is approved 5 – 0.
Time adjourned: 8:34 PM.

Respectfully submitted:

Sherri Wilson - District Clerk

- Supporting documents may be found in supplemental file dated, January 13, 2022
- All minutes are unofficial until approved by the Board of Education