

LYME CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION  
**Regular Meeting**  
Minutes  
**February 10, 2022**  
**LCS Library – 6:00 PM**

**Call to Order by Deanna Lothrop, Board of Education President, at 6:02 PM**  
**Pledge of Allegiance**

**REGULAR MEETING**

**PURSUANT TO THE NYS GOVERNOR'S LEGISLATION 12031-01.1, this meeting was not open to the public for in-person attendance, but was live streamed through MORIC services. The meeting link is available on the District website for public access and viewing.**

**MEMBERS PRESENT:**

**Deanna Lothrop, President**  
**Scott Rickett**  
**Shauna Dupee**  
**Sherri Wilson, District Clerk**

**Kathy Gardner, Vice President**  
**Ray McIntosh**  
**Jon LaFontaine**

**MEMBERS EXCUSED:**

**Lynn Reichert**

**ADMINISTRATORS PRESENT:**

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

**OTHERS PRESENT:** Michael Gebo

**PRESENTATIONS:**

- Elementary Teacher Connection Pages, Mrs. Bridgette Stumpf – Mrs. Stumpf presented a power point with an overview of the elementary teachers' connection pages. Mrs. Stumpf demonstrated the various ways the program can be utilized during synchronous or asynchronous instruction.

**CONSENT AGENDA**

A motion for approval of the following items as listed under the CONSENT AGENDA is made by Kathy Gardner, and seconded by Jon LaFontaine. Motion is approved 6 – 0.

**1. Approval of Minutes:**

- January 13, 2021 - Regular Meeting

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

- None at this time

**3. Conferences and Workshops:**

- **January 28, 2022:** ASBO NY Executive Budget Webinar, Ariana Morrison
- **February 9, 2022:** Questar III Winter Workshop, Ariana Morrison – 9:00 – 11:00 AM

**4. Approval of Financial Reports:**

- School Business Report – (Verbal)
- Treasurer's Report, December 2021
- General Fund Warrant #18
- General Fund Supplemental Warrant #16
- School Lunch Fund Warrant #11
- School Lunch Supplemental Fund #10
- Federal Fund Warrant #7

**REGULAR AGENDA**

**Other Discussion and Action**

**1. Public Comments:**

Mr. Jon LaFontaine inquired on behalf of the Senior Class, as to whether or not there would be a possibility of planning a Senior Prom, since their class was unable to hold a Jr. Prom last year due to COVID. In response, Mr. Davis agreed

to discuss this request with both the Jr. and Sr. Class advisors; he will share any definitive plans regarding prom, as soon as possible.

**2. Ongoing Agenda Items:**

- District Mascot/Logo update: A public informational meeting will be held in the near future.
- NYSED 2022-2025 Instructional Technology Plan for Lyme Central School: Superintendent Morrison shared that both she and Mr. Gebo are continuing to work on completing the technology plan for submission/approval to the MORIC in April. They are currently awaiting software quotes from vendors for inclusion in the plan, since the plan is for a 3 year period and prices may vary during that span. A public hearing for the purpose of reviewing the proposed Technology Plan with community stakeholders, will be held in April prior to submission of the plan to NYSED.

**3. Board Information:**

- **2021-22 Updated LCS Board Member Informational Chart**
- **2022-23 LCS Board Meeting Dates**
- **2022 Budget Timeline in preparation for the Annual Budget Vote and Election**
- **Mar. 11, 2022:** Invitation, JL BOCES Virtual Legislative Discussion – 3:00 PM (*rescheduled event*)

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

- **Jan. 24 – Feb. 3, 2022:** Class of 2026 Fundraiser, S. Doney – Little Debbie Cakes Sale – LCS
- **Feb. 2 & 8, 2022:** Senior Night Varsity Boys' Basketball and Cheerleaders – Senior Night Varsity Girls' Basketball, B. Davis/T. McIntosh – LCS Gym - 7:00 PM and 5:15 PM respectively
- **Feb. 4, 2022:** Health & Wellness Class Fundraiser, K. Aubertine – American Heart Association “Go Red” for Women – LCS
- **Feb. 9, 2022:** Gr. 10 Field Trip, B. Davis – JL BOCES Site Visit – 12:40 – 2:35 PM
- **Feb. 11 & 14, 2022:** Varsity Club Fundraiser, T. McIntosh – Carnation Sales for Valentine's Day – LCS – 8:30 AM-3:00 PM
- **May 13, 2022:** LCSTA Annual Scholarship Plant Sale – LCS Barn – 1:00 - 6:00 PM

**5. Board Discussion/Action:**

**BE IT RESOLVED**, that the Lyme Central School Board of Education takes action to approve the **Lyme Central School 2022-2023 School Year Calendar**.

Motion for approval by Scott Rickett, seconded by Kathy Gardner. Motion is approved 6 – 0.

**6. Board Discussion/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 2022-2023 school year**. **Note:** approved meeting dates may be subject to change as deemed necessary.

Motion for approval by Jon LaFontaine, seconded by Scott Rickett. Motion is approved 6 – 0.

**7. Board Discussion/Action:**

**BE IT RESOLVED**, that the Lyme Central School Board of Education takes action to approve the draft revisions made to current Lyme Central School Policies/Procedures per Madison-Oneida BOCES policy coordinator. The following policies/procedures are for review and/or approval of adoption or deletion:

Approval to Adopt:

- Policy #5001 – District Wide Safety Plans and Building Level Emergency Response Plans
- Policy #5003 – Fire and Emergency Drills and Bus Emergency Drills
- Policy #5004 – Short –Term Worker Asbestos Notification
- Policy #5005 – Facilities Inspection Operational Maintenance (*Revise*)
- Policy #5006 – Pesticide Alternatives and Notification *Policy is Required*
- Policy #5007 – Communicable Diseases (*Revise*)
- Policy #5008 – Infection Control Program (*Revise*)
- Policy #5100 – Automated External Defibrillation (AED) Policy (*Revise*)

Review/Approval to Delete:

- Policy #5002 – Use of Force Regarding Authorized Carrying of Firearm (*included in SRO contract*)

**NOTE:** At the time of policy adoption, the approval for deletion, renumbering, and/or replacement of current policies, as listed on the policy draft(s), will also be implemented.

Motion for approval by Kathy Gardner, seconded by Scott Rickett. Motion is approved 6 – 0.

**8. Board Discussion/Action:**

**BE IT RESOLVED**, that the Lyme Central School Board of Education takes action to approve the **2022-2023 St. Lawrence-Lewis Cooperative Purchasing Bid Awards** as follows:

Fuel Type/ Plan	District Building	Supplier
Gasoline – Fluctuating Rate	Lyme Fuel Depot	Adirondack Energy
Ultra-Low Sulphur Diesel - Plan C fluctuating rate	Lyme Fuel Depot	Buell Fuel
Fuel Oil - Plan C fluctuating rate	Lyme Bus Garage/Fuel Depot	Christman Fuel
Fuel Oil - Plan C fluctuating rate	Lyme Main Building	Mirabito
LP Gas/Propane - Plan C fluctuating rate	Lyme Main Building	No Bid – Suburban Propane - possible supplier (utilizing 1 yr. contract extension per SLL Cooperative Bid protocol)

Motion for approval by Scott Rickett, seconded by Jon LaFontaine. Motion is approved 6 – 0.

**9. Board Action:**

**BE IT RESOLVED**, that the Lyme Central School Board of Education takes action to approve the **Mohawk Regional Information Center (MORIC) BOCES Services Request Contract** with the Lyme Central School District for the **2022-2023** school year.

Motion for approval by Kathy Gardner, seconded by Jon LaFontaine. Motion is approved 6 – 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
- School Health Report, Mrs. Justine Dowe, RN: Dec. 2021; Jan. 2022
- Transportation Report, Mr. Jacob Phelps: Dec. 2021; Jan. 2022 Mileage Reports

**CORRESPONDENCE AND COMMUNICATIONS**

- 10. Correspondence Log: Following meeting held on January 13, 2022
- 11. Calendar of Events: MONTH

**12. ITEMS FOR NEXT MEETING, March 10, 2022**

- \_\_\_\_\_

**RECOMMENDATIONS AND ACTION**

**13. Board Action:**

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

- **Accept Retirement/Resignation of one (1) Building Principal**
- **Add one (1) Substitute Teacher/Administrator**
- **Add one (1) FTE Cleaner**
- **Add one (1) Substitute Nurse/Teacher**
- **Add one (1) Substitute Teacher**
- **Add one (1) 2021-22 Game Assistant**

Motion for approval by Ray McIntosh, seconded by Scott Rickett. Motion is approved 6 – 0.

**14. 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 6 – 0.

(A) Retirements: None at this time

Name	Position	Effective Date
Barry K. Davis	PK-12 Building Principal	June 30, 2022

The Lyme Central School Board of Education would like to thank Mr. Davis for his many years of dedicated service to the students of LCS, both as a teacher and an administrator. Mr. Davis will be greatly missed by the students and staff at LCS. Best wishes, to Mr. Davis for a 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
Barry Davis	Substitute Teacher/Administrator	Substitute Teacher Rate: \$120 per day Sub Admin. Rate: TBD	N/A	July 1, 2022
Jennifer Zeller	1 FTE Cleaner	\$13.20 per hour	One yr. probationary period: 2/11/22 - 2/10/23	February 11, 2022
Margaret Macaulay	Substitute Teacher	Non-Cert. 4-Yr. 2-Yr. Degree: <del>\$95</del> \$90 per day	N/A	February 11, 2022
Margaret Macaulay	Substitute Nurse	RN: \$110 per day	N/A	February 11, 2022
Morgan Voorhees	Substitute Teacher	Non-Cert. 4-Yr. Degree: \$95 per day	N/A	February 11, 2022
Jennifer Sosa	2021-22 Game Assistant	\$21 per LCSTA Contract	N/A	February 11, 2022

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

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

**15. 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:

- **Jennifer Zeller – Cleaner**
- **Margaret Macaulay – Substitute Nurse/Teacher**
- **Morgan Voorhees – Substitute Teacher**

Motion for approval by Scott Rickett, seconded by Jon LaFontaine. Motion is approved 6 – 0.

**16. EXECUTIVE SESSION:**

Motion was made by Ray McIntosh, seconded by Kathy Gardner, to enter into executive session for the discussion of matters leading to the appointment of either one (1) or two (2) individuals. Motion is approved 6 – 0. Time entered, 6:49 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. Motion is approved 6 – 0. Time returned, 7:44 PM.

**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 6 – 0. Time adjourned: 7:44 PM.

Respectfully submitted:

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

- Supporting documents may be found in supplemental file dated, February 10, 2022
- All minutes are unofficial until approved by the Board of Education