

LYME CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting
Minutes
October 10, 2019
LCS Library – 6:00 PM

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

MEMBERS PRESENT:

Deanna Lothrop, President
Terry Countryman
Scott Rickett
Jon LaFontaine
Ray McIntosh
Sherri Wilson, District Clerk

MEMBERS EXCUSED:

Lynn Reichert; Kathy Gardner

ADMINISTRATORS PRESENT:

Cammy Morrison, Superintendent
Patricia Gibbons, Assistant Superintendent
Barry Davis, Principal
Sandra Rooney, Business Official

OTHERS PRESENT: Dan Krol, Bowers & Company CPA's LLC; David Gammon; Deborah Wilkinson

PRESENTATIONS:

- **Bowers & Company CPAs, PLLC 2018-2019 Audit Report:** Mr. Dan Krol reviewed, via power point presentation, the key points of the 2018-19 Independent Audit Report for Lyme Central School District. The report found the district to be fiscally sound with no significant deficiencies. In conclusion, Mr. Krol found the district to have an overall financially secure audit.
- **New Teach Introduction:** Assistant Superintendent Ms. Gibbons introduced to the Board of Education, Mr. David Gammon. Mr. Gammon was hired as a secondary math teacher at the beginning of the 2019-20 school year. Mr. Gammon stated that he is pleased to be working with the students and staff at Lyme Central and that he is amazed by our students' great behavior.
- **2018-19 Student Assessment Data:** Assistant Superintendent Ms. Gibbons presented an overview of the data collected from the District Profile of the 2018-19 NYS Grades 3-8 Assessment Tests. Ms. Gibbons provided graphs with detailed information on the methods for data collection; the comparisons of current and past year's assessment trends, citing gains and deficits from year to year; as well as a sample of the ELA assessment test for students.

CONSENT AGENDA

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

1. **Approval of Minutes:**

- September 12, 2019 - Public Hearing/Regular Meeting
- September 20, 2019 - Public Hearing/Special Meeting

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

- Oct. 4-5, 2019: Equipment Use Request, Sharilynn Hilts – LCS District Podium – Clayton Opera House, Miss Adirondack and Miss Thousand Island Pageant – 6:00 PM (10/4) – 10:00 PM (10/5)
- Oct. 20, 2019- June 14, 2020: Lyme Youth Commission, Heather O'Brien – Youth Sports – LCS Gym – Each Sunday throughout the school year, with the exception of the following dates: Mar. 13; Apr. 14, 2020.

3. **Conferences and Workshops:**

- Oct. 22-23, 2019: Early Learning Strategies Network, Margaret Brennen – Capital Region BOCES
- Oct. 29, 2019: Kindergarten Transition Summit, Bridgette Stumpf/Irene Sullivan – Hilton Garden Inn, Watertown – 8:30 AM -3:00 PM
- Nov. 2-4, 2019: STANYS Conference, Deborah Wilkinson – Rochester, NY
- Nov. 13, 2019: Improving Flexibility & Motivation w/Autism, Karen Jessman – Hilton Garden Inn, Watertown – 8:00 AM - 3:00 PM
- Nov. 19, 2019: High in Plain Sight, Pat Gibbons/Stacey Linkroum – Hilton Garden Inn, Watertown – 8:00 AM - 4:00 PM

***MLP Conferences Report, 9-1 to 10-10-19**

- Sept. 23, 2019: Geometry PLC Spring 2019, Adrienne Teachout – 15 hrs.
- Oct. 4, 2019: Science Content Area Collaboration Gr. PK – 12, Adrienne Teachout - 5 hrs.
- Oct. 7, 2019: Introduction to ELLs with RBERN, Christina Trottier – 4.5 hrs.
- Oct. 9, 2019: Second Grade FOSS Kit Training, Christina Trottier – 5.5 hrs.

Approval of Financial Reports:

- School Business Report (verbal)
- Treasurer’s Report, August 2019
- General Fund Warrant #6
- General Fund Supplemental Fund Warrant #5
- School Lunch Fund Warrant #4
- Federal Fund Warrant #3
- 2018-2019 Audit Report, Bowers & Company CPAs, PLLC

REGULAR AGENDA

Other Discussion and Action

1. Public Comments:

- Mrs. Deborah Wilkinson shared information related to the Class of 2020 Senior Trip in the spring of 2020, including cost, anticipated dates, and destination/itinerary, etc. The field trip request to be presented as an additional agenda action item during this meeting.

2. Ongoing Agenda Items: None at this time

3. Board Information:

- **2019-2020** LCS Student Enrollment, Courses, & Classroom Data
- **Nov. 13, 2019:** JLSBA Dessert Workshop - Topic: Finance – Jeff-Lewis BOCES Conference Room – 6:00 PM

4. Board Information, LCS Events:

- **Sept. 11, 2019:** Gr. 7-12 Class Meetings, C. Rickett – Election of Class Officers – 8:30 – 8:45 AM
- **Sept. 14, 2019:** Varsity Club Fundraiser, T. McIntosh – Spaghetti dinner - Chaumont Fire Hall Bike-A-Thon – 8:00 AM – 3:00 PM
- **Sept. 17, 2019:** Gr. 4 Field Trip, K. Perkins – Thompson Park Agriculture Days – 10:30 Am – 2:15 PM
- **Sept. 19, Nov. 14, 2019 & Mar. 12, 2020:** Athletic Committee Meetings, T. McIntosh – LCS Conference Room – 5:00-6:00 PM
- **Sept. 19, 2019:** Gr. PK-5 Bus Safety Day, C. Rickett – LCS Bus Line – 9:00 – 9:50 AM
- **Sept. 21, 2019:** Gr. K-6 Soccer Clinic, T. McIntosh – LCS Gymnasium – 9:00 – 11:00 AM
- **Sept. 30, 2019:** Gr. 11 & 12 Field Trip, C. Rowland – JCC Higher Ed Day – 9:00 – 10:00 AM
- **Oct. 2, 2019:** Tri-Board Meeting, S. Wilson – LCS Library – 6:00 – 7:30 PM
- **Oct. 3, 2019:** Gr. 5 Field Trip, T. Ditch/S. Doney – Chaumont Boat Launch, Lake Ontario Ecosystem – 12:30 – 2:30 PM
- **Oct. 6, 2019:** Gr. 9-12 Boys Open Gym, Leo Wilson – LCS Gym – 12:00-2:00 PM
- **Oct. 7-21, 2019:** Class of 2025 Fundraiser, K. Aubertine – Gertrude Hawks Holiday Sales - LCS
- **Oct. 8, 2019:** LCS Robotics Club, M. Brennen – LCS Library – 3:00-4:30 PM, every Tuesday
- **Oct. 10, 2019:** Gr. PK – 5 Fire Safety Day, C. Rickett – LCS 8:45 AM – 12:30 PM
- **Oct. 10, 2019:** Gr. 5 Field Trip, C. Rowland – Tony Hoffman Presentation, Positive Choices – WHS – 9:00 – 10:15 AM
- **Oct. 15, 2019:** Class of 2020 Senior Parent Meeting, B. Faulknham/B. Goodhart – STEM Lab – 6:00-7:00 PM
- **Oct. 16, 2019:** PSAT exams, C. Rowland – 2nd floor classroom – 8:30 -11:30 AM
- **Oct. 17, 2019:** Gr. 11 & 12 Field Trip, C. Rowland – Manufacturer’s Day, Adams NY – 9:00-11:00 AM
- **Oct. 17, 2019:** Gr. 3-8 Field Trip, C. Rickett – Clayton Opera House, Galumph Games – 8:30-10:30 AM(Gr. 3-5); 12:40-2:30 PM (Gr. 6-8)
- **Oct. 19, 2019:** Sports Program Fundraiser, T. McIntosh – Var. Boys’ and Girls’ Basketball Community Dinner – LCS Cafeteria – 3:00-7:00 PM
- **Oct. 21, 2019:** Whiz Quiz Team Field Trip, Dan Lawson – WPBS Station, Watertown – 10:00 AM – 2:00 PM
- **Nov. 7, 2019:** Wellness Fair, K. Aubertine – LCS Gym and Lobby – 3:00-8:00 PM (during parent/teacher conferences)
- **Nov. 7, 2019:** Class of 2020 Fundraiser, B. Faulknham/B. Goodhart – Spaghetti Dinner – LCS Cafeteria – 4:00-7:00 PM
- **Nov. 11, 2019:** Varsity Club Fundraiser, T. McIntosh – Alumni & Community Breakfast – LCS Cafeteria – 8:00-11:00 AM
- **Dec. 2 & 3, 2019:** Varsity Club Coaches vs. Cancer Tournament, T. McIntosh – Wear Orange Day for Leukemia Awareness – LCS – 8:00AM – 9:30 PM, each day
- **Dec. 6, 2019:** Gr. 5 Field Trip, T. Ditch/S. Doney – Angel Tree Shopping Trip and Sci-Tech Center, Watertown – 8:30 AM – 2:30 PM
- **Dec. 19, 2019:** Gr. PK Gingerbread Man Party, I. Sullivan – LCS Cafeteria – 1:30-2:30 PM
- **Jan. 18, 2020:** Gr. 1-6 Boys’ & Girls’ Basketball Clinic, T. McIntosh – LCS Gym – 9:00 AM – 12:00 PM

- **Mar. 21, 2020:** Gr. 1-6 Boys' & Girls' Baseball Clinic, T. McIntosh – LCS Gym – 9:00 AM – 12:00 PM
- **May 8, 2020:** Varsity Club Fundraiser, T. McIntosh – Mother's Day Carnation Sales – LCS – 8:30 AM – 3:00 PM

5. **Board Discussion:**

Per changes in NYS Regulation, discussion and review of the **2019-2020 Lyme Central School District Safety Plan**, information provided by members of the District Safety Team and Administration. Superintendent Morrison reviewed the purpose for the plan, which is to prevent or minimize the effects of serious violent incidents and emergencies to the facility and to facilitate coordination with local and county resources. The plan is consistent with the more detailed Emergency Response Plan which is required at the school building level, and which includes plans for items such as: early dismissal and/or cancellation; hold-in-place; shelter-in-place; evacuation; lockout and lockdown. The confidential Building-Level Emergency Response Plan includes identification of specific procedures for each action depending on the emergency situation. Superintendent Morrison further stated, that the District Safety Plan will be posted to the Lyme Central School website beginning on October 12, 2019, and ending on November 10, 2019, to allow for a required 30 day public comment period regarding the plan.

6. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the field trip request for Grade 5 to Beaver Camp located in Lowville, NY on June 5, 2020, from 7:00 AM – 2:30 PM. Chaperones: Mrs. Ditch and Mrs. Doney.

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

7. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the Section III Combining Contract between Lyme Central School District and Thousand Island Central School District, allowing Lyme students to participate in sporting events with the TICSD Boys' Varsity and Modified Lacrosse Teams for athletic competition during the 2019-20 school yr.

Motion for approval by Terry Countryman, seconded by Scott Rickett, with motion approved 5 – 0.

8. **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.

Motion for approval by Scott Rickett, seconded by Terry Countryman, with motion approved 5 – 0.

9. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the field trip request for the Lyme Central School **Class of 2020 Senior Trip** to Orlando, Fla., on the anticipated dates of, April 25 – May 2, 2020. Chaperones for the trip: Class Advisors, Beth Faulknham and Brenton Goodhart. Depending on the number of students attending, a third chaperone may be selected at a later date.

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

ADMINISTRATIVE REPORTS:

Principal Report, Mr. Barry Davis
Assistant Superintendent Report, Ms. Patricia Gibbons
Superintendent Report, Mrs. Cammy J. Morrison
School Health Report
Transportation Report

CORRESPONDENCE AND COMMUNICATIONS

- 10. Correspondence Log: Following meeting held on September 12, 2019
- 11. Calendar of Events: October 2019
- 12. **ITEMS FOR NEXT MEETING**, *November 14, 2019*
 - Approval of 2019-2020 Data Safety Plan

RECOMMENDATIONS AND ACTION

13. **Board Action:**

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

- **Accept retirement for two (2) positions: Business Official and Account Clerk**

- Add two (2) Substitute Business Office Account Clerks
- Creation of one (1) FTE Account Clerk/Typist Position
- Add one (1) Bus Monitor
- Add two (2) Substitute Teachers
- Add one (1) Substitute Aide; Cafeteria; Custodial
- Add one (1) JV Girls' Basketball Assistant Coach
- Add one (1) Modified Girls' Basketball Coach
- Add three (3) 2019-2020 Game Assistants

Motion for approval by Jon LaFontaine, seconded by Scott Rickett, with motion approved 5 – 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 for approval is made by Scott Rickett, and seconded by Terry Countryman. Motion is approved 5 - 0.

(A) Retirements:

Name	Position	Effective Date
Sandra-Dudley Rooney	1 FTE Business Official	January 1, 2021
Vicky Barbour	1 FTE Account Clerk	January 1, 2021

The Lyme Central School Board of Education and Administrative Staff wishes to extend their sincere thanks to Mrs. Sandra Dudley-Rooney, Business Official/Treasurer, and Mrs. Vicky Barbour, Account Clerk/Tax Collector, for their many years of commitment and dedicated service to the district.

(B) Resignations as listed: None at this time

(C) Appointments as listed:

Name	Position	Annual Salary/Pay Rate	Probationary Tenure Track Appointment (if applicable)	Effective Date
Sandra Dudley-Rooney	Substitute Business Office Account Clerk	TBD	N/A	January 2, 2021
Vicky Barbour	Substitute Business Office Account Clerk	TBD	N/A	January 2, 2021
Elizabeth Ring	Bus Monitor	\$12.50 per hour	12 – mo probation, ending 8/31/20	Retroactive start date of September 1, 2019
Heather Delperuto	Substitute Teacher	Non-Certified 2 yr. degree - \$90 per day	N/A	October 11, 2019
Colleen Patenaude	Substitute Teacher, pending fingerprint clearance	Non-Certified 2 yr. degree - \$90 per day	N/A	October 11, 2019
Bethany Rogers	Substitute - Aide; Cafeteria; Custodial	\$11.10 per hr	N/A	October 11, 2019
Eleanor VanNess	2019-20 Game Assistant	\$19 per game	N/A	October 11, 2019
Courtney Kerley	2019-20 Game Assistant	\$19 per game	N/A	October 11, 2019
Tammy Goutremout	2019-20 Game Assistant	\$19 per game	N/A	October 11, 2019

(D) PAID Coaching Appointments as listed:

Name	Winter 2019-20 Sports	Coaching Certification	Effective Date
Stephanie Doney	Modified Girls' Basketball	Teacher Certificate	October 11, 2019

(E) UNPAID Coaching Appointments as listed:

Name	Winter 2019-20 Sports	Coaching Certification	Effective Date
Jose Sosa	Assistant JV Girls' Basketball	Tempory Initial License	October 11, 2019

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 ****

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:

- **Sandra Dudley-Rooney - Substitute Business Office Account Clerk**
- **Vicky Barbour - Substitute Business Office Account Clerk**
- **Elizabeth Ring – Bus Monitor**
- **Heather Delperuto – Substitute Teacher**
- **Colleen Patenaude - Substitute Teacher (clearance pending)**
- **Bethany Rogers – Substitute Aide; Cafeteria; Custodial**
- **Jose Sosa – 2019-20 JV Girls' Basketball Assistant Coach**
- **Stephanie Doney – 2019-20 Modified Girls' Basketball Coach**

Motion for approval by Scott Rickett, seconded by Terry Countryman, with motion approved 5 – 0.

EXECUTIVE SESSION: There was no Executive Session held

Motion for Adjournment: There being no further business or discussion, a motion is requested to adjourn the regular meeting.

Motion was made by Scott Rickett, seconded by Jon LaFontaine, to adjourn the regular meeting, with motion approved 5 – 0. Time adjourned, 7:36 PM.

Respectfully submitted:

Sherri Wilson - District Clerk

- Supporting documents may be found in supplemental file dated, October 10, 2019
- All minutes are unofficial until approved by the Board of Education