

LYME CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION  
**Regular Meeting**  
Minutes  
**June 27, 2016**  
**LCS Library – 6:00 PM**

**Call to Order by Gary Nicholson, Board of Education President, at 6:02 PM – Pledge of Allegiance**

**MEMBERS PRESENT:**

<b>Gary Nicholson, President</b>	<b>Scott Rickett</b>
<b>Deanna Lothrop, Vice President</b>	<b>Kathy Dyer</b>
<b>Terry Countryman</b>	<b>Sherri Wilson, District Clerk</b>

**MEMBERS EXCUSED: Brian Peters, and Lynn Reichert**

**ADMINISTRATORS PRESENT:**

**Cammy Morrison, Superintendent**  
**Sandra Rooney, Business Official**

**ADMINISTRATORS EXCUSED:**

**Barry Davis, Principal**  
**Patricia Gibbons, Director of Pupil Services**

**OTHERS PRESENT:** No other persons present

**PRESENTATIONS:** None at this time

**CONSENT AGENDA**

A motion for approval of the following items as listed under the CONSENT AGENDA is made by Kathy Dyer, and seconded by Deanna Lothrop - Motion is approved 5 – 0.

- 1. Approval of Minutes:**
  - June 9, 2016 - Regular Meeting
- 2. Approval of Buildings and Grounds requests:**
  - No requests needing Board of Education approval at this time
- 3. Conferences and Workshops:**
  - No requests needing Board of Education approval at this time
- 4. Approval of Financial Reports: May, 2016**
  - School Business Report – (Verbal)
  - Treasurer's Report
  - GF Warrant #25
  - SL Fund Warrant #17
  - FF Warrant #20
  - CF Warrant #7

**REGULAR AGENDA**

**Other Discussion and Action**

- 1. Public Comments** – None at this time
- 2. Ongoing Agenda Items:**
  - Continued Policy Reviews and updates
- 3. Board Information:**
  - Field Trip –Gr. 4, Beth Wagenaar – Chaumont History Walking Tour, Chaumont, NY – June 15, 2016 – 1:00-2:45 PM
  - Field Trip – Gr. 4, Beth Wagenaar – Independence Point, Chaumont, NY – June 17, 2016 – 12:45 – 2:45 PM
  - Field Trip - Gr. 4, Beth Wagenaar – Duck Stop, Chaumont, NY – June 20, 2016 – 12:45 PM
- 4. Board Information:**
  - The Board of Education Reorganization Meeting is scheduled for July 7, 2016 at 6:00 PM.
- 5. Board Information:**
  - Discussion of changes to the Library - It was unanimously decided that this discussion will resume at a later date.
- 6. Board Action:**

**BE IT RESOLVED**, that the Board of Education takes action to approve the Resolution to establish and fund a **Workers Compensation Reserve** and **Reserve Funds Adjustments** with the contribution of money to the following reserve funds upon completion of the end of year fiscal bookkeeping:

❖ Worker Compensation Reserve	Up to \$50,000
❖ Retirement Reserve	Up to \$115,000
❖ Unemployment Reserve	Up to \$45,000
❖ Employee Benefit Accrued Liability Reserve	Up to \$15,000
❖ Repair Reserve	Up to \$200,000
❖ Tax Certiorari – to reduce reserve for money not expended for judgements and claims	- \$50,000

Motion for approval by Deanna Lothrop, seconded by Kathy Dyer, with motion approved 5 - 0.

7. **Board Action:**

**BE IT RESOLVED**, that the Board of Education takes action to accept the **Fuel Management System** proposal, with services to be provided by Doctuer Environmental.

Motion for approval by Deanna Lothrop, seconded by Scott Rickett, with motion approved 5 - 0.

8. **Board Action:**

**BE IT RESOLVED**, that the Board of Education takes action to approve up to 10 additional summer work days for Christine Rickett and Robin Weston; an additional 5 summer work days for Stacey Linkroum.

Motion for approval by Deanna Lothrop, seconded by Kathy Dyer, with motion approved 4 - 0.  
With Scott Rickett abstaining.

9. **Board Action:**

**BE IT RESOLVED**, that the Board of Education takes action to approve the purchase of (1) **Kubota ZD1211L-72 commercial mower** from Walldroff Equipment, INC. Purchase price has been negotiated with a trade-in of \$7000.00 for the current District owned Kubota ZD331-72P mower.

Motion for approval by Kathy Dyer, seconded by Scott Rickett, with motion approved 5 - 0.

10. **Board Action:**

**BE IT RESOLVED**, that the Board of Education takes action to approve 12 (twelve) credit hours for Deborah Wilkinson from SUNY Oswego during the Fall 2015 and Spring 2016 semesters.

Motion for approval by Deanna Lothrop, seconded by Scott Rickett, with motion approved 5 - 0.

11. **Board Action:**

**BE IT RESOLVED**, that the Board of Education takes action to accept a donation to the Lyme Central School Scholarship Fund from:

- Dr. and Mrs. Alfred Gianfagna in the amount of \$300.00

Motion for approval by Scott Rickett, seconded by Kathy Dyer with motion approved 5 - 0.

12. **Board Action:**

**BE IT RESOLVED**, that the Board of Education takes action to accept a donation to the Lyme Central School Scholarship Fund in memory of Gavin Tedford from:

- Lyme Central School Teachers Association in the amount of \$100.00

Motion for approval by Scott Rickett, seconded by Kathy Dyer, with motion approved 5 - 0.

13. **Board Action:**

**BE IT RESOLVED**, that the Board of Education takes action to accept a donation to the Lyme Central School Brenden Lambert Scholarship Fund from:

- Mr. and Mrs. Stephen Lambert in the amount of \$250.00

Motion for approval by Scott Rickett, seconded by Kathy Dyer, with motion approved 5 - 0.

14. **Board Action:**

**BE IT RESOLVED**, that the Board of Education takes action to accept the Hannaford Helps donation to the Lyme Central School District from:

- Hannaford Stores in the amount of \$81.00

Motion for approval by Deanna Lothrop, seconded by Kathy Dyer, with motion approved 5 - 0.

15. **Board Action:**

**BE IT RESOLVED**, that the Board of Education takes action to accept IDEAS Scholarship donations to the Lyme Central School District from the following persons/organizations in the amounts listed:

- Lyme Central School Teachers Association - \$150.00
- David and Marilyn Peters - \$20.00
- Janice and Brian Shepard - \$40.00
- Barry K. Davis - \$25.00
- Patricia Gibbons - \$35.00
- Joy Seymour - \$40.00
- Marie and Wayne Farmer - \$25.00
- Linda Lepper - \$10.00
- Donald and Diane Tedford - \$25.00
- Beth and Daniel Faulkham - \$20.00

Motion for approval by Deanna Lothrop, seconded by Kathy Dyer, with motion approved 5 - 0.

16. **Board Action:**

**BE IT RESOLVED**, that the Board of Education takes action to approve the recommendations of the Committee for Special Education/Committee on Preschool Special Education.

Motion for approval by Kathy Dyer, seconded by Scott Rickett, with motion approved 5 - 0.

**ADMINISTRATIVE REPORTS:**

- Superintendent Report (Verbal)
- Transportation Report – June 2016

**CORRESPONDENCE AND COMMUNICATIONS:**

- 17. Correspondence Log
- 18. Calendar of Events –July 2016

**RECOMMENDATIONS AND ACTION**

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

- Increase Substitute Cleaner position to 1.0
- Increase Substitute Cleaner position to 1.0
- Increase .56 Resource Teacher/AIS position to 1.0
- Increase .5 Teacher Assistant position to 1.0

Motion for approval by Deanna Lothrop, seconded by Scott Rickett, with motion approved 5 - 0.

20. A motion for approval of the following PERSONNEL CHANGES with effective dates as listed under RECOMMENDATIONS AND ACTION is made by Deanna Lothrop, and seconded by Scott Rickett 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
Cortney Skinner	1 FTE Cleaner	\$10.50 per hour	N/A	July 1, 2016
Jose Sosa	1 FTE Building Maintenance Mechanic/Cleaner	\$12.50 per hour	N/A	July 1, 2016
Karen Jessman	1 FTE Resource Teacher/AIS	TBD	N/A	July 1, 2016

Lucinda Elliott	1 FTE Teacher Assistant	TBD	N/A	July 1, 2016
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(D) **PAID Coaching Appointments as listed:** None at this time

Name	Date	Coaching Certification

**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 \*\*\*\*

21. **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:

- **Cortney Skinner – Cleaner**
- **Jose Sosa – Building Maintenance Mechanic/Cleaner**
- **Karen Jessman – Resource Teacher/AIS**
- **Lucinda Elliott – Teacher Assistant**

Motion for approval by Scott Rickett, seconded by Deanna Lothrop, with motion approved 5 - 0.

**NEXT MEETING** – July 7, 2016 – Re-organization Meeting

**EXECUTIVE SESSION:**

Motion was made by Scott Rickett, seconded by Deanna Lothrop, to enter into executive session for discussion of the performance history of one (1) individual; the financial history of the Lyme Central School District, with motion approved 5 – 0. Time entered, 6:47 PM.

**RETURN to REGULAR MEETING:**

Motion was made by Scott Rickett, seconded by Deanna Lothrop, to adjourn the executive session and reconvene to the regular meeting with motion approved 5 - 0. Time adjourned, 7:39 PM.

22. **Board Action:**

**BE IT RESOLVED**, that the Board of Education takes action to approve the **Non-Bargaining Salary** increases not to exceed the total amount of 10, 657.00 for the 2016-2017 school year.

Motion for approval by Deanna Lothrop, seconded by Kathy Dyer, with motion approved 5 - 0.

23. **Board Action:**

**BE IT RESOLVED**, that the Board of Education takes action to approve the Lyme Central School District **Long Range Financial Plan and Fund Balance Management 2015-2019**.

Motion for approval by Deanna Lothrop, seconded by Scott Rickett, with motion approved 5 - 0.

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

Motion was made by Kathy Dyer, seconded by Scott Rickett, to adjourn the regular meeting, with motion approved 5 – 0. Time adjourned, 7:40 PM.

Respectfully submitted:

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 Sherri Wilson - District Clerk

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