

LYME CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting
Minutes
June 15, 2017
LCS Library – 6:00 PM

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

MEMBERS PRESENT:

Gary Nicholson, President
Scott Rickett
Lynn Reichert
Sherri Wilson, District Clerk

Terry Countryman
Kathy Dyer

MEMBERS EXCUSED:

Deanna Lothrop, Vice President
Ray McIntosh

EXECUTIVE SESSION:

A motion is requested to enter executive session for the discussion of the performance history of seven (7) particular individuals.

Motion for approval by Kathy Dyer, seconded by Scott Rickett, with motion approved 5 - 0. Time entered: 6:01 p.m.

RETURN TO OPEN SESSION:

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

Motion for approval by Terry Countryman, seconded by Lynn Reichert, with motion approved 5 - 0.
Time adjourned: 6:49 p.m.

REGULAR MEETING

ADMINISTRATORS PRESENT:

Cammy Morrison, Superintendent
Barry Davis, Principal
Patricia Gibbons, Dir. of Pupil Services
Sandra Rooney, Business Official
Deborah Wilkinson, Administrative Intern

OTHERS PRESENT: Logan Springer; Trasey Marsilio; Derrick Strader; Mariah Page; Michael Barber; Destiny Kelley; Austin Sanford; William Woofter; Fred Jackson; John Warneck; Dina Jareo; Madison McCammon; Todd LaSage.

PRESENTATIONS: Mr. John Warneck, NCE Environmental Consultants, reported on the findings of the 2017 Annual Fire Inspection. Mr. Warneck stated that there were only a few items found not in compliance. These items have since been rectified; the district is currently in full compliance. Mr. Warneck also spoke on the new NYS code, 50 % Rule, which will be in effect for the upcoming school year.

CONSENT AGENDA

A motion for approval of the following items as listed under the CONSENT AGENDA is made by Lynn Reichert, and seconded by Terry Countryman - Motion is approved 5 – 0.

1. Approval of Minutes:

- May 4, 2017 - Regular Meeting
- May 16, 2017 – Annual Meeting, Budget Vote and Board of Education Member Election

2. Approval of Buildings and Grounds requests:

- May 21, 2017: Equipment Use Request – Patti Hughes, Lyme Free Library – six (6) tables for Victorian Tea – 10:00 AM – 4:00 PM. Request previously granted by Superintendent Morrison due to the time frame of the activity.
- June 25 – August 27, 2017: Community Pickle Ball, David Forbes – LCS Student Parking Lot – Sundays, 12:00-6:00 PM
- June 26 - August 11, 2017: CYC Junior Division, Dave Widrick – LCS Playground and Soccer Fields – 12:00 – 1:00 PM
- June 28, 2017: Summer Theater Auditions, Barry Davis/ Deborah Wilkinson – LCS Lobby – 5:00-7:00 PM

- July 1-Sept. 2, 2017: Zumba, Tammy McIntosh/Fe Seamon – LCS Cafeteria – Saturdays, 8:00-9:00 AM
- August 7-11, 2017: Summer Drama Institute Camp/Production – LCS Music room, Gym, Stage – 9:00 AM – 3:00 PM

3. **Conferences and Workshops:**

- May 9, 2017: Patricia Gibbons, Assistant Superintendent Curriculum Meeting – JL BOCES – 1:00 – 3:00 PM
- May 10, 2017: Patricia Gibbons, Ft. Drum RISE Meeting – JL BOCES – 12:30 – 3:00 PM
- May 30-31, 2017: Mike Gebo & Robin Weston, Google Certified Administrator Institute – JL BOCES – 8:30 AM -3:30 PM
- June 2, 2017: Alanna Piroli, JLACD Year-end Meeting – Tug Hill Winery – 12:00 – 3:00 PM
- June 9, 2017: FOSS Science Training, Sarah McClusky/Christina Trottier – Belleville-Henderson CSD 9:00 AM – 2:00 PM

4. **Approval of Financial Reports:**

- School Business Report – (Verbal)
- Treasurer's Report: April 2017; May 2017
- General Fund Warrant #26
- Supplemental Fund Warrant #24
- School Lunch Fund Warrant #21
- Federal Fund Warrant #14

REGULAR AGENDA

Other Discussion and Action

5. **Public Comments**

None at this time

6. **Ongoing Agenda Items:**

None at this time

7. **Board Information:**

- **PTSO Book Fair:** Due to lack of persons to host book fair and the shortened week for the holiday, the book fair will be extended for an additional week and will run on the dates of May 30, 31, and June 1, 2017. Dates approved by Barry Davis, Principal.
- **July 6, 2017:** Reorganization and Regular Board of Education Meeting – **5:00 PM**

8. **Board Discussion**

- Paint color selection for the refinished gym floor

9. **Board Information:**

- May 17, 2017: Jr./Sr. Chorus Dress Rehearsal for Concert, Helen Timerman – LCS Stage – 12:40 – 2:15 PM
- May 24, 2017: Field Trip Gr. 3, Eric Heath/Terry Perry – Cedar Grove Cemeteries – 8:30 – 10:45 AM
- May 31, 2017: Field Trip Gr. 3, Eric Heath/Terry Perry – Lyme Free Library – 11:30 AM – 12:45 PM
- May 31, 2017: Field Trip Gr. 5, Tammy Ditch – Lyme Free Library – 12:45 – 2:15 PM
- June 2, 2017: BOCES Awards Ceremony – Alanna Piroli – 9:00-11:00 AM
- June 5-9, 2017: Senior Portfolio Interviews, Marilyn Peters – LCS Rm B-14 and Computer Lab – 6:00-8:00 PM
- June 6, 2017: Spring Sports Awards, Tammy McIntosh/Barry Davis – LCS Gym – 6:30 – 8:00 PM
- June 13, 2017: Coaches meeting with parents/students, Coach Leo Wilson – LCS Library – 6:30 -7:00 PM
- June 19, 2017: Field Trip Gr. 4, Beth Wagenaar – Chaumont Barrens – 8:30 – 10:15 am
- June 19, 2017: Elementary Field Days, Gr. K-5 – Mary Guyette/David Baker – 11:45 AM – 2:00 PM
- June 20, 2017: Field Trip Gr. 2, Sarah McClusky/Christina Trottier – Duck Out & Lyme Free Library – 11:25 AM – 2:00 PM
- June 20-21, 2017: Field Trip Gr. 3, Eric Heath/Terry Perry – Local History and Architectural Tour of Chaumont – 9:30-11:00 am each day.
- June 21, 2017: Field Trip Gr. 1, Melissa Malone – Duck Out – 1:15 -2:15 PM

10. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the field trip request for the Earth Science Class to Howe Caverns, and the Herkimer Diamond Mines on June 9, 2017 from 6:00 AM – 7:00 PM. Cost of trip covered by Target Grant. Chaperones: Deborah Wilkinson, other chaperones to be determined.

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

11. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the field trip request for Gr. 6-8 Moving Up-day Celebration to Boldt Castle on June 12, 2017 from 9:30 AM – 2:45 PM. Chaperones: Barry Davis; Brenton Goodhart; Lorraine Caramanna; Marie Farmer; and Chris Lachenauer.

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

12. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the field trip request for the LCS Marching Band to Sea Breeze Park, Rochester, NY on June 17, 2017, 7:30 AM – 9:00 PM. Cost of the trip to be paid in full by LCS Band Aids. Chaperoned by Michele Bariteau and members of the LCS Band Aids.

Motion for approval by Kathy Dyer, seconded by Terry Countryman, with motion approved 5 – 0.

13. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the field trip request for grades 1 and 2 to the Syracuse Zoo on June 14, 2017, 8:30 AM – 2:45 PM. Chaperoned by Missy Malone, Sarah McClusky, Christina Trottier, and five (5) parents.

Motion for approval by Lynn Reichert, seconded by Scott Rickett, with motion approved 5 - 0.

14. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the **2017-2018 Annual Fire Inspection** on all Lyme Central School District buildings, as reported by Mr. John Warneck, NCE Environmental Consultants.

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

15. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to appoint **Bowers & Company, CPAs PLLC**, as our independent auditor to audit the financial statements for the year ending, June 30, 2017.

Motion for approval by Kathy Dyer, seconded by Lynn Reichert, with motion approved 5 – 0.

16. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the resolution for the participation of Lyme Central School with the **St. Lawrence/Lewis BOCES Cooperative Purchasing Program**, in accordance to the guidelines set forth by the Cooperative Purchasing Agreement, for the 2017-2018 school year.

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

17. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the resolution to establish and fund an **Insurance Reserve Fund** and a **Property Loss Reserve**, with the contribution of money to the following reserve funds, upon completion of the end of year fiscal bookkeeping:

	Recommended Fund up to:
❖ Workers Compensation Reserve	\$50,000
❖ Retirement Reserve	\$200,000
❖ Unemployment Reserve	\$90,000
❖ Employee Benefit Accrued Liability Reserve	\$75,000
❖ Repair Reserve	\$350,000
❖ Tax Certiorari – to reduce reserve for money not expended for judgements and claims	\$10,000
❖ Insurance Reserve Fund	\$50,000
❖ Property Loss Reserve	\$50,000

Motion for approval by Scott Rickett, seconded by Lynn Reichert, with motion approved 5 – 0.

18. **Board Action:**

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

- Christine Rickett – 10 days
- Robin Weston – 10 days
- Stacey Linkroum – 5 days

Motion for approval by Lynn Reichert, seconded by Kathy Dyer, with motion approved 4 – 0. With Scott Rickett abstaining.

19. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to adopt the following policies/procedures revisions, upon the recommendation of Madison-Oneida BOCES policy coordinator.

- #1300 – Policy on Constitutionally Protected Prayer in the Schools
- #1400 – Public Complaints
- #1401 – Parent Teacher Association
- #1402 – Community Booster Clubs

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

20. **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 2016-17 and 2017-18 school years.

Motion for approval by Scott Rickett, seconded by Lynn Reichert, with motion approved 5 – 0.

21. **BE IT RESOLVED**, that the Lyme Central School Board of Education takes action to approve the **Non-Contractual Salaries** for the **2017-2018** school year, to be distributed from the allotted budget funds and not to exceed a total amount of \$14,417.02, for the following individuals:

- Barry Davis – Principal
- Patricia Gibbons – Director of Pupil Services
- Sandra Rooney – Business Official
- Vicky Barbour – Account Clerk
- Sherri Wilson – Secretary to the Superintendent
- Christine Crouse – Cafeteria Manager
- Michael Gebo – Information Technology Instructor

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

ADMINISTRATIVE REPORTS:

- Principal Report
- Director of Pupil Services Report
- Superintendent Report
- School Health Report: Feb.; Mar.; Apr.; May 2017
- Transportation Report: Apr. – May 2017

CORRESPONDENCE AND COMMUNICATIONS

- 22. Correspondence Log: April, May 2017
- 23. Calendar of Events: June 2017

RECOMMENDATIONS AND ACTION

24. **Board Action:**

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the Personnel Changes as listed:

- **Add one (1) Substitute Teacher**
- **Add one (1) Substitute Bus Driver**
- **Increase .78 Teacher position to 1 FTE**
- **Hourly rate increase for 1 FTE Cleaner position following probationary period**

A motion for approval of the following PERSONNEL CHANGES with effective dates as listed under RECOMMENDATIONS AND ACTION is made by Terry Countryman, and seconded by Kathy Dyer Motion is approved 5 - 0.

(A) Retirements:

Name	Position	Effective Date
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Lorraine Caramanna	1FTE ELA Teacher Gr. 6-8	June 30, 2017
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(B) Resignations as listed:

Name	Position	Effective Date
Cammy J. Morrison	Shared Superintendent for General Brown CSD and Lyme CSD	June 30, 2017
Perla McCool	Cafeteria Laborer	June 30, 2017
Beverly Perry	Library Media Specialist	June 30, 2017

(C) Appointments as listed:

Name	Position	Annual Salary / Rate of Pay	Probationary Tenure Track Appointment (if applicable)	Effective Date
Helen Timerman	Substitute Teacher	NYS Certified, retired LCS \$100 per day	N/A	September 1, 2017
Julianne Oliver	1 FTE Spanish Teacher	NYS Certified, Step 28C	N/A	September 1, 2017
Peggy Bushen	Substitute Bus Driver	\$26.00 first 1 ½ hrs, \$14.00 per hr thereafter	N/A	June 16, 2017
Nicholas Marino	1 FTE Cleaner	\$10.50 per hr	End of probationary period – 6/9/17	June 10, 2017

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

25. **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:

- **Helen Timerman – Substitute Teacher**
- **Julianne Oliver – 1 FTE Spanish Teacher**
- **Peggy Bushen - Substitute Bus Driver**

Motion for approval by Kathy Dyer, seconded by Lynn Reichert, with motion approved 5 - 0.

ITEMS FOR NEXT MEETING – July 6, 2017, Re-Org Meeting at 5:00 PM

- None at this time

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 Lynn Reichert, to adjourn the regular meeting, with motion approved 5 - 0. Time adjourned, 7:49 PM.

Respectfully submitted:

Sherri Wilson - District Clerk

- Supporting documents may be found in supplemental file dated, June 15, 2017
- All minutes are unofficial until approved by the Board of Education