

LYME CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting
Minutes
January 11, 2024
LCS Library – 6:00 PM

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

MISSION STATEMENT

Preparing Today's Students to be Tomorrow's Citizens.

- ❖ *Prior to proceeding to the regular meeting, Lyme Central School Board President, Deanna Lothrop, expressed the Board's condolences to Superintendent Patricia Gibbons for the recent loss of her father.*

REGULAR MEETING

MEMBERS PRESENT:

Deanna Lothrop, President
Shauna Dupee
Jon LaFontaine
Sherri Wilson, District Clerk

Kathy Gardner, Vice President
Darrell DeMotta

MEMBERS EXCUSED:

Lynn Reichert
Ray McIntosh

ADMINISTRATORS PRESENT:

Emily Burker, Principal/Athletic Director
Deborah Wilkinson, Curriculum & Data Coordinator
Ariana Morrison, District Treasurer

ADMINISTRATORS EXCUSED:

Patricia Gibbons, Superintendent

OTHERS PRESENT: Karlie Maloney; Beth Faulknham; Anne Blake; Carrie Mitchell

PRESENTATIONS:

- Mrs. Beth Faulknham and Miss Karlie Maloney presented a powerpoint with information from conferences which they recently attended. Mrs. Faulknham attended the AMTNYS conference, and Miss Maloney attended the STANYS conference. Both teachers expressed their appreciation for the opportunity to attend these conferences, as well as information related to new strategies and exciting motivations to implement in their classrooms.

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 5 – 0.

1. Approval of Minutes:

- December 14, 2023 - Regular Meeting

2. Approval of Buildings and Grounds requests:

- None at this time

3. Conferences and Workshops:

- **Jan. 9; 16; 23; 30, 2024:** TWR, Advancing Thinking Through Writing, K. Maloney – Remote workshop – 3:00-5:00 PM
- **Feb. 2; 9; 16, 2024:** Classroom Planning & Implementation TWR, L. Martineau – Remote workshop – 1:00-3:00 PM

4. Approval of Financial Reports:

- School Business Report – (Verbal)
- Treasurer's Report, November 2023
- General Fund Warrant #19
- General Fund Supplemental Warrants #18; #21
- School Lunch Fund Warrant #13
- School Lunch Fund Supplemental Warrant #12

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. 15, 2024:** MLK Day – No school
 - **Feb. 2, 2024: Invitation** – JLSBA Legislative Forum, Presenters will be State Representatives – Topic: Issues Impacting School Districts and Board Members - JL BOCES Conference Room – 3:00 PM
Registration deadline: Jan. 29, 2024. Please notify Mrs. Wilson if you would like to register.
 - **Feb. 8, 2024:** LCS Board of Education Finance Committee Meeting – LCS Conference Room – 5:00 PM
 - **Feb. 13, 2024:** LCS Board of Education Policy Committee Meeting – District Office – 4:00 PM
 - **Feb. 19-23, 2024:** President’s Day/Winter Recess – No School
4. **Board Information, LCS Events (no action required):**
 - **Dec. 15, 2023:** Gr. PK, Classroom Guest, I. Sullivan – Mr. DeMotta, Christmas Music with the Ukulele – 2:30-2:45 PM
 - **Dec. 18-21, 2023:** Student Council Activity, K. Aubertine – Candy Cane Grams – LCS Cafeteria – 11:24 AM - 12:40 PM
 - **Dec. 20, 2023:** SRP Union Meeting, J. Sosa/T. McIntosh – Contract Vote – LCS Library – 4:30-5:30 PM
 - **Jan. 12, 2024:** LCS Alumni Panel, D. Wilkinson – LCS Conference Room – 10:00 AM – 1:30 PM
 - **Jan. 8-19, 2024:** Class of 2029 Fundraiser, C. Birchenough/K. Sherman – NAV’s Popcorn Sale - LCS
 - **Jan. 17, 2024:** Gr. 10 Field Trip, T. LaVancha – JL BOCES Tech Center – 9:00 AM – 11:00 AM
 - **Jan. 17, 2024:** Gr. 11-12 US Army Visit, T. LaVancha – LCS Main Lobby – 11:30 AM – 12:00 PM
 - **Jan. 18, 2024:** NTO Meeting, B. Faulknham – LCS Conference room – 12:00-3:00 PM
 - **Jan. 25, 2024:** Gr. 10 & 12 ASVAB Exam, T. LaVancha – LCS Conference Rm/Guidance Office – 8:30 AM – 3:00 PM
 - **Jan. 30, 2024:** Gr. 10 ASVAB Score Interpretation Presentation, T. LaVancha – Mrs. Oliver’s Room – 8:30-9:15 AM
 - **Feb. 5, 2024:** Gr. 11-12 Marine Corp. Visit, T. LaVancha – LCS Main Lobby - 11:30 AM – 12:00 PM
 - **Feb. 6, 2024:** Gr. 11-12 National Guard Visit, T. LaVancha – LCS Main Lobby - 11:30 AM – 12:00 PM
5. **Board Discussion/Action:**
BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve, by roll call vote, the Memorandum of Agreement (MOA) between Lyme Central School District and the Lyme Central School Related Personnel Association (SRP), for a successor agreement to the 2022-2024 Collective Bargaining Unit Agreement Extension. This MOA represents in totality the **Lyme Central SRP 2024-2029 Contractual Agreement, dated July 1, 2024 - June 30, 2029.**

Board Members	Vote
Deanna Lothrop, President	Yes
Kathy Gardner, Vice President	Yes
Shauna Dupee, Member	Yes
Jon LaFontaine, Member	Yes
Lynn Reichert, Member	Absent
Darrell DeMotta, Member	Yes
Ray McIntosh, Member	Absent

Motion for approval by
 Jon LaFontaine. Motion is approved 5 – 0.

Kathy Gardner, seconded by

6. **Board Action:**
BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve nine (9) college credit hours for **Mackenzie Gehrke** from SUNY Potsdam, and three (3) college credit hours from Stony Brook University, during the 2023 Fall Semester for course study in Curriculum & Instruction MSED Advanced Studies in Education

Motion for approval by Darrell DeMotta, seconded by Shauna Dupee. Motion is approved 5 – 0.

7. Board Discussion/Action:

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

Approval to Retain as Current District Policies:

- Policy #6217 – Professional Staff: Separation
- Policy #6220 – Temporary Personnel
- Policy #6230 – Uncertified Teachers
- Policy #6310 – Appointment – Support Staff
- Policy #6320 – Supplementary School Personnel

Approval of Draft Revisions:

- Policy #6340 – Coaching Appointments
- Policy #6401 – Drug & Alcohol Testing, Transportation - *Policy is Required*
- Policy #8204 – New Draft: Courses Including Dissection of Animals - *Policy is Required*

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 Darrell DeMotta, 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 approve the donation to the Lyme Central Scholarship Fund in memory of Frank Mussot, from the person(s) listed for the following amount:

- Vicky and Michael Barbour - \$100

Motion for approval by Kathy Gardner, seconded by Darrell DeMotta. Motion is approved 5 – 0.

9. 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 **2023-2024** school year.

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

ADMINISTRATIVE REPORTS:

Principal/Athletic Director Report, Mrs. Emily Burker
Curriculum & Data Coordinator Report, Mrs. Deborah Wilkinson
Transportation Report, Mr. Jacob Phelps

CORRESPONDENCE AND COMMUNICATIONS

10. Correspondence Log: Following meeting held on December 14, 2023

11. Calendar of Events: January 2024

12. **ITEMS FOR NEXT MEETING, February 8, 2024**

- Breakfast nutrition – parent concern. Cafeteria presentation, will provide information

RECOMMENDATIONS AND ACTION

13. Board Action:

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

- **Appoint one (1) Long-Term Substitute**
- **Appoint one (1) FTE Bus Driver**
- **Appoint one (1) FTE Account Clerk/Tax Collector**
- **Appoint one (1) Substitute School Nurse**

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

(A) Retirements: None at this time

(B) Resignations as listed:

(C) Appointments as listed:

Name	Position	Annual Salary / Rate of Pay	Probationary Tenure Track Appointment (if applicable)	Effective Date
Karen Jessman	Long-term Substitute – Gr. K-6 AIS	Day 1-15, \$145 per day; Day 16 th , Step 1A at \$256.45 per day	N/A	Retroactive start date: December 18, 2023
Nova Disotell	1 FTE Bus Driver	Salary: \$8,964 pro-rated at \$4,830.60	12-month probationary period from: Jan.12, 2024 - Jan.11, 2025	January 12, 2024
Jennifer Bray-Ziegler	1 FTE Account Clerk/ Tax Collector – pending FP clearance	Salary: \$41,000 pro-rated at \$18,134.62	12-month probationary period from: Jan. 22, 2024 - Jan. 21, 2025	January 22, 2024
Nicole Williams	Substitute Nurse	RN \$ 135 per day	N/A	January 12, 2024

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 Bray-Ziegler – Account Clerk/Tax Collector. Fingerprint cleared, 1/12/24**
- **Nicole Williams – Substitute School Nurse**

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

16. EXECUTIVE SESSION: There was no executive session held

❖ *Prior to adjourning the meeting, Lyme Central School Board President Deanna Lothrop, acknowledged the work of our custodial and transportation staff during the recent weather related power outage, thanking them for their diligence and availability at all hours to ensure our district’s wellbeing.*

17. Motion for Adjournment:

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

Motion for approval by Jon LaFontaine, seconded by Darrell DeMotta. Motion is approved 5 – 0.
Time adjourned: 6:29 PM.

Respectfully submitted:

Sherri Wilson - District Clerk

- Supporting documents may be found in supplemental file dated, January 11, 2024
- All minutes are unofficial until approved by the Board of Education