

LYME CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION
Regular Meeting
Minutes
September 14, 2023
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.

REGULAR MEETING

MEMBERS PRESENT:

Deanna Lothrop, President
Ray McIntosh
Shauna Dupee
Sherri Wilson, District Clerk

Kathy Gardner, Vice President
Lynn Reichert
Darrell DeMotta
Jon LaFontaine

ADMINISTRATORS PRESENT:

Patricia Gibbons, Superintendent
Christopher Marshall, Principal/Athletic Director
Deborah Wilkinson, Curriculum & Data Coordinator
Ariana Morrison, District Treasurer

OTHERS PRESENT: Carrie Mitchell; Greg Hoppel; Kris Cook; Sandra Cook; Cassie Smith; Anne Blake; Katie Shultz; Erin Faust; Rose Soules; Mary Anne Bailey; Darla Taylor; Lori Walker; Tom Carney; Brightlynn Sharlow; Luke Jones; Amanda Jones; Matthew Tucker; Todd LaSage; Bill Rafferty.

PRESENTATIONS:

- Mrs. Deborah Wilkinson introduced to the Board newly hired faculty and staff. Mrs. Wilkinson gave a brief bio on each employee, and welcomed them to LCS
- Superintendent Gibbons reviewed the Annual Fire Inspection Report which was provided by Mr. John Warneck of NCE Environmental Consultants. She confirmed that the few items noted on the report which were not to code, have since been rectified.
- Superintendent Gibbons reviewed the Special Education process of identifying students with special needs and the special education services provided in-district, as well as services and programs provided by Jefferson-Lewis BOCES. She also detailed the specific requirements and costs associated with providing certain services in-district versus contracting those services through an established BOCES program.

CONSENT AGENDA

A motion for approval of the following items as listed under the CONSENT AGENDA is made by Ray McIntosh, and seconded by Jon LaFontaine. Motion is approved 7 – 0.

1. Approval of Minutes:

- August 10, 2023 - Regular Meeting

2. Approval of Buildings and Grounds requests:

- **September 2023-June 2024:** Goal Patrol Boot Camp Training, Mary Clark – LCS Gymnasium – Every Saturday or Sunday, as determined by district use. A certificate of liability has been provided
- **Oct. 13 – Dec. 8, 2023:** Resound Ministries Children's Bible Program, Greg Hoppel – LCS Classrooms (2) – Friday evenings, 6 or 6:30 pm – 7:30-8:00 pm (exact times TBD). A certificate of liability has been provided
- **Nov. 6, 2023-March 25, 2024:** Good News Club, Heidi King/Nancy Weaver – LCS Classroom – 3:00-4:30 PM. A certificate of liability has been provided.

3. Conferences and Workshops:

- **August 21, 2023:** P2 100 Training, D. Wilkinson; L. Martineau; K. Aubertine – Syracuse, NY – 9:00 am – 4:00 pm
- **Sept. 19; 20; Oct. 18; 19; Nov. 7, 2023:** Effective Teaching Level I, K. Sherman/C. Birchenough – JL BOCES – 8:30 am-2:30 pm each day
- **Sept. 21, 2023:** State Aid Planning Fall Workshop, A. Morrison – JL BOCES – 9:00-11:00 am
- **Oct. 24, 2023:** MTSS Learning Communities, D. Wilkinson/ C. Trotter/ K. Shultz/ S. Doney/ C. Ostrander – JL BOCES – 8:30 am – 3:30 pm
- **Nov. 3-6, 2023:** STANYS Conference, D. Wilkinson – Syracuse, NY – 8:30 am – 4:00 pm

4. Approval of Financial Reports:

- School Business Report – (Verbal)
- Treasurer’s Report, July 2023
- General Fund Warrant #7
- General Fund Supplemental Warrant #4
- School Lunch Fund Warrant #4

REGULAR AGENDA

Other Discussion and Action

1. Public Comments: Board President, Deanna Lothrop, read and reviewed the Public Participation Statement prior to opening the floor for public comment.

- D. Taylor addressed the Board to inquire, is a parent notified that their child will be enrolled in another district to receive special education BOCES programming, if so when, is it prior to the student being enrolled. Superintendent Gibbons responded, stating that the decision to place a student in a BOCES program housed in another district is discussed and determined at a CSE meeting with the parent present. She further clarified, that although students may be housed in another district to attend BOCES programming, they remain a student of the district and are the responsibility of Lyme Central School. The student remains enrolled in Lyme, not in the district were they are placed for special programming.
- Anonymous community member spoke questioning whether the district has ever secured Federal funding or a grant to cover the costs associated with providing specialized programming for our students in-house rather than contracting those services through BOCES and sending these students to other districts for their programming needs. Superintendent Gibbons responded, stating that she is not aware of any such Federal or grant funding for this purpose, but she will do some research on the matter.
- Board Member, Darrell DeMotta requested a complete cost analysis, including a projected increase in tax dollars to our stakeholders, for the provision of in-district services/programming which is currently contracted through, and provided by, Jefferson-Lewis BOCES. Such costs would include a building project for additional classrooms, hiring of additional staff, additional materials/heating/electric, etc.
- Anonymous community member questioned the process for a LRE for students and the parent’s right to hold their child in-district rather than have them sent off-site for BOCES programming. Superintendent Gibbons responded, stating the CSE Chairperson makes the final decision for placement based on all data and assessments of the students’ academic growth and needs. If a parent disagrees, they would contact the Jefferson County Resolution Center. If the issue is still not resolved, the parent has a right to file a Due Process Hearing.

2. Ongoing Agenda Items:

- None at this time

3. Board Information:

- **2023-24 JL BOCES Scheduled Activities**
- **Sept. 20, 2023: JL BOCES Fall Dinner Meeting – Maggie’s on the River – Dinner, 6:00-7:00pm; Presentation, 7:00 PM. Topic: Capital Projects, How to plan for and finance them. Guest speakers will be Ben Maslona, Fiscal Advisors and Audrey Stevenson, IRCSD Business Official, and Patrick Hanss, IRCSD Director of Facilities.**
- **Oct. 6, 2023: JL BOCES Administrative Team Visit to LCS – 9-10:00 am**
- **Oct. 12, 2023: Capital Project Community Presentation – LCS Library, prior to BOE Meeting - 5:00 PM**
- **Oct. 17, 2023: BOE Policy Committee Meeting – District Office - 4:00 PM**
- **Oct. 19, 2023: BOE Negotiations Committee Meeting – LCS Conference room - 4:00 PM**
- **Oct. 26- 28, 2023: NYSSBA 2023 Convention & Education Expo - Buffalo, NY**

4. Board Information, LCS Events:

- **Sept. 6, 2023:** NRCIL, Susan Gonzalez – Open House Presentation – 5:00-6:00 pm
- **Sept. 6, 2023:** Girl Scout Troop 50242, Heather Border – Open House Presentation - 5:00-6:00 pm
- **Sept. 12 -13, 2023:** Gr. Level Meetings, C. Marshall – Code of Conduct Meetings – LCS Cafeteria – 9/12, periods 2,3,8 and 9/13, periods 1,3,7
- **Sept. 18, 2023:** Gr. 11-12 SUNY Potsdam College Visit, T. LaVancha – LCS Main Lobby – 11:30am -12:00 pm
- **Sept. 19, 2023:** National Guard Visit, T. LaVanch – Gr. 11-12 – LCS Main Lobby – 11:30 am – 12:00 pm
- **Oct. 2, 2023:** Gr. 11-12 Field Trip, T. Lavancha/S. Perkins – JCC College – times TBD
- **Oct.3-4, 13, 2023:** Varsity Club Fundraiser, T. McIntosh – Pink Out, Breast Cancer Awareness – LCS Soccer Games, 4:30 pm
- **Oct. 10, 2023:** Air National Guard Visit, T. LaVancha – Gr. 12 – LCS Main Lobby - 11:30 am – 12:00 pm
- **Oct. 12, 2023:** Gr. 9 Field Trip, T. LaVancha – Fort Drum, Watertown, NY – 8:30 am – 1:30 pm

- **Oct. 18, 2023:** Gr. 11 PSAT Exam, T. LaVancha – Mrs. Aubertine’s room – 8:30 am -12:00 pm
- **Oct. 19, 2023:** EYW I & EYW II Field Trip, A. Teachout – Manufacturing Day, location TBD upon registering – 8:30am – 2:30pm
- **Oct. 23, 2023:** Gr. 11-12 SUNY Oswego College Visit, T. LaVancha – LCS Main Lobby - 11:30am -12:00 pm
- **Nov. 15, 2023:** Gr. 12 Field Trip, T. LaVancha/S. Perkins – Watertown Airport Career Opportunities – times TBD

5. Board Discussion/Action:

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the resolution, by roll call vote, for the increase of funds as listed below, to the following reserve fund:

❖ Employee Benefits & Accrued Liabilities Reserve Fund (increase of \$61,386.11)	Recommended Fund up to: \$156,285
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Board Members	Vote
Deanna Lothrop, President	Yes
Kathy Gardner , Vice President	Yes
Shauna Dupee, Member	Yes
Lynn Reichert, Member	Yes
Jon LaFontaine, Member	Yes
Darrell DeMotta, Member	Yes
Ray McIntosh, Member	Yes

Motion for approval by Kathy Gardner, seconded by Shauna Dupee. Motion is approved 7 – 0.

6. Board Action:

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve **Building Principal, Christopher Marshall** as a **Lead Evaluator**, following completion of the Lead Evaluator Certification Training held on August 8, 2023, at Jeff-Lewis BOCES.

Motion for approval by Ray McIntosh, seconded by Lynn Reichert. Motion is approved 7 – 0.

7. Board Action:

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve, by roll call vote, the following resolution for participation in the **Litigation Against Social Media Companies** as stated below:

RESOLUTION AUTHORIZING LITIGATION AGAINST SOCIAL MEDIA COMPANIES

WHEREAS, the Surgeon General of the United States Public Health Service has issued an Advisory on Social Media and Youth Mental Health which:

- “calls attention to the growing concerns about the effects of social media on youth mental health;”
- emphasized that “now is the time to act swiftly and decisively to protect children and adolescents from risk of harm;”
- “[t]he onus of mitigating the potential harms of social media should not be placed solely on the shoulders of parents and caregivers;” and
- “[t]echnology companies play a central role and have a fundamental responsibility in designing a safe online environment and in preventing, minimizing, and addressing the risks associated with social media.”

WHEREAS, the Surgeon General of the United States Public Health Service has further concluded that:

- “Social media use by youth is nearly universal. Up to 95% of youth ages 13-17 report using a social media platform, with more than a third saying they use social media ‘almost constantly.’”

- “nearly 40% of children ages 8-12 use social media;”
- “in early adolescence ... brain development is especially susceptible to social pressures, peer opinions, and peer comparison;”
- “[s]ocial media may ... perpetuate body dissatisfaction, disordered eating behaviors, social comparison, and low self-esteem, especially among adolescent girls;”
- “[i]n a nationally representative survey of girls aged 11-15, one-third or more say they feel ‘addicted’ to a social media platform;”
- “[o]ver half of teenagers report that it would be hard to give up social media;” and
- [t]here is a consistent relationship between excessive social media use “depression among youth.”

WHEREAS, the Surgeon General of the United States Public Health Service has specifically urged that it is “urgent that we take action.”

WHEREAS, it has been reported that students, “[m]ore than ever, were glued to [their cellphones] during class.”

WHEREAS, it has been reported that “a growing number of educators ... find themselves on the front lines of a fight to change how students use social media” and “there was been a push for more schools to ... develop programs to help educate students on the dangers of social media.”

WHEREAS, the Lyme Central School District (the “School District”) has and continues to experience significant problems with student use of social media, which use, among other things: (i) has created a substantial and ongoing interruption of and disturbance to its educational mission; (ii) has resulted in the diversion of substantial resources in an attempt to abate and prevent such use and its results harms; and (iii) poses a significant risk to the health and well- being of its students; and

WHEREAS, the School District is a leader in education excellence whose faculty and administrators care deeply about the education and well-being of its students;

NOW, THEREFORE, BE IT RESOLVED BY THE SCHOOL DISTRICT:

That the Board of Education authorizes the law firm of Wagstaff & Cartmell, LLP and Ferrara Fiorenza PC to initiate litigation and file suit against any appropriate parties to seek compensation to the School District for damages suffered by the School District and its students as a result of the development, operation, and marketing of social media platforms, and to seek any other appropriate relief. The School District hereby authorizes its Superintendent of Schools or their designee to sign all appropriate documents and fee agreements on behalf of the School District.

Board Members	Vote
Deanna Lothrop, President	Yes
Kathy Gardner , Vice President	Yes
Shauna Dupee, Member	Yes
Lynn Reichert, Member	Yes
Jon LaFontaine, Member	Yes
Darrell DeMotta, Member	No
Ray McIntosh, Member	Yes

Motion for approval by Kathy Gardner, seconded by Jon LaFontaine, with Darrell DeMotta casting a no vote. Motion is approved 6 – 0.

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve **three (3) on-line college credit hours** for **Adrienne Teachout**, from the **Colorado School of Mines** in the course study of, Intro to Green Chemistry, during the summer semester of 2023.

Motion for approval by Ray McIntosh, seconded by Darrell DeMotta. Motion is approved 7 – 0.

9. Board Action:

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve **twelve (12) college credit hours** for **Mackenzie Gehrke**, from **SUNY Potsdam** for the course study of, Curriculum & Instruction MSED Advanced Studies in Education, during the summer semester of 2023.

Motion for approval by Lynn Reichert, seconded by Jon LaFontaine. Motion is approved 7 – 0.

10. Board Action:

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the masters degree for the following employee, and for the appropriated salary adjustment to reflect the masters stipend, with the retroactive effective date of September 1, 2023.

Employee Name	Masters Degree	Salary Adjustment
Brightlynn Sharlow	Masters of Science in Education, Literacy B-12	Step 1C at a salary of \$53,290, plus the masters stipend of \$400: \$53,690

Motion for approval by Ray McIntosh, seconded by Kathy Gardner. Motion is approved 7 – 0.

11. Board Action:

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the following resolution, by roll call vote, for the revised non-contractual agreement for the term of September 1, 2023 to June 30, 2026, and the salary adjustment of a 1 FTE District Treasurer Position, as follows:

RESOLUTION FOR SALARY ADJUSTMENT AND TUITION REIMBURSEMENT

Upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves for Ariana Morrison a new base salary of \$74,000, prorated effective September 1, 2023 as School District Treasurer for the 2023-2024 school year. In addition, the district agrees to reimburse Mrs. Morrison for tuition costs in obtaining the degree of School District Business Official for the district.

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

Motion for approval by Jon LaFontaine, seconded by Shauna Dupee, with Darrell DeMotta, abstained. Motion is approved 6 – 0.

12. Board Action:

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the equipment disposal request from the Business Office, submitted by A. Morrison, to remove the following item(s) from the district's asset listing, as missing and/or no longer in use.

- Window shades Tag #109

Motion for approval by Kathy Gardner, seconded by Lynn Reichert. Motion is approved 7 – 0.

13. Board Action:

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the equipment disposal request from the English Department, submitted by L. Martineau, for the disposal of numerous books totaling 505 in all, which are deemed damaged and/or outdated and no longer used. Complete list of books including title, and number of books per title, has been provided.

Motion for approval by Kathy Gardner, seconded by Ray McIntosh. Motion is approved 7 – 0.

14. Board Action:

BE IT RESOLVED, that the Lyme Central School Board of Education takes action to approve the equipment disposal request from the Maintenance Department, submitted by T. LaSage for the donation of the following item (s) to the Chaumont Fire Department and the Village of Chaumont for use in public areas:

- Four (4) Lyme “Indians” metal benches:
 - 2 benches – Chaumont Fire Department
 - 2 benches – Village of Chaumont

Motion for approval by Kathy Gardner, seconded by Jon LaFontaine. Motion is approved 7 – 0.

15. 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 **2023-24** school year.

Motion for approval by Lynn Reichert, seconded by Ray McIntosh. Motion is approved 7 – 0.

ADMINISTRATIVE REPORTS:

Principal/Athletic Director Report, Mr. Chris Marshall
Curriculum & Data Coordinator Report, Mrs. Deborah Wilkinson
Superintendent Report, Ms. Patricia Gibbons
Transportation Report, Mr. Jacob Phelps, July (revised) & August Mileage Report

CORRESPONDENCE AND COMMUNICATIONS

- 16. Correspondence Log: Following meeting held on August 10, 2023
- 17. Calendar of Events: September 2023

18. ITEMS FOR NEXT MEETING, October 12, 2023

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RECOMMENDATIONS AND ACTION

19. Board Action:

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

- **Accept Resignation one (1) FTE Building Principal/Athletic Director**
- **Appoint one (1) FTE Teacher Assistant**
- **Appoint one (1) 2023-2024 Var. Boys’ Basketball Coach**
- **Appoint one (1) 2023-2024 Jr. Varsity Boys’ Basketball Coach**
- **Appoint two (2) 2023-2024 Chaperones**
- **Annual re-appointment five (5) Substitute Civil Service Positions**

Motion for approval by Lynn Reichert, seconded by Ray McIntosh. Motion is approved 7 – 0.

20. 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 Ray McIntosh, and seconded by Darrell DeMotta. Motion is approved 7 – 0.

(A) Retirements: None at this time

(B) Resignations as listed:

Name	Position	Effective Date
Christopher Marshall	1 FTE PK – 12 Building Principal/Athletic Director	October 13, 2023

(C) Appointments as listed:

Name	Position	Annual Salary / Rate of Pay	Probationary Tenure Track Appointment (if applicable)	Effective Date
Cassandra O’Riley-Smith	1 FTE Teacher Assistant	Step 1A (42%) \$21,541.80	4 yr. Probationary Tenure Track: 9/1/2023 - 8/31/2027	Retroactive start, September 1, 2023
Tammy Ditch	2023-24 Event Chaperone	- Game Chaperone: \$47, per contest - Dance Chaperone: \$47 - Music Concert Chaperone: \$37 (excluding advisors)	N/A	September 15, 2023
Tina Kimmis	2023-24 Event Chaperone	- Game Chaperone: \$47, per contest - Dance Chaperone: \$47 - Music Concert Chaperone: \$37 (excluding advisors)	N/A	September 12, 2023
Craig Orvis	2023- 24 Substitute Bus Driver; Cafeteria Laborer	At current sub rate of pay	N/A	Retroactive start, September 7, 2023
Dina Jareo	2023- 24 Substitute Bus Driver	At current sub rate of pay	N/A	Retroactive start, September 7, 2023
Nova Distole	2023- 24 Substitute Bus Driver	At current sub rate of pay	N/A	Retroactive start, September 7, 2023
Julie Greico	2023- 24 Substitute Monitor	At current sub rate of pay	N/A	Retroactive start, September 7, 2023
Moriah Clark	2023- 24 Substitute Food Service Helper	At current sub rate of pay	N/A	Retroactive start, September 7, 2023

(D) PAID Coaching Appointments as listed:

Name	Winter 2023-24 Sports	Stipend	Coaching Certification	Effective Date
Timothy Hodge	2023-24 Var. Boys’ Basketball Coach Pending completion of CPR/1 st Aid	\$4,700	Teacher, Professional	September 15, 2023
James Morrow	2023-24 Jr. Var. Boys’ Basketball Coach	\$3,529	Professional	September 15, 2023

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 ****

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:

- **Cassandra O’Riley-Smith – Teacher Assistant**
- **Timothy Hodge – Var. Boys’ Basketball Coach**

Motion for approval by Lynn Reichert, seconded by Kathy Gardner. Motion is approved 7-0.

EXECUTIVE SESSION:

Motion was made by Ray McIntosh, seconded by Jon LaFontaine, to enter into executive session for the discussion of the performance history/employee evaluation of one (1) particular individual; discussion of one (1) particular student matter.

Motion approved 7 - 0. Time entered, 6:49 PM.

RETURN to REGULAR MEETING:

Motion was made by Kathy Gardner, seconded by Lynn Reichert, to adjourn the executive session and reconvene to the regular meeting with motion approved 7 - 0. Time returned, 7:30 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 Kathy Gardner, with motion approved 7 - 0.
Time adjourned: 7:30 PM.

Respectfully submitted:

Sherri Wilson - District Clerk

- Supporting documents may be found in supplemental file dated, September 14, 2023
- All minutes are unofficial until approved by the Board of Education