

Willsboro

CENTRAL SCHOOL DISTRICT

Board of Education

Phyllis Klein, President
Kasey Young, Vice President
Heather Sheehan
Krissy Leerkes
Emily Phillips

Willsboro Central School
Board of Education

Regular Meeting Minutes
October 10, 2023

Members Present: Phyllis Klein, President (via WebEx)
Kasey Young, Vice President
Heather Sheehan
Krissy Leerkes
Emily Phillips

Others Present: Justin Gardner, Superintendent of Schools
Brandy Pierce Nolette, District Clerk
Allison Sucharzewski, Business Manager
Sarah Paquette, Principal
6 Community Members

The board meeting was Called to Order at 6:06pm, by Kasey Young.

Public Comment

- Lloyd Brockney spoke to the board in regards to the Warrior name and past history of a true Warrior.
- Dog Ferris spoke to the board in regard to the change in mascot and asked that the process of rebranding be stopped until he and community members can talk to the NYSED in hopes of reversing the mascot change.

Student Council - Peyton Leerkes

- Peyton spoke of all the exciting student activities going on throughout the past weeks:
 - Spirit Week - 5 days of school spirit with lots of participation
 - Soccer Kick of Games - The Booster Club honored all our soccer athletes big and small.

- Reach out and Play - The Office of the Aging brought us a day filled with board games. Family & friends were able to come in and join their students.
 - The Youth Commission played soccer under the lights, which turned into a cold and wet game, but all students had a great time.
- All the students are happy that they get the opportunity to participate in the mascot voting.
- Exciting that the Drama Club will be starting up this year, thank you to Ms. Passno and Mrs. Walsh for making this happen.
- The Girls Varsity Soccer Team will be playing their Breast Cancer Awareness game on October 9th, 2023 at Seton Catholic.
- Congratulations to Allen Cahill, Dakota HArrison, and Raegan Morgan for being selected into Area All-State.

Presentation from the Town of Willsboro

- The Town of Willsboro presented to the board a proposition of bringing the Youth Summer Program back to the school building July 8th, 2023 - August 9th, 2023, to be able to utilize the playground, sports fields, cafe and gym. Hoping to bring back many more students and activities.

Reports from the Principal

- Thank you to Krissy Leerrkes and the Office of the Aging for the Reach Out and Play Day. The students had a great day!
- On September 29, 2023 we held concerts for all students with Jarrod Campbell. They were great sessions of positivity and kindness.
- The Positivity Project is ramping up, Kori McCauliffe has been meeting with the classes. The teachers will take over on November 5th & 6th.
- Parent teacher conferences will be held on December 7th and December 8th.
- Planning for the Jr Prom has been started, and the Juniors are looking at having their Prom at the Harmony Golf Club. Ideas for coronation and royalty are also being discussed. Will pass more information along as it is available.
- Will present NYS Assessment scores at the November meeting.

Reports from the Business Office

- Shared lots of reporting for June 2023 - September 2023.
- The cafe revenue has been increasing with the CEP - Free Meals program. We are close to 100% participation. Since COVID all families have been given a EBT card for food, and this card has been reloaded several times and at least ½ million dollars has gone to our WSC families.
- Will have the draft audit management letter at the next board meeting.
- The school tax collection has brought in more than \$3 million dollars.

Reports from the Superintendent of Schools

- Updated on the mascot process. We have received almost 400 responses on the first phase of the process. Still hoping to have official results by November or December.
- School Safety - the safety committee has been meeting and coming up with some new ideas for safety throughout the building. We now have groups during fire drills, where staff members have radios and can report attendance. There has been new signage put up throughout the building and classrooms. We will have more updates throughout the school year.
- There is an Area 6 NYSSBA dinner being held on November 15th in Plattsburgh, if you'd like to attend, please let Brandy know for registration.

Acceptance of Minutes

The minutes from the 9-12-23 regular meetings were accepted as presented.

Business & Finance

Motion by Heather Sheehan, seconded by Krissy Leerkes, voted and carried (5-0) to approve the following financial reports:

Approved a 2022-2023 budget transfer for an audit adjustment in the amount of \$23,485.26 for 4408 Summer School Expenses:

Account	Description	(+)	(-)
A9901.950-00	TRANSFER TO SPECIAL AID	\$23,485.26	
A2250.400-00	CONTRACTUAL EXPENDITURE		\$23,485.26

Approved an August 2023 budget transfer in the amount of \$60,000.00 for BOCES SERVICES School Food Management:

Account	Description	(+)	(-)
A1310.490-00	BOCES SERVICES-BUS. ADMIN	\$60,000.00	
A9901.930-00	TRANSFER TO SCHOOL FOOD		\$60,000.00

Approved an August 2023 budget transfer in the amount of \$12,000.00 for Materials & Supplies 7-12 SCIENCE:

Account	Description	(+)	(-)
A2110.453-10	SUPPLIES - 7-12 SCIENCE	\$12,000.00	
A9060.800-00	HEALTH INSURANCE		\$12,000.00

TITLE	FROM	NOTES
Cash Disbursements - Multi Funds	Internal Claims Auditor	AUG 2023 - #2 SEPT 2023 - #1 SEPT 2023 - #2 OCT 2023 - #1 AUG 2023 - PAYROLL SEPT 2023 - PAYROLL
Budget Transfer Report - General Fund	Business Manager/Treasurer	JUNE 2023 - AUDIT ADJS. AUG 2023

Budget Status Report - General Fund	Business Manager/Treasurer	JUNE 2023 AUG 2023 SEPT 2023
Revenue Status Report - General Fund	Business Manager/Treasurer	JUNE 2023 AUG 2023 SEPT 2023
Treasurer's Report - General Fund	Business Manager/Treasurer	AUG 2023 SEPT 2023
Budget Status Report - Cafe	Business Manager/Treasurer	APR - JUNE 2023 JULY - SEPT 2023
Revenue Status Report - Cafe	Business Manager/Treasurer	APR - JUNE 2023 JULY - SEPT 2023
Treasurer's Report - Cafe	Business Manager/Treasurer	APR - JUNE 2023 JULY - SEPT 2023
Budget Status Report - Federal	Business Manager/Treasurer	APR - JUNE 2023 JULY - SEPT 2023
Revenue Status Report - Federal	Business Manager/Treasurer	APR - JUNE 2023 JULY - SEPT 2023
Treasurer's Report - Federal	Business Manager/Treasurer	APR - JUNE 2023 JULY - SEPT 2023
Budget Status Report - Capital	Business Manager/Treasurer	JULY - SEPT 2023
Extra-Curricular Treasurer's Report	Extra-Curricular Treasurer	JULY 2023 AUG 2023 SEPT 2023

Approved a tax payment refund to Corelogic Centralized Refunds due to duplication of payment (paid by Escrow & again by Attorney) on behalf of Tax Map No. 15200 21.9-7-3.100 in the amount of \$1,891.17.

Approved a tax payment refund to Robert Davis due to overpayment of taxes due for Tax Map. No. 155200 40.7-1-4.212 in the amount of \$322.23.

Approved a tax payment refund to Wells Fargo Real Estate Tax Operations due to overpayment (incorrectly paid by Escrow) on behalf of Tax Map No. 155200 31.17-3-1.122 in the amount of \$336.88.

Approved a health insurance refund to Bonnie Daniels-Flora due to a qualifying event change in the amount of \$92.34.

New Business

Motion by Emily Phillips, seconded by Heather Sheehan, voted, and carried (5-0) to approve the following resolutions:

Approved the special education recommendations prepared by CSE Chairperson, Jennifer Leiback.

Approved the Pre-School Amendment Agreement between Essex County and the Willsboro Central School District, effective September 1, 2023.

Approved the School-Based Satellite Mental Health Clinic Agreement between Essex County and the Willsboro Central School District, effective January 1, 2024.

Policies

Motion by Krissy Leerkes, seconded by Emily Phillips, voted and carried (5-0) to approve the second reading & approval and first reading of the following policies:

Policy Number	Policy Name	Reading
0000	Mission Statement & Vision	2nd/Approval
0100	Non-Discrimination & Equal Opportunity	2nd/Approval
0101	Gender Neutral Single-Occupancy Bathrooms	2nd/Approval
0105	Equity, Inclusivity, and Diversity in Education	2nd/Approval
0110	Sexual Harassment	2nd/Approval
0111	Title IX Sexual Harassment	2nd/Approval
0115	Student Harassment and Bullying Prevention & Intervention	2nd/Approval
0115-R	Student Harassment and Bullying Prevention & Intervention Regulation	2nd/Approval
0300	Accountability	2nd/Approval
0310	Board Self-Evaluation	2nd/Approval
0320	Evaluation of Superintendent	2nd/Approval
1000	Community Relations Goals	1st
1050	Annual District Election & Budget Vote	1st
1120	School District Records	1st
1130	Media Relations	1st
1230	Public Comments at Board Meetings	1st

1400	Public Complaints	1st
1420	Complaints About Curricula or Instructional Materials	1st
1500	Public Use of School Facilities	1st
1530	Smoking, Vaping, and Other Tobacco Use on School Property	1st
1740	Relationship with Nonpublic Schools	1st
1741	Home-Schooled Students	1st
1800	Donations, Gifts, and Grants to the District	1st
1900	Parent and Family Engagement	1st
1925	Interpreters for Hearing-Impaired Parents	1st
1000	Community Relations Goals	1st
1050	Annual District Election & Budget Vote	1st
1120	School District Records	1st
1130	Media Relations	1st

Personnel

Motion by Heather Sheehan, seconded by Krissy Leerkes, voted and carried (5-0) to approve the following personnel items:

Employee	Position	Program	Effective	Pay	Notes
Sherry Ashline	Building Substitute	Instruction	9/25/23	\$150.00/Day	2023-2024 School Year
Marie Blatchley	Mentor	Instruction	9/05/23	Stipend Per Contract	Mentor for Deanna Mero
Christine Charbonneau	Mentor	Instruction	9/05/23	Stipend Per Contract	Mentor for Morgan Sovey
Heidi Davey	Mentor	Instruction	9/05/23	Stipend Per Contract	Mentor for Karen Manning
Joe King	Coach	Instruction	10/11/23	Stipend Per Contract	Boys Modified Basketball

Jennifer Leibeck	Mentor	Instruction	9/05/23	Stipend Per Contract	Mentor for Kori McCauliffe
Allison Sucharzewski	Business Manager	Administrative	9/19/23	Salary Per Contract	Permanent Appointment
Keith Stone	Mentor	Instruction	9/05/23	Stipend Per Contract	Mentor for Andra Hogle
Tara Valachovic	Mentor	Instruction	9/05/23	Stipend Per Contract	Mentor for Payton Gough
Victoria Wilkins	Senior Typist	Support	6/14/23	Salary Per Contract	Permanent Appointment

Executive Session

Motion by Krissy Leerkes, seconded by Heather Sheehan, voted and carried (5-0) to enter into executive session at 7:32pm, to discuss employment history of a particular person.

Motion by Krissy Leerkes, seconded by Emily Phillips, voted and carried (5-0) to end executive session at 8:22pm.

Adjournment

Motion by Krissy Leerkes, seconded by Emily Phillips, voted and carried (5-0) to adjourn the meeting at 8:24pm.

Brandy V. Pierce Nolette, District Clerk