



Board of Education Meeting  
January 9, 2024 at 6:00pm  
**Regular Meeting Agenda**

**1. Call to Order**

**2. Pledge of Allegiance**

**3. Public Comment**

**4. Reports**

- a) Student Council
- b) Principal
- c) Business Manager
- d) Superintendent

**5. Acceptance of Minutes**

- a) Accept the minutes from the 12-12-23 regular meeting.

**6. Business & Finance**

*Resolved, that the Superintendent of Schools recommends to the Board of Education that the following items on this consent agenda (Business & Finance) be and are hereby approved:*

- a) Approve a budget transfer in the amount of \$11,869.98 for an increase in the 2024 BOCES Capital Budget Expenditures:

Account	Description	(+)	(-)
A1981.490-00	BOCES ADMIN COSTS	\$11,869.98	
A9060.800-00	HEALTH INSURANCE		\$11,869.98

- b) Approve a budget transfer in the amount of \$16,791.35 for an increase in special education contractual expenditures due to remote OT:

Account	Description	(+)	(-)
A2250.400-00	CONTRACTUAL EXP.	\$16,791.35	
A2250.490-00	BOCES PROGRAMS FOR STUD. DISAB.		\$16,791.35

ITEM	TITLE	FROM	NOTES
c)	Cash Disbursements - Multi Funds	Internal Claims Auditor	DEC 2023 - #1 NOV 2023 - PAYROLL BENEFITS
d)	General Fund	Business Manager/Treasurer	BUDGET TRANSFER REPORT - DEC 2023 BUDGET STATUS REPORT - DEC 2023 REVENUE STATUS REPORT - DEC 2023 TREASURER'S REPORT - DEC 2023
e)	Cafeteria Fund	Business Manager/Treasurer	BUDGET STATUS REPORT - DEC 2023 REVENUE STATUS REPORT - DEC 2023 TREASURER'S REPORT - DEC 2023
f)	Federal Fund	Business Manager/Treasurer	BUDGET STATUS REPORT - DEC 2023 REVENUE STATUS REPORT - DEC 2023 TREASURER'S REPORT - DEC 2023
g)	Capital Fund	Business Manager/Treasurer	REVENUE STATUS REPORT - DEC 2023 BUDGET STATUS REPORT - DEC 2023
h)	Extra-Curricular Fund	Extra-Curricular Treasurer	TREASURER'S REPORT - DEC 2023

**7. New Business**

*Resolved, that the Superintendent of Schools recommends to the Board of Education that the following items on this consent agenda (New Business) be and are hereby approved:*

- a) Approve the special education recommendations prepared by CSE Chairperson, Jennifer Leibeck.
- b) Approve the mascot logo design agreement between School Branding Agency and the Willsboro Central School District, effective January 10, 2024.
- c) Approve the educational services agreement between FIRST Educational Resources and the Willsboro Central School District, effective January 10, 2024.
- d) Approve the proposed trip to San Antonio, Texas for the Class of 2024.
- e) Authorize the disposal of the following item(s) from the inventory:

Asset Tag	Item Type	Item Description	Serial #
20080515	Table Saw	Powermatic Model 66	7866141

**8. Policies**

*Resolved, that the Superintendent of Schools recommends to the Board of Education that the following items on this consent agenda (Policies) be and are hereby approved:*

Item	Policy Number	Policy Name	Reading
a)	4321.12	Timeout & Physical Restraint	2nd Reading / Approval
b)	6000	Fiscal Management Goals	2nd Reading / Approval
c)	6110	Budget Planning	2nd Reading / Approval
d)	6150	Budget Transfers	2nd Reading / Approval
e)	6240	Investments	2nd Reading / Approval
f)	6410	Authorized Signatures	2nd Reading / Approval
g)	6600	Fiscal Accounting & Reporting	2nd Reading / Approval
h)	6650	Claims Auditor	2nd Reading / Approval
i)	6660	Independent/External Audits	2nd Reading / Approval
j)	6670	Petty Cash & Petty Cash Accounts	2nd Reading / Approval
k)	6680	Internal Audit Function	2nd Reading / Approval
l)	6690	Audit Committee	2nd Reading / Approval
m)	6700	Purchasing	2nd Reading / Approval
n)	6710	Purchasing Authority	2nd Reading / Approval
o)	6741	Contracting for Professional Services	2nd Reading / Approval
p)	6800	Payroll Procedures	2nd Reading / Approval
q)	6830	Expense Reimbursement	2nd Reading / Approval
r)	6850	Retiree Benefit Procedures	2nd Reading / Approval
s)	6900	Disposal of District Property	2nd Reading / Approval

Item	Policy Number	Policy Name	Reading
a)	7000	Facilities Development Goals	1st Reading
b)	7100	Facilities Planning	1st Reading
c)	7365	Construction Safety	1st Reading
d)	7500	Naming Facilities, Memorializing, and Recognizing Individuals	1st Reading

e)	8130.2	Workplace Violence Prevention	1st Reading
f)	9000	Personnel Goals	1st Reading
g)	9120.1	Conflict of Interest	1st Reading
h)	9140.1	Staff Complaints & Grievances	1st Reading
i)	9170	Meals & Refreshments	1st Reading
j)	9240	Recruiting & Hiring	1st Reading
k)	9260	Conditional Appointment & Emergency Conditional Appointment	1st Reading
l)	9310	Physical & Mental Exams	1st Reading
m)	9320	Drug-Free Workplace	1st Reading
n)	9350	Staff Requests for Accommodations under ADA	1st Reading
o)	9420	Evaluation of Staff Not Covered by APPR	1st Reading
p)	9500	Compensation & Benefits	1st Reading
q)	9520.2	Family & Medical Leave	1st Reading
r)	9520.6	Rights of Employees to Express Breast Milk in the Workplace	1st Reading
s)	9620	Child Abuse in an Educational Setting	1st Reading
t)	9630	Sexual Misconduct	1st Reading
u)	9645	Disclosure of Wrongful Conduct	1st Reading
v)	9700	Professional Learning & Staff Development	1st Reading

**9. Personnel**

*Resolved, that the Superintendent of Schools recommends to the Board of Education that the following items on this consent agenda (Personnel) be and are hereby approved:*

Item	Employee	Position	Program	Effective	Pay	Notes
a)	Kaili Bordeau	Substitute Uncertified Teacher/Teaching Assistant	Instruction	1/3/24	\$115 / Daily	Substitute as needed per diem
b)	Kaili Bordeau	Substitute Teacher Aide/Student Monitor	Instruction	1/3/24	\$17.25/Hour	Substitute as needed per diem
c)	Cleo Lobdell	Substitute Uncertified Teacher/Teaching Assistant	Instruction	1/3/24	\$115 / Daily	Substitute as needed per diem
d)	Cleo Lobdell	Substitute Teacher Aide/Student Monitor	Instruction	1/3/24	\$17.25/Hour	Substitute as needed per diem

**10. Board Discussion**

**11. Executive Session (Anticipated)**

- a) A matter of the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation.

**12. Adjournment**