



Board of Education

Kasey Young, President
Heather Sheehan, Vice President
Krissy Leerkes
Emily Phillips
Laura Bridge

Willsboro Central School
Board of Education

Regular Meeting Minutes
July 9, 2024

Members Present: Kasey Young, President
Heather Sheehan, Vice President
Krissy Leerkes
Emily Phillips
Laura Bridge

Others Present: Justin Gardner, Superintendent of Schools
Brandy Pierce Nolette, District Clerk
Taylor Sullivan, District Treasurer
2 Community Members

The board meeting was Called to Order at 6:14pm, by Kasey Young

Public Comment (Community Member)

- Mrs. Pfund spoke in regards to some concerns she had with students and the difficulty they are having with having to keep their lockers locked throughout the day.
Mr. Gardner responded that is for the safety of everyone, whether it be dangerous items in the locker or to protect personal items of the student.
- Mrs. Pfund also spoke in regards to how the staff is treating students and disciplining students and feels that something needs to change and be redirected.
Mr. Gardner let her know to contact Ms. Paquette and to further discuss her concerns with her.

Reports from the Principal

- We held Field Days for grades PK - 6th on June 24th & 25th, despite the heat, it was a great turn out (next year will have some modifications.) Thank you to all that helped make these days fun!
- Graduation was held on June 28th, it was a wonderful evening. Thank you to all for coming and supporting our students.
- We will have several students that will have the opportunity to retake the regents exams in August. All the data will be shared in the fall.

Reports from the Superintendent

- The electric bus transition study is still in the works, and we will have a report in October. Our bus garage does not qualify, which we suspected, possibly a new garage. We do have some transportation reserves that we could use for buses / garage.
- The Capital Outlay project is still in the works, hopefully the PA and phone systems will be updated soon. This update will allow the use of PA from all phones, so if ever an emergency we can announce from all areas of the building.
- We have posted for 2 positions, bus driver & bus mechanic. We will be mailing bus driver postcards within the next week.
- Willsboro Summer Program is being hosted at the school this year and it began on July 8th.
- We have a small cleaning crew this summer, but they are working hard to get the building ready for the upcoming school year.

Acceptance of Minutes

The minutes from the regular meeting on 6-11-24 and special meeting on 6-20-24 were accepted as presented.

New Business

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

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

Approved the Health Insurance Memorandum of Agreement between the Willsboro Central School District and the Willsboro Teachers' Association, effective July 1, 2024.

Approved a 3-year Siemens service agreement, effective October 1, 2024.

Approved a 1-year Siemens service agreement, effective July 1, 2024.

Approved the rate of \$25/hour for teacher & teaching assistant work performed on non-school days as approved by administration.

Motion by Krissy Leerkes, seconded by Emily Phillips, voted, and carried (5-0) to approve the following bond resolution for the financing of a school bus purchase as approved by qualified voters on May 21, 2024;

WHEREAS, the Willsboro Central School District (the “District”), as a local agency pursuant to the New York State Environmental Quality Review Act (“SEQRA”), ECL Section 8-0101, et seq., and implementing regulations, 6 NYCRR Part 617 (the “Regulations”) reviewed the impact of the purchase and finance of one (1) student transport vehicle (the “Vehicle”) and determined by resolution adopted March 12, 2024 that such action constitutes a “Type II Action” under the Regulations and is not subject to review under SEQRA; and

WHEREAS, the qualified voters of the District, at the Annual District meeting duly called and held on May 21, 2024 did vote and adopt a proposition authorizing the purchase and finance of the Vehicle, including necessary furnishings, fixtures and equipment and all other costs incidental thereto, and the expenditure of a total sum not to exceed \$175,000, which is estimated to be the total maximum cost thereof, and said amount, or so much thereof as may be necessary, shall be raised by the levy of a tax upon the taxable property of said School District and collected in annual installments as provided by Section 416 of the Education Law; and, in anticipation of such tax, obligations of said School District, in the principal amount not to exceed \$175,000, are authorized to be issued; and

- **Roll Call**

- Kasey Young - Yes
- Heather Sheehan - Yes
- Krissy Leerkes - Yes
- Emily Phillips - Yes
- Laura Bridge - Yes

Policies

Motion by Krissy Leerkes, seconded by Heather Sheehan, voted and carried (5-0) to approve the first reading of the following policies:

| Policy Number | Policy Name | Reading |
|---------------|--|---------------|
| 5100 | Student Attendance | First Reading |
| 5300 | Code of Conduct | First Reading |
| 5405 | Student Wellness | First Reading |
| 5695 | Students & Personal Electronic Devices | First Reading |

Personnel

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

| Employee | Position | Program | Effective | Pay | Notes |
|----------------------|--|-------------|-------------|--------------|--|
| Karen Crowningshield | Substitute Nurse | Support | 8/1/24 | \$125/day | Substitute as Needed Per Diem |
| Justin Drinkwine | Volunteer Assistant Girls Varsity Basketball Coach | Athletics | 11/1/24 | NA | Assistant Girls Varsity Basketball Coach |
| Payton Gough | Volunteer Assistant Girls Varsity Basketball Coach | Athletics | 11/1/24 | NA | Assistant Girls Varsity Basketball Coach |
| Andrew Lee | Volunteer Assistant Boys Modified & Varsity Soccer Coach | Athletics | 8/1/24 | NA | Assistant Boys Modified & Varsity Soccer Coach |
| Jennifer Leibeck | CSE Chairperson | Instruction | Summer 2024 | \$505.88/day | Up to 10 Days |
| Kathleen Nasner | Registered School Nurse | Support | 8/28/24 | \$47,000 | 1 Year Probationary Appointment |
| John Oliver | Substitute Certified Teacher / Teacher Assistant | Instruction | 8/28/24 | \$125/day | Substitute as Needed Per Diem |
| Allison Sucharzewski | Deputy District Treasurer | Support | 8/5/24 | \$50/hour | Hourly as Needed |

Extracurricular Appointments

Motion by Emily Phillips, seconded by Heather Sheehan, voted and carried (5-0) to approve the extracurricular appointments for the 2024-2025 school year:

| Position | Employee | Pay |
|-------------------------------|-------------------------------|----------------------|
| Junior Advisors | Brandy Nolette & Payton Gough | Stipend Per Contract |
| Senior Advisors | Melissa Huff & Shelley Moran | Stipend Per Contract |
| National Honor Society | Christine Charbonneau | Stipend Per Contract |
| Junior National Honor Society | Heather Walsh | Stipend Per Contract |
| Model UN | Keith Stone | Stipend Per Contract |
| Student Council | Keith Stone | Stipend Per Contract |
| Key Club | Brandy Nolette & Payton Gough | Stipend Per Contract |
| Art Club | Reagan Monarch | Stipend Per Contract |
| Elementary Drama Club | Heather Walsh | Stipend Per Contract |
| High School Play | Heather Walsh | Stipend Per Contract |
| Band Director & Music | Jennifer Moore | Stipend Per Contract |

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|-------------------------------|-------------------------------|----------------------|
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| Student Council | Keith Stone | Stipend Per Contract |
| Key Club | Brandy Nolette & Payton Gough | Stipend Per Contract |
| Art Club | Reagan Monarch | Stipend Per Contract |
| Elementary Drama Club | Heather Walsh | Stipend Per Contract |
| High School Play | Heather Walsh | Stipend Per Contract |
| Spelling Bee Coordinator | Heather Walsh | \$500 |
| Girls Varsity Soccer | Justin Drinkwine | Stipend Per Contract |
| Boys Varsity Soccer | Erik Manning | Stipend Per Contract |
| Boys Modified Soccer | Thomas Keegan | Stipend Per Contract |
| Rifle Team | Charmaine Flynn & John Oliver | Stipend Per Contract |
| Girls Varsity Basketball | Chris Ford | Stipend Per Contract |
| Girls Modified Basketball | Hillary Harwood | Stipend Per Contract |
| Boys Varsity Basketball | Kyle Cahoon | Stipend Per Contract |
| Bowling | Wayne Mitchell | Stipend per Contract |
| Golf | John Oliver | Stipend Per Contract |
| Athletics Director | Chris Ford | Stipend Per Contract |

Executive Session

Motion by Heather Sheehan, seconded by Krissy Leerkes, voted and carried (5-0) to enter into executive session at 6:52pm, to discuss personnel items and negotiations.

Motion by Krissy Leerkes, seconded by Heather Sheehan, voted and carried (5-0) to end executive session at 7:55pm.

Adjournment

Motion by Krissy Leerkes, seconded by Heather Sheehan, voted and carried (5-0) to adjourn the meeting at 7:56pm.

Brandy V. Pierce Nolette, District Clerk