



**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  
December 18, 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  
Douglas Gerhardt, School Attorney  
Dawn Bronson, Teacher  
Charlene Lobdell, Bus Driver

The board meeting was Called to Order at 6:00pm, by Kasey Young

**Reports from the Superintendent**

- The voting for the name of our mascot has been in the process the past few weeks by all of our students. Happy to announce that our Wolf has a name and will be announced at our Giving Games on Friday December 20th, 2024.
- A couple of upcoming events for board members:
  - School Board Dinner January 30, 2025 at 5:30 - 8:00pm at BOCES.
  - NYSSBA Legislative Breakfast on February 7th, 2025 at 8:00 - 10:30am in Lake Placid.
- The regionalization strengths / needs process was explained. There will be trainings and more resources will be shared.
- There is a new heat bill resolution coming. There will be more information shared on this law as it becomes available.

- Spoke with Mr. Paine in regards to the Golf Course and its needs for our students. There has been no decision as of who will operate the course for the upcoming year. There will be more information at a Town meeting tomorrow December 19th, 2024.
- Upcoming events for our school:
  - Holiday Concert tonight December 18th, 2024 at 6:30pm.
  - Giving Games will be held on Friday December 20th, 2024.
  - Holiday Break will begin December 23rd, 2024 - January 3rd, 2025.

### Acceptance of Minutes

The minutes from the regular meeting on 11-12-24 are 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 the 2024-2025 LEA & ASEP Contract with Mountain Lake Services for the allocation of services provided to students under the IDEA 611 and/or IDEA 619 grant funding.

Approved the 2024-2025 LEA & ASEP Contract with North Country Kids for the allocation of services provided to students under the IDEA 611 and/or IDEA 619 grant funding.

Approved a November 2024 budget transfer in the amount of \$13,965.00 to accommodate for the payment to NYS & Local Employees Retirement System:

Account	Description	(+)	(-)
A9010.800-00	STATE RETIREMENT	\$13,695.00	
A9060.800-00	HEALTH INSURANCE		\$13,695.00

TITLE	FROM	NOTES
Cash Disbursements - Multi Funds	Internal Claims Auditor	November #1 - Cash Disbursements (Manual & Computer Checks) November #2 - Cash Disbursements (Manual & Computer Checks) November #3 - Cash Disbursements (Manual Checks) Payroll Benefits - November 2024 December #1 - Cash Disbursements (Manual & Computer Checks) December #2 - Cash Disbursements (Manual Checks)
Budget Transfers - General Fund	District Treasurer	Budget Transfer Report - November 2024

Revenue Status - All Funds	District Treasurer	Revenue Status - through November 30, 2024
Budget/Appropriation Status - All Funds	District Treasurer	Budget/Appropriation Status - through October 31, 2024 Budget/Appropriation Status - through November 30, 2024
Extra-Curricular Fund	District Treasurer	Treasurer's Report - November 2024

### **New Business**

Motion by Emily Phillip, 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 J.J. Curran & Son, Inc. (SOURCEWELL Contract #031022-GER) and Facilities Equipment and Service, Inc. (SOURCEWELL Contract #050924-PTA) as vendors to complete work related to the 2024-2025 capital outlay project to refinish the gym floor and replace wall mats.

Approved the Memorandum of Agreement between the District and the Willsboro Teachers' Association dated December 6, 2024, regarding the creation of a varsity flag football coaching stipend.

### **Policies**

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

Policy Number	Policy Name	Reading
0110.2	Sexual Harassment in the Workplace	Second Reading & Approval
0111	Sexual Discrimination & Sex-Based Harassment Under Title IX	Second Reading & Approval
0111-R	Sex Discrimination & Sex-Based Harassment Under Title IX Regulation	Second Reading & Approval

## Personnel

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

Employee	Position	Program	Effective	Pay	Notes
Brendan Cavalier	Technology Teacher	Instruction	1/6/25	Step 12 (B+27) (Prorated \$36,006)	6 Month Non-Probationary Appointment
Manny Frechette	Uncertified Substitute Teacher / Teacher Assistant	Instruction	12/19/24	\$125 Daily	Substitute as Needed Per Diem
Manny Frechette	Student Teacher Aide / Student Monitor	Instruction	12/19/24	\$17.25 Hourly	Substitute as Needed Per Diem
Manny Frechette	Boys Varsity Basketball Volunteer Assistant Coach	Instruction	12/19/24	NA	2024-2025 School Year
Miranda Laferriere	Mentor	Instruction	1/1/25	Stipend Per Contract (Prorated)	Mentor for Stephanie Omlin
Stephen Leibeck	Uncertified Substitute Teacher / Teacher Assistant	Instruction	12/19/24	\$125 Daily	Substitute as Needed Per Diem
Stephen Leibeck	Student Teacher Aide / Student Monitor	Instruction	12/19/24	\$17.25 Hourly	Substitute as Needed Per Diem
Lisa Mitchell	Building Substitute	Instruction	1/6/25	\$155/Day	2024-2025 School Year
John Oliver	Long-Term Substitute Teacher	Instruction	11/20/24	\$231.75 Daily	11/20/24-12/20/24
Debbie Anderson	PK Teacher	Instruction	7/1/25	NA	Retirement

## Board Discussion

Thank you to Mrs. Bronson for the wonderful speech and presentation at the basketball game last night in memory of former student Ashley MacDougal. Ashley's jersey was presented to her niece Sylvie Brassard of Chazy.

**Adjournment**

Motion by Emily Phillips, seconded by Heather Sheehan, voted and carried (5-0) to adjourn the meeting at 6:19pm.

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Brandy V. Pierce Nolette, District Clerk