



**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  
January 14, 2025

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  
Sarah Paquette, Principal  
Peyton Leerkes, Student Council  
Dawn Bronson, Teacher  
Shelley Moran, Co Senior Advisor  
Melissa Huff, Co Senior Advisor  
5 Seniors  
Michelle Baker, Parent

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

**Reports from the Student Council**

- The Giving Games were held on December 20th, and the whole school was able to join in. There were many games and activities that the students and staff participated in.
- The WCS Drama Club and Depot Theatre performed Frozen Jr., which was a great success and wonderful performance by all!

- Positive Behavioral Interventions and Supports (PBIS) has been implemented at WCS. This will be for behavior and if a student is doing great or a good deed, they will receive a pride ticket to use at the school store as a reward.
- Students in grades 6-10 will be starting to take part in Circles. Circles are designed to create a safe space for all voices and to encourage each participant to step in the direction of their best self. Circles is helpful for building and maintaining a healthy community in which all members feel connected and respected.
- We have a new Technology teacher Mr Brendan Cavalier.
- Raegan Morgan & Maci Gagnier have been chosen to perform at All County.
- All winter sports are underway, and all of the sports teams are working hard, learning and having a good time.

#### **Presentation from the Class of 2025 - Senior Trip**

- The Class of 2025 presented their senior trip by powerpoint to the board members. The seniors are looking to travel to Pigeon Forge, TN May 17th - May 20th, they presented the costs associated with the trip. The students and advisors gave a great presentation and the board will discuss and get back to them with their decision.

#### **Reports from the Principal**

- PBIS has recently been enacted to improve our culture and climate. The staff will have training on the expectations of the program. Students will receive pride tickets which they can use in the school store to redeem prizes for the behavior.
- Regents will begin on January 21st.
- Discussed NWEA testing and the procedure for the testing.
- As of right now we will not be going to the Regional Spelling Bee as we do not have enough students interested.

#### **Reports from the Business Office**

- The supply orders for next year are being processed.
- We are learning the budget process and the creating process of it all.
- The printing of the W2's and 1099 will be printed by next week and ready to be dispersed.
- Working on some grant monies for the district.
- We received our STAR monies last week.

#### **Reports from the Superintendent**

- All of the clocks in the building were updated as the old clocks ran off our old PA system and were unable to be programmed. Looking into IP clocks for the future.
- Working on the budget calendar and will update information as it is received. Reviewed dates so that Taylor, Brandy and I are on the same page.

- The April board meeting will be held on April 8th and possibly April 15th if need be, to approve the budget.
- The BOCES Budget Vote will be held on April 29th.
- Reviewed the transition survey and the many updates that would be needed to the bus garage in the process of moving over to electric buses, which will need to be done by 2027.
- Updated the board on the heat bill policy that is to take effect September 2025.

### **Acceptance of Minutes**

The minutes from the regular meeting on 12-18-24 are accepted as presented.

### **Business & Finance**

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

TITLE	FROM	NOTES
Cash Disbursements - Multi Funds	Internal Claims Auditor	December #3 - Cash Disbursements (Manual & Computer Checks) December #4 - Cash Disbursements (Manual Checks) Payroll Benefits - December 2024 January #1 - Cash Disbursements (Manual & Computer Checks)
Revenue Status - All Funds	District Treasurer	Revenue Status - through December 31, 2024
Budget/Appropriation Status - All Funds	District Treasurer	Budget/Appropriation Status - through November 30, 2024
Extra-Curricular Fund	District Treasurer	Treasurer's Report - December 2024

### **New Business**

Motion by Heather Sheehan, seconded by Laura Bridge, voted and carried (4-0-1) to approve the following resolutions (1 abstention - Krissy Leerkes):

Approved the 2025-2026 budget development calendar.

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

Established the rate charged to the Town of Willsboro for 2024-2025 for any contracted Youth Commission busing for ski trips or other events at \$40/hour.

Approved the removal of a 2007 International model CE300 65-passenger

school bus from the District's inventory (Bus #71 / Tag # 99000135) and its auction sale by Auctions International.

Approved the removal of a Tank L60 Cub Cadet lawn mower from the District's inventory (Tag # 20131081) and its auction sale by Auctions International.

Approved the Memorandum of Agreement between the District and the CSEA dated December 20, 2024, regarding the Lunar New Year holiday.

Approved the Memorandum of Agreement between the District and the CSEA dated December 5, 2024, regarding pay rates for Town of Willsboro bus trips.

Approved the agreement between the Willsboro Central School District and the New York State School Boards Association regarding state aid review services, effective January 15, 2025.

### **Personnel**

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

Employee	Position	Program	Effective	Pay	Notes
Heidi Davey	Mentor	Instruction	1/6/25	Stipend Per Contract (Prorated)	Mentor for Brendan Cavalier
Caley Doell	Uncertified Substitute Teacher / Teacher Assistant	Instruction	1/15/25	\$125/Day	Substitute as needed per diem
Caley Doell	Substitute Student Teacher Aide / Student Monitor	Instruction	1/15/25	\$17.25/Hour	Substitute as needed per diem
Ray Pfund	Substitute Cleaner	Support	1/15/25	\$18/Hour	Substitute as needed per diem

### **Board Discussion**

- Congratulations to the WCS Drama Club and Depot Theatre for putting on such a wonderful play this past weekend!
- The Youth Commission along with the Booster Club will be hosting Futures Night on January 23rd, 2025 starting at 5pm. Our young athletes will be invited to join in some fun during the halftime of the first game and the 5th & 6th graders will play at halftime of the second game. There will also be a raffle for some great baskets donated by the sports teams. Let's support our athletes!

**Executive Session**

Motion by Heather Sheehan, seconded by Krissy Leerkes, voted and carried (5-0) to enter into executive session at 6:51pm, to discuss collective negotiations pursuant to article 14 of the Civil Service Law. (no action will be taken.)

Motion by Krissy Leerkes, seconded by Heather Sheehan, voted and carried (5-0) to end executive session at 8:05pm.

**Adjournment**

Motion by Krissy Leerkes, seconded by Heather Sheehan, voted and carried (5-0) to adjourn the meeting at 8:06pm.

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Brandy V. Pierce Nolette, District Clerk