



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
March 11, 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
Taylor Sullivan, District Treasurer
Peyton Leerkes, Student Council
Dawn Bronson,

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

Reports from the Student Council

- The girls varsity & boys varsity basketball teams and the bowling team were named scholar athletes.
- The girls varsity basketball won their 1st sectional game since 2016. The boys varsity basketball opted out of going to sectionals.
- Grades 7, 8 and 11 participated in composing and analyzing Korean poetry.
- Model UN attended a conference, 3 of our students attended, Kailye Pfund, Danielle Reithal and Ashton Hathaway.
- The Class of 2028 held a Lock In at the school on March 1st, there were lots of games and things to do.

- JNHS & NHS held inductions on March 4th, many new students were inducted and some other students moved from JNHS to NHS. It was a great night!

Reports from the Principal

- On February 12th Ms. Paquette spent the day at CVTECH and had a chance to follow some of our Willsboro Students around to their class. The students did amazing showing her their skills and she even tried her hand at them. It was an amazing day!
- On March 19th SkillsUSA will be held in Albany. Three of our CVTECH students Lucas Drinkwine, Parker Aubin and Isabella Green will be participating in their programs.
- We held our student recognition assembly on February 14th. Our next one will be on April 14th. Hopefully more of our MS/HS students will be recognized.
- JNHS & NHS Inductions were held on March 4th.
- Last week Ms. Paquette started “picnic with the principal”. Elementary students will be eating lunch with her throughout the week. 5th graders were the first group of students to attend. It was a great experience and the students would like to do it again. Next week she will have the 4th graders join her.

Reports from the Business Office

- The business office is working on the budget. Things are going smoothly.
- We are working on getting all of next year's textbook orders entered.
- We have received federal & state breakfast monies back.

Reports from the Superintendent

- Mr. Gardner gave a brief presentation on the upcoming budget. Should have the budget spending plan ready by the April 8th board meeting. The BOCES Budget Vote will be April 29th, 2025.
- Mr. Gardner gave a brief presentation on a draft timeline of a capital project that would potentially happen Spring 2025 - Summer 2029. He will give more information as he receives the process to be taken.
- Summer board meeting dates will be July 10, 2025 (reorg & regular) and August 19, 2025.

Acceptance of Minutes

The minutes from the regular meeting on 2-11-25 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:

The February 2025 budget transfers in the amount of \$52,463.00 to correct salary allocations for the full fiscal year, due to staffing changes:

Account	Description	(+)	(-)
A2110.100-00	SALARY PRE-K	\$3,229.00	
A2110.120-00	SALARY K-3	\$8,919.00	
A2110.120-01	SALARY 4-6	\$15,117.00	
A2110.130-00	SALARY 7-12		\$24,198.00
A2110.150-00	TEACHING ASSISTANTS		\$13,000.00
A2250.150-00	SPEC. EDU SALARY		\$10,095.00
A2250.152-00	SPEC. EDU T.A. SALARY	\$8,559.00	
A2610.150-00	LIBRARY & AV SALARY	\$3,560.00	
A2820.150-00	PSYCHOLOGICAL SERV SALARY	\$363.00	
A2825.150-00	SOCIAL WORK SRVCS - SALARY	\$2,147.00	
A2110.132-00	RETIREMENT BONUS		\$15,265.00

TITLE	FROM	NOTES
Cash Disbursements - Multi Funds	Internal Claims Auditor	February #1 - Cash Disbursements (Manual & Computer Checks) February #2 - Cash Disbursements (Manual & Computer Checks) Payroll Benefits - February 2025
Revenue Status - All Funds	District Treasurer	Revenue Status - through February 28, 2025
Budget/Appropriation Status - All Funds	District Treasurer	Budget/Appropriation Status - through January 31, 2025
Budget Transfers - General Fund	District Treasurer	Budget Transfer Report - February 2025
Extra-Curricular Fund	District Treasurer	Treasurer's Report - February 2025

New Business

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

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

Approved the agreement between Peru Central School District and Willsboro Central School District for health and welfare services (Students attending Seton) for the 2024-2025 school year.

Approved the SEQRA Resolution for the anticipated capital outlay project in the 2025-2026 budget to improve and update the school PA and clock systems: ([Full Resolution](#))

Approved the SEQRA Resolution authorizing that the attached transportation proposition will be submitted at the annual election & budget vote occurring on May 20, 2025: ([Full Resolution](#))

Approved the 2024-2025 Feinerman Agreement for Brendan Cavalier.

Approved the agreement between Adirondack Community Actions Programs, Inc. Head Start and Willsboro Central School District, for the period of January 1, 2025 - December 31, 2025, to provide services for preschool children eligible for special education and/or itinerant services.

Approved the Gear Up Memorandum of Agreement between CFES Brilliant Pathways and the Willsboro Central School District for the 2024-2025 school year.

Approved the 2025-2026 school calendar.

Approved the agreement between Turf Management Company, Inc. and the Willsboro Central School District for athletic field renovation services.

Motion by Krissy Leerkes, seconded by Laura Bridge, voted and carried (4-0-1) to approve the nomination of Emily Phillips to be a candidate on the CVES BOCES Board of Education (Emily Phillips abstained.)

Personnel

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

Employee	Position	Program	Effective	Pay	Notes
Molly Davey	Substitute Teacher / Teacher Assistant	Instruction	3-12-25	\$125/ daily	Substitute Per Diem
Molly Davey	Substitute Teacher Aide /Student Monitor	Instruction	3-12-25	\$17.25 / hourly	Substitute Per Diem

Board Discussion

Executive Session

Motion by Krissy Leerkes, seconded by Heather Sheehan, voted and carried (5-0) to enter into executive session at 7:27pm to discuss collective negotiations pursuant to article 14 of the Civil Service Law, (no action will be taken.)

Krissy Leerkes left the meeting at 7:42pm.

Motion by Emily Phillips, seconded by Laura Bridge voted and carried (4-0) to end executive session at 8:09pm.

Adjournment

Motion by Emily Phillips, seconded by Laura Bridge, voted and carried (4-0) to adjourn the meeting at 8:10pm.

Brandy V. Pierce Nolette, District Clerk