



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
April 8, 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 (absent w/ notice)
Taylor Sullivan, District Treasurer
Dawn Bronson, Teacher
Dr Davey, CVES District Superintendent
Dr. Slattery, CVES Director of Special Education
Joan Hubbard, Public

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

CVES Presentation

- Dr. Davey & Dr. Slattery gave updates and highlights on services that CVES provides to our district (shared services, special education services and the Rise Ctr.)

Reports from the Principal (given by the Superintendent)

- State testing began today April 8th, Mr. Gardner gave some updates on the new process of data based testing. We have some retirees coming to help with proctoring to help in keeping our AIS teachers in the classrooms.
- We had several students go to Skills USA to compete, they did not place but did receive honorable mention.

Executive Session

Motion by Krissy Leerkes, seconded by Heather Sheehan, voted and carried (5-0) to enter into executive session at 6:20pm to discuss 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 (no action will be taken.)

Motion by Heather Sheehan, seconded by Krissy Leerkes, voted and carried (5-0) to end executive session at 6:42pm.

Reports from District Treasurer & Superintendent

- 2025 - 2026 Budget Presentation

Reports from Superintendent

- Presented a design of the new gym floor, the process will begin April 21st and should take about 2 weeks.
- We need to have a special board meeting to vote on the BOCES Administrative Budget and BOCES Board Members. The meeting will be held at 8:00am on April 29th in the Conference Room.
- Our November meeting falls on Veteran's Day, and we will discuss it at an upcoming meeting.
- Discussed the Student Board member policy/position and how we will go about choosing a student. The procedure will be like a job opening and we will ask them to attend an interview and then make a recommendation. We need to have this position in no later than October.
- We will not do a visit day in the school classrooms but get a tour of the bus garage, cafeteria and business office. Mr. Gardner will put out potential dates for the Springtime.

Acceptance of Minutes

The minutes from the regular meeting on 3-11-25 are accepted as presented.

Business & Finance

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

TITLE	FROM	NOTES
Cash Disbursements - Multi Funds	Internal Claims Auditor	March #1 - Cash Disbursements (Computer Checks) March #2 - Cash Disbursements (Manual & Computer Checks) March #3 - Cash Disbursements (Manual & Computer Checks) Payroll Benefits - March 2025

Revenue Status - All Funds	District Treasurer	Revenue Status - through March 31, 2025
Budget/Appropriation Status - All Funds	District Treasurer	Budget/Appropriation Status - through February 28, 2025
Budget Transfers - General Fund	District Treasurer	Budget Transfer Report - March 2025
Extra-Curricular Fund	District Treasurer	Treasurer's Report - March 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 following individuals to provide election services for the budget vote on May 20, 2025, at a rate of \$15.50/hour:

- Gail Drinkwine
- Michelle Baker
- Laurie Bauer

Approved the 2025-2026 Willsboro Central School District Spending Plan Budget of \$11,173,349, reflecting a 1.69% spending increase, which includes a tax levy increase of 2.96%.

Authorized the Superintendent of Schools and District Treasurer to submit and certify the property tax report card to the State Education Department for the 2025-2026 school year

Approved the License Agreement between the Town of Willsboro and the Willsboro Central School District for the 2025 Youth Summer Program.

Policies

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

Policy Number	Policy Name	Reading
0111	Sexual Harassment Grievances Under Title IX	1st Reading
1120-R	School District Records Regulation	1st Reading
2245	Ex Officio Member of the Board	1st Reading
8113	Extreme Heat Condition Days	1st Reading

Personnel

Motion by Krissy Leerkes, seconded by Emily Phillips, voted and carried (4-0-1) to approve the following personnel items: (Laura Bridge Abstained)

Employee	Position	Program	Effective	Pay	Notes
John "Jack" Daly	Certified Substitute Teacher	Instruction	3-31-25	\$125 Daily	Substitute as Needed Per Diem
Deborah Daly	Certified Substitute Teacher	Instruction	3-31-25	\$125 Daily	Substitute as Needed Per Diem
Kyle Feeley	Automotive Mechanic / Maintenance Person	Support	3-28-25	NA	Resignation
Lorilee Sheehan	Certified Substitute Teacher	Instruction	3-31-25	\$125 Daily	Substitute as Needed Per Diem

Executive Session

Motion by Krissy Leerkes, seconded by Heather Sheehan, voted and carried (5-0) to enter into executive session at 8:05pm to discuss collective negotiations pursuant to article 14 of the Civil Service Law, and 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 (no action will be taken.)

Motion by Emily Phillips, seconded by Laura Bridge voted and carried (5-0) to end executive session at 8:53pm.

Adjournment

Motion by Emily Phillips, seconded by Laura Bridge, voted and carried (5-0) to adjourn the meeting at 8:54pm.

Brandy V. Pierce Nolette, District Clerk

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