



#### **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  
June 10, 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  
Taylor Sullivan, District Treasurer  
Peyton Leerkes, Student Council  
Dawn Bronson, Teacher  
Morgan & Justin Drinkwine, Community

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

#### **Reports from the Student Council**

- The Athletic Awards were held on June 4th. All athletes were recognized by their coaches and received certificates. The senior athletes were all presented with individual plaques. Our senior male athlete of the year was Parker Aubin and the female was Maddisen Benway.
- Our last student recognition assembly was held on May 30th.
- The A Cappella group from Plattsburgh High School came and sang for PreK - 12th grades. It was an awesome performance!
- The chemistry & biology classes went on a field trip to Lake Champlain Research Institute. The students experienced a high-tech vessel and were able to engage in local ecology projects. The students had a great day!

- The seniors went to Tennessee for their senior trip. They had a few bumps in the road on their travels to Tennessee, but they made the best of it and had a great time!
- Mr. Brockway has been taking students in 6th - 12th grades outside bird watching. He has a lot of great knowledge about birds.

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

- Congratulations to Peyton Leerkes for winning the Girls Section VII Golf Championship, and she will be heading to the NYSPHSAA Girls Golf State Championship! She also received the coaches section sportsmanship award!
- NWEA testing is wrapping up, and we will be working on the data review. Also, regents started today for Science and tomorrow will be math.
- We celebrated the MS / HS field days last Friday, where all students in 7th - 12th grades were able to go outside and play games. Thank you to Dawn Bronson for all of the help organizing it!
- The elementary field days will be held on June 23rd.
- We are bringing back elementary academic awards for 3rd - 5th graders. The MS / HS academic awards will be held on June 11th at 6pm. And Essex County Senior awards will be held on June 12th at Moriah Central School.

#### **Reports from District Treasurer**

- The business office is wrapping up the year end. All stipend payments for extracurriculars will be paid out on June 13th payroll.
- All of the co-op ordering is complete. We would like to look at using a different co-op for purchases next year.
- Reviewing the tax cap & audit with the comptroller.
- Will be upgrading the flow of paperwork through the offices (less actual paper and more computer processing.)

#### **Reports from Superintendent**

- MS / HS Academic Awards on June 11th at 6pm
- Essex County Senior Awards on June 12th at 6pm at Moriah Central School. We have four seniors getting awards.
- The Rise Center graduation will be held on June 13th at Hawkins Hall at 9:30am, and CV TECH graduation will be held on June 24th at 7pm at the Plattsburgh Field House if any board members would like to attend.
- The RFP's close this Friday. We have 2-3 companies that have sent in information. We will review them with Hayden.
- The gym floor and mats are complete and look great! We will have the final walk thru with Tetra Tech to evaluate and inspect the completed work.

#### **Acceptance of Minutes**

The minutes from the 5-13-25 regular meeting were accepted as presented.

## Business & Finance

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

| TITLE                                      | FROM                    | NOTES   |
|--|-------------------------|---|
| Cash Disbursements<br>- Multi Funds        | Internal Claims Auditor | May #1 - Cash Disbursements<br>(Manual & Computer Checks)<br>May #2 - Cash Disbursements<br>(Manual & Computer Checks)<br>May #3 - Cash Disbursements<br>(Manual & Computer Checks)<br>May #4 - Cash Disbursements<br>(Manual & Computer Checks)<br>May #5 - Cash Disbursements<br>(Manual Checks)<br>Payroll Benefits - May 2025<br>June #1 - Cash Disbursements<br>(Manual & Computer Checks) |
| Revenue Status - All<br>Funds              | District Treasurer      | Revenue Status - through May 31, 2025   |
| Budget/Appropriation<br>Status - All Funds | District Treasurer      | Budget/Appropriation Status -<br>through April 30, 2025   |
| Budget Transfers -<br>General Fund         | District Treasurer      | Budget Transfer Report - May 2025   |
| Extra-Curricular Fund                      | District Treasurer      | Treasurer's Report - May 2025   |

## 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 agreement between the Willsboro Central School District and the Substance Abuse Prevention Team of Essex County LLC regarding student support prevention counseling services for the 2025-2026 school year.

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

Approved the bond resolution for financing of a school bus purchase as approved by the qualified voters on May 20, 2025. ([Full Resolution](#))

### **Policies**

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

| Policy Number | Policy Name                            | Reading     |
|---------------|--|-------------|
| 5695          | Students & Personal Electronic Devices | 1st Reading |

### **Personnel**

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

| Employee      | Position          | Program     | Effective | Pay | Notes      |
|---------------|-------------------|-------------|-----------|-----|------------|
| Shelley Moran | Teacher Assistant | Instruction | 7/1/25    | N/A | Retirement |

### **Board Discussion**

Thank you for our board member's visit to the bus garage (bus ride fun); cafe` (lunch was great); and meeting with the Business Office ladies.

Krissy asked about some of the section's ideas of hosting Fall golf. Mr. Gardner has an athletic meeting on June 16th and will get some more information to share with the board.

### **Executive Session**

Motion by Krissy Leerkes, seconded by Heather Sheehan, voted and carried (5-0) to enter into executive session at 6:29pm to discuss, collective negotiations pursuant to article 14 of the Civil Service Law and 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 Krissy Leerkes, seconded by Heather Sheehan, voted and carried (5-0) to end executive session at 7:32pm.

### **Adjournment**

Motion by Krissy Leerkes, seconded by Heather Sheehan, voted and carried (5-0) to adjourn the meeting at 7:33pm.

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Brandy V Pierce Nolette, District Clerk

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