



Board of Education

Heather Sheehan, President
Emily Phillips, Vice President
Krissy Leerkes
Laura Bridge
Morgan Drinkwine

Willsboro Central School
Board of Education

Regular Meeting Minutes
July 10, 2025

Members Present: Heather Sheehan, President
Emily Phillips, Vice President
Krissy Leerkes
Laura Bridge
Morgan Drinkwine

Others Present: Justin Gardner, Superintendent of Schools
Brandy Pierce Nolette, District Clerk
Sarah Paquette, Principal
Taylor Sullivan, District Treasurer
Lucas Strong, Maintenance & Transportation Supervisor

The board meeting was Called to Order at 6:18pm, by Heather Sheehan

Reports from the Principal

- Update on the Quality Stars PreK grant for rating and improvement services.
- Elementary field days were held on Monday June 23rd. We were only able to hold a 1/2day of fun due to the extreme temperatures. Thank you to the 6th graders and NHS members who volunteered to help.
- Graduation was on June 27th, all went well and it was a great evening.
- A train safety presentation was held on June 24th for grades Prek - 6th.
- Regents testing in June went well, looking into options to help the students to have more reviewing opportunities before the exams.
- Leah Garvey, one of our students in the Large Animal program at CVTEC was a showman at the Clinton County Fair, and did an excellent job.

Reports from District Treasurer

- Finishing up the end of year paperwork and preparing for the summer audit.
- Interest earned was \$235,533
- We spent \$30,000 less in the Cafe` this year and we also bought 2 new coolers.
- We received \$43,000 more revenue than last year.
- Will have final numbers at the next meeting.

Reports from Maintenance / Transportation Supervisor

- We received our new bus in June that was ordered last May.
- The cleaning in the classrooms and hallways is going well and ahead of schedule. Both wings should be finished by the end of next week.
- The soccer fields are looking great! The varsity field is growing better than the modified field which is a bit slower.

Reports from the Superintendent

- The cafe has been out of the red financially with the CEP free breakfast & lunch programs. In the upcoming school year 2025-2026, NYS will implement a universal free school meals program, providing free breakfast and lunch to all public school students, regardless of their family's income or household size.
- The PTO is holding a Color Run on Saturday July 19th starting at the IBM, registration starts at 9:15am.
- We are holding 2 interviews on July 18th for the TA position.
- Attending a Comprehensive Planning meeting at the Town of Willsboro on July 16th.

Acceptance of Minutes

The minutes from the 6-10-25 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 - All Funds	Internal Claims Auditor	June #2 - Cash Disbursements (Manual & Computer Checks) June #3 - Cash Disbursements (Manual & Computer Checks) June #4 - Cash Disbursements (Computer Checks) Payroll Benefits - June 2025
Budget/Appropriation Status - All Funds	District Treasurer	Budget/Appropriation Status - through May 31, 2025

New Business

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

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

Approved Peyton Leerkes as the 2025-2026 ex-officio student board member and Kierstin Brown as the 2025-2026 alternate ex-officio student board member.

Approved modified and varsity girls softball mergers with AuSable Valley CSD for the 2025-2026 season, at no expense to the district beyond CVAC membership dues.

Approved modified and varsity baseball mergers with Boquet Valley CSD for the 2025-2026 season, at no expense to the district.

Approved a modified football merger with AuSable Valley CSD for the 2025-2026 season, at no expense to the district beyond CVAC membership dues.

Approved the agreement between the Willsboro Central School District and Essex County for school resource officer services for the 2025-2026 school year.

Approved the financing of the contract between the Willsboro Central School District and the CSEA. The contract is for the period of July 1, 2024, to June 30, 2028.

Policies

Motion by Krissy Leerkes, seconded by Emily Phillips, voted and carried (5-0) to approve the second reading & approval of the following policy:

Policy Number	Policy Name	Reading
5695	Students & Personal Electronic Devices	2nd Reading / Approval

Personnel

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

Employee	Position	Program	Effective	Pay	Notes
Brendan Cavalier	Technology Teacher	Instruction	6/30/25	NA	Resignation
Jean Gonyo	Special Education Teacher	Instruction	7/01/25	Step 2 Base \$49,564	1 Year Non-Probationary Appointment

Jaimie Labarge	Substitute Administrator	Administration	9/01/25	\$300/Daily	Substitute as needed per diem
Karen Manning	Math Teacher	Instruction	7/01/25	Step 3 (B+45) \$55,405	1 Year Non-Probationary Appointment
Shelley Moran	Certified Substitute Teacher/ Teacher Assistant	Instruction	7/11/25	\$125 Daily	Substitute as needed per diem
Erin Rasco	Science Teacher	Instruction	8/31/25	NA	Resignation
Morgan Sovey	English Teacher	Instruction	8/31/25	NA	Resignation

Extra Curricular Appointments

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

Position	Employee	Pay
Freshman Advisor	Kasey Young	Stipend Per Contract
Sophomore Advisors	Maria Evens & Hannah Neilly	Stipend Per Contract
Junior Advisors	Michelle Baker & Jessie Morgan	Stipend Per Contract
Senior Advisors	Brandy Nolette & Victoria Wilkins	Stipend Per Contract
National Honor Society	Pam Drollette	Stipend Per Contract
Junior National Society	Kristen Theriault	Stipend Per Contract
Model UN	Keith Stone	Stipend Per Contract
Student Council	Keith Stone	Stipend Per Contract
Key Club	Brandy Nolette & Heidi Davey	Stipend Per Contract
Art Club	Reagan Monarch	Stipend Per Contract
Elementary/HS Play Director	Heather Walsh	Stipend Per Contract
Band Director & Music	Jennifer Moore	Stipend Per Contract
Spelling Bee Coordinator	Heather Walsh	Stipend Per Contract
Girls Modified Soccer	Brandon Jaquish	Stipend Per Contract
Boys Modified Soccer	Thomas Keegan	Stipend Per Contract
Boys Varsity Soccer	Erik Manning	Stipend Per Contract
Athletic Director	Chris Ford	Stipend Per Contract

Motion by Laura Bridge, seconded by Krissy Leerkes, voted and carried (4-0-1) to approve the following extra curricular appointment: (1 abstention Morgan Drinkwine)

Position	Employee	Pay
Girls Varsity Soccer	Justin Drinkwine	Stipend Per Contract

Board Discussion

- Our November board meeting will be held on Tuesday, November 18th.
- Laura asked about a late bus for the upcoming school year on Tuesdays & Thursdays and someone to monitor the students that have to stay after for extracurricular activities.
- August board meeting will be held on Tuesday the 19th at 6:00pm.
- Emily and Mr. Gardner will be attending the RSA meeting next week and will update the board at the next meeting.

Executive Session

Motion by Morgan Drinkwine, 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 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 Morgan Drinkwine, seconded by Krissy Leerkes, voted and carried (5-0) to end executive session at 7:22pm.

Adjournment

Motion by Morgan Drinkwine, seconded by Krissy Leerkes, voted and carried (5-0) to adjourn the meeting at 7:23pm.

Brandy V Pierce Nolette, District Clerk