



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
September 9, 2025

Members Present: Heather Sheehan, President
Emily Phillips, Vice President
Krissy Leerkes (absent with notice)
Laura Bridge
Morgan Drinkwine

Others Present: Justin Gardner, Superintendent of Schools
Sarah Paquette, Principal
Brandy Pierce Nolette, District Clerk
Taylor Sullivan, District Treasurer
Dawn Bronson, Staff
Joe Coakley, Labor Relations
Chrysa Rabideau, Labor Specialist

The board meeting was Called to Order at 6:00pm, by Heather Sheehan

Reports from Ex Officio Student

- Fall sports have begun, our teams have already had a few games. On September 8th there was an Epilepsy Awareness game held here at WCS, the girls teams played against Boquet. There was a basket raffle to benefit NENY Epilepsy Foundation and \$1,747 dollars was raised.
- On September 11th we the WCS Booster Club & Willsboro Youth Commission will be holding its annual soccer celebration. This is a yearly event for all of our athletes of any age. It will begin at 4:30pm.

- Welcome to the new teachers and staff that are joining the WCS team this year!
- New TA program for HS students to volunteer their study hall to help in the elementary.
- The new no cellphone and energy drink policies have been a bit of a change but the students are reacting to the changes well.
- The students had P2 expectations training and have had a positivity project assembly. We learned about the pride tickets and the new “golden” ticket. The students are very excited!

Reports from District Treasurer

- Sheila Vanags has brought in over \$970,000 in school taxes thus far.
- The audit was held on August 26 & 27, we are just waiting for the final reporting.
- Working on an online form submission system, this system will help in using less paper and having it all electronic.
- All of the supplies for the school year have been delivered.

Reports from Principal

- The school year is off and running and things are doing well.
- We will be doing the pride tickets like last year and we will include the “gold ticket”. This year we had new tickets printed so the students can take a piece home to their parents and they can keep the other piece for the school store. We are also trying to get some different items for our older students.
- The NWEA testing has taken place, we should receive the results and data soon and will share with the board when complete.
- The no cellphone policy is going well and it is nice to see the students interacting more.
- The no energy drinks will be an adjustment for some students but will be a good improvement.

Reports from the Superintendent

- The beginning of the school year has started and all is going very well. Thank you to all of the summer staff and maintenance crew for getting the school ready for the students' return.
- The cellphone infractions have been very little. As we have right now we have 1 medical exemption.
- Thank you to Peter Paine & Lei on the Point Road field agreement. The Paines said a nice note to the school.
- Good work to Taylor for creating jot forms a program to help with quotes, receipts, vouchers and requisitions.
- The district team (Justin, Sarah & Jen L.) are working with NCRPC of Special Education on the IDEA Accountability Planning. There will be quarterly check in's.

Acceptance of Minutes

The minutes from the 8-19-25 regular meeting were accepted as presented.

Business & Finance

Motion by Laura Bridge, seconded by Morgan Drinkwine, voted and carried (4-0) to approve the following financial reports:

TITLE	FROM	NOTES
Cash Disbursements - All Funds	Internal Claims Auditor	July Payroll Benefits - Cash Disbursements (Manual & Computer Checks) July #5 - Cash Disbursements (Manual Checks) August #1 - Cash Disbursements (Manual & Computer Checks) August #2 - Cash Disbursements (Manual & Computer Checks) August #3 - Cash Disbursements (Manual & Computer Checks) August Payroll Benefits - Cash Disbursements (Manual & Computer Checks)

New Business

Motion by Morgan Drinkwine, seconded by Emily Phillips, voted and carried (4-0) to approve the following resolutions:

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

Approved a varsity bowling merger with Boquet Valley CSD for the 2025-2026 season, at no expense to the district.

Approved the 2025-2026 Feinerman Agreement for Jay Fuhrman.

Approved the 2025-2026 Feinerman Agreement for Jean Gonyo.

Approved the 2025-2026 Feinerman Agreement for Karen Manning.

Approved the 2025-2026 Feinerman Agreement for Adam Mero.

Approved the 2025-2026 Capital Outlay Exception Project Professional Architectural and Engineering Consulting Services Agreement between the Willsboro Central School District and Tetra Tech Architects & Engineers.

Authorized the Superintendent of Schools to execute the Pre-Referendum Agreement between the Willsboro Central School District and Tetra Tech Architects & Engineers, pending district attorney review.

Approved the agreement between the Willsboro Central School District and Essex County, regarding a school-based satellite mental health clinic, effective September 1, 2025.

Approved the 2025-2026 cafeteria meal prices:

Meal	Price
Adult Breakfast	\$3.25
Adult Lunch	\$5.85
Student Extra Breakfast Item	\$1.50
Student Extra Lunch Item	\$2.00

Policies

Motion by Emily Phillips, seconded by Laura Bridge, voted and carried (4-0) to approve the second reading / approval of the following policies:

Policy Number	Policy Name	Reading
5695	Student & Personal Electronic Devices	Revision Approval

Personnel

Motion by Laura Bridge, seconded by Emily Phillips, voted and carried (3-0-1) to approve the following personnel items: (1 abstention Morgan Drinkwine)

Employee	Position	Program	Effective	Pay	Notes
Tina Belzile	Certified Substitute Teacher/ Teacher Assistant	Instruction	9/10/25	\$125 Daily	Substitute as needed per diem
Dawn Bronson	Bowling Volunteer Assistant Coach	Instruction	11/1/25	NA	2025-2026 School Year
Kyle Cahoon	Varsity Boys Basketball Coach	Instruction	11/1/25	Stipend Per Contract	2025-2026 School Year
Justin Drinkwine	Girls Varsity	Instruction	11/1/25	NA	2025-2026

	Basketball Volunteer Assistant Coach				School Year
Charmaine Flynn	Rifle Co-Coach	Instruction	11/1/25	Stipend Per Contract	2025-2026 School Year
Chris Ford	Varsity Girls Basketball Coach	Instruction	11/1/25	Stipend Per Contract	2025-2026 School Year
Jenna Ford	Girls Varsity Basketball Volunteer Assistant Coach	Instruction	11/1/25	NA	2025-2026 School Year
Chad Hart	Senior Cook	Support	9/3/25	\$19.90/Ho ur Step 3	1 Year Probationary Appointment
Brandon Jaquish	Boys Varsity Basketball Volunteer Assistant Coach	Instruction	11/1/25	NA	2025-2026 School Year
Brandon Jaquish	Golf Coach	Instruction	3/1/26	Stipend Per Contract	2025-2026 School Year
Tom Keegan	Freshman Class Advisor	Instruction	8/27/25	Stipend Per Contract	2025-2026 School Year
Joe King	Modified Boys Basketball Coach	Instruction	11/1/25	Stipend Per Contract	2025-2026 School Year
Wayne Mitchell	Bowling Coach	Instruction	11/1/25	Stipend Per Contract	2025-2026 School Year
John Oliver	Rifle Co-Coach	Instruction	11/1/25	Stipend Per Contract	2025-2026 School Year

Board Discussion



Executive Session

Motion by Laura Bridge, seconded by Emily Phillips, voted and carried (4-0) to enter into executive session at 6:24pm 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.)
Mr. Coakley & Ms. Rabideau were invited to join the executive session.

Motion by Morgan Drinkwine, seconded by Laura Bridge, voted and carried (4-0) to end executive session at 7:49pm.

Adjournment

Motion by Morgan Drinkwine, seconded by Emily Phillips, voted and carried (4-0) to adjourn the meeting at 7:50pm.

Brandy V Pierce Nolette, District Clerk