



Board of Education Meeting
October 10, 2023 at 6:00pm
Regular Meeting Agenda

1. Call to Order

2. Pledge of Allegiance

3. Public Comment

4. Reports

- a) Student Council - Peyton Leerkes & Laney Nolette
- b) Town of Willsboro - Lorilee Sheehan
- c) Mascot Update - Justin Gardner
- d) Principal - Sarah Paquette
- e) Business Manager - Allison Sucharzewski
- f) Superintendent - Justin Gardner

5. Acceptance of Minutes

- a) Accept the minutes from the 9-12-23 regular meeting.

6. Business & Finance

Resolved, that the Superintendent of Schools recommends to the Board of Education that the following items on this consent agenda (Business & Finance) be and are hereby approved:

- a) Approve a 2022-2023 budget transfer for an audit adjustment in the amount of \$23,485.26 for 4408 Summer School Expenses:

Account	Description	(+)	(-)
A9901.950-00	TRANSFER TO SPECIAL AID	\$23,485.26	
A2250.400-00	CONTRACTUAL EXPENDITURE		\$23,485.26

- b) Approve an August 2023 budget transfer in the amount of \$60,000.00 for BOCES SERVICES School Food Management:

Account	Description	(+)	(-)
A1310.490-00	BOCES SERVICES-BUS. ADMIN	\$60,000.00	
A9901.930-00	TRANSFER TO SCHOOL FOOD		\$60,000.00

- c) Approve an August 2023 budget transfer in the amount of \$12,000.00 for Materials & Supplies 7-12 SCIENCE:

Account	Description	(+)	(-)
A2110.453-10	SUPPLIES - 7-12 SCIENCE	\$12,000.00	
A9060.800-00	HEALTH INSURANCE		\$12,000.00

ITEM	TITLE	FROM	NOTES
d)	Cash Disbursements - Multi Funds	Internal Claims Auditor	AUG 2023 - #2 SEPT 2023 - #1 SEPT 2023 - #2 OCT 2023 - #1 AUG 2023 - PAYROLL SEPT 2023 - PAYROLL
e)	Budget Transfer Report - General Fund	Business Manager/Treasurer	JUNE 2023 - AUDIT ADJS. AUG 2023
f)	Budget Status Report - General Fund	Business Manager/Treasurer	JUNE 2023 AUG 2023 SEPT 2023
g)	Revenue Status Report - General Fund	Business Manager/Treasurer	JUNE 2023 AUG 2023 SEPT 2023
h)	Treasurer's Report - General Fund	Business Manager/Treasurer	AUG 2023 SEPT 2023
i)	Budget Status Report - Cafe	Business Manager/Treasurer	APR - JUNE 2023 JULY - SEPT 2023
j)	Revenue Status Report - Cafe	Business Manager/Treasurer	APR - JUNE 2023 JULY - SEPT 2023
k)	Treasurer's Report - Cafe	Business Manager/Treasurer	APR - JUNE 2023 JULY - SEPT 2023
l)	Budget Status Report - Federal	Business Manager/Treasurer	APR - JUNE 2023 JULY - SEPT 2023
m)	Revenue Status Report - Federal	Business Manager/Treasurer	APR - JUNE 2023 JULY - SEPT 2023
n)	Treasurer's Report - Federal	Business Manager/Treasurer	APR - JUNE 2023 JULY - SEPT 2023
o)	Budget Status Report - Capital	Business Manager/Treasurer	JULY - SEPT 2023
p)	Extra-Curricular Treasurer's Report	Extra-Curricular Treasurer	JULY 2023 AUG 2023 SEPT 2023

- q) Approve a tax payment refund to Corelogic Centralized Refunds due to duplication of payment (paid by Escrow & again by Attorney) on behalf of Tax Map No. 15200 21.9-7-3.100 in the amount of \$1,891.17.

- r) Approve a tax payment refund to Robert Davis due to overpayment of taxes due for Tax Map. No. 155200 40.7-1-4.212 in the amount of \$322.23.
- s) Approve a tax payment refund to Wells Fargo Real Estate Tax Operations due to overpayment (incorrectly paid by Escrow) on behalf of Tax Map No. 155200 31.17-3-1.122 in the amount of \$336.88.
- t) Approve a health insurance refund to Bonnie Daniels-Flora due to a qualifying event change in the amount of \$92.34.

7. New Business

Resolved, that the Superintendent of Schools recommends to the Board of Education that the following items on this consent agenda (New Business) be and are hereby approved:

- a) Approve the special education recommendations prepared by CSE Chairperson, Jennifer Leibeck.
- b) Approve the Pre-School Amendment Agreement between Essex County and the Willsboro Central School District, effective September 1, 2023.
- c) Approve the School-Based Satellite Mental Health Clinic Agreement between Essex County and the Willsboro Central School District, effective January 1, 2024.

8. Policies

Resolved, that the Superintendent of Schools recommends to the Board of Education that the following items on this consent agenda (Policies) be and are hereby approved:

Item	Policy Number	Policy Name	Reading
a)	0000	Mission Statement & Vision	2nd/Approval
b)	0100	Non-Discrimination & Equal Opportunity	2nd/Approval
c)	0101	Gender Neutral Single-Occupancy Bathrooms	2nd/Approval
d)	0105	Equity, Inclusivity, and Diversity in Education	2nd/Approval
e)	0110	Sexual Harassment	2nd/Approval
f)	0111	Title IX Sexual Harassment	2nd/Approval
g)	0115	Student Harassment and Bullying Prevention & Intervention	2nd/Approval
h)	0115-R	Student Harassment and Bullying Prevention & Intervention Regulation	2nd/Approval
i)	0300	Accountability	2nd/Approval
j)	0310	Board Self-Evaluation	2nd/Approval

k)	0320	Evaluation of Superintendent	2nd/Approval
l)	1000	Community Relations Goals	1st
m)	1050	Annual District Election & Budget Vote	1st
n)	1120	School District Records	1st
o)	1130	Media Relations	1st
p)	1230	Public Comments at Board Meetings	1st
q)	1400	Public Complaints	1st
r)	1420	Complaints About Curricula or Instructional Materials	1st
s)	1500	Public Use of School Facilities	1st
t)	1530	Smoking, Vaping, and Other Tobacco Use on School Property	1st
u)	1740	Relationship with Nonpublic Schools	1st
v)	1741	Home-Schooled Students	1st
w)	1800	Donations, Gifts, and Grants to the District	1st
x)	1900	Parent and Family Engagement	1st
y)	1925	Interpreters for Hearing-Impaired Parents	1st

9. Personnel

Resolved, that the Superintendent of Schools recommends to the Board of Education that the following items on this consent agenda (Personnel) be and are hereby approved:

Item	Employee	Position	Program	Effective	Pay	Notes
a)	Sherry Ashline	Building Substitute	Instruction	9/25/23	\$150.00/Day	2023-2024 School Year
b)	Marie Blatchley	Mentor	Instruction	9/05/23	Stipend Per Contract	Mentor for Deanna Mero
c)	Christine Charbonneau	Mentor	Instruction	9/05/23	Stipend Per Contract	Mentor for Morgan Sovey
d)	Heidi Davey	Mentor	Instruction	9/05/23	Stipend Per Contract	Mentor for Karen Manning
e)	Joe King	Coach	Instruction	10/11/23	Stipend Per Contract	Boys Modified Basketball
f)	Jennifer Leibeck	Mentor	Instruction	9/05/23	Stipend Per Contract	Mentor for Kori McCauliffe

g)	Allison Sucharzewski	Business Manager	Administrative	9/19/23	Salary Per Contract	Permanent Appointment
h)	Keith Stone	Mentor	Instruction	9/05/23	Stipend Per Contract	Mentor for Andra Hogle
i)	Tara Valachovic	Mentor	Instruction	9/05/23	Stipend Per Contract	Mentor for Payton Gough
j)	Victoria Wilkins	Senior Typist	Support	6/14/23	Salary Per Contract	Permanent Appointment

10. Board Discussion

11. Executive Session (Anticipated)

- a) A matter of 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.

12. Adjournment