



Board of Education Meeting
June 10, 2025 at 6:00 PM
Distance Learning Room (A124)
Regular Meeting Agenda

1. Call to Order

2. Pledge of Allegiance

3. Public Comment

4. Reports

- a) Student Council
- b) Principal
- c) District Treasurer
- d) Superintendent

5. Acceptance of Minutes

- a) Accept the minutes from the 5-13-25 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:

ITEM	TITLE	FROM	NOTES
a)	Cash Disbursements - Multi Funds	Internal Claims Auditor	May #1 - Cash Disbursements (Manual & Computer Checks) May #2 - Cash Disbursements (Manual & Computer Checks) May #3 - Cash Disbursements (Manual & Computer Checks) May #4 - Cash Disbursements (Manual & Computer Checks) May #5 - Cash Disbursements (Manual Checks) Payroll Benefits - May 2025 June #1 - Cash Disbursements (Manual & Computer Checks)
b)	Revenue Status - All Funds	District Treasurer	Revenue Status - through May 31, 2025

c)	Budget/Appropriation Status - All Funds	District Treasurer	Budget/Appropriation Status - through April 30, 2025
d)	Budget Transfers - General Fund	District Treasurer	Budget Transfer Report - May 2025
e)	Extra-Curricular Fund	District Treasurer	Treasurer's Report - May 2025

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

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)	5695	Students & Personal Electronic Devices	1st Reading

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 (pending fingerprint clearance):

Item	Employee	Position	Program	Effective	Pay	Notes
a)	Shelley Moran	Teacher Assistant	Instruction	7/1/25	N/A	Retirement

10. **Board Discussion**
11. **Executive Session (Anticipated)**
12. **Adjournment**

Executive Session Guidelines

An executive session is a portion of the school board meeting that is not open to the public. Executive sessions can take place only upon a majority vote of the total membership of the board taken at an open meeting, and are permitted only for the purpose of discussing one or more of the following subjects:

1. Matters that will imperil the public safety if disclosed.
2. Any matter that may disclose the identity of a law enforcement agent or informer.
3. Information relating to current or future investigation or prosecution of a criminal offense that would imperil effective law enforcement if disclosed.
4. Proposed, pending, or current litigation.
5. Collective negotiations pursuant to article 14 of the Civil Service Law.
6. 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.
7. The preparation, grading, or administration of exams.
8. The proposed acquisition, sale, or lease of real property or the proposed acquisition, sale, or exchange of securities, but only when publicity would substantially affect the value of these things.

Public Comment Guidelines

As noted on the agenda, the Board will entertain a public comment period during this meeting. The public comment period will not exceed 15 minutes and each individual speaker will be allotted up to 3 minutes.

While the Board is here to listen, the public comment period is not designed to be a discussion. Accordingly, please do not expect the Board to respond to your concerns and questions tonight. If warranted, a response will be given at a later time by the appropriate staff member.

The board will not permit the discussion of individual district personnel or students during the public comment period. Speakers presenting complaints must have first gone through the established complaint procedures.

All speakers and members of the audience must maintain civility and respect. Obscene language, defamatory statements, threats of violence, and statements advocating racial, religious, or other forms of prejudice will not be tolerated.

The Board President is responsible for the orderly conduct of the meeting and will rule on such matters as the time to be allowed for public comment and the appropriateness of the topics being presented. The Board President also reserves the right to discontinue any public comments that violate board policy.



Board of Education Meeting
May 13, 2025 at 6:00 PM
Distance Learning Room (A124)
Regular Meeting Agenda

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Public Comment**
4. **Public Budget Hearing Presentation**
5. **Reports**
 - a) Student Council
 - b) Principal
 - c) District Treasurer
 - d) Superintendent
6. **Acceptance of Minutes**
 - a) Accept the minutes from the 4-8-25 regular meeting and 4-29-25 special meeting (CVES Budget Vote).
7. **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) Budget Transfer: Approve an April 2025 budget transfer in the amount of \$96,000.00 to correct CEWW Services allocations for the fiscal year:

Account	Description	(+)	(-)
A1310.490-00	BUSINESS ADMIN - BOCES SRVCS		\$96,000.00
A2110.490-00	TEACHING - BOCES SRVCS	\$55,000.00	
A5510.490-00	TRANSPORTATION - BOCES SRVCS	\$41,000.00	

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

c)	Revenue Status - All Funds	District Treasurer	Revenue Status - through April 30, 2025
d)	Budget/Appropriation Status - All Funds	District Treasurer	Budget/Appropriation Status - through March 31, 2025
e)	Budget Transfers - General Fund	District Treasurer	Budget Transfer Report - April 2025
f)	Extra-Curricular Fund	District Treasurer	Treasurer's Report - April 2025

8. 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 Memorandum of Agreement between the District and the WTA, regarding a golf coach for grades 6-8 for the 2024-2025 school year.
- c) Approve the financing of the contract between the Superintendent and the Willsboro Teachers' Association. The contract is for the period of July 1, 2024, to June 30, 2029.

9. 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)	0111	Sexual Harassment Grievances Under Title IX	2nd Reading/Approval
b)	1120-R	School District Records Regulation	2nd Reading/Approval
c)	2245	Ex Officio Member of the Board	2nd Reading/Approval
d)	8113	Extreme Heat Condition Days	2nd Reading/Approval

10. 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 (pending fingerprint clearance):

Item	Employee	Position	Program	Effective	Pay	Notes
a)	Jennifer Amorelli	Student Counselor	Instruction	6-30-25	NA	Resignation
b)	Heather Walsh	Summer School Special Education Teacher	Instruction	7/1/25- 8/26/25	\$35/hour	Hourly as Needed and Approved by Administration

c. Approve the tenure of Maria Evens, Teaching Assistant, effective August 27, 2025.

d. Approve the tenure of Kate Needle, Elementary Teacher, effective September 2, 2025.

e. Approve the tenure of Deanna Wood, Special Education Teacher, effective August 31, 2025.

11. Board Discussion

12. Executive Session (Anticipated)

13. Adjournment

Executive Session Guidelines

An executive session is a portion of the school board meeting that is not open to the public. Executive sessions can take place only upon a majority vote of the total membership of the board taken at an open meeting, and are permitted only for the purpose of discussing one or more of the following subjects:

1. Matters that will imperil the public safety if disclosed.
2. Any matter that may disclose the identity of a law enforcement agent or informer.
3. Information relating to current or future investigation or prosecution of a criminal offense that would imperil effective law enforcement if disclosed.
4. Proposed, pending, or current litigation.
5. Collective negotiations pursuant to article 14 of the Civil Service Law.
6. 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.
7. The preparation, grading, or administration of exams.
8. The proposed acquisition, sale, or lease of real property or the proposed acquisition, sale, or exchange of securities, but only when publicity would substantially affect the value of these things.

Public Comment Guidelines

As noted on the agenda, the Board will entertain a public comment period during this meeting. The public comment period will not exceed 15 minutes and each individual speaker will be allotted up to 3 minutes.

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The board will not permit the discussion of individual district personnel or students during the public comment period. Speakers presenting complaints must have first gone through the established complaint procedures.

All speakers and members of the audience must maintain civility and respect. Obscene language, defamatory statements, threats of violence, and statements advocating racial, religious, or other forms of prejudice will not be tolerated.

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Board of Education Meeting

April 29, 2025 at 8:00 AM

Conference Room

Special Meeting Agenda

1. Call to Order

2. Pledge of Allegiance

3. 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 tentative Administration Budget of the Clinton-Essex-Warren-Washington BOCES for the school year 2025-2026.
- b) Approve the election of board members from the attached 5 (five) candidates, for the Clinton-Essex-Warren-Washington BOCES Board of Education.

4. Adjournment



Board of Education Meeting
April 8, 2025 at 6:00 PM
Distance Learning Room (A124)
Regular Meeting Agenda

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Public Comment**
4. **Presentations**
 - a) CVES - Dr. Davey & Dr. Slattery
 - b) 2025-2026 Budget
5. **Reports**
 - a) Student Council
 - b) Principal
 - c) District Treasurer
 - d) Superintendent
6. **Acceptance of Minutes**
 - a) Accept the minutes from the 3-11-25 regular meeting.
7. **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:

ITEM	TITLE	FROM	NOTES
a)	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
b)	Revenue Status - All Funds	District Treasurer	Revenue Status - through March 31, 2025

c)	Budget/Appropriation Status - All Funds	District Treasurer	Budget/Appropriation Status - through February 28, 2025
d)	Budget Transfers - General Fund	District Treasurer	Budget Transfer Report - March 2025
e)	Extra-Curricular Fund	District Treasurer	Treasurer's Report - March 2025

8. 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 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
- c) Approve 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%.
- d) Authorize 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
- e) Approve the License Agreement between the Town of Willsboro and the Willsboro Central School District for the 2025 Youth Summer Program.

9. 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)	0111	Sexual Harassment Grievances Under Title IX	1st Reading
b)	1120-R	School District Records Regulation	1st Reading
c)	2245	Ex Officio Member of the Board	1st Reading
d)	8113	Extreme Heat Condition Days	1st Reading

10. 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 (pending fingerprint clearance):

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

11. Board Discussion

12. Executive Session (Anticipated)

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3. Information relating to current or future investigation or prosecution of a criminal offense that would imperil effective law enforcement if disclosed.
4. Proposed, pending, or current litigation.
5. Collective negotiations pursuant to article 14 of the Civil Service Law.
6. 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.
7. The preparation, grading, or administration of exams.
8. The proposed acquisition, sale, or lease of real property or the proposed acquisition, sale, or exchange of securities, but only when publicity would substantially affect the value of these things.

13. Adjournment

Public Comment Guidelines

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Board of Education Meeting
March 11, 2025 at 6:00 PM
Distance Learning Room (A124)
Regular Meeting Agenda

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Public Comment**
4. **Presentations**
 - a) Budget Update
5. **Reports**
 - a) Student Council
 - b) Principal
 - c) District Treasurer
 - d) Superintendent

6. **Acceptance of Minutes**
 - a) Accept the minutes from the 2-11-25 regular meeting.

7. **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) Budget Transfer: Approve February 2025 budget transfers in the amount of \$52,463.00 to correct salary allocations for the full fiscal year, due to staffing changes:

Account	Description	(+)	(-)
A2110.100-00	SALARY PRE-K	\$3,229.00	
A2110.120-00	SALARY K-3	\$8,919.00	
A2110.120-01	SALARY 4-6	\$15,117.00	
A2110.130-00	SALARY 7-12		\$24,198.00
A2110.150-00	TEACHING ASSISTANTS		\$13,000.00
A2250.150-00	SPEC. EDU SALARY		\$10,095.00
A2250.152-00	SPEC. EDU T.A. SALARY	\$8,559.00	
A2610.150-00	LIBRARY & AV SALARY	\$3,560.00	
A2820.150-00	PSYCHOLOGICAL SERV SALARY	\$363.00	
A2825.150-00	SOCIAL WORK SRVCS - SALARY	\$2,147.00	
A2110.132-00	RETIREMENT BONUS		\$15,265.00

ITEM	TITLE	FROM	NOTES
b)	Cash Disbursements - Multi Funds	Internal Claims Auditor	February #1 - Cash Disbursements (Manual & Computer Checks) February #2 - Cash Disbursements (Manual & Computer Checks) Payroll Benefits - February 2025
c)	Revenue Status - All Funds	District Treasurer	Revenue Status - through February 28, 2025
d)	Budget/Appropriation Status - All Funds	District Treasurer	Budget/Appropriation Status - through January 31, 2025
e)	Budget Transfers - General Fund	District Treasurer	Budget Transfer Report - February 2025
f)	Extra-Curricular Fund	District Treasurer	Treasurer's Report - February 2025

8. 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 nomination of _____ as a candidate on the CVES BOCES Board of Education. (Seat Currently Held by Emily Phillips)
- c) Approve the agreement between Peru Central School District and Willsboro Central School District for health and welfare services (Students attending Seton) for the 2024-2025 school year.
- d) Approve the SEQRA Resolution for the anticipated capital outlay project in the 2025-2026 budget to improve and update the school PA and clock systems: ([Full Resolution](#))
- e) Approve the SEQRA Resolution authorizing that the attached transportation proposition will be submitted at the annual election & budget vote occurring on May 20, 2025: ([Full Resolution](#))
- f) Approve the 2024-2025 Feinerman Agreement for Brendan Cavalier.
- g) Approve the agreement between Adirondack Community Actions Programs, Inc. Head Start and Willsboro Central School District, for the period of January 1, 2025 - December 31, 2025, to provide services for preschool children eligible for special education and/or itinerant services.

- h) Approve the Gear Up Memorandum of Agreement between CFES Brilliant Pathways and the Willsboro Central School District for the 2024-2025 school year.
- i) Approve the 2025-2026 school calendar.
- j) Approve the agreement between Turf Management Company, Inc. and the Willsboro Central School District for athletic field renovation services.

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 (pending fingerprint clearance):

Item	Employee	Position	Program	Effective	Pay	Notes
a)	Molly Davey	Substitute Teacher / Teacher Assistant	Instruction	3-12-25	\$125/ daily	Substitute Per Diem
b)	Molly Davey	Substitute Teacher Aide /Student Monitor	Instruction	3-12-25	\$17.25 / hourly	Substitute Per Diem

10. Board Discussion

11. Executive Session (Anticipated)

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4. Proposed, pending, or current litigation.
5. Collective negotiations pursuant to article 14 of the Civil Service Law.
6. 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.

7. The preparation, grading, or administration of exams.
8. The proposed acquisition, sale, or lease of real property or the proposed acquisition, sale, or exchange of securities, but only when publicity would substantially affect the value of these things.

12. Adjournment

Public Comment Guidelines

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The board will not permit the discussion of individual district personnel or students during the public comment period. Speakers presenting complaints must have first gone through the established complaint procedures.

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The Board President is responsible for the orderly conduct of the meeting and will rule on such matters as the time to be allowed for public comment and the appropriateness of the topics being presented. The Board President also reserves the right to discontinue any public comments that violate board policy.



Board of Education Meeting
February 11, 2025 at 6:00 PM
Distance Learning Room (A124)
Regular Meeting Agenda

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Public Comment**
4. **Presentations**
 - a) Wendel - Electric Bus Transition Study
 - b) Budget Update
5. **Reports**
 - a) Student Council
 - b) Principal
 - c) District Treasurer
 - d) Superintendent
6. **Acceptance of Minutes**
 - a) Accept the minutes from the 1-14-25 regular meeting.
7. **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:

ITEM	TITLE	FROM	NOTES
a)	Cash Disbursements - Multi Funds	Internal Claims Auditor	January #2 - Cash Disbursements (Manual & Computer Checks) January #3 - Cash Disbursements (Manual & Computer Checks) Payroll Benefits - January 2025
b)	Revenue Status - All Funds	District Treasurer	Revenue Status - through January 31, 2025
c)	Budget/Appropriation Status - All Funds	District Treasurer	Budget/Appropriation Status - through December 31, 2024

d)	Budget Transfers - General Fund	District Treasurer	Budget Transfer Report - January 2025
e)	Extra-Curricular Fund	District Treasurer	Treasurer's Report - January 2025

8. 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 Class of 2025 trip to Pigeon Forge, Tennessee, May 17-20, 2025.
- c) Approve the agreement between the District and Tetra Tech regarding 2025 Building Conditions Survey Professional Services.

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 (pending fingerprint clearance):

Item	Employee	Position	Program	Effective	Pay	Notes
a)	Thomas Keegan	Girls Varsity Flag Football Coach	Athletics	3/1/25	Stipend Per Contract	2024-2025 School Year

10. Board Discussion

11. Executive Session (Anticipated)

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- 1. Matters that will imperil the public safety if disclosed.
- 2. Any matter that may disclose the identity of a law enforcement agent or informer.

3. Information relating to current or future investigation or prosecution of a criminal offense that would imperil effective law enforcement if disclosed.
4. Proposed, pending, or current litigation.
5. Collective negotiations pursuant to article 14 of the Civil Service Law.
6. 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.
7. The preparation, grading, or administration of exams.
8. The proposed acquisition, sale, or lease of real property or the proposed acquisition, sale, or exchange of securities, but only when publicity would substantially affect the value of these things.

12. Adjournment

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Board of Education Meeting
January 14, 2025 at 6:00 PM
Distance Learning Room (A124)
Regular Meeting Agenda

1. Call to Order

2. Pledge of Allegiance

3. Public Comment

4. Reports

- a) Student Council
- b) Class of 2025 - Senior Trip
- c) Principal
- d) District Treasurer
- e) Superintendent

5. Acceptance of Minutes

- a) Accept the minutes from the 12-18-24 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:

ITEM	TITLE	FROM	NOTES
a)	Cash Disbursements - Multi Funds	Internal Claims Auditor	December #3 - Cash Disbursements (Manual & Computer Checks) December #4 - Cash Disbursements (Manual Checks) Payroll Benefits - December 2024 January #1 - Cash Disbursements (Manual & Computer Checks)
b)	Revenue Status - All Funds	District Treasurer	Revenue Status - through December 31, 2024
c)	Budget/Appropriation Status - All Funds	District Treasurer	Budget/Appropriation Status - through November 30, 2024
d)	Extra-Curricular Fund	District Treasurer	Treasurer's Report - December 2024

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 2025-2026 budget development calendar.
- b) Approve the special education recommendations, prepared by CSE Chairperson, Jennifer Leibeck.
- c) Establish the rate charged to the Town of Willsboro for 2024-2025 for any contracted Youth Commission busing for ski trips or other events at \$40/hour.
- d) Approve the removal of a 2007 International model CE300 65-passenger school bus from the District's inventory (Bus #71 / Tag # 99000135) and its auction sale by Auctions International.
- e) Approve the removal of a Tank L60 Cub Cadet lawn mower from the District's inventory (Tag # 20131081) and its auction sale by Auctions International.
- f) Approve the Memorandum of Agreement between the District and the CSEA dated December 20, 2024, regarding the Lunar New Year holiday.
- g) Approve the Memorandum of Agreement between the District and the CSEA dated December 5, 2024, regarding pay rates for Town of Willsboro bus trips.
- h) Approve the agreement between the Willsboro Central School District and the New York State School Boards Association regarding state aid review services, effective January 15, 2025.

8. 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 (pending fingerprint clearance):

Item	Employee	Position	Program	Effective	Pay	Notes
a)	Heidi Davey	Mentor	Instruction	1/6/25	Stipend Per Contract (Prorated)	Mentor for Brendan Cavalier
b)	Caley Doell	Uncertified Substitute Teacher / Teacher Assistant	Instruction	1/15/25	\$125/Day	Substitute as needed per diem

c)	Caley Doell	Substitute Student Teacher Aide / Student Monitor	Instruction	1/15/25	\$17.25/Hour	Substitute as needed per diem
d)	Ray Pfund	Substitute Cleaner	Support	1/15/25	\$18/Hour	Substitute as needed per diem

9. Board Discussion

10. Executive Session (Anticipated)

An executive session is a portion of the school board meeting that is not open to the public. Executive sessions can take place only upon a majority vote of the total membership of the board taken at an open meeting, and are permitted only for the purpose of discussing one or more of the following subjects:

1. Matters that will imperil the public safety if disclosed.
2. Any matter that may disclose the identity of a law enforcement agent or informer.
3. Information relating to current or future investigation or prosecution of a criminal offense that would imperil effective law enforcement if disclosed.
4. Proposed, pending, or current litigation.
5. Collective negotiations pursuant to article 14 of the Civil Service Law.
6. 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.
7. The preparation, grading, or administration of exams.
8. The proposed acquisition, sale, or lease of real property or the proposed acquisition, sale, or exchange of securities, but only when publicity would substantially affect the value of these things.

11. Adjournment

Public Comment Guidelines

As noted on the agenda, the Board will entertain a public comment period during this meeting. The public comment period will not exceed 15 minutes and each individual speaker will be allotted up to 3 minutes.

While the Board is here to listen, the public comment period is not designed to be a discussion. Accordingly, please do not expect the Board to respond to your concerns and questions tonight. If warranted, a response will be given at a later time by the appropriate staff member.

The board will not permit the discussion of individual district personnel or students during the public comment period. Speakers presenting complaints must have first gone through the established complaint procedures.

All speakers and members of the audience must maintain civility and respect. Obscene language, defamatory statements, threats of violence, and statements advocating racial, religious, or other forms of prejudice will not be tolerated.

The Board President is responsible for the orderly conduct of the meeting and will rule on such matters as the time to be allowed for public comment and the appropriateness of the topics being presented. The Board President also reserves the right to discontinue any public comments that violate board policy.



Board of Education Meeting
December 18, 2024 at 6:00pm
Regular Meeting Agenda

1. Call to Order

2. Pledge of Allegiance

3. Public Comment

4. Reports

a) Superintendent

5. Acceptance of Minutes

a) Accept the minutes from the 11-12-24 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 the 2024-2025 LEA & ASEP Contract with Mountain Lake Services for the allocation of services provided to students under the IDEA 611 and/or IDEA 619 grant funding.

b) Approve the 2024-2025 LEA & ASEP Contract with North Country Kids for the allocation of services provided to students under the IDEA 611 and/or IDEA 619 grant funding.

c) Approve a November 2024 budget transfer in the amount of \$13,965.00 to accommodate for the payment to NYS & Local Employees Retirement System:

Account	Description	(+)	(-)
A9010.800-00	STATE RETIREMENT	\$13,695.00	
A9060.800-00	HEALTH INSURANCE		\$13,695.00

ITEM	TITLE	FROM	NOTES
d)	Cash Disbursements - Multi Funds	Internal Claims Auditor	November #1 - Cash Disbursements (Manual & Computer Checks) November #2 - Cash Disbursements (Manual & Computer Checks)

			November #3 - Cash Disbursements (Manual Checks) Payroll Benefits - November 2024 December #1 - Cash Disbursements (Manual & Computer Checks) December #2 - Cash Disbursements (Manual Checks)
e)	Budget Transfers - General Fund	District Treasurer	Budget Transfer Report - November 2024
f)	Revenue Status - All Funds	District Treasurer	Revenue Status - through November 30, 2024
g)	Budget/Appropriation Status - All Funds	District Treasurer	Budget/Appropriation Status - through October 31, 2024 Budget/Appropriation Status - through November 30, 2024
h)	Extra-Curricular Fund	District Treasurer	Treasurer's Report - November 2024

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 J.J. Curran & Son, Inc. (SOURCEWELL Contract #031022-GER) and Facilities Equipment and Service, Inc. (SOURCEWELL Contract #050924-PTA) as vendors to complete work related to the 2024-2025 capital outlay project to refinish the gym floor and replace wall mats.
- c) Approve the Memorandum of Agreement between the District and the Willsboro Teachers' Association dated December 6, 2024, regarding the creation of a varsity flag football coaching stipend.

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)	0110.2	Sexual Harassment in the Workplace	Second Reading & Approval
b)	0111	Sexual Discrimination & Sex-Based Harassment Under Title IX	Second Reading & Approval
c)	0111-R	Sex Discrimination & Sex-Based Harassment Under Title IX Regulation	Second Reading & Approval

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 (pending fingerprint clearance):

Item	Employee	Position	Program	Effective	Pay	Notes
a)	Brendan Cavalier	Technology Teacher	Instruction	1/6/25	Step 12 (B+27) (Prorated \$36,006)	6 Month Non-Probationary Appointment
b)	Manny Frechette	Uncertified Substitute Teacher / Teacher Assistant	Instruction	12/19/24	\$125 Daily	Substitute as Needed Per Diem
c)	Manny Frechette	Student Teacher Aide / Student Monitor	Instruction	12/19/24	\$17.25 Hourly	Substitute as Needed Per Diem
d)	Manny Frechette	Boys Varsity Basketball Volunteer Assistant Coach	Instruction	12/19/24	NA	2024-2025 School Year
e)	Miranda Laferriere	Mentor	Instruction	1/1/25	Stipend Per Contract (Prorated)	Mentor for Stephanie Omlin
f)	Stephen Leibeck	Uncertified Substitute Teacher / Teacher Assistant	Instruction	12/19/24	\$125 Daily	Substitute as Needed Per Diem
g)	Stephen Leibeck	Student Teacher Aide / Student Monitor	Instruction	12/19/24	\$17.25 Hourly	Substitute as Needed Per Diem

h)	John Oliver	Long-Term Substitute Teacher	Instruction	11/20/24	\$231.75 Daily	11/20/24-12/20/24
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10. Board Discussion

11. Adjournment

Public Comment Guidelines

As noted on the agenda, the Board will entertain a public comment period during this meeting. The public comment period will not exceed 15 minutes and each individual speaker will be allotted up to 3 minutes.

While the Board is here to listen, the public comment period is not designed to be a discussion. Accordingly, please do not expect the Board to respond to your concerns and questions tonight. If warranted, a response will be given at a later time by the appropriate staff member.

The board will not permit the discussion of individual district personnel or students during the public comment period. Speakers presenting complaints must have first gone through the established complaint procedures.

All speakers and members of the audience must maintain civility and respect. Obscene language, defamatory statements, threats of violence, and statements advocating racial, religious, or other forms of prejudice will not be tolerated.

The Board President is responsible for the orderly conduct of the meeting and will rule on such matters as the time to be allowed for public comment and the appropriateness of the topics being presented. The Board President also reserves the right to discontinue any public comments that violate board policy.



Board of Education Meeting
November 12, 2024 at 6:00pm
Regular Meeting Agenda

1. Call to Order

2. Pledge of Allegiance

3. Public Comment

4. Reports

- a) Student Council
- b) CSE Chairperson
- c) Principal
- d) District Treasurer
- e) Superintendent

5. Acceptance of Minutes

- a) Accept the minutes from the 10-8-24 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 the audited financial statements for the 2023-2024 school year prepared by Boulrice & Woods CPA's P.C. entitled, Willsboro Central School District Financial Report, June 30, 2024.
- b) Approve the Final Governance Letter to the Board of Education, dated October 2, 2024, prepared by Boulrice & Woods CPA's P.C. in response to the Willsboro Central School District Financial Report, June 30, 2024.
- c) Approve the Response to Management Memorandum dated November 1, 2024, for the 2023-24 Financial Audit completed by Boulrice & Wood, CPA's P.C.
- d) Approve a tax refund payment to Turner Maureen due to overpayment of taxes for Tax Map No. 15520 21.9-12-21.000 in the amount of \$26.52

- e) Approve a tax refund payment to Luhrs Linda M. Trust due to overpayment of taxes for Tax Map No. 15520 21.13-1-1.130 in the amount of \$80.00
- f) Approve the 2024-2025 agreement for the Pre-Kindergarten Allocation of the UPK Grant to a Non-Public School - The Lakeside School.

ITEM	TITLE	FROM	NOTES
g)	Cash Disbursements - Multi Funds	Internal Claims Auditor	September 2024 - #3 - Cash Disbursements October 2024 - #1 - Cash Disbursements (Manual & Computer Checks) October 2024 - #2 - Cash Disbursements (Manual & Computer Checks) Payroll Benefits - September 2024 Payroll Benefits - October 2024
h)	Budget Transfers - General Fund	District Treasurer	Budget Transfer Report - October 2024
i)	Revenue Status - All Funds	District Treasurer	Revenue Status - through October 31, 2024
j)	Budget/Appropriation Status - All Funds	District Treasurer	Budget/Appropriation Status - through September 30, 2024
k)	Extra-Curricular Fund	District Treasurer	Treasurer's Report - September 2024 Treasurer's Report - October 2024

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) Accept the revised Special Education District Plan, prepared by CSE Chairperson, Jennifer Leibeck.
- c) Approve Modified & Varsity Girls Softball mergers with AuSable Valley CSD for the 2024-2025 season, pending approval by the other school district's Board of Education at no expense to the district beyond CVAC membership dues.
- d) Approve hosting a Rifle merger with Boquet Valley CSD for the 2024-2025 season, pending approval by the other school district's Board of Education.

- e) Approve Modified and Varsity Baseball mergers with Boquet Valley CSD for the 2024-2025 season, pending approval by the school district's Board of Education at no expense to the district.

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)	0100	Non-Discrimination and Equal Opportunity	First Reading / Approval
b)	0110	Sexual Harassment	First Reading / Approval
c)	0115-R	Student Harassment & Bullying Prevention and Intervention Regulation	First Reading / Approval
d)	1120	School District Records	First Reading / Approval
e)	9520.6	Rights of Employees to Express Breast Milk in the Workplace	First Reading / Approval

Item	Policy Number	Policy Name	Reading
a)	0110.2	Sexual Harassment in the Workplace	First Reading
b)	0111	Sexual Discrimination & Sex-Based Harassment Under Title IX	First Reading
c)	0111-R	Sex Discrimination & Sex-Based Harassment Under Title IX Regulation	First Reading

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 (pending fingerprint clearance):

Item	Employee	Position	Program	Effective	Pay	Notes
a)	Dawn Bronson	Bowling Volunteer Assistant Coach	Instruction	11/13/24	NA	2024-2025 School Year
b)	Stephanie Dirolf	Uncertified Substitute Teacher / Teacher Assistant	Instruction	11/13/24	\$125 Daily	Substitute as Needed Per Diem

c)	Stephanie Dirolf	Student Teacher Aide / Student Monitor	Instruction	11/13/24	\$17.25 Hourly	Substitute as Needed Per Diem
d)	Justin Drinkwine	Girls Varsity Basketball Volunteer Assistant Coach	Instruction	11/13/24	NA	2024-2025 School Year
e)	Chris Ford	Varsity Girls Basketball Coach	Instruction	11/13/24	Stipend Per Contract	2024-2025 School Year
f)	Jenna Ford	Girls Varsity Basketball Volunteer Assistant Coach	Instruction	11/13/24	NA	2024-2025 School Year
g)	Joe King	Modified Boys Basketball Coach	Instruction	11/13/24	Stipend Per Contract	2024-2025 School Year
h)	Kaitlynn Kirkby	Uncertified Substitute Teacher / Teacher Assistant	Instruction	11/13/24	\$125 Daily	Substitute as Needed Per Diem
i)	Kaitlynn Kirkby	Student Teacher Aide / Student Monitor	Instruction	11/13/24	\$17.25 Hourly	Substitute as Needed Per Diem
j)	Erik Manning	Technology Teacher	Instruction	11/18/24	NA	Resignation
k)	Crystal McLaughlin	Permanent Building Substitute	Instruction	11/13/24	NA	Resignation
l)	Heather Walsh	Mentor	Instruction	11/13/24	Stipend Per Contract	Mentor for Deanna

10. Board Discussion

11. Executive Session (Anticipated)

An executive session is a portion of the school board meeting that is not open to the public. Executive sessions can take place only upon a majority vote of the total membership of the board taken at an open meeting, and are permitted only for the purpose of discussing one or more of the following subjects:

1. Matters that will imperil the public safety if disclosed.
2. Any matter that may disclose the identity of a law enforcement agent or informer.
3. Information relating to current or future investigation or prosecution of a criminal offense that would imperil effective law enforcement if disclosed.
4. Proposed, pending, or current litigation.
5. Collective negotiations pursuant to article 14 of the Civil Service Law.

6. 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.
7. The preparation, grading, or administration of exams.
8. The proposed acquisition, sale, or lease of real property or the proposed acquisition, sale, or exchange of securities, but only when publicity would substantially affect the value of these things.

12. Adjournment

Public Comment Guidelines

As noted on the agenda, the Board will entertain a public comment period during this meeting. The public comment period will not exceed 15 minutes and each individual speaker will be allotted up to 3 minutes.

While the Board is here to listen, the public comment period is not designed to be a discussion. Accordingly, please do not expect the Board to respond to your concerns and questions tonight. If warranted, a response will be given at a later time by the appropriate staff member.

The board will not permit the discussion of individual district personnel or students during the public comment period. Speakers presenting complaints must have first gone through the established complaint procedures.

All speakers and members of the audience must maintain civility and respect. Obscene language, defamatory statements, threats of violence, and statements advocating racial, religious, or other forms of prejudice will not be tolerated.

The Board President is responsible for the orderly conduct of the meeting and will rule on such matters as the time to be allowed for public comment and the appropriateness of the topics being presented. The Board President also reserves the right to discontinue any public comments that violate board policy.



Board of Education Meeting
October 8, 2024 at 6:00pm
Regular Meeting Agenda

1. Call to Order

2. Pledge of Allegiance

3. Public Comment

4. Reports

- a) Student Council
- b) District Treasurer
- c) Superintendent

5. Acceptance of Minutes

- a) Accept the minutes from the 9-10-24 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 September 2024 budget transfer in the amount of \$53,000.00 for the salary of Willsboro CSD's new Student Counselor salary:

Account	Description	(+)	(-)
A2110.404-00	ELEMENTARY COUNSELOR		\$35,000.00
A2825.150-00	INSTRUCTIONAL SALARY - SOCIAL WORK	\$53,000.00	
A2250.150-00	INSTRUCTIONAL SALARY		\$18,000.00

ITEM	TITLE	FROM	NOTES
b)	Cash Disbursements - Multi Funds	Internal Claims Auditor	Sept 2024 - #1 - Cash Disbursements Sept 2024 - #2 - Cash Disbursements Payroll Benefits - August 2024
c)	Budget Transfers - General Fund	District Treasurer	Budget Transfer Report - Sept 2024
d)	Revenue Status - All Funds	District Treasurer	Revenue Status - through July 31, 2024 Revenue Status - through August 31, 2024 Revenue Status - through September 30, 2024

e)	Budget/Appropriation Status - All Funds	District Treasurer	Budget/Appropriation Status - through July 31, 2024 Budget/Appropriation Status - through August 31, 2024
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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 agreement with Anne Kuhl (consultant-independent contractor) and Willsboro Central School for Orientation & Mobility services and teacher of the visually impaired services on a per diem basis to children who are blind or visually impaired.
- c) Approve the agreement with LearnWell for educational services for a particular student.
- d) Approve the Gear Up Memorandum of Agreement between CFES Brilliant Pathways and the Willsboro Central School District for the 2024-2025 school year.

8. 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 (pending fingerprint clearance):

Item	Employee	Position	Program	Effective	Pay	Notes
a)	Morgyn Cassavaugh	Teacher Assistant	Instruction	10/9/24	\$26,954	3 Year Probationary Appointment
b)	Todd Gerding	Automotive Mechanic / Maintenance Person	Support	10/7/24	\$43,518 Step 5 (Prorated \$32,137)	Updated Start date 10/7/24
c)	Lisa Mitchell	Substitute Uncertified Teacher / Teacher Assistant	Instruction	10/4/24	\$125 daily	Substitute as Needed Per Diem
d)	Lisa Mitchell	Substitute Teacher Aide / Student Monitor	Instruction	10/4/24	\$17.25 hourly	Substitute as Needed Per Diem

e)	Elisha Sayward	Food Service Worker	Support	10/9/24	\$18/Hour	1 Year Probationary Appointment
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9. Board Discussion

10. 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.

11. Adjournment

Public Comment Guidelines

As noted on the agenda, the Board will entertain a public comment period during this meeting. The public comment period will not exceed 15 minutes and each individual speaker will be allotted up to 3 minutes.

While the Board is here to listen, the public comment period is not designed to be a discussion. Accordingly, please do not expect the Board to respond to your concerns and questions tonight. If warranted, a response will be given at a later time by the appropriate staff member.

The board will not permit the discussion of individual district personnel or students during the public comment period. Speakers presenting complaints must have first gone through the established complaint procedures.

All speakers and members of the audience must maintain civility and respect. Obscene language, defamatory statements, threats of violence, and statements advocating racial, religious, or other forms of prejudice will not be tolerated.

The Board President is responsible for the orderly conduct of the meeting and will rule on such matters as the time to be allowed for public comment and the appropriateness of the topics being presented. The Board President also reserves the right to discontinue any public comments that violate board policy.



Board of Education Meeting
September 10, 2024 at 6:00pm
Regular Meeting Agenda

1. Call to Order

2. Pledge of Allegiance

3. Public Comment

4. Reports

- a) Principal
- b) District Treasurer
- c) Superintendent

5. Acceptance of Minutes

- a) Accept the minutes from the 8-15-24 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:

ITEM	TITLE	FROM	NOTES
a)	Cash Disbursements - Multi Funds	Internal Claims Auditor	August 2024 - #2 - Cash Disbursements August 2024 - #3 - Cash Disbursements
b)	General Fund	District Treasurer	Budget Transfer Report - August 2024

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 Willsboro CSD Suicide Prevention Plan

- c) Approve the 2024-2025 Feinerman Agreement for Erik Manning.
- d) Approve the 2024-2025 Feinerman Agreement for Karen Manning.
- e) Approve the 2024-2025 Feinerman Agreement for Jean Gonyo.
- f) Approve the Side Letter of Understanding between Victoria Wilkins and the Willsboro Central School District.
- g) Approve the agreement for instructional services between the Willsboro Central School District and UHS of Doylestown LLC, D/B/A Foundations Behavioral Health in Pennsylvania, for the period July 1, 2024 - June 30, 2025.

8. 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 (pending fingerprint clearance):

Item	Employee	Position	Program	Effective	Pay	Notes
a)	Jennifer Amorelli	School Counselor	Instruction	8/28/24	STEP 1 (B+54) \$52,110	4 Year Probationary Appointment
b)	Marie Blatchley	Mentor	Instruction	8/28/24	Stipend Per Contract	Mentor for Jean Gonyo
c)	Katie Campbell	Mentor	Instruction	8/28/24	Stipend Per Contract	Mentor for Jennifer Amorelli
d)	Christine Charbonneau	Mentor	Instruction	8/28/24	Stipend Per Contract	Mentor for Morgan Sovey
e)	Heidi Davey	Key Club Co-Advisor	Instruction	8/28/24	Stipend Per Contract	Key Club 2024-2025 School Year
f)	Payton Gough	Teacher Assistant	Instruction	8/16/24	N/A	Resignation
g)	Scott Holland	Substitute Bus Driver	Support	9/3/24	\$23.00 / Hourly	Substitute as needed per diem
h)	Pete Jacques	Substitute Bus Driver	Support	9/3/24	\$23.00 / Hourly	Substitute as needed per diem
i)	Jill Magurk	Senior Cook	Support	8/27/24	NA	Resignation
j)	Jill Magurk	Maintenance Worker	Support	8/28/24	Step 12 \$38,152	6 Month Probationary Appointment

k)	Crystal McLaughlin	Building Substitute	Instruction	8/28/24	\$155/Day	2024-2025 School Year
l)	Erin Rasco	Mentor	Instruction	8/28/24	Stipend Per Contract	Mentor for Michael Brockway
m)	Keith Stone	Mentor	Instruction	8/28/24	Stipend Per Contract	Mentor for Tom Keegan
n)	Danny Sweatt	Substitute Bus Driver	Support	9/3/24	\$23.00 / Hourly	Substitute as needed per diem
o)	Cheryl Vanderpool	Senior Cook	Support	8/28/24	Step 10 \$19.28	6 Month Probationary Appointment
p)	Heather Walsh	Mentor	Instruction	8/28/24	Stipend Per Contract	Mentor for Stephanie Omlin
q)	Victoria Wilkins	Junior Co-Advisor	Instruction	8/28/24	Stipend Per Contract	Junior Class 2024-2025 School Year

9. Board Discussion

10. 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.

11. Adjournment

Public Comment Guidelines

As noted on the agenda, the Board will entertain a public comment period during this meeting. The public comment period will not exceed 15 minutes and each individual speaker will be allotted up to 3 minutes.

While the Board is here to listen, the public comment period is not designed to be a discussion. Accordingly, please do not expect the Board to respond to your concerns and questions tonight. If warranted, a response will be given at a later time by the appropriate staff member.

The board will not permit the discussion of individual district personnel or students during the public comment period. Speakers presenting complaints must have first gone through the established complaint procedures.

All speakers and members of the audience must maintain civility and respect. Obscene language, defamatory statements, threats of violence, and statements advocating racial, religious, or other forms of prejudice will not be tolerated.

The Board President is responsible for the orderly conduct of the meeting and will rule on such matters as the time to be allowed for public comment and the appropriateness of the topics being presented. The Board President also reserves the right to discontinue any public comments that violate board policy.



Board of Education Meeting
August 15, 2024 at 6:00pm
Regular Meeting Agenda

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Public Comment**
4. **Reports**
 - a) Principal
 - b) Treasurer
 - c) Superintendent

5. **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 June 2024 budget transfer in the amount of \$17,600.00 for Retirement Bonuses per contract:

Account	Description	(+)	(-)
A9060.800-00	HEALTH INSURANCE	\$17,600.00	
A2110.132-00	RETIREMENT BONUS		\$17,600.00

- b) Approve a June 2024 budget transfer in the amount of \$12,649.08 for Textbooks K-6 expenses:

Account	Description	(+)	(-)
A9060.800-00	HEALTH INSURANCE	\$17,600.00	
A2110.481-00	TEXTBOOKS K-6		\$17,600.00

ITEM	TITLE	FROM	NOTES
c)	Cash Disbursements - Multi Funds	Internal Claims Auditor	JUNE 2024 - #2 JULY 2024 - #1 PAYROLL BENEFITS - JUNE 2024
d)	General Fund	Deputy District Treasurer	BUDGET TRANSFER REPORT - JUNE 2024 BUDGET TRANSFER REPORT - JULY 2024 TREASURER'S REPORT - JUNE 2024 TREASURER'S REPORT - JULY 2024

e)	Cafeteria Fund	Deputy District Treasurer	TREASURER'S REPORT - JUNE 2024
f)	Federal Fund	Deputy District Treasurer	TREASURER'S REPORT - JUNE 2024
g)	Extra-Curricular Fund	Deputy District Treasurer	TREASURER'S REPORT - JUNE 2024 TREASURER'S REPORT - FY 2023-2024

6. 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) Authorize the sale of Bus #73 a 2009 International, with VIN# 4DRBUAAN19A115464 in the amount of \$1,000, to Leonard Bus Sales.
- c) Approve the student and athletic handbooks for the 2024-2025 school year.
- d) Authorize the disposal of a CNC 3D Laser Printer Fx Bundle, Tag #20131197, Serial #S2966804.
- e) Authorize the disposal of 2pcs. of Rowland System PA Equipment, Tag #20080360- Model #TC2100 and Tag #20080361- Model #TC2105.
- f) Approve the agreement between Willsboro Central School and UVM Elizabethtown Community Hospital to provide Registered Professional Nurse Services at the school when needed at an amount of \$350.00 daily
- g) Approve the amended substitute bus driver hourly rate of \$23.00/hour, effective September 1, 2024.
- h) Approve the 2024-2025 cafeteria meal prices:

Meal	Price
Adult Breakfast	\$3.10
Adult Lunch	\$5.40
Student Extra Breakfast Item	\$1.25
Student Extra Lunch Item	\$1.50

7. 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			Reading
a)	5100	Student Attendance	Second Reading / Approval
b)	5300	Code of Conduct	Second Reading / Approval
c)	5405	Student Wellness	Second Reading / Approval
d)	5695	Students & Personal Electronic Devices	Second Reading / Approval

8. 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 (pending fingerprint clearance):

Item	Employee	Position	Program	Effective	Pay	Notes
a)	Michelle Baker	Co-Class Advisor	Instruction	8/28/24	Stipend Per Contract	Sophomore Class 2024-2025 School Year
b)	Maria Evens	Co-Class Advisor	Instruction	8/28/24	Stipend Per Contract	Freshman Class 2024-2025 School Year
c)	Kyle Feeley	Automotive Mechanic / Maintenance Person	Support	8/19/24	\$43,518 Step 5 (Prorated \$37,827)	1 Year Probationary Appointment
d)	Todd Gerding	Automotive Mechanic / Maintenance Person	Support	10/1/24	\$43,518 Step 5 (Prorated \$32,806)	1 Year Probationary Appointment
e)	Gabrielle Marble	Girls Modified Soccer Coach	Instruction	8/16/24	Stipend Per Contract	2024-2025 School Year
f)	Jessie Morgan	Co-Class Advisor	Instruction	8/28/24	Stipend Per Contract	Sophomore Class 2024-2025 School Year
g)	Hannah Neilly	Co-Class Advisor	Instruction	8/28/24	Stipend Per Contract	Freshman Class 2024-2025 School Year
h)	Elisha Sayward	Substitute Cleaner	Support	7/29/24	\$18.00 / Hour	Substitute as needed per diem

9. **Board Discussion**
10. **Executive Session**
11. **Adjournment**

Public Comment Guidelines

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While the Board is here to listen, the public comment period is not designed to be a discussion. Accordingly, please do not expect the Board to respond to your concerns and questions tonight. If warranted, a response will be given at a later time by the appropriate staff member.

The board will not permit the discussion of individual district personnel or students during the public comment period. Speakers presenting complaints must have first gone through the established complaint procedures.

All speakers and members of the audience must maintain civility and respect. Obscene language, defamatory statements, threats of violence, and statements advocating racial, religious, or other forms of prejudice will not be tolerated.

The Board President is responsible for the orderly conduct of the meeting and will rule on such matters as the time to be allowed for public comment and the appropriateness of the topics being presented. The Board President also reserves the right to discontinue any public comments that violate board policy.



Board of Education Meeting
July 9, 2024 at 6:30 pm
Regular Meeting Agenda

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Public Comment**
4. **Reports**
 - a) Principal
 - b) Business Manager
 - c) Superintendent
5. **Acceptance of Minutes**
 - a) Accept the minutes from the 6-11-24 and 6-20-24 meetings.
6. **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 Health Insurance Memorandum of Agreement between the Willsboro Central School District and the Willsboro Teachers' Association, effective July 1, 2024.
 - c) Approve a 3-year Siemens service agreement, effective October 1, 2024.
 - d) Approve a 1-year Siemens service agreement, effective July 1, 2024.
 - e) Approve the rate of \$25/hour for teacher & teaching assistant work performed on non-school days as approved by administration.

7. 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)	5100	Student Attendance	First Reading
b)	5300	Code of Conduct	First Reading
c)	5405	Student Wellness	First Reading
d)	5695	Students & Personal Electronic Devices	First Reading

8. 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)	Karen Crowningshield	Substitute Nurse	Support	8/1/24	\$125/day	Substitute as Needed Per Diem
b)	Justin Drinkwine	Volunteer Assistant Girls Varsity Basketball Coach	Athletics	11/1/24	NA	Assistant Girls Varsity Basketball Coach
c)	Payton Gough	Volunteer Assistant Girls Varsity Basketball Coach	Athletics	11/1/24	NA	Assistant Girls Varsity Basketball Coach
d)	Andrew Lee	Volunteer Assistant Boys Modified & Varsity Soccer Coach	Athletics	8/1/24	NA	Assistant Boys Modified & Varsity Soccer Coach
e)	Jennifer Leibeck	CSE Chairperson	Instruction	Summer 2024	\$505.88/day	Up to 10 Days
f)	Kathleen Nasner	Registered School Nurse	Support	8/28/24	\$47,000	1 Year Probationary Appointment
g)	John Oliver	Substitute Certified Teacher / Teacher Assistant	Instruction	8/28/24	\$125/day	Substitute as Needed Per Diem
h)	Allison Sucharzewski	Deputy District Treasurer	Support	8/5/24	\$50/hour	Hourly as Needed

9. Extracurricular Appointments

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

Item	Position	Employee	Pay
a)	Junior Advisors	Brandy Nolette & Payton Gough	Stipend Per Contract
b)	Senior Advisors	Melissa Huff & Shelley Moran	Stipend Per Contract
c)	National Honor Society	Christine Charbonneau	Stipend Per Contract
d)	Junior National Honor Society	Heather Walsh	Stipend Per Contract
e)	Model UN	Keith Stone	Stipend Per Contract
f)	Student Council	Keith Stone	Stipend Per Contract
g)	Key Club	Brandy Nolette & Payton Gough	Stipend Per Contract
h)	Art Club	Reagan Monarch	Stipend Per Contract
i)	Elementary Drama Club	Heather Walsh	Stipend Per Contract
j)	High School Play	Heather Walsh	Stipend Per Contract
k)	Band Director & Music	Jennifer Moore	Stipend Per Contract
l)	Spelling Bee Coordinator	Heather Walsh	\$500
m)	Girls Varsity Soccer	Justin Drinkwine	Stipend Per Contract
n)	Boys Varsity Soccer	Erik Manning	Stipend Per Contract
o)	Boys Modified Soccer	Thomas Keegan	Stipend Per Contract
p)	Rifle Team	Charmaine Flynn & John Oliver	Stipend Per Contract
q)	Girls Varsity Basketball	Chris Ford	Stipend Per Contract
r)	Girls Modified Basketball	Hillary Harwood	Stipend Per Contract
s)	Boys Varsity Basketball	Kyle Cahoon	Stipend Per Contract
t)	Bowling	Wayne Mitchell	Stipend per Contract
u)	Golf	John Oliver	Stipend Per Contract
v)	Athletics Director	Chris Ford	Stipend Per Contract

10. 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.

11. Adjournment

Public Comment Guidelines

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Board of Education
July 9, 2024 at 6:00pm
Reorganization Meeting Agenda

1. **Call to Order**
2. **Pledge of Allegiance**
3. **Appointment of District Clerk**
 - a) Appoint Brandy Pierce Nolette as District Clerk for the 2024-25 school year.
4. **Oath of Office**
 - a) Administered by the District Clerk to new board members, Laura Bridge & Heather Sheehan.
 - b) Administered by the District Clerk to the Superintendent of Schools, Justin Gardner.
5. **Election of Officers:**
 - a) Nomination for the President of the Board of Education
 - Oath of Office administered by the District Clerk to the newly elected President.
 - b) Nomination for the Vice President of the Board of Education
 - Oath of Office administered by the District Clerk to the newly elected Vice President.
6. **Appointment of Officers for the 2024-25 School Year**

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

Item	Employee	Position	Pay
a)	Taylor Sullivan	School District Treasurer	No Compensation
b)	Hayden Reidy	Deputy School District Treasurer	No Compensation
c)	Allison Sucharzewski	Deputy School District Treasurer	Hourly Compensation as Needed

d)	Sheila Vanags	School Tax Collector	\$7,000
e)	Brandy Pierce Nolette	District Clerk	Contractual
f)	Nancy Ahrent	Internal Claims Auditor	\$35.00 / Hour
g)	Justin Gardner	Purchasing Agent	Contractual

7. Other Appointments for the 2024-25 School Year

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

Item	Name	Title	Pay/Cost
a)	Boulrice & Wood	District Independent Auditor	\$13,500
b)	Honeywell Law Firm	School Attorney	\$210.00/Hour
d)	UVMHN Elizabethtown Community Hospital	School Physician	\$5,027.00
e)	UVMHN Elizabethtown Community Hospital	Registered Nurse (School Nurse)	\$325.00 /Daily
f)	Sarah Paquette	Chief Faculty Advisory of Student Activity Accounts	No Compensation
g)	Victoria Wilkins	Chief Information Officer (CIO/Data Coordinator)	No Compensation
h)	Brandy Pierce Nolette	Substitute Call-In Coordinator	Contractual
i)	Brandy Pierce Nolette	Records Management & Access Officer	No Compensation
j)	Dominick Ruggeri	Data Protection Officer	\$1,500
k)	Justin Gardner	Records Appeals Officer	No Compensation
l)	Taylor Sullivan	School Lunch Reviewing Officer	No Compensation
m)	Lucas Strong	Safety Officer/Asbestos LEA Designee	No Compensation
n)	Tammy Bell Martin (NYSIR)	Insurance Consultant	No Compensation
o)	Sarah Paquette	District DEI Officer	Contractual
p)	Sarah Paquette	District DASA Coordinator	No Compensation
q)	Marie Blatchley	DASA Coordinator	No Compensation
r)	Justin Gardner Sarah Paquette	Title IX Coordinators	No Compensation

s)	Lucas Strong	Pesticide Coordinator	No Compensation
t)	Justin Gardner	Workplace Violence Prevention Coordinator	No Compensation
u)	Jennifer Leibeck	504 & ADA Coordinator	No Compensation
v)	Sheree Ford	AIS/RTI Coordinator	Contractual
w)	Taylor Sullivan	Extracurricular Central Treasurer	No Compensation
x)	Dawn Bronson	CPR Instructor	\$25.00/Hour

8. Designations for the 2024-25 School Year

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

- a) Recommend the Champlain National Bank and NYCLASS as the official bank depositories.
- b) Recommend the Plattsburgh Press Republican as the official newspaper.
- c) Recommend regular Board of Education meetings to be held on the second Tuesday of each month beginning at 6:00pm.

9. Authorizations for the 2024-25 School Year

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

- a) Recommend participation in the National School Lunch Program.
- b) Recommend participation in the St. Lawrence/Lewis BOCES Cooperative Purchasing Programs in accordance with the guidelines set forth in the "Cooperative Purchasing Agreement" for the 2024-2025 school year.
- c) Recommend establishing a petty cash fund for the general fund for \$250.00 and a petty cash fund for the cafeteria for \$50.00.
- d) Recommend the Superintendent of Schools be authorized to certify payrolls.
- e) Recommend the Superintendent of Schools be authorized to sign all special State and Federal applications and forms required for programs and grants.
- f) Recommend the Superintendent of Schools be authorized to approve conferences, workshops, and conventions.
- g) Recommend Justin Gardner, Superintendent of Schools, as a member of the CEWW School District Health Consortium Board of Directors.
- h) Approve Justin Gardner, Superintendent of Schools, and Sarah Paquette, Principal, as lead evaluators for the school district.
- i) Authorize the Extra Curricular Treasurer and District Treasurer to sign student activity checks.

- j) Authorize the single signature of the District Treasurer, Deputy District Treasurer, and Superintendent of Schools to validate school checks for the school year.
- k) Approve the Superintendent of Schools to attend and represent Willsboro Central School at conferences sponsored by the NYSCOSS, NYSSBA, RSA, ASBO, SED, or BOCES.
- l) Recommend the following as a standard work day for school personnel for the purpose of determining days worked reportable to the NYS and Local Employees' Retirement System:

Title	Standard Work Day (Hours/Day)
Tax Collector	6.00
Teacher's Aide/ Bus Monitor	6.50
All Office Personnel: Confidential Secretary, Senior Typist, Senior Account Clerk	7.00
Network & Systems Technician	7.00
School Nurse	7.00
Cafeteria: Food Service Helper	7.50
Cafeteria: Senior Cook & Cook	8.00
All Maintenance Workers: Cleaner, Cleaner/Monitor, Custodian & Maintenance	8.00
Coordinator of Transportation & Facilities	8.00
Transportation: Bus Driver (1)	6.00
Transportation: Bus Driver (2), Bus Driver/Maintenance, Bus Driver/Custodian, Bus Driver/Teacher's Aide, Auto Mechanic/Maintenance	8.00

10. Other Items for the 2024-25 School Year

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

- a) Recommend the instructional substitute compensation at the following rates:

Substitute Position	Pay
Teacher/Teaching Assistant, Certified	\$125.00/day
Teacher/Teaching Assistant, Uncertified	\$125.00/day
Permanent Building Substitute	\$155.00/day
Nurse, RN	\$125.00/day
Teacher Aide/Student Monitor	\$17.25/hr
Custodial	\$18.00/hr
Cafeteria	\$15.50/hr
Clerical	\$15.50/hr
Bus Driver	\$21.00/hr

- b) Recommend the mileage reimbursement to be consistent with the IRS rate.
- c) Approve the Co-SER 103 Adult Education and Co-SER 401 Accident Prevention/Pre-Licensing programs at CV-TEC for the 2024-2025 school year.
- d) Approve the District Safety Plan for 2024-2025.
- e) Approve the 2025 BOCES Summer School Resolution.
- f) Approve the Committee on Special Education Annual Appointments for the 2024-2025 school year, prepared by Jennifer Leibeck.

11. Committee Assignments

- a) Nominate board members for the following committees:
- Negotiations
 - Personnel
 - Policy