

# Willsboro

## CENTRAL SCHOOL DISTRICT

### Board of Education

Phyllis Klein, President  
Kasey Young, Vice President  
Heather Sheehan  
Krissy Leerkes  
Emily Phillips

Willsboro Central School  
Board of Education

Regular Meeting Minutes  
June 11, 2024

Members Present: Phyllis Klein, President (via WebEx)  
Kasey Young, Vice President  
Heather Sheehan  
Krissy Leerkes  
Emily Phillips

Others Present: Justin Gardner, Superintendent of Schools  
Brandy Pierce Nolette, District Clerk  
Peyton Leerkes, Student Council Rep.

The board meeting was Called to Order at 6:01pm, by Kasey Young

### Pledge of Allegiance

### Reports from the Student Council

- All spring sports have come to an end. Varsity Girls Softball did not attend sectionals this year. Golf ended and Peyton Leerkes attended sectionals.
- Sports Awards were held on June 4th. McKinley Belzile and Harvey Merrill were named athletes of the year.
- Academic Awards were held on June 6th, teachers were able to select 3 students and present them with an award from their class. All honor roll students were also recognized for their great achievement!
- We had 7 students attended the Section 7 Conference committee meeting with Mr. Ford, it was great and they learned alot about the section and its guidelines and ways to make section 7 better.
- The NHS & JNHS enjoyed a field trip to the Great Escape on June 7th.

- There is a new club called Adirondack Adventure Club, advised by Reagan Monarch, Dawn Bronson & Erik Manning. The students have enjoyed a couple trips of hiking.
- Dakota Harrison will enjoy traveling abroad this summer to show off her talented singing.
- Peyton Leerkes spoke of starting a book club within the school. She had a list of students and staff already signed up. She would look for sponsors to help with the book club so that they could purchase the books to be used. This would be a great way to bring all of the students together!

**Reports from the Superintendent**

- Jennifer Moore will be recognized as a Women of Distinction on Thursday June 13th in Lake George, Congratulations!
- Graduation requirements for next year could change, with courses and regents requirements.
- Mr. Ford passed along a policy by State Ed in regards to proposed mixed gender in sports, which could take place as soon as September.
- The work with Essex County IDA on the Hudson Power Project, is progressing along. The PILOT funding for items like roofs, doors, and window upgrades. Will pass along information as it is available.

**Acceptance of Minutes**

The minutes from the 5-14-24 public hearing & regular meeting were accepted as presented.

**Business & Finance**

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

Approved a budget transfer in the amount of \$19,000.00 for the purchase of replacement athletic uniforms and supplies:

Account	Description	(+)	(-)
A2855.453-00	MATERIALS & SUPPLIES	\$19,000.00	
A2250.490-00	BOCES SERVICES		\$19,000.00

b) Approve a budget transfer in the amount of \$9,000.00 to increase bus driver salaries:

Account	Description	(+)	(-)
A5510.161-01	BUS DRIVER SALARIES	\$9,000.00	
A2250.490-00	BOCES SERVICES		\$9,000.00

ITEM	TITLE	FROM	NOTES
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c)	Cash Disbursements - Multi Funds	Internal Claims Auditor	MAY 2024 - #2
d)	General Fund	Business Manager/Treasurer	BUDGET TRANSFER REPORT - MAY 2024 BUDGET STATUS REPORT - MAY 2024 REVENUE STATUS REPORT - MAY 2024 TREASURER'S REPORT - MAY 2024
e)	Cafeteria Fund	Business Manager/Treasurer	BUDGET STATUS REPORT - MAY 2024 REVENUE STATUS REPORT - MAY 2024 TREASURER'S REPORT - MAY 2024
f)	Federal Fund	Business Manager/Treasurer	BUDGET STATUS REPORT - MAY 2024 REVENUE STATUS REPORT - MAY 2024 TREASURER'S REPORT - MAY 2024
g)	Capital Fund	Business Manager/Treasurer	BUDGET STATUS REPORT - MAY 2024 REVENUE STATUS REPORT - MAY 2024

**New Business**

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

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

Approved the Health Insurance Memorandum of Agreement between the Willsboro Central School District and CSEA, effective July 1, 2024.

Approved the Pre-K Related Services Agreement between Essex County and the Willsboro Central School District, effective July 1, 2024.

Approved the Postage Machine Lease Agreement between the Willsboro Central School District and Pitney Bowes, effective July 1, 2024.

Approved the 2024-2025 Capital Outlay Exception Project Professional Architectural and Engineering Consulting Services Agreement between the Willsboro Central School District and Tetra Tech Architects & Engineers.

Approved an internal transfer from the ERS Sub-Fund to the TRS Sub-Fund within the Retirement Contribution Reserve held at NYCLASS in the amount of \$7,000.

Approved a transfer from the General Fund to the TRS Sub-Fund within the Retirement Contribution Reserve held at NYCLASS in the amount of \$41,000.00

**Policies**

Motion by Heather Sheehan, seconded by Krissy Leerkes, voted and carried (5-0) to approve the second reading / approval of the following policies:

Policy Number	Policy Name	Reading
4322	Programs for the Gifted & Talented	Second Reading / Approval
4325	Academic Intervention Services	Second Reading / Approval
4326	Programs for English Language Learners	Second Reading / Approval
4327	Homebound Instruction	Second Reading / Approval
4420	Class Size	Second Reading / Approval
4511	Textbook Selection & Adoption	Second Reading / Approval
4513	Library Materials Selection	Second Reading / Approval
4514	Film & Video	Second Reading / Approval
4526.1	Internet Safety	Second Reading / Approval
4531	Field Trips, Athletic Events, & Excursions	Second Reading / Approval
4532	School Volunteers	Second Reading / Approval
4600	Guidance Programs	Second Reading / Approval
4710	Grading Systems	Second Reading / Approval
4750	Promotion & Retention of Students	Second Reading / Approval
4765	Online, Distance, & Remote Learning	Second Reading / Approval
4770	Grading Requirements	Second Reading / Approval
4772	Graduation Ceremonies	Second Reading / Approval
4773	Diploma & Credential Options for Students with Disabilities	Second Reading / Approval
4810	Teaching About Controversial Issues	Second Reading / Approval
4850	Animals in the Schools	Second Reading / Approval

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

Policy Number	Policy Name	Reading
5000	Student Policies Goals	First Reading
5020.3	Rights of Students with Disabilities Under Section 504	First Reading
5030	Student Complaints	First Reading
5040	Student Religious Expression	First Reading
5130	Compulsory Attendance Ages	First Reading
5150	School Admissions	First Reading
5151	Homeless Children	First Reading
5152	Admission of Non-Resident Students	First Reading
5162	Student Dismissal Precautions	First Reading
5210	Student Organizations	First Reading
5220	School-Sponsored Student Expression	First Reading
5225	Student Personal Expression	First Reading
5230	Eligibility for Extracurricular Activities	First Reading
5251	Fundraising	First Reading
5252	Extracurricular Activity Funds	First Reading
5280	Interscholastic Athletics	First Reading
5300.6	Student Searches	First Reading
5420	Student Health Services	First Reading
5450.1	Notification of Sex Offenders	First Reading
5460	Child Abuse, Maltreatment, or Neglect in a Domestic Setting	First Reading
5500	Student Records	First Reading
5550	Student Privacy	First Reading
5605	Student Voter Registration & Pre-Registration	First Reading
5710	School Safety & Educational Climate Reporting	First Reading

**Personnel**

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

Employee	Position	Program	Effective	Pay	Notes
Jennifer Amorelli	School Counselor	Support	8/28/24	STEP 1 (B+54) \$52,110	1 Year Non-Probationary Appointment
Jean Gonyo	Secondary Special Education Teacher	Instruction	8/28/24	STEP 1 Base \$46,350	1 Year Non-Probationary Appointment
Karen Keech	Extra Curricular Treasurer	Support	5/17/24	NA	Resignation
Dakota Mousseau	Substitute Uncertified Teacher / Teacher Assistant	Instruction	6/3/24	\$115 / daily	Substitute as Needed Per Diem
Erik Manning	Technology Teacher	Instruction	8/28/24	Step 3 (B+9) \$49,221	1 Year Non-Probationary Appointment
Karen Manning	Math Teacher	Instruction	8/28/24	Step 2 (B+45) \$52,091	1 Year Non-Probationary Appointment
Kathleen Nasner	Substitute Nurse	Support	6/12/24	\$115/day	Substitute as Needed Per Diem
Erin Rasco	Summer School Special Education Teacher	Instruction	7/1/24 - 8/31/24	\$35/hour	Hourly as Needed and Approved by Administration
Lucas Strong	Coordinator of Transportation & Facilities (Coordinator of Transportation / Head Custodian)	Support	7/1/24	\$62,500	1 Year Probationary Appointment (Pending Fingerprint Clearance)
Stephanie Omlin	Elementary Special Education Teacher	Instruction	8/28/24	STEP 2 (B+27) \$50,171	4 Year Probationary Appointment
Allison Sucharzewski	Business Manager / District Treasurer	Support	8/2/24	NA	Resignation
John Sucharzewski	Superintendent of Buildings, Grounds, and Transportation	Support	6/30/24	NA	Resignation

Approved the following individual employment agreements:

- Brandy Pierce Nolette (2024-2028)
- Dominick Ruggeri (2024-2028)
- Lucas Strong (2024-2028)

- Allison Sucharzewski (2024)
- Victoria Wilkins (2024-2028)

### **Board Discussion**

- Summer Board Meetings:
  - July 9, 2024 (regular & reorg)
  - August 15, 2024
- Recognized & Congratulated Phyllis Klein on her 18years on the school board. Thank you for all of your dedication, services and commitment to Willsboro Board Central School and enjoy retirement!

### **Executive Session**

Motion by Krissy Leerkes, seconded by Heather Sheehan, voted and carried (5-0) to enter into executive session at 6:35pm, to discuss personnel items.

Motion by Heather Sheehan, seconded by Krissy Leerkes, voted and carried (5-0) to end executive session at 6:55pm.

### **Adjournment**

Motion by Heather Sheehan, seconded by Krissy Leerkes, voted and carried (5-0) to adjourn the meeting at 6:56pm.

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Brandy V. Pierce Nolette, District Clerk