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

Willsboro Central School
Board of Education

Regular Meeting Minutes
July 14, 2026

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

Others Present: Justin Gardner, Superintendent of Schools
Sarah Paquette, Principal
Brandy Pierce Nolette, District Clerk
Lucas Strong, Coordinator of Transportation & Facilities
Jim Bouffard, Tetra Tech Architects & Engineers
Paul LaMoy , Schoolhouse Construction
Joey LaFranca, CVES
Alvin Reiner, Press Republican

DRAFT

Called the meeting back to order at 6:28pm, by Heather Sheehan.

Capital Project
Tetra Tech & Schoolhouse updated the board on the proposed capital project and the next steps that will be taken. They showed a presentation of different timelines and detailed information Presentation.

Reports from Treasurer
- The rollover to the new year is going well, attendance and salaries have also been rolled over and were ready for July 1st.
- We have received 99% of the school supplies for the upcoming year.

- We are preparing for the upcoming audit that will be held in August.

Reports from Principal

- Working on starting the creative curriculum for PreK which is a new curriculum that was purchased with grants.
- This coming year we are using some of the Fortune Foundation donations to get epic online reading selections for grades 3 - 6th which gives access to over 40,000 titles that students can access digitally.
- Congratulations to Gavin Hathaway for receiving a scholarship in the amount $19,500 from the Mike Rowe WORKS Foundation Work Ethic Scholarship in recognition of his commitment to pursuing a career in the skilled trades.
- The 3 - 8th data instruction reports have been released and we will be reviewing to see if there are any trends or needs to start the year.
- The PTO has a Color Run on July 25th at 10am starting at the Indian Bay Marina.
- We will be issuing the August regents exam for students that did not pass or are looking to retake the exam and get a higher score.
- NYSIT talking about screen time, we will be limiting screen time at the PreK - 2nd grade levels. More information to be shared before the start of the school year.

Reports from Superintendent

- Had previously shared resources in regards to the Senior Trip, and the destinations. Suggesting a preapproved destination list that the students could choose from them. So that the classes can start planning ahead of their senior year. And develop some guidelines on participation. Updates to follow at the next meeting.

Acceptance of Minutes

The minutes from the 6-9-26 regular meeting were accepted as presented.

Business & Finance

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

Approved a May 2026 budget transfer in the amount of $47,000.00 to reallocate the Librarian salary to Substitute Salaries and Social Security expenses:

Account	Description	(+)	(-)
A2610.150-00	LIBRARY&AV - INSTRUCTIONAL SALARY	$22,000.00	
A2110.140-00	SUBSTITUTE SALARIES		$22,000.00
A2610.150-00	LIBRARY&AV - INSTRUCTIONAL SALARY	$25,000.00	
A9030.800-00	SOCIAL SECURITY		$25,000.00

DRAFT

TITLE	FROM	NOTES
Cash Disbursements - All Funds	Internal Claims Auditor	June 2026 #2 - Cash Disbursements June 2026 #3 - Cash Disbursements July 2026 #1 - Cash Disbursements
Budget/Appropriation Status - All Funds	District Treasurer	Budget/Appropriation Status - through May 2026
Budget Transfers - General Fund	District Treasurer	Budget Transfer Report - May 2026

New Business

Motion by Laura Bridge, seconded by Morgan Drinkwine, voted and carried (5-0) to approve the following resolutions:

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

Approved Kierstin Brown as the 2026-2027 ex-officio student board member.

Approved the 2026-2027 Capital Outlay Exception Project Professional Architectural and Engineering Consulting Services Agreement between the Willsboro Central School District and Tetra Tech Architects & Engineers.

Approved the agreement between the Willsboro Central School District and Essex County for school resource officer services for the 2026-2027 school year.

Established the rate charged to the Town of Willsboro for the 2026-2027 school year for any contracted town-sponsored busing for ski trips or other events at $43/hour.

Approved a varsity bowling merger with Boquet Valley CSD for the 2026-2027 season, with Willsboro CSD serving as the host school, at no expense to the district.

Approved a modified girls swimming merger with Ausable Valley CSD for the 2026-2027 season, at no expense to the district beyond CVAC membership dues.

DRAFT

Personnel

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

Employee	Position	Program	Effective	Pay	Notes
Elizabeth Becker	Uncertified Substitute Teacher / Teacher Assistant	Instruction	8/27/26	$125.00 Daily	Substitute as Needed Per Diem
Sheree Ford	Mentor	Instruction	8/27/26	Stipend Per Contract	Mentor for Madison Tromblee
Jennifer Leibeck	Mentor	Instruction	8/27/26	Stipend Per Contract	Mentor for Georgia Boule
Stephanie Omlin	Elementary Special Education Teacher	Instruction	8/31/26	NA	Resignation
Tara Valachoivic	Mentor	Instruction	8/27/26	Stipend Per Contract	Mentor for Katrina Strack

Extra Curricular Appointments

Motion by Krissy Leerkes, seconded by Emily Phillips, voted and carried (4-0-1) to approve the following Extra Curricular appointments: (1 abstention - Morgan Drinkwine)

Position	Employee	Pay
Freshman Advisor	Adam Mero	Stipend Per Contract
Sophomore Advisors	Kasey Young & Thomas Keegan	Stipend Per Contract
Junior Advisors	Maria Evens & Hannah Neilly	Stipend Per Contract
Senior Advisors	Michelle Baker & Jessie Morgan	Stipend Per Contract
Model UN	Keith Stone	Stipend Per Contract
Student Council	Keith Stone	Stipend Per Contract
Key Club	Brandy Nolette & Heidi Davey	Stipend Per Contract
Art Club	Reagan Monarch	Stipend Per Contract
HS Play/Musical Director	Heather Walsh	Stipend Per Contract
Drama Club	Heather Walsh	Stipend Per Contract
Band & Music Director	Jennifer Moore	Stipend Per Contract
Spelling Bee Coordinator	Heather Walsh	Stipend Per Contract
Girls Modified Soccer	Brandon Jaquish	Stipend Per Contract

DRAFT

Girls Varsity Soccer	Justin Drinkwine	Stipend Per Contract
Boys Varsity Soccer	Thomas Keegan	Stipend Per Contract
Athletic Director	Dawn Bronson	Stipend Per Contract

Board Discussion

- Have we found a modified boys soccer coach? Mr. Gardner responded that we have not, but is reaching out to someone to see if they would be interested.
- Board Goals: Heather will email prior to the August meeting.
- Emily told the board members that the RISE Ctr. has a beautiful new playground which is equipped for ALL students.

Executive Session

Motion by Krissy Leerkes, seconded by Morgan, voted and carried (5-0) to enter into executive session at 7:39pm 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.)

Motion by Emily Phillips, seconded by Morgan Drinkwine, voted and carried (5-0) to end executive session at 9:15pm.

Adjournment

Motion by Emily Phillips, seconded by Morgan Drinkwine, voted and carried (5-0) to adjourn the meeting at 9:16pm.

_____

Brandy V Pierce Nolette, District Clerk

DRAFT