



Board of Education

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

Willsboro Central School
Board of Education

Regular Meeting Minutes
September 8, 2026

Members Present: Heather Sheehan, President
Emily Phillips, Vice President
Krissy Leerkes (entered mtg. @ 6:09pm)
Laura Bridge
Morgan Drinkwine

Others Present: Justin Gardner, Superintendent of Schools
Taylor Sullivan, District Treasurer
Brandy Pierce Nolette, District Clerk
Dawn Bronson, Staff Member (entered mtg. @ 6:20pm)
Kierstin Brown, Ex Officio Student (entered mtg. @ 6:18pm)
Emma Jacques, Co Ex Officio Student (entered mtg. @ 6:18pm)

Called the meeting to order at 6:01pm, by Heather Sheehan.

Reports from Principal

- We had several students and parents attended Open House, thank you to the PTO for serving cookies on this night.
- On September 1st school started, it was a great start to the new year.
- We had Pride training and handbook review with the students.
- We will be having an assembly presentation by Jared Campbell, an award winning singer/songwriter from upstate New York. His message focuses on overcoming obstacles, anti-bullying, respect, leadership and having an amazing outlook on life.
- We will be having the EPIC reading challenge with elementary students again this year.

Reports from Treasurer

- The audit was held on August 24th & 25th; everything went great.
- All grants have been submitted and approved.
- We have cleaned out our records room and had a shredding company come and dispose of all of the materials.
- School tax collection is going well and will have a money total at the next meeting.
- All school supplies have been received.

Reports from Superintendent

- The new school year has started off well.
- Updated the board on the Capital Project.
- There will be a public meeting on September 24th in regards to the Capital Project. We will be sending out newsletters and postcards to the community before the vote on October 6th.

The District Clerk administered the oath of office to Ex Officio Student Kierstin Brown and Co -Ex Officio Student Emma Jacques.

Reports from Ex Officio Student

- Everyone on the Rifle Team was able to attend the Civilian Marksmanship Program (CMP) which hosts Junior Rifle Camps and Clinics designed to teach high school students marksmanship safety, skills, and competitive techniques. The camp, lodging and breakfasts were free, thanks to many generous donations made to the Rifle Team.
- The first week went very well and the students attending CVTEC are positive and loving the new building.
- The Positivity expectations were reviewed with grades 1st - 12th.
- Fall sports have begun!

Acceptance of Minutes

The minutes from the 8-20-26 regular meeting were accepted as presented.

Business & Finance

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

TITLE	FROM	NOTES
Cash Disbursements - All Funds	Internal Claims Auditor	Aug 2026 Payroll Benefits August 2026 #2 - Cash Disbursements

New Business

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

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

Accepted the proposal from C.T. Male Associates for geotechnical engineering services related to the capital project at a cost not to exceed \$30,000, pending successful passage of the October 6, 2026 public referendum.

Accepted the proposal from Tectonic for boundary-topographic surveying services related to the capital project at a cost not to exceed \$20,000, pending successful passage of the October 6, 2026 public referendum.

Approved Emma Jacques as the 2026-2027 alternate ex officio student board member.

Approved the 2026-2027 cafeteria meal prices:

Meal	Price (After Tax)
Adult Breakfast	\$3.91
Adult Lunch	\$6.04
Student Extra Breakfast Item	\$1.50
Student Extra Lunch Item	\$2.00

Motion by Emily Phillips, seconded by Laura Bridge , voted and carried (4-0-1) to approve the following resolution: (one abstention Morgan Drinkwine)

Approved the following individuals to provide election services for the capital project vote on October 6, 2026, at a rate of \$16.00/hour:

- Gail Drinkwine
- Michelle Baker
- Laurie Bauer

Personnel

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

Employee	Position	Program	Effective	Pay	Notes
Chris Ford	Varsity Girls Basketball Coach	Athletics	8/27/26	NA	Resignation

Accepted the resignation, and approved the corresponding settlement agreement with a particular employee.

Board Discussion

- Our students have been saying how they are enjoying the CVTEC building and that it is great!
- Board Retreat on October 20th.

Executive Session

Motion by Krissy Leerkes, seconded by Morgan Drinkwine, voted and carried (5-0) to enter into executive session at 6:27pm 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 (action may be taken.)

Motion by Krissy Leerkes, seconded by Morgan Drinkwine, voted and carried (5-0) to end executive session at 7:41pm.

Motion by Emily Phillips, seconded by Morgan Drinkwine, voted and carried (5-0) to accept the retirement of Chris Ford effective 10-31-26.

Motion by Krissy Leerkes, seconded by Laura Bridge, voted and carried (5-0) to approve Kathy DeSormeau as an aide / student monitor effective 9-8-26.

Adjournment

Motion by Krissy Leerkes, seconded by Morgan Drinkwine, voted and carried (5-0) to adjourn the meeting at 7:45pm.

Brandy V Pierce Nolette, District Clerk