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
October 13, 2026

Members Present:	Heather Sheehan, President Emily Phillips, Vice President Krissy Leerkes Laura Bridge Morgan Drinkwine
Others Present:	Justin Gardner, Superintendent of Schools Taylor Sullivan, District Treasurer Brandy Pierce Nolette, District Clerk Dawn Bronson, Staff Member Kierstin Brown, Ex Officio Student

Called the meeting to order at 5:59pm, by Heather Sheehan.

Capital Project Update
Just a recap on the vote last Tuesday, results came in at 85% past rate which is good for us. The next day Lucas & Justin met with Tetra Tech to see what the next steps look like. Our geo technical and survey companies will be on site in the next few weeks to get all of the information needed to bring back to Tetra Tech so they can get started on their reports to state ed.

Reports from Ex Officio Student
- Happy Board Appreciation Week!
- recapped on the fall sports teams and how they were all doing. On October 17th the Youth Commission will be holding its under the lights games.
- Some Juniors & Seniors went to the college Fair at NCCC.

- October 7th will be the first day of the Pride Store.
- Christine and the yearbook staff are working hard on putting it all together. This year we will have a contest on the front cover of the yearbook, all grades can draw a picture to enter into the contest.

Reports from Principal

- Thank you to the board members!
- Jared Campbell the award winning singer/songwriter from upstate New York visited our school on September 24th. His songs are said to be uplifting, thought provoking and emotionally heartfelt. Jared mixes humor, stories of life on road and personal experience to relate to the audience set before him.
- Jim Williams and Laurie are representatives associated with United Cerebral Palsy (UCP) of the North Country. They provide educational school assembly presentations often targeting elementary students, such as Kindergarten and 3rd-grade classes to teach children about disability awareness, empathy, and acceptance through the use of puppets.
- The presentation of Erin's Law**,** which is a piece of legislation that requires public schools to teach age-appropriate child sexual abuse and exploitation prevention education to students was held on Tuesday, the 22nd. There will be two separate presenters in fulfilling the Erin's Law legislative mandate for NYS. Connie Mandeville will be presenting to students in grades 9-12 in ELA classes regarding sexual assault education. A member of the Child Advocacy Center from Clinton County will be presenting the Play It Safe curriculum to our students in grades K-8 as well on this day.
- NWEA Testing is complete and data analysis shows that there has been improvement.
- The reading assemblies have begun, we have had 2 thus far. Our next one will be held in the library.
- We will be holding P2 recognition on October 22nd.
- Thank you to Pam Drollette for the makeover of the JNHS / NHS lounge!

Reports from Treasurer

- The audit is complete and the financial statements all went well.
- The ST3 was completed today.
- All of the retiree health insurance has been paid and the health insurance audit of dependents is complete.
- Everything is right on track.

Reports from Superintendent

- Hudson Power Express we were not able to budget for that last year because of the timing. That will be unbudgeted revenue coming in to this year for the first year payment, which will help us get our fund balance back up to a more comfortable place. We will have revenue coming next

year to help. We have been working with our fiscal advisors and auditors planning for next year when developing the budget.

- Governor Hochul opted into a federal tax credit program for donations to scholarship granting organizations, this is part of the big beautiful bill from last summer. All states have the opportunity to opt in, NY is the second democratic state to opt in. It's $1700 per person and $3400 per couple. It is a 100% tax credit. This could be a great incentive for public schools. It is in talks with other districts to get help from the CVES organization. Will have more information at upcoming board meetings.
- Thank you to the board members for your service.
- The Crown Point board president and the CVES board president Mitch St.Pierre was selected for distinguished service as a board member, this award is presented once a year.

Acceptance of Minutes

The minutes from the 9-8-26 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:

Approved a June 2026 Budget Transfer for Additional Funds for Teacher Substitutes:

Account	Description	(+)	(-)
A211014000	Substitute Salaries	$18,928.74	
A906080000	Health Insurance		$18,928.74

TITLE	FROM	NOTES
Cash Disbursements - All Funds	Internal Claims Auditor	September 2026 #1 - Cash Disbursements September 2026 #2 - Cash Disbursements September 2026 #3 - Cash Disbursements September 2026 Payroll Benefits October 2026 #1 - Cash Disbursements
Revenue Status - All Funds	District Treasurer	Revenue Status - through June 30, 2026 Revenue Status - through July 31, 2026 Revenue Status - through August 31, 2026
Budget/Appropriation Status - All Funds	District Treasurer	Budget/Appropriation Status - through June 30, 2026 Budget/Appropriation Status - through July 31, 2026 Budget/Appropriation Status - through August 31, 2026
Budget Transfers - General Fund	District Treasurer	Budget Transfer Report - June 2026
Treasurer's Report	District Treasurer	Treasurer's Report - ALL FUNDS - June 2026 Treasurer's Report - ALL FUNDS - July 2026 Treasurer's Report - ALL FUNDS - August 2026

Approved the audited financial statements for the 2025-2026 school year prepared by Boulrice & Woods CPA's P.C., entitled Willsboro Central School District Financial Report, June 30, 2026.

Approved the Final Governance Letter to the Board of Education, dated October 5, 2026, prepared by Boulrice & Woods CPA's P.C., in response to the Willsboro Central School District Financial Report, June 30, 2026.

Approved the Response to Management Memorandum dated October 5, 2026, for the 2025-26 Financial Audit completed by Boulrice & Wood, CPA's P.C.

Approved the 2026-2027 School Tax Roll for Dean & Jada Reynolds - A Veterans Disability Exemption was amended, and taxes were reduced by Essex County Real Property in the amount of $110.35

Approved the 2026-2027 School Tax Roll for Christina Mace Trust - An Agricultural Exemption was amended, and taxes were increased by Essex County Real Property in the amount of $377.39

Approved a tax refund payment due to Cotality Centralized Refunds for overpayment of taxes for Tax Map No. 152600 49.11-1-13.000 & 15520 31.17-5-1.000 in the amount of $6,309.20

New Business

Motion by Morgan Drinkwine, 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.

Approved the agreement between the Willsboro Central School District and Essex County, regarding a school-based satellite mental health clinic, effective September 1, 2026 through August 31, 2028.

Approved the 2026-2027 Feinerman Agreement for Jay Fuhrman.

Approved the 2026-2027 Feinerman Agreement for Jean Gonyo.

Approved the 2026-2027 Feinerman Agreement for Karen Manning.

Approved the 2026-2027 Feinerman Agreement for Adam Mero.

Approved the bond resolution for financing of a capital project as approved

by the qualified voters on October 6, 2026. (Full Resolution).

Personnel

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

Employee	Position	Program	Effective	Pay	Notes
Kyle Cahoon	Varsity Boys Basketball Coach	Athletics	11/1/26	Stipend Per Contract	2026-2027 School Year
Pam Drollette	Instructional Coach	Instruction	10/9/26	$30/Hour	Hourly as Needed
Maria Evens	Freshman Class Advisor	Instruction	8/27/26	Stipend Per Contract	2026-2027 School Year
Charmaine Flynn	Rifle Co-Coach	Athletics	11/1/26	Stipend Per Contract	2026-2027 School Year
Chad Hart	Bowling Coach	Athletics	11/1/26	Stipend Per Contract	2026-2027 School Year
Emery McQuade	Modified Girls Basketball Coach	Athletics	11/1/26	Stipend Per Contract	2026-2027 School Year
John Oliver	Rifle Co-Coach	Athletics	11/1/26	Stipend Per Contract	2026-2027 School Year
Pam Hutchins	Substitute Nurse	Instruction	9/16/26	$200/Day	Substitute as Needed Per Diem
Christina Perry	Substitute Nurse	Instruction	9/16/26	$200/Day	Substitute as Needed Per Diem
Kathryn Steward	Uncertified Substitute Teacher / Teacher Assistant	Instruction	10/14/26	$125/Day	Substitute as Needed Per Diem

Board Discussion

- Congratulations to the Girls Varsity Soccer, Emma Jacques is at 97 goals on her way to a 100 goal record.
- Emily went to the ribbon cutting at CVES, it was great and very well organized with the help of the Security & Law program. It was actually a metal ribbon that the Welding Class helped cut.

Executive Session

Motion by Krissy Leerkes, seconded by Morgan Drinkwine, voted and carried (5-0) to enter into executive session at 6:24pm 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 and collective negotiations pursuant to Article 14 of the Civil Service Law (action may be taken.)

Motion byMorgan Drinkwine, seconded by Krissy Leerkes, voted and carried (5-0) to end executive session at 7:24pm.

Motion by Morgan Drinkwine, seconded by Laura Bridge, voted and carried (5-0) to authorize Justin Gardner to sign the letter of agreement with Tetra Tech.

Adjournment
Motion by MorganDrinkwine, seconded by Emily Phillips, voted and carried (5-0) to adjourn the meeting at 7:26pm.

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Brandy V Pierce Nolette, District Clerk