



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  
July 27, 2021

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

Others Present: Justin Gardner, Superintendent of Schools  
Brandy Pierce Nolette, District Clerk  
Michael Douglas, Dean of Students / Athletic Director

The board meeting was Called to Order at 6:00pm by Board President Phyllis Klein.

Pledge of Allegiance

#### **Executive Session**

Motion by Emily Phillips, seconded by Heather Sheehan, voted and carried (5-0) to enter into executive session at 6:03 pm, to discuss personnel and interview.

Motion by Emily Phillips, seconded by Heather Sheehan, voted and carried (5-0) to invite Michael Douglas into executive session (entered at 6:05pm & exited at 6:35pm.)

Motion by Krissy Leerkes, seconded by Emily Phillips, voted and carried (5-0) to end executive session at 6:57pm.

#### **Acceptance of Minutes**

The minutes from the 7-6-21 regular board meeting and re-organizational meeting were accepted as presented.

#### **New Business**

Motion by Heather Sheehan, seconded by Krissy Leerkes, voted and carried (5-0) to approve the special education annual appointments for the 2021-2022 school year prepared by Jennifer Leibeck.

Motion by Kasey Young, seconded by Emily Phillips voted and carried (5-0) to table the Response to Intervention/Academic Intervention Plan until the next board meeting on August 10, 2021.

Motion by Heather Sheehan, seconded by Krissy Leerkes, voted and carried (5-0) to approve the DCIP & ESSA PRIP Accountability Plans for 2021-2022.

Motion by Kasey Young, seconded by Krissy Leerkes, voted and carried (5-0) to approve the recommendation to modify the eligibility calculation of the substitute bus driver bonus to allow the rollover of unclaimed hours from one school year to be claimed in the following school year effective July 1, 2021.

### **Business & Finance**

Motion by Emily Phillips, seconded by Heather Sheehan, voted and carried (5-0) to approve the updated rate of \$205.00 / hour from Stafford, Piller, Murnane, Kelleher & Trombley, as School Attorney for the 2021-2022 school year.

Motion by Heather Sheehan, seconded by Emily Phillips, voted and carried (5-0) to approve the following warrants: JULY 2021 #1 CASH DISBURSEMENTS mixed warrant, JUNE 2021 TRUST & AGENCY warrant, JUNE 2021 #1 - #3 CASH DISBURSEMENTS mixed warrants, MAY 2021 TRUST & AGENCY warrant & MAY 2021 #2 CASH DISBURSEMENTS mixed warrant.

### **Personnel**

Motion by Heather Sheehan, seconded by Kasey Young, voted and carried (5-0) to appoint Maria Evens as a building sub, at a rate of \$105.00 per day for the 2021 – 2022 school year, starting September 2, 2021.

Motion by Heather Sheehan, seconded by Kasey Young, voted and carried (5-0) to approve Michael Douglas as principal / coordinator of athletics (full time - 11 month) effective August 1, 2021 with a four-year probationary period effective August 1, 2021 to August 1, 2025. Salary for the 2021-2022 school year is \$80,000 pro-rated.

Motion by Kasey Young, seconded by Emily Phillips, voted and carried (5-0) to approve the financing of the contract between the Superintendent and the Principal. The contract is for the period of August 1, 2021 to June 30, 2025.

Motion by Krissy Leerkes, seconded by Heather Sheehan, voted and carried (5-0) to accept the letter of intent to resign provided by Michael Douglas, K-12 Physical Education Teacher and Athletic Director, effective July 31, 2021 pending appointment as principal.

Motion by Emily Phillips, seconded by Krissy Leerkes, voted and carried (5-0) to approve Michael Douglas as a teacher lead evaluator for the school district.

Motion by Heather Sheehan, seconded by Kasey Young, voted and carried (5-0) to approve Justin Gardner as a principal and teacher lead evaluator for the school district.

Motion by Kasey Young, seconded by Emily Phillips, voted and carried (5-0) to approve the Superintendent's recommendation to abolish one half time (50% FTE) secondary math position and create one full-time secondary math position effective July 27, 2021.

Motion by Heather Sheehan, seconded by Krissy Leerkes, voted and carried (5-0) to approve Heidi Davey, as a (full time - 10 month/certified) Secondary Math Teacher effective September 2, 2021 at STEP 8 B+36 with a salary of \$55,638 for the 2021-2022 school year with a three-year probationary period effective September 2, 2021 to September 2, 2024.

Motion by Krissy Leerkes, seconded by Kasey Young, voted and carried (5-0) to approve Sarah Kingzack as a (full time - 10 month) non-probationary Secondary English Teacher effective September 2, 2021 until June 30, 2022 at STEP 2 B+18 with a salary of \$47,915 for the 2021-2022 school year.

Motion by Kasey Young, seconded by Heather Sheehan, voted and carried (5-0) to approve one summer professional development day for special education teachers at a rate of \$150/day.

Motion by Heather Sheehan, seconded by Kasey Young, voted and carried (5-0) to accept with regrets the letter of resignation provided by Derrick Hopkins, Elementary Teacher, effective August 31, 2021.

### **Board Discussion**

Krissy would like to thank Mr. Douglas, Mr. Gardner and all the other volunteers that joined with the Youth Commission, to organize soccer and basketball clinics for the students. It was great success! Also, congratulations to Mr. Broadwell for being recognized by the NYSPHSAA advisory committee.

### **Reports from the Superintendent**

- Our sympathy to the family of Linda Gonyo (BOCES Board member) who passed away unexpectedly.
- Summer at the school has been very busy! Many of our supplies are being delivered, business office is working and preparing for an audit in mid-August, the maintenance and the cleaners have been getting the rooms and hallways cleaned and the Guidance office has been working the schedules for students a staff for the upcoming year.
- We still have no guidance on how the school year will look, we are optimistic that we can have a back to normal year.

**Executive Session**

Motion by Emily Phillips, seconded by Krissy Leerkes, voted and carried (5-0) to enter into executive session at 7:47pm, to discuss personnel.

Motion by Krissy Leerkes, seconded by Heather Sheehan, voted and carried (5-0) to end executive session at 8:39pm.

**Adjournment**

Motion by Emily Phillips, seconded by Krissy Leerkes, voted and carried (5-0) to adjourn the meeting at 8:40pm.

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Brandy Pierce Nolette, District Clerk