



Board of Education
Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson
Kasey Young
Heather Sheehan

Willsboro Central School
Board of Education

Regular Meeting-Minutes
June 11, 2019

Members Present: Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson
Kasey Young
Heather Sheehan

Others Present: Justin Gardner, Superintendent of Schools
Brandy Pierce Nolette, District Clerk
Several Members of the Public

The regular board meeting was Called to Order at 6:05pm by President Phyllis Klein.

Pledge of Allegiance

Presentations

The Class of 2020 presented the proposal of their senior field trip to Florida during Spring Break April 13- 17, 2020. The board members said that they would have a decision for them at the next board meeting.

Mr. Chris Ford presented the District Guidance Plan with updates and changes. The plan will be put on the schools webpage.

Public Comment

Nelly Collazo – Addressed the board and requested a meeting to speak with them in regards to safety issues regarding her son. The board agreed to have her meet with them in an executive session after the regular board meeting.

Acceptance of Minutes

The minutes from the 5-14-19 regular board meetings were accepted as presented.

New Business

Motion by Craig Jackson, seconded by Heather Sheehan voted and carried (5-0) to approve the following as surplus and accept bids for purchase:

Powermatic Scroll Saw (old)
(Serial #7895128 – WCS #000224)

Business & Finance

Motion by Herb Longware, seconded by Kasey Young, voted and carried (5-0) to approve the claims audit report (general fund, school lunch fund, federal fund, and trust & agency) dated 5-23-19 & 6-6-19

Motion by Heather Sheehan, seconded by Herb Longware, voted and carried (5-0) to approve the budget transfers dated 6-3-19.

The budget status report dated 6-3-19 was accepted as presented.

Motion by Kasey Young, seconded by Heather Sheehan, voted and carried (5-0) to approve the special education recommendations as prepared by Jennifer Leibeck.

Personnel

Motion by Craig Jackson, seconded by Herb Longware, voted and carried (5-0) to accept with regrets the intent to retire for Bonnie Callahan, bus driver, effective June 28, 2019.

Motion by Heather Sheehan, seconded by Herb Longware, voted and carried (5-0) to approve Carrie Pierson as a tutor for the school district at \$25.00 per/hr.

Motion by Herb Longware, seconded by Kasey Young, voted and carried (5-0) to appoint Allison Sucharzewski as the district treasurer effective July 1, 2019, compensation per salary and benefits agreement between the district and Allison Sucharzewski for the 2019-2022 school years.

Motion by Herb Longware, seconded by Craig Jackson, voted and carried (5-0) to accept with regrets the intent to retire for Margaret “Peg” Sheehan, Teacher Aide, and effective June 28, 2019.

Policies

Motion by Craig Jackson, seconded by Kasey Young, voted and carried (5-0) to approve the first reading of the following:

#5420 Student Health Services
#5420-R Student Health Services Regulations

Public Comment

Daniel Koenig – addressed the board in regards to some issues he has with a district employee. The board let Mr. Koenig know that they can't discuss personnel issues with him at a board meeting.

Becky Provost – mentioned that she feels the new webpage is not user friendly. And spoke of some related issues with staffing for her special needs child. **Ed Collazo** – agreed with Becky in regards to the webpage.

Nate Jacques – wanted to clarify a question from the previous meeting in regards to board members / newly appointed board member getting DASA training. The board said that yes all new members will receive the training.

Thanked Mr. Gardner and Mrs. Klein for reaching out to set up a meeting to talk. Call Brandy to set-up a day & time.

Bonnie Callahan – wanted to discuss personnel and was also told by the board that they can't speak about personnel issues with her. She asked to speak to the board members and the board agreed to meet with her in executive session after the regular meeting, so she address her concerns.

Board Discussion

Phyllis Klein let the board members know that there will be NYSSBA convention on June 25, 2019 in Saranac Lake. If any members are interested in attending, please let Brandy know.

Reports from the Superintendent

- The school year is coming to an end. There has been several year awards ceremonies happening.
- Mr. Gardner attended a health insurance meeting and updated the board on some changes and updates to the plan and its benefits.
- NERIC support for the school building has been different people as to the change in NERIC's staffing assignments. We should have one new person for our district by the fall school year.
- Meeting with Sheriff Reynolds and the SRO assigned to our district will be Friday, June 14, 2019.
- The elementary students in PreK – 2nd had a Q & U wedding. It was a great time for the students and their families.
- Charmaine Flynn has decided to not take on the responsibilities of Dean of Students next year. Mr. Gardner will be posting this position internally to our staff and faculty.

Executive Session

Motion by Heather Sheehan, seconded by Herb Longware, voted and carried (5-0) to enter into executive session at 7:07pm, to discuss the employment history of a specific employee and to address parents' concerns of their son.

Motion by Heather Sheehan, seconded by Herb Longware, voted and carried (5-0) to invite Mr. & Mrs. Collazo and their son Nathan into executive session (left the meeting at 7:42pm.)

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (5-0) to invite Bonnie Callahan into executive session (left the meeting at 8:00pm.)

Motion by Herb Longware, seconded by Craig Jackson, voted and carried (5-0) to end executive session at 9:00pm.

Adjournment

Motion by Herb Longware, seconded by Craig Jackson, voted and carried (5-0) to adjourn the meeting at 9:01pm.

Brandy Pierce Nolette, District Clerk



Board of Education

June 11, 2019

Board Meeting-Agenda

6:00pm in the Conference Room

1. Call to Order
2. Pledge of Allegiance
3. Presentation by Class of 2020.
Presentation of the District Guidance Plan by Chris Ford.
4. Public Comment Regarding the Agenda Items
5. Acceptance of Minutes
 - a) Accept the minutes from the 5-14-19 regular meetings.
6. New Business
 - a) Approve the following as surplus and accept bids for purchase:
Powermatic Scroll Saw
(Serial #7895128 - WCS #000224)
7. Business & Finance
 - a) Approve the claims audit report (general fund, federal fund, school lunch fund and trust & agency) dated 5-23-19 & 6-6-19.
 - b) Approve the budget transfers dated 5-16-19.
 - c) Accept the budget status dated 5-13-19 as presented.
 - d) Approve the special education recommendations as prepared by Jennifer Leibeck.

8. Personnel

- a) Accept the intent to retire from Bonnie Callahan, Bus Driver, effective June 28, 2019.
- b) Approve Carrie Pierson as a tutor for the school district at \$25.00 per/hr.
- c) Appoint Allison Sucharzewski as district treasurer effective July 1, 2019, compensation per the salary and benefits agreement between the district and Allison Sucharzewski for 2019-2022.
- d) Accept the intent to retire from Margaret “Peg” Sheehan, Teacher Aide, effective June 28, 2019.

9. Policies

- a) Approve the 1st reading of the following policies:
 - #5420 Student Health Services
 - #5420-R Student Health Services Regulations

10. Public Comment Regarding Agenda Items

11. Board Discussion

12. Reports from Superintendent

13. Executive Session

14. Adjournment



Board of Education
Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson
Kasey Young
Heather Sheehan

Willsboro Central School
Board of Education

Regular Meeting-Minutes
May 14, 2019

Members Present: Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson
Kasey Young
Heather Sheehan

Others Present: Justin Gardner, Superintendent of Schools
Brandy Pierce Nolette, District Clerk
Sheila Vanags, District Treasurer
Several Members of the Public

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

Pledge of Allegiance

Presentations

2019-20 Public Budget Hearing was presented by Mr. Gardner.

Public Comment

Phil Kennedy – Had questions regarding the School Resource Officers pay. Mr. Gardner explained the plan and procedure for the SRO.

Jennifer Jacques – Asked if the bus driver / custodian would be starting at STEP 1? Mr. Gardner said yes.

Richard Yeager – Asked if the SRO would be the same person every time in our building? Mr. Gardner said yes.

Nathan Jacques – What line on the budget is the cable payment? Mr. Longware and Mr. Gardner both explained the school is not charged for cable.

Bob Arnold – Asked about the school improvement plan and if the district will have one?

Acceptance of Minutes

The minutes from the 4-9-19, 4-25-19, and the 4-29-19 regular board meetings were accepted as presented.

Business & Finance

Motion by Heather Sheehan, seconded by Herb Longware, voted and carried (5-0) to approve the claims audit report (general fund & school lunch fund) dated 4-30-19.

Motion by Craig Jackson, seconded by Kasey Young, voted and carried (5-0) to approve the budget transfers dated 4-26-19.

The budget status report dated 4-26-19 was accepted as presented.

Motion by Herb Longware, seconded by Kasey Young, voted and carried (5-0) to approve the resolution of the Willsboro Central School District authorizing the issuance and sale of serial bonds or notes in anticipation of such bonds in the aggregate principle amount of \$561,580 for the CVES BOCES Capital Project (the full resolution is attached.)

New Business

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (5-0) to approve the following as election workers for the budget vote on May 21, 2019 at a rate of \$11.40 (current minimum wage) an hour:

Gail Drinkwine
Cecile McVicker
Laurie Bauer

Personnel

Motion by Craig Jackson, seconded by Herb Longware, voted and carried (5-0) to approve the tenure of Ashley Hooper, HS Science Teacher, and effective September 2, 2019.

Motion by Herb Longware, seconded by Kasey Young, voted and carried (5-0) to approve the tenure of Daniel VanNederynen, Elementary Special Education Teacher, and effective September 22, 2019.

Motion by Kasey Young, seconded by Heather Sheehan, voted and carried (5-0) to approve the provisional appointment of Larry Allen as a full-time bus driver / custodian, effective May 29, 2019.

Public Comment

Ed Collazo – Asked about our enrollment numbers at BOCES and Mr. Gardner explained that a five year average is used because the numbers can vary widely from one year to the next.

Bob Arnold – Does the district have a professional development plan? Mr. Gardner said yes, but it needs to be updated for the 2019-2020 school year.

Linda Jacques – The school needs a psychologist. Mr. Gardner said that we contract with Mr. Robinson for psychologist needs.

Nate Jacques – Suggested that ALL staff and faculty have DASA training and get the recommended updates on new mandates. **Linda Jacques** – Yearly training during the summer months.

Lorilee Sheehan – Suggested that if the district was paying for a full time SRO that he should have to work the same times as the school is in session (180 days.)

Phil Kennedy – Who is responsible for the SRO? Mr. Gardner said that Sheriff Reynolds will be.

Board Discussion

Phyllis Klein suggested the board look into other safety ideas to make the school safer.

Reports from the Superintendent

- It was teacher & nurse appreciation days, thank you to everyone for doing such a great job!
- Smart School Plan - \$40,000 in security / camera updates.
- Will be attending an informational health insurance meeting on June 5th.
- Sweethearts and Hero's performed on May 6th. They gave great performance on bullying and how to provide hope & how to lift spirits to all students and staff.
- Essex County Senior Awards ceremony will be held on June 6th at 6:30pm, all board members are invited

Executive Session

Motion by Kasey Young, seconded by Herb Longware, voted and carried (5-0) to enter into executive session at 7:10pm, to discuss the employment history and potential legal matter.

Motion by Herb Longware, seconded by Kasey Young, voted and carried (5-0) to end executive session at 7:42pm.

Motion by Herb Longware, seconded by Craig Jackson, voted and carried (5-0) to enter back into regular session at 7:43pm.

Adjournment

Motion by Herb Longware, seconded by Craig Jackson, voted and carried (5-0) to adjourn the meeting at 7:43pm.

Brandy Pierce Nolette, District Clerk



Board of Education

May 14, 2019

Public Hearing & Board Meeting-Agenda
6:00pm in the Auditorium

1. Call to Order
2. Pledge of Allegiance
3. Public Hearing & Presentation of the 2019-2020 budget.
4. Public Comment Regarding the Agenda Items
5. Acceptance of Minutes
 - a) Accept the minutes from the 4-9-19, 4-25-19 and the 4-29-19 regular meetings.
6. Business & Finance
 - a) Approve the claims audit report (general fund & school lunch fund) dated 4-30-19.
 - b) Approve the budget transfers dated 4-26-19.
 - c) Accept the budget status dated 4-26-19 as presented.
 - d) Approve the following resolution:
Bond resolution of the Willsboro Central School District authorizing the issuance and sale of serial bonds or notes in anticipation of such bonds in the aggregate principal amount of \$561, 580 for the CVES BOCES Capital Project. (the full resolution is attached)
7. New Business
 - a) Approve the following as election workers for budget vote on May 21, 2019 at a rate of \$11.40 (current minimum wage) an hour:
Gail Drinkwine
Cecile McVicker
Laurie Bauer

8. Personnel

- a) Approve the tenure of Ashley Hooper, HS Science Teacher, effective September 2, 2019.
- b) Approve the tenure of Daniel VanNederynen, Elementary Special Education Teacher, effective September 22, 2019.
- c) Approve the provisional appointment of Larry Allen as a full-time bus driver / custodian, effective May 29, 2019.

9. Board Discussion

10. Reports from Superintendent

11. Public Comment Regarding the Agenda Items

12. Executive Session

13. Adjournment



Board of Education
Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson
Kasey Young
Heather Sheehan

Willsboro Central School
Board of Education

Special Meeting-Minutes
May 13, 2019

Members Present: Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson (absent)
Kasey Young
Heather Sheehan

Others Present: Justin Gardner, Superintendent of Schools
Sheila Vanags, District Treasurer
Nathan Jacques

The regular board meeting was Called to Order at 5:46pm by President Phyllis Klein.

Pledge of Allegiance

Executive Session

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (4-0) to enter into executive session at 5:47pm, invited Sheila Vanags to stay for executive session, to hold interviews for the business manager / treasurer position.

Sheila Vanags left the meeting at 9:16pm.

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (4-0) to end executive session at 9:50pm.

Adjournment

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (4-0) to adjourn the meeting at 9:51pm.

Brandy Pierce Nolette, District Clerk



May 13, 2019

Special Board Meeting-Agenda
5:45pm in the Conference Room

1. Call to Order
2. Pledge of Allegiance
3. Executive Session
 - a) Enter into executive session to hold interviews for the business manager / treasurer position.
4. Adjournment



Board of Education
Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson
Kasey Young
Heather Sheehan

Willsboro Central School
Board of Education

Meeting-Minutes
April 29, 2019

Members Present: Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson (absent)
Kasey Young
Heather Sheehan

Others Present: Justin Gardner, Superintendent of Schools
Brandy Pierce Nolette, District Clerk
Nathan Jacques

The regular board meeting was Called to Order at 7:48am by President Phyllis Klein.

Pledge of Allegiance

Business & Finance

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (4-0) to approve the 2019-2020 school district spending plan budget of \$9,697,420. This budget reflects a 4.03% tax levy increase.

Personnel

Motion by Kasey Young, seconded by Herb Longware, voted and carried (4-0) to approve Larry Allen as a substitute custodian for the school district.

Public Comment

Nathan Jacques – Asked Mr. Gardner if evaluations have been done on the 4th – 6th academy teachers yet this year? Mr. Gardner answered that is not an agenda item and offered to discuss at another time.

Adjournment

Motion by Kasey Young, seconded by Herb Longware, voted and carried (4-0) to adjourn the meeting at 7:57am.

Brandy Pierce Nolette, District Clerk

Willsboro
CENTRAL SCHOOL DISTRICT
Board of Education
April 29, 2019
Board Meeting-Agenda
7:45am in the Conference Room

1. Call to Order
2. Pledge of Allegiance
3. Business & Finance
 - a) Approve the 2019-20 school district spending plan budget of \$9,697,420.
This reflects a 4.03% tax levy increase.
4. Personnel
 - a) Approve Larry Allen as substitute custodian for the school district.
5. Public Comment Regarding the Agenda Items
6. Executive Session
7. Adjournment



Board of Education
Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson
Kasey Young
Heather Sheehan

Willsboro Central School
Board of Education

Regular Meeting-Minutes
April 25, 2019

Members Present: Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson (absent)
Kasey Young
Heather Sheehan

Others Present: Justin Gardner, Superintendent of Schools
Brandy Pierce Nolette, District Clerk
Ed Collazo
Nathan Jacques
Robert Arnold

The regular board meeting was Called to Order at 7:46am by President Phyllis Klein.

Pledge of Allegiance

Business & Finance

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (4-0) to approve of the resolution of the BOCES Administration Budget:

It is resolved that the Board of Education of the Willsboro Central School District vote to approve the tentative Administration Budget of the Clinton-Essex-Warren-Washington Board of Cooperation Educational Services for the school year 2019-20.

Motion by Kasey Young, seconded by Herb Longware, voted and carried (4-0) to elect the following board members, for the Board of Cooperative Educational Services (CVES) Board of Education:

Patricia Gero
Linda Gonyo-Horne
Richard Harriman, Sr.

Richard Malaney
Lorene Saunders
Doug Spilling
Michael St. Pierre
Scott Thurber

Public Comment

Nathan Jacques – Question regarding the names on the agenda email list.

Robert Arnold – Questioned the wording of the posting in the paper.

Ed Collazo – Requested to be added to the agenda email list.

Reports from the Superintendent

- There will be a board meeting on Monday, April 29th at 7:45am to adopt the 2019-2020 school budget.

Executive Session

Motion by Kasey Young, seconded by Herb Longware, voted and carried (4-0) to enter into executive session at 8:00am, to review the applications for the business manager / treasurer position.

Kasey left the meeting at 8:05am.

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (3-0) to end executive session at 8:53am.

Adjournment

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (3-0) to adjourn the meeting at 8:54am.

Brandy Pierce Nolette, District Clerk



Board of Education

April 25, 2019

Regular Meeting-Agenda

7:45am in the Conference Room

1. Call to Order
2. Pledge of Allegiance
3. Business & Finance
 - a) Consider the approval of the resolution of the BOCES Administration Budget:
It is resolved that the Board of Education of the Willsboro Central School District vote to approve the tentative Administration Budget of the Clinton-Essex-Warren-Washington Board of Cooperation Educational Services for the school year 2019-20.
 - b) Elect board members from the attached 8 (eight) candidates, for the Board of Cooperative Educational Services (CVES) Board of Education.
4. Public Comment Regarding the Agenda Items
5. Executive Session
6. Adjournment



Board of Education
Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson
Kasey Young
Heather Sheehan

Willsboro Central School
Board of Education

Regular Meeting-Minutes
April 9, 2019

Members Present: Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson
Kasey Young
Heather Sheehan

Others Present: Justin Gardner, Superintendent of Schools
Brandy Pierce Nolette, District Clerk
Sheila Vanags, District Treasurer
Jennifer Moore, Music Teacher
Sheriff David Reynolds
Nathan Jacques
Bob Arnold
Linda Jacques
Miranda Laferriere
Rhonda Sloper
Scott Hommes
Carrie Foley
Melissa Maki
Cathy Alden
Ed Collazo
Scott & Laura Bridge

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

Pledge of Allegiance

Presentations

Jennifer Moore – Presented her professional development proposal to Oxford. She explained the benefits for her and how she can bring her experiences back to help our students.

Sheriff David Reynolds – Presented his proposal for a School Resource Officer. The officers will be able to interact with students, faculty and staff daily. Not only will they be here for our safety, they will bring many different programs and ideas to the classroom.

Public Comment

Nate Jacques – Asked if other districts send their teachers to places such as Oxford? Also, expressed his concern with the rising budget if it was feasible to send Mrs. Moore to Oxford?

Linda Jacques – Applauded the Board for their consideration of participating with Sheriff Reynolds for a School Resource Officer. Also, suggested that all faculty / staff take a DASA training.

Bob Arnold – Presented the Board with information in reference to the NYS School Boards Association rating form.

Acceptance of Minutes

The minutes from the 3-26-19 regular board meeting were accepted as presented.

New Business

Motion by Craig Jackson, seconded by Herb Longware, voted and carried (5-0) to approve the special education recommendations prepared by Jennifer Leibeck.

Motion by Heather Sheehan, seconded by Herb Longware, voted and carried (5-0) to approve the 2019-2020 school calendar.

Motion by Kasey Young, seconded by Heather Sheehan, voted and carried (5-0) to approve the resolution of adopting the second amended and restated municipal cooperative agreement.

Business & Finance

Motion by Craig Jackson, seconded by Herb Longware, voted and carried (5-0) to approve the claims audit report (general fund, school lunch fund, and trust & agency) dated 4-5-19.

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (5-0) to approve the budget transfers dated 4-2-19.

The budget status report dated 4-2-19 was accepted as presented.

Personnel

Motion by Heather Sheehan, seconded by Craig Jackson, voted and carried (5-0) to accept with regrets the letter of intent to retire from Lorilee Sheehan, 1st Grade Teacher; effective June 30, 2019.

Motion by Herb Longware, seconded by Kasey Young, voted and carried (5-0) to approve Whitney MacDougal as a substitute teacher / teacher assistant for the school district.

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (5-0) to approve Nick Arnold as a building substitute for the school district, effective April 23, 2019.

Public Comment

Nate Jacques – Asked if that with Mr. Gardner’s contract extension to 5 years, is the district still paying Mr. Broadwell for mentoring Mr. Gardner? The Board answered no.

Scott Hommes – Asked when the vote would be held for the SRO? The Board answered that they would decide before the end of the meeting.

Miranda Laferriere – Feels that the SRO in the school fulltime would be very beneficial for our students.

Bob Arnold – Asked if the board had plans to change the rubric of the evaluation of the superintendent.

Board Discussion

Phyllis – Shout Out to all the students and Mr. Hopkins for a wonderful play, “A Few Good Men.”

The board discussed the SRO proposal presented by Sheriff David Reynolds.

Motion by Kasey Young, seconded by Herb Longware, voted and carried (5-0) to approve a fulltime School Resource Officer for the 2019-2020 school year.

The board discussed the Oxford proposal presented by Jennifer Moore.

Motion by Herb Longware, seconded by Craig Jackson, voted and carried (5-0) to approve the Conducting Associates program at Oxford for Jennifer Moore (includes all accommodations, meals, workshops, rehearsals, performances, etc. – no travel expenses will be provided.)

Reports from the Superintendent

- The play “A Few Good Men” was a fantastic performance!
- CFES and members from Southwest Airlines came today and held an assembly with the 1st – 7th graders and then our 8th – 12th graders in regards to the many different working positions held at the airlines other than pilot.
- Gave a brief update on a meeting attend in regards to the health insurance.
- About 80% of our students participated in the 3 – 8 ELA State Testing.
- Some new Tobacco Free signs have been displayed throughout the building.

- The deadline for applications for the Business Manager – Treasurer position are due April 19th.
- A brief update on the 2019-2020 budget.
Approval of the budget will be at the next meeting on April 25, 2019.

Executive Session

Motion by Kasey Young, seconded by Herb Longware, voted and carried (5-0) to enter into executive session at 7:31pm, to discuss the employment history of a particular person.

Motion by Craig Jackson, seconded by Heather Sheehan, voted and carried (5-0) to end executive session at 8:04pm.

Motion by Craig Jackson, seconded by Herb Longware, voted and carried (5-0) to enter back into regular session.

Motion by Heather Sheehan, seconded by Herb Longware, voted and carried (5-0) to approve the side letter of understanding between Willsboro Central School and Sheila Vanags, dated 4-9-19.

Adjournment

Motion by Herb Longware, seconded by Craig Jackson, voted and carried (5-0) to adjourn the meeting at 8:06pm.

Brandy Pierce Nolette, District Clerk



Board of Education
Agenda April 9, 2019
Regular Meeting-Agenda
6:00pm in the Library

1. Call to Order
2. Pledge of Allegiance
3. **Presentation** by Jennifer Moore.
4. **Presentation** by Sheriff David Reynolds.
5. Public Comment Regarding the Agenda Items
6. Acceptance of Minutes
 - a) Accept the minutes from the 3-26-19 regular board meeting.
7. New Business
 - a) Approve the special education recommendations prepared by Jennifer Leibeck.
 - b) Approve the 2019-2020 school academic calendar.
 - c) Approve the resolution of adopting the second amended and restated municipal cooperation agreement.
8. Business & Finance
 - a) Approve the claims audit report (general fund, school lunch fund, and trust & agency), dated
 - b) Approve the budget transfers dated 4-2-19.
 - c) Accept the budget status dated 4-2-19 as presented.
9. Personnel
 - a) Accept the letter of intent to retire from Lorilee Sheehan, 1st Grade Teacher; effective June 30, 2019.
 - b) Approve Whitney MacDougal as a substitute teacher & teacher assistant / aide for the school district.
 - c) Approve Nick Arnold as a building substitute for the school district, effective April 23, 2019.

10. Public Comment Regarding the Agenda Items

11. Board Discussion

12. Reports from Superintendent

a) Update #3 on the 2019-2020 budget.

13. Executive Session

14. Adjournment



Board of Education
Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson
Kasey Young
Heather Sheehan

Willsboro Central School
Board of Education

Regular Meeting-Minutes
March 26, 2019

Members Present: Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson
Kasey Young
Heather Sheehan

Others Present: Justin Gardner, Superintendent of Schools
Brandy Pierce Nolette, District Clerk
Nathan Jacques
Bob & Sue Arnold
Bonnie Callahan
Cathy Alden
Ed Collazo
Scott & Laura Bridge

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

Pledge of Allegiance

Public Comment

Ed Collazo – Asked about the budget being on-line, MOU for bus drivers and Jennifer Moore’s proposal. Board said the information would be available as they proceeded down through the items on the agenda.

Bob Arnold – Asked what the updated information on Mr. Gardner’s contract was. Board stated that the length of his contract was extended to 5 years.

Acceptance of Minutes

The minutes from the 3-12-19 regular board meeting were accepted as presented.

New Business

Motion by Craig Jackson, seconded by Heather Sheehan, voted and carried (5-0) to approve the Memorandum of Understanding between the District and the Willsboro Teachers' Association.

Motion by Craig Jackson, seconded by Heather Sheehan, voted and carried (5-0) to approve the Memorandum of Understanding between the District and the CSEA.

Business & Finance

Motion by Kasey Young, seconded by Herb Longware, voted and carried (5-0) to approve the claims audit report (general fund, school lunch fund, & federal fund) dated 3-19-19.

Personnel

Motion by Craig Jackson, seconded by Herb Longware, voted and carried (5-0) to approve the resolution for the updated employment agreement for Justin Gardner, Superintendent of Schools effective March 26, 2019.

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (5-0) to accept the resignation from Clayton Cross as a substitute for the school district, effective March 13, 2019.

Motion by Craig Jackson, seconded by Kasey Young, voted and carried (5-0) to table the professional development proposal by Jennifer Moore, to get further information on the program.

Public Comment

Ed Collazo – Asked about Mr. Gardner's contract extension. Board commented that it is a NYS Law to extend the superintendents contracts to 5years.

Inquired about payment options for Mrs. Moore's proposal and asked if other teachers had the option to explore professional development like this in different subject areas. Laura Bridge commented that the options are offered for any and all faculty members.

Bob Arnold – Asked what the cost of Jennifer Moore's proposal was. Kasey Young gave Mr. Arnold the amounts.

Nate Jacques – Questioned the evaluation process of the Superintendent. Wanted more clarification on the increase of contract years for Mr. Gardner.

Is enrollment declining? Mr. Gardner said it fluctuates, but all rural schools have the same issues.

Bonnie Callahan- Asked if as part of CSEA she could share items on a weekly / monthly basis, so that board is aware of the updates / happenings of the CSEA members.

Board Discussion

Phyllis – Told the board how Saranac Lake School went one full day with no cellphone use in the school. Possibly try it here at Willsboro.

Kasey – Informed the board of a couple of events, a presentation at SUNY Plattsburgh about Human Trafficking, and another presentation on student suicides.

Reports from the Superintendent

- Providing lots of great information on our schools social media. Our soccer teams received scholar athletes as well as some individual athletes.
- EPC project coming to a close. Notice our lights in the parking lot have all been upgraded now.
- Students in grades 6 – 12 attended an assembly on Vaping and Its Hazards.
- Updated the board on the school resource officer. He will have Sheriff Reynolds come and speak to the board at the next meeting.
- A brief update on the 2019-2020 budget.

Executive Session

Motion by Kasey Young, seconded by Heather Sheehan, voted and carried (5-0) to enter into executive session at 7:32pm, to discuss personnel.

Motion by Craig Jackson, seconded by Herb Longware, voted and carried (5-0) to end executive session at 7:58pm.

Adjournment

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (5-0) to adjourn the meeting at 7:59pm.

Brandy Pierce Nolette, District Clerk



Board of Education
Agenda March 26, 2019
Regular Meeting-Agenda
6:00pm in the Library

1. Call to Order
2. Pledge of Allegiance
3. Public Comment Regarding the Agenda Items
4. Acceptance of Minutes
 - a) Accept the minutes from the 3-12-19 regular board meeting.
5. New Business
 - a) Approve the resolution to adopt the MOU between the District and the Willsboro Teachers' Association.
 - b) Approve the resolution to adopt the MOU between the District and the CSEA.
6. Business & Finance
 - a) Approve the claims audit report (general fund, school lunch and federal fund) dated 3-19-19.
7. Personnel
 - a) Approve the resolution for the updated employment agreement for Justin Gardner, Superintendent of Schools effective March 26, 2019.
 - b) Accept the resignation from Clayton Cross as a substitute for the school district, effective March 13, 2019.
 - c) Consider Jennifer Moore's professional development proposal.
8. Public Comment Regarding the Agenda Items
9. Board Discussion
10. Reports from Superintendent
 - a) Update #2 on the 2019-2020 budget.
11. Executive Session
12. Adjournment



Board of Education
Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson
Kasey Young
Heather Sheehan

Willsboro Central School
Board of Education

Regular Meeting-Minutes
March 12, 2019

Members Present: Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson
Kasey Young
Heather Sheehan

Others Present: Justin Gardner, Superintendent of Schools
Brandy Pierce Nolette, District Clerk
Chad, Josh & Rob, Siemens
Chris Maron, CATS
Dan Shaw
Nathan Jacques
Linda Jacques
Bob Arnold
Lorilee Sheehan
Bonnie Callahan
Miranda Laferriere
Cathy Alden
Heather Spear
Pam Drollette
Rhonda Sloper / Scott Hommes
Ed & Nelly Collazo

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

Pledge of Allegiance

Presentations

Siemens presented the Energy Performance Contract and work that has been done throughout the building. Also, gave a cost breakdown of the project.

Chris Maron gave a brief presentation on the Champlain Area Trails and his request to have 2 school buses help transport for their community hike in May 2019.

Public Comment

Heather Spear – Presented the board members with a packet of information in regards to concerns she has for her children.

Nate Jacques- Asked the board if they had any questions or comments in regards to the letter that he had sent to them. Craig Jackson commented that it was positive letter and thanked Mr. Jacques for his honesty. Mr. Jacques also requested that the board members do updated training in regards to open meeting laws.

Acceptance of Minutes

The minutes from the 2-12-19 regular board meeting were accepted as presented. Craig Jackson abstained.

New Business

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (5-0) to approve the special education recommendations prepared by Jennifer Leibeck.

Motion by Craig Jackson, seconded by Kasey Young, voted and carried (5-0) to approve the Memorandum of Agreement between CFES Brilliant Pathways and the Willsboro Central School District.

Motion by Herb Longware, seconded by Kasey Young, voted and carried (5-0) to approve the request from the Champlain Area Trails (CATS) for two (2) buses for their community hike in May 2019.

Business & Finance

Motion by Heather Sheehan, seconded by Kasey Young, voted and carried (5-0) to approve the claims audit report (general fund, school lunch fund, federal fund, and trust & agency) dated 2-21-19 & 3-6-19.

Motion by Craig Jackson, seconded by Heather Sheehan, voted carried (5-0) to approve the budget transfers dated 3-4-19.

The budget status report dated 3-4-19 was accepted as presented.

Personnel

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (5-0) to approve Renee Provost as a substitute teacher aide / assistant for the school district.

Motion by Heather Sheehan, seconded by by Craig Jackson, voted and carried (5-0) to accept with regrets the letter of intent to retire from Sheila Vanags, Treasurer; effective June 30, 2019.

Motion by Herb Longware, seconded by Kasey Young, voted and carried (5-0) to approve Brandy Pierce Nolette as the Records Management & Access Officer for the school district.

Motion by Herb Longware, seconded by Kasey Young, voted and carried (5-0) to approve Justin Gardner, Superintendent as the records appeals officer for the school district.

Motion by Craig Jackson, seconded by Herb Longware, voted and carried (5-0) to accept the resignation from David Lee as the varsity girls' softball coach.

Motion by Heather Sheehan, seconded by Kasey Young, voted and carried (5-0) to approve Dawn Bronson as the Varsity Girls Softball coach.

Motion by Kasey Young, seconded by Herb Longware, voted and carried (5-0) to approve Kyli Swires as the Modified Girls Softball coach.

Public Comment

Ed Collazo – Questioned who a member of the public was and why he was there. Mr. Gardner said he would clarify in just a moment.

Nate Jacques – what the enrollment was for 6th grade (15 students.)

Bonnie Callahan- Commented she liked having the meetings in the library and asked who the budget committee is. Mr. Gardner answered that it is the board members.

Pam Drollette – Voiced her concerns about the low enrollment of athletes in spring sports. Asked if it be possible to have an open gym & weight room for some of the students not participating in spring sports? The board said they would look into the possibility.

Lorilee Sheehan – Thank you for the support of the new school sign, it has been approved!

Board Discussion

Craig - Recommended that elected and re-elected board members should take a refresher course in board training.

Phyllis – Recommended possibly getting some new tables for the cafeteria so that our PreK and kindergarten students can sit comfortably and be able to reach.

Reports from the Superintendent

- Providing educational services to our students on the dangers of vaping and its devices. What punishment is best for the school district. Presentation for our staff and possibly our community.
- A brief update on the 2019-2010 budget.

Executive Session

Motion by Kasey Young, seconded by Heather Sheehan, voted and carried (5-0) to enter into executive session at 7:20pm, to discuss employee history and contractual issues. Also, to invite Dan Shaw, Labor Relations into the executive session.

Motion by Craig Jackson, seconded by Herb Longware, voted and carried (5-0) to end executive session at 8:38pm.

Motion by Kasey Young, seconded by Herb Longware, voted and carried (5-0) to enter into regular session at 8:40pm.

Motion by Craig Jackson, seconded by Herb Longware, voted and carried (5-0) to approve the amendment to the superintendent employment agreement, effective March 12, 2019.

Adjournment

Motion by Craig Jackson, seconded by Herb Longware, voted and carried (5-0) to adjourn the meeting at 8:42pm.

Brandy Pierce Nolette, District Clerk



Board of Education
Agenda March 12, 2019
Regular Meeting-Agenda
6:00pm in the Library

1. Call to Order
2. Pledge of Allegiance
3. **Presentation** by Siemens to present on the EPC project.
Presentation by Chris Maron from CATS.
4. Public Comment Regarding the Agenda Items
5. Acceptance of Minutes
 - a) Accept the minutes from the 2-12-19 regular board meeting.
6. New Business
 - a) Approve the special education recommendations prepared by Jennifer Leibeck.
 - b) Approve the Memorandum of Agreement between CFES Brilliant Pathways and the Willsboro Central School District.
 - c) Consider the request from the Champlain Area Trails (CATS) for two (2) buses for their community hike in May 2019.
7. Business & Finance
 - a) Approve the claims audit report (general fund, school lunch, federal fund, and trust & agency) dated 2-21-19 & 3-6-19.
 - b) Approve the budget transfers dated 3-4-19.
 - c) Accept the budget status report dated 3-4-19.
8. Personnel
 - a) Approve Renee Provost as a substitute teacher aide / assistant for the school district.
 - b) Accept the letter of intent to retire from Sheila Vanags, Treasurer; effective June 30, 2019.

- c) Approve Brandy Pierce Nolette as the Records Management & Access Officer for the school district.
- d) Approve Justin Gardner, Superintendent as the records appeals officer for the school district.
- e) Accept the resignation from David Lee as the varsity girls' softball coach.
- f) Approve Dawn Bronson as the Varsity Girls Softball coach.
- g) Approve Kyli Swires as the Modified Girls Softball coach.

9. Public Comment Regarding the Agenda Items

10. Board Discussion

11. Reports from Superintendent

- a) Update on the 2019-2020 budget.

12. Executive Session

13. Adjournment



Board of Education
Agenda March 12, 2019
Regular Meeting-Agenda
6:00pm in the Library

1. Call to Order
2. Pledge of Allegiance
3. **Presentation** by Siemens to present on the EPC project.
Presentation by Chris Maron from CATS.
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5. Acceptance of Minutes
 - a) Accept the minutes from the 2-12-19 regular board meeting.
6. New Business
 - a) Approve the special education recommendations prepared by Jennifer Leibeck.
 - b) Approve the Memorandum of Agreement between CFES Brilliant Pathways and the Willsboro Central School District.
 - c) Consider the request from the Champlain Area Trails (CATS) for two (2) buses for their community hike in May 2019.
7. Business & Finance
 - a) Approve the claims audit report (general fund, school lunch, federal fund, and trust & agency) dated 2-21-19 & 3-6-19.
 - b) Approve the budget transfers dated 3-4-19.
 - c) Accept the budget status report dated 3-4-19.
8. Personnel
 - a) Approve Renee Provost as a substitute teacher aide / assistant for the school district.
 - b) Accept the letter of intent to retire from Sheila Vanags, Treasurer; effective June 30, 2019.

- c) Approve Brandy Pierce Nolette as the Records Management & Access Officer for the school district.
- d) Approve Justin Gardner, Superintendent as the records appeals officer for the school district.
- e) Accept the resignation from David Lee as the varsity girls' softball coach.
- f) Approve Dawn Bronson as the Varsity Girls Softball coach.
- g) Approve Kyli Swires as the Modified Girls Softball coach.

9. Public Comment Regarding the Agenda Items

10. Board Discussion

11. Reports from Superintendent

- a) Update on the 2019-2020 budget.

12. Executive Session

13. Adjournment



Board of Education
Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson
Kasey Young
Heather Sheehan

Willsboro Central School
Board of Education

Regular Meeting-Minutes
February 12, 2019

Members Present: Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson (absent)
Kasey Young
Heather Sheehan

Others Present: Justin Gardner, Superintendent of Schools
Brandy Pierce Nolette, District Clerk (absent)
Nathan Jacques
Linda Jacques
Bob Arnold
Laura Bridge
Lorilee Sheehan
Rebecca Palmer

The regular board meeting was Called to Order at 5:02pm by President Phyllis Klein.

Pledge of Allegiance

Public Comment

Lorilee Sheehan –February 19th at 7:00pm will be the Public Hearing at the Town Hall for the school sign. Talked with the residents next door, the Doyle's and the Lacey's and they are ok with the sign.

Nate Jacques- Asked a question in regards to our schools bandwidth at the last board meeting and Mr. Gardner forwarded the information to Mr. Jacques. Mr. Jacques asked how Mr. Gardner got the information and Mr. Gardner said from Mr. Longware.

Acceptance of Minutes

The minutes from the 1-8-19 regular board meeting were accepted as presented.

New Business

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (4-0) to approve the special education recommendations prepared by Jennifer Leibeck.

Motion by Kasey Young, seconded by Herb Longware, voted and carried (4-0) to approve the resolution for joint agreement with BOCES regarding the Capital Project.

Business & Finance

Motion by Heather Sheehan, seconded by Herb Longware, voted and carried (4-0) to approve the claims audit report (general fund, school lunch fund, federal fund, and trust & agency) dated 1-31-19.

Motion by Kasey Young, seconded by Heather Sheehan, voted carried (4-0) to approve the budget transfers dated 1-25-19.

The budget status report dated 1-25-19 was accepted as presented.

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (4-0) to approve the transfer from Employee Benefits Reserve Fund in the amount of \$1,000.

Personnel

Motion by Herb Longware, seconded by Kasey Young, voted and carried (4-0) to approve Deborah Blake as a substitute teacher for the school district.

Motion by Herb Longware, seconded by Kasey Young, voted and carried (4-0) to approve Kyli Swires, Cheryl Sweatt, and Chris Ford as chaperones for the senior trip to Washington D.C. on May 17th – 20th, 2019.

Motion by Heather Sheehan, seconded by Herb Longware, voted and carried (4-0) to accept Tammy Bigelow resignation as Bus Driver / Maintenance effective February 27, 2019 due to the intent to retire.

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (4-0) to approve Brett Stevenson as a substitute cleaner for the school district.

Motion by Kasey Young, seconded by Heather Sheehan, voted and carried (4-0) to approve the provisional appointment of Arnold “Buddy” Green as a custodian.

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (4-0) to approve Kim Pfund as substitute cleaner for the school district.

Public Comment

Nate Jacques – Asked why the resolution did role call instead of vote? Mr. Gardner explained typically bigger resolutions need role call.

Board Discussion

Mrs. Klein – Read a statement in regards to the community members question at the last meeting inquiring about a matter related to the Carnegie Hall music trip a couple of years ago. Mrs. Klein also shared Policy #2160 with all.

Mrs. Klein discussed the CEWW Board meeting that she, Mr. Gardner, and Mr. Longware attended. Will be doing some research on John Hattie.

The board discussed their day in school. The district has great things going on with, flexible seating & technology. And everyone enjoyed a great lunch from the cafeteria.

Reports from the Superintendent

- The elementary ½ day on April 5th may be changed to all students ½ day to accommodate a training on vaping & dangers to teachers. Will come and do a presentation for our students and parents/ community. Mr. Gardner has asked kids where they are getting stuff and they answered that they are going to Plattsburgh to buy it. It's not stopping them but it is slowing them down since the county raised the age here.
- Mental Health tip line will be made available to 4th – 12th graders.
- Our health insurance now offers telemedicine 24/7 service at the lowest possible rate of \$8. An Excellus will be coming in to help staff sign-up.
Linda Jacques asked if it is available for retirees. Mr. Gardner answered yes.
- If the free & reduced lunch program meets the 40% baseline on April 1st, all students would eat for free. If accepted and chose to offer it we would have it for 4 to 5 years.
- Budget calendar was presented.
- If anyone is interested in being on the BOCES Board, Mr. Gardner has information.
- A District Communication Guidelines will be going out to everyone.

Executive Session

Motion by Heather Sheehan, seconded by Herb Longware, voted and carried (4-0) to enter into executive session at 5:53pm, to discuss employee history.

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (4-0) to end executive session at 6:22pm.

Adjournment

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (4-0) to adjourn the meeting at 6:23pm.

Kasey Young, Board Member



Board of Education
Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson
Kasey Young
Heather Sheehan

Willsboro Central School
Board of Education

Regular Meeting-Minutes
February 12, 2019

Members Present: Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson (absent)
Kasey Young
Heather Sheehan

Others Present: Justin Gardner, Superintendent of Schools
Brandy Pierce Nolette, District Clerk (absent)
Nathan Jacques
Linda Jacques
Bob Arnold
Laura Bridge
Lorilee Sheehan
Rebecca Palmer

The regular board meeting was Called to Order at 5:02pm by President Phyllis Klein.

Pledge of Allegiance

Public Comment

Lorilee Sheehan –February 19th at 7:00pm will be the Public Hearing at the Town Hall for the school sign. Talked with the residents next door, the Doyle's and the Lacey's and they are ok with the sign.

Nate Jacques- Asked a question in regards to our schools bandwidth at the last board meeting and Mr. Gardner forwarded the information to Mr. Jacques. Mr. Jacques asked how Mr. Gardner got the information and Mr. Gardner said from Mr. Longware.

Acceptance of Minutes

The minutes from the 1-8-19 regular board meeting were accepted as presented.

New Business

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (4-0) to approve the special education recommendations prepared by Jennifer Leibeck.

Motion by Kasey Young, seconded by Herb Longware, voted and carried (4-0) to approve the resolution for joint agreement with BOCES regarding the Capital Project.

Business & Finance

Motion by Heather Sheehan, seconded by Herb Longware, voted and carried (4-0) to approve the claims audit report (general fund, school lunch fund, federal fund, and trust & agency) dated 1-31-19.

Motion by Kasey Young, seconded by Heather Sheehan, voted carried (4-0) to approve the budget transfers dated 1-25-19.

The budget status report dated 1-25-19 was accepted as presented.

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (4-0) to approve the transfer from Employee Benefits Reserve Fund in the amount of \$1,000.

Personnel

Motion by Herb Longware, seconded by Kasey Young, voted and carried (4-0) to approve Deborah Blake as a substitute teacher for the school district.

Motion by Herb Longware, seconded by Kasey Young, voted and carried (4-0) to approve Kyli Swires, Cheryl Sweatt, and Chris Ford as chaperones for the senior trip to Washington D.C. on May 17th – 20th, 2019.

Motion by Heather Sheehan, seconded by Herb Longware, voted and carried (4-0) to accept Tammy Bigelow resignation as Bus Driver / Maintenance effective February 27, 2019 due to the intent to retire.

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (4-0) to approve Brett Stevenson as a substitute cleaner for the school district.

Motion by Kasey Young, seconded by Heather Sheehan, voted and carried (4-0) to approve the provisional appointment of Arnold “Buddy” Green as a custodian.

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (4-0) to approve Kim Pfund as substitute cleaner for the school district.

Public Comment

Nate Jacques – Asked why the resolution did role call instead of vote? Mr. Gardner explained typically bigger resolutions need role call.

Board Discussion

Mrs. Klein – Read a statement in regards to the community members question at the last meeting inquiring about a matter related to the Carnegie Hall music trip a couple of years ago. Mrs. Klein also shared Policy #2160 with all.

Mrs. Klein discussed the CEWW Board meeting that she, Mr. Gardner, and Mr. Longware attended. Will be doing some research on John Hattie.

The board discussed their day in school. The district has great things going on with, flexible seating & technology. And everyone enjoyed a great lunch from the cafeteria.

Reports from the Superintendent

- The elementary ½ day on April 5th may be changed to all students ½ day to accommodate a training on vaping & dangers to teachers. Will come and do a presentation for our students and parents/ community. Mr. Gardner has asked kids where they are getting stuff and they answered that they are going to Plattsburgh to buy it. It's not stopping them but it is slowing them down since the county raised the age here.
- Mental Health tip line will be made available to 4th – 12th graders.
- Our health insurance now offers telemedicine 24/7 service at the lowest possible rate of \$8. An Excellus will be coming in to help staff sign-up.
Linda Jacques asked if it is available for retirees. Mr. Gardner answered yes.
- If the free & reduced lunch program meets the 40% baseline on April 1st, all students would eat for free. If accepted and chose to offer it we would have it for 4 to 5 years.
- Budget calendar was presented.
- If anyone is interested in being on the BOCES Board, Mr. Gardner has information.
- A District Communication Guidelines will be going out to everyone.

Executive Session

Motion by Heather Sheehan, seconded by Herb Longware, voted and carried (4-0) to enter into executive session at 5:53pm, to discuss employee history.

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (4-0) to end executive session at 6:22pm.

Adjournment

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (4-0) to adjourn the meeting at 6:23pm.

Kasey Young, Board Member



Board of Education
Agenda February 12, 2019
Regular Meeting-Agenda
5:00pm in the Conference Room

1. Call to Order
2. Pledge of Allegiance
3. Public Comment Regarding the Agenda Items
4. Acceptance of Minutes
 - a) Accept the minutes from the 1-8-19 regular board meeting.
5. New Business
 - a) Approve the special education recommendations prepared by Jennifer Leibeck.
 - b) Approve the attached resolution for the joint agreement with BOCES regarding the Capital Project.
6. Business & Finance
 - a) Approve the claims audit report (general fund, school lunch, federal fund, and trust & agency) dated 1-31-19.
 - b) Approve the budget transfers dated 1-25-19.
 - c) Accept the budget status report dated 1-25-19.
 - d) Approve the transfer from Employee Benefits Reserve Fund in the amount of \$1,000.
7. Personnel
 - a) Approve Deborah Blake as a substitute teacher for the school district.
 - b) Approve Kyli Swires, Cheryl Sweatt, and Chris Ford as chaperones for the senior trip to Washington D.C. on May 17th – 20th, 2019.
 - c) Accept Tammy Bigelow resignation as Bus Driver / Maintenance effective February 27, 2019 due to the intent to retire.
 - d) Approve Brett Stevenson as a substitute cleaner for the school district.
 - e) Approve the provisional appointment of Arnold “Buddy” Green as a custodian.
 - f) Approve Kim Pfund as substitute cleaner for the school district.
8. Public Comment Regarding the Agenda Items
9. Board Discussion
10. Reports from Superintendent
11. Executive Session
12. Adjournment



Board of Education
Agenda January 8, 2019
Regular Meeting-Agenda
6:00pm in the Conference Room

1. Call to Order
2. Pledge of Allegiance
3. Executive Session
4. Public Comment Regarding the Agenda Items
5. Acceptance of Minutes
 - a) Accept the minutes from the 12-11-18 regular board meeting.
6. New Business
 - a) Approve the special education recommendations prepared by Jennifer Leibeck.
 - b) Approve the music field trip with Mrs. Moore to Carnegie Hall in June.
7. Business & Finance
 - a) Approve the claims audit report (general fund, school lunch fund, federal fund and trust & agency) dated 12-13-18 & 1-4-19.
 - b) Approve the budget transfers dated 1-3-19.
 - c) Accept the budget status report dated 1-3-19.
8. Personnel
 - a) Accept the letter of resignation from Meaghan Webb-Freeman, English Teacher, effective January 4, 2019.
 - b) Accept the letter of resignation from Andrew Chatterton, Cleaner, effective December 28, 2018.
 - c) Accept the letter of intent to retire from Wendi Cahill, effective June 30, 2019.
 - d) Approve Elizabeth Becker as a substitute teacher, assistant, aide, monitor, clerical & cafeteria for the school district.
 - e) Approve Rexanne Chatterton as a substitute cleaner for the school district.
 - f) Approve Adam Mero as a substitute teacher aide / assistant for the school district.
 - g) Approve Dawn Bronson as a volunteer assistant bowling coach.
 - h) Approve Arnold "Buddy" Green as a substitute custodian for the school district.

- i) Approve Christine Charbonneau to a 4 year probationary appointment as English teacher beginning January 14, 2019 at STEP 6 B+63.

9. Public Comment Regarding the Agenda Items
10. Board Discussion
11. Reports from Superintendent
12. Executive Session
13. Adjournment



Board of Education
Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson
Kasey Young
Heather Sheehan

Willsboro Central School
Board of Education

Regular Meeting-Minutes
January 8, 2019

Members Present: Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson
Kasey Young
Heather Sheehan

Others Present: Justin Gardner, Superintendent of Schools
Brandy Pierce Nolette, District Clerk
Nathan Jacques
Linda Jacques
Bob Arnold
Ed & Nelly Collazo
Christine Charbonneau
Laura & Scott Bridge
Lorilee Sheehan
Pam Drollette
Rhonda Sloper

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

Pledge of Allegiance

Executive Session

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (5-0) to enter into executive session at 6:03pm, to discuss a personnel appointment.

Motion by Craig Jackson, seconded by Herb Longware, voted and carried (5-0) to end executive session at 6:21pm.

Public Comment

Linda Jacques – Expressed concerns related to the fund raising process for school field trips.

Acceptance of Minutes

The minutes from the 12-11-18 regular board meeting were accepted as presented.

New Business

Motion by Kasey Young, seconded by Heather Sheehan, voted and carried (5-0) to approve the special education recommendations prepared by Jennifer Leibeck.

Motion by Kasey Young, seconded by Herb Longware, voted and carried (5-0) to approve the music field trip with Mrs. Moore to Carnegie Hall in June.

Business & Finance

Motion by Heather Sheehan, seconded by Craig Jackson, voted and carried (5-0) to approve the claims audit report (general fund, school lunch fund, federal fund, and trust & agency) dated 12-13-18 & 1-4-19.

Motion by Heather Sheehan, seconded by Craig Jackson, voted carried (5-0) to approve the budget transfers dated 1-3-19.

The budget status report dated 1-3-19 was accepted as presented.

Personnel

Motion by Craig Jackson, seconded by Herb Longware, voted and carried (5-0) to accept with regrets the letter of resignation from Meaghan Webb-Freeman, English Teacher, effective January 4, 2019.

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (5-0) to accept the letter of resignation from Andrew Chatterton, Cleaner, effective December 28, 2018.

Motion by Heather Sheehan, seconded by Herb Longware, voted and carried (5-0) to accept the letter of intent to retire from Wendi Cahill, effective June 30, 2019.

Motion by Herb Longware, seconded by Kasey Young, voted and carried (5-0) to approve Elizabeth Becker as a substitute teacher, assistant, aide, monitor, clerical & cafeteria for the school district.

Motion by Craig Jackson, seconded by Heather Sheehan, voted and carried (5-0) to approve Rexanne Chatterton as a substitute cleaner for the school district.

Motion by Kasey Young, seconded by Heather Sheehan, voted and carried (3-0-2) to approve Adam Mero as a substitute teacher aide / assistant for the school district (2 recusals by Phyllis Klein & Herb Logware.)

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (5-0) to approve Dawn Bronson as a volunteer assistant bowling coach.

Motion by Craig Jackson, seconded by Heather Sheehan, voted and carried (5-0) to approve Arnold “Buddy” Green as a substitute custodian for the school district.

Motion by Kasey Young, seconded by Herb Longware, voted and carried (5-0) to approve Christine Charbonneau to a 4 year probationary appointment as English teacher beginning January 14, 2019 at STEP 6 B+63.

Reports from the Superintendent

- CEWW Board meeting on Thursday, January 10th at 6:00pm. Mr. Gardner, Phyllis Klein and Herb Longware will be attending.
- There will be a NYSSBA legislative breakfast on January 25th in Saranac Lake, any board members wanting to attend please notify Mr. Gardner by the 17th.
- Mrs. Moore and her music students attended the opening ceremony of the 2019 International Children’s Winter Games in Lake Placid, where they were among 160 students from around the region.
- Mr. Gardner will be preparing a budget calendar that will be presented at the next board meeting.
- Mr. Gardner will start meeting monthly with the Student Councils Student Advisory students to get ideas of what students want in their school.
- Mr. Gardner updated the board on EPC project and the progress of the new lighting throughout the school. The new boiler has been up and running great! Preparing to have Siemens come and present to the board on the progress and status of the project.
- Board member visit has been scheduled for Tuesday, January 15th. The board members will come and spend the day in classrooms, office, have lunch and a tour of the boiler room & bus garage.

Public Comment

Nate Jacques – Asked a question in regards to our schools bandwidth? Mr. Gardner will get the information and forward it along to Mr. Jacques.

Bob Arnold- Also expressed concern in regards to the fund raising process for school field trips and procedural matters of the agenda & board practices.

Lorilee Sheehan – Updated the board on the new school sign.

Executive Session

Motion by Herb Longware, seconded by Craig Jackson, voted and carried (5-0) to enter into executive session at 7:26pm, to discuss a personnel appointment.

Motion by Herb Longware, seconded by Craig Jackson, voted and carried (5-0) to end executive session at 8:20pm.

Adjournment

Motion by Herb Longware, seconded by Craig Jackson, voted and carried (5-0) to adjourn the meeting at 8:21pm.

Brandy Pierce Nolette, District Clerk



Board of Education
Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson
Kasey Young
Heather Sheehan

Willsboro Central School
Board of Education

Regular Meeting-Minutes
December 11, 2018

Members Present: Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson
Kasey Young
Heather Sheehan

Others Present: Justin Gardner, Superintendent of Schools
Brandy Pierce Nolette, District Clerk
Nathan Jacques
Linda Jacques
Bob Arnold
Laura & Scott Bridge
Melissa Maki
Miranda Laferriere

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

Pledge of Allegiance

Executive Session

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (5-0) to enter into executive session to discuss a personnel appointment.

Motion by Craig Jackson, seconded by Herb Longware, voted and carried (5-0) to end executive session at 6:20pm.

Presentation

Melissa Maki spoke in regards to her growing business and the many wellness options she has to offer. She thanked the administration, board, faculty & staff for their commitment and making our school the best it can be.

Acceptance of Minutes

The minutes from the 11-13-18 regular board meeting were accepted as presented.

New Business

Motion by Craig Jackson, seconded by Heather Sheehan, voted and carried (5-0) to approve the special education recommendations prepared by Jennifer Leibeck.

Motion by Kasey Young, seconded by Heather Sheehan, voted and carried (4-0-1) to accept the code of ethics and potential conflict letter from Herb Longware (Herb abstained.)

Business & Finance

Motion by Craig Jackson, seconded by Herb Longware, voted and carried (5-0) to approve the claims audit report (general fund, school lunch fund and trust & agency) dated 11-28-18.

The budget status report dated 11-28-18 was accepted as presented.

Motion by Herb Longware, seconded by Kasey Young, voted and carried (5-0) to approve the changes to 9 separate residents' taxes due to senior citizens exemptions per Essex County Real Property.

Personnel

Motion by Heather Sheehan, seconded by Craig Jackson, voted and carried (5-0) to accept the letter of intent to retire from Raymond Pfund Custodian, effective January 30, 2019.

Motion by Kasey Young, seconded by Heather Sheehan, voted and carried (5-0) to approve Holly LaBombard-Hull to a 3 year probationary appointment as a special education teacher beginning January 10, 2019 at a starting salary of \$53,151 B+63 hours.

Reports from the Superintendent

- The 5th grade has been selling tea, coffee, and hot cocoa in the main lobby in the mornings to as gratitude. The money that they raise will be donated to the Alzheimer's foundation.
- The board visit has been scheduled for January 15th and Mr. Gardner will get an agenda prepared for the day.
- Our Boys and Girls varsity soccer teams earned NYSPHSAA Scholar Athlete team recognition
- Updated the board on the EPC project, boilers are up and running and are working efficiently. The lighting in the HS wing and the gym is finished and they will be working on the elementary end soon.
- CVES BOCES Capital Project Vote today 12-8:00pm.

- Update on the possibility of a resource officer in the school. There is discussion that the county and schools share the cost. Mr. Gardner will keep the board updated

Public Comment

Nate Jacques – Expressed concerns related to a conflict of interest.

Bob Arnold- Commented on the public comment portion of the agenda.

Adjournment

Motion by Kasey Young, seconded by Herb Longware, voted and carried (5-0) to adjourn the meeting at 7:00pm.

Brandy Pierce Nolette, District Clerk



Board of Education
Agenda December 11, 2018
Regular Meeting-Agenda
6:00pm in the Conference Room

1. Call to Order
2. Pledge of Allegiance
3. Executive Session
4. Public Comment Regarding the Agenda Items
5. Presentation by Melissa Maki in regards to her growing business and what she has to offer our community.
6. Acceptance of Minutes
 - a) Accept the minutes from the 11-13-18 regular board meeting.
7. New Business
 - a) Approve the special education recommendations prepared by Jennifer Leibeck.
 - b) Accept letter to the board from Mr. Longware.
8. Business & Finance
 - a) Approve the claims audit report (general fund, school lunch fund, and trust & agency) dated 11-28-18.
 - b) Accept the budget status report dated 11-28-18.
 - c) Approve the changes to 9 separate residents' taxes due to senior citizens exemptions per Essex County Real Property.
9. Personnel
 - a) Accept the letter of intent to retire from Raymond Pfund Custodian, effective January 30, 2019.
 - b) Approve Holly LaBombard-Hull to a 3 year probationary appointment as a special education teacher beginning January 2, 2019 at a starting salary of \$53,151 B+63 hours.
10. Board Discussion
11. Reports from Superintendent
12. Executive Session
13. Adjournment



Board of Education
Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson
Kasey Young
Heather Sheehan

Willsboro Central School
Board of Education

Regular Meeting-Minutes
November 13, 2018

Members Present: Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson
Kasey Young
Heather Sheehan

Others Present: Justin Gardner, Superintendent of Schools
Brandy Pierce Nolette, District Clerk
Jennifer Leibeck, CSE Chairperson
Kyli Swires, Sr. Class Co-Advisor
Cheryl Sweatt, Sr. Class Co-Advisor
Nathan Jacques
Linda Jacques
Bob Arnold
Laura & Scott Bridge
8 Senior Class Students

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

Pledge of Allegiance

Presentation

Jennifer Leibeck presented the annual special education update and report to the board.

Senior Class presented their proposal to go on a 4 day field trip to Washington D.C. to the board.

Acceptance of Minutes

The minutes from the 10-23-18 regular board meeting were accepted as presented.

New Business

Motion by Heather Sheehan, seconded by Herb Longware, voted and carried (5-0) to approve the special education recommendations and annual report as prepared by Jennifer Leibeck.

Business & Finance

Motion by Craig Jackson, seconded by Heather Sheehan, voted and carried (5-0) to approve the claims audit report (general fund, school lunch fund and trust & agency) dated 11-13-18.

The budget status report dated 11-8-18 was accepted as presented.

Personnel

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (5-0) to approve Clayton Cross as permanent building substitute until further notice, effective October 29, 2018.

Motion by Kasey Young, seconded by Craig Jackson, voted and carried (5-0) to approve the following increase in hours for the cafeteria workers:

Vanessa Hathaway - 8 hours daily

Jill Magurk – 8 hours daily

Motion by Kasey Young, seconded by Heather Sheehan, voted and carried (5-0) to approve Cheryl Vanderpool, cafeteria worker to be increased to full-time status, with up to 7 hours daily.

Policies

Motion by Craig Jackson, seconded by Heather Sheehan, voted and carried (5-0) to approve the second reading & approval of policy #0110 Sexual Harassment.

Motion by Kasey Young, seconded by Herb Longware, voted and carried (5-0) to approve the second reading & approval of policy #0110 Sexual Harassment Regulations.

Motion by Heather Sheehan, seconded by Herb Longware, voted and carried (5-0) to approve the second reading & approval of policy #0110 Sexual Harassment Exhibit.

Board Discussion

If any board members are interested in attending the Clinton-Essex-Warren-Washington School Boards Association meeting that will be held on January 10, 2019 at West Side Ballroom, Plattsburgh, NY, please let Brandy know by December 21st, 2018. The topic for the evening is “Evidence-Based Learning: The Work of John Hattie.”

Senior Field Trip Discussion:

The Board members discussed the trip more in detail. Mr. Gardner said that he will work with Kyli & Cheryl to get the finalized pricing and details for the board.

Motion by Kasey Young, seconded by Heather Sheehan, voted (4-0-1) to approve the senior class to travel to Washington D.C. in the spring of 2019 (one abstention Craig Jackson.)

Shout-out to the Director, Cast and Crew of the Wizard of Oz! It was fantastic show!

Reports from the Superintendent

- Julie Holbrook will join our kitchen staff as food service director for the remainder of the year in conjunction with Vanessa Hathaway and the other kitchen staff members. Julie will help make sure paperwork, food and quality are to the state standards.
- Updated the board on the EPC project, boilers will be up and running in a couple weeks, inspection has been done. Lighting is being installed throughout the school, with the gymnasium and the parking lot being the first on the list. It is anticipated that completion of the project is by years end.
- Mrs. Drollette is working on a Mental Health Event. She has been working with Joe Ferris and other members as a committee to bring awareness of Mental Health to our students, staff, faculty and community.
- Mr. Gardner presented the board with board visit dates.
- Mr. Gardner talked about going digital at the board meetings. The board members could use Chromebooks at the meetings as a way of saving paper.

Public Comment

Nate Jacques – Expressed concerns related to board policies.

Bob Arnold – Shared comments on the school website.

Executive Session

Motion by Herb Longware, seconded by Kasey Young, voted and carried (5-0) to enter into executive session at 7:12pm, to discuss personnel.

Motion by Craig Jackson, seconded by Herb Longware, voted and carried (5-0) to end executive session at 7:40pm.

Adjournment

Motion by Herb Longware, seconded by Craig Jackson, voted and carried (5-0) to adjourn the meeting at 7:41pm.

Brandy Pierce Nolette, District Clerk



Board of Education
Agenda November 13, 2018
Regular Meeting-Agenda
6:00pm in the Conference Room

1. Call to Order
2. Pledge of Allegiance
3. Presentation
 - Jennifer Leibeck will present to the Board the Special Education report.
 - Class of 2019 will present to the board in regards to their senior field trip.
4. Acceptance of Minutes
 - a) Accept the minutes from the 10-23-18 regular board meeting.
5. New Business
 - a) Approve the special education recommendations prepared by Jennifer Leibeck.
6. Business & Finance
 - a) Approve the claims audit report (general fund, school lunch fund, and trust & agency) dated 11-13-18.
 - b) Accept the budget status report dated 11-8-18.
7. Personnel
 - a) Appoint Clayton Cross as permanent building substitute until further notice, effective October 29, 2018.
 - b) Approve the following increase in hours for the cafeteria workers:
 - Vanessa Hathaway - 8 hours daily
 - Jill Magurk – 8 hours daily
 - c) Approve Cheryl Vanderpool, cafeteria worker to be increased to full-time status, with up to 7 hours daily.
8. Policies
 - a) Approve the second readings and approval of policies:
 - #0110 Sexual Harassment
 - #0110-R Sexual Harassment Regulations
 - #0110-E Sexual Harassment Exhibit

9. Board Discussion
10. Reports from Superintendent
11. Public Comment Regarding the Agenda Items
12. Executive Session
13. Adjournment



Board of Education
Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson
Kasey Young
Heather Sheehan

Willsboro Central School
Board of Education

Regular Meeting-Minutes
October 23, 2018

Members Present: Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson (absent with notice)
Kasey Young
Heather Sheehan

Others Present: Justin Gardner, Superintendent of Schools
Brandy Pierce Nolette, District Clerk
Sheila Vanags, District Treasurer
Dr. Mark Davey, CVES BOCES District Superintendent
Eric Bell, CVES Asst. Superintendent of Management Services
Lorilee Sheehan
Allison Sucharewski
Gail Drinkwine
Nathan Jacques
Miranda Laferriere
Rhonda Sloper
Ed Collazo

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

Pledge of Allegiance

Presentation

Dr. Mark Davey, CVES BOCES District Superintendent and Mr. Eric Bell, Assistant Superintendent of Management Services, presented to the Board & the public information regarding the upcoming CVES Capital Project. There will be a vote on December 11th, 2018 asking the taxpayers to authorize CVES BOCES to spend up to \$29,850,000 on the capital construction project to improve educational environments, health, safety, and energy efficiency in the CVES BOCES.

Acceptance of Minutes

The minutes from the 10-9-18 regular board meeting were accepted as presented.

New Business

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (4-0) to approve the special education recommendations and annual report as prepared by Jennifer Leibeck.

Motion by Kasey Young, seconded Heather Sheehan, voted and carried (4-0) to approve the service agreement on an approved 835 special school between Willsboro Central and Hillcrest Educational Center.

Motion by Kasey Young, seconded by Herb Longware, voted and carried (4-0) to approve the Side Letter of Understanding between the Willsboro Central School District and the Willsboro Teachers' Association dated 10/18/18 regarding teaching assistant sick leave.

Motion by Heather Sheehan, seconded by Kasey Young, voted and carried (4-0) to approve a merger in track and field with the Ausable Valley Central School District for the spring 2019 season pending approval by the Ausable Valley Central School District Board of Education at no cost to the Willsboro District.

Business & Finance

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (4-0) to approve the tax roll correction for the Essex County IDA as prepared by the Essex County Real Property.

Motion by Herb Longware, seconded by Kasey Young, voted and carried (4-0) to approve the transfer from the unemployment reserve fund in the amount of \$1,290 for costs associated with expenditures to date October 15, 2018.

Motion by Kasey Young, seconded by Heather Sheehan, voted and carried (4-0) to approve the claims audit report (general fund, school lunch fund and trust & agency) dated 10-19-18.

Motion by Heather Sheehan, seconded by Kasey Young, voted and carried (4-0) to approve the budget transfers dated 10-17-18.

The budget status report dated 10-17-18 was accepted as presented.

Personnel

Motion by Kasey Young, seconded by Heather Sheehan, voted and carried (4-0) to approve Ann Zerges as substitute teacher, teacher assistant, and aide for the school district.

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (4-0) to approve Andrew Chatterton as a permanent custodian for the school district.

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (4-0) to approve the following as volunteer assistant coaches:

Boys Basketball

Clayton Cross

Todd Pierson

Kevin Douglas

Girls Basketball

Justin Drinkwine

Policies

Motion by Kasey Young, seconded by Heather Sheehan, voted and carried (4-0) to approve the first readings of policies:

#0110 Sexual Harassment

#0110-R Sexual Harassment Regulations

#0110-E Sexual Harassment Exhibit

Board Discussion

Kasey Young – The opening of Champlain Valley Recovery Campus (Schylar Falls Detox Ctr.) will be on Friday, October 26th, 2018.

Phyllis Klein – The board discussed the frequency of board meetings.

Motion by Heather Sheehan, seconded by Kasey Young, voted (4-0) to have one board meeting a month (2nd Tuesday of the month) and if needed the board can always call a second monthly meeting.

Reports from the Superintendent

- Updated the board on the EPC project, boilers will be up and running in a couple weeks, fencing has been installed around the propane tanks (needs inspection), and lighting is being installed. The anticipated completion of the project is by years end.
- The Distracted Driving assembly was a great eye opener and made our students more aware of the outcome of texting and driving.
- In the near future there may be a possibility to hire a building sub. As one is covering the full time in the special education teacher and the other has been out on medical.
- School Board Recognition week..... Thank you to the board for all that they do!
- Any interest in having a board retreat?
- Mr. Gardner will gather information and dates so that the board members can come and visit the school for the day.

Executive Session

Motion by Kasey Young, seconded by Heather Longware, voted and carried (4-0) to enter into executive session at 7:30pm, to discuss personnel.

Motion by Herb Longware, seconded by Kasey Young, voted and carried (4-0) to end executive session at 8:12pm.

Adjournment

Motion by Herb Longware, seconded by Kasey Young, voted and carried (4-0) to adjourn the meeting at 8:13pm.

Brandy Pierce Nolette, District Clerk



CENTRAL SCHOOL DISTRICT
Board of Education

Agenda October 23, 2018

Regular Meeting-Agenda

6:00pm in the Library

****REVISED****

1. Call to Order
2. Pledge of Allegiance
3. Presentation
 - Dr. Mark Davey, CVES BOCES District Superintendent and Mr. Eric Bell, Assistant Superintendent of Management Services, will present to the Board & the public information regarding the upcoming CVES Capital Project.
4. Acceptance of Minutes
 - a) Accept the minutes from the 10-9-18 regular board meeting.
5. New Business
 - a) Approve the special education recommendations and annual report as prepared by Jennifer Leibbeck.
 - b) Approve the service agreement on an approved 835 special school between Willsboro Central and Hillcrest Educational Center.
 - c) Approve the Side Letter of Understanding between the Willsboro Central School District and the Willsboro Teachers' Association dated 10/18/18 regarding teaching assistant sick leave.
 - d) Approve a merger in track and field with the Ausable Valley Central School District for the spring 2019 season pending approval by the Ausable Valley Central School District Board of Education.
6. Business & Finance
 - a) Approve the tax roll correction for Essex County IDA as prepared by the Essex County Real Property.
 - b) Approve the transfer from the unemployment reserve fund in the amount of \$1,290 for costs associated with expenditures to date October 15, 2018.
 - c) Approve the claims audit report (general fund, school lunch fund and trust & agency fund) dated 10-19/18.
 - d) Approve the budget transfers dated 10-17-18.
 - e) Accept the budget status report dated 10-17-18.

7. Personnel

- a) Approve Ann Zerges as substitute teacher, teacher assistant, and aide for the school district.
- b) Approve Andrew Chatterton as a permanent custodian for the school district.
- c) Approve the following as volunteer assistant coaches:

Boys Basketball

Clayton Cross

Todd Pierson

Kevin Douglas

Girls Basketball

Justin Drinkwine

8. Policies

- a) Approve the first readings of policies:
 - #0110 Sexual Harassment
 - #0110-R Sexual Harassment Regulations
 - #0110-E Sexual Harassment Exhibit

9. Board Discussion

10. Reports from Superintendent

11. Public Comment Regarding the Agenda Items

12. Executive Session

13. Adjournment



Board of Education
Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson
Kasey Young
Heather Sheehan

Willsboro Central School
Board of Education

Regular Meeting-Minutes
October 9, 2018

Members Present: Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson
Kasey Young
Heather Sheehan

Others Present: Justin Gardner, Superintendent of Schools
Brandy Pierce Nolette, District Clerk
Nathan Jacques
Miranda Laferriere
Linda Jacques
Bob Arnold
Rhonda Sloper
Ed Collazo

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

Pledge of Allegiance

Acceptance of Minutes

The minutes from the 9-25-18 regular board meeting were accepted as presented.

Business & Finance

Motion by Craig Jackson, seconded by Heather Sheehan, voted and carried (5-0) to approve the claims audit report (general fund, school lunch fund and trust & agency) dated 10-1-18.

Motion by Kasey Young, seconded by Herb Longware, voted and carried (5-0) to approve the budget transfers dated 9-28-18.

The budget status report dated 9-28-18 was accepted as presented.

Motion by Herb Longware, seconded by Craig Jackson, voted and carried (5-0) to approve the tax roll correction for the Nature Conservancy, Inc. due to clerical error (omitted exemption code.)

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (5-0) to approve the audit report prepared by Boulrice & Woods CPA's, P.C. and the Districts' corrective action plan.

Motion by Herb Longware, seconded by Craig Jackson, voted and carried (5-0) to approve the following resolution:
That the Board of Education resolve to accept the award from the New York State Department of Education's ESSA Title I, Part A grant in the amount of \$54,962; approve the use of the funds to make purchases as indicated; and authorize the Superintendent and the Board President to execute all documents necessary to effectuate this resolution.

Motion by Heather Sheehan, seconded by Kasey Young, voted and carried (5-0) to approve the following resolution:
That the Board of Education resolve to accept the award from the New York State Department of Education's ESSA Title II, Part A grant in the amount of \$10,451; approve the use of the funds to make purchases as indicated; and authorize the Superintendent and the Board President to execute all documents necessary to effectuate this resolution.

Motion by Kasey Young, seconded by Herb Longware, voted and carried (5-0) to approve the following resolution:
That the Board of Education resolve to accept the award from the New York State Department of Education's ESSA Title IV, Part A grant in the amount of \$10,000; approve the use of the funds to make purchases as indicated; and authorize the Superintendent and the Board President to execute all documents necessary to effectuate this resolution.

Personnel

Motion by Craig Jackson, seconded by Herb Longware, voted and carried (5-0) to approve Brittany Jones as a substitute aide / monitor for the school district.

Reports from the Superintendent

- Explained in more detail the Title grants resolutions passed previously. Also, updated the board on a grant for the cafeteria that would help aid in the purchasing of cafeteria equipment.
- Updated the board on the EPC project. Will have more information at the next meeting, after a briefing from the contractors on the timeline and process of the work.
- Cafeteria has seen great participation purchases from the students as well as the adults.
- Still working on the special education position, there is a perspective candidate and will have more information by the end of the week.

- Attended a meeting in regards to the health insurance and there could be some changes in January.
- Rudy Brouwer retired September 28th, and Kyle McGrain has now joined the team!
- At the next meeting the BOCES presentation in regards to the Capital Project will be held in the Auditorium at 6:000pm.

Public Comment

Linda Jacques – Expressed a concern with the district webpage not being “secure”. Mr. Gardner will look into this concern.

Bob Arnold – Presented a memorandum to the board regarding Bullying at WCS. Mr. Gardner clarified that our bullying coordinator is Charmain Flynn and that we have the appropriate information posted and up to date on our district webpage available for the public. Mr. Gardner also recommended making an appointment so that they may have further discussions regarding this topic.

Nate Jacques – Had concerns in regards to the school district webpage and the information posted on the elementary section and the board policies. Also, had a follow-up questions to concerns from the previous meeting held on September 25, 2018.

Executive Session

Motion by Kasey Young, seconded by Heather Sheehan, voted and carried (5-0) to enter into executive session at 6:41pm, to discuss personnel.

Motion by Herb Longware, seconded by Craig Jackson, voted and carried (5-0) to end executive session at 7:05pm.

Adjournment

Motion by Herb Longware, seconded by Craig Jackson, voted and carried (5-0) to adjourn the meeting at 7:06pm.

Brandy Pierce Nolette, District Clerk



Board of Education

Agenda October 9, 2018

Regular Meeting-Agenda

6:00pm in the Conference Room

1. Call to Order
2. Pledge of Allegiance
3. Acceptance of Minutes
 - a) Accept the minutes from the 9-25-18 regular board meeting.
4. Business & Finance
 - a) Approve the claims audit report (general fund, school lunch fund and trust & agency) dated 10-1-18.
 - b) Approve the budget transfers dated 9-28-18.
 - c) Accept the budget status dated 9-28-18.
 - d) Approve the tax roll correction for the Nature Conservancy, Inc. due to clerical error (omitted exemption code.)
 - e) Approve the audit report prepared by Boulrice & Woods CPA's, P.C.
 - f) Approve the following resolution:

That the Board of Education resolve to accept the award from the New York State Department of Education's ESSA Title I, Part A grant in the amount of \$54,962; approve the use of the funds to make purchases as indicated; and authorize the Superintendent and the Board President to execute all documents necessary to effectuate this resolution.
 - g) Approve the following resolution:

That the Board of Education resolve to accept the award from the New York State Department of Education's ESSA Title II, Part A grant in the amount of \$10,451; approve the use of the funds to make purchases as indicated; and authorize the Superintendent and the Board President to execute all documents necessary to effectuate this resolution.
 - h) Approve the following resolution:

That the Board of Education resolve to accept the award from the New York State Department of Education's ESSA Title IV, Part A grant in the amount of \$10,000; approve the use of the funds to make purchases as indicated; and authorize the Superintendent and the Board President to execute all documents necessary to effectuate this resolution.
5. Personnel
 - a) Approve Brittany Jones as substitute aide / monitor for the school district.

6. Board Discussion
7. Reports from Superintendent
8. Public Comment Regarding only the Agenda Items
9. Executive Session
10. Adjournment



Board of Education
Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson
Kasey Young
Heather Sheehan

Willsboro Central School
Board of Education

Regular Meeting-Minutes
September 25, 2018

Members Present: Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson
Kasey Young (absent with notice)
Heather Sheehan

Others Present: Justin Gardner, Superintendent of Schools
Brandy Pierce Nolette, District Clerk
Nathan Jacques
Miranda Laferriere
Lorilee Sheehan
Linda Jacques
Bob Arnold
Ed Collazo

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

Pledge of Allegiance

Acceptance of Minutes

The minutes from the 9-11-18 regular board meeting were accepted as presented.

New Business

Motion by Herb Longware, seconded by Craig Jackson, voted and carried (4-0) to approve the special education recommendations as prepared by Jennifer Leibeck.

Business & Finance

Motion by Heather Sheehan, seconded by Herb Longware, voted and carried (4-0) to approve the tax roll correction from Essex County Real Property for Evan Belzile.

Motion by Craig Jackson, seconded by Heather Sheehan, voted and carried (4-0) to approve the tax refund for the STAR amount to Sylvia Tospann.

Personnel

Motion by Herb Longware, seconded by Craig Jackson, voted and carried (4-0) to approve Jack Oliver as a substitute teacher, assistant and aide for the school district.

Motion by Heather Sheehan, seconded by Herb Longware, voted and carried (4-0) to approve Sherry Hawn as a substitute teacher for the school district.

Reports from the Superintendent

- PHS had a lockdown and also had their resource officers present.
- The opening of school was great success!
- The new playground is up and the kids love it!
- There has been a lot of positive feedback in regards to the new meals being served in the cafeteria.
- Met with staff members from Imery's in regards to having our students help them make a safety video that they can use when having their training with employees.
- The special education posting will close on Wednesday.

Phyllis Klein

Advised members of the public that comments or questions should be in regards to the agenda items only.

Public Comment

Nate Jacques – Expressed his concerns in regards to the school district.

Ed Collazo – Asked for clarification a couple of the agenda items.

Linda Jacques – A safety suggestion that possibly to make available for substitutes to have access to a room key in case of a lock-down.

Executive Session

Motion by Herb Longware, seconded by Craig Jackson, voted and carried (4-0) to enter into executive session at 6:32pm, to discuss personnel.

Motion by Craig Jackson, seconded by Herb Longware, voted and carried (4-0) to end executive session at 6:52pm.

Adjournment

Motion by Craig Jackson, seconded by Herb Longware, voted and carried (4-0) to adjourn the meeting at 6:53pm.

Brandy Pierce Nolette, District Clerk



Board of Education
Agenda September 25, 2018
Regular Meeting-Agenda
6:00pm in the Conference Room

1. Call to Order
2. Pledge of Allegiance
3. Acceptance of Minutes
 - a) Accept the minutes from the 9-11-18 regular board meeting.
4. New Business
 - a) Approve the special education recommendations as presented by Jennifer Leibeck.
5. Business & Finance
 - a) Approve the tax roll correction from the Essex County Real Property for Evan Belzile.
 - b) Approve the tax refund for the STAR amount to Sylvia Tospann.
6. Personnel
 - a) Approve Jack Oliver as a substitute teacher aide / assistant.
 - b) Approve Sherry Hawn as a substitute teacher for the school district.
7. Board Discussion
8. Reports from Superintendent
9. Public Comment Regarding the Agenda Items
10. Executive Session
11. Adjournment



Board of Education
Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson
Kasey Young
Heather Sheehan

Willsboro Central School
Board of Education

Regular Meeting-Minutes
September 11, 2018

Members Present: Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson
Kasey Young
Heather Sheehan

Others Present: Justin Gardner, Superintendent of Schools
Brandy Pierce Nolette, District Clerk
Nathan Jacques
Miranda Laferriere
Bob & MarySue Arnold

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

Pledge of Allegiance

Phyllis Klein

On September 11, 2001, one of the worst days in America's history saw some of the bravest acts in Americans' history. If we learn nothing else from this tragedy, we learn that life is short and there is no time for hate. Please join me in a moment of silence for the 2977 lost lives.

Acceptance of Minutes

The minutes from the 8-28-18 regular board meeting were accepted as presented.

New Business

Motion by Craig Jackson, seconded by Herb Longware, voted and carried (5-0) to approve as surplus Van #69 – after a complete inspection it has been determined that the vehicle has many mechanical failures that need to be addressed, as per John Sucharzewski.

Business & Finance

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (5-0) to approve the claims audit report dated 8-30-18.

Motion by Kasey Young, seconded by Craig Jackson, voted and carried (5-0) to approve the budget transfers dated 8-27-18.

The budget status report dated 8-27-18 was accepted as presented

Motion by Kasey Young, seconded by Heather Sheehan, voted and carried (5-0) to approve the STAR Reimbursement form.

Personnel

Motion by Craig Jackson, seconded by Herb Longware, voted and carried (5-0) to approve Holly Hathaway as a substitute cafeteria helper and teacher aide for the school district.

Motion by Herb Longware, seconded by Kasey Young, voted and carried (5-0) to approve Clayton Cross as a substitute teacher, aide, and assistant for the school district.

Motion by Heather Sheehan, seconded by Craig Jackson, voted and carried (5-0) to approve Debbie Anderson / Suzette Montville for their summer educational camp that was held on August 28th & 29th 9:00 – 11:30am “If You Take a Mouse to School.”

Board Discussion

- Spoke of the Tobacco 21 initiative that was approved through Essex County Supervisors.

Phyllis Klein

The board members to come up with different topics (cellphone use in schools, etc) that could be presented and initiated into helping or directing our students. Mr. Gardner also commented that he has set up a presentation for the students in regards to distracted driving and would like to also have the Honor Flight come in and present.

Reports from the Superintendent

- PHS had a lockdown and also had their resource officers present.
- The opening of school was great success!
- The new playground is up and the kids love it!
- There has been a lot of positive feedback in regards to the new meals being served in the cafeteria.
- Met with staff members from Imery’s in regards to having our students help them make a safety video that they can use when having their training with employees.
- The special education posting will close on Wednesday.

Public Comment

Nate Jacques – Commented that the cellphone use should also include the faculty / staff. Asked if the board remembered the school study in 2015 and as result has the district followed the recommendations in regards to having a curriculum coordinator come in and work with our faculty to better our teaching curriculum? Mr. Gardner commented that he was unsure about the study but he would look into it. The board did mention that A. Paul Scott did come and work on a new series with the faculty.

Executive Session

Motion by Kasey Young, seconded by Heather Sheehan, voted and carried (5-0) to enter into executive session at 6:51pm, to discuss contract issue.

Motion by Craig Jackson, seconded by Herb Longware, voted and carried (5-0) to end executive session at 7:24pm.

Adjournment

Motion by Herb Longware, seconded by Herb Craig Jackson, voted and carried (5-0) to adjourn the meeting at 7:25pm.

Brandy Pierce Nolette, District Clerk



Board of Education
Agenda September 11, 2018
Regular Meeting-Agenda
6:00pm in the Conference Room

1. Call to Order
2. Pledge of Allegiance
3. Acceptance of Minutes
 - a) Accept the minutes from the 8-28-18 regular board meeting.
4. New Business
 - a) Approve the following as surplus per John Sucharzewski:
Van #70 – after a complete inspection it has been determined that the vehicle has many mechanical failures that need to be addressed.
5. Business & Finance
 - a) Approve the claims audit dated 8-30-18.
 - b) Approve the budget transfers dated 8-27-18.
 - c) Accept the budget status report sated 8-27-18.
 - d) Approve the STAR Reimbursement form.
6. Personnel
 - a) Approve Holly Hathaway as a substitute cafeteria helper and teacher aide.
 - b) Approve Clayton Cross as a substitute teacher, aide, and assistant for the school district.
 - c) Approve Debbie Anderson / Suzette Montville for their summer educational camp that was held on August 28th & 29th 9:00 – 11:30am “If You Take a Mouse to School.”
7. Board Discussion
8. Reports from Superintendent
9. Public Comment Regarding the Agenda Items
10. Executive Session
11. Adjournment



Board of Education
Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson
Kasey Young
Heather Sheehan

Willsboro Central School
Board of Education

Regular Meeting-Minutes
August 28, 2018

Members Present: Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson
Kasey Young
Heather Sheehan

Others Present: Justin Gardner, Superintendent of Schools
Brandy Pierce Nolette, District Clerk
John Sucharezwski, Supervisor of Buildings & Grounds
and Transportation
Bruce & Darcey Hale
Nathan Jacques
Linda Jacques
Lorilee Sheehan
Miranda Laferriere
Bob Arnold
Rhonda Sloper

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

Pledge of Allegiance

Presentations

John Sucharezwski

- Informed the board of all of the work done to the bus garage and the school building this summer (painting, updating, cleaning and repairs.) Mr. Sucharezwski will prepare a proposal for the board for upgrades needed to bus garage that would possibly keep it usable and not have to participate in the shared garage with the Town. He would like to thank his maintenance / cleaning staff for all of their hard work this summer!

Bruce & Dacey Hale

- Thanked the board for allowing them to store the Clarke Museum in the school district. All of the materials have now been moved out and are in the State museum in Albany, NY.

Acceptance of Minutes

The minutes from the 8-14-18 regular board meeting were accepted as presented.

Business & Finance

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (5-0) to approve the tax rate of \$11.820315 for the 2018-2019 school year.

The fiscal year-end report dated 6-30-18 was accepted as presented.

Personnel

Motion by Craig Jackson, seconded by Kasey Young, voted and carried (4-0-1) to approve Mat Longware as a substitute teacher / teacher aide / teacher assistant for the school district (one abstention Herb Longware.)

Motion by Kasey Young, seconded by Heather Sheehan, voted and carried (4-0-1) to approve Max Longware as a substitute teacher / teacher aide / teacher assistant for the school district (one abstention Herb Longware.)

Motion by Heather Sheehan, seconded by Craig Jackson, voted and carried (5-0) to approve Linda Jacques as a substitute teacher for the school district.

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (5-0) to accept the resignation of Jenna Hayden as elementary special education teacher.

Board Discussion

Herb Longware

- Spoke to the board in regards to the Tobacco 21 initiative that's being promoted by Essex County Health Department.

Motion by Herb Longware, seconded by Kasey Young, voted and carried (5-0) to accept the resolution in favor of the local law #4 – Tobacco 21 initiative, (resolution is attached.)

Reports from the Superintendent

- The Willsboro website went live today August 28th!
- The cafeteria staff has been on site since August 20th in preparation for the start of the school year. They will make lunch for the staff & faculty on the September 5th conference day.

- Mr. Gardner sent a letter on his behalf in support of Major David Reynolds initiative to have a school resource officer. Mr. Gardner will send a letter on behalf of the board members.
- The new playground equipment has been delivered and the Town Highway workers have started working on assembling it.

Public Comment

Miranda Laferriere

- Asked if she would be able to update the website with her kindergarten information. Mr. Gardner responded, “Brandy or I can do that for you, and eventually all teachers will have access to update their class page.”

Nathan Jacques

- Questioned Mrs. Klein’s statement from a previous meeting in July regarding the teacher evaluations and the ability to review those.
- If we are in favor of changing the Tobacco age, could we change the age that we hire substitutes and staff members? Mr. Gardner informed that we cannot discriminate against the hiring age limit as it is 18yrs old.

Bob Arnold

- Asked if the board knew why the Town Supervisor was not in favor of the Tobacco 21 initiative? Herb Longware commented that he read in the paper that Mr. Gilliland’s concern was that it would be a county mandate with no money to back it.

Executive Session

Motion by Herb Longware, seconded by Kasey Young, voted and carried (5-0) to enter into executive session at 7:09pm, to discuss personnel & legal matter.

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (5-0) to end executive session at 7:20pm.

Adjournment

Motion by Craig Jackson, seconded by Heather Sheehan, voted and carried (5-0) to adjourn the meeting at 7:21pm.

Brandy Pierce Nolette, District Clerk



Board of Education
Agenda August 28, 2018
Regular Meeting-Agenda
6:00pm in the Conference Room

1. Call to Order
2. Pledge of Allegiance
3. Presentation by John Sucharzewski on summer work in the building.
Presentation by Mr. & Mrs. Bruce regarding the Hale Museum.
4. Acceptance of Minutes
 - a) Accept the minutes from the 8-14-18 regular board meeting.
5. Business & Finance
 - a) Approve the tax rate of \$11.820315 for the 2018-2019 school year.
 - b) Accept the fiscal year-end report date 6-30-18.
6. Personnel
 - a) Approve Mat Longware as a substitute teacher / teacher aide / teacher assistant for the school district.
 - b) Approve Max Longware as a substitute teacher / teacher aide / teacher assistant for the school district.
 - c) Approve Linda Jacques as a substitute teacher for the school district.
 - d) Accept the resignation of Jenna Hayden as elementary special education teacher.
7. Board Discussion
 - a) Tobacco 21
8. Reports from Superintendent
9. Public Comment Regarding the Agenda Items
10. Executive Session
11. Adjournment



Board of Education
Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson
Kasey Young
Heather Sheehan

Willsboro Central School
Board of Education

Regular Meeting-Minutes
August 14, 2018

Members Present: Phyllis Klein, President (absent with notice)
Herb Longware, Vice President
Craig Jackson
Kasey Young
Heather Sheehan (absent with notice)

Others Present: Justin Gardner, Superintendent of Schools
Brandy Pierce Nolette, District Clerk
Nathan Jacques
Linda Jacques
Lorilee Sheehan
Debbie Anderson
Bob & MarySue Arnold
Rhonda Sloper
Tara Smith, CFES Brilliant Pathways
Mimi Lane & 3 Girl Scout Girls

The regular board meeting was Called to Order at 6:00pm by Vice-President Herb Longware.

Pledge of Allegiance

Presentations

Tara Smith, CFES Brilliant Pathways

- Mrs. Smith described what the CFES Brilliant Pathways program is and how it can benefit many of our students from elementary – high school. With mentors, community support and partnerships the program has helped many students with decisions of college, work force and essential skills. The program is funded by very little federal help, but more of community members, grants, and family foundations. CFES Brilliant Pathways would like to reach more of our students and help them get the bet opportunities for the future.

Girl Scouts

- The Cadet Scouts presented to the board their Science initiative to get girls more involved in Science / Technology. The Cadets would like to set up a club and invite girl's grades 4-12 and meet twice a week, to participate and learn fun & new scientific and technology experiments. Mrs. Ashley Hooper has volunteered to help assist the Cadet's with their program. The board feels that tis a wonderful idea!

Acceptance of Minutes

The minutes from the 7-24-18 regular board meeting were accepted as presented.

New Business

Motion by Craig Jackson, seconded by Kasey Young, voted and carried (3-0) to accept the special education recommendations as presented by Jennifer Leibeck.

Motion by Kasey Young, seconded by Craig Jackson, voted and carried (3-0) to approve adding Confidential Planning to our OMNI approval list.

Business & Finance

Motion by Craig Jackson, seconded by Kasey Young, voted and carried (3-0) to approve the transfer of \$11,843.25 from the general fund to the school lunch fund program to assist in the deficit for the 2017-2018 school year.

Motion by Kasey Young, seconded by Craig Jackson, voted and carried (3-0) to approve the claims audit report (general fund) dated 7-30-18.

Motion by Craig Jackson, seconded by Kasey Young, voted and carried (3-0) to approve the budget transfers dated 8-3-18.

Motion by Kasey Young, seconded by Craig Jackson, voted and carried (3-0) to accept the bid of \$352.76 for the Mortising Machine to Samuel Swartzentruber (only one bid received.)

Heather Sheehan entered the meeting at 6:36pm.

Motion by Craig Jackson, seconded by Heather Sheehan, voted and carried (4-0) to approve the extra-curricular fund annual report dated July 1, 2017 – June 30, 2018.

Motion by Kasey Young, seconded by Heather Sheehan, voted and carried (4-0) to approve the scholarship accounts annual report dated July 1, 2017 – June 30, 2018.

Personnel

Motion by Craig Jackson, seconded by Kasey Young, voted and carried (4-0) to approve Lee Abbriano as a volunteer assistant coach for all sports teams as needed for the 2018-2019 school year.

Board Discussion

Herb Longware

- Spoke to the board in regards to the Tobacco 21 initiative that's being promoted by Essex County Health Department. Herb suggested that we as a board support the initiative of changing the purchasing of tobacco products from 18yrs. old to 21 yrs. old. The board member will research Tobacco 21 and at the next meeting present their information and ideas.

Reports from the Superintendent

- Mr. Gardner updated the board on the Farm to School program in which schools buy and feature locally produced, farm-fresh foods such as fruits and vegetables, eggs, honey, meat, and beans on their menus.
- The website should be up on Friday, August 24th. Mr. Gardner will give a demonstration at the next board meeting.
- Mr. Gardner updated the board on the Energy Performance Plan and the work that has been done thus far.
- Mr. Gardner talked to the board about a program called P-TECH that connects high school, college, and the world of work through college and industry. A new vision for college and career readiness and success that could be beneficial for our students. The program would be run through local colleges like NCCC or CCC.
- Mr. Gardner discussed BOCES Capital Project vote in each component district in hope/anticipation that if, Governor Cuomo were to approve the BOCES Capital Project legislation which has passed both the NYS Assembly and NYS Senate, our districts may be able to qualify for the BOCES Capital Project Exclusion should the legislation be signed by the Governor. This vote would be held on December 11th, 2018.
- Mr. Gardner met with Deputy David Reynolds in regards to having a school resource officer present at school 2 ½ days a week. The officer would be paid through the county.

Public Comment

Nathan Jacques

- Asked about a comment he made at the last meeting in regards to evaluations for the academy teacher and being able to see them. Mr. Gardner will look into the evaluations and Mr. Jacques would like to set-up a meeting to discuss.
- Are background checks performed on all new hires? Yes all applicants have to be fingerprinted through NYSED.

Lorilee Sheehan

- Praised the board for their hard work and dedication to the school and our students. Recommended that when having the board meetings if they could make the meetings more accommodating to the community members in attendance and not have the meetings with the backs of the board members to the public.

Executive Session

Motion by Kasey Young, seconded by Heather Sheehan, voted and carried (4-0) to enter into executive session at 7:16pm, to discuss personnel & legal matter.

Motion by Craig Jackson, seconded by Kasey Young, voted and carried (4-0) to end executive session at 7:35pm.

Adjournment

Motion by Heather Sheehan, seconded by Craig Jackson, voted and carried (4-0) to adjourn the meeting at 7:36pm.

Brandy Pierce Nolette, District Clerk



Board of Education
Agenda August 14, 2018
Regular Meeting-Agenda
6:00pm in the Conference Room
**** REVISED****

1. Call to Order
2. Pledge of Allegiance
3. Presentation by Tara Smith from CFES Brilliant Pathways.
Presentation by the Girl Scouts for their STEM project.
4. Acceptance of Minutes
 - a) Accept the minutes from the 7-24-18 regular board meeting.
 - b) Approve the special education recommendations as prepared by Jennifer Leibeck.
5. New Business
 - a) Approve to add Confidential Planning to our OMNI approval list.
6. Business & Finance
 - a) Approve the transfer of \$11,843.25 from the general fund to the school lunch fund program to assist in the deficit for the 2017-2018 school year.
 - b) Approve the claims audit report (general fund) dated 7-30-18.
 - c) Approve the budget transfers dated 8-3-18.
 - d) Accept the bid of \$352.76 for the Mortising Machine to Samuel Swartzentruler.
(only received one bid)
 - e) Approve the extra-curricular fund annual report dated July 1, 2017 – June 30, 2018.
 - f) Approve the scholarship accounts annual report dated July 1, 2017 – June 30, 2018.
7. Personnel
 - a) Approve Lee Abbriano as volunteer assistant coach for all sports teams as needed for the 2018-2019 school year.
8. Board Discussion
9. Reports from Superintendent
10. Public Comment Regarding the Agenda Items
11. Executive Session
12. Adjournment



Board of Education
Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson
Kasey Young
Heather Sheehan

Willsboro Central School
Board of Education

Regular Meeting-Minutes
July 24, 2018

Members Present: Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson (absent with notice)
Kasey Young
Heather Sheehan

Others Present: Justin Gardner, Superintendent of Schools
Brandy Pierce Nolette, District Clerk (absent with notice)
Nathan Jacques
Linda Jacques
Miranda Laferriere
Ed Collazo

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

Pledge of Allegiance

Acceptance of Minutes

The minutes from the 7-10-18 regular board meeting were accepted as presented.

New Business

Motion by Herb Longware, seconded by Kasey Young, voted and carried (4-0) to approve the twelve (12) SonicWALL Access Points as surplus, they are no longer used and will be donated to Seton Catholic School in Plattsburgh.

Motion by Heather Sheehan, seconded by Herb Longware, voted and carried (4-0) to approve the following pieces of playground equipment as surplus and disposal:

Monkey Bars / Cargo Net
Horizontal Bars
Small Playground Set
Tunnels

Business & Finance

Motion by Kasey Young, seconded by Heather Sheehan, voted and carried (4-0) to approve the claims audit report dated 7-13-18.

Motion by Heather Sheehan, seconded by Herb Longware, voted and carried (4-0) to approve the budget transfers dated 7-12-18.

The budget status report dated 7-13-18 was accepted as presented

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (4-0) to approve the transfer from unemployment reserve fund in the amount of \$645.00 for cost associated with expenditures to date 7-16-18.

Motion by Heather Sheehan, seconded by Herb Longware, voted and carried (4-0) to approve the following resolution:

RESOLUTION

WHEREAS, the Board of Education (the "Governing Body") of Willsboro Central School District ("Lessee") has reviewed and determined its anticipated equipment requirements.

WHEREAS, the Governing Body has determined that it is in Lessee's best interest to acquire the equipment (the "Equipment") described in a Performance Contracting Agreement (the "Energy Savings Contract"), between Lessee and Siemens Industry Inc., Building Technologies Division, a copy of which document is attached hereto as Exhibit A, and to finance such acquisition under Leasing Schedule #280-0006014-001 (the "Lease"), which incorporates the terms and conditions of the Master Lease Purchase Agreement (the "Agreement"),

between Lessee and Siemens Public, Inc., copies of which documents are available at this meeting and are on file with the District Clerk; and

WHEREAS, in connection with the execution and delivery of the Lease, it will be necessary for Lessee to enter into an Escrow Agreement Relating to Equipment Subject to Leasing Schedule #280-0006014-001 (the "Escrow Agreement") among Lessee, Siemens Public, Inc. and the escrow agent named therein, a copy of which document is available at this meeting and on file with the District Clerk; and

WHEREAS, the Governing Body, as a local agency pursuant to the New York State Environmental Quality Review Act ("SEQRA"), ECL Section 8-0101, *et seq.*, and implementing regulations, 6 NYCRR Part 617 (the "Regulations"), having reviewed the impact of the equipment acquisition upon the environment, determined that such action constitutes a "Type II Action" under the Regulations and is not subject to review under SEQRA;

NOW, THEREFORE BE IT RESOLVED, ON July 24, 2018, BY THE BOARD OF EDUCATION OF THE DISTRICT, AS FOLLOWS:

1. Lessee shall acquire the Equipment.
2. The Energy Savings Contract, the Lease, as incorporating the terms and conditions of the Agreement, and the Escrow Agreement are hereby approved, and the President of the Board of Education or other representative of the Lessee designated by the President of the Board of Education in writing is hereby authorized to execute (i) the Energy Savings Contract; (ii) the Lease, as incorporating the terms and conditions of the Agreement, and (iii) the Escrow Agreement, all substantially in the forms attached hereto with such changes or amendments (substantial or otherwise) as are approved by the officer of Lessee executing those documents, such approval to be conclusively evidenced by that officer's execution of those documents, and (iv) all other documents, instruments, certificates and agreements related to the Energy Savings Contract, the Escrow Agreement and the Lease.
3. Trespasz & Marquardt, LLP is appointed bond counsel to the Lessee for the equipment financing authorized herein.
4. This resolution shall take effect immediately.

Personnel

Motion by Herb Longware, seconded by Kasey Young, voted and carried (4-0) to approve Chris Ford for weight room supervision and instruction for 25 hours @ \$20.00 / hour for a total of \$500.00.

Motion by Heather Sheehan, seconded by Herb Longware, voted and carried (4-0) to approve Vanessa Hathaway for summer training in the cafeteria as needed, at a rate of \$15.09

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (4-0) to approve Jill Magurk for summer training in the cafeteria as needed, at a rate of \$14.10

Motion by Kasey Young, seconded by Heather Sheehan, voted and carried (4-0) to approve Cheryl Vanderpool for summer training in the cafeteria as needed, at a rate of \$11.70.

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (4-0) to approve Brandy Pierce-Nolette as the Substitute Call-In Person, at a stipend of \$2,750.

Motion by Kasey Young, seconded by Herb Longware, voted and carried (4-0) to accept the recommendation of the Superintendent, to approve the amended employment agreement with Brandy Pierce Nolette to reflect changes in job duties, hours, and compensation, effective July 1, 2018.

Board Discussion

- Mrs. Sheehan clarified Brandy's new working hours (7:30 – 3:30pm.)

- Mrs. Klein mentioned that she had read in the On Board paper that the most opt-outs have dropped and asked if WCS has? Mr. Gardner will look into it and get back with an answer to the board.

Reports from the Superintendent

- There has been a change in the HS math curriculum, Algebra 1, Algebra 2, and Geometry will also have a lab.
- The new website will be ready next week.
- Kick off meeting for the Energy Performance project.
- NERIC – Rudy will be retiring in September, met with NERIC last week and discussed the help desk & network support. Security upgrades when we receive state approval.
- Girl Scouts will present their STEM project at the next board meeting.
- A member of the CFES program will present at the next board meeting.

Public Comment

Mrs. Laferriere

- Questioned who is responsible for the playground equipment, the Town or the school. Mr. Gardner will confirm.
- Are that cafeteria staff paid hourly or salary? Hourly. Will that have to clock in and out? Yes.
- Is Chris Ford paid through contract for the weight room? Mr. Gardner will research, but does not think he is.

Mrs. Jacques

- Is the Girls Scout STEM project open to all kids? Mr. Gardner confirmed, just girls.
- Is there any programs where the 6th graders are helped to make the transition into 7th grade, as some students are anxious? Mr. Gardner said there will be an Open House before the start of school where they can come and meet the teachers, find their lockers, etc.

Adjournment

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (4-0) to adjourn the meeting at 6:28pm.

Kasey Young, Board Member



Board of Education
Agenda July 24, 2018
Regular Meeting-Agenda
6:00pm in the Conference Room

1. Call to Order
2. Pledge of Allegiance
3. Acceptance of Minutes
 - a) Accept the minutes from the 7-10-18 regular board meeting.
4. New Business
 - a) Approve twelve (12) SonicWALL Access Points as surplus, no longer used and donate them to Seton Catholic School in Plattsburgh.
 - b) Approve the following pieces of playground equipment as surplus and disposal:
 - Monkey Bars / Cargo Net
 - Horizontal Bars
 - Small Playground Set
 - Tunnels
5. Business & Finance
 - a) Approve the claims audit report dated 7-13-18.
 - b) Approve the budget transfers dated 7-12-18.
 - c) Accept the budget status report dated 7-13-18.
 - d) Approve the transfer from unemployment reserve fund in the amount of \$645.00 for cost associated with expenditures to date 7-16-18.
6. Personnel
 - a) Approve Chris Ford for weight room supervision and instruction for 25 hours @ \$20.00 / hour for a total of \$500.00.
 - b) Approve Vanessa Hathaway for summer training in the cafeteria as needed, at a rate of \$15.09.
 - c) Approve Jill Magurk for summer training in the cafeteria as needed, at a rate of \$14.10.
 - d) Approve Cheryl Vanderpool for summer training in the cafeteria as needed, at a rate of \$11.70.
 - e) Approve Brandy Pierce-Nolette as the Substitute Call-In Person, at a stipend of \$2,750.
 - f) Be it resolved, upon the recommendation of the Superintendent, to approve the amended employment agreement with Brandy Pierce-Nolette to reflect changes in job duties, hours, and compensation, effective July 1, 2018.

7. Board Discussion
8. Reports from Superintendent
9. Public Comment Regarding the Agenda Items
10. Executive Session
11. Adjournment



Board of Education
Phyllis Klein, President
Herb Longware, Vice President
Don Hollingsworth
Craig Jackson
Kasey Young

Willsboro Central School
Board of Education

Regular Meeting-Minutes
July 10, 2018

Members Present: Phyllis Klein, President
Herb Longware, Vice President
Craig Jackson
Kasey Young
Heather Sheehan

Others Present: Justin Gardner, Superintendent of Schools
Brandy Pierce Nolette, District Clerk
Lorilee Sheehan
Linda Jacques
Nathan Jacques
Bob Arnold

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

Pledge of Allegiance

Acceptance of Minutes

The minutes from the 6-12-18 regular board meeting and the 7-3-18 re-organizational meeting were accepted as presented.

New Business

Motion by Craig Jackson, seconded by Herb Longware, voted and carried (5-0) to approve the amended 2018-2019 student handbook.

Motion by Kasey Young, seconded by Herb Longware, voted and carried (5-0) to approve the special education recommendations as prepared by Jennifer Leibeck.

Motion by Heather Sheehan, seconded by Kasey Young, voted and carried (5-0) to approve the amended MOA with the CSEA regarding the creation of the new civil service titles for Senior Cook and Cook Manager dated June 18, 2018.

Motion by Heather Sheehan, seconded by Herb Longware, voted and carried (5-0) to approve the following as surplus and accept bids for purchase:

Mortising Machine (#000219) - Dayton A.C. Induction Motor
120V - Foot Pedal Operated

Business & Finance

Motion by Kasey Young, seconded by Herb Longware, voted and carried (5-0) to approve the transfer from Employee Benefits Reserve Fund in the amount of \$48,202.

Personnel

Motion by Craig Jackson, seconded by Kasey Young, voted and carried (4-0-1) (with one abstention Herb Longware.) to approve Fred Knickerbocker as a substitute cleaner for the school district.

Motion by Herb Longware, seconded by Kasey Young, voted and carried (5-0) to approve Jenna Hayden to a 4 year probationary appointment as an Elementary Special Education Teacher beginning September 1, 2018 at a starting salary of \$49,248 B+63 hours.

Motion by Heather Sheehan, seconded by Craig Jackson, voted and carried (5-0) to approve Vanessa Hathaway as Cafeteria Cook Manager beginning September 1, 2018 at a rate of \$15.09/hr.

Motion by Herb Longware, seconded by Kasey Young, voted and carried (5-0) to approve Jill Magurk as Cafeteria Senior Cook beginning September 1, 2018 at a rate of \$14.10.

Motion by Heather Sheehan, seconded by Craig Jackson, voted and carried (5-0) to re-appoint Kyli Swires and Annie-Laurie Lemieux as permanent building substitutes for the 2018-2019 school year.

Motion by Craig Jackson, seconded by Heather Sheehan, voted and carried (5-0) to approve the following extra-curricular positions for 2018-19, stipends as per contract:

Senior Co-Advisors – Cheryl Sweatt & Kyli Swires
Junior Co-Advisors – Becky Provost & Toni McCray
Sophomore Co-Advisor – Jennifer Leibeck &
Brandy Pierce Nolette
Freshman Tri-Advisors – Shelley Moran, Melissa Huff &
Dawn Bronson
Senior Play- Margie Jaquish
Drama Club – Derrick Hopkins
Elementary Drama Club – Annie-Laurie Lemieux

High School Play – Derrick Hopkins
Band/Music – Jennifer Moore
NHS – Gail MacDougal
JR. NHS – Francesca Duso
Student Council – Keith Stone
Model UN – Keith Stone
Art Club – Reagan Monarch
Spanish Club – Francesca Duso
French Club – Marie Blatchley
Key Club Co-Advisors – Brandy Pierce Nolette &
Nicole Cassavaugh
CFES Tri-Advisors – Marie Blatchley, Ashley Hooper &
Michael Douglas
Extra-Curricular Treasurer – Cathy Alden
Yearbook – Brian White
Athletic Director – Michael Douglas

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (5-0) to approve the following fall coaches for the 2018-19 school year, stipends as per contract:

Fall

Boys Varsity Soccer – Andrew Lee
Boys Modified Soccer – Terry Cross
Girls Varsity Soccer – Dawn Bronson
Girls Modified Soccer – Justin Drinkwine

Motion by Heather Sheehan, seconded by Craig Jackson, voted and carried (5-0) to approve the following winter coaches for the 2018-19 school year, stipends as per contract:

Winter

Boys Varsity Basketball – Jim Spring
Boys JV Basketball – Michael Douglas
Boys Modified Basketball – Terry Cross
Girls Varsity Basketball – Nick Arnold
Girls Modified Basketball – Dawn Bronson
Bowling – David Lee
Rifle Team – Charmaine Flynn & John Oliver

Motion by Kasey Young, seconded by Heather Sheehan, voted and carried (5-0) to approve the following spring coaches for the 2018-19 school year, stipends as per contract:

Spring

Varsity Softball – David Lee
Modified Softball – Dawn Bronson
Boys Modified Baseball – Terry Cross
Golf – John Oliver

Motion by Herb Longware, seconded by Kasey Young, voted and carried (5-0) to approve Chris Ford as a volunteer assistant coach to any of the sports teams as needed.

Policies

Motion by Kasey Young, seconded by Herb Longware, voted and carried (5-0) to approve the 1st reading and approval of policy #8505 Charging School Meals.

Board Discussion

- Motion by Craig Jackson, seconded by Heather Sheehan, voted and carried (5-0) to select the 2019 graduation date as June 28th.
- Motion by Heather Sheehan, seconded by Craig Jackson, voted and carried (5-0) to accept the donation of playground equipment from the Town of Willsboro DPW.
- Discussed the Girl Scout STEM Club, the Science Technology Empowerment Program (STEP) is a science based program for girls. With the help of Mimi Lane, Ashley Hooper and Sr. Girl Scouts the program will inspire more girls to study science. Mr. Gardner will contact Mimi Lane to have the STEP group present to the board at a future meeting.

Reports from the Superintendent

- The district is now fully staffed for the 2018-2019 school year.

Adjournment

Motion by Herb Longware, seconded by Kasey Young, voted and carried (5-0) to adjourn the meeting at 6:45pm.

Brandy Pierce Nolette, District Clerk



Board of Education
Agenda July 10, 2018
Regular Meeting-Agenda
6:00pm in the Conference Room
****REVISED****

1. Call to Order
2. Pledge of Allegiance
3. Acceptance of Minutes
 - a) Accept the minutes from the 6-12-18 regular board meeting and the 7-3-18 re-organizational meeting.
4. New Business
 - a) Approve the 2018-2019 student handbook.
 - b) Approve the special education recommendations as prepared by Jennifer Leibeck.
 - c) Approve the MOA with the CSEA regarding the creation of the new civil service titles for Senior Cook and Cook Manager dated June 18, 2018.
 - d) Approve the following as surplus and accept bids for purchase:
Mortising Machine (#000219) - Dayton A.C. Induction Motor
120V - Foot Pedal Operated
5. Business & Finance
 - a) Approve the transfer from Employee Benefits Reserve Fund in the amount of \$48,202.
6. Personnel
 - a) Approve Fred Knickerbocker as a substitute cleaner for the school district.
 - b) Approve Jenna Hayden to a 4 year probationary appointment as an Elementary Special Education Teacher beginning September 1, 2018 at a starting salary of \$49,248 B+63 hours.
 - c) Approve Vanessa Hathaway as Cafeteria Cook Manager beginning September 1, 2018 at a rate of \$15.09/hr.
 - d) Approve Jill Magurk as Cafeteria Senior Cook beginning September 1, 2018 at a rate of \$14.10.
 - e) Re-appoint Kyli Swires and Annie-Laurie Lemieux as permanent building substitutes for the 2018-2019 school year.
 - f) Approve the following extra-curricular positions for 2018-19, stipends as per contract:
Senior Co-Advisors – Cheryl Sweatt & Kyli Swires
Junior Co-Advisors – Becky Provost & Toni McCray

Sophomore Co-Advisor – Jennifer Leibeck & Brandy Pierce Nolette
Freshman Co-Advisors – Shelley Moran, Melissa Huff & Dawn Bronson
Senior Play- Margie Jaquish
Drama Club – Derrick Hopkins
Elementary Drama Club – Annie-Laurie Lemieux
High School Play – Derrick Hopkins
Band/Music – Jennifer Moore
NHS – Gail MacDougal
JR. NHS – Francesca Duso
Student Council – Keith Stone
Model UN – Keith Stone
Art Club – Reagan Monarch
Spanish Club – Francesca Duso
French Club – Marie Blatchley
Key Club Co-Advisors – Brandy Pierce Nolette & Nicole Cassavaugh
CFES Tri-Advisors – Marie Blatchley, Ashley Hooper &
Michael Douglas
Extra-Curricular Treasurer – Cathy Alden
Yearbook – Brian White
Athletic Director – Michael Douglas

- g) Approve the following fall coaches for the 2018-19 school year, stipends as per contract:

Fall

Boys Varsity Soccer – Andrew Lee
Boys Modified Soccer – Terry Cross
Girls Varsity Soccer – Dawn Bronson
Girls Modified Soccer – Justin Drinkwine

Winter

Boys Varsity Basketball – Jim Spring
Boys JV Basketball – Michael Douglas
Boys Modified Basketball – Terry Cross
Girls Varsity Basketball – Nick Arnold
Girls Modified Basketball – Dawn Bronson
Bowling – David Lee
Rifle Team – Charmaine Flynn & John Oliver

Spring

Varsity Softball – David Lee
Modified Softball – Dawn Bronson
Boys Modified Baseball – Terry Cross
Golf – John Oliver

- h) Approve Chris Ford as a volunteer assistant coach to any of the sports teams as needed

7. Policy

- a) Approve the 1st reading and approval of policy #8505 Charging School Meals as per NYSED.

8. Board Discussion

- a) Discuss the select for the 2019 graduation.
b) Playground upgrades.
c) Girl Scout STEM Club.

d) CEP eligibility.

9. Reports from Superintendent
10. Public Comment Regarding the Agenda Items
11. Executive Session
12. Adjournment



Board of Education

Phyllis Klein
Herb Longware
Craig Jackson
Kasey Young
Heather Sheehan

Willsboro Central School
Board of Education

Re-Organizational Meeting-Minutes
July 3, 2018

Members Present: Phyllis Klein
Herb Longware
Craig Jackson
Kasey Young
Heather Sheehan

Others Present: Justin Gardner, Superintendent of Schools
Brandy Pierce Nolette, District Clerk
Bob Arnold
Linda Jacques
Nathan Jacques
Lorilee Sheehan

Meeting was called to order at 6:00pm.

Pledge of Allegiance

Election of Board Officers

Motion by Herb Longware, seconded by Craig Jackson, voted and carried (5-0) to appoint Brandy Pierce Nolette as District Clerk for the 2018 – 2019 school year, administration of oath.

Administration of Oath to Phyllis Klein, recently elected Board Member for a three year term to serve through June 30, 2021.

Administration of Oath to Heather Sheehan, recently elected Board Member for a three year term to serve through June 30, 2021.

Administration of Oath to Justin Gardner, Superintendent of Schools for the 2018-2019 school year.

Motion by Herb Longware, seconded by Craig Jackson, voted and carried (5-0) to nominate Phyllis Klein as President of the Board for the 2018 – 2019 school year, administration of oath.

Motion by Craig Jackson, seconded by Kasey Young, voted and carried (5-0) to nominate Herb Longware as Vice-President of the Board for the 2018 – 2019 school year, administration of oath.

Consent Agenda

Motion by Herb Longware, seconded by Kasey Young, voted and carried (5-0) to approve the following appointment of officers for the 2018-2019 school year:

- ❖ Sheila Vanags, School District Treasurer – No Stipend
- ❖ Bridget Brown, Tax Collector - \$5,729
- ❖ Brandy Pierce Nolette, District Clerk - \$2,000
- ❖ Dean Caveney, Internal Claims Auditor - \$30.00 / hour
- ❖ Justin Gardner, Purchasing Agent – No Stipend

Motion by Kasey Young, seconded by Craig Jackson, voted and carried (5-0) to approve the following other appointments for the 2018-2019 school year:

- ❖ Boulrice & Wood, District Independent Auditor - \$9,800
- ❖ Stafford, Piller, Murnane, Plimpton, Kelleher & Trombley, School Attorney - \$187.00 / hour
- ❖ Harris Beach School Attorney - \$185.00 / hour
- ❖ Hogan, Sarzynski, Lynch, DeWind & Gregory, LLP - \$194.00 / hour
- ❖ Elizabethtown Community Hospital School Physician - \$4,833
- ❖ Cathy Alden, Chief Information Officer (CIO) / Data Coordinator - \$2,750
- ❖ Chris Ford, Chief Faculty Advisor of Student Activity Accounts – No Stipend
- ❖ Brandy Pierce Nolette, Records Management Officer – No Stipend
- ❖ Justin Gardner, Records Access Officer – No Stipend
- ❖ Sheila Vanags, School Lunch Reviewing Officer – No Stipend
- ❖ John Sucharzewski, Safety Officer / Asbestos (LEA) Designee – No Stipend
- ❖ Tammy Bell Martin NYSIR, Insurance Consultant – No Stipend
- ❖ Justin Gardner, Title IX Officer – No Stipend
- ❖ Charmaine Flynn & Andrew Lee, Bullying Prevention Co-Coordiators, No Stipend
- ❖ John Sucharzewski, Pesticide Coordinator – No Stipend
- ❖ Jennifer Leibeck, 504 & ADA Coordinator – No Stipend

Designations for 2018-2019 school year

Motion by Heather Sheehan, seconded Herb Longware, voted and carried (5-0) to approve the Champlain National Bank as the Official Bank Depository.

Motion by Heather Sheehan, seconded by Herb Longware, voted and carried (5-0) to approve the Press Republican as the Official Newspaper.

Motion by Heather Sheehan, seconded by Herb Longware, voted and carried (5-0) to approve that regular Board of Education meetings will be held on the second and fourth Tuesday of each month beginning at 6:00pm.

Authorizations for the 2018 – 2019 school year:

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (5-0) to approve the following authorizations for the 2018 – 2019 school year:

- ❖ Participation in the National School Lunch Program.
- ❖ Participation in the Cooperative Purchasing Program.
- ❖ Re-Adoption of all existing Board Policies and Code of Ethics.
- ❖ Re-Establishing a Petty Cash fund for \$250.00.
- ❖ The Superintendent of Schools is authorized to certify payrolls.
- ❖ The Superintendent of Schools is authorized to sign all special State and Federal applications and forms required for programs and grants.
- ❖ The Superintendent of Schools is authorized to approve budget transfers up to \$2,000.00.
- ❖ The Superintendent of Schools is authorized to approve conferences, workshops and conventions.
- ❖ Justin Gardner, Superintendent of Schools, as a member of the CEWW counties Health Consortium Board of Directors.
- ❖ Justine Gardner, Superintendent of Schools, as the lead evaluator for the school district.
- ❖ Certify the following individuals as lead evaluators of Principals:
 - Cynthia Ford-Johnston
 - Scott Osborne
- ❖ The Guidance Counselor and Extra Curricular Treasurer to sign student activity checks.
- ❖ The single signature of the District Treasurer to validate school checks for the school year.
- ❖ The Superintendent of Schools attends and represents Willsboro Central School at conferences sponsored by the NYSCOSS, NYSSBA, SED or BOCES.
- ❖ The following as a standard work day for school personnel for the purpose of determining days worked reportable to the NYS and Local Employees' Retirement System:
 - Five Days / Week – 7 Hours / Day
 - All Cafeteria Workers
 - School Nurse
 - All Office Personnel / Treasurer / Tax Collector

 - Five Days / Week – 8 Hours / Day
 - All Maintenance Workers
 - Superintendent of Buildings, Grounds & Transportation
 - Bus Driver / Maintenance Person
 - Bus Driver / Teacher's Aide

 - Five Days / Week – 6.5 Hours / Day
 - Teacher Aides

 - Five Days / Week – 6 Hours / Day
 - Bus Drivers

Other Items for the 2018 – 2019 school year:

Motion by Craig Jackson, seconded by Kasey Young, voted and carried (5-0) to approve the recommendation of instructional substitute compensation to be \$90.00 per day for certified teachers and \$80.00 for non-certified personnel and \$95.00 for permanent building substitutes for the 2018-2019 school year.

Motion by Craig Jackson, seconded by Kasey Young, voted and carried (5-0) to approve the recommendation of compensation to substitutes for non-teaching positions, such as teacher aides, teaching assistants, cafeteria staff, maintenance, and office staff at \$11.40 per hour and bus drivers at \$14.00 per hour for the 2018-2019 school year.

Motion by Craig Jackson, seconded by Kasey Young, voted and carried (5-0) to approve the 2018-2019 meal prices of \$1.55 for breakfast and \$2.15 for lunch.

Motion by Craig Jackson, seconded by Kasey Young, voted and carried (5-0) to use the current IRS mileage reimbursement rate.

Motion by Craig Jackson, seconded by Kasey Young, voted and carried (5-0) to approve the Co-SER 103 Adult Education and Co-SER 401 Accident Prevention / Pre-Licensing programs at CV-TEC for the 2018-2019 school year.

Motion by Herb Longware, seconded by Heather Sheehan, voted and carried (5-0) to approve the following resolution:

RESOLUTION

(District to Participate in BOCES Summer School 2019)

WHEREAS, the Willsboro Central School District and its Board of Education have consistently appreciated, relied upon and subscribed to this region's Board of Cooperative Educational Services (BOCES) shared services for special education summer programming, on behalf of particular students who have individual education plans (IEPs) calling for such specialized summer services; and

WHEREAS, this region's BOCES has the specialized administrative staff, program staff, facilities, expertise and general mission to provide for such services that are generally not feasible for individual component school districts to implement as efficiently and cost-effectively, as the BOCES offers this service on a shared basis for the component school districts and their Boards of Education; and

WHEREAS, the Willsboro Central School District cannot provide special education school aged summer school services in a more cost-effective manner than BOCES, due to the ability of BOCES to offer and provide services to multiple districts who are able to share costs; therefore;

BE IT RESOLVED that the Willsboro Central School District intends to participate in the 2019 Special Education School Aged Summer School, and agrees to pay the actual CEWW BOCES costs for the 2019 summer school; and

BE IT FURTHER RESOLVED, that no later than August 1, 2018, the Clerk of the Board shall notify the CEWW BOCES in writing of the District's commitment as described herein and the District's intent to participate in the 2019 Special Education School Age Summer School. A copy of this adopted resolution is to be provided to the CEWW BOCES and its District Superintendent

Committee Assignments for 2018-2019:

- ❖ Budget Committee – Craig Jackson & Phyllis Klein
- ❖ Negotiations – Phyllis Klein & Herb Longware
- ❖ Personnel – Kasey Young & Heather Sheehan

Executive Session

Motion by Herb Longware, seconded by Kasey Young, voted and carried (5-0) to enter into executive session at 6:25pm, to discuss personnel.

Motion by Craig Jackson, seconded by Herb Longware, voted and carried (5-0) to end executive session at 7:03pm.

Adjournment

Motion by Craig Jackson, seconded by Herb Longware, voted and carried (5-0) to adjourn the Re-org meeting at 7:04pm.

Brandy Pierce Nolette, District Clerk



Willsboro Central School
Board of Education
July 3, 2018 @ 6:00pm
Re-Organizational Meeting
Library

1. Call to Order
2. Pledge of Allegiance
3. Appointment of Brandy Pierce Nolette as District Clerk for the 2018 - 19 school year.
4. Oath of office administered by the District Clerk to new board members Phyllis Klein and Heather Sheehan.
5. Oath of Office to the Superintendent of Schools, Justin Gardner.
6. Election of Officers:
 1. Nomination for the President of the Board of Education
 - Oath of Office administered by the District Clerk to the newly elected President.
 2. Nomination for the Vice President of the Board of Education
 - Oath of Office administered by the District Clerk to the newly elected Vice President.

7. Consent Agenda – Appointment of Officers for the 2018 – 19 school year:

	School District	
Sheila Vanags	Treasurer	No Stipend
Bridget Brown	Tax Collector	\$5,729
Brandy Pierce Nolette	District Clerk	\$2,000
Dean Caveney	Internal Claims Auditor	\$30.00 / Hour
Justin Gardner	Purchasing Agent	No Stipend

8. Consent Agenda – Other Appointments for the 2018 – 19 school year:

Boulrice & Wood	District Independent Auditor	\$9,800
Stafford, Owens, Piller, Murnane, Kelleher, & Trombley, PLLC	School Attorney	\$187.00 / Hour
Harris Beach, PLLC	School Attorney	\$185.00 / Hour
Hogan, Sarzynski, Lynch, DeWind & Gregory, LLP	Legal Counsel	\$194.00 / Hour

Elizabethtown Community Hospital	School Physician	\$4,833
Chris Ford	Chief Faculty Advisor of Student Activity Accounts	No Stipend
Cathy Alden	Chief Information Officer (CIO) / Data Coordinator	\$2,750
Brandy Pierce Nolette	Records Management Officer	No Stipend
Justin Gardner	Records Access Officer	No Stipend
Sheila Vanags	School Lunch Reviewing Officer	No Stipend
John Sucharzewski	Safety Officer / Asbestos (LEA) Designee	No Stipend
Tammy Bell Martin NYSIR	Insurance Consultant	No Stipend
Charmaine Flynn Andrew Lee	Dignity Act Co-Coordinators	No Stipend
Justin Gardner	Title IX Officer	No Stipend
John Sucharzewski	Pesticide Coordinator	No Stipend
Jennifer Leibeck	504 and ADA Coordinator	No Stipend

9. Designations for the 2018 – 19 school year:
- Recommend the Champlain National Bank as the Official Bank Depository.
 - Recommend the Plattsburgh Press Republican as the Official Newspaper.
 - Recommend regular Board of Education meetings to be held on the second and fourth Tuesday of each month beginning at 6:00pm.
10. Authorizations for the 2018 – 19 school year:
- Recommend participation in the National School Lunch Program.
 - Recommend participation in the Cooperative Purchasing Program.
 - Recommend Re-Adoption of all existing Board Policies.
 - Recommend establishing a Petty Cash fund for \$250.00.
 - Recommend the Superintendent of Schools be authorized to certify payrolls.
 - Recommend the Superintendent of Schools be authorized to sign all special State and Federal applications and forms required for programs and grants.
 - Recommend the Superintendent of Schools be authorized to approve budget transfers up to \$2,000.00.
 - Recommend the Superintendent of Schools be authorized to approve conferences, workshops and conventions.
 - Recommend Justin Gardner, Superintendent of Schools, as a member of the CEWW School District Health Consortium Board of Directors.
 - Approve Justin Gardner, Superintendent of Schools as the lead evaluator for the school district.
 - Certify the following individuals as lead evaluators of Principals:
Cynthia Ford-Johnston
Scott Osborne
 - Authorize the Guidance Counselor and Extra Curricular Treasurer to sign student activity checks.

- m) Authorize the single signature of the District Treasurer to validate school checks for the school year.
- n) Approve the Superintendent of Schools attend and represent Willsboro Central School at conferences sponsored by the NYSCOSS, NYSSBA, SED or BOCES.
- o) Recommend the following as a standard work day for school personnel for the purpose of determining days worked reportable to the NYS and Local Employees' Retirement System:

Five Days / Week – 7 Hours / Day
 All Cafeteria Workers
 School Nurse
 All Office Personnel / Treasurer / Tax Collector

Five Days / Week – 8 Hours / Day
 All Maintenance Workers
 Superintendent of Building, Grounds & Transportation
 Bus Driver / Maintenance Person
 Bus Driver / Teacher's Aide

Five Days / Week – 6.5 Hours / Day
 Teacher Aide

Five Days / Week – 6 Hours / Day
 Bus Drivers

11. Other Items for the 2018 – 19 school year:

- a) Recommend the instructional substitute compensation to be \$90.00 per day for certified teachers and \$80.00 for non-certified personnel and \$95.00 per day for permanent building substitutes.
- b) Recommend the compensation for substitutes such as teaching assistants, teacher aides, cafeteria staff, maintenance, and office staff at \$11.10 per hour and bus drivers at \$14.00 per hour.
- c) Approve the 2018 – 2019 meal prices:
 Breakfast \$1.55
 Lunch \$2.15
- d) Recommend the mileage reimbursement to be consistent with the IRS rate.
- e) Approve the Co-SER 103 Adult Education and Co-SER 401 Accident Prevention / Pre-Licensing programs at CV-TEC for the 2018-2019 school year.
- f) Approve the following resolution:

RESOLUTION

(District to Participate in BOCES Summer School 2019)

WHEREAS, the Willsboro Central School District and its Board of Education have consistently appreciated, relied upon and subscribed to this region's Board of Cooperative Educational Services (BOCES) shared services for special education summer programming, on behalf of particular students who have individual education plans (IEPs) calling for such specialized summer services; and

WHEREAS, this region's BOCES has the specialized administrative staff, program staff, facilities, expertise and general mission to provide for such services that are generally not feasible for individual component school districts to implement as efficiently and cost-effectively, as the BOCES offers this service on a shared basis for the component school districts and their Boards of Education; and

WHEREAS, the Willsboro Central School District cannot provide special education school aged summer school services in a more cost-effective manner than BOCES, due to the ability of BOCES to offer and provide services to multiple districts who are able to share costs; therefore;

BE IT RESOLVED that the Willsboro Central School District intends to participate in the 2018 Special Education School Aged Summer School, and agrees to pay the actual CEWW BOCES costs for the 2019 summer school; and

BE IT FURTHER RESOLVED, that no later than August 1, 2018, the Clerk of the Board shall notify the CEWW BOCES in writing of the District's commitment as described herein and the District's intent to participate in the 2019 Special Education School Age Summer School. A copy of this adopted resolution is to be provided to the CEWW BOCES and its District Superintendent.

12. Committee Assignments:

Negotiations
Personnel

13. Executive Session