



Board of Education

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

Willsboro Central School
Board of Education

Regular Meeting Minutes
August 9, 2022

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

Others Present: Justin Gardner, Superintendent of Schools
Brandy Pierce Nolette, District Clerk
Allison Sucharzewski, Business Manager
Vicki Chrea, Paper Tutoring Representative

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

Pledge of Allegiance

Presentation

- Vicki Chrea from paper tutoring gave a brief presentation on her program that our students will be able to utilize in helping the students get extra help and achieve their goals.

Reports from the Business Manager

- Carrie Foley has joined us in the business office and started training(Lorie Sayward's replacement.)
- The business office is working on the end of the year reconciliation.
- The auditors will be here the week of August 22nd - 26th, 2022.

Reports from Superintendent

- The summer cleaning / maintenance has been going great! All of the teachers' rooms have been completed earlier than normal.
- This year the students' yearly information packets will be distributed through Parent Square (parents can request paper copies.)
- August regents are coming up!
- Welcome back to staff on August 31st & September 1st and students on September 6th. Board members may join us on the first day of school to welcome everyone back!
- We have open positions, building subs, aide, monitor, cleaners, and substitutes.
- We are using our Parent Square system to send out several messages (EBT cards reloaded, Affordable Connectivity Program, sports, etc.)
- Next meeting will be held on August 16, 2022 to approve the 2022-2023 tax levy.
- NYSSBA meeting will be held in Malone on August 31, 2022, if you like to attend please contact Brandy.
- We will start looking through our policies and start to update them, in hopes of having an updated and completed board policies packet.
- Mr. Douglas is at an athletics meeting tonight. The boys soccer participation numbers will be discussed.

Acceptance of Minutes

The minutes from the 7-12-22 reorganizational meeting and regular board meeting were accepted as presented.

Business & Finance

Motion by Kasey Young, seconded by Heather Sheehan, voted and carried (5-0) to approve the following financial reports:

Approved the Fiscal Year **2021-22** budget transfer for re-coding of a contractual expense historically coded in Maintenance:

ACCOUNT	DESCRIPTION	(+)	(-)
A1670.400-00	CONTR.-CENTRAL PRINT	\$14,510.62	
A1620.401-00	ELECTRICITY		\$14,510.62

Approved the Fiscal Year **2021-22** budget transfer for the Paper Tutoring contract:

ACCOUNT	DESCRIPTION	(+)	(-)
A2110.405-00	STUDENT FEES	\$8,513.00	
A2110.453-13	COOPERATIVE/AV		\$8,513.00

Approved the Fiscal Year **2021-22** budget transfer for BOCES Service additions for Grant Management Increases, Public Relations Expenses, Workshops, & Various Contractual Increases:

ACCOUNT	DESCRIPTION	(+)	(-)
A2110.490-00	BOCES SERVICES	\$68,172.57	
A2250.490-00	BOCES SERVICES		\$68,172.57

Approved the Fiscal Year **2021-22** budget transfer for BOCES Services for the addition of one (1) Occupational Education Student:

ACCOUNT	DESCRIPTION	(+)	(-)
A2280.490-00	BOCES SERVICES	\$20,142.40	
A2250.490-00	BOCES SERVICES		\$20,142.40

Approved the Fiscal Year **2021-22** budget transfer for the year end transfer to the Cafeteria Fund to cover Retiree Health Insurance Costs:

ACCOUNT	DESCRIPTION	(+)	(-)
A9901.930-00	TRANSF. TO SCH. FOOD	\$94,906.48	
A9950.900-00	TRANSF. TO CAPITAL		\$94,906.48

Approved the Fiscal Year **2021-22** budget transfer for the year end transfer to the Federal Fund to cover the 20% cost for 4408 Summer School:

ACCOUNT	DESCRIPTION	(+)	(-)
A9901.950-00	TRANSF. TO FEDERAL	\$35,508.20	
A9950.900-00	TRANSF. TO CAPITAL		\$5,093.52
A2250.490-00	BOCES SERVICES		\$30,414.68

Approved the Fiscal Year 2022-23 budget transfer for re-coding of a contractual expense historically coded in Maintenance:

ACCOUNT	DESCRIPTION	(+)	(-)
A1670.400-00	CONTR.-CENTRAL PRINT	\$12,200.00	
A1621.400-00	CONTR.-MAINTENANCE		\$12,200.00

ITEM	TITLE	FROM	NOTES
h)	Cash Disbursements - Multi Funds	Internal Claims Auditor	JUNE 2022 - #3 JULY 2022 - #1
i)	Treasurer's Report - General Fund	Business Manager/Treasurer	JUNE 2022 JULY 2022
j)	Budget Transfer Report - General Fund	Business Manager/Treasurer	JUNE 2022 JULY 2022
k)	Budget Status Report - General Fund	Business Manager/Treasurer	JULY 2022
l)	Revenue Status Report - General Fund	Business Manager/Treasurer	JULY 2022

New Business

Approved the special education recommendations prepared by Jennifer Leibeck.

Authorized the public sale bid of a 1997 International model 3800 40 adult passenger school bus.

Approved the agreement between Willsboro Central School District and Essex County for School Resource Officer services for the 2022-2023 school year.

Approved a Boys Modified Football merger with AuSable Valley CSD for the 2022-2023 season, pending approval by the other school district’s Board of Education at no expense to the district beyond CVAC membership dues.

Approved the 2022-2023 District Comprehensive Improvement Plan.

Personnel

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

Item	Employee	Position	Program	Effective	Pay	Notes
a)	Nick Arnold	Volunteer Assistant Coach	Athletics	August 10, 2022	N/A	Varsity Boys Soccer
b)	Chris Ford	Volunteer Assistant Coach	Athletics	August 10, 2022	N/A	Varsity Girls Soccer

Policies

Motion by Krissy Leerkes, seconded by Heather Sheehan, voted and carried (5-0) to approve the first reading of policy# 5152 Admission of Non-Resident Students.

Executive Session

Motion by Heather Sheehan, seconded by Emily Phillips, voted and carried (5-0) to enter into executive session at 7:04pm, to discuss personnel history of a particular person, no action will be taken.

Motion by Krissy Leerkes, seconded by Heather Sheehan, voted and carried (5-0) to end executive session at 8:06pm.

Adjournment

Motion by Krissy Leerkes, seconded by Heather Sheehan, voted and carried (5-0) to adjourn the meeting at 8:07pm.

Brandy V. Pierce Nolette, District Clerk