



Board of Education Meeting  
January 17, 2023 at 5:15 pm  
**Regular Meeting Agenda**

**1. Call to Order**

**2. Pledge of Allegiance**

**3. Executive Session**

- a) A matter of the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation.

**4. Public Comment**

**5. Reports**

- a) Student Council - Mallory Arnold
- b) Principal - Mike Douglas
- c) Business Manager - Allison Sucharzewski
- d) Superintendent of Schools - Justin Gardner

**6. Acceptance of Minutes**

- a) Accept the minutes from the 12-15-22 regular board meeting.

**7. Business & Finance**

*Resolved, that the Superintendent of Schools recommends to the Board of Education that the following items and reports on this consent agenda (Business & Finance) be and are hereby approved:*

ITEM	TITLE	FROM	NOTES
a)	Cash Disbursements - Multi Funds	Internal Claims Auditor	DEC 2022 - #2 DEC 2022 - #3 JAN 2023 - #1 DEC 2022 - PAYROLL
b)	Budget Transfer Report - General Fund	Business Manager/Treasurer	DECEMBER 2022
c)	Budget Status Report - General Fund	Business Manager/Treasurer	DECEMBER 2022

d)	Revenue Status Report - General Fund	Business Manager/Treasurer	DECEMBER 2022
e)	Treasurer's Report - General Fund	Business Manager/Treasurer	DECEMBER 2022
f)	Treasurer's Report - Cafe & Federal Funds	Business Manager/Treasurer	OCT 2022 - DEC 2022
g)	Budget Status Report - Cafe & Federal Funds	Business Manager/Treasurer	OCT 2022 - DEC 2022
h)	Revenue Status Report - Cafe & Federal Funds	Business Manager/Treasurer	OCT 2022 - DEC 2022

**8. New Business**

*Resolved, that the Superintendent of Schools recommends to the Board of Education that the following items on this consent agenda (New Business) be and are hereby approved:*

- a) Approve the 23-24 budget development calendar.
- b) Approve the adult lunch rate price of \$5.11 plus tax based on recommendation from the New York State Child Nutrition Program Administration effective January 18, 2023.
- c) Approve the special education recommendations prepared by Jennifer Leibeck.
- d) Approve the agreement between Symquest / Konica Minolta and the Willsboro Central School District effective October 31, 2022.
- e) Approve the use of facilities agreement between Essex County Mental Health and the Willsboro Central School District for school based satellite clinics outpatient mental health services effective January 1, 2023.
- f) Approve the agreement between the Substance Abuse Prevention Team of Essex County, Inc. and the Willsboro Central School District for the period of July 1, 2022 - June 30, 2023.
- g) Approve the 2022-2023 agreement for the Pre-Kindergarten Allocation of the UPK Grant to Non-Public School (Lakeside).
- h) Approve Landmark Flooring Concepts, Inc. (NYS Contract PC69411 & PC69412) as the vendor to complete work related to the 2022-2023 capital outlay project to replace flooring within the district.
- i) Approve FS&S (NYS Contract PT68795SB) as the vendor to complete work related to the capital project to replace the district's fire alarm system.

## 9. Personnel

*Resolved, that the Superintendent of Schools recommends to the Board of Education that the following items on this consent agenda (Personnel) be and are hereby approved:*

Item	Employee	Position	Program	Effective	Pay	Notes
a)	Montana Baker	Building Substitute	Instruction	1/25/2023	N/A	Resignation
b)	Michael Douglas	Interim Coordinator of Athletics	Instruction	1/23/2023	\$500	Remainder of Winter Season
c)	Gigi Mason	Interim Principal	Instruction	1/23/2023	\$375/Day	Through 2/17/23
d)	Karen Keech	Confidential Senior Account Clerk	Support	2/13/2023	\$42,500 (\$16,346.15 Prorated)	Provisional
e)	Karen Keech	Extracurricular Treasurer	Instruction	2/13/2023	\$3,554 (\$1,599.30 Prorated)	Remainder of 22-23 School Year
f)	Adam Mero	Building Substitute	Instruction	1/27/2023	N/A	Resignation

- g) Amend the previously approved unpaid leave of absence for Kate Needle to reflect a return date of December 19, 2022.

## 10. Board Discussion

### 11. Executive Session

- a) A matter of the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation.

## 12. Adjournment