



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
February 15, 2023

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
Marie Blatchley - French Teacher
Christine Charbonneau, English Teacher
Tara Valachovic, 5th Grade Teacher

The board meeting was called to order at 6:02pm by Phyllis Klein.

Pledge of Allegiance

Recognition

- Mr. Gardner and the board members recognized and congratulated Tara Valacovic, Marie Blatchley, and Christine Chabonneau on their National Board Certification. Each teacher spoke about the hard work and dedication it takes to achieve the certification.

Presentation

- Marie Blatchley & Christine Charbonneau gave brief overviews on their skills classes that they have done with students the first half of the school year. Marie is working with her students on organizational skills studying, organization, priorities / goals, journals, and email etiquette. Christine held a sophomore seminar class the 1st half of the school year and taught soft skills communication, networking and mental health. They both agree that our students benefited greatly from these classes.

Reports from the Business Manager

- Our new account clerk Karen Keech started on February 13th, 2023 in the Business Office.
- Updated the board on the EPC presentation by Siemens that her and John received in regards to the yearly report and savings of the heating, lighting and windows. The reports show that the upgrades made have been very beneficial in savings for the district.
- Waiting on co-op pricing for the fuel / diesel for the upcoming year, will update the board with more information at the next meeting.

Reports from Superintendent

- Gave a brief powerpoint presentation on the budget. Will provide more information at the next meeting.
- Reviewed the BOCES Administrative budget with the board members. The vote will be held on April 20, 2023.
- Provided a presentation on the free app CHAT GPT which is trained to follow an instruction in a prompt and provide a detailed response. The biggest concern is that the students may use this program for their school work.
- Thank you to Gigi Mason for doing a fantastic job in her short int term position as principal!
- Regents in Algebra, Global and English were held January 24th - 27th.
- There is an Art Show at the Paine Memorial Library, it is awesome to see our students work on display and how talented they all are.
- All County Music Festival was held on February 9th. Many local students in the surrounding districts attended and presented an amazing evening of music!
- Our Youth Commission presented Futures Night on February 10th. Many of our youth participated in a basketball game or different games during the halftimes og our Girls Modified & Varsity basketball games.
- 100th day will be on February 13th, 2023.
- This school year is the 50th Anniversary of WCS. Allison & I will be working on some events in the spring to celebrate!

Acceptance of Minutes

The minutes from the 1-17-23 regular meeting were accepted as presented.

Business & Finance

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

Approved a budget transfer in the amount of \$20,000.00 for a change in account coding for Instructional Substitute Salaries:

Account	Description	(+)	(-)
A2110.140-00	Substitute Salaries	\$20,000.00	
A9010.800-00	State Retirement		\$20,000.00

TITLE	FROM	NOTES
Cash Disbursements - Multi Funds	Internal Claims Auditor	JAN 2023 - #2 FEB 2023 - #1 JAN 2023 - PAYROLL
Budget Transfer Report - General Fund	Business Manager/Treasurer	JANUARY 2023
Budget Status Report - General Fund	Business Manager/Treasurer	JANUARY 2023
Revenue Status Report - General Fund	Business Manager/Treasurer	JANUARY 2023
Treasurer’s Report - General Fund	Business Manager/Treasurer	JANUARY 2023

Motion by Emily Phillips, seconded by Kasey Young, voted and carried (4-0-1) to approve a tax refund in accordance with Filing #SC9-2022 payable to Travis Sheehan in the amount of \$306.72 (one abstention Heather Sheehan.)

New Business

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

Motion by Krissy Leerkes, seconded by Kasey Young, voted and carried (5-0) to approve the amendment to the Benefit Plans Administrative Services (BPA) 403(b) Plan (Full resolution is attached).

Personnel

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

Employee	Position	Program	Effective	Pay	Notes
Joe King	Modified Baseball Coach	Instruction	2/16/2023	\$2,350	Stipend Per Contract
Kearstiin Smith	Building Substitute	Instruction	2/7/2023	N/A	Resignation
Dawn Bronson	Bowling Coach	Instruction	12/20/2022	\$2,350 (\$1762.50 Prorated)	Remainder of 22-23 Season
David Lee	Bowling Coach	Instruction	1/1/2023	N/A	Resignation
Kelly Blodgett	Maintenance Worker	Support	2/27/2023	\$30,393 STEP 5 \$10,520.65 (prorated)	1 Year Probationary Appointment

Motion by Kasey Young, seconded by Emily Phillips, voted and carried (5-0) to approve the termination of Anthony Breault, probationary Maintenance Worker, effective February 15, 2023.

Board Discussion

Emily updated the board members on her meetings, duties, responsibilities and opportunities as a member on the CVES Board of Education.

Executive Session

Motion by Emily Phillips, seconded by Krissy Leerkes, voted and carried (5-0) to enter into executive session at 7:53pm, to discuss personnel.

Motion by Krissy Leerkes, seconded by Heather Sheehan, voted and carried (5-0) to end executive session at 8:57pm.

Adjournment

Motion by Krissy Leerkes, seconded by Heather Sheehan, voted and carried (5-0) to adjourn the meeting at 8:58pm

Brandy V. Pierce Nolette, District Clerk