

Willsboro

CENTRAL SCHOOL DISTRICT

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
March 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
Allison Sucharzewski, Business Manager
Sarah Paquette, Principal

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

Appoint District Clerk Pro-Tem

Motion by Krissy Leerkes, seconded by Heather Sheehan to appoint Allison Sucharzewski as District Clerk Pro-Tem for the Regular Meeting of March 15, 2023, was voted, and carried (5-0).

Pledge of Allegiance

Public Comment

There was no public comment at this time. There was no public present in person or on the zoom meeting/call.

Presentation from the Senior Class

Kyli Miller, Senior Class Advisor, and two Seniors, Cleo Lobdell & Lexi Nolette came to the meeting to present options to the Board for consideration for the Senior trip. They presented the board with two itineraries that were suggestions from a travel agent for a trip to either Myrtle Beach, SC or to Panama City FL. They explained that they are still working through the different options and costs of each, as well as working through details for specific excursions. The board agreed to review what they have presented and get back to them with some guidance shortly so that they can make timely arrangements.

Presentation of 2023-2024 Budget

Mr. Gardner presented the board with an overview of some of developing budget information that the district has to date. Within the executive budget, the foundation aid the district will receive has increased by 3%. Additionally, the Residential cost shift related to Residential Special Aid Placements continues. That shift, eliminated a state payment of approximately 18% which offsets the costs of maintenance. And additionally, the removal of the retirement earnings cap is anticipated to continue into the next budget year. In regards to the BOCES admin budget, the district will see an increase of 8.90% which equates to about \$11,509. For 2023-24 the tax levy cap has calculated to be 2.07% which equates to a total increase of \$121,378 that the district is able to levy in comparison to last year. For 2023-24 the district will continue to include a capital outlay project in the budget. For next year, the district anticipates that a replacement phone system will be planned for outlay. Mr. Gardiner also reviewed the previous spending plan for 2022-23 which was budgeted at \$10,479,884. Mr. Gardner also reviewed a bit of fund balance history, explaining that 2021-2022 the district trended down to 9.55% from a previously elevated fund balance of 11.27%. Mr. Gardner lastly reminded the Board that the district anticipates the final NYS budget around April 1st. The district will present a detailed spending plan to the board on April 18th. The budget hearing will be scheduled for May 9th, and then the budget vote for the community will occur on May 16th.

Reports from Principal

Principal Sarah Paquette spoke next about her experience at WSC thus far. She reported on her first 12 days working here. She has visited classrooms, visited with students, and attended her first LGBTQIA meeting at WCS and is spending some time with Erica Klein from the paper discussing the students school climate survey. She is looking forward to working with the student body and attempting to make sure that there is a welcoming & affirming environment available for all. She reported that Ben from the Prevention Team who we have a partnership with, visited WCS and worked with students in 6th, 8th & 10th graders on social media. She would like him

to come back and target a wider audience next time and even look at working with parents as well.

Reports from the Business Manager

Business Manager Allison Sucharzewski presented on the cash flow for our state aid we have received thus far. She commented that we seem to be on track for our typical receivables. We just received a sizable excess cost aid payment and should receive a large spring general aid payment. The coming months will be spent reconciling the extra grants we have received in conjunction with federal stimulus monies. Every year the business office completes a Sales & Use Tax Return for the taxable meals sold at the Cafeteria. I've just helped Karen prepare hers for the Sales & Use Tax Return on behalf of the Extra-Curricular funds. Karen is doing well acclimating to the business office duties and the cafeteria. We will be taking a training together on Extra-Curricular fund management. And lastly budget development is underway. Tomorrow Mr. Gardner, Ms. Paquette, Mrs. Leibeck and I will be meeting to discuss the budgeting surrounding staffing.

Reports from Superintendent

Superintendent, Justin Gardner updated the Board regarding the upcoming staffing postings that will be going out shortly. They include a psychologist, an elementary teacher, two special education teachers, a both a math and social studies high school position. He hopes that an earlier posting will lead to appointment at the Board's May meeting. He also spoke about the upcoming SYNY Plattsburgh career fair that district representatives will be attending, and hopes that potentially we will receive some interested candidates from that for our open positions.

Mr. Gardner praised the Maintenance Department for their excellent efforts in cleaning up all of the snow from the recent storm. After this last storm, the district has one snow day remaining.

He also provided some information on the ever evolving discussion of the potential requirement to change the current Mascot. Dr. Davey had put together an advisory group regarding the regulations and how District's should handle their transition. Mr. Gardner is in contact with that advisory group and will update the board accordingly. If we do find that the district needs to make a change, the beginning steps only require a resolution that we are proceeding with the change, but will allow us some time to work on what that change ends up being.

We had students participate in Model UN, which was a valuable experience for our students. We had students participate in state championships for bowling and rifle. For rifle, we had a couple of students place in individual titles for the rifle competition.

He provided an update on Pre-K admissions, noting that the deadline is April 6th. We will be capped at 18 enrollments into Pre-K, and currently we have 18 applications. He also reminded the Board of the upcoming Board Docs training scheduled.

Acceptance of Minutes

The minutes from the regular meeting on February 15, 2023, were accepted as proposed.

Business & Finance

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

Approved a budget transfer in the amount of \$60,000.00 for the School Resource Officer:

Account	Description	(+)	(-)
A1622.400-00	CONT. EXP. SECURITY OF PLANT	\$60,000.00	
A9060.800-00	HEALTH INSURANCE		\$60,000.00

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

New Business

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

Approved the special education recommendations prepared by Jennifer Leibeck.

Approved the 2023-2024 school calendar.

Approved the contract between Allan Wolf and Willsboro Central School District for a student presentation on May 5, 2023.

Approved the contract between Peru Central School District and Willsboro Central School District for health and welfare services (students attending Seton) for the 2022-2023 school year.

Personnel

Motion by Kasey Young, seconded by Krissy Leerkes, voted and carried (5-0) approving the following personnel item:

Employee	Position	Program	Effective	Pay	Notes
Michael Douglas	Interim Coordinator of Athletics	Instruction	1/23/23	\$3,250	Remainder of 2022-2023 School Year

Board Discussion

There was no board discussion at this time.

Executive Session

Motion by Heather Sheehan, seconded by Emily Phillips, voted, and carried (5-0) to enter executive session at 6:49 pm, to discuss 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.

Motion by Emily Phillips, seconded by Heather Sheehan, voted and carried (5-0) to end executive session at 8:01pm.

Senior Trip

Motion by Krissy Leerkes, seconded by Heather Sheehan to approve a senior class trip to either Myrtle Beach, SC or Panama City FL as presented pending a final itinerary, voted, and carried (5-0).

Adjournment

Motion by Emily Phillips, seconded by Krissy Leerkes, voted, and carried (5-0) to adjourn the meeting at 8:02 pm.

Allison Sucharzewski, District Clerk Pro-Tem