

# 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  
May 9, 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  
Sarah Paquette, Principal  
6 Community Members

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

### **Pledge of Allegiance**

### **Public Hearing & Presentation of the 2023-2024 School Budget by Mr. Justin Gardner**

### **Public Comment**

- Community members had questions and concerns about the upcoming budget and Mr. Gardner responded to those questions.

### Reports from the Principal

- Presentation by Author / Poet Alan Wolf who presented to our students. It was an amazing presentation, thank you to Ms. Charbonneau for all of her hard work organizing.
- State Math exams are wrapping up. 8th Grade Science tests will be held at the end of May.
- Presented the board members with a list of important dates for the end of the school year.

### Reports from the Business Manager

- Recently attended the Adirondack Chapter of Business Officials retreat. It was a great retreat with amazing presenters and information.
- Working on a new grant for rural schools that will help in the area of the Cafe`.
- Brief update on the monthly financial reports.

### Reports from Superintendent

- Thank you Allison for all of your hard work and many hours spent working on the budget.
- Updated the board on the mascot changes. Per NY State ED the board has to take action by the end of June 2023 to change the logo. Mr. Gardner is looking to have a decision on the new mascot by late fall.
- 2023-2024 Budget Vote will be held on May 16th,2023 from 12 - 8pm.

### Acceptance of Minutes

The minutes from the 4-18-23 regular meeting and the 4-20-23 special 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 \$10,000.00 for Bus Driver Salaries:

Account	Description	(+)	(-)
A5510.161-00	BUS DRIVER SALARIES	\$10,000.00	
A9060.800-00	HEALTH INSURANCE		\$10,000.00

TITLE	FROM	NOTES
Cash Disbursements - Multi Funds	Internal Claims Auditor	APR 2023 - #3 APR 2023 - #1 MAR 2023 - PAYROLL
Budget Transfer Report - General Fund	Business Manager/Treasurer	APRIL 2023
Budget Status Report - General Fund	Business Manager/Treasurer	APRIL 2023

Revenue Status Report - General Fund	Business Manager/Treasurer	APRIL 2023
Treasurer's Report - General Fund	Business Manager/Treasurer	APRIL 2023

**New Business**

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

Approved the special education recommendations prepared by Jennifer Leibeck.

Approved the contract for services with Anne Kuhl to provide Orientation & Mobility services and/or Teacher of the Visually Impaired services for May 6, 2023 - June 30, 2024.

Approved the LEA & ASEP agreement with Children’s Development Group to provide funding for any services allowable under IDEA effective for the period July 1, 2022 - June 30, 2023.

Approved the LEA & ASEP agreement with Hillcrest Educational Centers to provide funding for any services allowable under IDEA effective for the period July 1, 2022 - June 30, 2023.

Approved the LEA & ASEP agreement with Mountain Lake Services to provide funding for any services allowable under IDEA effective for the period July 1, 2022 - June 30, 2023.

Approved the agreement between WCS with Adirondack Community Actions Programs, Inc. Head Start for the period of January 1, 2023 - December 31, 2023 to provide services for preschool children eligible for special education and/or itinerant services.

Approved the internal transfer from the ERS Sub fund to the TRS Sub fund within the Retirement Contribution Reserve held at NYCLASS in the amount of \$47,000.00.

Approved the resolution to disband the Essex County School Boards’ Association and to use remaining association funds to support the district’s participation in the Rural Schools Association for the 2023-2024 school year (Full Resolution Attached).

**Personnel**

Motion by Krissy Leerkesg, seconded by Emily Philips , voted and carried (5-0) to approve the following personnel items:

Approved the tenure of Erin Rasco, Science Teacher, effective September 27, 2023.

Employee	Position	Program	Effective	Pay	Notes
Sadie Trunck	School Psychologist	Instruction	9/05/23	Step 9 (B+63) \$61,240	4 Year Probationary Appointment

**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 Heather Sheehan, seconded by Emily Phillips, voted and carried (5-0) to enter into executive session at 7:30pm, to discuss employment history of a particular person. Allison Sucharzewski was invited to the meeting.

Allison Sucharzewski left the meeting at 7:48pm.

Motion by Krissy Leerkes, seconded by Emily Phillips, voted and carried (5-0) to end executive session at 8:14pm.

**Adjournment**

Motion by Krissy Leerkes, seconded by Emily Phillips, voted and carried (5-0) to adjourn the meeting at 8:15pm

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Brandy V. Pierce Nolette, District Clerk