

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
July 6, 2023

Members Present: Phyllis Klein, President (vis 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

The board meeting was Called to Order at 6:16pm, by Phyllis Klein.

Reports from the Principal

- It was a great ending to the school year. Thank you to Mr Ford for all the preparation in making the graduation ceremony a great success!
- The maintenance staff is doing a great job in the cleaning process. It is all coming together quickly.
- A few changes to our student handbook and athletic handbooks. Gave a small presentation on the dress code portion of the handbook and the changes to be made.
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Reports from the Business Manager

- Busy time in the business office, closing out the 22-23 fiscal year and opening the new fiscal year.
- The comptroller has been in the building reviewing our records.
- Will have June financial reporting at the August 17th board meeting.

- **Reports from the Superintendent of Schools**
- Thank you to the maintenance staff for all their hard work.
- The new fire system is being installed throughout the school building. The majority of the updates should be done by the end of the summer.
- Will have a brief Board Docs presentation at the next board meeting on August 17th, to review the board policy updates.

Acceptance of Minutes

The minutes from the 6-13-23 regular meeting were accepted as presented.

Business & Finance

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

| TITLE | FROM | NOTES |
|----------------------------------|-------------------------|----------------|
| Cash Disbursements - Multi Funds | Internal Claims Auditor | JUNE 2023 - #2 |

Approved a transfer from the Employee Benefits Reserve Fund to the General Fund in an amount not to exceed \$14,600.00 pursuant to Article 21.1 of the Agreement between the District and the Willsboro Teachers’ Association providing a retirement benefit to a particular employee retiring July 7, 2023 and increase the 2023/24 general fund budget as appropriate.

New Business

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

Approved the special education recommendations prepared by CSE Chairperson, Jennifer Leibek.

Approved an amendment to the Energy Performance Contracting Agreement with Siemens to cancel the Performance Assurance Services Program.

Approved the abolishment of the Cook Manager position held by Travis King, effective June 30, 2023.

Approved the rate of \$25/hour for teacher & teaching assistant summer curriculum work performed on non-school days as approved by administration.

Approved a Boys Varsity Soccer merger with Boquet Valley CSD for the 2023-2024 season, pending approval by the other school district’s Board of Education at no expense to the district.

Approved a Boys Modified Football merger with AuSable Valley CSD for the 2023-2024 season, pending approval by the other school district's Board of Education at no expense to the district beyond CVAC membership dues.

Approved a Boys & Girls Track & Field merger with AuSable Valley CSD for the 2023-2024 season, pending approval by the other school district's Board of Education at no expense to the district beyond CVAC membership dues.

Personnel

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

| Employee | Position | Program | Effective | Pay | Notes |
|------------------|---|-------------|-------------|-----------------|---|
| Elizabeth Becker | Teacher Assistant | Instruction | 9/5/23 | \$26,954 | 4 Year Probationary Appointment |
| Laura Bridge | Certified Substitute Teacher/Teaching Assistant | Instruction | 9/5/23 | \$115.00/Daily | Substitute Teacher/TA per diem as needed |
| Robert Browning | Certified Substitute Teacher/Teaching Assistant | Instruction | 9/5/23 | \$115.00/Daily | Substitute Teacher/TA per diem as needed |
| Charmaine Flynn | Certified Substitute Teacher/Teaching Assistant | Instruction | 9/5/23 | \$115.00/Daily | Substitute Teacher/TA per diem as needed |
| Charmaine Flynn | Substitute Clerical | Support | 9/5/23 | \$15.00/Hour | Substitute Clerical per diem as needed |
| Darcey Hurlburt | Uncertified Substitute Teacher/Teaching Assistant | Instruction | 9/5/23 | \$115.00/Daily | Substitute Teacher/TA per diem as needed |
| Peter Jacques | Bus Driver | Support | 6/30/23 | N/A | Amend 6/13/23 Resignation to Reflect Retirement |
| Janne Lanzoni | Uncertified Substitute Teacher/Teaching Assistant | Instruction | 9/5/23 | \$115.00/Daily | Substitute Teacher/TA per diem as needed |
| Jennifer Leibeck | CSE Chairperson | Instruction | Summer 2023 | \$496.43/Day | Up to 10 Days |
| Erik Manning | Technology Teacher | Instruction | 9/5/23 | STEP 2 \$47,291 | 1 Year Non-Probationary Appointment |

| | | | | | |
|-----------------|--|-------------|--------|--------------------|---|
| Kori McCauliffe | Crisis Counselor (Student Advocate) | Instruction | 9/5/23 | STEP 2 \$47,291 | 1 Year Non-Probationary Appointment |
|-----------------|--|-------------|--------|--------------------|---|

Extracurricular Appointments

Motion by Krissy Leerkes, seconded by Heather Sheehan, voted and carried (4-0-1) to approve the following extra curricular items (one abstention - Phyllis Klein):

| Position | Employee | Pay |
|-------------------------------|--------------------------------|----------------------|
| Freshman Advisor | Morgan Sovey | Stipend Per Contract |
| Sophomore Advisors | Brandy Nolette & Payton Gough | Stipend Per Contract |
| Junior Advisors | Heidi Davey & Deanna Mero | Stipend Per Contract |
| Senior Advisors | Shannon Passno & Shelley Moran | Stipend Per Contract |
| National Honor Society | Christine Charbonneau | Stipend Per Contract |
| Junior National Honor Society | Heather Walsh | Stipend Per Contract |
| Model UN | Keith Stone | Stipend Per Contract |
| Student Council | Keith Stone | Stipend Per Contract |
| Culture Club | Marie Blatchley | Stipend Per Contract |
| RSVP | Marie Blatchley | Stipend Per Contract |
| Key Club | Brandy Nolette & Payton Gough | Stipend Per Contract |
| Art Club | Reagan Monarch | Stipend Per Contract |
| Elementary Drama Club | Shannon Passno & Heather Walsh | Stipend Per Contract |
| LGBTQIA & Allies | Christine Charbonneau | \$1,614 |
| High School Play | Shannon Passno & Heather Walsh | Stipend Per Contract |
| Band Director & Music | Jennifer Moore | Stipend Per Contract |
| Spelling Bee Coordinator | Heather Walsh | \$500 |
| Extracurricular Treasurer | Karen Keech | Stipend Per Contract |
| Girls Varsity Soccer | Justin Drinkwine | Stipend Per Contract |
| Girls Modified Basketball | Payton Gough | Stipend Per Contract |
| Girls Varsity Basketball | Shannon Passno | Stipend Per Contract |
| Boys Varsity Basketball | Eric Arnold | Stipend Per Contract |
| Rifle Team | Charmaine Flynn & John Oliver | Stipend Per Contract |
| Girls Modified Softball | Payton Gough | Stipend Per Contract |
| Girls Varsity Softball | Kyli Miller | Stipend Per Contract |
| Golf | John Oliver | Stipend Per Contract |
| Athletics Director | Chris Ford | Stipend Per Contract |

Board Discussion

- The consent agendas are a great help in time management.
- Next board meeting is scheduled for August 17th, 2023 at 6:00pm.

- Will we have a new student representative on the board? Mr. Gardner will talk with the Student Council.
- Discussed some safety recommendations and other projects for our SRO to provide in the building throughout the day.

Executive Session

Motion by Kasey Young, seconded by Heather Sheehan, voted and carried (5-0) to enter into executive session at 7:10pm, to discuss employment history of a particular person.

Motion by Krissy Leerkes, seconded by Heather Sheehan, voted and carried (5-0) to end executive session at 7:59pm.

Motion by Kasey Young, seconded by Krissy Leerkes, voted (5-0) to accept the resolution and amendments to the Superintendent of Schools contract.

Adjournment

Motion by Heather Sheehan, seconded by Emily Phillips, voted and carried (5-0) to adjourn the meeting at 8:03pm.

Brandy V. Pierce Nolette, District Clerk