



Edinburg Common School
Board of Trustees Meeting Agenda
July 12, 2018

I **INTRODUCTION:**

A. Call to order - Pledge of Allegiance 18:07

B. Roll Call

Mike Evans

Angela Ludwig

James Lowerre

Kimberly Hromada

Sandy Moore

Meaghan Cherry

C. Welcome

D. Privilege of the Floor

Michelle Ellis requested to speak to the board regarding her resignation.

Michelle thanked the board and everyone at the school for all of the opportunities she has been provided here, since starting in 2011. She discussed all the positive programs that have been implemented in the past years such as Slice and A Story, working with the Seniors at the Senior Center and PBIS. Michelle asked the board that they continue to support these programs. Mike Evans asked Michelle to consider coming back here if the opportunity ever arises. Michelle is going to continue to support Kimberly with the transition of Special Ed.

E. Agenda Changes

Kimberly Hromada stated there would possibly be a few changes later.

F. Board Reports/Announcements

G. Superintendent Reports/Announcements

The Summer Cleaner would like to work 6 a.m. - 10 a.m. We would like to hire another part time person to work 10 a.m. - 2 p.m.

Res#0001-19

Approve Jaycee Frasier as a part time Summer Cleaner at a rate of \$10.50 per hour on an as needed basis through August.

Resolution: The board of trustees approves the part time Summer Cleaner Jaycee Frasier.

Motion by: J.L. 2nd by: A.L. Vote: Yes 3 No 0 Abstain 0

Staffing discussions:

School Nurse - The RN salary needs to be discussed.

Bus Driver - Only 1 application has been turned in. Would like to extend the job posting another week. Needs to be posted as looking for a class B with S&P endorsement.

Pre-K Teacher - Will be posting on InDeed tomorrow instead of only in-house. Waiting to hear from NYS on what certification can be accepted. Also looking into whether or not we can obtain a waiver if needed for Grace Paster.

No CSE on the agenda for tonight.

II REORGANIZATIONAL MEETING

A. Board Members

1. Election /Appointment of Officers

Res #0002-19

a. Appoint Board President

Resolution: The board of trustees appointed Board President

Michael Evans for the 2018-2019 School Year

Motion by: J.L. 2nd by: A.L. Vote: Yes 3 No 0 Abstain 0

Res #0003-19

b. Appoint Board Vice-President

Resolution: The board of trustees appointed Vice-President

Angela Ludwig for the 2018-2019 School Year

Motion by: J.L. 2nd by: M.E. Vote: Yes 3 No 0 Abstain 0

Res #0004-19

c. Appoint District Treasurer for the 2018-2019 School Year

Resolution: The board of trustees appointed District Treasurer, **Sandy**

Moore for the 2018-2019 School Year

Motion by: M.E. 2nd by: J.L. Vote: Yes 3 No 0 Abstain 0

Res #0005-19

d. Appoint District Clerk for the 2018-2019 School Year

Resolution: The board of trustees appointed **Meaghan Cherry** as District Clerk for 2018-2019 School Year

Motion by: M.E. 2nd by: A.L. Vote: Yes 3 No 0 Abstain 0

2. Constitutional Oath of Office

a. District Clerk/Office Coordinator - By Current President

- b. Board President - By District Clerk
- c. Board Vice President - By Board President
- d. Board Member - By Board President
- e. Superintendent - By Board President
- f. District Treasurer/Business Manager - By Board President

3. Board of Trustees Code of Conduct

Res #0006-19

- a. Approve and agree to follow the Code of Conduct

Resolution: The board of trustees agrees to follow the Code of Conduct

Motion by: M.E. 2nd by: A.L. Vote: Yes 3 No 0 Abstain 0

Res #0007-19

- b. Approve and agree to follow the Code of Ethics

Resolution: The board of trustees agrees to follow and approve the Code of Ethics

Motion by: M.E. 2nd by: A.L. Vote: Yes 3 No 0 Abstain 0

4. Organizational Appointments

- a. Free and reduced lunch/breakfast officials - Constance Breda, Review Official, Kimberly Hromada, Hearing Official and Sandy Moore, Verification Official
- b. School Physician - Dr. Dasher
- c. School Law firm - Girvin and Ferlazzo
- d. Records Access Officer - Sandy Moore
- e. Attendance Officer - School Nurse
- f. Section 504 Hearing Officers - Kimberly Hromada
- g. Title IX Officer - Kimberly Hromada, Superintendent
- h. CSE/CPSE Special Education Committee members - See Attached
- i. CSE Chair PK-6 - TBD
- j. CSE/CPSE Coordinators - Andrea Fort (3-6) Megan Eschler (PK-2)
- k. CPSE Chair - TBD
- l. NYSED Impartial Hearing Officers - See Attached List
- m. Audit Committee - Angela Ludwig, Michael Evans and James Lowerre
- n. Dignity for all Student Coordinator - Joshua Schaperjahn
- o. RTI Co-Coordinators - Andrea Fort, 3-6 and Megan Eschler PK-2
- p. Tax Collector - Meaghan Cherry
- q. Water Operator - Michael Sherman
- r. Mentor for PK teacher - TBD
- s. Title I/ESSA/RTI Coordinator - Kimberly Hromada, Superintendent
- t. STEM Coordinator/Network Manager - Thomas Moore
- u. McKinney Vento Coordinator - School Nurse

Res #0008-19

Approve Organizational Appointments 4a-4u

Resolution: The board of trustees approved the Organizational Appointments 4a-4u

Motion by: M.E. 2nd by: A.L. Vote: Yes 3 No 0 Abstain 0

5. DESIGNATIONS

a. Establish Monthly Board Meetings and Times for 2018-2019

Sept 11	Oct 09	Nov 13	Dec 11	Jan 8
Feb 12	Mar 12	April 09	May 07	June 11
		April TBD		June 27

- b. Official Depositories for investment of District Funds - NBT Bank
- c. Official District Newspaper - Leader Herald
- d. Appoint Northville Central School as grades 7-12 High School for 2018-2019 School Year

Res #0009-19

Resolution: The board of trustees approves designations 5a-5d

Motion by: M.E. 2nd by: A.L. Vote: Yes 3 No 0 Abstain 0

6. AUTHORIZATIONS

- a. Certification of Payroll - Kimberly Hromada
- b. Authorized Signatures - Sandy Moore, Business Manager and BOT President
- c. Budget Transfers - Kimberly Hromada, Superintendent up to \$3,000.00
Over \$3,000.00 requires B.O.T. approval
- d. Purchasing Agent - Kimberly Hromada, Superintendent
- e. Petty Cash - \$75.00
- f. Mileage - as per IRS Rate

Res #0010-19

Resolution: The board of trustees approved Authorizations 6a-6f

Motion by: M.E. 2nd by: J.L. Vote: Yes 3 No 0 Abstain 0

Sandy Moore - Michael Evans will have to sign all paperwork for NBT Bank to become an authorized signer.

III OLD BUSINESS

Will review at the Board Retreat - No updates at this time

IV

REQUEST FOR BOARD ACTION

A. Board Members

Res #0011-19

1. Approve the Board minutes from Regular Meeting on June 28, 2018
Resolution: The board of trustees approves the minutes of the June 28, 2018 regular board meeting.
Motion by: M.E. 2nd by: A.L. Vote: Yes 3 No 0 Abstain 0

Res #0012-19

2. Board Resolution to review annual policies: Board Operational Goals 2000; Consent agenda 2341.1, Admission of Non-Resident Students 5152; Student Conduct 5300; Student Discipline 5310, 5310-R, 5310-E; Investments 6240, 6240-R; Depositories of Funds 6400; Purchasing 6700, 6700-R, 6700-E-1; Sweatshop purchasing 6705; purchasing authority 6710; Bidding Requirements 6720, 6720-R; Cooperative Purchasing 6730; State Contracts 6731; Purchasing Procedure 6740, Payroll Procedures 6800.
Resolution: The board of trustees approves these policies for the 2018-2019 school year.
Motion by: M.E. 2nd by: A.L. Vote: Yes 3 No 0 Abstain 0

Res #0013-19

3. Accept the resignation of Michelle Ellis
Resolution: The board of trustees accepts the Resignation of Michelle Ellis effective June 30, 2018
Motion by: M.E. 2nd by: J.L. Vote: Yes 3 No 0 Abstain 0

B. Treasurer

Res #0014-19

1. Approve the Treasurer's report
Resolution: The board of trustees approved the Treasurer's report
Motion by: M.E. 2nd by: A.L. Vote: Yes 3 No 0 Abstain 0

Res #0015-19

2. Approve the Payment of Claims as listed on Warrant #1
Resolution: The board of trustees approved the Payment of Claims
Motion by: M.E. 2nd by: J.L. Vote: Yes 3 No 0 Abstain 0

C. Superintendent

1. Items for future board meetings - Shared joint folder in google docs regarding the board retreat

2. Dates to Remember: August 7 2-5 Board Retreat
August 14 Joint Meeting at N.C.S. (Dr. Ford and Ms. Hromada will be coming up with the agenda)

Paula Blackwell - Will the joint board meeting be at Northville?

Ms. Hromada - Yes, with the regular board meeting possibly there right before.

M.E. made a motion to go into Executive Session at 18:48

A.L. 2nd the motion

M.E. made a motion to come out of Executive Session at 19:12

A.J. 2nd the motion

V PRIVILEGE OF THE FLOOR

- James Lowerre talked about the sidewalks being repaired suggested getting a quote from Kevin Frasier.
- Board would like to look into having a special vote in the fall for a proposition to purchase a new vehicle to replace the van prior to December 2018.
- Gym will be postponed a year.
- Sandy will update the propane and oil tank proposal for the board retreat.
- Extend bus driver posting a week. Post in newspaper and on Edinburg news channel.

Res #0016-19

Motion to approve Ray Kopps at \$18.00 per hour as a bus driver pending conversation with the Superintendent.

Motion by: M.E. 2nd by: J.L. Vote: Yes 3 No 0 Abstain 0

VI ADJOURNMENT

Michael Evans made a motion to adjourn at 19:18.

Angela Ludwig 2nd the Motion.

E.C.S. Mission: To provide a quality education and a caring environment for all students so that they may grow, achieve, and make a positive contribution to our ever changing world.

E.C.S. Vision: Ensure all grade levels experience success through inspiring growth and nurturing innovation through exploration