



Edinburg Common School  
Board of Trustees Meeting Agenda  
July 15, 2024 8:00 a.m.

I INTRODUCTION:

- A. Call to order - Pledge of Allegiance - 8:00 a.m.
- B. Roll Call
  - Angela Ludwig ✓
  - Michelle Ellis ✓
  - Sandy Moore ✓
  - Dr. Mary Ann Borden ✓
  - Robert McCloskey ✓
  - Angela Peceri ✓
- C. Welcome
- D. Privilege of the Floor - None
- E. Agenda Changes - None
- F. Board Reports/Announcements - None
- G. Superintendent Reports/Announcements
  - Social Studies curriculum preview
    - Previously using PNW which was not working all that well and had many dead end links
    - Ms. Ellis asked the EEA if they wanted to build the curriculum from the ground up and they agreed to do it
    - Mr. Moore presented the beginning development stages of the curriculum that he as well as a few other teachers have worked on thus far
    - The new curriculum is based on standards and making sure that they are being met
    - There is a main website that has been created which will have all of the content and lesson plans so that any new teacher or substitute will be able to navigate it. The website will be made available to students and parents as well
    - For grades 3-6, each unit will have four tabs for the “five E’s” : Engage, Explore, Explain, Elaborate, and Evaluate, each having their own purpose in delivering the content as well as testing student’s understanding. The tabs will include memory games, scavenger hunts, break out rooms, journals and other activities.
    - There are videos and websites linked for the students to use
    - Mr. Moore explained that one of the issues they were having was finding pictures to use that are not copyrighted
    - They have been using Canva, which is an AI tool that allows you to type what you need a picture to portray and it will generate one

- Board President, Angela Ludwig, asked if it would be easier to buy a subscription to Adobe for pictures, Mr. Moore said he will look more into that
- Board Vice President, Dr. Mary Ann Borden, asked if the videos will have closed captioning for students with disabilities. Mr. Moore said that most of the videos do have that option and there are multiple other modifications that can be made to help accommodate disabilities that he is looking into
- The curriculum will not be completed by the end of the summer, however the teachers who are working on it are looking to have units 1 and 2 done by fall
- AI Policy
  - Mr. Moore talked about the new recommended AI policy and thinks that it is a great policy to have with all the recent advancements in technology
  - AI can be a helpful tool if used appropriately, we want to put an emphasis on it enhancing instruction and not replacing it, as well as avoiding students using it to complete assignments
  - Dr. Mary Ann Borden explained that her students submit their assignments into a software that will give them a percentage of potentially AI created content in order for them to make corrections prior to submitting for a grade
  - AI generated content should still be fact checked however it can provide material based on anything you plug into it such as grade level, topics, certain prompts
  - We can't fight progress, however this policy provides a way of regulating it
- RTI Plan 2024-2026 updates
  - Ms. Ellis worked with Lacy on adding benchmarks for entry and exit
  - We want 80% for Tier 1 support, 15% for Tier 2 support, and 5% for Tier 3 support. We have 89% for Tier 1 support, 11% for Tier 2 support, and 4% for Tier 3 support.
- Summer Fun Program updates
  - Olympics Theme
  - The students went on a field trip to the Saratoga Biathlon Training Center last Thursday
  - We have 19 students currently attending
- Physical Education position updates
  - With the position being a .3 position it is hard to hire for
  - We do not want to go into the year with another long term sub
  - We had another interview who will be coming in for a round two and if all goes well we will ask for approval next meeting

- H. Business Manager Reports
- Mrs. Moore reminded the Board that the auditors will be here this week, starting tomorrow

II REORGANIZATIONAL MEETING

A. Board Members

1. Election/Appointment of Officers

**Res#0001-24**

Be it RESOLVED, that the Board of Trustees approves the following appointments:

- a. Board President - Angela Ludwig
- b. Board Vice-President - Dr. Mary Ann Borden
- c. District Treasurer - Sandy Moore
- d. District Clerk - Angela Peceri

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

2. Constitutional Oath of Office

**Res#0002-24**

Be it RESOLVED, that the Board of Trustees accepts the Oath taken by the following people:

- a. District Clerk - Angela Peceri
- b. Board President - Angela Ludwig
- c. Board Vice President - Dr. Mary Ann Borden
- d. Board Member - Robert McCloskey
- e. Superintendent - Michelle Ellis
- f. District Treasurer/Business Manager - Sandy Moore

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

3. Organizational Appointments

**Res#0003-24**

Approve the following Organizational Appointments for the 2024-2025 school year:

- a. Free/Reduced lunch and Breakfast Officials:
  - Reviewing Official – Manager, Deborah Wilson
  - Hearing Official – Superintendent, Michelle Ellis
  - Verification Official – School Business Manager, Sandy L. MooreFree/Reduced Lunch and Breakfast Officials
- b. School Physician - St. Mary's
- c. School Law Firm – Girvin and Ferlazzo

- d. Records Access Officer – Sandy L. Moore
  - e. Attendance Officer - Darcie Knapp
  - f. Section 504 Hearing Officer, Michelle Ellis
  - g. Title IX Officer – Superintendent, Michelle Ellis
  - h. Committee on Special Education/Preschool Education Members
  - i. CSE Chair Pre-K thru 6 - Michele Reidell
  - j. CSE/CPSE Coordinator - Michelle Ellis
  - k. CPSE Chair - Michele Reidell
  - l. NYSED Impartial Hearing Officers - serving this District in matters of identification and placement of those thought to be handicapped:  
*In accordance with New York State Law 4404 (1) and Commissioner's Regulations regarding approved list of hearing officers and rates of compensation.*
  - m. Audit Committee – Board; Angela Ludwig, Mary Ann Borden, Robert McCloskey
  - n. Dignity for All Students Act Coordinator – Celeste English
  - o. Tax Collector – Angela Peceri **Stipend - \$2000**
  - p. Water Operator - Ken Cramer
  - q. Title I/ESSA/RTI Director – Michelle Ellis
  - r. IT/Network Manager – Thomas Moore **Stipend - \$14,550**
  - s. STEM Curriculum Specialist – Thomas Moore **Stipend – \$1120**
  - t. McKinney Vento Coordinator - Darcie Knapp
  - u. Records Management Officer – Angela Peceri
- Motion by: A.L. 2nd by: R.M. Vote: Yes 2 No 0 Abstain 0

#### 4. Designations

- a. Monthly Board Meeting Dates and Times for 2024-2025  
**Res#0004-24**  
Be it RESOLVED, that the Board of Trustees approves the monthly board meetings to occur on the second Tuesday of the month at 6:00 pm.  
Motion by: A.L. 2nd by: R.M. Vote: Yes 2 No 0 Abstain 0
- b. Official Depositories for Investment of District Funds  
**Res#0005-24**  
Be it RESOLVED, that the Board of Trustees approves NBT bank as the Official Depositories for Investment of District Funds.  
Motion by: A.L. 2nd by: R.M. Vote: Yes 2 No 0 Abstain 0
- c. Official District Newspaper

**Res#0006-24**

Be it RESOLVED, that the Board of Trustees approves the Leader Herald as the Official District Newspaper.

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

- d. 7-12 Grade High School as per contract

**Res#0007-24**

Be it RESOLVED, that the Board of Trustees appoints Northville Central School District as the 7-12 grades High School for Edinburg students.

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

5. Authorizations

**Res#0008-24**

Be it RESOLVED, that the Board of Trustees approves the following Authorizations:

- a. Certification of Payroll – Superintendent, Michelle Ellis
- b. Authorized Signatures – Sandy L. Moore and Board of Trustees President
- c. Budget Transfers – Michelle Ellis, up to \$3000.00; Board over \$3,000.00
- d. Purchasing Agent – Michelle Ellis
- e. Petty Cash, \$75.00
- f. Mileage – IRS Rate

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

III REQUEST FOR BOARD ACTION

A. Board Members

1. Approve the transcript of Board minutes from June 26, 2024

**Res#0009-24**

Be it RESOLVED, The Board of Trustees hereby approves the transcript of the minutes from the June 26, 2024 board meeting.

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

2. Approve Updates to Policies: 1120, 1120-R, 4327, 5500, 5500-R, 5550, 6700, 6700-R, 6700-E.1, 8520, 8635-R, 9260

**Res#00010-24**

Be it RESOLVED, The Board of Trustees hereby approves the updates to the policies.

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

3. Readopt all current Board of Education Policies  
**Res#0011-24**  
Be it RESOLVED, The Board of Trustees adopted all current Board of Education Policies.  
Motion by: A.L. 2nd by: R.M. Vote: Yes 2 No 0 Abstain 0
  
4. Approve First Reading of Policy 8626 - Artificial Intelligence  
**Res#0012-24**  
Be it RESOLVED, The Board of Trustees approves the first reading of Policy 8636 - Artificial Intelligence  
Motion by: A.L. 2nd by: M.B. Vote: Yes 2 No 0 Abstain 0
  
5. Review District Safety Plan  
**Res#0013-24**  
Be it RESOLVED, The Board of Trustees hereby reviews the District Safety Plan for the 2024-2025 school year.  
Motion by: A.L. 2nd by: R.M. Vote: Yes 2 No 0 Abstain 0
  
6. Approve Central Nursing Services contract  
**Res#0014-24**  
Be it RESOLVED, The Board of Trustees hereby approves the Central Nursing Services contract for the 2024-2025 school year.  
Motion by: A.L. 2nd by: R.M. Vote: Yes 2 No 0 Abstain 0
  
7. Approve Special Education Contract with Greater Johnstown SD  
**Res#0015-24**  
Be it RESOLVED, The Board of Trustees hereby approves the Special Education contract with Greater Johnstown SD.  
Motion by: A.L. 2nd by: R.M. Vote: Yes 2 No 0 Abstain 0
  
8. Approve the RTI Plan 2024-2026  
**Res#0016-24**  
Be it RESOLVED, The Board of Trustees hereby approves the RTI Plan for 2024-2026.  
Motion by: A.L. 2nd by: R.M. Vote: Yes 2 No 0 Abstain 0
  
9. Approve the CPSE/CSE recommendations 100216  
**Res#0017-24**  
Be it RESOLVED, The Board of Trustees hereby approves the CSE/CPSE for student 100216  
Motion by: A.L. 2nd by: R.M. Vote: Yes 2 No 0 Abstain 0

10. Appoint Lead Evaluator under APPR Regulations 3012d

**Res#0018-24**

Be it RESOLVED, The Board of Trustees hereby appoints Michelle Eillis as the Lead Evaluator.

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

11. Appoint Outside Evaluator under APPR Regulations 3012d

**Res#0019-24**

Be it RESOLVED, The Board of Trustees appoints Tara Caraco as the Outside Evaluator.

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

B. Treasurer

1. Approve the treasurer reports

**Res#0020-24**

Be it RESOLVED, the Board of Trustees approves the treasurer reports for the month of June, 2024.

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

2. Approve the payment of claims

**Res#0021-24**

Be it RESOLVED, The Board of Trustees approves the payment of claims as listed on Warrant #1.

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

IV PRIVILEGE OF THE FLOOR - None

V ADJOURNMENT

**Angela Ludwig made a motion to adjourn at 9:00 AM. Dr. Mary Ann Borden seconded the motion all were in favor.**

***Respectfully Submitted,***

***Angela Peceri***

***District Clerk***

Dates to Remember:

Board Meeting 8/14/24 8:00 am  
Superintendent's Conference Day 8/27/24  
Teacher Work Day 8/28/24  
No School - Labor Day 9/2/24  
Superintendent's Conference Day 9/3/24  
First Day of School 9/4/24

**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.