



Edinburg Common School  
Board of Trustees Meeting Agenda  
November 8, 2022 6:00 p.m.

I INTRODUCTION:

- A. Call to order - Pledge of Allegiance
- B. Roll Call
- C. Welcome
- D. Privilege of the Floor
- E. Agenda Changes
- F. Board Reports/Announcements
- G. Superintendent Reports/Announcements
  - Dr. Dave Ziskin, HFM BOCES District Superintendent
  - Saratoga County Interagency Coalition
  - Thanksgiving Baskets
  - Absences
  - 3-6 Social Studies Teacher Updates
  - NYSED/NYSSBA State Testing Reflection
  - Half Professional Day 11/14
  - ECS Morning News
  - Students of the Month PK-2
  - Veterans Day Assembly
  - Superintendent Evaluation Tool Examples
  - NYSCATE '22
    - Leadership Sessions
  - 6th Grade NCS Visit for December
  - Holiday Concert 12/19/22 Snow Date 12/21/22
- H. Director of Health and Safety Reports
  - Hot water Heater
  - Frontier
  - Building Condition Survey

II REQUEST FOR BOARD ACTION

- A. Board Members
  - 1. Approve the transcript of Board minutes from October 11, 2022
  - 2. Approve the transcript of Board Minutes from October 26, 2022
  - 3. Approve CSE/CPSE Recommendations
  - 4. Approve Superintendent Evaluation Tool
  - 5. Approve Updated Policies - 4511 & 4710
- B. Treasurer
  - 1. Approve the treasurer reports

2. Approve the payment of claims
3. Approve Budget Transfers

- C. Superintendent
- 1.

III PRIVILEGE OF THE FLOOR

IV ADJOURNMENT

Dates to Remember:

- November 10th - 1:30 Veterans Day Assembly
- November 11th - No School Veterans Day
- November 14th - 11:45 Dismissal - PD Day
- November 15th - 1:45 Discovery Kids
- November 22nd - Emergency Early Release
- November 23rd - 25th - No School Thanksgiving Break
- November 29th - 1:45 Discovery Kids
- December 13th - 6:00 Board of Trustees Meeting

**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.

Motion by \_\_\_\_\_

Seconded by \_\_\_\_\_

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

## **BOARD ACTION**

EXHIBIT II A-1

**Action Date**            November 8, 2022

**Effective Date:**        November 8, 2022

**Action:** Be it RESOLVED, that the Board of Education hereby approves the transcript of board minutes from the October 11, 2022 board meeting.

**Cost Analysis:**

**Notes:**



Edinburg Common School  
Board of Trustees Meeting Agenda  
October 11, 2022 6:00 p.m.

I INTRODUCTION:

- A. Call to order - Pledge of Allegiance - 18:00
- B. Roll Call
  - Angela Ludwig ☒
  - Michelle Ellis ☒
  - Sandy Moore ☒
  - Robert McCloskey ☒
  - Meaghan Cherry ☒
- C. Welcome
- D. Privilege of the Floor - None
- E. Agenda Changes - None
- F. Board Reports/Announcements - Would like to table II A3 for executive
- G. Superintendent Reports/Announcements
  - Dr. Dave Ziskin, District Superintendent of HFM Boces
    - Was unable to attend will be joining the November meeting
  - COVID-19 Sick Leave
    - New guidance has been received from the attorney
  - NYS Healthcare Worker Bonus Program
    - The portal has now opened and more guidance is expected on reporting employees
  - HFM Boces Instructional Services
    - Poverty
      - Will be training on 12/5 PD day
    - NYS Assessments/Next Generation Learning Standards
      - Will be working on 11/14 PD day
  - Minnowbrook 10/2-10/4 - Yearly Superintendent Conference
    - Girvin and Ferlazzo
    - NYSCOSS
    - HFM/WSWHE Boces
  - Superintendent's Conference Day 10/7
    - Rtl Meetings
      - We have 3 students receiving enrichment
      - Where held with the child study teams
      - Minutes have been recorded and sent to parents
  - Discovery Kids Program 10/11
  - 6th Grade Visit NCS 10/12
    - This will be happening quarterly
  - Slice and a Story 10/27
    - This will be the 1st one of the year

- PBIS will kick off and have their members as guest readers
- Halloween Parade 10/31 1:30 PM
  - Will be held outside and if it rains in the gym
- We have 4 applicants for the 3-6 social studies teacher
- EEA would like to open negotiations with the board of trustees
- October 14th Eagle Afternoon we will be recognizing our students of the month in PK-2
  - PK - Konner Barber
  - K - Kenley Bills
  - 1 - Matthew Barber
  - 2 - Noah Sweet
- H. Director of Health and Safety Reports
  - Head Custodian
    - Just started the new position and is going well
  - Town Safety/Evacuation
    - In case of evacuation we will now meet at the Edinburg Town Hall
  - School Zone Update
    - Was directed to speak to Wayne Seelow to see what his opinion is
  - Kinsley Power/Generator
    - Every Tuesday the generator runs a weekly test
    - during the test it blew a hose and antifreeze was everywhere
    - Came up and immediately fixed the problem
  - Neric/Frontier Phone Systems
    - We have had static in one of the lines for weeks
    - Neric has been unresponsive when calling and emailing
    - When Neric came up they discovered it was a spectrum problem
    - When Spectrum performed an upgrade they dropped one of our IP addresses
  - Johnson Controls
    - We had alarms going off with obvious reason
    - 1 relay sensor was bad. It has been replaced and no further problems at this time

## II REQUEST FOR BOARD ACTION

### A. Board Members

1. Approve the transcript of Board minutes from September 14, 2022

#### **Res#0059-23**

Be it RESOLVED, that the Board of Education hereby approves the transcript of board minutes from the September 14, 2022 board meeting.

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

2. Approve Superintendent Goals

#### **Res#0060-23**

Be it RESOLVED, that the Board of Education hereby approves the Superintendent's goals for the 2022-2023 school year.

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

3. Approve Superintendent Evaluation Tool - **Tabled for executive**

4. Approve Rescinding of Policies

- a. #3160 - Evaluation of Superintendent
  - Already addressed in policy 0320
- b. #4324 - Programs for Pregnant Students

**Res#0061-23**

Be it RESOLVED, that upon the recommendation of the Policy Committee the Board of Education does hereby rescind the following policies:

#3160 – Evaluation of Superintendent

#4324 – Programs for Pregnant Students

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

5. Approve updates and review of policies 3000 - 4850

**Res#0062-23**

Be it RESOLVED, that the Board of Education hereby reviewed and .. approves the updates to policies #3000 thru #4850.

With the exception of policies 4319, 4511, 4600 and 4710

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

6. Approve contract with Johnstown CSD

**Res#0063-23**

Be it RESOLVED, that the Board of Education hereby approves the contract for special education program provided for the 2022-2023 school year to student 2152.

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

7. Accept the snow plow bid

**Bid #1 Bradt Construction Corp.**

**\$160 for each sanding/salting**

**\$200 for straight salt**

**\$160 per plow and \$125/hr bucket loader 2.55 cubic yards**

**Bid #2 Creative Land Care LLC**

**\$225 for straight salt**

**\$200 per plow and \$140/hr bucket loader 2.5 cubic yards**

**Res#0064-23**

Be it RESOLVED, The Board of Trustees hereby accepts the Snow Plow Bid from Bradt Construction for the 2022-2023 school year. The amount for each sanding/salting will be \$160 and \$200 for straight salt, per plow will be \$160 and the snow removal fee is \$125 per hour with a bucket loader capacity of 2.55 cubic yards.

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

8. Approve Audit Management Letter

**Res#0065-23**

Be it RESOLVED, that the Board of Education hereby approves the Audit Management Letter and the Corrective Action Plan, for the 2021-2022 school year, to be submitted to NYSED.

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

B. Treasurer

1. Approve the treasurer reports

**Res#0066-23**

Be it RESOLVED, that the Board of Education hereby approves the Treasurer's report consisting of Budget and revenue status reports as well as bank reconciliations for General, Cafeteria, Federal, Payroll and Capital Funds.

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

2. Approve the payment of claims

**Res#0067-23**

Be it RESOLVED, that the Board of Education hereby approves the Payment of Claims as listed on Warrant #4.

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

3. Approve transfer from Employee Benefit Liability Reserve

**Res#0068-23**

Be it RESOLVED, that the Board of Education hereby approves transfer from the Employee Benefit Liability Reserve to the General Fund in the amount of \$8500.00 to cover the value of unused sick leave at the time of Peggy Trzaskos retirement.

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

C. Superintendent

1. Amend resolution #0055-23

**Res#0069-23**

Be it RESOLVED, that the Board of Education hereby amends resolution #0055-23:

First 20 Consecutive Work Days – Daily Rate of \$115.00 per day.

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

III PRIVILEGE OF THE FLOOR - None

Angela Ludwig made a motion to enter into executive session at 18:45 to discuss matters related to the employment of a particular person.  
Mr. Robert McCloskey seconded the motion and all were in favor.

Angela Ludwig made a motion to return to regular session at 19:36 Mr. Robert McCloskey seconded the motion all were in favor.

IV ADJOURNMENT

Angela Ludwig made a motion to adjourn at 19:36. Mr. Robert McCloskey seconded the motion all were in favor.

*Respectfully Submitted,*

**Meaghan Cherry**  
**District Clerk**

Dates to Remember:

- October 14th - 2:30 Eagle Afternoon
- October 19th - Public Safety Day
- October 20th - 11:30 Dismissal Parent/Teacher Conferences
- October 21st - 11:30 Dismissal Parent/Teacher Conferences
- October 24th - Picture Retakes
- October 25th - 1:45 Discovery Kids
- October 31st - Halloween
- November 4th - 2:30 Eagle Afternoon
- November 8th - 6:00 Board of Trustees Meeting

**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.\_\_\_\_



Motion by \_\_\_\_\_

Seconded by \_\_\_\_\_

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

## **BOARD ACTION**

EXHIBIT II A-2

**Action Date**          November 8, 2022

**Effective Date:**      November 8, 2022

**Action:** Be it RESOLVED, that the Board of Education hereby approves the transcript of board minutes from the October 26, 2022 board meeting.

**Cost Analysis:**

**Notes:**



Edinburg Common School  
Board of Trustees Meeting Agenda  
October 26, 2022 4:00 p.m.

I INTRODUCTION:

- A. Call to order - Pledge of Allegiance - 16:03
- B. Roll Call
  - Angela Ludwig ☒
  - Michelle Ellis ☒
  - Sandy Moore ☒
  - Robert McCloskey ☒
  - Dr. Mary Ann Borden ☒
- C. Welcome
- D. Privilege of the Floor - None
- E. Agenda Changes - None
- F. Board Reports/Announcements - None

**It is anticipated the Board will immediately adjourn to Executive Session to discuss the employment history of a particular person.**

**Angela Ludwig made a motion to enter into executive session at 16:05 to discuss matters related to the employment of a particular person.  
Dr. Mary Ann Borden seconded the motion and all were in favor.**

**Angela Ludwig made a motion to return to regular session at 16:44 Dr. Mary Ann Borden seconded the motion all were in favor.**

II REQUEST FOR BOARD ACTION

- A. Board Members
- B. Treasurer
- C. Superintendent

III PRIVILEGE OF THE FLOOR - None

IV ADJOURNMENT

**Angela Ludwig made a motion to adjourn at 16:45. Dr. Mary Ann Borden seconded the motion all were in favor.**

***Respectfully Submitted,***

***Meaghan Cherry***  
***District Clerk***

Dates to Remember:

October 31st - Halloween

November 4th - 2:30 Eagle Afternoon

November 8th - 6:00 Board of Trustees Meeting

**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.

Motion by \_\_\_\_\_

Seconded by \_\_\_\_\_

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

## **BOARD ACTION**

EXHIBIT II A-3

**Action Date**          November 8, 2022

**Effective Date:**      November 8, 2022

**Action:** Be it RESOLVED, that the Board of Education hereby approves the CSE/CPSE recommendations for students: 100096.

**Cost Analysis:**

**Notes:**

**Edinburg Common School**  
**Committee Meeting Recommendations for Board of Education**

Student: 'Board of Education Copy'				AltID#: 100096		Grade: 05	
<b>Meeting Date</b> 10/07/2022	<b>BOE Date</b> 10/11/2022	<b>Committee / Reason</b> Committee on Special Education / Reevaluation Review	<b>Decision</b> Classified PP in Other Public School District	<b>Disability</b> Other Health Impairment	<b>Placement Recommendation / School</b> Other Public School District(OPSD) / Northville Central School		
<b>Recommended Program/Service</b> Integrated Co-teaching Services (Reading Support)	<b>Start Date</b> 09/06/2022	<b>End Date</b> 06/23/2023	<b>Frequency</b> 5	<b>Period</b> Weekly	<b>Duration</b> 1hr. 30min.	<b>Location</b> Classroom	<b>Service Delivery Recommendations</b>

Motion by \_\_\_\_\_

Seconded by \_\_\_\_\_

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

## **BOARD ACTION**

EXHIBIT II A-4

**Action Date:** November 8, 2022

**Effective Date:** November 8, 2022

**Action:** Be it RESOLVED, that the Board of Education hereby approves the Superintendent's evaluation tool for the 2022-2023 school year.

**Cost Analysis:**

**Notes:**

Motion by \_\_\_\_\_

Seconded by \_\_\_\_\_

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

## **BOARD ACTION**

EXHIBIT II A-5

**Action Date:** November 8, 2022

**Effective Date:** November 8, 2022

**Action:** Be it RESOLVED, that upon the recommendation of the Policy Committee the Board of Education does hereby approve the updates to the following policies:

#4511 – Textbook Selection and Adoption

#4710 – Grading System

**Cost Analysis:**

**Notes:**

### TEXTBOOK SELECTION AND ADOPTION

As the governing body of the district, the Board of Trustees shall be legally responsible for the selection and approval of all printed and published materials used in the district. As the policy making body, the Board delegates' authority to the Superintendent for the selection of textbooks, library resources, and other instructional materials. The Superintendent is responsible for establishing a set of procedures to handle any objections to materials being used. The superintendent will include grade level spans, content teachers, and instructional coaches to inspect, investigate, review, and/or scrutinize possible textbook and material possibilities. The group will also solicit local districts and HFM BOCES for feedback regarding current curriculum trends.

The following criteria are to be considered in the selection of textbooks:

1. textbook or material should have been copyrighted within the past five years;
2. qualifications of the author(s) on the subject;
3. adaptability to existing instructional program;
4. accuracy of the information presented;
5. sufficient scope to meet the requirements of the curriculum as developed locally and approved by the State Education Department;
6. objectivity and impartiality in treatment of subject matter and freedom from bias and prejudice;
7. high quality format in respect to typography, arrangement of materials or pages, cover design, size and margins;
8. appropriateness to grade level as to vocabulary, sentence structure, and organization;
9. textbook series should meet grade-to-grade requirements. They should contain supplementary aids to learning, when desirable and necessary, such as a table of contents, introduction, study activities, exercises, questions, problems, selected references, bibliography, index glossary and appendices;
10. texts should include appropriate illustrative materials-pictures, maps, charts, graphs, diagrams, etc., which clarify the text and enrich the content;
11. materials should fairly represent the many ethnic and cultural groups and their contribution to American heritage pursuant to policy 4350; and
12. a reasonable balance of viewpoints regarding controversial issues should be presented.
13. Textbooks or material should have an online component and/or easily made accessible to students/parents through our online



classroom/learning platforms as adopted by the Edinburg  
Common School District.

The following criteria are to be considered in the selection of literary works for classroom use in teaching literature, as well as the assignment of such works to particular grade levels:

1. use of a compositional style which contributes to the reader's critical and appreciative understanding of the work;
2. sophisticated use of literary devices (i.e., metaphor, point of view, tone) to further student understanding of written concepts;
3. levels of student maturity and experience necessary for empathic reading of literature;
4. capacity of a work to capture student interest;
5. thematic treatment which promotes sound and healthy values for students;
6. intrinsic qualities that establish a work as a significant part of the literary heritage; and
7. variety to avoid duplication of theme, plot, setting, etc., unless such duplication affords opportunities for comparison and contrast or serves to reinforce understanding.

Cross-ref: 1420, Complaints about Curricula or Instructional Materials

Ref: Education Law §§701 et seq.; 1711; 2508; 2566

Adoption: December 10, 1998

Reviewed: June 9, 2014

Revised: November 8, 2022

## GRADING SYSTEMS

Grading is considered a positive tool to indicate achievement and development in each class or subject area in which a student is enrolled. The Board of Trustees recognizes that the classroom teacher has the primary responsibility to evaluate students and determine student grades.

~~The district will use a uniform grading system.~~ Classroom teachers will evaluate students and assign grades according to the established system below.

PK-2 Standards based report card according to the NYS Next Generation Learning Standards from the following, but not limited to: classroom performance, homework, quizzes, mid and end of unit assessments, projects, and presentations.

Students will identify in the following categories:

N/A - Not able to assess at this time

1 - Not meeting grade level expectations

2 - Working towards grade level expectations

3 - Meeting grade level expectations

4 - Exceeding grade level expectations

The students will also have a social and work habits sections based on classroom performance which include, but not limited to: effort, staying on task, following rules and directions, completing assignments, preparedness, respectfulness, being organized, and classroom behavior.

3-6 Numerical based report card according to the average of assignments ie. but not limited to: classroom performance, homework, quizzes, mid and end of unit assessments, projects, presentations etc. The students will also have a narrative section based on the NYS Social Emotional Learning Benchmarks which include, but not limited to: self-awareness and self-management skills, social awareness and interpersonal skills, and ethical decision-making skills/responsible behaviors.

Students will identify in the following categories:

High Honor Roll: 94.5 – 100

Honor Roll: 89.5 – 94.4

Failing: 64.9 and below

It is to be recognized that a student is an individual with ~~his/her~~ their own abilities and capabilities. It is also recognized that an individual is part of a society which is achievement-oriented and competitive in nature. Hence, when a student's achievement is evaluated, attention should be given to ~~his/her~~ their unique characteristics and to accepted standards of performance in the educational setting.

Scores will be based, in part, upon student improvement, achievement, and participation in classroom discussions and activities (see 5100, Student Attendance). Parent(s)/Guardian(s) will be informed regularly, at least four times a year, of their child's progress. The use of marks and symbols will be appropriately explained.

Grading will not be used for disciplinary purposes, i.e., reducing a grade for an unexcused absence, although a lower grade can be given for failure to complete assigned work or for lack of class participation.

All students are expected to complete the assigned class work and homework as directed. Students are also expected to participate meaningfully in class discussions and activities in order to receive course credit. If work is missed due to absence, the student is expected to make up the work. The student and/or the student's parent(s)/guardian(s) should

discuss with the student's teacher an appropriate means of making up the missed work.

With the possible exception of absences intended by the student as a means of gaining an unfair academic advantage (e.g., to secure more time to study for a test), every effort will be made to provide students with the opportunity and assistance to make up all work missed as a result of absence from class (see 4760, Makeup Opportunities).

A record of objective student scores will be maintained by each teacher. These records shall be in the form of weekly and unit tests, work samples, etc. These will verify report card grades and recommendations for grade retention, special programs, etc.

The district's student management system will serve as a historic and official representation of the grades and credits earned. Grade changes and documentation will be filed in the student's permanent record folder.

All reopening of the grading system and grade changes will be reviewed routinely to ensure the process is being followed and there is no unusual or inappropriate activity.

The professional judgment of the teacher should be respected. Once a grade is assigned to a student by a teacher, the grade may only be changed by the Superintendent after notification to the teacher of the reason for such change. Should the Superintendent enforce a score change, he/she shall be prepared to report to the Board.

Cross-ref: 4712, Student Progress Reports to Parents

Ref: *Matter of Dickerson*, 20 EDR 132 (1980)  
*Matter of Mac Whimie*, 20 EDR 145 (1980)

Adoption: December 10, 1998

Reviewed: June 9, 2014

Revised: ~~March 21, 2016~~ November 8, 2022

Motion by \_\_\_\_\_

Seconded by \_\_\_\_\_

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

## **BOARD ACTION**

EXHIBIT II B-1

**Action Date:** November 8, 2022

**Effective Date:** November 8, 2022

**Action:** Be it RESOLVED, that the Board of Education hereby approves the Treasurer's report consisting of Budget and revenue status reports as well as bank reconciliations for General, Cafeteria, Federal, Payroll and Capital Funds.

**Cost Analysis:**

**Notes:** The Board will review the Treasurer's report prior to the Meeting.

Motion by \_\_\_\_\_

Seconded by \_\_\_\_\_

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

## **BOARD ACTION**

EXHIBIT II B-2

**Action Date:** November 8, 2022

**Effective Date:** November 8, 2022

**Action:** Be it RESOLVED, that the Board of Education hereby approves the Payment of Claims as listed on Warrant #5.

**Cost Analysis:**

**Notes:** The Board will review the Warrant prior to the Meeting. The complete receiving packet, inclusive of purchase orders, packing slips, and invoices will be available to be reviewed by the board.

Motion by \_\_\_\_\_

Seconded by \_\_\_\_\_

Ayes \_\_\_\_\_ Nays \_\_\_\_\_ Abstain \_\_\_\_\_

## **BOARD ACTION**

EXHIBIT II B-3

**Action Date:** November 8, 2022

**Effective Date:** November 8, 2022

**Action:** Be it RESOLVED, that the Board of Education hereby approves the following budget transfer:

\$6000.00 from A5510.16 General Salaries to A5510.171 Head Bus Driver Stipend

**Cost Analysis:**

**Notes:**