



New York State
School Boards
Association

Better School Boards Lead to Better Student Performance

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Latham, New York 12110-2125
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www.nyssba.org

LETTER OF CONFIRMATION

September 18, 2019

Ms. Erin Woods, Superintendent
Edwards-Knox Central School District
2512 County Route 24
Hermon, NY 13652-3151

Dear Superintendent Woods:

Based on conversations with your school district, this letter confirms the Edwards-Knox Central School District requests the New York State School Boards Association to conduct a Custom Board Retreat/Workshop (CBR) for the Board of Education and Superintendent. Jamie McPherson will facilitate this workshop. The topic requested is the development of district goals. **Due to the nature of the topic this workshop must be advertised and open to the public as it is subject to the Open Meetings Law.** The workshop is scheduled to take place on the following date and time, at the location specified below:

Date & Time:

Thursday, December 5, 2019 from 5:00 p.m. – 9:00 p.m.

Location:

Edwards-Knox Central School District – District Offices

The fee for this CBR is \$1800. NYSSBA will send an invoice to the district after the program has been completed. Your receipt of this letter will be deemed acceptance of its provisions unless you notify our office otherwise. *(Notification must be made no later than 72 hours prior to 12/5/19.) The district will be responsible for the full retreat amount should the event be cancelled after this date.)*

If you or the board members have questions about this custom program, please contact my office. I can be reached at 1-800-342-3360 or 518-783-0200.

We are pleased to have this opportunity to serve the Edwards-Knox Central School District.

Sincerely,

Darci D'Ercole
Director of Leadership Development

cc: Stacia Kroniser, Board of Education President