UNATEGO CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION AGENDA
TENTATIVE
MONDAY, SEPTEMBER 14, 2015
BUILDING WALK-THRU
6:00 P.M.
EXECUTIVE SESSION
6:30 P.M.
BOARD OF EDUCATION MEETING
7:00 P.M.
UNADILLA ELEMENTARY SCHOOL

1. ROUTINE MATTERS

- **1.1 Call to order**
- **1.2 Roll Call**
- **1.3 Pledge**
- **1.4 Approve regular board meeting minutes of August 24, 2015**
- **1.5 Adopt Agenda**

2. PUBLIC COMMENT

3. PRESENTATIONS

- **3.1 August Graduation – Julie Lambiaso**
- **3.2 Parking Lot – Bill Sands**
- **3.3 Administrator's Report**
- **3.4 Superintendent's Report – Dr. David S. Richards**

4. ADMINISTRATIVE ACTION

- **4.1 Approve CSE recommendations (9.14.15 G1)**
- **4.2 Approve Consulting Agreement for Facility Study between Castallo & Silky Education Consultants and Unatego Central School District (9.14.15 G2)**
- **4.3 Approve surplus of 70 copies of literacy books (9.14.15 G3)**
- **4.4 Approve Ongoing Employees Resolution for Patient Protection and Affordable Care Act (9.14.15 G4)**
- **4.5 Approve New Variable Hour/New Part-Time/New Seasonal Employees Resolution (9-14.15 G5)**
- **4.6 Approve returning non-teaching substitutes for the 2015-16 school year (9-14-15 UC1)**
- **4.7 Approve returning substitute teachers for the 2015-16 school year (9.14-15 C1)**
- **4.8 Accept Adele Pisano resignation as part-time food service helper (9.14.15 UC2)**
- **4.9 Appoint Tara Nichols food service helper (9.14.15 UC3)**
- **4.10 Appoint Val Servo Modified Volleyball Coach (9.14.15 C2)**
- **4.11 Appoint Lori-Ann Harvey Student Account Advisor (9.14.15 C3)**
- **4.12 Appoint Nichole Rutherford substitute teacher for the 2015-16 school year (9.14.15 C4)**

4.13 Appoint Adele Pisano substitute food service helper for the 2015-16 school year (9.14.15 UC4)
4.14 Appoint Mary Bernardez substitute teacher for the 2015-16 school year (9.14.15 C5)
4.15 Appoint Michael Gregg substitute teacher for the 2015-16 school year (9.14.15 C6)
4.16 Appoint Geraldine Tidd substitute teacher/aide for the 2015-16 school year (9.14.15 UC5)
4.17 Appoint Katie King substitute aide for the 2015-16 school year (9.14.15 UC6)
4.18 Appoint Lisa Paciucco substitute teacher for the 2015-16 school year (9.14.15 UC7)
4.19 Appoint William Jason Stockert cleaner (9.14.15 UC8)
4.20 Appoint Zachary Nages cleaner (9.14-15 UC9)
4.21 Amend salary for Amanda Valliere (9.14.15 G6)
4.22 Amend salary/step for Scott Wetmore (9.14.15 G7)
4.23 Amend salary and probationary appointment for Kristen Sousa (9.14.15 G8)

5. PUBLIC COMMENT

6. ROUND TABLE DISCUSSION/QUESTIONS

7. EXECUTIVE SESSION (IF NECESSARY)

8. ADJOURN

4.1
9.14.15 G1
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve CSE recommendations as presented.

4.2
9.14.15 G2
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve Consulting Agreement for Facility Study between Castallo & Silky Education Consultants and Unatego Central School District as presented.

4.3
9.14.15 G3
RESOLVED: Upon the recommendation of the Superintendent of School that this Board does hereby approve the surplus of 70 copies of literacy books as presented.

4.4
9.14.15 G4
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the following:

WHEREAS, the Patient Protection and Affordable Care Act requires Unatego Central School District to determine full-time status of ongoing employees in order to establish eligibility for health insurance coverage; and

WHEREAS, eligibility must be determined prior to the start of the health plan year; and

WHEREAS, the regulations under the Patient Protection and Affordable Care Act allow for look-back measurement periods to be used for ongoing employees to determine whether an employee is a full-time employee; and

WHEREAS, Unatego Central School District desires to establish a look-back standard measurement period, administrative period and stability period for its ongoing employees; and

WHEREAS, Unatego Central School District provides a health plan and is a participating district in NY 44 Health Benefits Plan Trust; and

WHEREAS, Unatego Central School District health plan year is one year which runs from July 1st to June 30th; and

NOW THEREFORE, BE IT RESOLVED, that the standard measurement period for ongoing employees shall be a period of twelve (12) consecutive months to be measured from May 1st to April 30th; and

BE IT FURTHER RESOLVED, that the administrative period for ongoing employees shall be a period of 60 days to be measured from May 1st, to June 30th; and

BE IT FURTHER RESOLVED, that the stability period for ongoing employees, determined to have averaged at least 30 hours of service per week (130 hours of service per calendar month) during the standard measurement period, shall be a period of twelve (12) consecutive calendar months to begin immediately after the administrative period on July 1st and to continue until June 30th; and

BE IT FURTHER RESOLVED, that the stability period for ongoing employees, determined not to have averaged 30 hours of service or more per week (130 hours of service or more per calendar month) during the standard measurement period, shall be a period of twelve (12) consecutive calendar months to begin immediately after the administrative period on July 1st and continue until June 30th.

4.5
9.14.15 G5
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the following:

WHEREAS, the Patient Protection and Affordable Care Act requires Unatego Central School District to determine full-time status of new variable hour, new part-time, and new seasonal employees in order to establish eligibility for health insurance coverage; and

WHEREAS, the regulations under the Patient Protection and Affordable Care Act allow for look-back measurement periods to be used for new variable hour, new part-time, and new seasonal employees to determine whether an employee is a full-time employee; and

WHEREAS, Unatego Central School District desires to establish a look-back initial measurement period, administrative period and stability period for its new variable hour, new part-time, and new seasonal employees; and

WHEREAS, Unatego Central School District provides a health plan and is a participating district in NY44 Health Benefits Plan Trust; and

WHEREAS, Unatego Central School District's health plan year is a 12 month period which runs from July 1st to June 30th; and

NOW THEREFORE, BE IT RESOLVED, that the initial measurement period for new variable hour, new part-time, and new seasonal employees shall be a period of twelve (12) consecutive months which shall begin on the first day of the first calendar month following the employee's start date; and

BE IT FURTHER RESOLVED, that the administrative period for new variable hour, new part-time, and new seasonal employees shall be a period which shall begin at the end of the initial measurement period and shall continue through the end of the first full calendar month beginning on or after the end of the initial measurement period; and

BE IT FURTHER RESOLVED, that the stability period for new variable hour, new part-time, and new seasonal employees, determined to have averaged at least 30 hours of service per week (130 hours of service a calendar month) during the initial measurement period, shall be a period of twelve (12) consecutive calendar months to begin immediately after the administrative period; and

BE IT FURTHER RESOLVED, that the stability period for new variable hour, new part-time, and new seasonal employees, determined not to have averaged 30 hours of service or more per week (130 hours of service or more per calendar month) during the initial measurement period, shall be a period of twelve (12) consecutive calendar months to begin immediately after the administrative period.

4.6
9.14.15 UC1
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve returning non-teaching substitutes for the 2015-16 school year.

4.7
9.14.15 C1
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve returning substitute teachers for the 2015-16 school year.

4.8
9.14.15 UC2
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby accept the resignation of Adele Pisano food service helper effective September 4, 2015 as presented.

4.9
9.14.15 UC3
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Tara Nichols food service helper to a (52) week probationary period at a rate of $9.83/per hr. effective date September 8, 2015 as presented.

4.10
9.14.15 C2
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Val Servo Modified Volleyball coach for the 2015-16 school year salary per UTA contract as presented.

4.11
9.14.15 C3
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Lori-Ann Harvey Student Account Advisor per UTA agreement for the 2015-16 school year as presented.

4.12
9.14.15 C4
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Nichole Rutherford substitute teacher as presented (replaces, Dusti Novellano, maternity leave 10 weeks).

4.13
9.14.15 UC4
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Adele Pisano substitute food service helper for the 2015-16 school year as presented.

4.14
9.14.15 C5
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Mary Bernardez substitute teacher for the 2015-16 school year as presented.

4.15
9.14.15 C6
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Michael Gregg substitute teacher for the 2015-16 school year as presented.

4.16
9.14.15 UC5
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Geraldine Tidd substitute teacher/aide for the 2015-16 school year as presented.

4.17
9.14.15 UC6
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Katie King substitute aide for the 2015-16 school year pending fingerprinting and criminal history review as presented.

4.18
9.14.15 UC7
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Lisa Paciucco substitute teacher for the 2015-16 school year as presented.

4.19
9.14.15 UC8
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint William Jason Stockert cleaner to a (52) week probationary period at a rate of $9.83/per hr. effective date September 28, 2015 pending fingerprinting and criminal history review as presented (replaces Ellie DeMourier).

4.20
9.14.15 UC9
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Zachary Nages cleaner to a (52) week probationary period at a rate of $9.83/per hr. effective date September 15, 2015 as presented (replaces Grant Tuma).

4.21
9.14.15 G6
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby amend the salary for Amanda Valliere Step 6 at a salary of $51,399.

4.22
9.14.15 G7
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby amend the salary and step for Scott Wetmore military veterans allowance per contract (Article XXI, B), Masters Step 8 at a salary of $52,597.

4.23
9.14.15 G8
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby amend the salary for Kristen Sousa at a rate of $12.01/per hr. and to a (52) week probationary period, effective August 11, 2015.

CONSULTING AGREEMENT

This Consulting Agreement (hereinafter "Agreement") is entered into this 14th day of September 2015 between the **Unatego Central School District** (hereinafter "District") and **Castallo & Silky Education Consultants** (hereinafter "Consultant").

WHEREAS, the District is currently desirous of retaining a consultant to complete a facilities utilization study; and

WHEREAS, the District is desirous of entering into a consulting relationship with the Consultant; and

WHEREAS, Consultant specializes in providing organizational and management consultant service to school districts; and

WHEREAS, Consultant's primary service has been consultation with boards of education; and

WHEREAS, Consultant is desirous of entering into a consulting relationship with the District upon the terms and conditions hereafter contained;

NOW THEREFORE, in consideration of the covenants and agreements herein set forth and the mutual benefits accruing to the District and to the Consultant from the consulting relationship to be established between the parties by the terms of the Agreement, the District and Consultant agree as follows:

1. CONSULTANT.
"Consultant" means Castallo & Silky Education Consultants, Alan D. Pole and William D. Silky, Associates.

2. CONSULTING RELATIONSHIP.
The District hereby retains Consultant, and Consultant hereby agrees to be retained by the District, as an independent consultant, and not as an employee of the District.

3. CONSULTING SERVICES.
Consultant agrees that during the term of this Agreement:

a. Best Efforts. The Consultants will devote their best efforts to the position as independent consultant and will perform such duties and execute the policies of the District as determined by its Board.

b. Reasonable Degree of Skill. Consultant shall exercise a reasonable degree of skill and care in performing the services referred to in Paragraph "3-a" above.

4. SCOPE OF WORK.
The goal of this facilities utilization study is to determine the optimal use of the district's facilities in order to provide a sound and cost effective educational program now and in the

future. The Consultants will provide a written report to the board of education and, if requested, make a presentation of the final report to the board of education on or about February 1, 2016.

5. COMPENSATION.
A. Fee. The Consultant's fee will be Seventeen Thousand Five Hundred Dollars ($17,500.00) plus reimbursement of expenses related to mileage, meals, copying, and other related expenses for a study of this nature.

B. Payment. The Consultant's fee will be paid in two installments; 50% upon the execution of this agreement and 50% upon the completion of the study and presentation of the study to the board of education. The expense reimbursement payment will be made upon the completion of the study process.

C. Benefits. The Consultant shall not be entitled to participate in or receive benefits under any District programs maintained for its employees, including, without limitation, life, medical and disability benefits, pension, profit sharing or other retirement plans or other fringe benefits.

6. TERM.
The term of this Agreement shall begin on September 14, 2015 and shall continue until the date on which payment has been received for services subsequent to the completion of the engagement.

IN WITNESS WHEREOF, the parties hereto have executed this Agreement as of the day and year written below:

Unatego Central School District

_____ Date_____

By, President,
Board of Education

Consultant/Castallo & Silky

_____ Date 8.26.15

By, Alan D. Pole
4514 Whistler Circle
Manlius, NY 13104

Date: September 4, 2015

To: Unatego Board of Education
Dr. David Richards, Superintendent

From: Katherine Mazourek, Principal – Unadilla Elementary
Karen Telarico, 5th Grade ELA

Re: Surplus text

We are respectfully asking the Unatego Board of Education to be able to surplus 70 copies of one of our literacy books, *Esperanza Rising*. In the past three years of use with the NYS Common Core Modules, these paperback books have been well used. With the complexity of the modules "digging deep" into the text and flagging evidence, *Esperanza*'s pages have grown weary. Please allow us to have our current 5th grade students the ability to write, flag, highlight and learn from the novel. We would like to be able to replace the books with textbook money for the 2016-2017 school year.

Thank you.

UNATEGO CENTRAL SCHOOL
2641 State Highway 7
PO Box 483
Otego, New York 13825-9795
www.unatego.org

Dr. David S. Richards
Superintendent of Schools
(607) 988-5038

Amber Birdsall
District Treasurer
(607) 988-5020

Approve the following returning non-teaching substitutes for the 2015-16 school year:

Charlene Baker
Judy L. Bernhardt
Megan Blinco
Debra Bruno (nurse, aide)
Brenda Dewey (cafeteria)
Carrie Hewett (cafeteria)
Ruth Anne Laird
*Tamarah Lawrence (cafeteria, aide)
Nancy Livingston
Sue Miller (aide, clerical)
Zachary Nages (custodian)
*Adele Pisano (cafeteria)
Alex Pitel (custodian)
Nickey Ritchey (custodian)
Nicole Seymour (nurse)
Joshua Vandewerker (aide, LTA, custodian)
Heather Wood

Approve the following returning substitute teachers for the 2015-2016 school year:

Janet S. Anderson
Katherine Becker
Jennifer Benamati
Sierra Birdsall
Virginia Brandt
Roger Butler
Carolee Byrnes
Cynthia Carpentier
Brian Cutting
William Donnelly
Ashley Mannina
Denise Marshall
Shawn Neuman
*Matt Newman
Irma Ouimet
Vicki Salisbury-Hoyle
*Ellen Schmitt
Ariel Scott
Mary Sloan
Patricia M. Taylor
Brenda Wesley
Matthew Wetmore
Kayla Wong
Heather Wood

*newly added

9/4/15

To Unatego CSD BOE:

I, Adele Pisano resign my part-time position as Food Service Helper in the Cafeteria, but would like to be placed on their sub list.

Thank you,

Adele Pisano Adele Pisano

UNATEGO CENTRAL SCHOOL
NEW EMPLOYEE APPOINTMENT FORM

NAME: Tara Nichols

POSITION: Food Service Helper

REPLACES: _____

EFFECTIVE DATE: 9/8/15

EDUCATION LEVEL: _____

YEARS OF EXPERIENCE: _____

SALARY: **STEP**____ **LEVEL**_____ **$** 9.83

CERTIFICATION: _____

COLLEGE: _____

REFERENCES CONTACTED:

1. _____
2. _____

COMMENTS: Substitute for the Kitchen for 5yrs.

_____

_____

[signature] 8/26/15

ADMINISTRATOR SIGNATURE **DATE**

August 31, 2015

Dr. David Richards
Unatego Central School
2641 St. Hwy 7
Otego, NY 13825

Dear Dr. Richards,

I would like to recommend the following people as coaches for the following sports seasons.

Val Servo-Modified Volleyball- (Step 1)

Thank you,

Matthew J. Hafele

To: Dr. Richards, Superintendent

From: Julie Lambiaso, HS Principal

Date: September 2, 2015

Re: Student Account Advisor

I am recommending Lori Harvey for the Student Account Advisor position.

UNATEGO CENTRAL SCHOOL
NEW EMPLOYEE APPOINTMENT FORM

NAME: Nichole Rutherford

POSITION: Substitute teacher

REPLACES: Dusti Novellano for 10 weeks

EFFECTIVE DATE: September 8

EDUCATION LEVEL: Masters

YEARS OF EXPERIENCE: _____

SALARY: **STEP**____ **LEVEL**_____ **$**_____

CERTIFICATION: Adolescent Ed & ELA

COLLEGE: SUNY Oneonta

REFERENCES CONTACTED:

1. Julie Bergman
2. _____

COMMENTS: Has done long term subbing at several schools including 6th grade

Patrick Hoyt
ADMINISTRATOR SIGNATURE

8/28/18
DATE

UNATEGO CENTRAL SCHOOL
NEW EMPLOYEE APPOINTMENT FORM

NAME: MARY BERNARDEZ

POSITION: Substitute Teacher

REPLACES: N/A

EFFECTIVE DATE: 9/15/15

EDUCATION LEVEL: B.A.; M.S.

YEARS OF EXPERIENCE: 18

SALARY: STEP____ LEVEL_____ $_____

CERTIFICATION: NYS - ECA 7-12 & K-12 ESL

COLLEGE: City Univ. of NY; Queens College

REFERENCES CONTACTED:

1. Eben Bullock, principal Sidney CSD
2. Butch Mondy, Principal Wellington Fla.

COMMENTS: Considerable experience in classroom. Currently subbing in Sidney CSD

ADMINISTRATOR SIGNATURE

9/9/15
DATE

UNATEGO CENTRAL SCHOOL
NEW EMPLOYEE APPOINTMENT FORM

NAME: Michael Greeg

POSITION: Substitute teacher

REPLACES: N/A

EFFECTIVE DATE: 9/15/15

EDUCATION LEVEL: B.S.; MA in progress

YEARS OF EXPERIENCE: 3

sub rate = certified

SALARY: STEP____ LEVEL_____ $_____

CERTIFICATION: NYS Social Studies 7-12

COLLEGE: SUNY ONEONTA

REFERENCES CONTACTED:

1. AJ Hecox - teacher ONEONTA City SD
2. Mike Hamilton - UNATEGO teacher

COMMENTS: teaching experience in NC and as a sub. Considerable coaching experience.

ADMINISTRATOR SIGNATURE

9/9/15
DATE

UNATEGO CENTRAL SCHOOL
NEW EMPLOYEE APPOINTMENT FORM

NAME: Geraldine Tidd

POSITION: Sub teacher of Sub Aide

REPLACES: N/A

EFFECTIVE DATE: 9/15/15

EDUCATION LEVEL: Masters in Education & Reading

YEARS OF EXPERIENCE: 38

SALARY: STEP___ LEVEL_____ $ as per uncertified sub

CERTIFICATION: out-of-state

COLLEGE: California State @ Long Beach

REFERENCES CONTACTED:

1. Eben Bullock, principal - Sidney CSD
2. Michelle Shirkey - principal - B-G, CSD

COMMENTS: Very experienced Subs in Sidney and Bainbridge-Guilford

ADMINISTRATOR SIGNATURE

9/9/15
DATE

UNATEGO CENTRAL SCHOOL
NEW EMPLOYEE APPOINTMENT FORM

NAME: KATIE KING

POSITION: Substitute AIDE

REPLACES: N/A

EFFECTIVE DATE: 9/15/15

EDUCATION LEVEL: 2 years college; No degree

YEARS OF EXPERIENCE: 0

SALARY: STEP ____ LEVEL ____ $ as per sub aide pay

CERTIFICATION: None

COLLEGE: Lake Erie College; SUNY Morrisville

REFERENCES CONTACTED:

1. Julia Althiser - teacher Sidney
2. Larry Steiner - former employer

COMMENTS: reliable & dependable
has 2 children in district.

ADMINISTRATOR SIGNATURE

9/9/15
DATE

UNATEGO CENTRAL SCHOOL
NEW EMPLOYEE APPOINTMENT FORM

NAME: LISA PACIULLO

POSITION: Substitute teacher

REPLACES: N/A

EFFECTIVE DATE: 9/15/15

EDUCATION LEVEL: AS; BA pending (Dec '15)

YEARS OF EXPERIENCE: 0

SALARY: STEP ___ LEVEL ___ $ as per sub rate

CERTIFICATION: None

COLLEGE: SUNY Delhi; SUNY ONEONTA

REFERENCES CONTACTED:

1. Nancy BOOKHOUT - teacher Norwich
2. Jennifer SUDANO - teacher AFTON

COMMENTS: Both speak highly of her work Ethic. UNATEGO alumni; Background in retail.

ADMINISTRATOR SIGNATURE

9/9/15
DATE

UNATEGO CENTRAL SCHOOL
NEW EMPLOYEE APPOINTMENT FORM

NAME: William Jason Stockert

POSITION: Cleaner

REPLACES: Ellie DeMarier

EFFECTIVE DATE: _____

EDUCATION LEVEL: High School

YEARS OF EXPERIENCE: _____

SALARY: **STEP**____ **LEVEL**_____ **$**_____

CERTIFICATION: _____

COLLEGE: _____

REFERENCES CONTACTED:

1. Ron Decker
2. _____

COMMENTS: Jason has experience cleaning

Brian Teask — **ADMINISTRATOR SIGNATURE**

9/10/15 — **DATE**

UNATEGO CENTRAL SCHOOL
NEW EMPLOYEE APPOINTMENT FORM

NAME: Zach Nages

POSITION: Cleaner

REPLACES: Grant Tuma

EFFECTIVE DATE: 9/15/15

EDUCATION LEVEL: High School

YEARS OF EXPERIENCE: _____

SALARY: **STEP**____ **LEVEL**_____ **$**_____

CERTIFICATION: _____

COLLEGE: _____

REFERENCES CONTACTED:

1. _____
2. _____

COMMENTS: Zach has been a subsitute for us already.

Brian Tuck
ADMINISTRATOR SIGNATURE

9/10/15
DATE