

**UNATEGO CENTRAL SCHOOL DISTRICT**  
**BOARD OF EDUCATION AGENDA**  
**MONDAY, OCTOBER 3, 2022**  
**BOARD OF EDUCATION MEETING**  
**CALLED TO ORDER**  
**7:00 P.M.**  
**UNATEGO MS/SR HIGH SCHOOL**  
**ROOM #93**

**1. ROUTINE MATTERS**

- 1.1 Call to order
- 1.2 Roll Call
- 1.3 Pledge
- 1.4 Approve regular board meeting minutes of September 19, 2022
- 1.5 Adopt Agenda

**2. PUBLIC COMMENT**

**3. PRESENTATIONS**

- 3.1 LINKS – Kim Trask
- 3.2 Administrators' Reports –
- 3.3 Superintendent's Report – Dr. David S. Richards

**4. ADMINISTRATIVE ACTION**

- 4.1 Warrants (Information only)
- 4.2 Budget Status Reports (Information only)
- 4.3 Approve Treasurer's Reports (10.3.22 G1)
- 4.4 Approve 2022-2023 LINKS Plan (10.3.22 G2)
- 4.5 Approve transportation contract with Gilbertsville-Mt. Upton CSD (10.3.22 G3)
- 4.6 Approve Danielle Whitaker's permanent appointment as Cook-Manager (10.3.22 UC1)
- 4.7 Appoint Savannah Jackson as a substitute teacher/LTA/clerical for the 2022-2023 school year (10.3.22 UC2)
- 4.8 Appoint Alexis Cleveland as a returning substitute aide for the 2022-2023 school year (10.3.22 UC3)
- 4.9 Approve coaches for the 2022-2023 school year (10.3.22 UC4)
- 4.10 Approve Stephanie Welch as a long-term substitute teacher (10.3.22 UC5)
- 4.11 Approve teachers for the after school academic eligibility program for the 2022-2023 school year (10.3.22 C1)
- 4.12 Approve extra-curricular appointments for the 2022-2023 school year (10.3.22 C2)

5. PUBLIC COMMENT

6. ROUND TABLE DISCUSSION/QUESTIONS

7. EXECUTIVE SESSION (IF NECESSARY)

Upon a majority vote of its total membership, taken in open meeting pursuant to a motion identifying the general area of the subject or subjects to be considered, a public body may conduct an executive session for the below enumerated purposes only, provided, however, that no action by formal vote shall be taken to appropriate public moneys:

- A. matters which may imperil the public safety if disclosed;
- B. any matter which may disclose the identity of a law enforcement agent or informer;
- C. information relating to current or future investigation or prosecution of a criminal offense which would imperil effective law enforcement if disclosed;
- D. discussions regarding proposed, pending, or current litigation;
- E. collective negotiations pursuant to article fourteen of the civil service law;
- F. the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation;
- G. the preparation, grading, or administration of examination; and
- H. the proposed acquisition, sale, or lease of real property or the proposed Acquisition of securities, or sale or exchange of securities held by such public body, but only when publicity would substantially affect the value thereof;
- I. any matter made confidential by federal or state law.

7. ADJOURN

4.3

10.3.22 G1

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the Treasurer's Report as presented.

4.4

10.3.22 G2

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the LINKS Plan for 2022-2023 as presented.

4.5

10.3.22 G3

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve transportation contract with Gilbertsville-Mt. Upton CSD for 2022-2023 as presented.

4.6

10.3.22 UC1

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve Danielle Whitaker's permanent appointment as Cook-Manager, effective October 4, 2022, as presented.

4.7

10.3.22 UC2

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Savannah Jackson as a substitute teacher/LTA/clerical for the 2022-2023 school year as presented.

4.8

10.3.22 UC3

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Alexis Cleveland as a returning substitute aide for the 2022-2023 school year as presented.

4.9

10.3.22 UC4

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve coaches for the 2022-2023 fall sports season as presented.

4.10

10.3.22 UC5

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Stephanie Welch as a long-term substitute teacher for Julianne Grant, effective March 22, 2022, as presented.

4.11

10.3.22 C1

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve teachers for the after school academic eligibility program for the 2022-2023 school year as presented.

4.12

10.3.22 C2

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve extra-curricular appointments for the 2022-2023 school year as presented.

← Revised →

## Internal Claims Auditor Report for Unatego Central School District

Warrant Report Month: Aug 2022

# Checks Audited: 138

Internal Claims Auditor: Debra A Whaley / Nancy B. B.

Discovered Condition	Internal Auditor Requested Corrective Action	Corrective Action Taken
<b>FINDINGS:</b>		
Incorrect invoice amount Incident: 2	Verify and correct	Corrected
Incorrect remit address Incident: 5	Verify and correct	Corrected
Missing PO or invoice Incident: 2	Verify and provide backup	Corrected. Backup provided
Incorrect account code Incident: 2	Verify and correct	Corrected
Incorrect invoice number Incident: 3	Verify and correct	Corrected
PO's should be completed prior to purchase or service:		

# of Entries: 298

4.70% of Findings to Entries

9/16/22

Recommendations & Reminders:

# UNATEGO CENTRAL SCHOOL TREASURER'S REPORT

August 2022

	GENERAL FUND	CAFETERIA FUND	TRUST & AGENCY FUND	FEDERAL FUND	CAPITAL FUND	PAYROLL FUND	BENEFIT REIMB	DEBT SERVICE RESERVE
BEGINNING BALANCE	\$ 1,100,839.45	\$ 104,062.25	\$ (149,515.70)	\$ 453,531.19	\$ 453,057.46	\$ 827.88	\$ 9,574.81	\$ 3,413.03
RECEIPTS	\$ 293,060.65	\$ 13,909.82	\$ 874,860.47	\$ 29,290.92	\$ 3.95	\$ 0.18	\$ 89.00	\$ 0.00
DISBURSEMENTS	\$ 845,328.62	\$ 32,147.46	\$ 581,548.73	\$ 56,082.73	\$ -	\$ -	\$ 3,882.85	\$ 0.00
ENDING BALANCE	\$ 548,571.48	\$ 85,824.62	\$ 143,788.64	\$ 426,739.38	\$ 453,061.41	\$ 827.88	\$ 9,663.96	\$ 3,413.03

Community General Reserve		
NY Class General	\$	4,769,137.55
NY Class Reserves		
NY Class Capital		
NY Class Debt Service	\$	23,328.95

I CERTIFY THAT THE BALANCES FOR THE FUNDS  
ABOVE ARE ACCURATE AND IN AGREEMENT

*Patricia Loker, Business Mgr*  
PATRICIA A. LOKER, SCHOOL BUSINESS MANAGER

TREASURER'S REPORT TO  
BOARD OF EDUCATION  
UNATEGO CENTRAL SCHOOL

General Fund Checking

BALANCE ON HAND: August 1, 2022

\$ 1,180,839.65

VOIDED CHECKS:

\$ -

RECEIPTS:

INTEREST	10.65
OTSEGO AUTO CRUSHERS	\$465.45
SUMMER SCHOOL	\$8,929.40
STATE AID	\$453.00
EXCESS COST AID	\$247,668.00
FEDERAL SCHOOL LUNCH	\$13,270.00
HCCCLAIMPMT NYS DOH	\$837.15
TITLE IV FUNDS	\$177.00
ESSER 1% FUNDS	\$7,264.00
ESSER 2 FUNDS	\$6,200.00
ESSER 5% FUNDS	\$6,716.00
SUB REIMBURSEMENT - BOCES	\$1,090.00

TOTAL RECEIPTS \$ 293,080.65

RECEIPTS & BALANCE \$ 1,473,920.30

DISBURSEMENTS: CHECKS 33917-34005  
WIRES

552,249.36  
333,079.26

TOTAL DISBURSEMENTS \$ 885,328.62

BALANCE ON HAND: August 31, 2022

\$ 588,591.68

BANK BALANCE

\$717,428.37

PLUS: BANK ERROR

PLUS: IN TRANSIT DEPOSITS

Enter new date

LESS: OUTSTANDING WIRES

128,836.69

NET BALANCE IN BANK

\$588,591.68

9/16/2022

  
DISTRICT TREASURER

# UNATEGO CSD

Appropriation Status Summary Report By Function From 7/1/2022 To 8/31/2022



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
1010	BOARD OF EDUCATION	*	7,143.00	0.00	7,143.00	29.40	400.00	6,713.60
1040	DISTRICT CLERK	*	3,899.00	0.00	3,899.00	608.32	0.00	3,290.68
1060	DISTRICT MEETING	*	2,200.00	0.00	2,200.00	0.00	1,200.00	1,000.00
10		**	13,242.00	0.00	13,242.00	637.72	1,600.00	11,004.28
1240	CHIEF SCHOOL ADMINISTRATOR	*	204,759.00	0.00	204,759.00	35,933.80	450.00	168,375.20
12		**	204,759.00	0.00	204,759.00	35,933.80	450.00	168,375.20
1310	BUSINESS ADMINISTRATION	*	354,427.00	0.00	354,427.00	17,582.44	4,165.20	332,679.36
1320	AUDITING	*	26,000.00	0.00	26,000.00	0.00	26,000.00	0.00
1325	TREASURER	*	58,807.00	0.00	58,807.00	7,616.36	0.00	51,190.64
1330	TAX COLLECTOR	*	7,300.00	0.00	7,300.00	0.00	2,700.00	4,600.00
1345	PURCHASING	*	6,190.00	0.00	6,190.00	0.00	0.00	6,190.00
1380	FISCAL AGENT FEE	*	5,000.00	0.00	5,000.00	0.00	3,000.00	2,000.00
13		**	457,724.00	0.00	457,724.00	25,198.80	35,865.20	396,660.00
1420	LEGAL	*	18,000.00	0.00	18,000.00	760.00	17,240.00	0.00
1430	PERSONNEL	*	61,966.00	0.00	61,966.00	0.00	11,000.00	50,966.00
1460	RECORDS MANAGEMENT OFFICER	*	9,763.00	0.00	9,763.00	0.00	0.00	9,763.00
1480	PUBLIC INFORMATION & SERVICES	*	32,069.00	0.00	32,069.00	0.00	0.00	32,069.00
14		**	121,798.00	0.00	121,798.00	760.00	28,240.00	92,798.00
1620	OPERATION OF PLANT	*	956,862.00	112,668.10	1,069,530.10	131,878.49	537,734.73	399,916.88
1621	MAINTENANCE OF PLANT	*	284,885.00	238.00	285,123.00	36,205.17	4,000.00	244,917.83
1670	CENTRAL PRINTING & MAILING	*	143,000.00	0.00	143,000.00	1,569.81	7,150.19	134,280.00
1680	CENTRAL DATA PROCESSING	*	650,106.00	0.00	650,106.00	0.00	0.00	650,106.00
16		**	2,034,853.00	112,906.10	2,147,759.10	169,653.47	548,884.92	1,429,220.71
1910	UNALLOCATED INSURANCE	*	77,000.00	0.00	77,000.00	65,186.00	9,850.00	1,964.00
1920	SCHOOL ASSOCIATION DUES	*	9,500.00	0.00	9,500.00	850.00	9,500.00	-850.00
1981	BOCES ADMINISTRATIVE COSTS	*	185,523.00	0.00	185,523.00	0.00	0.00	185,523.00
1983	BOCES CAPITAL EXPENSES	*	311,318.00	0.00	311,318.00	0.00	0.00	311,318.00
19		**	583,341.00	0.00	583,341.00	66,036.00	19,350.00	497,955.00
1		***	3,415,717.00	112,906.10	3,528,623.10	298,219.79	634,390.12	2,596,013.19
2020	SUPERVISION-REGULAR SCHOOL	*	502,200.00	233.50	502,433.50	69,673.83	3,489.27	429,270.40
2060	RESEARCH, PLANNING & EVALUAT	*	1,926.00	0.00	1,926.00	0.00	0.00	1,926.00
2070	INSERVICE TRAINING-INSTRUCTION	*	31,898.00	0.00	31,898.00	0.00	4,000.00	27,898.00
20		**	536,024.00	233.50	536,257.50	69,673.83	7,489.27	459,094.40

## UNATEGO CSD

## Appropriation Status Summary Report By Function From 7/1/2022 To 8/31/2022



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
2110	TEACHING-REGULAR SCHOOL	*	4,856,810.00	9,800.00	4,866,610.00	27,709.07	81,847.85	4,757,053.08
21		**	4,856,810.00	9,800.00	4,866,610.00	27,709.07	81,847.85	4,757,053.08
2250	PROGRAMS-STUDENTS W/ DISABIL	*	3,400,385.00	0.00	3,400,385.00	37,205.62	194,499.34	3,168,680.04
2280	OCCUPATIONAL EDUCATION	*	620,580.00	0.00	620,580.00	0.00	0.00	620,580.00
22		**	4,020,965.00	0.00	4,020,965.00	37,205.62	194,499.34	3,789,260.04
2330	TEACHING-SPECIAL SCHOOLS	*	8,805.00	0.00	8,805.00	0.00	0.00	8,805.00
23		**	8,805.00	0.00	8,805.00	0.00	0.00	8,805.00
2610	SCHOOL LIBRARY & AUDIOVISUAL	*	154,387.00	0.00	154,387.00	138.43	3,814.22	150,434.35
2630	COMPUTER ASSISTED INSTRUCTION	*	242,352.00	0.00	242,352.00	17,901.47	22,765.31	201,685.22
26		**	396,739.00	0.00	396,739.00	18,039.90	26,579.53	352,119.57
2810	GUIDANCE-REGULAR SCHOOL	*	339,778.00	110.00	339,888.00	14,628.23	609.51	324,650.26
2815	HEALTH SERVICES-REGULAR SCHOOL	*	121,948.00	0.00	121,948.00	5,430.21	1,182.93	115,334.86
2820	PSYCHOLOGICAL SRVC-REG SCHOOL	*	89,723.00	0.00	89,723.00	0.00	5,077.65	84,645.35
2850	CO-CURRICULAR ACTIV-REG SCHL	*	66,925.00	-110.00	66,815.00	-529.92	0.00	67,344.92
2855	INTERSCHOL ATHLETICS-REG SCHL	*	254,694.00	16,181.05	270,875.05	10,976.55	53,857.02	206,041.48
28		**	873,068.00	16,181.05	889,249.05	30,505.07	60,727.11	798,016.87
2		***	10,692,411.00	26,214.55	10,718,625.55	183,133.49	371,143.10	10,164,348.96
5510	DISTRICT TRANSPORT-MEDICAID	*	1,448,038.00	2,160.00	1,450,198.00	248,068.86	578,912.68	623,216.46
5530	GARAGE BUILDING	*	41,500.00	0.00	41,500.00	941.46	32,966.13	7,592.41
55		**	1,489,538.00	2,160.00	1,491,698.00	249,010.32	611,878.81	630,808.87
5		***	1,489,538.00	2,160.00	1,491,698.00	249,010.32	611,878.81	630,808.87
7140	RECREATION	*	70,400.00	0.00	70,400.00	19,696.33	8,737.72	41,965.95
71		**	70,400.00	0.00	70,400.00	19,696.33	8,737.72	41,965.95
7		***	70,400.00	0.00	70,400.00	19,696.33	8,737.72	41,965.95
9010	STATE RETIREMENT	*	285,685.00	0.00	285,685.00	0.00	0.00	285,685.00
9020	TEACHERS' RETIREMENT	*	690,784.00	0.00	690,784.00	0.00	0.00	690,784.00
9030	SOCIAL SECURITY	*	701,000.00	0.00	701,000.00	36,223.43	0.00	664,776.57
9040	WORKERS' COMPENSATION	*	107,000.00	0.00	107,000.00	107,000.00	0.00	0.00
9045	LIFE INSURANCE	*	1,500.00	0.00	1,500.00	0.00	0.00	1,500.00
9050	UNEMPLOYMENT INSURANCE	*	13,000.00	0.00	13,000.00	447.50	552.50	12,000.00
9060	HOSPITAL, MEDICAL & DENTAL INS	*	4,019,422.00	-10,000.00	4,009,422.00	950,641.58	3,249,473.23	-190,692.81
9089	OTHER	*	3,000.00	0.00	3,000.00	2,695.00	0.00	305.00
90		**	5,821,391.00	-10,000.00	5,811,391.00	1,097,007.51	3,250,025.73	1,464,357.76



# UNATEGO CSD

Appropriation Status Summary Report By Function From 7/1/2022 To 8/31/2022



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
9711	SERIAL BOND	*	2,258,200.00	0.00	2,258,200.00	0.00	2,258,200.00	0.00
9731		*	4,950.00	0.00	4,950.00	4,950.00	0.00	0.00
97		**	2,263,150.00	0.00	2,263,150.00	4,950.00	2,258,200.00	0.00
9901	TRANSFERS - INTERFUND	*	50,000.00	0.00	50,000.00	0.00	0.00	50,000.00
99		**	50,000.00	0.00	50,000.00	0.00	0.00	50,000.00
9		***	8,134,541.00	-10,000.00	8,124,541.00	1,101,957.51	5,508,225.73	1,514,357.76
Fund ATotals:			23,802,607.00	131,280.65	23,933,887.65	1,852,017.44	7,134,375.48	14,947,494.73
Grand Totals:			23,802,607.00	131,280.65	23,933,887.65	1,852,017.44	7,134,375.48	14,947,494.73

# UNATEGO CSD

## Revenue Status Report By Function From 7/1/2022 To 8/31/2022



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
<u>A 1001</u>	REAL PROPERTY TAXES	7,530,745.00	0.00	7,530,745.00	0.00	7,530,745.00
<u>A 1081</u>	PAYMENT IN LIEU OF TAXES (PILOT)	2,500.00	0.00	2,500.00	0.00	2,500.00
<u>A 1090</u>	INTEREST ON PROPERTY TAXES	23,000.00	0.00	23,000.00	0.00	23,000.00
<u>A 1120</u>	NON-PROPERTY TAX DISTRIBUTION BY COUNTIES	1,400.00	0.00	1,400.00	0.00	1,400.00
<u>A 1310</u>	DAY SCHOOL TUITION FOR INDIVIDUAL	11,400.00	0.00	11,400.00	0.00	11,400.00
<u>A 1335</u>	OTHER STUDENT FEES & CHARGES	1,000.00	0.00	1,000.00	6,000.00	-5,000.00
<u>A 1410.DW</u>	ADMISSIONS-DAN WICKHAM	3,000.00	0.00	3,000.00	300.00	2,700.00
<u>A 2401</u>	INTEREST AND EARNINGS	1,500.00	0.00	1,500.00	13,383.01	-11,883.01
<u>A 2650</u>	SALE OF SCRAP & EXCESS MATERIALS	0.00	0.00	0.00	562.65	-562.65
<u>A 2701</u>	REFUND OF BOCES AIDED SERVICES	275,000.00	0.00	275,000.00	0.00	275,000.00
<u>A 2770</u>	OTHER UNCLASSIFIED REVENUES	22,000.00	0.00	22,000.00	1,090.00	20,910.00
<u>A 3101</u>	BASIC FORMULA AID	13,463,081.00	0.00	13,463,081.00	0.00	13,463,081.00
<u>A 3101..1</u>	EXCESS COST AID	130,404.00	0.00	130,404.00	-5,994.00	136,398.00
<u>A 3103</u>	BOCES AID	1,543,730.00	0.00	1,543,730.00	0.00	1,543,730.00
<u>A 3260</u>	TEXTBOOK AID	67,121.00	0.00	67,121.00	0.00	67,121.00
<u>A 3262.B</u>	COMPUTER HARDWARE AID	16,894.00	0.00	16,894.00	0.00	16,894.00
<u>A 4601</u>	MEDICAID	35,000.00	0.00	35,000.00	4,676.86	30,323.14
<b>A Totals:</b>		<b>23,127,775.00</b>	<b>0.00</b>	<b>23,127,775.00</b>	<b>20,018.52</b>	<b>23,107,756.48</b>
<b>Grand Totals:</b>		<b>23,127,775.00</b>	<b>0.00</b>	<b>23,127,775.00</b>	<b>20,018.52</b>	<b>23,107,756.48</b>

TREASURER'S REPORT TO  
BOARD OF EDUCATION  
UNATEGO CENTRAL SCHOOL

School Lunch Fund Checking

BALANCE ON HAND: August 1, 2022

\$ 104,062.25

VOIDED CHECKS

\$ -

RECEIPTS:

INTEREST  
OTHER SALES/TAX  
SUMMER SCHOOL  
STATE AID

0.82  
\$186.00  
\$13,270.00  
\$453.00

TOTAL RECEIPTS \$ 13,909.82

RECEIPTS & BALANCE \$ 117,972.07

DISBURSEMENTS:

CHECKS  
WIRES

7130-7136

21,257.31  
10,890.14

TOTAL DISBURSEMENTS \$ 32,147.45

BALANCE ON HAND: August 31, 2022

\$ 85,824.62

BANK BALANCE

\$85,824.62

PLUS: BANK ERROR

PLUS: IN TRANSIT DEPOSITS

LESS: OUTSTANDING CHECKS

LESS: OUTSTANDING WIRES

-

-

-

-

NET BALANCE IN BANK

\$85,824.62

9/16/2022  
DATE SUBMITTED

Mike Burdell  
DISTRICT TREASURER

# Unatego Central School

## School Food Service Statement of Income & Expenditures 2022-2023

	July/Apr	May	June	Closing Journal Entry Adj.	Totals
<b>Income</b>					
<i>Revenues</i>					
Sale of Type A Lunches	\$ -				\$ -
Other Food Sales	192				192
Interest & Earnings	2				2
State Reimbursement-Breakfast	-				-
State Reimbursement-Lunch	-				-
State/Bkfst/Lunch Covid 19	-				-
BOCES Aid	-				-
Federal Reimbursements-Breakfast	-				-
Federal Reimbursements-Lunch	-				-
Federal Surplus Food	-				-
Federal Snack Program	-				-
Summer Food Service Program	13,723				13,723
Refund of Prior Year Expense	-				-
Miscellaneous Revenue	-				-
Federal Supply Chain Assistance	-				-
Interfund Transfers	-				-
Total Revenues	13,917	-	-		13,917
<i>Cost of Food Sold</i>					
Beginning Inventory	23,032				23,032
Food Purchased	9,569				9,569
Federal Surplus Food Received	-				-
Subtotal	32,601	-	-	-	
Less:					
Ending Inventory	23,032	23,032	23,032		23,032
Cost of Food Sold	9,569	-	-	-	9,569
Gross Income	4,348	-	-		4,348
<b>Expenditures</b>					
<i>Personnel</i>					
Salaries	9,844				9,844
Employees Retirement	-				-
Social Security	1,006				1,006
Workers' Compensation	898				898
Unemployment Insurance	-				-
Health & Dental Insurance	15,288				15,288
Total Personnel	27,036	-	-		27,036
<i>Operations</i>					
Equipment	-				-
Contractual Expenses	-				-
Materials & Supplies	574				574
BOCES Services	-				-
Total Operations	574	-	-		574
Total Expenditures	27,610	-	-		27,610
Net Income	\$ (23,262)	\$ -	\$ -	\$ -	\$ (23,262)

# School Food Service Statement of Income & Expenditures

2022-2023

Year to Date Comparision

	2021-2022	2022-2023	\$ Change	% Change
<b>Income</b>				
<i>Revenues</i>				
Sale of Type A Lunches		\$ -	\$ -	
Other Food Sales	463	192	(271)	\$ (1)
Interest & Earnings	1	2	1	\$ 1
State Reimbursement-Breakfast		-	-	
State Reimbursement-Lunch		-	-	
State/Bkfst/Lunch Covid 19		-	-	
BOCES Aid		-	-	
Federal Reimbursements-Breakfast		-	-	
Federal Reimbursements-Lunch		-	-	
Federal Surplus Food		-	-	
Federal Snack Program		-	-	
Summer Food Service Program	18,872	13,723	(5,149)	\$ (0)
Refund of Prior Year Expense		-	-	
Miscellaneous Revenue		-	-	
Federal Supply Chain Assistance		-	-	
Interfund Transfers		-	-	
Total Revenues	19,336	13,917	(5,419)	\$ (0)
<i>Cost of Food Sold</i>				
Beginning Inventory	23,032	23,032	-	\$ -
Food Purchased	14,077	9,569	(4,508)	\$ (0)
Federal Surplus Food Received		-	-	
Subtotal	37,109	32,601	(4,508)	\$ (0)
<i>Less:</i>				
Ending Inventory	23,032	23,032	-	\$ -
Cost of Food Sold	14,077	9,569	(4,508)	\$ (0)
Gross Income	5,259	4,348	(911)	\$ (0)
<b>Expenditures</b>				
<i>Personnel</i>				
Salaries	7,948	9,844	9,844	
Employees Retirement		-	-	
Social Security	663	1,006	343	\$ 1
Workers' Compensation	1,000	898	(102)	\$ (0)
Unemployment Insurance		-	-	
Health & Dental Insurance	3,787	15,288	11,501	\$ 3
Total Personnel	5,450	27,036	21,586	\$ 4
<i>Operations</i>				
Equipment		-	-	
Contractual Expenses		-	-	
Materials & Supplies	527	574	47	\$ 0
BOCES Services		-	-	
Total Operations	527	574	47	\$ 0
Total Expenditures	5,977	27,610	21,633	\$ 4
Net Income	\$ (718)	\$ (23,262)	\$ (22,544)	\$ 31

## UNATEGO CSD

Appropriation Status Summary Report By Function From 7/1/2022 To 8/31/2022



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
2860	SUPPLIES/EQUIPMENT/CONTRACTUAL	*	483,500.00	0.00	483,500.00	16,257.13	261,335.07	205,907.80
28		**	483,500.00	0.00	483,500.00	16,257.13	261,335.07	205,907.80
2		***	483,500.00	0.00	483,500.00	16,257.13	261,335.07	205,907.80
9030	SOCIAL SECURITY	*	12,100.00	0.00	12,100.00	1,005.85	0.00	11,094.15
9040	WORKERS' COMPENSATION	*	5,400.00	0.00	5,400.00	5,393.00	0.00	7.00
9060	HOSPITAL, MEDICAL & DENTAL INS	*	102,400.00	0.00	102,400.00	15,288.00	93,056.00	-5,944.00
90		**	119,900.00	0.00	119,900.00	21,686.85	93,056.00	5,157.15
9		***	119,900.00	0.00	119,900.00	21,686.85	93,056.00	5,157.15
Fund CTotals:			603,400.00	0.00	603,400.00	37,943.98	354,391.07	211,064.95
Grand Totals:			603,400.00	0.00	603,400.00	37,943.98	354,391.07	211,064.95

## UNATEGO CSD

## Revenue Status Report By Function From 7/1/2022 To 8/31/2022



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
<u>C 1445</u>	OTHER FOOD SALES	30,000.00	0.00	30,000.00	192.00	29,808.00
<u>C 2401</u>	INTEREST AND EARNINGS	10.00	0.00	10.00	1.81	8.19
<u>C 2701</u>	REFUND OF BOCES AIDED SERVICES	1,000.00	0.00	1,000.00	0.00	1,000.00
<u>C 2770</u>	MISCELLANEOUS REVENUE	1,500.00	0.00	1,500.00	0.00	1,500.00
<u>C 3190..1</u>	STATE BREAKFAST	5,000.00	0.00	5,000.00	0.00	5,000.00
<u>C 3190..11</u>	BOCES AID	45,000.00	0.00	45,000.00	0.00	45,000.00
<u>C 3190..2</u>	STATE LUNCH	5,000.00	0.00	5,000.00	0.00	5,000.00
<u>C 3190.SUM</u>	STATE BKFST/LUNCH SUMMER	1,000.00	0.00	1,000.00	453.00	547.00
<u>C 4190..1</u>	FEDERAL BREAKFAST	78,000.00	0.00	78,000.00	0.00	78,000.00
<u>C 4190..2</u>	FEDERAL LUNCH	326,890.00	0.00	326,890.00	0.00	326,890.00
<u>C 4190..2S.N</u>	FEDERAL SNACK	10,000.00	0.00	10,000.00	0.00	10,000.00
<u>C 4190..3</u>	SURPLUS FOOD - FEDERAL	30,000.00	0.00	30,000.00	0.00	30,000.00
<u>C 4190.SUM</u>	FEDERAL BRKFST/LUNCH SUMMER	20,000.00	0.00	20,000.00	13,270.00	6,730.00
<u>C 5031</u>	INTERFUND TRANSFER FROM GEN FUND	50,000.00	0.00	50,000.00	0.00	50,000.00
<b>C Totals:</b>		<b>603,400.00</b>	<b>0.00</b>	<b>603,400.00</b>	<b>13,916.81</b>	<b>589,483.19</b>
<b>Grand Totals:</b>		<b>603,400.00</b>	<b>0.00</b>	<b>603,400.00</b>	<b>13,916.81</b>	<b>589,483.19</b>

TREASURER'S REPORT TO  
BOARD OF EDUCATION  
UNATEGO CENTRAL SCHOOL

Special Aid Fund Checking

BALANCE ON HAND: August 1, 2022

\$ 453,531.19

VOIDED CHECKS

\$ -

RECEIPTS:

INTEREST	3.62
TRANSFER FROM GENERAL ~ SUMMER SCHOOL	8,929.40
TRANSFER FROM GENERAL ~ ESSER 1%	7,264.00
TRANSFER FROM GENERAL ~ TITLE IV	177.00
TRANSFER FROM GENERAL ~ ESSER 2	6,200.00
TRANSFER FROM GENERAL ~ ESSER 5%	6,716.00

TOTAL RECEIPTS \$ 29,290.02

RECEIPTS & BALANCE \$ 482,821.21

DISBURSEMENTS:

CHECKS  
WIRES

3510-3512

9,250.54  
46,832.19

TOTAL DISBURSEMENTS \$ 56,082.73

BALANCE ON HAND: August 31, 2022

\$ 426,738.48

BANK BALANCE

\$426,738.48

PLUS: BANK ERROR

PLUS: IN TRANSIT DEPOSITS

LESS: OUTSTANDING CHECKS

LESS: OUTSTANDING WIRES

NET BALANCE IN BANK

\$426,738.48

9/16/2022  
DATE SUBMITTED

Amber Birdsell  
DISTRICT TREASURER



## UNATEGO CSD

Appropriation Status Summary Report By Function From 7/1/2022 To 8/31/2022



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
0422		*	0.00	756.14	756.14	209.66	816.50	-270.02
04		**	0.00	756.14	756.14	209.66	816.50	-270.02
0		***	0.00	756.14	756.14	209.66	816.50	-270.02
2110	ARP - SUMMER	*	0.00	0.00	0.00	1,469.40	0.00	-1,469.40
2112	ARP SUMMER	*	0.00	2,079.89	2,079.89	20,747.05	2,079.89	-20,747.05
21		**	0.00	2,079.89	2,079.89	22,216.45	2,079.89	-22,216.45
2253	TUITION/MAINTENANCE	*	0.00	0.00	0.00	9,204.80	0.00	-9,204.80
22		**	0.00	0.00	0.00	9,204.80	0.00	-9,204.80
2		***	0.00	2,079.89	2,079.89	31,421.25	2,079.89	-31,421.25
3322		*	0.00	0.00	0.00	1,014.92	0.00	-1,014.92
33		**	0.00	0.00	0.00	1,014.92	0.00	-1,014.92
3		***	0.00	0.00	0.00	1,014.92	0.00	-1,014.92
4722		*	0.00	1,149.96	1,149.96	0.00	1,149.96	0.00
47		**	0.00	1,149.96	1,149.96	0.00	1,149.96	0.00
4922	ARP-FULL DAY UPK	*	0.00	0.00	0.00	0.00	0.00	0.00
49		**	0.00	0.00	0.00	0.00	0.00	0.00
4		***	0.00	1,149.96	1,149.96	0.00	1,149.96	0.00
5882	ARP ESSER 1%-SUMMER LEARNING & ENRICHMENT	*	0.00	0.00	0.00	27,813.14	0.00	-27,813.14
58		**	0.00	0.00	0.00	27,813.14	0.00	-27,813.14
5		***	0.00	0.00	0.00	27,813.14	0.00	-27,813.14
Fund FTotals:			0.00	3,985.99	3,985.99	60,458.97	4,046.35	-60,519.33
Grand Totals:			0.00	3,985.99	3,985.99	60,458.97	4,046.35	-60,519.33

# UNATEGO CSD

Revenue Status Report By Function From 7/1/2022 To 8/31/2022



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
<u>F 3289.-22.23</u>	SUMMER HANDICAPPED 22-23	0.00	0.00	0.00	10,093.44	-10,093.44
<u>F 4286.882.1</u>	ARP ESSER 1%-SUMMER LEARNING & ENRICHMENT	0.00	0.00	0.00	7,263.69	-7,263.69
<b>F Totals:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>17,357.13</b>	<b>-17,357.13</b>
<b>Grand Totals:</b>		<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>17,357.13</b>	<b>-17,357.13</b>

**TREASURER'S REPORT TO  
BOARD OF EDUCATION  
UNATEGO CENTRAL SCHOOL**

**Capital Fund Checking**

**BALANCE ON HAND:** August 1, 2022

**\$ 463,657.46**

**VOIDED CHECKS**

**\$ -**

**RECEIPTS:**

**INTEREST**

**3.95**

**TOTAL RECEIPTS \$ 3.95**

**RECEIPTS & BALANCE \$ 463,661.41**

**DISBURSEMENTS:**

**EFT/Wire Trans.  
Checks**

**\$ -  
\$ -**

**TOTAL DISBURSEMENTS \$ -**

**BALANCE ON HAND:** August 31, 2022

**\$ 463,661.41**

**BANK BALANCE**

**\$463,661.41**

**PLUS: BANK ERROR**

**PLUS: IN TRANSIT DEPOSITS**

**LESS: OUTSTANDING CHECKS**

**LESS: OUTSTANDING WIRES**

**NET BALANCE IN BANK**

**\$463,661.41**

9/16/2022  
DATE SUBMITTED

  
DISTRICT TREASURER

# UNATEGO CSD

Appropriation Status Summary Report By Function From 7/1/2022 To 8/31/2022



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
2018	2019 CAPITAL PROJECT	*	0.00	1,229,922.00	1,229,922.00	7,350.00	1,229,922.00	-7,350.00
20		**	0.00	1,229,922.00	1,229,922.00	7,350.00	1,229,922.00	-7,350.00
2		***	0.00	1,229,922.00	1,229,922.00	7,350.00	1,229,922.00	-7,350.00
	Fund HTotals:		0.00	1,229,922.00	1,229,922.00	7,350.00	1,229,922.00	-7,350.00
	Grand Totals:		0.00	1,229,922.00	1,229,922.00	7,350.00	1,229,922.00	-7,350.00

TREASURER'S REPORT TO  
BOARD OF EDUCATION  
UNATEGO CENTRAL SCHOOL

**Trust & Agency Fund Checking**

BALANCE ON HAND: August 1, 2022

\$ (149,515.70)

VOIDED CHECKS

\$ -

RECEIPTS:

INTEREST

2.12

PAYROLL SUMMARY 8/2/22

133,954.56

RETIREEES HEALTH INSURANCE

4,991.67

RETIREEES HEALTH INSURANCE

3,303.58

HEALTH INSURANCE

311,269.34

RETIREEES HEALTH INSURANCE

3,795.53

HEALTH INSURANCE

316,609.81

RETIREEES HEALTH INSURANCE

RETIREEES HEALTH INSURANCE

PAYROLL SUMMARY 8/18/22

100,923.86

TOTAL RECEIPTS \$ 874,850.47

RECEIPTS & BALANCE \$ 725,334.77

DISBURSEMENTS:

CHECKS 9483-9491  
WIRES 2990-2993&3018-3022

346,692.77  
234,853.96

TOTAL DISBURESMENTS \$ 581,546.73

BALANCE ON HAND: August 31, 2022

\$ 143,788.04

BANK BALANCE

\$572,212.84

PLUS: BANK ERROR

PLUS: IN TRANSIT DEPOSITS

LESS: OUTSTANDING CHECKS

LESS: OUTSTANDING WIRES

LESS: OUTSTANDING ERS

16,126.16

331,637.19

112,913.77

NET BALANCE IN BANK

\$ 143,788.04

9/16/2022

DATE SUBMITTED

  
DISTRICT TREASURER

TREASURER'S REPORT TO  
BOARD OF EDUCATION  
UNATEGO CENTRAL SCHOOL

**Benefit Reimbursement Account**

BALANCE ON HAND: August 1, 2022	\$ 9,574.81
VOIDED CHECKS:	\$ -
RECEIPTS: INTEREST	\$ -
SEE CASH RECEIPTS	-
TRASFER FROM GEN TO BRA ACCOUNT	99.00

		TOTAL RECEIPTS \$ 99.00
		RECEIPTS & BALANCE \$ 9,673.81
DISBURSEMENTS: CHECKS	3027-3061	3,257.15
WIRES		425.70
		TOTAL DISBURSEMENTS \$ 3,682.85
BALANCE ON HAND: August 31, 2022		\$ 5,990.96
BANK BALANCE		\$6,083.57
PLUS: BANK ERROR		-
PLUS: IN TRANSIT DEPOSITS		-
LESS: OUTSTANDING CHECKS		-
LESS: OUTSTANDING WIRES		92.61
NET BALANCE IN BANK		\$5,990.96

9/16/2022  
DATE SUBMITTED

Onbe Birdal  
DISTRICT TREASURER



6678 County Road 32, Norwich, New York 13815-3554  
(607) 335-1200 • FAX (607) 334-9848

To: Unatego Board Member

From: Patricia A. Loker *pal*  
School Business Manager

Date: September 16, 2022

Re: Warrants for the September 19, 2022 meeting

Enclosed, please find the following August warrants for the September 19<sup>th</sup> meeting:

<u>FUND</u>	<u>#'s</u>
General Fund	9, 10, 11, 12, 13, 16
Trust & Agency	5, 6, 8, 9, 11
School Lunch Fund	5, 6, 7
Federal	2, 3

pal/jm

cc Dr. David Richards

## UNATEGO CSD

Check Warrant Report For A - 9: A-9 GENERAL 8/1/22 - 8/4/22 For Dates 8/1/2022 - 8/31/2022



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
33917	08/04/2022	5953	A-VERDI LLC		199.00
33918	08/04/2022	4439	ADVANCE AUTO PARTS	220352	381.22
33919	08/04/2022	5985	AMAZON CAPITAL SERVICES	220384	28.37
33920	08/04/2022	80	BARNES & NOBLE BOOKSELLERS INC	220456	268.40
33921	08/04/2022	6180	BONCZKOWSKI, SANDRA		22.50
33922	08/04/2022	2525	CAZENOVIA EQUIPMENT CO INC.	220288	836.85
33923	08/04/2022	2743	CINTAS CORPORATION	220329	55.90
33924	08/04/2022	234	THE CITY OF ONEONTA		50.00
33925	08/04/2022	3759	DIRECT ENERGY BUSINESS LLC	220366	576.48
33926	08/04/2022	6179	DRAPER, AUTUMN		52.89
33927	08/04/2022	5912	ENGIE RESOURCES LLC	220324	1,108.50
33928	08/04/2022	461	FEDEX	220007	38.77
33929	08/04/2022	469	FIRST NATIONAL BANK OF OMAHA		584.75
33930	08/04/2022	4304	GLOBAL MONTELLO GROUP	*See Detail Report	6,517.81
33931	08/04/2022	6143	GRASSLAND EQUIPMENT AND IRRIGATION CORP	210732	440.00
33932	08/04/2022	6108	GREENER WORLD LANDSCAPE MAINTENANCE LLC	210676	8,167.00
33933	08/04/2022	582	HILL & MARKES INC	220311	3,829.74
33934	08/04/2022	656	J.W. PEPPER & SON, INC.	220408	228.97
33935	08/04/2022	710	LAKESHORE LEARNING MATERIALS	*See Detail Report	104.50
33936	08/04/2022	3188	LEARNING A-Z	220461	684.00
33937	08/04/2022	3374	MATTHEWS BUSES INC	220356	287.64
33938	08/04/2022	4343	ZACHARY NAGES	220383	158.82
33939	08/04/2022	5865	SHEILA NOLAN		88.13
33940	08/04/2022	936	NYSEG	*See Detail Report	3,059.97
33941	08/04/2022	963	OTC BRANDS, INC.	*See Detail Report	57.53
33942	08/04/2022	4652	PC UNIVERSITY DISTRIBUTORS INC.	220075	134.90
33943	08/04/2022	1050	PITNEY BOWES BANK INC PURCHASE POWER	220018	1,005.00
33944	08/04/2022	1051	PUTNAM PEST CONTROL	*See Detail Report	80.00
33945	08/04/2022	1071	REALLY GOOD STUFF, LLC	*See Detail Report	463.09
33946	08/04/2022	6106	SPORTS IMPORTS, INC	210687	7,831.95
33947	08/04/2022	1224	STAPLES CONTRACT & COMMERCIAL	220023	34.80
33948	08/04/2022	4670	SUPERIOR TEXT, LLC	220042	349.20
33949	08/04/2022	5854	SWEETWATER	220243	860.13
33950	08/04/2022	4684	TOWNLINE EQUIPMENT SALES	220429	14.18
33951	08/04/2022	1504	UNATEGO TEACHERS ASSOCIATION	220028	31,524.00
33952	08/04/2022	1580	UNITED AUTO SUPPLY	220357	269.17
33953	08/04/2022	955	INC. US OMNI & TSACG COMPLIANCE SERVICES	220015	2,695.00
33954	08/04/2022	1391	USI EDUCATION & GOVERNMENT SALES	220425	487.19
33955	08/04/2022	1405	VASCO BRANDS, INC	220318	120.88
33956	08/04/2022	3702	W. B. MASON CO., INC.	*See Detail Report	299.96



# UNATEGO CSD

Check Warrant Report For A - 9: A-9 GENERAL 8/1/22 - 8/4/22 For Dates 8/1/2022 - 8/31/2022



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
Number of Transactions: 40				Warrant Total:	73,997.19
				Vendor Portion:	73,997.19

\*See Detail Report denotes that multiple purchase orders are referenced on this check. Run the Detail report to view the purchase order information

## Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 40 in number, in the total amount of \$ 73,997.19. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

9/19/2022	Nancy Boice	Claims Auditor
Date	Signature	Title

**UNATEGO CSD**

Check Warrant Report For A - 10: A-10 GENERAL 8/8/22 - 8/11/22 For Dates 8/1/2022 - 8/31/2022



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
33957	08/12/2022	5985	AMAZON CAPITAL SERVICES	*See Detail Report	181.37
33958	08/12/2022	2658	BRIAN J. DAVIS		18.32
33959	08/12/2022	589	HOGAN, SARZYNSKI, LYNCH, DEWIND & GREGORY, LLP	220009	760.00
33960	08/12/2022	1071	REALLY GOOD STUFF, LLC	*See Detail Report	204.73
33961	08/12/2022	6085	STEVE ROBINSON		58.11
33962	08/12/2022	1312	THERAPY SHOPPE, INC.	220423	192.79
33963	08/12/2022	3702	W. B. MASON CO., INC.	*See Detail Report	64.68
33964	08/12/2022	1423	WARD'S SCIENCE	220258	35.40

Number of Transactions: 8

Warrant Total: 1,515.40

Vendor Portion: 1,515.40

\*See Detail Report denotes that multiple purchase orders are referenced on this check. Run the Detail report to view the purchase order information

**Certification of Warrant**

To The District Treasurer: I hereby certify that I have verified the above claims, 8 in number, in the total amount of \$ 1,515.40. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

9/16/22      Nancy Bane      Claims Auditor  
Date      Signature      Title

## UNATEGO CSD

Check Warrant Report For A - 11: A-11 GENERAL 8/15/22-8/19/22 For Dates 8/1/2022 - 8/31/2022



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
33965	08/19/2022	1042	AIRGAS USA, LLC.	220286	129.93
33966	08/19/2022	4585	BLUEOX CORPORATION	220327	336.81
33967	08/19/2022	2743	CINTAS CORPORATION	220329	55.90
33968	08/19/2022	234	THE CITY OF ONEONTA		50.00
33969	08/19/2022	1506	DEMCO INC	220495	70.89
33970	08/19/2022	5916	EMATH INSTRUCTION INC	220237	5,340.00
33971	08/19/2022	475	FLINN SCIENTIFIC, INC.	220454	525.18
33972	08/19/2022	6143	GRASSLAND EQUIPMENT AND IRRIGATION CORP	210729	50,820.00
33973	08/19/2022	710	LAKE SHORE LEARNING MATERIALS	220109	89.70
33974	08/19/2022	3374	MATTHEWS BUSES INC	220356	56.52
33975	08/19/2022	4652	PC UNIVERSITY DISTRIBUTORS INC.	*See Detail Report	178.55
33976	08/19/2022	1547	ROCHESTER 100 INC.	220238	580.00
33977	08/19/2022	4232	SANTANDER BANK		89,388.00
33978	08/19/2022	2288	THE SARATOGA HILTON	210706	660.00
33979	08/19/2022	1921	SCHOOL NURSE SUPPLY INC	220503	171.55
33980	08/19/2022	1157	SCHOOL SPECIALTY LLC	*See Detail Report	118.10
33981	08/19/2022	4684	TOWNLINE EQUIPMENT	220429	66.92
33982	08/19/2022	1405	VASCO BRANDS, INC	220318	170.96
33983	08/19/2022	1412	VILLAGE VARIETY, LTD.	220319	778.59

Number of Transactions: 19

Warrant Total: 149,587.60

Vendor Portion: 149,587.60

\*See Detail Report denotes that multiple purchase orders are referenced on this check. Run the Detail report to view the purchase order information

## Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 19 in number, in the total amount of \$ 149,587.60. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

9/16/22      Nancy Basso      Claims Auditor  
 Date                      Signature                      Title

# UNATEGO CSD

Check Warrant Report For A - 12: A-12 A600 GENERAL - 8/15-8/19/22 For Dates 8/1/2022 - 8/31/2022



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
33984	08/19/2022	1131	SARGENT WELCH		13.92
33985	08/19/2022	5841	WELLOW UC		500.00

Number of Transactions: 2

Warrant Total: 513.92

Vendor Portion: 513.92

## Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 2 in number, in the total amount of \$ 513.92. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

9/16/22	Nancy Borse	Claims Auditor
Date	Signature	Title

## UNATEGO CSD

Check Warrant Report For A - 13: A-13 GENERAL 8/22-8/26/22 For Dates 8/1/2022 - 8/31/2022



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
33986	08/26/2022	4439	ADVANCE AUTO PARTS	220352	375.87
33987	08/26/2022	1042	AIRGAS USA, LLC.	220328	256.00
33988	08/26/2022	5985	AMAZON CAPITAL SERVICES	220507	169.99
33989	08/26/2022	367	BLICK ART MATERIALS	*See Detail Report	3,037.05
33990	08/26/2022	1998	CUMMINS SALES AND SERVICE	210008	2,373.25
33991	08/26/2022	2420	DR SEALGOOD	220465	4,400.00
33992	08/26/2022	388	DROGEN ELECTRIC SUPPLY	220307	790.42
33993	08/26/2022	1579	EDUCATIONAL INNOVATIONS INC	220401	84.90
33994	08/26/2022	1639	GRAINGER	220310	46.82
33995	08/26/2022	582	HILL & MARKES INC	220311	351.90
33996	08/26/2022	3149	HOME DEPOT CREDIT SERVICES	220309	211.20
33997	08/26/2022	710	LAKESHORE LEARNING MATERIALS	*See Detail Report	538.62
33998	08/26/2022	3374	MATTHEWS BUSES INC	220356	15.84
33999	08/26/2022	831	MUNSON BUILDING SUPPLY	220314	254.99
34000	08/26/2022	1050	PITNEY BOWES BANK INC PURCHASE POWER	220018	564.81
34001	08/26/2022	1152	SCHOLASTIC INC	220250	323.73
34002	08/26/2022	1386	SPRINGBROOK NY, INC.		2,301.20
34003	08/26/2022	1224	STAPLES CONTRACT & COMMERCIAL	220368	72.85
34004	08/26/2022	4512	SURVEILLANCE247, LLC	210062	1,500.00

Number of Transactions: 19

Warrant Total: 17,669.44

Vendor Portion: 17,669.44

\*See Detail Report denotes that multiple purchase orders are referenced on this check. Run the Detail report to view the purchase order information

## Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 19 in number, in the total amount of \$ 17,669.44. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

Date

Signature

Title

# UNATEGO CSD

Check Warrant Report For A - 16: A-16 GENERAL HEALTH INS DUE SEPT 2022 For Dates 8/1/2022 - 8/31/2022



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
34005	08/31/2022	1345	TRUST & AGENCY ACCOUNT		308,965.81

Number of Transactions: 1

Warrant Total: 308,965.81  
Vendor Portion: 308,965.81

## Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 1 in number, in the total amount of \$ 308,965.81. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

9/6/22  
Date

Nancy Boice  
Signature

Claims Auditor  
Title

**UNATEGO CSD**

Check Warrant Report For C - 5: C-5 C600 SCHOOL LUNCH 8/4/22 For Dates 8/1/2022 - 8/31/2022



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
7130	08/04/2022	73	DELAWARE-CHENANGO-MADISON-OTSEGO BOCES		7,199.72
Number of Transactions: 1				Warrant Total:	7,199.72
				Vendor Portion:	7,199.72

**Certification of Warrant**

To The District Treasurer: I hereby certify that I have verified the above claims, 1 in number, in the total amount of \$ 7,199.72. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

9/16/22      Nancy Bose      Claims Auditor  
Date                      Signature                      Title

**UNATEGO CSD****Check Warrant Report For C - 6: C- 6 SCHOOL LUNCH 8/8/22 - 8/11/22 For Dates 8/1/2022 - 8/31/2022**

Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
7131	08/12/2022	96	BEHLOG & SON PRODUCE INC	220261	381.55
7132	08/12/2022	160	BIMBO BAKERIES USA	220262	317.32
7133	08/12/2022	520	GINSBERG'S INSTITUTIONAL FOODS, INC	220265	3,662.60
7134	08/12/2022	582	HILL & MARKES INC	220268	574.45
7135	08/12/2022	4612	JOHN R SEARS DBA BILL BROS DAIRY	220500	1,477.67
<b>Number of Transactions: 5</b>				<b>Warrant Total:</b>	<b>6,413.59</b>
				<b>Vendor Portion:</b>	<b>6,413.59</b>

**Certification of Warrant**

To The District Treasurer: I hereby certify that I have verified the above claims, 5 in number, in the total amount of \$ 6,413.59. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

9/19/22  
Date

Nancy Bono  
Signature

Claims Auditor  
Title



**UNATEGO CSD****Check Warrant Report For C - 7: C-7 SCHOOL LUNCH HEALTH INS SEPT 2022 For Dates 8/1/2022 - 8/31/2022**

Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
7136	08/31/2022	1345	TRUST & AGENCY ACCOUNT		7,644.00
Number of Transactions: 1					
Warrant Total:					7,644.00
Vendor Portion:					7,644.00

**Certification of Warrant**

To The District Treasurer: I hereby certify that I have verified the above claims, 1 in number, in the total amount of \$ 7,644.00. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

9/19/22

Date

Nancy Rose

Signature

Claims Auditor

Title

**UNATEGO CSD**

Check Warrant Report For F - 2: F- 2 SPECIAL AID 8/4/22 For Dates 8/1/2022 - 8/31/2022



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
3502	08/03/2022	5966	**VOID** NEW DIRECTIONS SOLUTIONS		-870.00
3510	08/04/2022	5980	CAPITAL ONE	220508	45.74
3511	08/04/2022	5966	NEW DIRECTIONS SOLUTIONS		870.00

Number of Transactions: 3

**Warrant Total: 45.74****Vendor Portion: 45.74****Certification of Warrant**

To The District Treasurer: I hereby certify that I have verified the above claims, 3 in number, in the total amount of \$ 45.74. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

9/16/22  
Date

Nancy Borge  
Signature

Claims Auditor  
Title

**UNATEGO CSD**

Check Warrant Report For F - 3: F-3 SPECIAL AID 8/26/22 For Dates 8/1/2022 - 8/31/2022



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
3512	08/26/2022	1386	SPRINGBROOK NY, INC.		9,204.80
Number of Transactions: 1					Warrant Total: 9,204.80
					Vendor Portion: 9,204.80

**Certification of Warrant**

To The District Treasurer: I hereby certify that I have verified the above claims, 1 in number, in the total amount of \$ 9,204.80. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

9/16/22  
Date

Nancy Rose  
Signature

Claims Auditor  
Title

# UNATEGO CSD

Check Warrant Report For TA - 5: TRUST AND AGENCY AUGUST 2022 PAYROLL For Dates  
8/1/2022 - 8/31/2022



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
2990	08/04/2022	919	NYS TAX DEPARTMENT		5,040.73
2991	08/04/2022	955	THE OMNI GROUP		3,040.00
2992	08/04/2022	1365	UNATEGO PAYROLL ACCOUNT		95,975.73
2993	08/04/2022	1503	UNITED STATES TREASURY		28,411.01
9483	08/04/2022	975	OTSEGO COUNTY SHERIFF'S OFFICE		62.79

Number of Transactions: 5

Warrant Total: 132,530.26

Vendor Portion: 132,530.26

## Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 5 in number, in the total amount of \$ 132,530.26. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

9/16/22  
Date

Nancy Brice  
Signature

Claims Auditor  
Title

**UNATEGO CSD****Check Warrant Report For TA - 6: TRUST AND AGENCY WARRANT 8/4/22 For Dates 8/1/2022 - 8/31/2022**

Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
9484	08/04/2022	4018	CLARKSON UNIVERSITY		5,000.00
9485	08/04/2022	6181	COLLEGE OF MT SAINT VINCENT		5,000.00
9486	08/04/2022	2064	HARTWICK COLLEGE		500.00
9487	08/04/2022	5954	PENN STATE		5,000.00
Number of Transactions: 4				Warrant Total:	15,500.00
				Vendor Portion:	15,500.00

**Certification of Warrant**

To The District Treasurer: I hereby certify that I have verified the above claims, 4 in number, in the total amount of \$ 15,500.00. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

9/16/22

Date

Nancy Boise

Signature

Claims Auditor

Title

# UNATEGO CSD

Check Warrant Report For TA - 8: TRUST & AGENCY HARTWICK 8/11/22 For Dates 8/1/2022 - 8/31/2022



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
9488	08/12/2022	2064	HARTWICK COLLEGE		500.00
Number of Transactions: 1					
Warrant Total:					500.00
Vendor Portion:					500.00

## Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 1 in number, in the total amount of \$ 500.00. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

9/16/22  
Date

Nancy Rose  
Signature

Claims Auditor  
Title

# UNATEGO CSD

Check Warrant Report For TA - 9: TRUST AND AGENCY AUGUST 2022 PAYROLL 8-18-22 For Dates  
8/1/2022 - 8/31/2022



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
3018	08/17/2022	919	NYS TAX DEPARTMENT		3,898.77
3019	08/17/2022	955	US OMNI & TSACG COMPLIANCE SERVICES, INC.		3,040.00
3020	08/17/2022	1365	UNATEGO PAYROLL ACCOUNT		71,024.99
3021	08/17/2022	1503	UNITED STATES TREASURY		21,587.28
3022	08/17/2022	910	NYS & LOCAL RETIREMENT SYSTEM		2,734.33
9489	08/18/2022	975	OTSEGO COUNTY SHERIFF'S OFFICE		62.79
Number of Transactions: 6					
Warrant Total:					102,348.16
Vendor Portion:					102,348.16

## Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, 6 in number, in the total amount of \$ 102,348.16. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

9/16/22  
Date

Nancy Rose  
Signature

Claims Auditor  
Title

**UNATEGO CSD**

Check Warrant Report For TA - 11: TA-11 HEALTH INS DUE SEPT 2022 For Dates 8/1/2022 - 9/2/2022

Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
9490	08/31/2022	4297	EXCELLUS HEALTH PLAN - GROUP		330,422.35
9491	08/31/2022	803	METROPOLITAN LIFE INSURANCE CO		144.84
Number of Transactions: 2					Warrant Total: 330,567.19
					Vendor Portion: 330,567.19

**Certification of Warrant**

To The District Treasurer: I hereby certify that I have verified the above claims, 2 in number, in the total amount of \$ 330,567.19. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

9/16/22      Nancy Dorse      Claims Auditor  
Date                      Signature                      Title



Unatego Central School	8/4/2022		GENERAL WARRANT #	9	
			Check Numbers:	Total Checks:	# of Entries
			33917-33956	40	78
			Wire Number:	Total Wires:	
			0	0	
Items that need to be corrected before checks are printed					
Vendor	Invoice #	\$ Amount	Problem	Action to be Taken	Action Taken
Advanced Auto Parts	1586-1016834	\$128.78	Incorrect invoice #	Verify and correct	Corrected
Amazon Capital Services	97K-TDMP-96MH	\$28.37	PO missing from packet	Provide PO	Corrected
Direct Energy	221780049415164	\$0.00	Invoice missing from warrant	Add invoice	Corrected
Sports Imports	INV1968	\$7,831.95	Incorrect remit address	Verify and correct	Corrected
OTC Brands	717785280-01	\$30.55	Incorrect invoice amount	Verify and correct	Corrected
PO Should be created prior to purchase or service:					
Other Misc. Items to be Noted:					

NB

Unatego Central School	8/10/2022		GENERAL WARRANT #	10	
			Check Numbers:	Total Checks:	# of Entries
			33957-33964	8	16
			Wire Number:	Total Wires:	
			0	0	
Items that need to be corrected before checks are printed					
Vendor	Invoice #	\$ Amount	Problem	Action to be Taken	Action Taken
Robinson, Steve	Meal Reimb	\$10.63	Invoices not keyed/need to be separate	Invoices keyed seperately	Corrected
Ward's Science	8810121170	\$6.80	Incorrect address	Verify and correct	Corrected
PO Should be created prior to purchase or service:					
Other Misc. Items to be Noted:					

NR

Unatego Central School		8/5/2022	GENERAL WARRANT #		11
			Check Numbers:		Total Checks:
			33965 - 33983		19
					# of Entries
					41
			Wire Number:		Total Wires:
Items that need to be corrected before checks are printed					
Vendor	Invoice #	\$ Amount	Problem	Action to be Taken	Action Taken
Blueox Corporation	4039073	\$336.81	Incorrect amount	Correct & verify	Corrected
Demco	7162105	\$70.89	Incorrect remit to	Correct & verify	Corrected
Santander Bank	Lease Payment	\$89,388.00	Address does not match W9	Verify address, update W9	Corrected
PO Should be created prior to purchase or service:					
Other Misc. Items to be Noted:					

AB

Unatego Central School	8/19/2022		GENERAL WARRANT #	12	
			Check Numbers:	Total Checks:	# of Entries
			33984 - 33985	2	2
			Wire Number:	Total Wires:	
Items that need to be corrected before checks are printed					
Vendor	Invoice #	\$ Amount	Problem	Action to be Taken	Action Taken
Wellnow	84249	\$500.00	Account code s/b A600	Correct & verify	Corrected
PO Should be created prior to purchase or service:					
Other Misc. Items to be Noted:					

Unatego Central School	8/26/2022	GENERAL WARRANT #		13	
			Check Numbers:	Total Checks:	# of Entries
			33986 - 34004	19	51
			Wire Number:	Total Wires:	
Items that need to be corrected before checks are printed					
Vendor	Invoice #	\$ Amount	Problem	Action to be Taken	Action Taken
Advance Auto Parts	1586-1020705	\$89.68	Invoice # transposed	Correct & verify	Corrected
PO Should be created prior to purchase or service:					
Other Misc. Items to be Noted:					

Unatego Central School	8/31/2022		GENERAL WARRANT #	16	
			Check Numbers:	Total Checks:	# of Entries
			34005	1	2
			Wire Number:	Total Wires:	
Items that need to be corrected before checks are printed					
Vendor	Invoice #	\$ Amount	Problem	Action to be Taken	Action Taken
**** PERFECT WARRANT- NO CORRECTION REQUIRED****					
PO Should be created prior to purchase or service:					
Other Misc. Items to be Noted:					

Unatego Central School	8/4/2022		School Lunch # 5		
			Check Numbers:	Total Checks:	# of Entries
			7130	1	1
			Wire Number:	Total Wires:	
			0	0	
Items that need to be corrected before checks are printed					
Vendor	Invoice #	\$ Amount	Problem	Action to be Taken	Action Taken
**** PERFECT WARRANT- NO CORRECTION REQUIRED****					
PO Should be created prior to purchase or service:					
Other Misc. Items to be Noted:					

NB

Unatego Central School	8/12/2022		School Lunch # 6		
			Check Numbers:	Total Checks:	# of Entries
			7131 - 7135	5	18
			Wire Number:	Total Wires:	
			0	0	
Items that need to be corrected before checks are printed					
Vendor	Invoice #	\$ Amount	Problem	Action to be Taken	Action Taken
**** PERFECT WARRANT- NO CORRECTION REQUIRED****					
PO Should be created prior to purchase or service:					
Other Misc. Items to be Noted:					



Unatego Central School		8/31/2022		School Lunch # 7	
		Check Numbers:		Total Checks:	
		7136		1	
		Wire Number:		Total Wires:	
		0		0	
Items that need to be corrected before checks are printed					
Vendor	Invoice #	\$ Amount	Problem	Action to be Taken	Action Taken
**** PERFECT WARRANT- NO CORRECTION REQUIRED****					
PO Should be created prior to purchase or service:					
Other Misc. Items to be Noted:					

Unatego Central School	8/4/2022		Federal # 2		
			Check Numbers:	Total Checks:	# of Entries
			3502 (Void), 3510-3511	2	2
			Wire Number:	Total Wires:	
			0	0	
Items that need to be corrected before checks are printed					
Vendor	Invoice #	\$ Amount	Problem	Action to be Taken	Action Taken
**** PERFECT WARRANT- NO CORRECTION REQUIRED****					
PO Should be created prior to purchase or service:					
Other Misc. Items to be Noted:					

NB

Unatego Central School	Date: 8/26/22		Federal # 3		
			Check Numbers:	Total Checks:	# of Entries
			3512	1	1
			Wire Number:	Total Wires:	
Items that need to be corrected before checks are printed					
Vendor	Invoice #	\$ Amount	Problem	Action to be Taken	Action Taken
**** PERFECT WARRANT- NO CORRECTION REQUIRED****					
PO Should be created prior to purchase or service:					
Other Misc. Items to be Noted:					

<b>Unatego Central School</b>	Date: 8/4/2022		<b>T &amp; A Warrant # 5</b>		
			<b>Check Numbers:</b>	<b>Total Checks:</b>	<b># of Entries</b>
			9483	1	11
			<b>Wire Number:</b>	<b>Total Wires:</b>	
			2990-2993	4	
<b>Items that need to be corrected before checks are printed</b>					
<b>Vendor</b>	<b>Invoice #</b>	<b>\$ Amount</b>	<b>Problem</b>	<b>Action to be Taken</b>	<b>Action Taken</b>
<b>**** PERFECT WARRANT- NO CORRECTION REQUIRED****</b>					
<b>PO Should be created prior to purchase or service:</b>					
<b>Other Misc. Items to be Noted:</b>					

JB

<b>Unatego Central School</b>	Date: 8/4/2022		<b>T &amp; A Warrant # 6</b>		
			<b>Check Numbers:</b>	<b>Total Checks:</b>	<b># of Entries</b>
			9484-9487	4	4
			<b>Wire Number:</b>	<b>Total Wires:</b>	
			0	0	
<b>Items that need to be corrected before checks are printed</b>					
<b>Vendor</b>	<b>Invoice #</b>	<b>\$ Amount</b>	<b>Problem</b>	<b>Action to be Taken</b>	<b>Action Taken</b>
Hartwick College	STUDENT ID#0852307 BACKUS, G	\$ 500.00	incorrect remit address	Verify and correct	Corrected.
<b>PO Should be created prior to purchase or service:</b>					
<b>Other Misc. Items to be Noted:</b>					

JB

Unatego Central School	8/12/2022	T & A Warrant # 8			
			Check Number:	Total Checks:	# of Entries
			9488	1	1
			Wire Numbers:	Total Wires:	
			0	0	
Items that need to be corrected before checks are printed					
Vendor	Invoice #	\$ Amount	Problem	Action to be Taken	Action Taken
**** PERFECT WARRANT- NO CORRECTION REQUIRED****					
PO Should be created prior to purchase or service:					
Other Misc. Items to be Noted:					

Unatego Central School		8/17/2022		T & A Warrant # 9	
				Check Number: <i>SW</i>	Total Checks:
				9489	1
				Wire Numbers:	Total Wires:
				3018-3022 <i>SW</i>	5
Items that need to be corrected before checks are printed					
Vendor	Invoice #	\$ Amount	Problem	Action to be Taken	Action Taken
**** PERFECT WARRANT- NO CORRECTION REQUIRED****					
PO Should be created prior to purchase or service:					
Other Misc. Items to be Noted:					

*SW*

Unatego Central School	8/31/2022		T & A Warrant # 11		
			Check Number:	Total Checks:	# of Entries
			9490 - 9491	2	7
			Wire Numbers:	Total Wires:	
			0	0	
Items that need to be corrected before checks are printed					
Vendor	Invoice #	\$ Amount	Problem	Action to be Taken	Action Taken
**** PERFECT WARRANT- NO CORRECTION REQUIRED****					
PO Should be created prior to purchase or service:					
Excellus Health Plan					
Met Life Insurance					
Other Misc. Items to be Noted:					



**LINKS 24**  
**Integrated School Improvement Plan**  
**Plan Range**

**Unatego School District**  
**Current Plan Year: 2022-2023**

**Planning Team Members**

**LINKS Team Facilitator: Kim Trask**  
**Telephone #: 607-988-5098**  
**E-Mail Address: [ktrask@unatego.stier.org](mailto:ktrask@unatego.stier.org)**

**Name:**

David Richards  
Kim Trask  
Jeanne Butler  
Anne Nelson  
Tracey Robinson  
Katie James  
Amanda Kane  
Katherine Mazourek  
Julie Lambiaso  
Tim Simonds  
Mike Snider  
Mike Carson

**Position:**

Superintendent  
Special Ed Teacher  
English 11  
MS History Teacher  
Elementary Teacher  
Elementary Teacher  
MS Counselor  
Director of Special Programs  
High School Principal  
Middle School Principal  
Elementary Principal  
Community Rep

**Superintendent's Signature:** \_\_\_\_\_



**Date:** October 3, 2022

**Adopted by the Board of Education on:** \_\_\_\_\_

## PLANS INCLUDED IN THIS CDEP

District Name: Unatego CSD

List of Plans Included in LINKS 23 Plan	
These plans may be included in CDEP:	
<b>X</b>	Professional Learning
	Local Assistance Plan (LAP)
	NCLB Sub Group(s) _____
<b>X</b>	Shared Decision Making (100.11)
<b>X</b>	Academic Intervention Services
	Annual Professional Performance Review (APPR)
	Mentoring

**Introduction:**

The purpose of the LINKS document is to develop a comprehensive plan for improving student achievement. The staff involved in developing this plan met for two days with the DCMO BOCES staff to examine student achievement data, review and update the previous LINKS document, establish priority focus areas, and discuss root causes of gaps in Development, Mentoring, Local Assistance, and Comprehensive System of Personnel Development. Information from this plan will be used as the basis for updating the narrative of the Consolidated Application for Title funds, district budget planning, policy review and building-level implementation of the LINKS plan for the 2021-2022 school year.

**Description of District:**

The PreK-12 enrollment (Approximately 730) of the Otego-Unadilla Central School District fluctuates during the school year due to a transient population. This may occur because the district lines fall within three counties. The district has one elementary school building (K-5) and a Middle School (6-8)/High School (9-12). The student population is composed primarily of white, non-Hispanic children with a slight increase in minority students. The high rate of students receiving free or reduced lunch (55%) has increased over the past several years. Both buildings have implemented school-wide Title plans and this year the District is once again providing no-cost breakfast and lunch to all students under CEP.

**Student Outcome Data:**

We are focusing on ensuring that all students exit Unatego with the highest level diploma suitable for the individual. We also are focusing on exceeding the NYS norms for all tests at all grade levels.

**Statement of Priority Focus Area(s):**

To continually improve the level of instruction and learning throughout the District

**Goal:** To continually improve the level of instruction, learning, and citizenship throughout the district in order for students to graduate, college and career ready

**Objective:** Increase student access to college and career information and experiences

**Strategy:** Use the Career Destinations Program to provide students with enriching experiences

<b>Action Step:</b>	<b>Designation:</b> Who are the collaborative partners?	<b>Timeframe and Results:</b> By when/by what evidence will progress be noted?	<b>Progress Notes (Follow up meetings):</b> emerging needs, issues, next steps
<b>Action Step:</b>	<b>Designation:</b>	<b>Timeframe and Results:</b>	<b>Progress Notes:</b>
All students in grades 9-12 will visit a worksite each school year	CD Team	2022-2023 School Year	complete   in progress   not started
<b>Action Step:</b>	<b>Designation:</b>	<b>Timeframe and Results:</b>	<b>Progress Notes:</b>
Investigate internship/college credit options for students at local businesses	CD Team	2022-2023 School Year	complete   in progress   not started
<b>Action Step:</b>	<b>Designation:</b>	<b>Timeframe and Results:</b>	<b>Progress Notes:</b>
Investigate Senior Seminar for students in grade 12 to prepare for their first year out of high school	CD Team	2022-2023 School Year	complete   in progress   not started

**Goal: To continually improve the level of instruction, learning, and citizenship throughout the district in order for students to graduate, college and career ready**

**Objective: Increase teacher/leader effectiveness in literacy instruction across the curriculum, K-12**

**Strategy: Define/refine essential reading skills, Pre K-12.**

<b>Action Step:</b>	<b>Designation:</b> Who are the collaborative partners?	<b>Timeframe and Results:</b> By when/by what evidence will progress be noted?	<b>Progress Notes (Follow up meetings):</b> emerging needs, issues, next steps
<b>Action Step:</b>	<b>Designation:</b>	<b>Timeframe and Results:</b>	<b>Progress Notes:</b>
Continue to investigate current practices and utilize best practices for teaching, remediating and enriching reading skills by analyzing classroom data and sharing professional development during staff/team meetings	Pre K-12	2022-23 School Year	complete    in progress    not started
<b>Action Step:</b>	<b>Designation:</b>	<b>Timeframe and Results:</b>	<b>Progress Notes:</b>
Use data from MTSS meetings to review, analyze, and refine essential reading skills and essential outcomes	K-5	2022-23 School Year	complete    in progress    not started
<b>Action Step:</b>	<b>Designation:</b>	<b>Timeframe and Results:</b>	<b>Progress Notes:</b>
LETRS training for grades Pre K-1 (Cohort 1)	Pre K-1 Teachers	2022-2023 School Year	complete    in progress    not started
<b>Action Step:</b>	<b>Designation:</b>	<b>Timeframe and Results:</b>	<b>Progress Notes:</b>
Use FastBridge and two additional diagnostics at the middle school level to diagnose specific reading strengths and challenges.	6-8 English/Special Education Teachers	October 2022 February and June 2023	complete    in progress    not started
<b>Action Step:</b>	<b>Designation:</b>	<b>Timeframe and Results:</b>	<b>Progress Notes:</b>
Connect teachers with 10 sessions of professional development throughout the school year to analyze data and build tier 1 capacity at the middle school level with a goal of improving reading growth scores by 5%.	6-8 English/Special Education Teachers	2022-2023 School Year	complete    in progress    not started
<b>Action Step:</b>	<b>Designation:</b>	<b>Timeframe and Results:</b>	<b>Progress Notes:</b>
Implement co-teaching at the middle school level and increase use of strategies with a high effect size to improve differentiation skills. This includes, but is not limited to center based learning.	6-8 English/Special Education Teachers	2022-2023 School Year	complete    in progress    not started

**Goal:** To continually improve the level of instruction, learning, and citizenship throughout the district in order for students to graduate college and career ready

**Objective:** Increase the number of math students who are achieving proficiency on math assessments by 5%.

**Strategy:** Improve student achievement in Math district wide

<b>Action Step:</b>	<b>Designation:</b> Who are the collaborative partners?	<b>Timeframe and Results:</b> By when/by what evidence will progress be noted?	<b>Progress Notes (Follow up meetings):</b> emerging needs, issues, next steps
<b>Action Step:</b>	<b>Designation:</b>	<b>Timeframe and Results:</b>	<b>Progress Notes:</b>
Measure and report on the impact of IXL at the middle school level	MS Principal, Math Department Chair 6-8 Math and Special Education Teachers	October, February and June 2022-2023 School Year	complete   in progress   not started
<b>Action Step:</b>	<b>Designation:</b>	<b>Timeframe and Results:</b>	<b>Progress Notes:</b>
Continue after school academic assistance and enrichment programs with transportation door to door, Grades 2-12	Cabinet	2022-2023 School Year	complete   in progress   not started
<b>Action Step:</b>	<b>Designation:</b>	<b>Timeframe and Results:</b>	<b>Progress Notes:</b>
Use data to drive instruction based on FastBridge (FAST) assessments at the elementary school	K-5 Staff	2022-2023 School Year	complete   in progress   not started
<b>Action Step:</b>	<b>Designation:</b>	<b>Timeframe and Results:</b>	<b>Progress Notes:</b>
Use FastBridge and two additional diagnostics at the middle school level to diagnose specific math strengths and challenges.	6-8 Math/Special Education Teachers	October 2022 February and June 2023	complete   in progress   not started

**Goal:** Cultivate a "Culture of Care" that nurtures and sustains environments that are healthy, safe, and conducive to learning and working.

**Objective:** Increase participation in the implementation of SEL strategies with students and staff

**Strategy:** Cultivate a positive learning community

<b>Action Step:</b>	<b>Designation:</b> Who are the collaborative partners?	<b>Timeframe and Results:</b> By when/by what evidence will progress be noted?	<b>Progress Notes (Follow up meetings):</b> emerging needs, issues, next steps
<b>Action Step:</b>	<b>Designation:</b>	<b>Timeframe and Results:</b>	<b>Progress Notes:</b>
Identify and use effective strategies to address the effects of ACEs	Pre K-12 Staff	2022-2023 School Year	complete in progress not started
<b>Action Step:</b>	<b>Designation:</b>	<b>Timeframe and Results:</b>	<b>Progress Notes:</b>
Collect data to ensure that students feel connected to school using developmentally appropriate strategies by building	Pre K-12 Staff	2022-2023 School Year	complete in progress not started
<b>Action Step:</b>	<b>Designation:</b>	<b>Timeframe and Results:</b>	<b>Progress Notes:</b>
Continue implementing SEL, including class meetings, and OLWEUS strategies	Pre K-5	2022-2023 School Year	complete in progress not started
<b>Action Step:</b>	<b>Designation:</b>	<b>Timeframe and Results:</b>	<b>Progress Notes:</b>
Enhance SEL in the classroom by continuing a 10 week personal development course and broadening SEL standards throughout the school curriculum	Grade 6-8	2022-2023 School Year	complete in progress not started
<b>Action Step:</b>	<b>Designation:</b>	<b>Timeframe and Results:</b>	<b>Progress Notes:</b>
Gather and analyze data for attendance to determine patterns	Administration and Student Services	2022-2023 School Year	complete in progress not started
<b>Action Step:</b>	<b>Designation:</b>	<b>Timeframe and Results:</b>	<b>Progress Notes:</b>
Work with Progression Partners to determine Diversity Equity and Inclusion (DEI) needs and areas of growth	High School Staff and Students	2022-2023 School Year	complete in progress not started
<b>Action Step:</b>	<b>Designation:</b>	<b>Timeframe and Results:</b>	<b>Progress Notes:</b>
Create DEI committee	Principals	2022-2023 School Year	complete in progress not started
<b>Action Step:</b>	<b>Designation:</b>	<b>Timeframe and Results:</b>	<b>Progress Notes:</b>
Tier 1 Community Building Circles in high school classrooms	RP Implementation Team and interested teachers	2022-2023 School Year	complete in progress not started
<b>Action Step:</b>	<b>Designation:</b>	<b>Timeframe and Results:</b>	<b>Progress Notes:</b>
Tier 2 Circles to resolve high school issues and repair relationships	RP Implementation Team and interested teachers	2022-2023 School Year	complete in progress not started
<b>Action Step:</b>	<b>Designation:</b>	<b>Timeframe and Results:</b>	<b>Progress Notes:</b>
Incorporate wellness into our professional development/lives	Professional development committee	2022-2023 School Year	complete in progress not started

# Unatego Central School District

To: Dr. Richards

From: Patti Loker, School Business Manager 

Date: September 29, 2022

Re: Transportation Contract

Attached is a proposed transportation contract with Gilbertsville-Mt. Upton (GMU) Central School District.

GMU will be transporting three Unatego district students to Otsego Christian Academy (OCA), at no charge, since the pickup is on GMU's current bus route to OCA.

I recommend that the Board of Education approve this transportation contract.



471601  
(SED CODE)

The State Education Department  
Transportation Unit, Room 1075 EBA  
89 Washington Avenue  
Albany, New York 12234

Form TC

C  
Contract Number  
(SED will fill in)

**TRANSPORTATION CONTRACT**

(Do not use for Addendums or Extensions - See Note on Reverse)

<b>Patti Loker</b>		Tele(607-988-5022)
Contact Person		Email: plover@unatego.stier.org
<b>Otego-Unadilla Central School District</b>		
School District/BOCES		
<b>2641 State Highway 7</b>		
Street or P.O. Box		
<b>Otego, NY 13825</b>		
City	State	Zip Code

**Please Check if applicable:**

- |                                     |   |
|-------------------------------------|---|
| <input type="checkbox"/>            | Piggyback Transportation*                         |
| <input type="checkbox"/>            | Special Education Only                            |
| <input type="checkbox"/>            | Regular & Special Education Pupils Combined       |
| <input checked="" type="checkbox"/> | Partial Year contract that costs \$20,000 or less |
| <input type="checkbox"/>            | One-month emergency contract- 31 Calendar days    |
| <input type="checkbox"/>            | Contract for bus maintenance only                 |

**Specifications include:**

- |                          |   |
|--------------------------|---|
| <input type="checkbox"/> | District will supply contractor with fuel     |
| <input type="checkbox"/> | Provision for attendants, escorts or monitors |
| <input type="checkbox"/> | Clause for increasing or decreasing service   |

This AGREEMENT made this 3rd day of October 2022 by and between

Otego-Unadilla Central School District, County of Otsego, N.Y.  
(Name of School District or BOCES)

party of the first part and Gilbertsville-Mt. Upton Central School District, party of the second part.  
(Contractor)

WITNESSETH. That whereas party of the first part is duly empowered (by the provisions of Section 1604, 1709, 2021, 2503, 4401 and 4402 of the Education Law) to enter into a contract for the purpose of providing transportation for children of said district for the period of service to begin

October 3, 2022 and to end June 23, 2023  
Month Day Year Month Day Year

NOW, THEREFORE, the said party of the first part hereby agrees to pay to the said party of the second part the sum of \$ 1.00 or \$ 0 if on a per-bus, per-diem, per-mile or  
(If lump sum contract) (Unit Cost)

other unit cost basis for providing such transportation on a suitable conveyance.

Total Anticipated Annual Cost \$ 1.00

\*For a piggyback contract, list the originating school district & contract number \_\_\_\_\_ # \_\_\_\_\_.  
If awarded through a request for proposals, date of request of such proposals \_\_\_\_\_ (see note on reverse)

IN WITNESS WHEREOF, the parties have set their hands the day and year above written.

Otego-Unadilla CSD 2641 St Hwy 7, Otego, NY 13825

(Signature of Trustee or President of Board of Education)

(Party of the First Part)

(Post Office Address)

Gilbertsville-Mt. Upton CSD 693 St Hwy 51, Gilbertsville, NY 13776

(Signature of Contractor)

(Party of the Second Part)

(Post Office Address)

**COMPLIANCE CERTIFICATION.** I certify that this contract was awarded in accordance with the competitive bidding provisions of Section 103 of the General Municipal Law, Section 305 (14) of the Education Law, and Section 156.1(b) of Commissioner of Education Regulations, or in accordance with the request for proposals provisions of Section 305(14) of the Education law and Section 156.12 of Commissioner of Education Regulations. I also certify that this contract has been authorized by the voters in accordance with Section 1709(27) of the Education Law, and has been approved by the Superintendent of Schools in accordance with Section 3625(1) of the Education Law.

Approval Date: \_\_\_\_\_ Filed by: \_\_\_\_\_  
(Date of Superintendent's Approval) (Signature of Superintendent or Designee)

**PLEASE SUBMIT ORIGINAL TO THE STATE EDUCATION DEPARTMENT. RETAIN A COPY FOR YOUR SCHOOL DISTRICT RECORDS.**

The party of the second part covenants with the party of the first part that in consideration of the payments hereinbefore stated and of the covenants and agreements set forth that said school children will be conveyed safely, that said duties and obligations in relation thereto pursuant to this contract will be faithfully performed, at all times exercising proper supervision over said children and that said party of the second part will abide by all reasonable rules and regulations and that the driver will be at least 21 years of age and duly licensed and that said driver will be currently approved by the chief school administrator. And the party of the second part further covenants and agrees that the vehicle shall come to a full stop before crossing the tracks of any railroad and before crossing any State highway and that it shall at all times comply with the rules and regulations of the Department of Transportation applying to such vehicles.

It is mutually agreed that this contract shall not become valid and binding upon either party thereto until the same shall be signed by the trustee or president of the board of education and the contractor. This contract or any right, title or interest therein may not be assigned by the party of the second part without the previous consent in writing of the party of the first part. This contract shall be void and of no effect unless the party of the second part shall comply with all applicable provisions of the Workman's Compensation Law in respect to employees engaged in the performance of this contract. The party of the second party will comply with the Labor Law.

"The contractor hereby consents to an audit of any and all financial records relating to this contract by the Department of Audit and Control." "The contractor further agrees to provide to the board of education, trustee(s), or the Commissioner of Education, upon request, any information relating to this contract including financial data."

State aid will be computed on account of this contract in accordance with the total sum specified. Any expenditure in excess of this total sum will not be considered in computing State aid. For school districts eligible for transportation aid, no aid shall be allowed for a period greater than 120 days prior to the filing of the contract in accordance with Section 3625 of the State Education Law.

MINIMUM STATUTORY INSURANCE REQUIREMENTS as provided in Section 370 of New York State Vehicle and Traffic Law must be complied with.

If **COMPETITIVELY BID** date of bid opening N/A Complete **BID TABULATION** below:

1. _____ (Name)	_____ (Amount of Bid)	3. _____ (Name)	_____ (Amount of Bid)
2. _____ (Name)	_____ (Amount of Bid)	4. _____ (Name)	_____ (Amount of Bid)

Was contract awarded to the lowest responsible bidder? ☐ Yes ☐ No If not awarded to the lowest bidder, state reasons why. Give detailed and completed reasons on a separate sheet and attach to this contract. If no bids are received, it is necessary for the district to re-advertise.

Attach Affidavits of Publication which you can secure from the newspapers. Also, attach one printed copy of each Notice to Bidder which appeared in the papers. If bid specifications were used, kindly forward a copy.

**MULTI-YEAR CONTRACT:** A separate line item shall be included in the Annual Budget and Budget Brochures. Also, a footnote to that line item shall indicate: " \_\_\_\_\_ year (first, second, etc.) of a \_\_\_\_\_ - year (two, three, etc.) contract, the total cost of which is \$ \_\_\_\_\_ " (total cost of multi-year contract).

**REQUEST FOR PROPOSALS:** If contract was awarded through a request for proposals (RFP), submit evidence of the date of the request, the forms and instructions used in making the request, the contract specifications, all proposals received, the criteria used in evaluating the proposals, the weights assigned to each criterion, and the scores used to assess each category of the criteria, in accordance with the provisions of Section 156.12 of Commissioner of Education Regulations.

**EXTENSIONS AND ADDENDUMS:** An Extension of Contract (Form CE) must be filed for all extensions. Please notify the Department by letter of any additions to a contract after it has been filed with the Department. Such additions can only be made where authorized by the contract specifications.

RECEIVED  
SEP 27 2022

BY: .....

To: Dr. David Richards & Board of Education  
From: Luci Hopps, Cook/Manager, DCMO BOCES  
Re: Recommendation  
Date: 9-29-2022

I would like to recommend Danielle Whitaker for the Permanent Cook Position as of 10-4-2022.

Thank You,

  
Luci Hopps

Cook/Manager, DCMO BOCES

(607)988-5035

**UNATEGO CENTRAL SCHOOL  
NEW EMPLOYEE APPOINTMENT FORM**

**NAME:** Savannah Jackson

**POSITION:** Substitute LTA, Teacher, and Clerical

**REPLACES:** added to our sub list

**EFFECTIVE DATE:** October 4, 2022

**EDUCATION LEVEL:** Associates Degree, Early Childhood Education

**YEARS OF EXPERIENCE:** 0

**SALARY:** STEP \_\_\_\_ LEVEL \_\_\_\_ \$ \_\_\_\_ per Aide Contract

**CERTIFICATION:** none

**COLLEGE:** Fulton-Montgomery Community College

**REFERENCES CONTACTED:**

1. Kelli Hafele, kindergarten teacher
2. Hannah Pleban, special education teacher

**COMMENTS:** She would be an excellent aide at the elementary school.  
Savannah has worked with children for many years and would  
be a great addition to Unatego Elementary.



ADMINISTRATOR SIGNATURE

9-28-22

DATE

# Unatego Central School

PO BOX 483  
2641 STATE HIGHWAY 7  
OTEGO, NEW YORK 13825-9795  
[www.unatego.org](http://www.unatego.org)  
FAX (607) 988 -1039

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

Patricia Loker  
Business Manager  
(607) 988-5038

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Approve the following returning non-teaching substitute for the 2022-2023 school year:

Alexis Cleveland (Aide)

## Sheila Nolan

---

**From:** Alexis Cleveland <alexismacrina@icloud.com>  
**Sent:** Wednesday, September 28, 2022 12:33 PM  
**To:** Sheila Nolan  
**Subject:** Sub registry

RECEIVED  
SEP 28 2022

BY: .....

[EXTERNAL EMAIL] This email has been received from an external source. Please use extra caution before opening attachments or following links.

This is Alexis Cleveland, I would like to be added to the sub registry for Unatego Elementary as a sub aid. Thank you very much.

# Unatego Central School

PO BOX 483  
2641 STATE HIGHWAY 7  
OTEGO, NEW YORK 13825-9795  
[www.unatego.org](http://www.unatego.org)  
FAX (607) 988 -1039

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

Patricia Loker  
Business Manager  
(607) 988-5038

---

September 28, 2022

Dr. David Richards  
Unatego Central School  
2541 St. Hwy 7  
Otego, NY 13825

Dear Dr. Richards,

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

Karen Alvin Modified Cross Country (Step 4)

Michelle Holcomb Mod Volleyball Volunteer

Kelley Ritchey Mod Volleyball Volunteer

Thank you,



Matthew J. Hafele

To: Dr. Richards, Superintendent

From: Julie Lambiaso, HS Principal 

Date: September 30, 2022

Re: Long Term Substitute

I am recommending Stephanie Welch as a long-term substitute for Julianne Grant effective 3/22/22.



To: Dr. Richards, Superintendent

From: Julie Lambiaso, HS Principal



Date: September 30, 2022

Re: AE Appointments

I am recommending the following teachers for after school AE:

Shannon Adams

Jeanne Butler

Ryan Brosi

Michelle Castle

Frank Microni

Jen Mileski

Kim Trask

Karen Alvin

Lori Harvey


Lori Keyser

Sara Ingalls

Anne Nelson

Jessica Strauss

To: Dr. Richards, Superintendent

From: Julie Lambiaso, HS Principal 

Date: September 30, 2022

Re: Advisor Appointments

I am recommending the following for advisor positions:

Class of 2026	Katie James & Kelly Post
Ski Club	Jen Mileski (replaces Linda Coryat during leave)
National Jr. Honor Society	Lexi McHenry
GSA	Ryan Brosi
MS No Place For Hate	Sara Ingalls & Amanda Kane
HS No Place For Hate	Lexi McHenry
Stage Band	Heather Powell
MS Student Council	Autumn Draper