

**UNATEGO CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION AGENDA
TENTATIVE
MONDAY, NOVEMBER 7, 2016
BUILDING WALK-THRU
5:45 P.M.
EXECUTIVE SESSION
TO DISCUSS CSE RECOMMENDATIONS
6:30 P.M.
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 October 17, 2016
- 1.5 Adopt Agenda

2. PUBLIC COMMENT

3. PRESENTATIONS

- 3.1 Administrator's Report
- 3.2 Superintendents Report – Dr. David S. Richards

4. ADMINISTRATIVE ACTION

- 4.1 Policy 5661 Wellness (first reading) (revision)
- 4.2 Policy 7134 Admission of Foreign Exchange Students (first reading)
- 4.3 Policy 7521R Opioid Overdose and Prevention (first reading)
- 4.4 Award RFP agreed upon procedures (11.7.16 G1)
- 4.5 Approve Budget Transfers (11.7.16 G2)
- 4.6 Approve CSE recommendations (11.7.16 G3)
- 4.7 Approve agreement for shared .4 School Psychologist with Oneonta City Schools District (11.7.16 C1)
- 4.8 Approve transportation request to Oneonta Community Christian School (11.7.16 G4)
- 4.9 Approve Violet Bettiol and Betsy Goodrich tellers for the Special District Meeting for the Bus Proposition December 8, 2016 (11.7.16 UC1)
- 4.10 Approve Shannon Adams teacher for School Academic Eligibility Program (11.7.16 C2)
- 4.11 Accept Stacy (Goodrich) Laragione resignation as monitor (bus aide) (11.7.16 UC2)
- 4.12 Appoint Danielle Ranc substitute nurse for the 2016-17 school year (11.7.16 UC3)
- 4.13 Appoint Christopher Bomba substitute teacher for the 2016-17 school year (11.7.16 UC4)

- 4.14 Appoint Rhiannon LaCross substitute teacher for the 2016-17 school year (11.7.16 UC5)
- 4.15 Appoint Jessica Marino substitute clerical worker for the 2016-17 school year (11.7.16 UC6)
- 4.16 Appoint Vera Hamilton .8 FTE School Psychologist (11.7.16 C3)
- 4.17 Appoint Vera Hamilton 1.0 FTE School Psychologist (11.7.16 C4)
- 4.18 Appoint Monica Terrell substitute After School Worker for the 2016-17 school year (11.7.16 UC7)
- 4.19 Appoint Stacy (Goodrich) Laragione substitute monitor (bus aide) for the 2016-17 school year (11.7.16 UC8)
- 4.20 Appoint coaches for the 2016-17 winter sports season (11.7.16 C5)
- 4.21 Appoint William Ostrander substitute cleaner for the 2016-17 school year (11.7.16 UC9)
- 4.22 Appoint Marcus Byam substitute cleaner for the 2016-17 school year (11.7.16 UC10)
- 4.23 Appoint Gladys Frazier substitute nurse for the 2016-17 school year (11.7.16 UC11)
- 4.24 Appoint Marah Patrick-Seward substitute monitor (bus aide) (11.7.16 UC12)

5. PUBLIC COMMENT

6. ROUND TABLE DISCUSSION/QUESTIONS

7. EXECUTIVE SESSION (IF NECESSARY)

8. ADJOURN

Board Agenda 11.7.16

PG: 3

4.4

11.7.16 G1

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby award RFP agreed upon procedures as presented.

4.5

11.7.16 G2

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve Budget Transfers as presented.

4.6

11.7.16 G3

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

4.7

11.7.16 C1

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve agreement for a shared .4 School Psychologist with Oneonta Central School District as presented.

4.8

11.7.16 G4

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve transportation request to Oneonta Community Christian School as presented.

4.9

11.7.16 UC1

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve Violet Bettiol and Betsy Goodrich as tellers for the Special District Meeting for the Bus Proposition on December 8, 2016 at a rate of \$100/day.

4.10

11.7.16 C2

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve Shannon Adams teacher for after school Academic Eligibility program as presented.

4.11

11.7.16 UC2

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby accept Stacy (Goodrich) Laragione resignation as monitor (bus aide) effective November 4, 2016 as presented.

Board Agenda 11.7.16

PG: 4

4.12

11.7.16 UC3

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Danielle Ranc substitute nurse for the 2016-17 school year as presented.

4.13

11.7.16 UC4

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Christopher Bomba substitute teacher for the 2016-17 school year pending fingerprinting and criminal history review as presented.

4.14

11.7.16 UC5

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Rhiannon LaCross substitute teacher for the 2016-17 school year pending fingerprinting and criminal history review as presented.

4.15

11.7.16 UC6

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Jessica Marino substitute clerical worker for the 2016-17 school year as presented.

4.16

11.7.16 C3

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Vera Hamilton .8 FTE School Psychologist Masters +30 Step 4 at a prorated salary effective October 31, 2016.

4.17

11.7.16 C4

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Vera Hamilton, to a four year probationary appointment in the tenure area of School Psychologist effective date November 14, 2016 and ending November 13, 2020, Masters +30 Step 4 at a prorated salary of \$53,460.

This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time.

4.18

11.7.16 UC7

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Monica Terrell substitute After School Worker for the 2016-17 school year as presented.

Board Agenda 11.7.16

PG: 5

4.19

11.7.16 UC8

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Stacy (Goodrich) Laragione substitute monitor (bus aide) for the 2016-17 school year as presented.

4.20

11.7.16 C5

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint coaches for the 2016-17 winter sports season as presented.

4.21

11.7.16 UC9

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint William Ostrander substitute cleaner for the 2016-17 school year as presented.

4.22

11.7.16 UC10

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Marcus Byam substitute cleaner for the 2016-17 school year pending fingerprinting and criminal history review as presented.

4.23

11.7.16 UC11

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Gladys Frazier substitute nurse for the 2016-17 school year as presented.

4.24

11.7.16 UC12

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Marah Patrick-Seward substitute monitor (bus aide) pending fingerprinting and criminal history review for the 2016-17 school year as presented.

SUBJECT: WELLNESS

The Otego-Unadilla School District is committed to providing a school environment that promotes and protects children's health, well-being, and the ability to learn by fostering healthy eating and physical activity.

The District has established a wellness committee to develop the District's proposed local wellness policy, making such policy recommendations for review and adoption by the Board of Education. The District Wellness Committee includes, but is not limited to, representatives from each of the following groups:

- a) Parents;
- b) Students;
- c) Physical Education teachers;
- d) School health professionals;
- e) The District's food service program;
- f) The School Board;
- g) School administrators; and
- h) Members of the public.

The District Wellness Committee will also be responsible for assessing current activities, programs and policies available in the District, and providing mechanisms for implementation, evaluation, and revision of the policy. In so doing, the Wellness Committee will evaluate and make recommendations which reflect the specific needs of the District and its students.

Goals to Promote Student Wellness

The District seeks to ensure all of its students obtain the knowledge and skill necessary to make nutritious food selections and enjoy life-long physical activity. To this end, the District sets forth the following goals relating to nutrition promotion and education, physical activity, and other school-based activities.

Nutrition Promotion and Education

- a) **Classroom Teaching:** Nutrition topics will be integrated within the comprehensive health education curriculum and other instructional areas, as appropriate, and taught at every grade level, K through 12. Nutrition instruction will follow applicable New York State Standards and be designed to help students acquire:

(Continued)

SUBJECT: WELLNESS (Cont'd.)

1. Nutrition knowledge, including but not limited to: the benefits of healthy eating; essential nutrients; nutritional deficiencies; principles of healthy weight management; the use and misuse of dietary supplements; and safe food storage, handling, and preparation.

2. Nutrition related skills, including but not limited to: planning healthy meals; understanding and using food labels; critically evaluating nutrition information, misinformation, and commercial food advertising; assessing personal eating habits; and setting and achieving goals related to these concepts.

b) Education, marketing, and promotion

1. As appropriate, the District will promote nutrition education activities that involve parents, students, and the community.

2. The District will promote school and community awareness of this policy through various means, such as a publication on the District website.

3. The District will encourage and promote wellness through social media, newsletters, and an annual family wellness event.

4. Marketing and advertising on school campuses during the school day will be consistent with nutrition education and health promotion. As such, schools will restrict food and beverage marketing to the promotion of those foods and beverages that meet the nutrition standards set forth by the Healthy Hunger-Free Kids Act's Smart Snacks in School Rule.

5. The District is cognizant of the fact that certain scoreboards, signs, and other durable equipment it employs may market foods and beverages in a way that is inconsistent with the aims of this policy. While the immediate replacement of such equipment may be impossible due to existing contracts or prohibitive costs, the District will consider replacing or updating such equipment over time to ensure the message it delivers to students regarding nutrition, health, and well-being is consistent.

c) Additional provisions

1. Parents will be encouraged to send in healthy treats for classroom celebrations.

2. School personnel are strongly discouraged from using food as a reward or withholding food as punishment under any circumstance.

(Continued)

SUBJECT: WELLNESS (Cont'd.)

Physical Activity

a) The Otego-Unadilla School District will provide opportunities for every student to participate in physical education and to be involved in physical activities. In doing so, the District aims to promote among students the development of knowledge and skills for specific physical activities, the maintenance of physical fitness, regular participation in physical activity, and an understanding of the short-term and long-term benefits from a physically active and healthy lifestyle.

b) The District will ensure that the following standards are met to achieve its goals relative to physical education and physical activity:

1. The District will have a Board-approved Physical Education Plan on file with the New York State Education Department that meets or exceeds the requirements set forth in Section 135.4 of the Commissioner of Education's regulations.

2. The District recognizes the importance of physical education classes in providing students with meaningful opportunities for physical exercise and development. Consequently, the District will ensure:

(a) All physical education classes are taught or supervised by a certified physical education teacher.

(b) All physical education staff receive professional development on a yearly basis.

(c) Interscholastic sports, intramural sports, and recess do not serve as substitutes for a quality physical education program.

(d) Students are afforded the opportunity to participate in moderate to vigorous activity for at least 60% of physical education class.

(e) It provides adequate space and equipment for physical education and conforms to all applicable safety standards.

(f) A sequential physical education course of study consistent with national standards for physical education is implemented, with a focus on students' development of motor skills, movement forms, and health related fitness.

(g) A physical and social environment is provided that encourages safe and enjoyable activity for all students, including those who are not athletically gifted.

(Continued)

SUBJECT: WELLNESS (Cont'd.)

- (h) Activities are adapted to meet the needs of students who are temporarily or permanently unable to participate in the regular program of physical education. In doing so, the District will abide by specific provisions in 504 Plans and/or individualized education programs (IEP).
- (i) All students, including students in need of adaptive physical education, will be encouraged to participate in physical fitness programs and competitions.

3. All students will be required to fulfill the physical education requirements set forth in the regulations of the Commissioner of Education as a condition of graduating from the District's schools.

- b) All classroom teachers, and particularly those engaged in the instruction of K through 5 students, are strongly encouraged to incorporate into the school day short breaks for students that include physical activity, especially after long periods of inactivity. Additionally, all elementary students will be offered one daily period of recess for a minimum of twenty (20) minutes. This requirement will not apply on days where students arrive late, leave early, or are otherwise on campus for less than a full day. Where weather and/or facilities allow, recess will be offered in a place that accommodates moderate to vigorous physical activity.
- c) Physical activity will not be withheld for disciplinary action unless the student is a danger to him/herself or others. Recess or other physical activity time will not be cancelled for instructional make up time.

Other School-Based Activities

The District is committed to establishing a school environment that is conducive to healthy eating and physical activity for all. The District will, therefore, adopt the following standards:

a) Federal School Meal Programs

- 1. The District will participate to the maximum extent practicable in available federal school meal programs (including the School Breakfast Program, National School Lunch Program, and Summer Food Service Program). Food served through these programs will meet all applicable federal and state standards.

2. The District will ensure that food service directors, managers, and staff are provided with annual professional development in the areas of food and nutrition consistent with USDA Professional Standards for State and Local Nutrition Programs. District food service staff will meet with students in grades 4 through 12 twice annually to solicit feedback on the school breakfast and/or school lunch program(s).

(Continued)

SUBJECT: WELLNESS (Cont'd.)

b) Access to School Nutrition Programs

The District will utilize a system of student payment that ensures all eligible students have access to free/reduced meals in a non-stigmatizing manner.

c) Meal Environment

The District will ensure:

1. School dining areas have sufficient space for students to sit and consume meals.
2. School dining areas are clean, safe, and pleasant environments that reflect the social value of eating.
3. Enough serving areas are provided to ensure student access to school meals with a minimum of wait time.
4. All students have a scheduled lunch period.
5. Lunch times are scheduled near the middle of the school day.
6. Students are given adequate time to eat healthy meals.
7. Students and staff have access to free, safe, and fresh drinking water throughout the school day and where school meals are served.

d) Community Access to District Facilities for Physical Activities

School grounds and facilities will be available to students, staff, community members and organizations, and agencies offering physical activity and nutrition programs consistent with District policy, including provisions regarding conduct on school grounds and administrative approval of use by outside organizations.

e) Community Partnerships

The District will build and maintain relationships with community partners in support of this wellness policy's implementation. Existing and new community partnerships will be evaluated to ensure they are consistent with this policy and its goals.

(Continued)

SUBJECT: WELLNESS (Cont'd.)

Nutrition Guidelines

In an effort to encourage healthy life-long eating habits by providing foods that are high in nutrients, low in fat and added sugars, and of moderate portion size, the District Wellness Committee will recommend nutrition standards to be set for all foods and beverages available on school campus. For purposes of this section, the school day is defined as the period from the midnight before, to thirty (30) minutes after the end of the official school day.

School Meals

School meals will, at a minimum, meet the program requirements and nutrition standards of the School Breakfast and National School Lunch Programs.

Fundraising

- a) All food and beverages sold as a fundraiser during the school day will meet the nutritional requirements listed in the USDA Healthy, Hunger-Free Kids Act "Smart Snacks in Schools" Rule.
- b) School-sponsored fundraisers conducted outside of the school day will be encouraged to support the goals of this policy by promoting the sale of healthy food items (fresh fruit and produce) and/or non-food items, such as water bottles, plants, etc., and by promoting events involving physical activity.
- c) School administrators, with the assistance of the District Wellness Committee, will create and promote a list of approved fundraising activities. All fundraisers taking place during the school day must be approved by the appropriate Building Principal prior to their being conducted.

Competitive Foods

- a) Competitive foods-which include all foods and beverages sold outside the school meal programs, on the school campus in student accessible areas, and at any time during the school day-will follow, at a minimum, the nutrition standards specified by the Healthy, Hunger-Free Kids Act. These standards will apply to all foods and beverages sold individually and outside of the reimbursable school meal, including vending machines, school stores and cafeteria a la carte lines.
- b) Additionally, the District will not sell foods of minimal nutritional value in the student store, from a machine, or anywhere in the building from the beginning of the school day until the end of the last lunch period. Prohibited foods include: soda water, water ices (excluding ices containing fruit or fruit juices), chewing gum, hard candy, jellies, gums, marshmallow candies, licorice, fondants (soft mints, candy corn), cotton candy and candy coated popcorn.

(Continued)

SUBJECT: WELLNESS (Cont'd.)

Foods and Beverages Sold or Served at Events Outside of the School Day

- a) All foods and beverages sold or served at school-sponsored events will be a single serving.
- b) At events where food and beverages are sold, 50% of items sold must meet the USDA Healthy, Hunger-free Kids Act "Smart Snacks in Schools" Standards.

Implementation and Evaluation of the Wellness Policy

- a) The District will establish an implementation and evaluation plan for this policy in order to monitor its effectiveness and the possible need for modification over time. To this end, the District designates the following individuals to have operational responsibility for ensuring that the District meets the goals and mandates of this policy: Director of Health and Physical Education and School lunch manager.
- b) These designated staff members will also serve as liaisons with community agencies in providing outside resources to help in the development of nutritional education programs and promotion of physical activities.
- c) The District will annually report on the progress each of its schools has made toward meeting the goals of this policy. Such report will include:
 - 1. The website address for the wellness policy and/or information on how the public can access a copy;
 - 2. A description of each school's progress in meeting the wellness policy goals;
 - 3. A summary of each school's local school wellness events or activities;
 - 4. Contact information for the leader(s) of the Wellness Committee; and
- 5. Information on how individuals can get involved in the Wellness Committee's work. Such report will be provided to the Board of Education and also distributed to the Wellness Committee, parent-teacher organizations, Building Principals, and school health services personnel within the District. The report will be available to community residents upon request.
- d) Evaluation and feedback from interested parties, including an assessment of student, parent; teacher, and administration satisfaction with the wellness policy, are welcomed as an essential part of the District's evaluation program.

(Continued)

SUBJECT: WELLNESS (Cont'd.)

- e) The District will document the financial impact, if any, to the school food service program, school stores, and vending machine revenues based on the implementation of the wellness policy.
- f) Assessments of the District's wellness, policy and implementation efforts will be repeated on a triennial basis. The assessment will include:
 - 1. Compliance with the wellness policy;
 - 2. How the wellness policy compares to model wellness policies; and
 - 3. Progress made in attaining the goals of the wellness policy.
- g) The District will, as necessary, revise this wellness policy and develop work plans to facilitate its implementation.

42 USC Section 1158b
7 CFR Section 210.11
79FR 10693
Education Law Section 915
8 NYCRR Section 135.4

Adopted: 1/25/16

Students

SUBJECT: ADMISSION OF FOREIGN EXCHANGE STUDENTS

The Board of Education recognizes cultural enrichment may be derived from welcoming foreign exchange students into the high school educational program. Such students covered by this policy are generally in the District for a one-year program.

The Superintendent of Schools or his/her designee retains the sole discretion to deny admission to any student not meeting all requirements set forth in this policy and its regulations. He/she may also terminate any approval of a foreign exchange student when he/she believes that it would be in the best interest of the Otego-Unadilla Central School District.

- a) The District will only recognize exchange students sponsored by organizations that have been:
 1. Designated as "Exchange-Visitor Programs" by the United States Information Agency pursuant to federal regulations; and
 2. Approved by the Council on Standards on International Educational Travel (CSIET). Any such sponsoring organization must supply specific proof on an annual basis of such current designation and approval prior to recognition by the District.
- b) No foreign exchange student shall be enrolled in the High School unless:
 1. He/she has applied in writing to, and has been accepted in writing by, the Superintendent of Schools or his/her designee.
 2. He/she has met the criteria of the sponsoring organization and the School District.
 3. He/she has demonstrated compliance with all New York State immunization requirements.
- c) A foreign exchange student who has participated in an organized sports program in a particular sport, equivalent to, or on a higher level than, a sport offered by the District is not eligible to participate in that sport for one (1) year unless approved by the Council on Standards for International Educational Travel (CSIET). In addition, foreign exchange students who have graduated from the secondary school system in their country are ineligible for participation in any District-sponsored interschool athletic program.
- d) The number of foreign exchange students that may be accepted in a given school year will be at the discretion of the Superintendent.

Priority for available openings will be reserved for a student sponsored by Rotary International. Additional openings may be granted for students sponsored by AFS at the discretion of the superintendent or his/her designee.

(Continued)

Students

SUBJECT: ADMISSION OF FOREIGN EXCHANGE STUDENTS (Cont'd.)

- e) The District assumes no responsibility concerning the visa status of any foreign exchange student.
- f) The financial responsibility of the District for the foreign exchange student will be limited to providing:
 - 1. Free tuition;
 - 2. Free lunches; and
 - 3. Free bus transportation to and from school from the legal residence within the _____ School District of their host families. When a foreign exchange student is accepted for admission pursuant to this policy and its regulations, the letter of acceptance shall include a statement to this effect.
- g) The Superintendent of Schools shall develop regulations to implement this policy.

Education Law Section 3202

Adoption Date

2015 7521R

Students

SUBJECT: OPIOID OVERDOSE PREVENTION

In an effort to ensure the health and safety of its students and staff, the District will maintain and administer an opioid antagonist in its schools, specifically Naloxone, otherwise known by its brand name Narcan, for use during emergencies to any student or staff member experiencing a known or suspected opioid overdose regardless of a previous history of opioid abuse.

The District has registered with the New York State Department of Health (NYSDOH) to become a Registered Opioid Overdose Prevention Program. In addition to the school nurse, the District will permit volunteer, unlicensed school personnel who have received the requisite NYSDOH- approved training to administer Naloxone on-site during the school day. While school registered nurses may administer intramuscular [IM] or intranasal [IN] Naloxone in the event of a known or suspected opioid overdose, trained staff members may only administer intranasal [IN] Naloxone. As the District is a Registered Opioid Prevention Program, it will receive its opioid overdose kits at no cost. The medical director will be notified whenever Naloxone is administered on-site. In accordance with relevant New York State Education Department guidance, the District will also maintain a log of trained school personnel and report newly trained personnel on a quarterly basis to the NYSDOH.

MEMO

To: Dr. Richards

From: Patti Loker, Business Manager



Date: November 4, 2016

Re: RFP for Agreed Upon Procedures

We received two proposals for the Agreed Upon Procedures engagement.

After reviewing both proposals, I recommend that the Board of Education award the engagement to D'Arcangelo & Co., LLP.

Unatego Central School
 October 25, 2016

Budget Transfers
 Under \$5000.00

Negative Account Code	Description	Amount	Transferred From	Notes:
A1240.150	Certified Salaries	\$2,578.35	A1310.160	
A1240.160	Classified Salaries	\$2,255.65	A1310.160	
A1320.400	Contractual - Auditing	\$1,000.00	A1325.400	
A1325.160	Classified Salaries	\$223.00	A1310.160	
A1380.400	Fiscal Agent Fee	\$500.00	A1345.490	
A1430.400	Contractual - Personnel	\$2,009.50	A1420.400	
A1620.163	Classified Salaries - Substitutes	\$3,065.58	A1620.162	
A1620.400LT	Contractual - Lead Testing	\$1,297.01	A1620.400	
A1620.473-2	Water - Unadilla	\$620.00	A9060.801	
A1620.554-3	Heating Fuel - High School	\$2,150.00	A9060.801	
A1670.400	Contractual - Central Printing	\$4,081.40	A1670.490	
A2020.160-SC	Classified Salaries - Substitutes	\$4,946.62	A2020.160	
A2070.400	Contractual - Inservice Training	\$2,000.00	A1670.490	
A2110.163	Substitutes - Aides	\$3,193.98	A2110.161	
A2110.400-3	Contractual - High School	\$274.47	A9060.801	
A2110.400-CS	Contractual - Community School	\$235.00	A9060.801	
A2110.450	Materials/Supplies	\$223.91	A9060.801	
A2110.450-CS	Supplies - Community Schools	\$2,918.14	A9060.801	
A2110.472	Tuition Payments	\$2,840.00	A2110.471	
A2110.480-02-5	Textbooks - Holy Family	\$14.76	A2110.480-0	
A2110.480-1	Textbooks - Otego	\$2,409.84	A2110.480-0	
A2110.480-2	Textbooks - Unadilla	\$1,714.50	A2110.480-0	
A2110.480-3	Textbooks - High School	\$1,143.51	A2110.480-0	
A2610.150	Certified Salaries	\$1,547.00	A2610.160	
A2610.450-3	Materials/Supplies	\$3,140.58	A2630.490	
A2810.160	Classified Salaries	\$196.56	A9060.801	
A2810.400	Contractual - Guidance	\$37.80	A9060.801	
A2810.450	Materials/Supplies	\$52.34	A9060.801	
A2815.450-2	Materials/Supplies	\$344.10	A9060.801	
A2815.450-3	Materials/Supplies	\$975.81	A9060.801	
A2825.400	Contractual - Social Work	\$3,000.00	A9060.801	
A2850.150	Certified Salaries	\$3,327.00	A9060.801	
A2855.448	Physicals	\$850.00	A2855.447	
A5510.163	Substitutes - Trans	\$1,956.62	A5510.168	
A5510.167	Field Trips	\$2,272.08	A5510.166	
A5510.450	General Supplies	\$3,554.22	A5510.454	
A5510.570	Parts	\$4,300.00	A5510.571	
A5530.473	Water - Garage	\$200.00	A5530.463	
A9040.800	Workers Comp	\$2,154.56	A9050.800	
A9060.801-BR-A	Health Ins - HRA/FSA	\$4,500.00	A9050.800	
	Total	\$74,103.89		

Budget Transfers Submitted by :



Authorized by :


 Superintendent

AGREEMENT
Between the
Oneonta City School District
And the
Unatego Central School District

WHEREAS, the Oneonta City School District (“Oneonta”) currently employs a School Psychologist; and

WHEREAS, the Unatego Central School District (“Unatego”) is in need of services of a School Psychologist; and

WHEREAS, Article 5-G of the General Municipal Law authorizes school districts to enter into municipal cooperation agreements to provide for the performance of their functions, powers or duties on a cooperative, joint or contract basis, and,

WHEREAS, that the parties have determined that sharing the services of the position of School Psychologist is in their best interest and the school psychologist is willing to serve in such capacity upon the terms set forth in this Agreement;

NOW, THEREFORE, IT IS HEREBY AGREED:

1. The School Psychologist shall be employed by the Oneonta City School District according to her current terms of employment as established by the Oneonta City School District Board of Education and the Oneonta Teachers’ Association.
2. Commencing on September 1, 2016, Oneonta and Unatego shall share the services and the salary and fringe benefit costs of the School Psychologist on a prorated basis. While working at one of the districts, the School Psychologist shall have, and exercise in, such school district all of the powers and duties of a full time School Psychologist as described in the district’s job descriptions, policies, regulations and procedures, and shall report and be subject to supervision by the Superintendent of Schools or designee of such district. The School Psychologist agrees to maintain and provide applicable records of services provided to students in compliance with the requirements of Oneonta and Unatego.
3. The parties intend, as a general matter, that the School Psychologist will spend two (2) days per week in the Unatego Central School District with thirty (30) minutes allowed for lunch. The school psychologist shall be considered a 1.0 FTE employee of Oneonta. The agreed upon total salary based on 1.0 FTE shall be \$54,010.00. In the event that the School

Psychologist was not scheduled to be at that district in accordance with the weekly schedule, she shall receive the applicable travel rate as reimbursement for same.

4. The assigned School Psychologist's 1.0 FTE total salary and benefits are \$66,525.47 for the 2016-17 school year. The benefit costs include retirement, FICA, Workers Compensation, Health Insurance, Dental Insurance, Life Insurance.

5. Total cost of School Psychologist compensation for 2016-2017 is as follows:

Benefit costs including salary, retirement, FICA, workers compensation, and health insurance for 2 days per week = \$ 26,610.19, 0.4 FTE. Salary and benefits billable to Unatego for 9/1/2016 – 6/30/2017 = \$26,610.19 (66,525.47 x 40%)

6. The aforementioned benefit cost of the employment of the School Psychologist attributable to the Unatego Central School District for the 2016-2017 school year shall be billed on a quarterly basis by Oneonta to Unatego after the approval of this Agreement. The first billing shall be made on December 1, 2016 and will continue quarterly for the remainder of the school year. Payments will be due 30 days from the date of billing.

7. The term of the Agreement is from September 1, 2016 to June 30, 2017. The Agreement may be renewed on an annual basis, by action of the Board of Education of each district at their May meeting, upon such terms for salary and other terms and conditions as the parties may mutually agree.

8. The School Psychologist shall remain an employee of Oneonta City School District for all purposes, including but not limited to wages and withholding, retirement contributions, tenure, seniority, discipline, and all other terms and conditions of employment. In the event this agreement is not renewed, the employee will retain his/her employment rights at Oneonta.

9. This Agreement constitutes the entire agreement of the parties with respect to its subject matter. It may be amended only in writing agreed to and signed by all of the parties. This agreement may be executed in one or more counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument. This agreement shall be approved by each party's board of education in accordance with the requirements of law applicable to such party.

Please fill out this form and give it to your home school district.
Notification must be made by April for the following school year, or upon entrance to OCCS.

ONEONTA COMMUNITY CHRISTIAN SCHOOL
158 River Street - Oneonta, NY 13820
Phone (607) 432-0385
Fax (607) 436-9137

STUDENT TRANSPORTATION REQUEST FORM

Oneonta
(Name of School/District)

~~1141 Forest Road, Oneonta, NY 13820~~
(Address)

(Address)

(Address)

We, the undersigned parent/guardians would like to request transportation

For our child(ren) Abigail Schmitz and Collin Schmitz

to Oneonta Community Christian School at the above address for the 2016 school year.

We request that our child(ren) be picked up at _____

Thank you for your cooperation.

Sincerely,


(Signature of parent/guardian)

10/13/16 ~~1141 Forest Road, Oneonta, NY 13820~~
(Date) (Address) (Home Phone / Work Phone)

Emergency contact if parent cannot be reached:
Cecil + Carol Davis Grandparents ~~518 762 7627~~
(Name) (Relationship) (Telephone)

(Name) (Relationship) (Telephone)

To: Dr. Richards, Superintendent

From: Julie Lambiaso, HS Principal

Date: November 4, 2016

Re: Academic Eligibility



I would like to add Shannon Adams to the list of teachers approved to work the after school Academic Eligibility program.

I Stacy Laragione would like to thank the district for the opportunity that you have given me. Unfortunately for things out of my control I have to give my notice as a full time bus aide. My last day as full time aide will be Friday, Nov 4th 2016. I would however be interested in staying on as a sub.

Sincerely,

Stacy Laragione

UNATEGO CENTRAL SCHOOL
NEW EMPLOYEE APPOINTMENT FORM

NAME: Danielle Ranc

POSITION: Substitute Nurse

REPLACES: _____

EFFECTIVE DATE: November 8, 2016

EDUCATION LEVEL: BSN - Nursing (currently)

YEARS OF EXPERIENCE: _____

SALARY: STEP _____ LEVEL _____ \$ as per sub rate

CERTIFICATION: RN

COLLEGE: SUNY Delhi - RN(AAS) BS pending

REFERENCES CONTACTED:

- Jennifer Burns - OR TRAINER/SUPERVISOR
- Dave Proctor - RN - Bassett Healthcare

COMMENTS: Significant HOSPITAL experience



ADMINISTRATOR SIGNATURE

11/3/16
DATE

UNATEGO CENTRAL SCHOOL
NEW EMPLOYEE APPOINTMENT FORM

NAME: Christopher Bomba

POSITION: Substitute Teacher

REPLACES: N/A

EFFECTIVE DATE: November 8, 2016

EDUCATION LEVEL: Masters Engineering

YEARS OF EXPERIENCE: 0

SALARY: STEP ___ LEVEL ___ \$ as per sub rate

CERTIFICATION: N/A

COLLEGE: Rean State University

- REFERENCES CONTACTED:
1. Julie Lambiaso
 2. Peter Miller

COMMENTS: experience w/ children
in Boy Scouts and as Camp
Counselor

[Signature] 11/4/16
ADMINISTRATOR SIGNATURE DATE

UNATEGO CENTRAL SCHOOL
NEW EMPLOYEE APPOINTMENT FORM

NAME: Rhiannon LaCross

POSITION: Sub. Teacher

REPLACES: N/A

EFFECTIVE DATE: 11/8/16

EDUCATION LEVEL: BFA ACTING

YEARS OF EXPERIENCE: 0

SALARY: STEP ___ LEVEL ___ \$ as per sub rate

CERTIFICATION: N/A

COLLEGE: SUNY FREDONIA

REFERENCES CONTACTED:

- TED SHARON
- SAM SAYERS

COMMENTS: CONSIDERABLE EXPERIENCE WORKING
W/ CHILDREN AT SUMMER CAMPS

[Signature] 11/8/16
ADMINISTRATOR SIGNATURE DATE

October 25, 2016

To: Board of Education

From: Carrie Hewlett, Director ASCP

RE: Sub Workers for ASCP

Please add Monica Terrell to the list of substitute workers at the After School Care Program for the 2016-7 school year. Thank you for your consideration.

October 28, 2016

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.

Robert Birdsall-Modified Boys Basketball

Andrew Barber-Volunteer Asst. Modified Boys Basketball

Bert Beames-Modified Girls Basketball

Vicki Beames-Modified Girls Basketball

Ron Reed-Volunteer Asst. JV Boys Basketball

Luke Johnson-Volunteer Asst. V Boys Basketball

Janette Johnson-Volunteer Asst. V Girls Basketball

Thank you,

Matthew J. Hafele

**UNATEGO CENTRAL SCHOOL
NEW EMPLOYEE APPOINTMENT FORM**

NAME: William Ostrander

POSITION: Sub-Cleaner

REPLACES: _____

EFFECTIVE DATE: 8/1/2016-2017

EDUCATION LEVEL: _____

YEARS OF EXPERIENCE: 1

SALARY: STEP _____ LEVEL _____ \$ _____

CERTIFICATION: _____

COLLEGE: _____

REFERENCES CONTACTED:

1. _____

2. _____

COMMENTS: Bill is going to be a bus driver
and also a sub cleaner.

Brian Trask
ADMINISTRATOR SIGNATURE

11/2/2016
DATE

**UNATEGO CENTRAL SCHOOL
NEW EMPLOYEE APPOINTMENT FORM**

NAME: Marcus Byam

POSITION: Sub-Cleaner

REPLACES: _____

EFFECTIVE DATE: Sy 2016-2017

EDUCATION LEVEL: _____

YEARS OF EXPERIENCE: _____

SALARY: STEP _____ LEVEL _____ \$ _____

CERTIFICATION: _____

COLLEGE: _____

REFERENCES CONTACTED:

1. Dave Heclar
2. Angela Barnes

COMMENTS: _____

B. Trask
ADMINISTRATOR SIGNATURE

11/2/16
DATE

UNATEGO CENTRAL SCHOOL
NEW EMPLOYEE APPOINTMENT FORM

NAME: Gladys Frazier

POSITION: Substitute Nurse

REPLACES: _____

EFFECTIVE DATE: November 8, 2016

EDUCATION LEVEL: RN

YEARS OF EXPERIENCE: 30 yrs

SALARY: STEP _____ LEVEL _____ \$ per sub rate

CERTIFICATION: RN

COLLEGE: SUNY Cobleskill - AAS
SUNY Delhi - AAS

REFERENCES CONTACTED:

- Patti Hoyt - MS Principal
- Mike MacDonald - Asst. Superintendent

COMMENTS: Very experienced in school
health. Retired from Walton
CSD as school nurse

[Signature] _____ 11/3/16
ADMINISTRATOR SIGNATURE DATE

**UNATEGO CENTRAL SCHOOL
NEW EMPLOYEE APPOINTMENT FORM**

NAME: Marah Patrick-Seward

POSITION: Substitute bus aide

REPLACES: _____

EFFECTIVE DATE: November 8, 2016

EDUCATION LEVEL: _____

YEARS OF EXPERIENCE: _____

SALARY: STEP _____ LEVEL _____ \$ _____

CERTIFICATION: _____

COLLEGE: _____

REFERENCES CONTACTED:

1. _____

2. _____

COMMENTS: _____

Brian Trask
ADMINISTRATOR SIGNATURE

11/4/2016
DATE