

UNATEGO CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION AGENDA
MONDAY, MARCH 6, 2023
EXEMPT 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/ZOOM

1. ROUTINE MATTERS

- 1.1 Call to order
- 1.2 Roll Call
- 1.3 Exempt Session
- 1.4 Return to Open Session
- 1.5 Roll Call
- 1.6 Pledge
- 1.7 Approve regular board meeting minutes of February 27, 2023
- 1.8 Adopt Agenda

2. PUBLIC COMMENT

3. PRESENTATIONS

- 3.1 Administrators' Reports –
- 3.2 Superintendent's Report – Dr. David S. Richards

4. ADMINISTRATIVE ACTION

- 4.1 Approve CSE Recommendations (3.6.23 G1)
- 4.2 Approve the 2023-2024 Unatego Instructional Calendar (3.7.23 G2)
- 4.3 Approve sports merger between Unatego CSD and Franklin CSD for Modified Softball for the 2022-2023 school year (3.6.23 G3)
- 4.4 Approve sports merger between Unatego CSD and Franklin CSD for Modified Track and Field for the 2022-2023 school year (3.6.23 G4)
- 4.5 Approve sports merger between Unatego CSD and Franklin CSD for Modified, JV, and Varsity Boys Baseball for the 2022-2023 school year (3.6.23 G5)
- 4.6 Approve transportation requests to and from Otsego Christian Academy for the 2023-2024 school year (3.6.23 G6)
- 4.7 Appoint Onanong Bloomfield as a substitute teacher for the 2022-2023 school year (3.6.23 UC1)
- 4.8 Appoint Kimberly Medlar probationary appointment as a special needs aide (3.6.23 UC2)
- 4.9 Appoint Stephanie Welch as a long-term substitute teacher for ELA (3.6.23 UC3)

- 4.10 Accept Ruth Modinger's resignation for the purpose to retire as elementary teacher (3.6.23 C1)
- 4.11 Accept Emily Brownell's resignation for the purpose to retire as elementary teacher (3.6.23 C2)
- 4.12 Accept Maureen Haehnel's resignation for the purpose to retire as elementary music teacher (3.6.23 C3)
- 4.13 Accept Carsen Terry's resignation as long-term substitute teacher (Dusti Novellano) (3.6.23 C4)

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.

8. ADJOURN

Board Agenda 3.6.23

PG: 3

4.1

3.6.23 G1

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

4.2

3.6.23 G2

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the 2023-2024 Unatego Instructional Calendar as presented.

4.3

3.6.23 G3

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve sports merger between Unatego CSD and Franklin CSD for Modified Softball for the 2022-2023 school year as presented.

4.4

3.6.23 G4

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve sports merger between Unatego CSD and Franklin CSD for Modified Track and Field for the 2022-2023 school year as presented.

4.5

3.6.23 G5

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve sports merger between Unatego CSD and Franklin CSD for Modified, JV, and Varsity Boys Baseball for the 2022-2023 school year as presented.

4.6

3.6.23 G6

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve transportation requests to and from Otsego Christian Academy for the 2023-2024 school year as presented.

4.7

3.6.23 UC1

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Onanong Bloomfield as a substitute teacher for the 2023-2024 school year as presented.

4.8

3.6.23 UC2

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Kimberly Medlar to a 52-week probationary appointment as a special needs aide, effective March 7, 2023, ending March 6, 2024, as presented.

Board Agenda 3.6.23

PG: 4

4.9

3.6.23 UC3

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Stephanie Welch as a long-term substitute teacher for ELA, effective March 23, 2023 (Carsen Terry-Dusti Novellano) as presented.

4.10

3.6.23 C1

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby accept, with regret and appreciation, Ruth Modinger's resignation for the purpose to retire as elementary teacher, effective June 30, 2023, as presented.

4.11

3.6.23 C2

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby accept, with regret and appreciation, Emily Brownell's resignation for the purpose to retire as elementary teacher, effective June 30, 2023, as presented.

4.12

3.6.23 C3

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby accept, with regret and appreciation, Maureen Haehnel's resignation for the purpose to retire as elementary music teacher, effective June 30, 2023, as presented.

4.13

3.6.23 C4

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby accept Carsen Terry's resignation as a long-term substitute teacher, effective March 8, 2023, (Dusti Novellano) as presented.



UNATEGO CENTRAL SCHOOL DISTRICT 2023-2024 Instructional Calendar

JULY 2023

| S | M | T | W | TH | F | S |
|----|----|----|----|----|----|----|
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |

AUGUST 2023

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| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

SEPTEMBER 2023

(17+2)

| S | M | T | W | TH | F | S |
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| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

OCTOBER 2023

(20+1)

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| 29 | 30 | 31 | | | | |

NOVEMBER 2023

(18)

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DECEMBER 2023

(16)

| S | M | T | W | TH | F | S |
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| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

KEY

- No School—Vacation Day
- Offices Closed
- Staff Development Day
- 1/2 Day for Students
- Regents & State Exams

JULY 2023

- 4 4th of July Recess, Offices Closed

AUGUST 2023

- 16-17 Regents Exams

SEPTEMBER 2023

- 4 Labor Day—No School, Offices Closed
- 5-6 Staff Development Day—No School
- 7 First Day for Students

OCTOBER 2023

- 6 Staff Development Day—No School
- 9 Columbus Day—No School, Offices Closed

NOVEMBER 2023

- 10 Veterans Day—No School, Offices Closed
- 22-24 Thanksgiving Recess—No School
- 23-24 Offices Closed

DECEMBER 2023

- 25-29 Holiday Recess—No School
- 25-27 Christmas (Observed), Offices Closed
- 29 New Year's Recess, Offices Closed

JANUARY 2024

- 1 New Year's—No School, Offices Closed
- 15 Martin Luther King, Jr. Day—No School, Offices Closed
- 23-26 Regents Exams

FEBRUARY 2024

- 19 Presidents' Day—No School
- 19-23 Winter Recess—No School

MARCH 2024

- 15 Staff Development Day—No School
- 18 Vacation Day—No School
- 29 Good Friday—No School, Offices Closed

APRIL 2024

- 1-5 Spring Recess—No School
- 10-12 NYS ELA Testing, Gr. 3-8

MAY 2024

- 7-9 NYS Math Testing, Gr. 3-8
- 27 Memorial Day—No School, Offices Closed

JUNE 2024

- 4 Regents Exam: Algebra I
- 14-25 Regents Exams
- 17 Rating Day #1, No Regents
- 19 Juneteenth—No School, Offices Closed
- 26 Rating Day #2, No Regents

JANUARY 2024

(21)

| S | M | T | W | TH | F | S |
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| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |

FEBRUARY 2024

(16)

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| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | | |

MARCH 2024

(18+1)

| S | M | T | W | TH | F | S |
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| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |

APRIL 2024

(17)

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MAY 2024

(22)

| S | M | T | W | TH | F | S |
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JUNE 2024

(17)

| S | M | T | W | TH | F | S |
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| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | | | | | | |

SECTION IV MERGER COMMITTEE

Application for Merger of Schools for Athletic Activity

This application form must:

- (A) Be completed by each school involved in the sport described.
- (B) Be reviewed and approved by the athletic league involved.
- (C) Be submitted to the Section IV Merger Committee after A and B have been resolved.

A separate application must be submitted for each activity. Requests should be for a one-year period of time only.

School District **Unatego Central School District**

Address of School Involved **2641 St. Hwy 7**
Otego, NY 13825

Athletic Director of School Involved **Matt Hafele**

Phone Number **607-988-5023**

Other School(s) Involved **Franklin**

Sport to be considered **Softball**

Level(s) being merged (circle) **Varsity** **IV** **Modified**

School Year **2022-23**

Describe conditions which prompted your school to request or support a merger--provide all appropriate rationale which will assist the league and merger committee in reaching a decision considered most beneficial to all:

This merger will allow both schools to continue to offer softball to students from both districts. Due to declining enrollment and participation.

What will be the identity of the combined team? **Unatego/Franklin**Where will practices be held? **Both**Where will competition be held? **Both**Attach a copy of the action item from your school Board of Education meeting minutes which includes the approval of this application.

Signed: Principal _____

Superintendent _____

Board of Education _____

See Attached Minutes

Date: _____

Submit to Athletic League (This step must precede the Section action!):

League Action _____

Approved

Not Approved

Date _____

League Secretary _____

Forward to: Section IV Athletic Association
276 State Hwy 7
Sidney, NY 13838
mcweenej@dcmoboces.com

by: **January 30, 2022** for Football

August 30, 2021 for Fall activity

November 22, 2021 for Winter activity

March 21, 2022 for Spring activity

COMBINING OF TEAMS - The joining together of students from two or more member schools in the same district or close proximity to form a single team shall be permitted subject to the following conditions:

The joining together of students from two or more-member schools in the same district or proximity to form a single team shall be permitted subject to the following conditions:

1. Permission must be obtained from their league and section on an annual basis.

2. Section approval must be reported to the NYSPHSAA, Inc., Executive Committee. NOTE: If a combined school team goes beyond sectional level competition their boys and girls grade 9-11 enrollment shall be combined, using the below criteria, for state level competition.

The graduated scale is used for up to 3 "team" mergers and mergers with 4 or more "teams" take 100% of their BEDS; ONLY in team sports. (July 2017)

NOTE: If two or more schools are located within the same physical building, 100% of their BEDS will be used if they are following the Combining of Teams process. (Feb. 2019)

The school(s) with the higher(est) classification number will have a percentage of the other school(s) classification number added according to the graduated scale below.

Beginning in 2019-2020 The percentages is dependent upon the association's "Sport Specific classification cut-off numbers" (July 2018)

Five Classes (100%, 100%, 100%, 40%, 30%)

Four Classes (100%, 100%, 40%, 30%)

Three Classes (100%, 40%, 30%)

Two Divisions (100%, 40%)

3. Section shall determine the deadlines for schools to merge or demerge programs.

4. If a non-public school is part of the merger, the "merged" team may be subject to the Section's Classification of Non-Public School Committee.

5. If a merger is denied by the Section, schools have the ability to resubmit a merger using 100% of all schools BEDS enrollment numbers. (July 2016)

Reporting Procedure: All violations shall be reported to the League and Section.

=====

Action of Section IV Merger Committee

The above request for merger is _____ Approved

_____ Not Approved

for the activity of _____

for the school year _____

Classification AA A B C D

_____ Chairperson _____ Date

SECTION IV MERGER COMMITTEE

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Athletic Director of School Involved **Matt Hafele**

Phone Number **607-988-5023**

Other School(s) Involved **Franklin**

Sport to be considered **Track and Field**

Level(s) being merged (circle) **Varsity** **IV** **Modified**

School Year **2022-23**

Describe conditions which prompted your school to request or support a merger--provide all appropriate rationale which will assist the league and merger committee in reaching a decision considered most beneficial to all:

This merger will allow both schools to continue to offer Track and Field to students from both districts. Due to declining enrollment and participation.

What will be the identity of the combined team? **Unatego/Franklin**Where will practices be held? **Unatego**Where will competition be held? **Section IV Sites**Attach a copy of the action item from your school Board of Education meeting minutes which includes the approval of this application.

Signed: Principal _____

Superintendent _____

Board of Education _____

See Attached Minutes

Date: _____

Submit to Athletic League (This step must precede the Section action!):

League Action _____

Approved

Not Approved

Date _____

League Secretary _____

Forward to: Section IV Athletic Association
276 State Hwy 7
Sidney, NY 13838
mcweenej@dcmoboces.com

by: **January 30, 2022** for Football

August 30, 2021 for Fall activity

November 22, 2021 for Winter activity

March 21, 2022 for Spring activity

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Four Classes (100%, 100%, 40%, 30%)

Three Classes (100%, 40%, 30%)

Two Divisions (100%, 40%)

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5. If a merger is denied by the Section, schools have the ability to resubmit a merger using 100% of all schools BEDS enrollment numbers. (July 2016)

Reporting Procedure: All violations shall be reported to the League and Section.

=====

Action of Section IV Merger Committee

The above request for merger is _____ Approved

_____ Not Approved

for the activity of _____

for the school year _____

Classification AA A B C D

_____ Chairperson _____ Date

SECTION IV MERGER COMMITTEE

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 Phone Number **607-988-5023**
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 Sport to be considered **Boys Baseball**
 Level(s) being merged (circle) **Varsity** **IV** **Modified**
 School Year **2022-23**

Describe conditions which prompted your school to request or support a merger--provide all appropriate rationale which will assist the league and merger committee in reaching a decision considered most beneficial to all:

This merger will allow both schools to continue to offer Boys Baseball to students from both districts. Due to declining enrollment and participation.

What will be the identity of the combined team? **Unatego/Frankln**

Where will practices be held? **Both**

Where will competition be held? **Both**

Attach a copy of the action item from your school Board of Education meeting minutes which includes the approval of this application.

Signed: Principal _____

Superintendent _____

Board of Education _____

See Attached Minutes

Date: _____

Submit to Athletic League (This step must precede the Section action!):

League Action _____

Approved

Not Approved

Date _____

League Secretary _____

Forward to: Section IV Athletic Association
276 State Hwy 7
Sidney, NY 13838
mcweenej@dcmoboces.com

by: **January 30, 2022** for Football

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Three Classes (100%, 40%, 30%)

Two Divisions (100%, 40%)

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5. If a merger is denied by the Section, schools have the ability to resubmit a merger using 100% of all schools BEDS enrollment numbers. (July 2016)

Reporting Procedure: All violations shall be reported to the League and Section.

=====

Action of Section IV Merger Committee

The above request for merger is _____ Approved

_____ Not Approved

for the activity of _____

for the school year _____

Classification AA A B C D

_____ Chairperson _____ Date

Feb 28, 2023

To : Brian Trask

RECEIVED
FEB 28 2023

BY: _____

In response to your recent letter, we hereby confirm that April will require bus transport to & from OCA in the mornings & afternoons.

Kindly schedule morning pickup to ensure she arrives in time for the start of the schoolday.

Thanks & Best Regards, Onanony & Derek Bloomfield

April will be entering 7th grade,

Sheila Nolan

From:

Sent:

To:

Cc:

Subject:

Tuesday, February 28, 2023 11:30 AM

Sheila Nolan

Brian Trask

Transportation from OCA school for Parker 23-24 school year

RECEIVED
FEB 28 2023

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

Hi Sheila-

Can you get this request submitted for me for transportation next year?

I would like to request that Unatego transport Parker Derr in the afternoons from OCA to our home at Unadilla NY 13849 during the 2023-2024 school year.

Dawn Derr

Commercial Lines Manager



288 State Highway 7
Sidney, NY 13838

5375 State Highway 7
Oneonta, NY 13820

Phone (607) 563-9955

Fax (607) 433-0991

Please review us:



Memo

To: Sheila Nolan
From: Tim Simonds
cc: Heather Ryder, Dr. David Richards
Date: 1-20-2023
Re: On Bloomfield, Substitute

I write to recommend On Bloomfield, current substitute aide, be added to the substitute teacher list. Ms. Bloomfield meets the academic qualifications to be a substitute teacher and has done an excellent job as a substitute aide for us this year.

Thank you.

**UNATEGO CENTRAL SCHOOL
NEW EMPLOYEE APPOINTMENT FORM**

NAME: Kim Medlar

POSITION: Special Needs Aide

REPLACES: T. Brooks

EFFECTIVE DATE: March 7, 2023

EDUCATION LEVEL: High School - Unatego Central School

YEARS OF EXPERIENCE: 0

SALARY: **STEP** **LEVEL** \$ per Aide contract

CERTIFICATION: none

COLLEGE: none

REFERENCES CONTACTED:

1. Melissa Joyce
2. Susan Hendricks / Mike Snider

COMMENTS: She shows great patience with students, shows respect to students,
and overall has done a great job as a sub aide. She is very
attentive to her students' needs and works well in the classroom.



ADMINISTRATOR SIGNATURE

3-3-23

DATE

UNATEGO CENTRAL SCHOOL
NEW EMPLOYEE APPOINTMENT FORM

NAME:

Stephanie Welch

POSITION:

Long Term Sub - 6th grade ELA

REPLACES:

Carson Terry (Noraleanno)

EFFECTIVE DATE:

3/23/23

EDUCATION LEVEL:

BA

YEARS OF EXPERIENCE:

SALARY:

STEP

LEVEL

1

\$

CERTIFICATION:

COLLEGE:

REFERENCES CONTACTED:

1. Current LTS

2.

COMMENTS:

ADMINISTRATOR SIGNATURE

DATE

3-3-2023

RECEIVED
FEB 27 2023

BY:

February 27, 2023

Dear Dr. Richards and Members of the Board of Education,

It is with mixed emotions that I submit this letter to you. But I feel it is time. I hereby submit this letter of resignation effective June 30, 2023 for the purpose of retirement. I understand that this letter of resignation will become irrevocable when presented to the District Clerk by the Superintendent.

Thank you for the providing me with 33 wonderful years at Unatego. I have enjoyed learning, laughing, and loving each student and staff member that I have had the pleasure to work with.

Continue to be dedicated to proving the best education possible to our future.

Respectfully,



Ruth Modinger

RECEIVED
FEB 27 2023

BY:

Dr. David S. Richards, Superintendent
Unatego Central School
2641 State Highway 7
Otego, NY 13825

February 27, 2023

Dear Dr. Richards,

After much consideration, I have decided it is time to retire. In my 30+ years of teaching in the Unatego School District, I have had the opportunity to grow as an educator and guide students in their learning at the 5th and 4th grade levels. It has been a pleasure to work with colleagues who share my love for education and the desire to continually improve programs for students. As I reflect on the years that have passed, it has been a privilege to work with and get to know the families of the Otego and Unadilla communities.

I hereby submit this letter of resignation effective June 30, 2023 for purposes of retirement. I understand that this letter of resignation will become irrevocable when presented to the District Clerk by the Superintendent.

With gratitude,

Emily Brownell

Emily Brownell

Dr. David Richards

Superintendent

Unatego Central Schools

RECEIVED
MAR 01 2023

BY:

Dear Dr. Richards:

I hereby submit this letter of resignation effective June 30 for purposes of retirement. I understand that this letter of resignation will become irrevocable when presented to the District Clerk.

Best regards,



Maureen Haehnel

Elementary music

attachment

Sheila Nolan

To: Tim Simonds
Subject: RE: Carsen Terry Resignation Letter

MAR 02 2023

BY:

From: Carsen Terry <CTerry@unatego.stier.org>

Sent: Wednesday, March 1, 2023 7:30 PM

To: Tim Simonds <TSimonds@unatego.stier.org>

Subject: Carsen Terry Resignation Letter

Dear Principal Simonds,

This letter is to inform you of my one week notice of resignation from my position. My last day will be March 8th, 2023.

Sincerely,
Carsen Terry