

**UNATEGO CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION AGENDA  
MONDAY, DECEMBER 5, 2022  
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**

**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 November 21, 2022
- 1.8 Approve the special board meeting minutes of November 28, 2022
- 1.9 Adopt Agenda

**2. PUBLIC COMMENT**

**3. PRESENTATIONS**

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

**4. ADMINISTRATIVE ACTION**

- 4.1 Approve CSE Recommendations (12.5.22 G1)
- 4.2 Approve Tax Collector's Report for the 2022-2023 school year (12.5.22 G2)
- 4.3 Appoint Becci Cutting as a substitute aide (OCA) (12.5.22 UC1)
- 4.4 Appoint Susan Dulkis as a 1:1 per diem nurse (OCA) (12.5.22 UC2)
- 4.5 Appoint Brandon Simonds bus driver in training (12.5.22 UC3)
- 4.6 Appoint Kim Platt as an event worker for the 2022-2023 winter sports season  
12.5.22 UC4)
- 4.7 Appoint teachers as tutors for a homebound student (12.5.22 C1)
- 4.8 Appoint Ellen Hurtubise and Donielle Jordan as home tutors (12.5.22 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.

8. ADJOURN

**Board Agenda 12.5.22**

**PG: 3**

**4.1**

**12.5.22 G1**

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

**4.2**

**12.5.22 G2**

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the Tax Collector's report for the 2022-2023 school year as presented.

**4.3**

**12.5.22 UC1**

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Becci Cutting as a substitute aide (OCA) for the 2022-2023 school year as presented.

**4.4**

**12.5.22 UC2**

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Susan Dulkis as a 1:1 per-diem nurse for Otsego Christian Academy, effective December 6, 2022, as presented.

**4.5**

**12.5.22 UC3**

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Brandon Simonds bus drivers in training at a rate of \$17.80 per/hr. as presented.

**4.6**

**12.5.22 UC4**

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Kim Platt as an event worker for the 2022-2023 winter sports season as presented.

**4.7**

**12.5.22 C1**

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Kelly Post, Karen Telarico, and Michele Wilson as tutors for a homebound student, effective November 28, 2022, as presented.

**4.8**

**12.5.22 C2**

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Ellen Hurtubise and Donielle Jordan as home tutors, at a rate of \$39.75 pr/hr., effective December 6, 2022, as presented.

Unatego Central School District  
2022-2023 School Tax Collection Report

Unpaid school taxes in the amount of \$590,602.30 have been forwarded to the Otsego and Delaware County Treasurer's offices to be relieved with the January 2023 Town and County taxes. This total amount includes a penalty of three (3%) percent. These amounts include the library taxes. We will receive the balance of unpaid taxes in the Spring of 2023.

Town	Total Tax Due by Town/Village	Total Paid to Date	Total Base Tax Due	Plus 3% Penalty	Total Unpaid Taxes Submitted to Counties
Franklin	2,975.79	2,975.79	0.00	0.00	0.00
Sidney	600,554.38	546,552.15	54,002.23	1,620.07	55,622.30
Butternuts	50,510.87	44,703.29	5,807.58	174.23	5,981.81
Laurens	12,130.33	9,546.47	2,583.86	77.52	2,661.38
Oneonta	57,096.23	57,080.52	15.71	0.47	16.18
Otego	3,099,820.16	2,854,831.98	244,988.18	7,333.97	252,322.15
Unadilla	2,737,984.26	2,471,938.55	266,045.71	7,952.77	273,998.48
Total	6,561,072.02	5,987,628.75	573,443.27	17,159.03	590,602.30

Amount to be paid by  
Delaware and Otsego  
Counties by 4/30/23

**UNATEGO CENTRAL SCHOOL  
NEW EMPLOYEE APPOINTMENT FORM**

**NAME:** Becci Cutting

**POSITION:** substitute aide (OCA only)

**REPLACES:** N/A

**EFFECTIVE DATE:** 11/10/22

**EDUCATION LEVEL:** Bachelor Degree

**YEARS OF EXPERIENCE:** 5+

**SALARY:** daily substitute aide rate

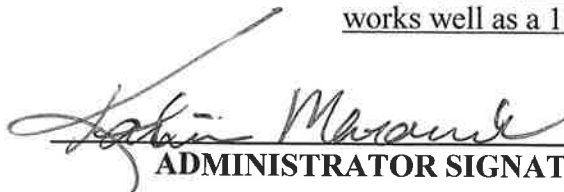
**CERTIFICATION:** Bachelor of Science

**COLLEGE:** Cairn University

**REFERENCES CONTACTED:**

1. Chris Cleveland, director of Otsego Christian Academy
2. \_\_\_\_\_

**COMMENTS:** Mrs. Cutting has been subbing for the Otsego Christian Academy for the past 3 years. She is well-liked by staff and students. She works well as a 1:1 aide for a special needs student.

  
ADMINISTRATOR SIGNATURE

11/30/22  
DATE

**UNATEGO CENTRAL SCHOOL  
NEW EMPLOYEE APPOINTMENT FORM**

**NAME:** Susan Dulkis

**POSITION:** 1:1 RN, per diem

**REPLACES:** Kim Ryan (Lois VanAlstine)

**EFFECTIVE DATE:** 12/6/22

**EDUCATION LEVEL:** BS

**YEARS OF EXPERIENCE:** 20+ years

**SALARY:** \$35/hour

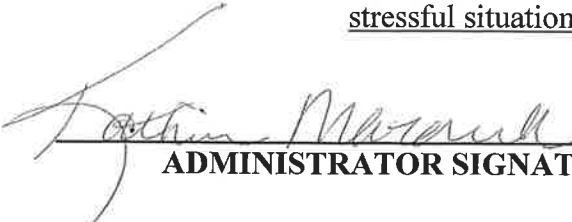
**CERTIFICATION:** Nursing

**COLLEGE:** SUNY IT – Utica/Rome

**REFERENCES CONTACTED:**

1. Deb McMullen – former principal at ONC BOCES

**COMMENTS:** Ms. Dulkis is a person who always wants to the best and the right thing for students. She is on top of things, can be counted on and becomes part of the community. She is very calm and will handle stressful situations with ease.

  
ADMINISTRATOR SIGNATURE

12/1/22  
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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To: Dr. David Richards, Superintendent of Schools

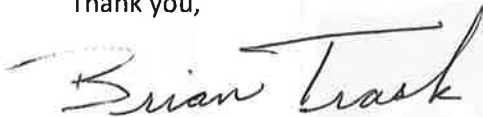
From: Brian Trask, Transportation Director

Date: December 1, 2022

I am recommending that the following driver be appointed as a driver in training:

Brandon Simonds

Thank you,

A handwritten signature in black ink that reads "Brian Trask". The signature is written in a cursive style with a large, stylized "B" and "T".

Brian Trask  
Director of Transportation

# Unatego Central School

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Patricia Loker  
Business Manager  
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December 1, 2022

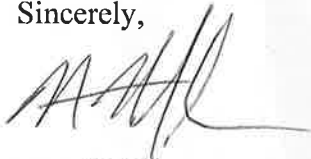
Dr. David Richards  
Unatego Central School  
2641 St. Hwy 7  
Otego, NY 13825

Dear Dr. Richards,

I would like to recommend the following person as an event worker for the 2022-2023 winter sports season.

Kim Platt

Sincerely,



Matt Hafele  
Athletic Director





# Unatego Elementary School

Mike Snider  
Principal

265 Main Street  
Unadilla, NY 13849

Rebecca Theophel  
School Counselor

Brenda Birdsall  
Administrative Assistant

Tel: 607-369-6200  
Fax: 607-369-6222

Shannon Leizear  
School Nurse

## MEMO

TO: Dr. Richards  
FROM: Mike Snider  
DATE: November 30, 2022  
RE: Recommendation for Elementary Tutors

I would like to recommend the following teachers as afterschool tutors for a homebound student.

Kelly Post  
Karen Telarico  
Michele Wilson

Please let me know if you need any additional information.

**UNATEGO CENTRAL SCHOOL  
NEW EMPLOYEE APPOINTMENT FORM**

**NAME:** Ellen Hurtubise

**POSITION:** home tutoring

**REPLACES:** N/A

**EFFECTIVE DATE:** 12/6/22

**EDUCATION LEVEL:** MS

**YEARS OF EXPERIENCE:** 20+

**SALARY:** \$39.75/hour

**CERTIFICATION:** Special Education, Reading

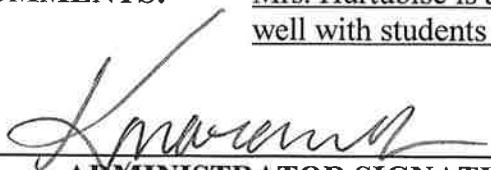
**COLLEGE:** SUNY Oneonta

**REFERENCES CONTACTED:**

1. Nancy Hinkley

2. \_\_\_\_\_

**COMMENTS:** Mrs. Hurtubise is a diligent special education teacher who works well with students of all ages and with special education needs.

  
\_\_\_\_\_  
**ADMINISTRATOR SIGNATURE**

12/1/22  
\_\_\_\_\_  
**DATE**

**UNATEGO CENTRAL SCHOOL  
NEW EMPLOYEE APPOINTMENT FORM**

**NAME:** Donielle Jordan

**POSITION:** home tutoring

**REPLACES:** N/A

**EFFECTIVE DATE:** 12/6/22

**EDUCATION LEVEL:** MS

**YEARS OF EXPERIENCE:** 15 years

**SALARY:** \$39.75/hour

**CERTIFICATION:** Business, CTE Education

**COLLEGE:** SUNY Oswego

**REFERENCES CONTACTED:**

1. Crystal Trask, Principal at Delhi Academy
2. Jen Waite – CTE Director at DCMO BOCES

**COMMENTS:** Ms. Jordan goes above and beyond to work with her students and ensure their success. She is self-sufficient and is on top of any issues that arise. Ms. Jordan is easy to work with..



**ADMINISTRATOR SIGNATURE**

12/1/22  
**DATE**