

**UNATEGO CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION AGENDA  
MONDAY, DECEMBER 9, 2019  
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 Open Session
- 1.5 Roll Call
- 1.6 Pledge
- 1.7 Approve regular board meeting minutes of November 18, 2019
- 1.8 Adopt Agenda

**2. PUBLIC COMMENT**

**3. PRESENTATIONS**

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

**4. ADMINISTRATIVE ACTION**

- 4.1 Unatego Elementary Safety Patrol Trip (Information Only)
- 4.2 Approve CSE Recommendations (12.9.19 G1)
- 4.3 Approve Tax Collector's Report for the 2019-2020 school year (12.9.19 G2)
- 4.4 Accept donation of four choral risers (12.9.19 G3)
- 4.5 Appoint Nicole Davis Keyboard Specialist permanent appointment (12.9.19 UC1)
- 4.6 Approve Marie Simmons substitute for the Afterschool Homework Help Program for the 2019-2020 school year. (12.9.19 UC2)
- 4.7 Approve (2) volunteer assistant coaches for 2019-2020 Winter Sports season (12.9.19 C1)

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 12.9.19**

**PG: 3**

**4.2**

**12.9.19 G1**

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

**4.3**

**12.9.19 G2**

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the Tax Collector's report for the 2019-2020 school year as presented.

**4.4**

**12.9.19 G3**

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby accept a donation of four choral risers for our music department from the Gilbertsville-Mt. Upton music department as presented.

**4.5**

**12.9.19 UC1**

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Nicole Davis, keyboard specialist, to permanent appointment, effective December 3, 2019 at a salary rate of \$25,545 as presented.

**4.6**

**12.9.19 UC2**

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve Marie Simmons as a substitute for the Afterschool Homework Help Program for the 2019-2020 school year as presented.

**4.7**

**12.9.19 C1**

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve (2) volunteer assistant coaches for the 2019-2020 Winter Sports season as presented.



# Unatego Elementary School

Mike Snider  
Principal

265 Main Street  
Unadilla, NY 13849

Kelley Biro  
School Counselor

Brenda Birdsall  
Administrative Assistant

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

Jessica Mott  
School Nurse

## MEMO

TO: Dr. Richards

FROM: Mike Snider *MS*

DATE: November 25, 2019

RE: Proposed Civic Duty Field Trip to Washington D.C./Philadelphia – Elementary Safety Patrol

The Unatego Elementary Safety Patrol, a group of 5<sup>th</sup> grade students, would like the Superintendent and BOE to consider granting permission for the Safety Patrol and chaperones to go on a trip to Washington D.C. and Philadelphia. This is an annual trip organized by Hale Transportation. Typically, 8-10 schools participate in this annual trip and Hale Transportation usually takes 7 – 8 coach buses. There are 19 members of this year's Safety Patrol.

In addition to the student/chaperone buses, Hale Transportation brings three additional vehicles and additional staff: two EMTs, a deputy sheriff, Cam Morris (director of Hale Transportation), and an additional bus driver.

Last year's trip cost each student \$400. This year's trip may include a slight increase, but the final cost will still be in this range. If approved, the Safety Patrol and chaperones (Tam Menz, Dar Wong, possibly Michele Wilson) will begin fundraising in order to finance the trip for all 19 members of the 5<sup>th</sup> grade Safety Patrol.

As you can see from the attached itinerary, this is a well-organized trip. The dates for the trip are May 9 – 12.

On behalf of the 5<sup>th</sup> grade Safety Patrol, I would like to ask you for permission to begin fundraising with the intent to fund a trip to Washington D.C. and Philadelphia.

Thank you for your consideration.

Attached: three-page itinerary for the May 9-12 2020 trip.

Proposed Civic Duty Reward Trip Itinerary to Washington, D.C. and Philadelphia for Safety Patrol

\*Subject to Change Based on Weather/Traffic

May 9 - 12, 2020

Day 1 (Saturday)

\* Students meet at Hale Transportation in Oneonta for boarding.\*

Depart from Hale Transportation in Oneonta, N.Y.

Bathroom Stop @ Grantville, P.A. \*Snack

Lunch @ Maryland Welcome Center \*Bag Lunch

Travel to Washington, D.C.

Arrive U.S. Capitol Visitor's Center

Time to explore the U.S. Capitol

Time to explore the Smithsonian Air and Space Museum

Travel to Magill's for Dinner

Time to explore: National Archives, Thomas Jefferson Memorial, FDR Memorial, MLK

Jr. Memorial, Lincoln Memorial, Vietnam Veterans' Memorial, National Mall

\* Any memorials not seen on Day 1 may be visited on Day 2.

Travel to Hilton in McLean, VA to check in for the night

Day 2 (Sunday)

Transport to Magill's for Breakfast

Walk to Metro Station

Metro to Arlington National Cemetery for JFK Grave visit, Tomb of Unknown Soldier and Changing of the Guard, Memorial Service, Flag Ceremony, Memorial Amphitheater, General Robert E. Lee's House, Women's War Memorial, Iwo Jima Memorial, Visitor's Center

Travel to Magill's for Lunch

Return to Washington, D.C. with time to explore: Washington Monument, Smithsonian Museum of American History, National Mall

Travel to Magill's for Dinner

Time to explore: White House and any memorials not visited on Day 1

Travel to Hilton in McLean, VA for the night

Day 3 (Monday)

Travel to Magill's for Breakfast

Souvenir/T-Shirt Shopping

Ford's Theater and Museum

Washington National Zoo w/Lunch

Depart to travel to Philadelphia

Evening at Franklin Institute Science Museum w/Dinner

Travel to Wyndham Historic District for the night

Day 4 (Tuesday)

Breakfast at Hard Rock Cafe

Time to explore: Independence Visitor's Center, Washington Statue, Liberty Bell, Independence Hall, Christ Church Burial Ground, Betsy Ross House, Elfreth's Alley

Meet at National Constitution Center

Travel to Old Country Buffet in Allentown, PA for Lunch

Travel to Hale in Oneonta, NY (ETA 7:30 p.m.)

Last year's trip cost was \$400/student with 1 chaperone required per 10 students. Hale motor coaches will travel together with additional escort vehicles. A tour representative and mechanic from Hale travel along with two EMT's and a Sheriff to support the student groups.

# Meals in Washington DC / Philadelphia - 2020

<b>Saturday</b>	
<b>Dinner</b>	<b>Magill's</b> Buffet – Variety of pizzas, fried chicken, spaghetti with meat sauce, garlic bread, baked ziti, a 30-item fresh fruit and salad bar, taco bar, mashed potatoes, meatballs with gravy, fried potatoes, steamed vegetables, homemade cinnamon rolls, rice, casserole, soup, chili and barbeque ribs. Dessert bar and make-your-own sundaes.
<b>Sunday</b>	
<b>Breakfast</b>	<b>Magill's</b> Buffet – Cold cereal, bacon, scrambled eggs, fried potatoes, French toast sticks, sausage links/patties, sausage gravy, biscuits, muffins, cinnamon rolls, bagels, fresh fruit bar, pastries, juices, milk, coffee/tea.
<b>Lunch</b>	<b>Magill's</b> Same as above for dinner, except no Barbeque Ribs.
<b>Dinner</b>	<b>Magill's</b> Same as Saturday's dinner
<b>Monday</b>	
<b>Breakfast</b>	<b>Magill's</b> Same as Sunday
<b>Lunch</b>	<b>Box Lunch at Zoo</b> Turkey sandwich with lettuce and cheese, chips, fruit snack, cookies and soda
<b>Dinner</b>	<b>Franklin Institute</b> Pizza Party - with salad, drink and cookies
<b>Tuesday</b>	
<b>Breakfast</b>	<b>Hard Rock Café</b> Scrambled eggs, bacon, sausage, french toast sticks, fruit, juice, milk, coffee/tea
<b>Lunch</b>	<b>Old Country Buffet - Allentown, PA</b> Lunch Buffet - a borgasmord of everything yummy



139 Commerce Road  
Oneonta, New York 13820  
(607) 353-7661

Dear Principal and/or Superintendent:

Hale Transportation again this year will be sponsoring the annual Civic Duty Reward Trip (formerly the Crossing Guard Trip) for area students who participate in a Civic Duty Program in their respective school communities. Please accept this letter as an invitation and welcome for your school to participate in the 2020 trip. Hale Transportation is extremely proud continuing this tradition as well as organizing and coordinating this customized trip with the continued support of dedicated individuals, school districts and chaperones such as yourself. This educational experience provides local students with an invaluable travel and learning opportunity.

The 2019 trip dates are Saturday - May 9<sup>th</sup>, 2020 to Tuesday - May 12<sup>th</sup>, 2020. The basic trip itinerary will remain the same as in previous years. We sightsee and tour Washington, D.C., our nations' capital - from Saturday - Monday (two nights, two and a half days) and then travel to Philadelphia, PA, one of America's most historic cities, for further sightseeing on Monday - Tuesday (one night, one and a half days). Trip cost will be \$1,200 per student. Hale Transportation has diligently worked to make this trip as affordable as possible for all participating students while still maintaining a quality experience.

Just as last year, the safety and security precautions put in place for the trip are of the utmost importance for the comfort of students, chaperones, parents and school districts. All procedures will continue as in the past.

We strongly recommend that each school provide one chaperone per 10 students preferably both male and female. Additional chaperones can be sent, but will be charged accordingly - financial constraints limit us from allowing complimentary chaperones above this ratio. Chaperones must be professionally active in your school, preferably associated with the 6th grade. Parents of students are not accepted as chaperones. Please forward to our office a Letter of Recommendation for each chaperone that will accompany your participating students.

Preliminary trip information was given to your schools' head chaperone during our first planning meeting. For decades, this long-time travel experience and tradition has created memories of a lifetime for thousands of area students and could not continue without all your support! Hale Transportation certainly looks forward to another successful and fun trip! If you have any questions or concerns, do not hesitate to contact me at our Oneonta Office.

Sincerely yours,

Camilla Morris  
Trip Coordinator

Unatego Central School District  
2019-2020 School Tax Collection Report

Unpaid school taxes in the amount of \$887,943.71 have been forwarded to the Otsego and Delaware County Treasurer's offices to be relieved with the January 2020 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 2020.

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	2,941.84	458.97	2,482.87	74.49	2,557.36
Sidney	552,972.89	484,855.67	68,117.22	2,043.52	70,160.74
Butternuts	54,365.15	43,514.22	10,850.94	325.53	11,176.47
Laurens	9,566.18	8,025.75	1,540.43	46.06	1,586.49
Oneonta	58,705.07	51,938.83	6,766.24	202.99	6,969.23
Otego	3,094,257.72	2,668,986.46	425,271.26	12,758.15	438,029.41
Unadilla	2,431,609.99	2,084,557.46	347,052.44	10,411.57	357,464.01
<b>Total</b>	<b>6,204,418.84</b>	<b>5,342,337.36</b>	<b>862,081.40</b>	<b>25,862.31</b>	<b>887,943.71</b>

Amount to be paid by  
Delaware and Otsego  
Counties by 4/30/20



To: Board of Education

From: Sandra Bonczkowski

For: Donation of choral risers

Date: November 22, 2019

I am requesting that the board of education please accept a donation of 4 choral risers for our music department from the Gilbertsville-Mt. Upton music department. They recently renovated their auditorium and this renovation included new risers for them. They offered our music department their used risers.

Please let me know how to proceed.

Thank you.

Sandy

To: Dr. Richards, Superintendent

From: Julie Lambiaso, HS Principal



Date: November 22, 2019

Re: Appointment

I am recommending the permanent appointment of Nicole Davis as Keyboard Specialist.



# Unatego Elementary School

265 Main Street  
Unadilla, NY 13849

Mike Snider  
Principal

Brenda Birdsall  
Administrative Assistant

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

Kelley Biro  
School Counselor

Jessica Mott  
School Nurse

## MEMO

To: Dr. David Richards

From: Mike Snider, Elementary Principal

Date: November 26, 2019

Re: Recommendation ~ Marie Simmons sub for the Afterschool Homework Help Program

I recommend Marie Simmons as a sub for the Afterschool Homework Help Program for the 2019-2020 school year.

November 22, 2019

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.

Winter

Spike Paranya Volunteer Assistant Indoor and Outdoor Track and Field

Christina Butcher Volunteer Assistant JV Girls Basketball

Thank you,

Matthew J. Hafele