

UNATEGO CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION AGENDA
MONDAY, MARCH 1, 2021
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 Pledge**
- 1.4 Approve regular board meeting minutes of February 22, 2021**
- 1.5 Adopt Agenda**

2. PUBLIC COMMENT

3. PRESENTATIONS

- 3.1 Principal's Report –**
- 3.2 Superintendent's Report – Dr. David S. Richards**
- 3.3 Committee Report -**

4. ADMINISTRATIVE ACTION

- 4.1 Policy #5633 Gender Neutral Single-Occupancy Bathrooms (second reading, adopted) (3.1.21 G1)**
- 4.2 Policy #3420 Non-Discrimination and Anti-Harassment in the District (second reading, replaces, adopted) (3.1.21 G2)**
- 4.3 Approve surplus of a vehicle (Bus #133) (3.1.21 G3)**
- 4.4 Approve the Districts sports specific plans for Football and Volleyball (3.1.21 G4)**
- 4.5 Approve the Districts participation in Football for the 2021 season (3.1.21 G5)**
- 4.6 Approve the Districts participation in Volleyball for the 2021 season (3.1.21 G6)**
- 4.7 Accept Mona Tilt's resignation for the purpose to retire as an Elementary LTA (3.1.21 C1)**
- 4.8 Accept Cynthia Jahn's resignation for the purpose to retire as an Elementary Special Education Teacher (3.1.21 C2)**
- 4.9 Accept Susan Delello's resignation for the purpose to retire as a Special Education Teacher (3.1.21 C3)**
- 4.10 Accept Patricia Hoyt's resignation for the purpose to retire as Middle School Principal (3.1.21 C4)**

Board Agenda 3.1.21

PG: 2

- 4.11 Accept Marie Simmons resignation for the purpose to retire as an Elementary LTA (3.1.21 C5)**
- 4.12 Accept Terri Horan's resignation for the purpose to retire as an Elementary LTA (3.1.21 C6)**
- 4.13 Accept Katrina Crandell's resignation for the purpose to retire as an Elementary Teacher (3.1.21 C7)**
- 4.14 Appoint fall 2 volleyball coaches for the 2020-2021 season and volunteer coaches for football season (3.1.21 C8)**
- 4.15 Approve Wayne Strickland's permanent appointment as a Bus Driver/Cleaner (3.1.21 UC1)**

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 3.1.21

PG: 3

4.1

3.1.21 G1

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby adopt Policy #5633 Gender Neutral Single-Occupancy Bathrooms as presented.

4.2

3.1.21 G2

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby adopt Policy #3420 Non-Discrimination and Anti-Harassment in the District as presented.

4.3

3.1.21 G3

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve surplus of a vehicle (Bus #133) as presented.

4.4

3.1.21 G4

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the District Sports Specific Plans for Football and Volleyball, subject to approval by the School Medical Director as presented.

4.5

3.1.21 G5

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the Districts participation in Football for the 2021 season, subject to approval by the School Medical Director as presented.

4.6

3.1.21 G6

RESOLVED: Upon the recommendation of the Superintendent of Schools that is Board does hereby approve the Districts participation in Volleyball for the 2021 season, subject to approval by the School Medical Director as presented.

4.7

3.1.21 C1

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby accept Mona Tilt's resignation for the purpose to retire as an Elementary LTA, effective June 30, 2021 as presented.

Board Agenda 3.1.21

PG: 4

4.8

3.1.21 C2

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby accept Cynthia Jahn's resignation for the purpose to retire as an Elementary Special Education Teacher, effective June 30, 2021 as presented.

4.9

3.1.21 C3

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby accept Susan Delello's resignation for the purpose to retire as a Special Education Teacher, effective June 30, 2021 as presented.

4.10

3.1.21 C4

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby accept Patricia Hoyt's resignation for the purpose to retire as Middle School Principal, effective July 1, 2021 as presented.

4.11

3.1.21 C5

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby accept Marie Simmons resignation for the purpose to retire as an Elementary LTA, effective June 30, 2021 as presented.

4.12

3.1.21 C6

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby accept Terri Horan's resignation for the purpose to retire as an Elementary LTA, effective June 30, 2021 as presented.

4.13

3.1.21 C7

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby accept Katrina Crandell's resignation for the purpose to retire as an Elementary Teacher, effective June 30, 2021 as presented.

4.14

3.1.21 C8

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint the coaches for the 2020-2021 fall 2 volleyball season and three (3) volunteer coaches for football as presented.

Board Agenda 3.1.21

PG: 5

4.15

3.1.21 UC1

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the permanent appointment of Wayne Strickland, Bus Driver/Cleaner, effective March 2, 2021 as presented.

SUBJECT: NON-DISCRIMINATION AND ANTI-HARASSMENT IN THE DISTRICT

Overview

The District is committed to creating and maintaining an environment which is free from discrimination and harassment. This policy addresses complaints of discrimination and/or harassment made under applicable federal and state laws and regulations, as well as any applicable District policy, regulation, procedure, or other document such as the District's *Code of Conduct*. It is just one component of the District's overall commitment to maintaining a discrimination and harassment-free educational and work environment.

In accordance with applicable federal and state laws and regulations, the District does not discriminate on the basis of any legally protected class or category in its education programs and activities or when making employment decisions. Further, the District prohibits discrimination and harassment on school property and at school functions on the basis of any legally protected class including, but not limited to:

- a) Race;
- b) Color;
- c) Religion;
- d) Disability;
- e) National origin;
- f) Sexual orientation;
- g) Gender identity or expression;
- h) Military status;
- i) Sex;
- j) Age; and
- k) Marital status.

The District adopts this policy as part of its effort to provide for the prompt and equitable resolution of complaints of discrimination and/or harassment. The District will promptly respond to reports of discrimination and/or harassment, ensure that all investigations are conducted within a reasonably prompt time frame and under a predictable fair grievance process that provides due process protections, and impose disciplinary measures and implement remedies when warranted.

(Continued)

**SUBJECT: NON-DISCRIMINATION AND ANTI-HARASSMENT IN THE DISTRICT
(Cont'd.)**

Inquiries about this policy may be directed to the District's Civil Rights Compliance Officer(s) (CRCO(s)).

Scope and Application

This policy outlines the District's general approach to addressing complaints of discrimination and/or harassment. This policy applies to the dealings between or among the following parties on school property and at school functions:

- a) Students;
- b) Employees;
- c) Applicants for employment;
- d) Paid or unpaid interns;
- e) Anyone who is (or is employed by) a contractor, subcontractor, vendor, consultant, or other person providing services pursuant to a contract in the workplace;
- f) Volunteers; and
- g) Visitors or other third parties.

Further, discrimination and/or harassment that occurs off school property and somewhere other than a school function can disrupt the District's educational and work environment. This conduct can occur in-person or through phone calls, texts, emails, or social media. Accordingly, conduct or incidents of discrimination and/or harassment that create or foreseeably create a disruption within the District may be subject to this policy in certain circumstances.

Other District policies and documents such as regulations, procedures, collective bargaining agreements, and the District's *Code of Conduct* may address misconduct related to discrimination and/or harassment and may provide for additional, different, or more specific grievance procedures depending on a number of factors including, but not limited to, who is involved, where the alleged discrimination and/or harassment occurred, and the basis of the alleged discrimination and/or harassment. These documents must be read in conjunction with this policy.

The dismissal of a complaint under one policy or document does not preclude action under another related District policy or document.

(Continued)

**SUBJECT: NON-DISCRIMINATION AND ANTI-HARASSMENT IN THE DISTRICT
(Cont'd.)**

Definitions

For purposes of this policy, the following definitions apply:

- a) "School property" means in or within any building, structure, athletic playing field, playground, parking lot, or land contained within the real property boundary line of any District elementary or secondary school, or in or on a school bus or District vehicle.
- b) "School function" means a school-sponsored or school-authorized extracurricular event or activity regardless of where the event or activity takes place, including any event or activity that may take place virtually or in another state.

What Constitutes Discrimination and Harassment

Determinations as to whether conduct or an incident constitutes discrimination and/or harassment will be made consistent with applicable federal and state laws and regulations, as well as any applicable District policy, regulation, procedure, or other document such as the District's *Code of Conduct*. These determinations may depend upon a number of factors, including, but not limited to: the particular conduct or incident at issue; the ages of the parties involved; the context in which the conduct or incident took place; the relationship of the parties to one another; the relationship of the parties to the District; and the protected class or characteristic that is alleged to have been the basis for the conduct or incident. The examples below are intended to serve as a general guide for individuals in determining what may constitute discrimination and/or harassment. These examples should not be construed to add or limit the rights that individuals and entities possess as a matter of law.

Generally stated, discrimination consists of the differential treatment of a person or group of people on the basis of their membership in a legally protected class. Discriminatory actions may include, but are not limited to: refusing to promote or hire an individual on the basis of his or her membership in a protected class; denying an individual access to facilities or educational benefits on the basis of his or her membership in a protected class; or impermissibly instituting policies or practices that disproportionately and adversely impact members of a protected class.

Generally stated, harassment consists of subjecting an individual, on the basis of his or her membership in a legally protected class, to unwelcome verbal, written, or physical conduct which may include, but is not limited to: derogatory remarks, signs, jokes, or pranks; demeaning comments or behavior; slurs; mimicking; name calling; graffiti; innuendo; gestures; physical contact; stalking; threatening; bullying; extorting; or the display or circulation of written materials or pictures.

(Continued)

**SUBJECT: NON-DISCRIMINATION AND ANTI-HARASSMENT IN THE DISTRICT
(Cont'd.)**

This conduct may, among other things, have the purpose or effect of: subjecting the individual to inferior terms, conditions, or privileges of employment; creating an intimidating, hostile, or offensive environment; substantially or unreasonably interfering with an individual's work or a student's educational performance, opportunities, benefits, or well-being; or otherwise adversely affecting an individual's employment or educational opportunities. Petty slights or trivial inconveniences generally do not constitute harassing conduct.

Civil Rights Compliance Officer

*The District has designated the following District employee(s) to serve as its CRCO(s):
Superintendent of Schools, 2641 State HWY 7, Otego, NY 13825. 607-988-5038
drichards@uantego.stier.org
School Business Manager, 2641 State HWY 7, Otego, NY 13825. 607-988-5022
ploker@unatego.stier.org

The CRCO(s) will coordinate the District's efforts to comply with its responsibilities under applicable non-discrimination and anti-harassment laws and regulations including, but not limited to: the Americans with Disabilities Act of 1990, Section 504 of the Rehabilitation Act of 1973, Title VI of the Civil Rights Act of 1964, and the Age Discrimination Act of 1975.

Where appropriate, the CRCO(s) may seek the assistance of other District employees, such as the District's Title IX Coordinator(s) or Dignity Act Coordinator(s) (DAC(s)), or third parties in investigating, responding to, and remedying complaints of discrimination and/or harassment.

Reporting Allegations of Discrimination and/or Harassment

Any person may report discrimination and/or harassment regardless of whether they are the alleged victim or not. Reports may be made in person, by using the contact information for the CRCO, or by any other means that results in the CRCO receiving the person's oral or written report. This report may be made at any time (including during non-business hours) by using the telephone number or email address, or by mail to the office address, listed for the CRCO.

Reports of discrimination and/or harassment may also be made to any other District employee including a supervisor or building principal. All reports of discrimination and/or harassment will be immediately forwarded to the CRCO. Reports may also be forwarded to other District employees depending on the allegations.

All District employees who witness or receive an oral or written report of discrimination and/or harassment must immediately inform the CRCO. Failure to immediately inform the CRCO may subject the employee to discipline up to and including termination.

(Continued)

**SUBJECT: NON-DISCRIMINATION AND ANTI-HARASSMENT IN THE DISTRICT
(Cont'd.)**

In addition to complying with this policy, District employees must comply with any other applicable District policy, regulation, procedure, collective bargaining agreement, or other document such as the District's *Code of Conduct*. Applicable documents include, but are not limited to, the District's policies, regulations, and procedures related to Title IX, sexual harassment in the workplace, and the Dignity for All Students Act (DASA).

If the CRCO is unavailable, including due to a conflict of interest or other disqualifying reason, the report will be directed to another CRCO, if the District has designated another individual to serve in that capacity. If the District has not designated another CRCO, the Superintendent will ensure that another person with the appropriate training and qualifications is appointed to act as the CRCO.

Grievance Process for Complaints of Discrimination and/or Harassment

The District will act to promptly, thoroughly, and equitably investigate all complaints, whether oral or written, of discrimination and/or harassment based on any legally protected class and will promptly take appropriate action to protect individuals from further discrimination and/or harassment. The CRCO will oversee the District's investigation of all complaints of discrimination and/or harassment. In the event an anonymous complaint is filed, the District will respond to the extent possible.

If an investigation reveals that discrimination and/or harassment based on a legally protected class has occurred, the District will take immediate corrective action as warranted. This action will be taken in accordance with applicable federal and state laws and regulations, as well as any applicable District policy, regulation, procedure, collective bargaining agreement, third-party contract, or other document such as the District's *Code of Conduct*.

Knowingly Makes False Accusations

Any employee or student who knowingly makes false accusations against another individual as to allegations of discrimination and/or harassment will face appropriate disciplinary action.

Prohibition of Retaliatory Behavior (Commonly Known as "Whistle-Blower" Protection)

The District prohibits retaliation against any individual because the individual made a report or complaint, testified, assisted, or participated or refused to participate in an investigation, proceeding, or hearing related to a complaint of discrimination and/or harassment.

Complaints of retaliation may be directed to the CRCO. If the CRCO is unavailable, including due to a conflict of interest or other disqualifying reason, the report will be directed to another CRCO, if the District has designated another individual to serve in that capacity. If the District has not designated another CRCO, the Superintendent will ensure that another person with the appropriate training and qualifications is appointed to act as the CRCO.

(Continued)

**SUBJECT: NON-DISCRIMINATION AND ANTI-HARASSMENT IN THE DISTRICT
(Cont'd.)**

Where appropriate, follow-up inquiries will be made to ensure that the discrimination and/or harassment has not resumed and that those involved in the investigation have not suffered retaliation.

Confidentiality

To the extent possible, all complaints will be treated as confidential. Disclosure may be necessary in certain circumstances such as to complete a thorough investigation and/or notify law enforcement officials. All disclosures will be in accordance with law and regulation.

Training

In order to promote familiarity with issues pertaining to discrimination and harassment in the District, and to help reduce incidents of prohibited conduct, the District will provide appropriate information and/or training to employees and students. As may be necessary, special training will be provided for individuals involved in the handling of discrimination and/or harassment complaints.

Notification

Prior to the beginning of each school year, the District will issue an appropriate public announcement or publication which advises students, parents or legal guardians, employees, and other relevant individuals of the District's established grievance process for resolving complaints of discrimination and/or harassment. This announcement or publication will include the name, office address, telephone number, and email address of the CRCO(s). The District's website will reflect current and complete contact information for the CRCO(s).

A copy of this policy and its corresponding regulations and/or procedures will be available upon request and will be posted and/or published in appropriate locations and/or District publications.

Additional Provisions

Regulations and/or procedures will be developed for reporting, investigating, and remediating allegations of discrimination and/or harassment.

42 USC § 1324b

Age Discrimination Act of 1975, 42 USC § 6101 et seq.

Age Discrimination in Employment Act of 1967 (ADEA), 29 USC § 621 et seq.

Americans with Disabilities Act (ADA), 42 USC § 12101 et seq.

Equal Educational Opportunities Act of 1974, 20 USC § 1701 et seq.

Genetic Information Non-Discrimination Act (GINA), 42 USC § 2000ff et seq.

National Labor Relations Act (NLRA), 29 USC § 151 et seq.

(Continued)

**SUBJECT: NON-DISCRIMINATION AND ANTI-HARASSMENT IN THE DISTRICT
(Cont'd.)**

Section 504 of the Rehabilitation Act of 1973, 29 USC § 790 et seq.
Title IV of the Civil Rights Act of 1964, 42 USC § 2000c et seq.
Title VI of the Civil Rights Act of 1964, 42 USC § 2000d et seq.
Title VII of the Civil Rights Act of 1964, 42 USC § 2000e et seq.
Title IX, 20 USC § 1681 et seq.
USERRA, 38 USC § 4301 et seq.
28 CFR Part 35
29 CFR Chapter I – National Labor Relations Board
29 CFR Chapter XIV – Equal Employment Opportunity Commission
34 CFR Parts 100, 104, 106, 110, and 270
Civil Rights Law §§ 40, 40-c, 47-a, 47-b, 48-a, and 115
Correction Law § 752
Education Law §§ 10-18, 313, 313-a, 2801, 3201, and 3201-a
Labor Law §§ 194-a, 201-d, 201-g, 203-e, 206-c, 215
New York State Human Rights Law, Executive Law § 290 et seq.
Military Law §§ 242, 243, and 318
8 NYCRR § 100.2
9 NYCRR § 466 et seq.

NOTE: Refer also to Policies #3421 -- Title IX and Sex Discrimination
#6120 -- Equal Employment Opportunity
#6121 -- Sexual Harassment in the Workplace
#6122 -- Employee Grievances
#7550 -- Dignity for All Students
#7551 -- Sexual Harassment of Students
#8130 -- Equal Educational Opportunities
District *Code of Conduct*

First Reading: February 22, 2021
Second Reading: March 1, 2021
Adoption Date:

POLICY

2021

5633

Non-Instructional/Business
Operations

SUBJECT: GENDER NEUTRAL SINGLE-OCCUPANCY BATHROOMS

The District is committed to creating and maintaining an inclusive educational and work environment. The District will ensure that all single-occupancy bathroom facilities are designated as “gender neutral” for use by no more than one occupant at a time or for family- or assisted- use.

“Single-occupancy bathroom” means a bathroom intended for use by no more than one occupant at a time, or for family- or assisted- use, and which has a door for entry and egress. That bathroom door may be locked by the occupant to ensure privacy and security.

Therefore, all single-occupancy bathrooms in the District, including temporary or portable facilities, are deemed “gender neutral”, and shall be clearly designated as such by “gender neutral” signage located near or on each bathroom door. Single-occupancy bathrooms that are also designated as “family bathrooms” or “assisted bathrooms” shall also be designated as “general neutral”.

Education Law § 409-m
Public Building Law § 145

NOTE: Refer also to Policy #7554- Student Gender Identity

First Reading: February 22, 2021
Second Reading: March 1, 2021
Adoption Date:

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

Patricia Loker
Business Manager
(607) 988-5038

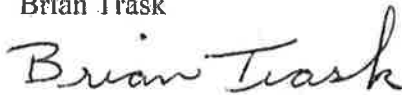
February 25, 2021

I am recommending, that the Unatego School District surplus the following items.

Bus # 133 – 2011 Microbird

VIN# - 1GB3G2BG6B1162361

Brian Trask



Director of Transportation

UNATEGO CENTRAL SCHOOL DISTRICT
2021 Covid-19 SPORT SPECIFIC PLANS
Football

General Considerations

The NYSDOH has determined that Basketball is a high-risk sport (least ability to maintain physical distance and/or be performed individually; least ability to (1) avoid touching of shared equipment, (2) clean and disinfect any equipment between uses by different individuals, or (3) not use shared equipment at all).

BASKETBALL SPECIFIC PREPAREDNESS PLAN:

- PLAN ADMINISTRATOR: Matt Hafele. Plan administrator is responsible for communicating the plan to student-athletes, coaches, parents, trainers, referees/officials, etc.
- PLAN COORDINATOR: Dr. David Richards, plan coordinator will serve as point of contact, should any cases be identified. The coordinator must facilitate and assist with case investigation and contact elicitation and notification.
- Approved masks are mandatory in all locations (practice, competition & locker rooms)
- Spectators 2 per player for the home team only.
- The team box may be extended on both sides of the field to the 10-yard lines (for players only) in order for more social-distancing space for the teams.
- Practice times will be scheduled with a break of no less than 10 minutes between sports. Athletes will be instructed they are to be picked up/leave the facilities immediately following their practice to avoid crowding and congestion.
 - Following games, teams will be instructed to leave one team at a time. Visiting teams will be instructed to leave first, followed by the home teams.
- Sharing of personal objects is absolutely prohibited.
 - Any other shared objects will be disinfected following drills, or any activity where partners are switched.
 - During games, game balls will be sanitized/disinfected (following recommendations from ball manufacturer) during timeouts/or any other lengthy stoppages of play (i.e., halftime, end of quarter, etc.)
- Locker rooms will be limited to no more than 5 athletes from one team at a time. Student-athletes will be required to always maintain a safe distance in locker rooms and should be in them for no more than 10 minutes.
 - Use of locker rooms is strongly discouraged.
 - Locker Room use, if needed, is only for changing prior to games. Locker rooms will be disinfected to meet NYSDOH guidelines after every use.
 - Encourage your athletes to utilize clothing that can be worn over their uniforms following contests/practices.
 - Approved masks are mandatory in locker rooms as well in all other locations.
- Athletes should avoid carpooling to and from contests and practices if possible.
- Hand Sanitizing stations will be near the scorer's table, as well as both team benches, along with being in readily accessible areas in the gymnasium during practice.
- Travel to and from games will follow all NYS requirements.

- Team dinners are prohibited; School buses will not stop on the way to/from contests.
- Unnecessary physical contact (high-fives, handshakes) should be prohibited.
 - Pre-game introductions will be eliminated.
- OVERNIGHT TRAVEL IS PROHIBITED.
- Team benches will be set up so that no player's area is within 6 feet of another. Seats will be assigned, and disinfected between contests. The ball holders should maintain social distancing of six feet at all times during the contest.
- Tooth and Mouth Protectors – If mouth-guards are removed on the sidelines or bench area, the athlete should use hand sanitizer each time after touching the mouth guard.
- Gloves are permissible but still must comply with Rule 1-5-2b by meeting either the NOCSAE Standard or the SFIA Specification.
- Time Outs - A single charged time-out may be extended to a maximum of two minutes in length.
- Time Outs - The authorized conference for the charged time-out should take place between the 9- yard marks and not at the sideline for social-distancing purposes (It would be permissible for more than one coach to be involved in this conference and for technology to be used).
- The intermission between periods may be extended to a maximum of two minutes between the first and second and the third and fourth periods, and following a try, successful field goal or safety, and prior to the succeeding free kick.

To report concerns please contact 607-988-5086; or highrisksports@unatego.stier.org

- Social Distancing of more than 6 feet must be maintained if a face mask is removed for any reason.

Coaches will:

- Complete the DAILY COVID questionnaire before arrival to facility.
- Follow directions on COVID questionnaire regarding their attendance that day.
- Help other coaches identify student-athletes who should not be in the gymnasium (must leave immediately).
- Communicate directly with the athletic director before starting activities for the day to ensure that all procedures have been completed with student-athletes and coaches.
- Always keep their athletes in groupings.
- Wear an approved face mask at all times.
- Immediately stop any activity for the day if guidelines are not being followed.

Student-Athletes will:

- Complete COVID questionnaire before their arrival to Practice/game.
- Wear an approved face mask at all times when within 6 feet of others, unless the student has written notification from their health care provider.
- Follow the directions of the screeners at ALL TIMES.

Parents will:

- Parents will not be allowed at practices. Spectators will be allowed at home games only, with a maximum of 2 per player on the team.
- Follow the NYSDOH guidance; when allowed.
- Check in with assigned staff upon entry.
- Refrain from congregating within 6 feet of other spectators at the field.
- Wear an approved face mask at all times.
- Wash hands frequently.

Screening process:

- All Athletes and coaches will be screened prior to practice or competition, regardless of their attendance at school.
 - Screening will include; temperature checks, along with checking of other symptoms associated with COVID-19 (loss of taste/smell, unexplained cough, sore throat, shortness of breath, etc.)

Failed Screenings: In the event of failed screening, the following steps must be taken:

- The designated screener will send the student-athlete home immediately and will communicate with parents/guardians. (Parents/guardians are asked to remain in the vicinity until their children clear the screening process.)
- The designated screener will notify coaches of athlete-participation status.
- Student-athletes will be required to obtain a medical clearance from a physician or a negative COVID-19 test result (PCR) to return to activity.

OTHER RECCOMENDATIONS

Considerations for Coaches:

- Communicate your guidelines in a clear manner to students and parents.
- Consider conducting in “cohorts” of same students, always training and rotating together in practice to ensure more limited exposure if someone develops an infection.
- Keep accurate records of those athletes and staff who attend each activity in case contact tracing is required.
- Social distancing is required at all times.
- Wear an approved face mask at all times. Face coverings must cover nose and mouth.

Considerations for Student-Athletes:

- Consider making each student responsible for their own supplies.
- Students must wear own, appropriate clothing (no shared items); all clothing/towels must be washed/cleaned after every activity immediately upon returning home.
- Once an activity is concluded, all borrowed materials will be collected and disinfected.

Considerations for Parents:

- Provide personal items for your child and clearly label them.

- Spectators should not congregate within 6 feet of other spectators in the gym.
- In accordance with NYSDOH guidance, only two spectators per participant are permitted, when allowed.
- Make sure their student-athletes complete the daily screening.
- Pick up their child immediately if contacted regarding possibility that child has COVID-19 symptoms.
- Get medical clearance for their child to participate in activities, if directed by the district.

Facility Cleaning:

- All areas and equipment used by participants must be disinfected.
- Cleaning Procedures
- All participants, coaches, and spectators will need to wash their hands for minimum 20 seconds on arrival and departure.
- Rigorously clean and disinfect any shared equipment (e.g., basketballs) between use.
- Disinfect shared chairs and tables (scorer's table and bench chairs) between use.
- Remind players and coaches to clean and disinfect equipment before and after use.
- Locker rooms will be off limits, unless requested by the traveling school.
- Proper social distance must be practiced in all bathrooms.

Management of Ill Persons

If a player, coach, spectator or any other individual becomes ill or develops COVID 19 symptoms during a practice/game/event, the following protocol will be followed in accordance with the Unatego Central School District Reopening Plan.

Any person exhibiting symptoms should be required to immediately wear a face covering.

Staff and/or students who become symptomatic while on campus for a practice/game or event will be separated from others right away to a designated isolation area.

Individuals should remain in an isolation area with continued supervision and care until picked up by a parent/guardian or authorized adult. Students should be escorted from the isolation area to the parent/guardian with instructions that will include seeking medical attention from their doctor, NYSDOH resources for identifying testing sites, and the protocol for returning to school. If a family does not have a doctor or the doctor is unavailable they should call the Bassett Healthcare Triage Line (607-547-5555) to make an appointment for testing.

Coaches or officials who develop symptoms of COVID-19 during practices/games, or events should leave the campus and seek medical attention from their own medical provider.

For the District

Medical Director

UNATEGO CENTRAL SCHOOL DISTRICT
2021 Covid-19 SPORT SPECIFIC PLANS
Volleyball

General Considerations

The NYSDOH has determined that Basketball is a high-risk sport (least ability to maintain physical distance and/or be performed individually; least ability to (1) avoid touching of shared equipment, (2) clean and disinfect any equipment between uses by different individuals, or (3) not use shared equipment at all).

BASKETBALL SPECIFIC PREPAREDNESS PLAN:

- **PLAN ADMINISTRATOR:** Matt Hafele. Plan administrator is responsible for communicating the plan to student-athletes, coaches, parents, trainers, referees/officials, etc.
- **PLAN COORDINATOR:** Dr. David Richards, plan coordinator will serve as point of contact, should any cases be identified. The coordinator must facilitate and assist with case investigation and contact elicitation and notification.
- Approved masks are mandatory in all locations (practice, competition & locker rooms)
- Spectators will not be allowed with the exception of Senior Recognition which will be 2 spectators per senior player.
- Practice times will be scheduled with a break of no less than 10 minutes between sports. Athletes will be instructed they are to be picked up/leave the facilities immediately following their practice to avoid crowding and congestion.
 - Following games, teams will be instructed to leave one team at a time. Visiting teams will be instructed to leave first, followed by the home teams.
- Sharing of personal objects is absolutely prohibited.
 - Any other shared objects will be disinfected following drills, or any activity where partners are switched.
 - During games, game balls will be sanitized/disinfected (following recommendations from ball manufacturer) during timeouts/or any other lengthy stoppages of play (i.e., halftime, end of quarter, etc.)
- Locker rooms will be limited to no more than 5 athletes from one team at a time. Student-athletes will be required to always maintain a safe distance in locker rooms and should be in them for no more than 10 minutes.
 - Use of locker rooms is strongly discouraged.
 - Locker Room use, if needed, is only for changing prior to games. Locker rooms will be disinfected to meet NYSDOH guidelines after every use.
 - Encourage your athletes to utilize clothing that can be worn over their uniforms following contests/practices.
 - Approved masks are mandatory in locker rooms as well in all other locations.
- Athletes should avoid carpooling to and from contests and practices if possible.
- Hand Sanitizing stations will be near the scorer's table, as well as both team benches, along with being in readily accessible areas in the gymnasium during practice.
- Travel to and from games will follow all NYS requirements.
- Team dinners are prohibited; School buses will not stop on the way to/from contests.

- Unnecessary physical contact (high-fives, handshakes) should be prohibited.
 - Pre-game introductions will be eliminated.
- OVERNIGHT TRAVEL IS PROHIBITED.
- Team benches will be set up so that no player's area is within 6 feet of another. Seats will be assigned, and disinfected between contests. The ball holders should maintain social distancing of six feet at all times during the contest.
- For pre-match conference, participants must all wear masks and each team is allowed one captain to attend.
- Suspend handshakes, fist bumps and similar gestures prior to and following the pregame conference.
- Players should sanitize hands between sets.
- Four (4) game balls should be available throughout the match.
- Substitutes may stand directly in front of the team bench, chairs or bleachers.
- Teams are recommended to refrain from high fives and other similar celebrations following each point.
- Teams should remain on the same bench area throughout the match
- Officials Table - Limit essential personnel which includes home team scorer, libero tracker and timer to maintain social distance between individuals. Visiting team personnel (scorer, statisticians, etc.) are not deemed essential personnel and will need to find an alternative location. All table help must wear masks.
- The ball should be cleaned and sanitized throughout the contest as recommended by the ball manufacturer.
- Teams should bring their own balls/equipment for warm up

To report concerns please contact 607-988-5086; or highrisksports@unatego.stier.org

- Social Distancing of more than 6 feet must be maintained if a face mask is removed for any reason.

Coaches will:

- Complete the DAILY COVID questionnaire before arrival to facility.
- Follow directions on COVID questionnaire regarding their attendance that day.
- Help other coaches identify student-athletes who should not be in the gymnasium (must leave immediately).
- Communicate directly with the athletic director before starting activities for the day to ensure that all procedures have been completed with student-athletes and coaches.
- Always keep their athletes in groupings.
- Wear an approved face mask at all times.
- Immediately stop any activity for the day if guidelines are not being followed.

Student-Athletes will:

- Complete COVID questionnaire before their arrival to Practice/game.
- Wear an approved face mask at all times when within 6 feet of others, unless the student has written notification from their health care provider.
- Follow the directions of the screeners at ALL TIMES.

Parents will:

- Parents will not be allowed at competitions or practices, with the exception of seniors (two per senior player) on Senior Recognition Night.
- Follow the NYSDOH guidance; when allowed.
- Check in with assigned staff upon entry.
- Refrain from congregating within 6 feet of other spectators in the gym.
- Wear an approved face mask at all times.
- Wash hands frequently.

Screening process:

- All Athletes and coaches will be screened prior to practice or competition, regardless of their attendance at school.
 - Screening will include; temperature checks, along with checking of other symptoms associated with COVID-19 (loss of taste/smell, unexplained cough, sore throat, shortness of breath, etc.)

Failed Screenings: In the event of failed screening, the following steps must be taken:

- The designated screener will send the student-athlete home immediately and will communicate with parents/guardians. (Parents/guardians are asked to remain in the vicinity until their children clear the screening process.)
- The designated screener will notify coaches of athlete-participation status.
- Student-athletes will be required to obtain a medical clearance from a physician or a negative COVID-19 test result (PCR) to return to activity.

OTHER RECCOMENDATIONS

Considerations for Coaches:

- Communicate your guidelines in a clear manner to students and parents.
- Consider conducting in “cohorts” of same students, always training and rotating together in practice to ensure more limited exposure if someone develops an infection.
- Keep accurate records of those athletes and staff who attend each activity in case contact tracing is required.
- Social distancing is required at all times.
- Wear an approved face mask at all times. Face coverings must cover nose and mouth.

Considerations for Student-Athletes:

- Consider making each student responsible for their own supplies.
- Students must wear own, appropriate clothing (no shared items); all clothing/towels must be washed/cleaned after every activity immediately upon returning home.
- Once an activity is concluded, all borrowed materials will be collected and disinfected.

Considerations for Parents:

- Provide personal items for your child and clearly label them.
- Spectators should not congregate within 6 feet of other spectators in the gym.
- In accordance with NYSDOH guidance, only two spectators per participant are permitted, when allowed.
- Make sure their student-athletes complete the daily screening.
- Pick up their child immediately if contacted regarding possibility that child has COVID-19 symptoms.
- Get medical clearance for their child to participate in activities, if directed by the district.

Facility Cleaning:

- All areas and equipment used by participants must be disinfected.
- Cleaning Procedures
- All participants, coaches, and spectators will need to wash their hands for minimum 20 seconds on arrival and departure.
- Rigorously clean and disinfect any shared equipment (e.g., basketballs) between use.
- Disinfect shared chairs and tables (scorer's table and bench chairs) between use.
- Remind players and coaches to clean and disinfect equipment before and after use.
- Locker rooms will be off limits, unless requested by the traveling school.
- Proper social distance must be practiced in all bathrooms.

Management of Ill Persons

If a player, coach, spectator or any other individual becomes ill or develops COVID 19 symptoms during a practice/game/event, the following protocol will be followed in accordance with the Unatego Central School District Reopening Plan.

Any person exhibiting symptoms should be required to immediately wear a face covering.

Staff and/or students who become symptomatic while on campus for a practice/game or event will be separated from others right away to a designated isolation area.

Individuals should remain in an isolation area with continued supervision and care until picked up by a parent/guardian or authorized adult. Students should be escorted from the isolation area to the parent/guardian with instructions that will include seeking medical attention from their doctor, NYSDOH resources for identifying testing sites, and the protocol for returning to school. If a family does not have a doctor or the doctor is unavailable they should call the Bassett Healthcare Triage Line (607-547-5555) to make an appointment for testing.

Coaches or officials who develop symptoms of COVID-19 during practices/games, or events should leave the campus and seek medical attention from their own medical provider.

For the District

Medical Director

RECEIVED
FEB 23 2021

February 22, 2021

PV.

Dr. Richards and the Unatego Board of Education,

After spending 25 wonderful years at Unatego, I have decided to move on to the next chapter of my life. My final day of employment will be June 30, 2021, which falls before my birthday on November 25, at which time I will be 62 years old. It is my understanding that I will receive a lump sum for my retirement incentive for my first year of eligibility of \$6,819.00. This is based on 70% of the difference between my current salary and LTA step.

Please accept this letter as my formal intent to retire from my LTA position at the Unatego Central School effective June 30, 2021. I would like to take this time to thank you for giving me the opportunity to work with such special people. I am truly going to miss my time working with the children and my colleagues.

Sincerely,

Mona Tilt

Mona Tilt

Board of Education
Unatego Central School

RECEIVED
FEB 23 2021

March 1, 2021

BY:

Dear Unatego Board of Education,

I hereby terminate my position in the Unatego Central School District effective June 30, 2021. My reason for doing so is that I will retire. It has been an honor and a privilege to serve the youth of this community. I will miss working for Unatego, but there comes a time to say goodbye! Best wishes to you and the entire school community.

Sincerely,

A handwritten signature in cursive script that reads "Cynthia D. Jahn". The signature is written in black ink and is positioned below the word "Sincerely,".

Cynthia D. Jahn



RECEIVED
FEB 23 2021

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

BY:

Dear Dr. Richards:

February 1987. Seems like in a blink of the eye 34 years have passed and here I am presenting you with my letter of intent to retire effective June 30, 2021. I am proud to say that I remained with the Unatego Central School district for my entire career as a Special Education teacher.

During those 34 years I had the pleasure and honor to work with so many tremendous colleagues; teachers, administrators, paraprofessionals, clerical and custodial staff, and a host of others too numerous to list. All of whom I shall be forever indebted to as sources of knowledge, inspiration, and most importantly valued friends.

My career would have been nothing without the students. It is to them that I would like to thank from the bottom of my heart. It is them I will miss the most.

Although this is a bittersweet moment, I am ready to embrace and enjoy the next adventures my life has in store for me, whatever that may be. I shall miss my Unatego family and sincerely wish you all the very best in what the future may bring.

I hereby terminate my position in the Unatego Central School District effective June 30, 2021.

Sincerely,

Susan K. Delello



RECEIVED
FEB 23 2021

BY:

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

Dear Dr. Richards:

It is with mixed emotions that I write of my intent to retire as of July 1, 2021. I have worked at Unatego for 27 years and consider it my second home.

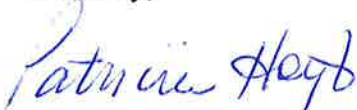
I have so enjoyed my time as teacher and then principal. I tried very hard to do whatever is best for students throughout my time at Unatego. I hope I made a difference in their lives in some small way. I know they made a difference in mine.

I will very much miss the staff at Unatego. I consider many of them friends and they made my years at Unatego enjoyable.

My students have been the bright spot every day, both as a teacher and principal. I will cherish those memories as I move on.

I wish everyone at Unatego the very best in the coming years.

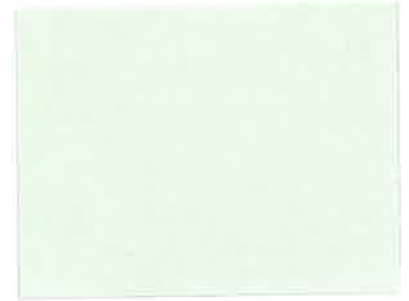
Sincerely,



Patricia Hoyt

RECEIVED
FEB 23 2021

BY:



February 28, 2021

Unatego Central School
2641 State Highway 7
P.O. Box 483
Otego NY 13825

Dr. David Richards and Unatego Board of Education,

It is with great sadness that I inform you of my intent to retire. I have been an employee of Unatego Central School District since December 1983. I have been extremely fortunate during my time spent here making connections and working along side of wonderful staff, which I will miss, and our outstanding students, one and all moving forward to reach their goals and achievements. I will deeply miss working with them and watching them grow.

Unatego will always have an incredibly special place in my heart. With that being said, I am looking forward to new adventures and more time with my husband Neil, my children, grandchildren and my great grandchildren.

"I hereby terminate my position in the Unatego Central School District effective June 30, 2021."

Sincerely,

Marie Simmons

Unatego Central School District
2641 NY State Route 7
Otego, NY 13825

RECEIVED
FEB 24 2021

BY:

February 26, 2021

Attention:
Dr. David Richards
Unatego Board of Education

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

This letter is to announce my intention of retiring June 30, 2021. I am very thankful to have worked in this school district since 1993 and to have had the opportunity to teach the district's students computer/research skills in the Otego Elementary School computer lab for 17 years and to work and teach in Unadilla's elementary school library for the past three years.

I also deeply enjoyed publishing Otego Elementary's newsletter, The Chalkdust for 15 years and also being the district administrator for the Fast ForWord computerized RTI program and conducting FF classes for an equal number of years.

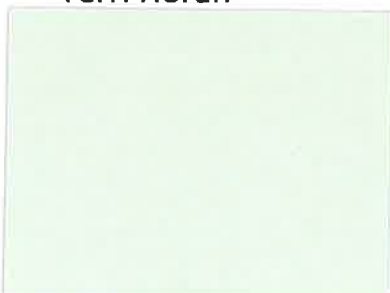
Finally, the Veterans Day assemblies I created and hosted at Otego Elementary School, will always have a special place in my heart. And as much as I realize this past year has been an outlier in the lives of those who educate our children, as well as students and their parents, I feel it is time for me to move on to something else.

I thank you again and every time one of our students comes up to me and says "I remember you", I will be doubly grateful for this experience.

Very sincerely yours,

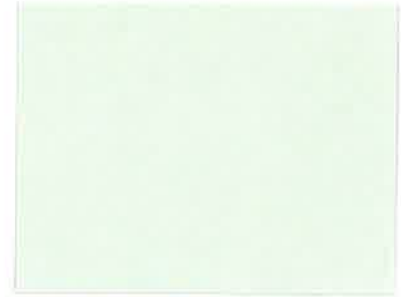
Terri G. Horan

Terri Horan



February 26, 2021

RECEIVED
FEB 25 2021



BY:

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

Dear Dr. Richards and the Unatego Board of Education,

I am writing this letter to inform you that I am retiring from the position of Second Grade Teacher with the Unatego Central School District.

Over the past 34 years, I've had the privilege to teach first, second and third grade in the Unadilla and Otego Elementary School buildings. I've taught countless numbers of children, and I hope that I've had a positive impact on all of them in some way. I've also been fortunate to work with many outstanding Teachers and other school staff. My decision to retire has not come easy, but I feel that it's time for me to spend more time enjoying my family and volunteering.

I understand that per the 2018-2021 Unatego Teachers Association Contract, as I am in my 3rd year of retirement eligibility, I will receive specific incentives from the District relative to unused accumulated sick days, my health plan and a Health Reimbursement Account. I look forward to discussing the next steps in this process.

In conclusion, I hereby terminate my position in the Unatego Central School District, effective June 30th, 2021.

Respectfully,

Katrina L. Crandell

Katrina L. Crandell

Unatego Central School

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

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

Patricia Loker
Business Manager
(607) 988-5038

February 26, 2020

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

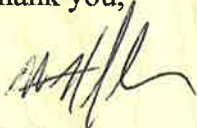
Dear Dr. Richards,

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

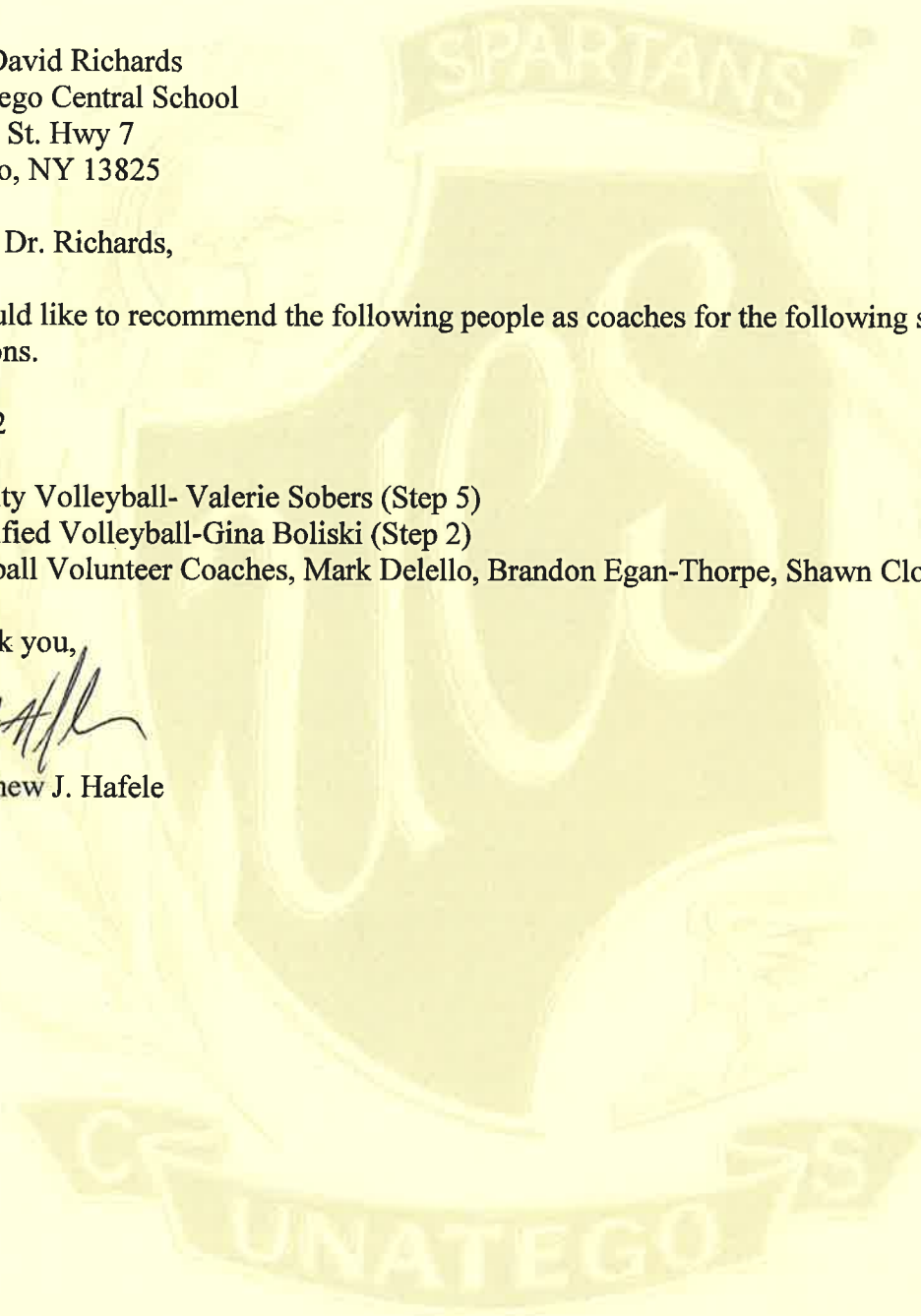
Fall 2

Varsity Volleyball- Valerie Sobers (Step 5)
Modified Volleyball-Gina Boliski (Step 2)
Football Volunteer Coaches, Mark Delello, Brandon Egan-Thorpe, Shawn Clow

Thank you,



Matthew J. Hafele



Unatego Central School

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

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

Patricia Loker
Business Manager
(607) 988-5038

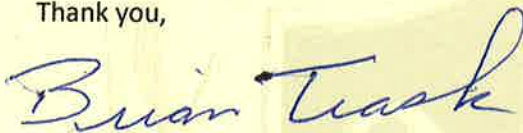
To: Dr. David Richards, Superintendent of Schools

From: Brian Trask, Transportation Director

Date: February 23, 2021

I am recommending Wayne Strickland, permanent appointment as Bus Driver/Cleaner, effective March 2, 2021.

Thank you,

A handwritten signature in blue ink that reads "Brian Trask". The signature is written in a cursive style with a large initial "B".

Brian Trask
Transportation Director

