

UNATEGO CENTRAL SCHOOL DISTRICT

BOARD OF EDUCATION AGENDA

MONDAY, APRIL 4, 2022

BUDGET WORKSHOP

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 Pledge
- 1.4 Approve regular board meeting minutes of March 21, 2022
- 1.5 Adopt Agenda

2. PUBLIC COMMENT

3. PRESENTATIONS

- 3.1 Administrators' Reports –
- 3.2 Providers' Presentation – Kelly Poje, Anita Grays, Winifred Slawson, and Jennifer Potrzeba
- 3.3 Superintendent's Report – Dr. David S. Richards

4. ADMINISTRATIVE ACTION

- 4.1 Approve BOCES resolution for Cooperative Purchasing for the 2022-2023 school year (4.4.22 G1)
- 4.2 Approve BOCES resolutions for Generic for the 2022-2023 school year (4.4.22 G2)
- 4.3 Approve BOCES resolutions for Cafeteria Supplies and Food Bids for the 2022-2023 school year (4.4.22 G3)
- 4.4 Approve transportation request to and from Otsego Christian Academy (4.4.22 G4)
- 4.5 Establish the Theresa Wiedeck Memorial Scholarship (4.4.22 G5)
- 4.6 Appoint Violet Bettiol teller and Sharon Harris and Elizabeth Goodrich machine inspectors for the Annual District Meeting (4.4.22 UC1)
- 4.7 Accept Martha Vanderlip's resignation as an aide/security (4.4.22 UC2)
- 4.8 Appoint Erin Dodrill substitute teacher/aide/LTA for the 2021-2022 school year (4.4.22 UC3)
- 4.9 Appoint Joseph Cantori substitute teacher for the 2021-2022 school year (4.4.22 UC4)
- 4.10 Approve Jordan Deyo's unpaid medical leave of absence (4.4.22 UC5)
- 4.11 Amend the start date/salary for Jacqueline Smith Elementary Academic Intervention Teacher to correspond with graduate credits per contract (4.4.22 C1)
- 4.12 Appoint Shannon Adams as a teacher for the After School Academic Eligibility Program for the 2021-2022 school year (4.4.22 C2)
- 4.13 Appoint Hannah Baskin School Counselor (4.4.22 C3)

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 4.4.22

PG: 3

4.1

4.4.22 G1

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby authorize BOCES to award bids on the behalf of the participating school district for Cooperative Purchasing for the 2022-2023 school year as presented.

4.2

4.4.22 G2

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby authorize BOCES to award bids on behalf of the districts in the preparation, advertising, and tabulation of bids but specifies that bids are to be awarded by individual district's Board of Education based on the information supplied by BOCES for Generic for the 2022-2023 school year as presented.

4.3

4.4.22 G3

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve a committee to act in the district's behalf and for the district to abide by committee recommendations and award of bids for Cafeteria Supplies and Food bid for the 2022-2023 school year as presented.

4.4

4.4.22 G4

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve transportation request to and from Otsego Christian Academy as presented.

4.5

4.4.22 G5

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby establish the Theresa Wiedeck Memorial scholarship as presented.

4.6

4.4.22 UC1

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Violet Bettiol teller and Sharon Harris and Elizabeth Goodrich machine inspectors for the Annual District Meeting at a rate of \$100/day.

4.7

4.4.22 UC2

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby accept, with regret and appreciation, Martha Vanderlip's resignation due to retirement as an aide/security, effective June 30, 2022.

4.8

4.4.22 UC3

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Erin Dodrill as substitute teacher/aide/LTA for the 2021-2022 school year as presented.

Board Agenda 4.4.22

PG: 4

4.9

4.4.22 UC4

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Joseph Cantori as substitute teacher for the 2021-2022 school year as presented.

4.10

4.4.22 UC5

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the unpaid medical leave of absence for Jordan Deyo from March 14, 2022, to March 29, 2022 as presented.

4.11

4.4.22 C1

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby amend the original appointment date and salary of Jacqueline Smith, to a three-year probationary appointment in the tenure area of Elementary Education Teacher effective date April 25, 2022, and ending April 24, 2025, Masters Step 9 +45, salary \$65,344 pro-rated, to correspond with graduate credits per contract.

4.12

4.4.22 C2

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Shannon Adams as a teacher for the After School Academic Eligibility Program for the 2021-2022 school year as presented.

4.13

4.4.22 C3

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Hannah Baskin, to a four-year probationary appointment in the tenure area of School Counselor, effective date July 1, 2022, and ending June 30, 2026, Masters Step 1 at a salary of \$53,717 as presented. (Replaces Laura Wade)

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



IMPORTANT MEMO

To: Participating Members

From: Beth Heinlein
Cooperative Purchasing Agent

Date: March 23, 2022

Re: Adoption of BOCES Resolutions

Welcome to another year participating in the Cooperative Purchasing Service. As you know our bidding year begins on July 1, 2022, and therefore we must have certain documents in place in order to service your district. Enclosed are the new 2022-2023 Resolutions for the Delaware-Chenango-Madison-Otsego BOCES Cooperative Purchasing Service, along with a Generic Resolution.

Although the Resolutions may, at first glance, appear to be identical, each resolution has a different purpose. In order to eliminate any confusion, a description and explanation for each resolution is listed below:

A. Cooperative Purchasing Resolution:

To be signed by districts participating in the full Cooperative Purchasing Service. This resolution authorizes BOCES to award bids on behalf of the participating school districts.

B. Generic Resolution:

To be signed by all districts. This resolution authorizes BOCES to act on the behalf of the districts in the preparation, advertising, and tabulation of bids but specifies that bids are to be awarded by the individual districts' Board of Education based on the information supplied by BOCES

C. Cafeteria Supplies and Food Bid Resolution:

To be signed by districts participating in the Cooperative Food Bid. This resolution appoints a committee to act on the districts' behalf and for the district to abide by the committee recommendations and award of bids.

The appropriate resolutions must be adopted and signed by your School Board and returned to us before July 1, 2022.

Any questions or concerns please do not hesitate to call me at 607-335-1262.

Thank you,

Beth Heinlein

Beth Heinlein

RESOLUTION OF BOARD OF EDUCATION

**COOPERATIVE PURCHASING
SCHOOL YEAR 2022-2023**

WHEREAS,

The Cooperative Purchasing Service is a plan of a number of public school districts in the Delaware-Chenango-Madison-Otsego BOCES Area in New York, to bid jointly equipment, supplies and contract items, and

WHEREAS,

The Central School named below is desirous of participating with other districts in the Delaware-Chenango-Madison-Otsego BOCES in the joint bidding of the items mentioned above as authorized by General Municipal Law, Section 119-o, and

WHEREAS,

The Central School named below wishes to appoint the Delaware-Chenango-Madison-Otsego BOCES to advertise for bid, accept, tabulate bids and award bids on their behalf; therefore

BE IT RESOLVED,

That the Board of Education of the Central School listed below hereby appoints the Delaware-Chenango-Madison-Otsego BOCES to represent it in all matters relating above, and designates the Evening Sun Newspaper as the legal publication for all Cooperative Purchasing bid notifications, and,

BE IT FURTHER RESOLVED,

That the Board of Education of the Central School listed below authorizes the Delaware-Chenango-Madison-Otsego BOCES to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned commodities, and,

BE IT FURTHER RESOLVED,

That the Board of Education of the Central School listed below agrees to (1) assume its equitable share of the costs of the Cooperative Bidding; (2) abide by majority decisions of the participating districts; (3) abide by the Award of the BOCES Board; (4) and that after the award of the bid it will conduct all negotiations directly with the successful bidder(s).

CERTIFICATION OF DISTRICT CLERK

I, _____, District Clerk of the

_____ Central School Board of
Education, hereby certifies that the above resolution was adopted by the required
majority vote of the Board of Education at its meeting held on _____.

Signature of District Clerk

Date

RESOLUTION OF BOARD OF EDUCATION

**GENERIC
SCHOOL YEAR 2022-2023**

WHEREAS,

It is a plan of a number of public school districts in the Delaware-Chenango-Madison-Otsego BOCES Area in New York, to bid jointly equipment, supplies and contract items, and

WHEREAS,

The Central School named below is desirous of participating with other districts in the Delaware-Chenango-Madison-Otsego BOCES Area in the joint bidding of the items mentioned above as authorized by General Municipal Law, Section 119-o, and

WHEREAS,

The Central School named below wishes to appoint a committee made up of participating schools to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids and providing the information to their Board of Education who will make the awards; therefore

BE IT RESOLVED,

That the Board of Education of the Central School listed below hereby appoints the Delaware-Chenango-Madison-Otsego BOCES to represent it in all matters relating above, and designates the Evening Sun Newspaper as the legal publication for all Cooperative Purchasing bid notifications and,

BE IT FURTHER RESOLVED,

That the Board of Education of the Central School listed below authorizes the above committee to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned items, and,

BE IT FURTHER RESOLVED,

That the Board of Education of the Central School listed below agrees to (1) abide by majority decisions of the participating districts on quality standards; (2) that it will award contracts based on information provided from the bid; (3) and that after the award of the bid it will conduct all negotiations directly with the successful bidder(s).

CERTIFICATION OF DISTRICT CLERK

I, _____, District Clerk of the

_____ Central School Board of Education, hereby certifies that the above resolution was adopted by the required majority vote of the Board of Education at its meeting held on _____.

Signature of District Clerk

Date

RESOLUTION OF BOARD OF EDUCATION

**FOOD and CAFETERIA SUPPLIES
SCHOOL YEAR 2022-2023**

WHEREAS,

It is a plan of a number of public school districts in the Delaware-Chenango-Madison-Otsego BOCES Area in New York, to bid jointly Cafeteria supplies including but not limited to food and paper items, and

WHEREAS,

The Central School named below is desirous of participating with other districts in the Delaware-Chenango-Madison-Otsego BOCES Area in the joint bidding of the commodities mentioned above as authorized by General Municipal Law, Section 119-o, and

WHEREAS,

The Central School named below wishes to appoint a committee made up of participating schools to assume the responsibility for drafting of specifications, advertising for bids, accepting and opening bids, tabulating bids and awarding bids and reporting the results to the schools; therefore;

BE IT RESOLVED,

That the Board of Education of the Central School listed below hereby appoints the Delaware-Chenango-Madison-Otsego BOCES to represent it in all matters relating above, and designates the Evening Sun Newspaper as the legal publication for all Cooperative Purchasing bid notifications, and,

BE IT FURTHER RESOLVED,

That the Board of Education of the Central School listed below authorizes the above committee to represent it in all matters leading up to the entering into a contract for the purchase of the above mentioned commodities, and,

BE IT FURTHER RESOLVED,

That the Board of Education of the Central School listed below agrees to (1) assume its equitable share of the costs of the Cooperative Bidding; (2) abide by majority decisions of the participating districts on quality standards; (3) that it will award contracts according to the recommendations of the committee; (4) and that after the award of the bid it will conduct all negotiations directly with the successful bidder(s).

CERTIFICATION OF DISTRICT CLERK

I, _____, District Clerk of the

_____ Central School Board of
Education, hereby certifies that the above resolution was adopted by the required
majority vote of the Board of Education at its meeting held on _____.

Signature of District Clerk

Date



Otsego
CHRISTIAN ACADEMY

STUDENT TRANSPORTATION REQUEST FORM

Please fill out this form and give it to your home school district.

Notification must be made by April 1st for the following school year, or upon entrance to OCA.

Unatego
(Name of School District)

April Bloomfield
(Name) (Street Address)

Otego NY 13825
(City) (State) (Zip)

We, the undersigned parent/guardians would like to request transportation for our child(ren)

Derek & Onanong Bloomfield
to Otsego Christian Academy at the above address for the 22/23 school year. We request that our child (ren) be picked up at the address below.

Thank you for your cooperation.

Sincerely,

Derek Bloomfield 3/23/22
(signature of parent/guardian) (Date)

(Address) (Home Phone/Cell Phone)

Emergency contact if parent cannot be reached:

Marcella Bloomfield Grandmother
(Name) (Relationship) (Telephone)

(Name) (Relationship) (Telephone)

Award is \$500.

The Theresa Wiedeck memorial scholarship is given in loving memory by the Underwood and Wiedeck families. Theresa attended Unatego and graduated in 2001. Theresa was outgoing, charismatic, and always willing to lend an ear or helping hand. Theresa was the senior student of the month in December 2000 and was involved in many activities. She was the Assistant Editor of the year book, Treasurer of Future Business Leaders of America, member of National Honor Society, and captain of the cheerleading squad. Theresa was a first generation college student, after earning her bachelor's degree she held various social work positions to further her desire to help others, especially children.

The Underwood and Wiedeck families would like to see the scholarship awarded on the following criteria:

- Financial need.
- Studious with potential for academic success whether it be trade school, community college or a university.
- Preference to first generation college student.
- Preference to females.

March 30, 2022

Dear Mr. Snider,

I will be retiring at the end of the
2021-2022 school year.

Sincerely
Martha Vanderlip

RECEIVED
MAR 30 2022

BY:

UNATEGO CENTRAL SCHOOL
NEW EMPLOYEE APPOINTMENT FORM

NAME: ERIN DODRILL

POSITION: SUB. TEACHER, AIDE, LTA

REPLACES: N/A

EFFECTIVE DATE: 4/5/22

EDUCATION LEVEL: 3 years college

YEARS OF EXPERIENCE: NONE

SALARY: STEP LEVEL \$ as per UNCERT. SUB RATE

CERTIFICATION: NONE

COLLEGE: SUNY ONEONTA

REFERENCES CONTACTED:

1. JADE STRAUSS, DAMASCENE
2. ERIC SCHEER, STUDENT AFFAIRS

COMMENTS: GOOD WORK ETHIC; PRE-SERVICE
EL. ED. MAJOR; EXPERIENCE
WORKING w/children


ADMINISTRATOR SIGNATURE

3/31/22
DATE

UNATEGO CENTRAL SCHOOL
NEW EMPLOYEE APPOINTMENT FORM

NAME: JOSEPH CANTORI

POSITION: Sub Teacher

REPLACES: N/A

EFFECTIVE DATE: 4/5/22

EDUCATION LEVEL: BS

YEARS OF EXPERIENCE: 0

SALARY: STEP LEVEL \$ as per UNCERT. SUB

CERTIFICATION: NONE

COLLEGE: SUNY STONY BROOK

REFERENCES CONTACTED:

1. Bill BABBAGE, Tennant
2. Lorraine Trovato, teacher

COMMENTS: BACKGROUND AS TEACHER
ASST. Volunteer. GOD
APTITUDE IN MATH & SCIENCE (STEM)



ADMINISTRATOR SIGNATURE

DATE

March 31st, 22'

To whom it may concern,
I am writing this letter asking for
unpaid Leave starting on March 14th, 2022.
I was absent recently from March 8th
March 29th

If you have any questions, please
don't hesitate to get ahold of me. My phone
number to be reached at is

RECEIVED
APR 01 2022

BY:

Sincerely,
Jordan Deyo
Jordan Deyo

To: Dr. Richards, Superintendent

From: Julie Lambiaso, HS Principal



Date: March 31, 2022

Re: AE Appointment

I am recommending Shannon Adams to the after-school AE program.

UNATEGO CENTRAL SCHOOL
NEW EMPLOYEE APPOINTMENT FORM

NAME: Hannah Baskin

POSITION: School Counselor

REPLACES: Laura Wade

EFFECTIVE DATE: July 1, 2022

EDUCATION LEVEL: Master of Science (expected 5/22)

YEARS OF EXPERIENCE: 0

SALARY: STEP 1 LEVEL M \$ 53,717

CERTIFICATION: School Counselor (expected 5/22)

COLLEGE: SUNY Plattsburgh, SUNY Oneonta

REFERENCES CONTACTED:

1. Maizy Jaklitsch

2. _____

COMMENTS: Hannah has been doing her internship in the high school counseling office. She is enthusiastic and cares about students.

Julie Lambrose
ADMINISTRATOR SIGNATURE

3/31/22
DATE