

**UNATEGO CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION AGENDA
TENTATIVE
MONDAY, MAY 7, 2018
EXEMPT SESSION
TO DISCUSS CSE RECOMMENDATIONS
6:00 P.M.
PUBLIC BUDGET HEARING
6:30 P.M.
BOARD OF EDUCATION MEETING
CALLED TO ORDER
7:00 P.M.
UNATEGO MIDDLE/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 April 23, 2018
- 1.8 Approve special board meeting minutes of May 1, 2018
- 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 (5.7.18 G1)
- 4.2 Approve Budget Transfers (5.7.18 G2)
- 4.3 Approve BOCES resolution for Cooperative Purchasing for the 2018-2019 school year (5.7.18 G3)
- 4.4 Approve BOCES resolutions for Generic for the 2018-2019 school year (5.7.18 G4)
- 4.5 Approve BOCES resolutions for Cafeteria Supplies and Food Bids for the 2018-2019 school year (5.7.18 G5)
- 4.6 Approve Barbara Enck teller for the Annual District Meeting (5.7.18 UC1)
- 4.7 Approve Lori-Ann Harvey monitor for Academic Eligibility Program (5.7.18 C1)
- 4.8 Tenure recommendation Sara Ingalls (5.7.18 C2)
- 4.9 Tenure recommendation Scott Wetmore (5.7.18 C3)
- 4.10 Appoint Corbin Henry substitute teacher for the 2017-2018 school year (5.7.18 UC2)

- 4.11 Appoint Mackenzie Henry substitute teacher for the 2017-2018 school year (5.7.18 UC3)
- 4.12 Appoint Kelly DeMorier substitute aide/clerical worker for the 2017-2018 school year (5.7.18 UC4)
- 4.13 Appoint Hayley Adams substitute teacher, LTA, aide and clerical worker for the 2017-2018 school year (5.7.18 UC5)

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 5.7.18

PG: 3

4.1

5.7.18 G1

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

4.2

5.7.18 G2

RESOLVED: Upon the recommendations of the Superintendent of Schools that this Board does hereby approve Budget Transfers as presented.

4.3

5.7.18 G3

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 2018-2019 school year as presented.

4.4

5.7.18 G4

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve a committee to act in the districts behalf and for the district to abide by committee recommendations and award of bids for Cafeteria Supplies and Food bid for the 2018-2019 school year as presented.

4.5

5.7.18 G5

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 districts Board of Education based on the information supplied by BOCES for Generic for the 2018-2019 school year as presented.

4.6

5.7.18 UC1

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve Barbara Enck as teller for the May 15, 2018 Annual District Meeting at a rate of \$100/day.

4.7

5.7.18 C1

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve Lori-Ann Harvey monitor for the Academic Eligibility Program for Middle and High School as presented.

4.8

5.7.18 C2

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the tenure appointment of Sara Ingalls in the tenure area of Mathematics, effective September 1, 2018 as presented.

Board Agenda 5.7.18

PG: 4

4.9

5.7.18 C3

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the tenure appointment of Scott Wetmore in the tenure area of Science, effective September 1, 2018 as presented.

4.10

5.7.18 UC2

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Corbin Henry substitute teacher for the 2017-2018 school year as presented.

4.11

5.7.18 UC3

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Mackenzie Henry substitute teacher for the 2017-2018 school year as presented.

4.12

5.7.18 UC4

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Kelly DeMorier substitute aide/clerical worker pending fingerprinting and criminal history review for the 2017-2018 school year.

4.13

5.7.18 UC5

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Hayley Adams substitute teacher, LTA, aide and clerical worker for the 2017-2018 school year as presented.

Unatego Central School District

Unatego, NY 13825

To: Dr. Richards

From: Patti Loker, School Business Manager 

Date: May 1, 2018

Re: Cooperative Purchasing Resolutions

CC: File

Attached are the DCMO BOCES Cooperative Purchasing Resolutions for 2018-19.

One resolution is for the Cooperative Purchasing Service (which includes the fuel bids, custodial supply bids, etc.), the second is for generic bids that the service may conduct for the district during the school year, and the third is for the Food and Cafeteria Supplies bid.

I recommend that the Board of Education approve the three resolutions.

Thank you.

RESOLUTION OF BOARD OF EDUCATION

**COOPERATIVE PURCHASING
SCHOOL YEAR 2018-2019**

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 2018-2019**

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 2018-2019**

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

UNATEGO CENTRAL SCHOOL
TENURE RECOMMENDATION

Name: Sara Ingalls

Tenure Area: Math

I (do) / (do not) recommend the above named individual for appointment on tenure for the following reason(s):

Sara has a great knowledge of mathematics. She
is able to use technology in the classroom well.
She has good classroom management skills. She
works well on the 8th grade team.

Dominic Hart 5/1/18
Building Principal Date

Personnel Office	Date
Superintendent's Secretary	Date
Superintendent	Date

Personnel Office Use
Certification Status

Pro _____ Perm
exp. date

Pro _____ Perm
exp. date

Comment _____

UNATEGO CENTRAL SCHOOL
TENURE RECOMMENDATION

Name: Scott Wetmore

Tenure Area: Science

I (do) / ~~(do not)~~ recommend the above named individual for appointment on tenure for the following reason(s):

Scott has an excellent grasp of the content knowledge and very good classroom management. He communicates well with parents and students.

Julie Lombardi
Building Principal

5/2/18
Date

Personnel Office	Date
Superintendent's Secretary	Date
Superintendent	Date

Personnel Office Use
Certification Status

Pro _____ Perm
exp. date

Pro _____ Perm
exp. date

Comment _____

UNATEGO CENTRAL SCHOOL
NEW EMPLOYEE APPOINTMENT FORM

NAME: CORBIN HEARY

POSITION: sub teacher

REPLACES: N/A

EFFECTIVE DATE: 5/8/18

EDUCATION LEVEL: 4 years college, No degree

YEARS OF EXPERIENCE: 0

SALARY: STEP ___ LEVEL ___ \$ per UNCERT SUB RATE

CERTIFICATION: None

COLLEGE: ELMIRA College; BINGHAMTON UNIV.

REFERENCES CONTACTED:

1. JOHN Collins - UNATEGO
2. DR. James Nagledinger - ELMIRA College

COMMENTS: EXCELLENT STUDENT
GOOD PERSONALITY

ADMINISTRATOR SIGNATURE

DATE

UNATEGO CENTRAL SCHOOL
NEW EMPLOYEE APPOINTMENT FORM

NAME: MACKENZIE HENRY

POSITION: sub teacher

REPLACES: N/A

EFFECTIVE DATE: 5/8/18

EDUCATION LEVEL: BS CHILDHOOD ED

YEARS OF EXPERIENCE: 6 mo

SALARY: STEP ___ LEVEL ___ \$ per uncert. sub rate

CERTIFICATION: PENDING

COLLEGE: ELMIRA College

REFERENCES CONTACTED:

1. Dr James Nageldinger, Elmira College
2. STEPHANIE LEWIS EL TEACHER

COMMENTS: will be employed f.t. in another District in Sept. 2018

ADMINISTRATOR SIGNATURE

DATE

UNATEGO CENTRAL SCHOOL
NEW EMPLOYEE APPOINTMENT FORM

NAME: KELLY DeMorier

POSITION: sub aide, clerical

REPLACES: NA

EFFECTIVE DATE: 5/8/18

EDUCATION LEVEL: HS

YEARS OF EXPERIENCE: 0

SALARY: STEP ___ LEVEL ___ \$ per sub rate

CERTIFICATION: No

COLLEGE: No

REFERENCES CONTACTED:

- TRACY FORTIN - UNATEGO
- CHRISTAL WRIGHT - UNATEGO

COMMENTS: _____

 5/3/18
ADMINISTRATOR SIGNATURE DATE

UNATEGO CENTRAL SCHOOL
NEW EMPLOYEE APPOINTMENT FORM

NAME: Hayley Adams

POSITION: Substitute: Clerical, Aide, UTA, teacher

REPLACES: N/A

EFFECTIVE DATE: _____

EDUCATION LEVEL: HS Diploma + 2 years college

YEARS OF EXPERIENCE: 0

SALARY: STEP _____ LEVEL _____ \$ _____

CERTIFICATION: N/A

COLLEGE: Susquehanna University

REFERENCES CONTACTED:

1. Rose Smith

2. _____

COMMENTS: Hayley is a college student with experience working with children. She is responsible and mature.

Julie Lombard
ADMINISTRATOR SIGNATURE

4/26/18
DATE