

**UNATEGO CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION AGENDA  
MONDAY, JUNE 7, 2021  
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/ZOOM**

**1. ROUTINE MATTERS**

- 1.1 Call to Order
- 1.2 Roll Call
- 1.3 Exempt Session
- 1.4 Return to Open Session/Call to Order
- 1.5 Oath of Office (Janette Johnson)
- 1.6 Roll Call
- 1.7 Pledge
- 1.8 Approve regular Board Meeting Minutes of May 17, 2021
- 1.9 Approve Annual District Meeting Minutes May 18, 2021
- 1.10 Adopt Agenda

**2. PUBLIC COMMENT**

**3. PRESENTATIONS**

- 3.1 Administrator's Report –
- 3.2 Business Managers Report – Patti Loker
- 3.3 Superintendent's Report – Dr. David S. Richards

**4. ADMINISTRATIVE ACTION**

- 4.1 Approve CSE Recommendations (6.7.21 G1)
- 4.2 Approve non-resident student for the 2021-2022 school year (6.7.21 G2)
- 4.3 Approve Summer Transportation Contract and Transportation Contract between DCMO BOCES and Unatego Central School District (6.7.21 G3)
- 4.4 Set date and time for Annual Organizational Meeting (6.7.21 G4)
- 4.5 Approve School Physician Services RFP (6.7.21 G5)
- 4.6 Approve the proposed settlement resolution (6.7.21 G6)
- 4.7 Approve the Bond Resolution (6.7.21 G7)
- 4.8 Approve usage of three reserves for the 2020-2021 school year (6.7.21 G8)
- 4.9 Approve returning non-teaching substitutes for the 2021-2022 school year (6.7.21 UC1)
- 4.10 Appoint (4) summer food service workers for the 2021 summer feeding program at the Unatego Community Church, Unatego Elementary and Unatego MS/HS (6.7.21 UC2)
- 4.11 Appoint Mari Ruff substitute summer food service worker for the 2021 summer feeding program (6.7.21 UC3)
- 4.12 Approve the 2021 Unatego summer care program workers (6.7.21 UC4)
- 4.13 Accept Jessica Mott's resignation as School Nurse (6.7.21 UC5)
- 4.14 Accept Leanne Nydam's resignation as an Aide (6.7.21 UC6)
- 4.15 Appoint Heather Robinson as a substitute teacher for the 2021-2022 school year (6.7.21 UC7)
- 4.16 Approve Patricia Loker School Business Manager (6.7.21 UC8)
- 4.17 Appoint Ashley Mannina Elementary Education teacher (6.7.21 C1)
- 4.18 Approve returning substitute teachers for the 2021-2022 school year (6.7.21 C2)

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- 4.19 Approve teachers for Summer School 2021 (6.7.21 C3)**
- 4.20 Appoint Leanne Nydam LTA (6.7.21 C4)**
- 4.21 Approve Extra-Curricular appointments for the 2020-2021 school year (6.7.21 C5)**

**PUBLIC COMMENT**

**5. 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**

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**4.1**

**6.7.21 G1**

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

**4.2**

**6.7.21 G2**

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve non-resident student for the 2021-2022 school year as presented.

**4.3**

**6.7.21 G3**

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve Summer Transportation Contract (July 1, 2021-August 31, 2021) and Transportation Contract (September 1, 2021-June 30, 2022) between DCMO BOCES and Unatego Central School District as presented.

**4.4**

**6.7.21 G4**

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby set date and time for the Annual Organizational Meeting.

**4.5**

**6.7.21 G5**

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby award the School Physician Services RFP to Dr. Barreto as presented.

**4.6**

**6.7.21 G6**

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the following proposed settlement resolution as presented.

*Upon the recommendation of the School District's attorneys and having had an opportunity to consider the proposed settlement in the Matter of the Application of HSFC New York Funeral Service Inc., v. the Board of Assessment Review and/or Assessor of the Town of Otego, and the Town of Otego, Otsego County, New York, Index No. EF2020-363;*

*On motion of \_\_\_\_\_, seconded by \_\_\_\_\_, it is*

*RESOLVED that the above settlement is approved and that the President of the Board of Education, the Superintendent of Schools and the School District's attorneys are each separately authorized to sign any documents necessary to complete the settlement.*

**4.7**

**6.7.21 G7**

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the following Bond Resolution as presented.

BOND RESOLUTION DATED JUNE 7, 2021.

A RESOLUTION AUTHORIZING THE ISSUANCE OF \$25,742,651 BONDS AND THE EXPENDITURE OF \$652,349 EXCEL AID AND \$1,300,000 CAPITAL RESERVE FUND MONIES OF THE OTEGO-UNADILLA CENTRAL SCHOOL DISTRICT, OTSEGO AND

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DELAWARE COUNTIES, NEW YORK, TO PAY COSTS IN CONNECTION WITH A SCHOOL DISTRICT IMPROVEMENT PROGRAM IN AND FOR SAID SCHOOL DISTRICT.

WHEREAS, all conditions precedent to the financing of the capital project hereinafter described, including compliance with the provisions of the State Environmental Quality Review Act ("SEQRA"), have been performed; and

WHEREAS, at the Annual District Meeting and Budget Vote of the qualified voters of Otego-Unadilla Central School District, Otsego and Delaware Counties, New York (the "School District"), held on May 18, 2021, a proposition was duly adopted authorizing the Board of Education of said School District to undertake a school district improvement program consisting of the reconstruction and renovation to buildings, including site work, playing fields, as well as original furnishings, equipment, machinery, apparatus, and other improvements and costs incidental thereto, at a maximum estimated cost of \$27,695,000, such proposition providing for the levy of a tax therefor to be collected in installments, with up to \$25,742,651 obligations of said School District to be issued in anticipation thereof, and the expenditure of \$652,349 in State Excel Aid and \$1,300,000 Capital Reserve Fund monies to be expended therefor; and

WHEREAS, it is now desired to provide for the authorization of such purpose and for the financing thereof; NOW, THEREFORE, BE IT

RESOLVED, by the affirmative vote of not less than two-thirds of the total voting strength of the Board of Education of Otego-Unadilla Central School District, Otsego and Delaware Counties, New York, as follows:

Section 1. The reconstruction and renovation to buildings, including site work, playing fields, as well as original furnishings, equipment, machinery, apparatus, and other improvements and costs incidental thereto, at a maximum estimated cost of \$27,695,000, in and for the Otego-Unadilla Central School District, Otsego and Delaware Counties, New York, is hereby authorized.

Section 2. The plan for the financing of the aforesaid maximum estimated cost shall consist of:

- a) the issuance of \$25,742,651 bonds of said School District hereby authorized to be issued therefor, pursuant to the provisions of the Local Finance Law;
- b) the expenditure of \$652,349 in Excel; and
- c) the expenditure of \$1,300,000 Capital Reserve Fund monies, hereby authorized to be expended therefor.

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Section 3. It is hereby determined that the period of probable usefulness of the aforesaid class of objects or purposes is thirty (30) years, pursuant to subdivision 97 of paragraph a of Section 11.00 of the Local Finance Law, as a "school construction project eligible for the apportionment of aid" as described therein.

Section 4. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the issuance and sale of the bonds herein authorized, including renewals of such notes, is hereby delegated to the President of the Board of Education, the chief fiscal officer. Such notes shall be of such terms, form and contents, and shall be sold in such manner, as may be prescribed by said President of the Board of Education, consistent with the provisions of the Local Finance Law.

Section 5. The faith and credit of said Otego-Unadilla Central School District, Otsego and Delaware Counties, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such bonds as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such bonds becoming due and payable in such year. There shall annually be levied on all the taxable real property in said School District, a tax sufficient to pay the principal of and interest on such bonds as the same become due and payable.

Section 6. All other matters except as provided herein relating to the bonds herein authorized including the date, denominations, maturities and interest payment dates, within the limitations prescribed herein and the manner of execution of the same, including the consolidation with other issues, and also the ability to issue bonds with substantially level or declining annual debt service, shall be determined by the President of the Board of Education, the chief fiscal officer of such School District. Such bonds shall contain substantially the recital of validity clause provided for in Section 52.00 of the Local Finance Law, and shall otherwise be in such form and contain such recitals, in addition to those required by Section 51.00 of the Local Finance Law, as the President of the Board of Education shall determine consistent with the provisions of the Local Finance Law.

Section 7. The validity of such bonds and bond anticipation notes may be contested only if:

- 1) Such obligations are authorized for an object or purpose for which said School District is not authorized to expend money, or
- 2) The provisions of law which should be complied with as of the date of publication of this resolution are not substantially complied with,

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and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or

3) Such obligations are authorized in violation of the provisions of the Constitution.

Section 8. This resolution shall constitute a statement of official intent for purposes of Treasury Regulations Section 1.150-2. Other than as specified in this resolution, no monies are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside with respect to the permanent funding of the object or purpose described herein.

Section 9. This resolution, which takes effect immediately, shall be published in summary form in the official newspaper of said School District for such purpose, together with a notice of the School District Clerk substantially in the form provided in Section 81.00 of the Local Finance Law. The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

_____	VOTING	_____
_____	VOTING	_____
_____	VOTING	_____
_____	VOTING	_____
_____	VOTING	_____
_____	VOTING	_____
_____	VOTING	_____

The resolution was thereupon declared duly adopted.

\* \* \* \* \*

4.8

6.7.21 G8

**RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve usage of three reserves for the 2020-2021 school year as presented.**

4.9

6.7.21 UC1

**RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve returning non-teaching substitutes for the 2021-2022 school year as presented.**

4.10

6.7.21 UC2

**RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint (4) summer food service food workers for the Summer Feeding Program at the Unatego Community Church, Unatego Elementary and Unatego MS/HS, July 6, 2021 – August 13, 2021 at a rate of \$15.00 per/hr., 6 hours a day, not to exceed 7 hours per day (7:00am-1:00pm) as presented (Kristen Sousa, Rena Barkman, Danielle Whitaker and Melissa Washburn).**

4.11

6.7.21 UC3

**RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Mari Ruff substitute summer food service food worker for the Summer Feeding Program at a rate of \$15.00 per/hr., 6 hours per day, not to exceed 7 hours per day (7:00am-1:00pm) as presented.**

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**4.12**

**6.7.21 UC4**

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the 2021 Unatego Summer Care Program workers as presented.

**4.13**

**6.7.21 UC5**

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby accept Jessica Mott's resignation as School Nurse, effective June 24, 2021 as presented.

**4.14**

**6.7.21 UC6**

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby accept Leanne Nydam's resignation as an Aide, effective June 30, 2021 as presented.

**4.15**

**6.7.21 UC7**

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

**4.16**

**6.7.21 UC8**

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve to extend Patricia Loker's, School Business Manager, provisional 12 month appointment, effective July 1, 2021 (pending Civil Service Exam).

**4.17**

**6.7.21 C1**

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Ashley Mannina, to a four year probationary appointment in the tenure area of Elementary Education Teacher effective date September 1, 2021 and ending August 31, 2025, Masters Step 3 salary pending negotiations as presented (replaces Marcy Anderson).

**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.**

**4.18**

**6.7.21 C2**

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve returning substitute teachers for the 2021-2022 school year as presented.

**4.19**

**6.7.21 C3**

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the following teachers for Summer School 2021 (credit recovery & enrichment) as presented.

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**4.20**

**6.7.21 C4**

**RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Leanne Nydam to a four-year probationary appointment as Licensed Teaching Assistant, effective July 1, 2021 and ending June 30, 2025, Step 1, salary pending negotiations as presented.**

**4.21**

**6.7.21 C5**

**RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve Extra-Curricular appointments for the 2020-2021 school year as presented.**



Unatego Central School  
Annual District Meeting  
May 18, 2021

### MINUTES

The Annual District Hearing of the qualified voters of the Unatego Central School District, Otsego and Delaware Counties, New York was held at 6:30 p.m. at the Unatego Middle-Senior High School, Otego, New York, in said school district on the 3rd day of May 2021.

At 12:00 noon on Tuesday, May 18, 2021, Chairperson Violet Bettiol announced that the purpose of the meeting was to vote upon the proposed budget in the amount of \$23,293,288, election of three board members to the Board of Education and Proposition 1 – Capital Improvement Project as contained in the Annual District Meeting Notice, and that voting would now proceed.

The polls were declared open and the chairperson declared that all duly qualified voters desiring to vote at any time until 9:00 p.m. were entitled to cast their ballots.

At 9:00 o'clock P.M., the Chairman announced that all voters in the polling place at or before 9:00 o'clock P.M., having been allowed to vote, the polls were declared closed.

Immediately upon the close of the polls, the Inspectors of Election proceeded to canvas the vote, and made the following report:

VOTE ON BUDGET -

286 YES votes on budget

62 NO votes on budget

15 BLANK votes on budget

363 TOTAL

PROPOSITION 1 –  
CAPITAL IMPROVEMENT PROJECT 264 YES VOTES  
85 NO VOTES  
14 BLANK VOTES  
  
363 TOTAL VOTES

BOARD OF EDUCATION MEMBERS

Janette Johnson	<u>279</u>
James Salisbury	<u>260</u>
Matthew Downey	<u>220</u>
Mitchell Bush	<u>151</u>

Write-In Candidates

<u>Luke Johnson</u>	<u>1</u>
<u>Mike Butts</u>	<u>1</u>
<u>Colleen Mayo</u>	<u>1</u>
<u>Kellie Benwick</u>	<u>2</u>
<u>Sherry maruszewski</u>	<u>1</u>

The Chairperson then declared to the meeting the result of the vote, as announced to her by the Inspectors of Election.

At 9:00 o'clock P.M., prevailing time, the Chairperson declared the meeting Adjourned.

Violet Bettiol  
Violet Bettiol, Permanent Chairperson  
Annual District Meeting

# 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

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June 7, 2021

Dear Board of Education:

Please approve the following non-resident student for the 2021-2022 school year:

Stuart Rudnitsky (Gr.6) – tuition charged

Thank you,



David S. Richards, Ph.D.  
Superintendent of Schools

471601  
(SED CODE)

The State Education Department  
Transportation Unit, Room 1075 EBA  
89 Washington Avenue  
Albany, New York 12234

Form TCS  
C \_\_\_\_\_  
Contract Number  
(SED will fill in)

Check type of Summer Program:  
(Separate contract required for each)

- Special Education
- District-operated non-special education
- BOCES-operated non-special education

**SUMMER TRANSPORTATION  
CONTRACT**

(Do not use for Addendums or Extensions - See Note on Reverse)

Perry T. Dewey, III, District Superintendent		Tele: 607-335-1233
Contact Person		Email: deweypt@dcmoboces.com
Delaware-Chenango-Madison-Otsego BOCES		
School District/BOCES		
6678 County Road 32		
Street or P.O. Box		
Norwich,	NY	13815
City	State	Zip Code

**Please Check if applicable:**

- Piggyback Transportation\*
- Special Education Only
- Partial Year contract that costs \$20,000 or less
- One-month emergency contract- 31 Calendar days
- Contract for bus maintenance only

Specifications include:

- District will supply contractor with fuel
- Provision for attendants, escorts or monitors
- Clause for increasing or decreasing service

This AGREEMENT made this 2nd day of June, 2021 by and between

Delaware-Chenango-Madison-Otsego BOCES, County of Chenango, N.Y.

(Name of School District or BOCES)

party of the first part and Unatego Central School District, party of the second part.

(Contractor)

WITNESSETH. That whereas party of the first part is duly empowered (by the provisions of Section 1604, 1709, 2021, 2503, 4401 and 4402 of the Education Law) to enter into a contract for the purpose of providing transportation for children of said district for the period of service to begin

July 1, 2021 and to end August 31, 2021.

Month Day Year Month Day Year

NOW, THEREFORE, the said party of the first part hereby agrees to pay to the said party of the second part the sum of \$ \_\_\_\_\_ or \$ 3.50 per mile plus driver, tolls, meals and lodging if on a per-bus, per-diem, per-mile or

(If lump sum contract)

(Unit Cost)

other unit cost basis for providing such transportation on a suitable conveyance.

Total Anticipated Annual Cost \$ 4,765.00

\*For a piggyback contract, list the originating school district & contract number \_\_\_\_\_ # \_\_\_\_\_.

If awarded through a request for proposals, date of request of such proposals \_\_\_\_\_ (see note on reverse)

IN WITNESS WHEREOF, the parties have set their hands the day and year above written.

_____ (Signature of Trustee or President of Board of Education)	Delaware-Chenango-Madison-Otsego BOCES (Party of the First Part)	6678 County Rd 32, Norwich, NY 13815 (Post Office Address)
_____ (Signature of Contractor)	Unatego CSD (Party of the Second Part)	2641 State HWY 7, Otego, NY 13825 (Post Office Address)

**COMPLIANCE CERTIFICATION.** I certify that this contract was awarded in accordance with the competitive bidding provisions of Section 103 of the General Municipal Law, Section 305 (14) of the Education Law, and Section 156.1(b) of Commissioner of Education Regulations, or in accordance with the request for proposals provisions of Section 305(14) of the Education law and Section 156.12 of Commissioner of Education Regulations. I also certify that this contract has been authorized by the voters in accordance with Section 1709(27) of the Education Law, and has been approved by the Superintendent of Schools in accordance with Section 3625(1) of the Education Law.

Approval Date: \_\_\_\_\_ Filed by: \_\_\_\_\_  
(Date of Superintendent's Approval) (Signature of Superintendent or Designee)

**SUBMIT ORIGINAL TO THE STATE EDUCATION DEPARTMENT. RETAIN A COPY FOR YOUR SCHOOL DISTRICT RECORDS.** 08/19

The party of the second part covenants with the party of the first part that in consideration of the payments hereinbefore stated and of the covenants and agreements set forth that said school children will be conveyed safely, that said duties and obligations in relation thereto pursuant to this contract will be faithfully performed, at all times exercising proper supervision over said children and that said party of the second part will abide by all reasonable rules and regulations and that the driver will be at least 21 years of age and duly licensed and that said driver will be currently approved by the chief school administrator. And the party of the second part further covenants and agrees that the vehicle shall come to a full stop before crossing the tracks of any railroad and before crossing any State highway and that it shall at all times comply with the rules and regulations of the Department of Transportation applying to such vehicles.

It is mutually agreed that this contract shall not become valid and binding upon either party thereto until the same shall be approved by the superintendent and the Commissioner of Education. This contract or any right, title or interest therein may not be assigned by the party of the second part without the previous consent in writing of the party of the first part. This contract shall be void and of no effect unless the party of the second part shall comply with all applicable provisions of the Workman's Compensation Law in respect to employees engaged in the performance of this contract. The party of the second party will comply with the Labor Law.

"The contractor hereby consents to an audit of any and all financial records relating to this contract by the Department of Audit and Control." "The contractor further agrees to provide to the board of education, trustee(s), or the Commissioner of Education, upon request, any information relating to this contract including financial data."

State aid will be computed on account of this contract in accordance with the total sum specified. Any expenditure in excess of this total sum will not be considered in computing State aid. For school districts eligible for transportation aid, no aid shall be allowed for a period greater than 120 days prior to the filing of the contract in accordance with Section 3625 of the State Education Law.

MINIMUM STATUTORY INSURANCE REQUIREMENTS as provided in Section 370 of New York State Vehicle and Traffic Law must be complied with.

If **COMPETITIVELY BID** date of bid opening \_\_\_\_\_ Complete **BID TABULATION** below:

1. _____ (Name)	_____ (Amount of Bid)	3. _____ (Name)	_____ (Amount of Bid)
2. _____ (Name)	_____ (Amount of Bid)	4. _____ (Name)	_____ (Amount of Bid)

Was contract awarded to the lowest responsible bidder?  Yes  No If not awarded to the lowest bidder, state reasons why. Give detailed and completed reasons on a separate sheet and attach to this contract. If no bids are received, it is necessary for the district to re-advertise.

Attach Affidavits of Publication which you can secure from the newspapers. Also, attach one printed copy of each Notice to Bidder which appeared in the papers. If detailed specifications were used, kindly forward a copy.

**MULTI-YEAR CONTRACT:** A separate line item shall be included in the Annual Budget and Budget Brochures. Also a footnote to that line item shall indicate: " \_\_\_\_\_ year (first, second, etc.) of a \_\_\_\_\_ - year (two, three, etc.) contract, the total cost of which is \$ \_\_\_\_\_ " (total cost of multi-year contract).

**REQUEST FOR PROPOSALS:** If contract was awarded through a request for proposals (RFP), submit evidence of the date of the request, the forms and instructions used in making the request, the contract specifications, all proposals received, the criteria used in evaluating the proposals, the weights assigned to each criterion, and the scores used to assess each category of the criteria, in accordance with the provisions of Section 156.12 of Commissioner of Education Regulations.

**EXTENSIONS AND ADDENDUMS:** An Extension of Contract (Form CE) must be filed for all extensions. Please notify the Department by letter of any additions to a contract after it has been filed with the Department. Such additions can only be made where authorized by the contract specifications.

471601  
(SED CODE)

The State Education Department  
Transportation Unit, Room 1075 EBA  
89 Washington Avenue  
Albany, New York 12234

Form TC  
C \_\_\_\_\_  
Contract Number  
(SED will fill in)

**TRANSPORTATION CONTRACT**  
(Do not use for Addendums or Extensions - See Note on Reverse)

Perry T. Dewey, III, District Superintendent		Tele: 607-335-1233
Contact Person		Email: deweypt@dcmoboces.com
Delaware-Chenango-Madison-Otsego BOCES		
School District/BOCES		
6678 County Road 32		
Street or P.O. Box		
Norwich,	NY	13815
City	State	Zip Code

- Please Check if applicable:**
- Piggyback Transportation\*
  - Special Education Only
  - Regular & Special Education Pupils Combined
  - Partial Year contract that costs \$20,000 or less
  - One-month emergency contract- 31 Calendar days
  - Contract for bus maintenance only
- Specifications include:**
- District will supply contractor with fuel
  - Provision for attendants, escorts or monitors
  - Clause for increasing or decreasing service

This AGREEMENT made this \_\_\_\_\_ day of \_\_\_\_\_ 20 21 by and between

Delaware-Chenango-Madison-Otsego BOCES, County of Chenango, N.Y.

party of the first part and Unatego Central School District, party of the second part.

WITNESSETH. That whereas party of the first part is duly empowered (by the provisions of Section 1604, 1709, 2021, 2503, 4401 and 4402 of the Education Law) to enter into a contract for the purpose of providing transportation for children of said district for the period of service to begin

September 1, 2021 and to end June 30, 2022.

NOW, THEREFORE, the said party of the first part hereby agrees to pay to the said party of the second part the sum of \$ \_\_\_\_\_ or \$ 3.50 per mile plus driver, tolls, meals and lodging if on a per-bus, per-diem, per-mile or

other unit cost basis for providing such transportation on a suitable conveyance.

Total Anticipated Annual Cost \$ 4,780.00.

\*For a piggyback contract, list the originating school district & contract number \_\_\_\_\_ # \_\_\_\_\_.  
If awarded through a request for proposals, date of request of such proposals \_\_\_\_\_ (see note on reverse)

IN WITNESS WHEREOF, the parties have set their hands the day and year above written.

(Signature of Trustee or President of Board of Education)	Delaware-Chenango-Madison-Otsego BOCES	6678 County Rd 32, Norwich, NY 13155
(Signature of Contractor)	<b>Unatego CSD</b>	2641 State HWY 7, Otego, NY 13825
	(Party of the First Part)	(Post Office Address)
	(Party of the Second Part)	(Post Office Address)

**COMPLIANCE CERTIFICATION.** I certify that this contract was awarded in accordance with the competitive bidding provisions of Section 103 of the General Municipal Law, Section 305 (14) of the Education Law, and Section 156.1(b) of Commissioner of Education Regulations, or in accordance with the request for proposals provisions of Section 305(14) of the Education law and Section 156.12 of Commissioner of Education Regulations. I also certify that this contract has been authorized by the voters in accordance with Section 1709(27) of the Education Law, and has been approved by the Superintendent of Schools in accordance with Section 3625(1) of the Education Law.

Approval Date: \_\_\_\_\_ Filed by: \_\_\_\_\_  
(Date of Superintendent's Approval) (Signature of Superintendent or Designee)

**PLEASE SUBMIT ORIGINAL TO THE STATE EDUCATION DEPARTMENT. RETAIN A COPY FOR YOUR SCHOOL DISTRICT RECORDS.**

The party of the second part covenants with the party of the first part that in consideration of the payments hereinbefore stated and of the covenants and agreements set forth that said school children will be conveyed safely, that said duties and obligations in relation thereto pursuant to this contract will be faithfully performed, at all times exercising proper supervision over said children and that said party of the second part will abide by all reasonable rules and regulations and that the driver will be at least 21 years of age and duly licensed and that said driver will be currently approved by the chief school administrator. And the party of the second part further covenants and agrees that the vehicle shall come to a full stop before crossing the tracks of any railroad and before crossing any State highway and that it shall at all times comply with the rules and regulations of the Department of Transportation applying to such vehicles.

It is mutually agreed that this contract shall not become valid and binding upon either party thereto until the same shall be signed by the trustee or president of the board of education and the contractor. This contract or any right, title or interest therein may not be assigned by the party of the second part without the previous consent in writing of the party of the first part. This contract shall be void and of no effect unless the party of the second part shall comply with all applicable provisions of the Workman's Compensation Law in respect to employees engaged in the performance of this contract. The party of the second part will comply with the Labor Law.

"The contractor hereby consents to an audit of any and all financial records relating to this contract by the Department of Audit and Control." "The contractor further agrees to provide to the board of education, trustee(s), or the Commissioner of Education, upon request, any information relating to this contract including financial data."

State aid will be computed on account of this contract in accordance with the total sum specified. Any expenditure in excess of this total sum will not be considered in computing State aid. For school districts eligible for transportation aid, no aid shall be allowed for a period greater than 120 days prior to the filing of the contract in accordance with Section 3625 of the State Education Law.

MINIMUM STATUTORY INSURANCE REQUIREMENTS as provided in Section 370 of New York State Vehicle and Traffic Law must be complied with.

If **COMPETITIVELY BID** date of bid opening \_\_\_\_\_ Complete **BID TABULATION** below:

1. _____ (Name)	_____ (Amount of Bid)	3. _____ (Name)	_____ (Amount of Bid)
2. _____ (Name)	_____ (Amount of Bid)	4. _____ (Name)	_____ (Amount of Bid)

Was contract awarded to the lowest responsible bidder?  Yes  No If not awarded to the lowest bidder, state reasons why. Give detailed and completed reasons on a separate sheet and attach to this contract. If no bids are received, it is necessary for the district to re-advertise.

Attach Affidavits of Publication which you can secure from the newspapers. Also, attach one printed copy of each Notice to Bidder which appeared in the papers. If bid specifications were used, kindly forward a copy.

**MULTI-YEAR CONTRACT:** A separate line item shall be included in the Annual Budget and Budget Brochures. Also, a footnote to that line item shall indicate: " \_\_\_\_\_ year (first, second, etc.) of a \_\_\_\_\_ - year (two, three, etc.) contract, the total cost of which is \$ \_\_\_\_\_ " (total cost of multi-year contract).

**REQUEST FOR PROPOSALS:** If contract was awarded through a request for proposals (RFP), submit evidence of the date of the request, the forms and instructions used in making the request, the contract specifications, all proposals received, the criteria used in evaluating the proposals, the weights assigned to each criterion, and the scores used to assess each category of the criteria, in accordance with the provisions of Section 156.12 of Commissioner of Education Regulations.

**EXTENSIONS AND ADDENDUMS:** An Extension of Contract (Form CE) must be filed for all extensions. Please notify the Department by letter of any additions to a contract after it has been filed with the Department. Such additions can only be made where authorized by the contract specifications.

# Unatego Central School District

Unatego, NY 13825

## MEMO

To: Dr. Richards

From: Patti Loker, School Business Manager



Date: June 2, 2021

Re: School Physician RFP results

Last month the district issued a Request for Proposal (RFP) for school physician services, starting 7/1/21.

Proposals were sent to several medical providers, and the legal ad was run in the newspaper.

One response was received, which was from Dr. Barreto located in Otego. The annual proposed fee for his services is \$7,500.

I recommend that the Board of Education approve the award for school physician services to Dr. Barreto, beginning with the 2021-2022 school year.



*Upon the recommendation of the School District's attorneys and having had an opportunity to consider the proposed settlement in the Matter of the Application of HSFC New York Funeral Service Inc., v. the Board of Assessment Review and/or Assessor of the Town of Otego, and the Town of Otego, Otsego County, New York, Index No. EF2020-363;*

*On motion of \_\_\_\_\_, seconded by \_\_\_\_\_  
\_\_\_\_\_, it is*

*RESOLVED that the above settlement is approved and that the President of the Board of Education, the Superintendent of Schools and the School District's attorneys are each separately authorized to sign any documents necessary to complete the settlement.*

At a Special Condemnation and Tax Certiorari  
Term of the Supreme Court of the  
State of New York, held in and for the  
County of Otsego, Cooperstown, New York  
on the \_\_\_\_\_ day of \_\_\_\_\_, 2021

SUPREME COURT OF THE STATE OF NEW YORK  
COUNTY OF OTSEGO

Index Number

In the Matter of the Application of  
HFSC NEW YORK FUNERAL SER INC  
C/O SCI

Petitioner,

v.

BOARD OF ASSESSMENT REVIEW and/or  
ASSESSOR OF THE TOWN OF OTEGO, AND  
THE TOWN OF OTEGO, OTSEGO COUNTY,  
NEW YORK,

Respondents.

EF2020-363

**Presiding Judge:**  
**Honorable Brian D. Burns**

S/B/L: 317.20-1-7.00

**CONSENT ORDER AND JUDGMENT**

Petitioner having heretofore served and filed the Notices of Petition and Petitions to review assessments made by the Town of Otego for the assessment year 2020 upon certain property located in the Town of Otego and designated as Tax Grid No. 317.20-1-7.00 on the tax maps and assessment rolls of the Town of Otego; and

The issues of these proceedings having duly come before an IAS Term of this Court, and the Petitioner having appeared by James T. Ryan III, Esq. of Stavitsky & Associates, LLC, the Respondents having appeared by Beth Westfall, Esq., of Coughlin & Gerhart, LLP and the Intervenor-Respondent, Unatego Central School District, having appeared by Cameron B. Daniels, Esq., and the parties having agreed to a settlement of these proceedings, it is

ORDERED, ADJUDGED and DETERMINED that the assessments on the property designated as Grid Number 317.20-1-7.00 on the tax map and assessment rolls of the Town of

Otego for the assessment years are hereby reduced, corrected and fixed for the assessment rolls as follows:

Assessment Roll	Assessment	Reduced Assessment	Amount of Reduction
2020	\$306,300	\$100,000	\$206,300

and it is further

ORDERED, ADJUDGED AND DECREED, that the \$100,000 assessment fixed and determined herein as to the parcel subject to these actions shall be subject to a three year moratorium in accordance with the provisions of §727. Subdivisions 1, 2 and 3 of the Real Property Tax Law; and it is further

ORDERED, ADJUDGED and DECREED, that the officer or officers having custody of the aforesaid assessment rolls and the tax rolls of the Town of Otego shall make or cause to be made upon the proper books and records of said Town the entries, changes and corrections necessary to conform said assessments to such corrected and reduced valuations; and it is further

ORDERED, ADJUDGED and DETERMINED that there shall be audited, allowed and paid to the Petitioner by the Town of Otego or the Otsego County Commissioner of Finance, the amounts, if any, paid as Town and Town Special District taxes or any other ad valorem taxes, against the original assessments in excess of what said taxes would have been if the said assessments had been made as determined herein together with interest as provided by the respective laws of the State of New York, provided, however, if said refund is paid by the Town of Otego within ninety (90) days of service upon the Town of Otego a copy of this Order together with a Demand for Payment said refund shall be paid without interest; and it is further

ORDERED, ADJUDGED and DETERMINED that there shall be audited, allowed and paid to the Petitioner by the Unatego Central School District the amounts, if any, paid as School District taxes against the original assessments in excess of what said taxes would have been if

said assessments had been made as determined herein together with interest as provided by the respective laws of the State of New York, provided, however, if said refund is paid by the Unatego Central School District within ninety (90) days of service upon the County of a copy of this Order together with a Demand for Payment said refund shall be paid without interest; and it is further

ORDERED, ADJUDGED and DETERMINED that the refunds hereinabove directed to be paid shall be paid by check payable to the order of Stavitsky & Associates, as attorneys for Petitioner, who are to hold the proceeds as trust funds for appropriate distribution and who are to remain subject to the further jurisdiction of the Court in regard to their attorneys' lien, pursuant to Judiciary Law §475, and it is further

ORDERED, ADJUDGED and DETERMINED that to the extent any taxes or assessments are unpaid and have already been billed for the Town, School, County and special districts in accordance with the original assessed valuations, the officer or officers having custody of the assessment rolls and/or the tax rolls shall forward to the petitioner a new bill or bills, taxing said petitioner on the basis of the final total assessed valuation as stipulated herein, and it is further

ORDERED, ADJUDGED and DETERMINED that this Order and Judgment hereby constitutes and represents full settlement of the tax review proceedings herein, and that there are no costs or disbursements awarded to, by, or against any party and that upon compliance with the terms of this Order and Judgment, the above proceedings shall be, and the same hereby are, settled and discontinued with prejudice.

ENTER

HON. BRIAN D. BURNS, J.S.C.

Signing and Entry of the within Order is hereby Consented to:

STAVITSKY & ASSOCIATES, LLC  
Attorneys for Petitioner

By:

JAMES T. RYAN III, ESQ.  
350 Passaic Ave  
Fairfield, NJ 07004

COUGHLIN & GERHART, LLP  
Attorneys for Respondent

By:

Beth E. Westfall  
BETH WESTFALL, ESQ.  
29 N. Main Street  
Bainbridge, NY 13733

HOGAN, SARZYNSKI,  
LYNCH, DeWIND & GREGORY, LLP  
Attorneys for Intervenor-Respondent, Unatego Central School District

By:

CAMERON B. DANIELS, ESQ.  
520 Columbia Drive  
Johnson City, NY 13790

BOND RESOLUTION DATED JUNE 7, 2021.

A RESOLUTION AUTHORIZING THE ISSUANCE OF \$25,742,651 BONDS AND THE EXPENDITURE OF \$652,349 EXCEL AID AND \$1,300,000 CAPITAL RESERVE FUND MONIES OF THE OTEGO-UNADILLA CENTRAL SCHOOL DISTRICT, OTSEGO AND DELAWARE COUNTIES, NEW YORK, TO PAY COSTS IN CONNECTION WITH A SCHOOL DISTRICT IMPROVEMENT PROGRAM IN AND FOR SAID SCHOOL DISTRICT.

WHEREAS, all conditions precedent to the financing of the capital project hereinafter described, including compliance with the provisions of the State Environmental Quality Review Act ("SEQRA"), have been performed; and

WHEREAS, at the Annual District Meeting and Budget Vote of the qualified voters of Otego-Unadilla Central School District, Otsego and Delaware Counties, New York (the "School District"), held on May 18, 2021, a proposition was duly adopted authorizing the Board of Education of said School District to undertake a school district improvement program consisting of the reconstruction and renovation to buildings, including site work, playing fields, as well as original furnishings, equipment, machinery, apparatus, and other improvements and costs incidental thereto, at a maximum estimated cost of \$27,695,000, such proposition providing for the levy of a tax therefor to be collected in installments, with up to \$25,742,651 obligations of said School District to be issued in anticipation thereof, and the expenditure of \$652,349 in State Excel Aid and \$1,300,000 Capital Reserve Fund monies to be expended therefor; and

WHEREAS, it is now desired to provide for the authorization of such purpose and for the financing thereof; NOW, THEREFORE, BE IT

RESOLVED, by the affirmative vote of not less than two-thirds of the total voting strength of the Board of Education of Otego-Unadilla Central School District, Otsego and Delaware Counties, New York, as follows:

Section 1. The reconstruction and renovation to buildings, including site work, playing fields, as well as original furnishings, equipment, machinery, apparatus, and other improvements and costs incidental thereto, at a maximum estimated cost of \$27,695,000, in and for the Otego-Unadilla Central School District, Otsego and Delaware Counties, New York, is hereby authorized.

Section 2. The plan for the financing of the aforesaid maximum estimated cost shall consist of:

- a) the issuance of \$25,742,651 bonds of said School District hereby authorized to be issued therefor, pursuant to the provisions of the Local Finance Law;
- b) the expenditure of \$652,349 in Excel; and
- c) the expenditure of \$1,300,000 Capital Reserve Fund monies, hereby authorized to be expended therefor.

Section 3. It is hereby determined that the period of probable usefulness of the aforesaid class of objects or purposes is thirty (30) years, pursuant to subdivision 97 of paragraph a of Section 11.00 of the Local Finance Law, as a "school construction project eligible for the apportionment of aid" as described therein.

Section 4. Subject to the provisions of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes in anticipation of the issuance and sale of the bonds herein authorized, including renewals of such notes, is hereby delegated to the President of the Board of Education, the chief fiscal officer. Such notes shall be of such terms, form and contents, and shall be sold in such manner, as may be prescribed by said President of the Board of Education, consistent with the provisions of the Local Finance Law.

Section 5. The faith and credit of said Otego-Unadilla Central School District, Otsego and Delaware Counties, New York, are hereby irrevocably pledged for the payment of the principal of and interest on such bonds as the same respectively become due and payable. An annual appropriation shall be made in each year sufficient to pay the principal of and interest on such bonds becoming due and payable in such year. There shall annually be levied on all the taxable real property in said School District, a tax sufficient to pay the principal of and interest on such bonds as the same become due and payable.

Section 6. All other matters except as provided herein relating to the bonds herein authorized including the date, denominations, maturities and interest payment dates, within the limitations prescribed herein and the manner of execution of the same, including the consolidation with other issues, and also the ability to issue bonds with substantially level or declining annual debt service, shall be

determined by the President of the Board of Education, the chief fiscal officer of such School District. Such bonds shall contain substantially the recital of validity clause provided for in Section 52.00 of the Local Finance Law, and shall otherwise be in such form and contain such recitals, in addition to those required by Section 51.00 of the Local Finance Law, as the President of the Board of Education shall determine consistent with the provisions of the Local Finance Law.

Section 7. The validity of such bonds and bond anticipation notes may be contested only if:

- 1) Such obligations are authorized for an object or purpose for which said School District is not authorized to expend money, or
- 2) The provisions of law which should be complied with as of the date of publication of this resolution are not substantially complied with,

and an action, suit or proceeding contesting such validity is commenced within twenty days after the date of such publication, or

- 3) Such obligations are authorized in violation of the provisions of the Constitution.

Section 8. This resolution shall constitute a statement of official intent for purposes of Treasury Regulations Section 1.150-2. Other than as specified in this resolution, no monies are, or are reasonably expected to be, reserved, allocated on a long-term basis, or otherwise set aside with respect to the permanent funding of the object or purpose described herein.

Section 9. This resolution, which takes effect immediately, shall be published in summary form in the official newspaper of said School District for such purpose, together with a notice of the School District Clerk substantially in the form provided in Section 81.00 of the Local Finance Law.



The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

\_\_\_\_\_ VOTING \_\_\_\_\_  
\_\_\_\_\_ VOTING \_\_\_\_\_  
\_\_\_\_\_ VOTING \_\_\_\_\_  
\_\_\_\_\_ VOTING \_\_\_\_\_  
\_\_\_\_\_ VOTING \_\_\_\_\_  
\_\_\_\_\_ VOTING \_\_\_\_\_  
\_\_\_\_\_ VOTING \_\_\_\_\_

The resolution was thereupon declared duly adopted.

\* \* \* \* \*

# Unatego Central School District

Unatego, NY 13825

## MEMO

To: Dr. Richards

From: Patti Loker, School Business Manager 

Date: June 4, 2021

Re: Reserve usage for 2020-2021

Below are the totals that I am recommending that the District utilize from the reserves for the 2020-21 year:

Employee Benefit Liability Reserve = \$3,371 (This is for payout of sick days and vacation days for an employee who retired during the year)

Retirement Reserve = \$120,100 (as budgeted for 2020-21)

Repair Reserve = \$90,701 (This is for the emergency roof repair at the elementary school. After the public hearing on Oct 19, 2020, the Board of Education had approved usage of the reserve of up to \$120,000)

I recommend that the Board of Education approve usage of the three reserves for 20-21. Recommendations will be made this summer for funding of the reserves based on available funds at June 30, 2021.

# 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

---

Approve the following returning non-teaching substitutes for the 2021-2022 school year:

Kirbey Baker (Aide)  
Kathy Becker (LTA)  
Barbara Gee (Nurse)  
Lasca Mazzone (Cleaner)  
James McElroy (LTA)  
Marah Patrick-Seward (Aide)  
Kimberly Renwick (Aide, LTA)  
Dennis Walrath (LTA)  
Ana Teresa Willis (LTA)  
Allison Worman (Aide, Café)

Approve the following returning substitute teachers for the 2021-2022 school year:

Kathy Becker  
William Brundege  
Howard Hacker  
Rod Little  
James McElroy  
Kim Renwick  
Dennis Walrath  
Ana Teresa Willis

To: Dr. David Richards, Board of Education  
From: Luci Hopps Cook/Manager, DCMO BOCES  
Re: Summer Food Service Worker  
Date: 5/25/2021

I would like to recommend Summer Food Service Workers, from July 6<sup>th</sup> – August 13<sup>th</sup>, at a rate of \$15.00 per hour, 6 hours per day, not to exceed 7 hours per day, 7:00am-1:00pm.

Kristen Sousa

Rena Barkman

Danielle Whitaker

Melissa Washburn

I would also like to recommend a Substitute Summer Food Service Worker, from July 6<sup>th</sup> – August 13<sup>th</sup>, at a rate of \$15.00 per hour, 6 hours per day, not to exceed 7 hours per day, 7:00am-1:00pm.

Mari Ruff

Thank You,



Luci Hopps

Cook/Manager, DCMO BOCES

(607)988-5035

# Unatego Central School

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Dr. David S. Richards  
Superintendent of Schools  
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Patricia Loker  
Business Manager  
(607) 988-5038

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May 29, 2021

To: Board of Education

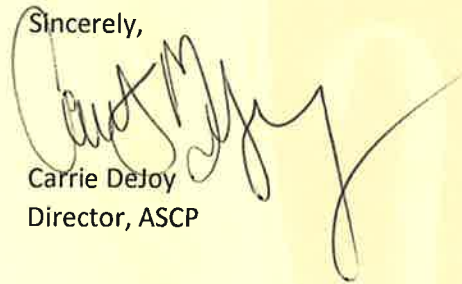
RE: Recommendations for the Summer Care Program

I would like to recommend the following people for full-time employment during the 2021 summer program: Deborah Ritchey, Mari Ruff, and Kerri Frailey.

I would like to recommend the following people as a substitute for the 2021 Summer Care Program: Irene Murphy, Rena Barkman, Tamara Brooks, Nancy Dalton, Kelly DeMorier, Carolvivan Smith, Sherri Lapp, Deanna Effner, Kristen Sousa, Monica Stepp, Jessica Utter, Leanne Nydam, and Danielle Whitaker.

Thank you for your time and consideration on this matter.

Sincerely,



Carrie DeJoy  
Director, ASCP



RECEIVED  
JUN 03 2021

BY: .....

June 2, 2021


Mr. Mike Snider  
Principal of Unatego Elementary School  
265 Main St  
Unadilla, NY 13849

Dear Mr. Snider,

I am writing to inform you of my resignation from the position of elementary school nurse at Unatego Elementary School. My last day will be June 24, 2021.

Working as the school nurse has been a rewarding experience, and I have enjoyed my time working with you, all staff/teachers and especially the kids. I feel that I have made some lifelong friends here. I thank you for the opportunity to grow in my nursing career and I am grateful for all of your support during my time here.

If there is anything I can do to help ease the transition, please let me know.

Sincerely,  
  
Jessica L. Mott, RN

June 4, 2021

RECEIVED  
JUN 04 2021

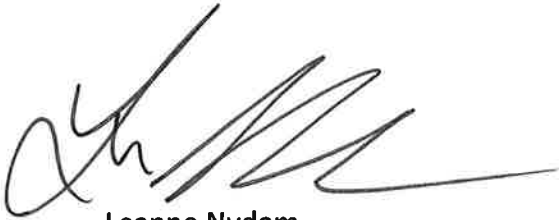
BY: .....

Dr. David Richards  
Unatego Superintendent of Schools

Unatego Central School District Board of Education

Please accept this letter as my resignation as a Building Aide at the Unatego High School effective June 30, 2021 so that I can accept a position as a Licensed Teachers Assistant on July 1, 2021.

Thank you,

A handwritten signature in black ink, appearing to read 'Leanne Nydam', with a long horizontal flourish extending to the right.

Leanne Nydam

UNATEGO CENTRAL SCHOOL  
NEW EMPLOYEE APPOINTMENT FORM

NAME: Heather Robinson

POSITION: Sub TEACHER

REPLACES: N/A

EFFECTIVE DATE: 6/8/21

EDUCATION LEVEL: AAS (2 years college)

YEARS OF EXPERIENCE: NONE

SALARY: STEP \_\_\_ LEVEL \_\_\_ \$ AS per sub pay

CERTIFICATION: NONE

COLLEGE: SUNY BROOME, BINGHAMTON NY

REFERENCES CONTACTED:

1. KRISTINA IVES
2. Colleen O'Neill

COMMENTS: WORKING 3 DAYS per week as A  
Dental Hygienist. PRIOR EXPERIENCE  
WORKING IN A DAYCARE SETTING

WOS Richard 6/4/21  
ADMINISTRATOR SIGNATURE DATE



**UNATEGO CENTRAL SCHOOL  
NEW EMPLOYEE APPOINTMENT FORM**

**NAME:** Ashley Mannina \_\_\_\_\_

**POSITION:** 3rd Grade General Education Teacher \_\_\_\_\_

**REPLACES:** Marcy Anderson, retiring \_\_\_\_\_

**EFFECTIVE DATE:** September 1, 2021 \_\_\_\_\_

**EDUCATION LEVEL:** Masters Degree \_\_\_\_\_

**YEARS OF EXPERIENCE:** 5 years - full-time - see resume \_\_\_\_\_

**SALARY:** STEP \_\_\_\_\_ LEVEL \_\_\_\_\_ \$ \_\_\_\_\_ as per UTA contract

**CERTIFICATION:** Professional: Birth - 6 General Education and 1-6 Special Education \_\_\_\_\_

**COLLEGE:** SUNY Oneonta (Masters Degree) and SUNY Cortland (Bachelor's Degree) \_\_\_\_\_

**REFERENCES CONTACTED:**

1. Jim DiMaria, Harpursville Elementary Principal \_\_\_\_\_
2. Heather Wilcox, Gilbertsville-Mount Upton Principal \_\_\_\_\_

**COMMENTS:** Great teacher - strong advocate for students - always looking for solutions \_\_\_\_\_

good class management - great rapport with students - knowledgeable \_\_\_\_\_

Both principals said they would hire her with no hesitation. \_\_\_\_\_



ADMINISTRATOR SIGNATURE

May 18, 2021

DATE

To: Dr. Richards, Superintendent

From: Julie Lambiaso, HS Principal



Date: June 3, 2021

Re: Summer School Appointments

I am recommending the following people for Summer School (credit recovery and enrichment):

Shannon Adams

Scott Hornung

Sarah Morgan

Abby Costello

Cheryl Nages

Sandra Bonczkowski

Leanne Nydam

Mike Hamilton

Brandon Egan-Thrope

Noelle Holdredge

Rich Roesener

RJ Platt

Christina Butcher

UNATEGO CENTRAL SCHOOL  
NEW EMPLOYEE APPOINTMENT FORM

NAME: Leanne Nydam

POSITION: LTA

REPLACES: N/A

EFFECTIVE DATE: July 1, 2021

EDUCATION LEVEL: \_\_\_\_\_

YEARS OF EXPERIENCE: \_\_\_\_\_

SALARY: STEP \_\_\_\_\_ LEVEL \_\_\_\_\_ \$ \_\_\_\_\_

CERTIFICATION: LTA Level 3

COLLEGE: \_\_\_\_\_

REFERENCES CONTACTED:

1. \_\_\_\_\_

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

COMMENTS: Leanne has been an aide at Unatego for 2 years. She is proactive and has a good rapport with students and staff.

Julie Sambas  
ADMINISTRATOR SIGNATURE

6/3/21  
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

---

June 4, 2021

I hereby recommend Sandy Bonczkowski for the position of Director of the Vocal Ensemble.

I hereby recommend Cheryl Nages for the position of Director of Stage Band.

These appointments should be retroactive to September 8, 2020. Both Vocal Ensemble and Stage Band have met 10 or more times throughout the year and both will be putting on virtual concerts in June 2021.

Sincerely,



Dr. David S. Richards  
Superintendent of Schools