

**UNATEGO CENTRAL SCHOOL DISTRICT**  
**BOARD OF EDUCATION AGENDA**  
**MONDAY, AUGUST 22, 2022**  
**BOARD OF EDUCATION MEETING**  
**CALLED TO ORDER**  
**7:00 P.M.**  
**UNATEGO MS/SR HIGH SCHOOL**  
**ROOM #93**

**1. ROUTINE MATTERS**

- 1.1 Call to order
- 1.2 Roll Call
- 1.3 Pledge
- 1.4 Approve regular board meeting minutes of August 1, 2022
- 1.5 Adopt Agenda

**2. PUBLIC COMMENT**

**3. PRESENTATIONS**

- 3.1 Business Manager's Report – Patti Loker
- 3.2 Franklin CSD Superintendent (Tuition Students) – Bonnie Johnson
- 3.3 Superintendent's Report – Dr. David S. Richards

**4. ADMINISTRATIVE ACTION**

- 4.1 Financial Conflict of Interest Summary (Information only)
- 4.2 Approve the change of BP#3430 Diversity, Equity, And Inclusion in The District to BP#3431 (8.22.22 G1)
- 4.3 Approve the resolution from Hogan, Sarzynski, Lynch, DeWind & Gregory, LLP (8.22.22 G2)
- 4.4 Approve funding of Repair Reserve (8.22.22 G3)
- 4.5 Approve funding of Workers Comp Reserve (8.22.22 G4)
- 4.6 Approve funding of TRS Reserve (8.22.22 G5)
- 4.7 Approve funding of Retirement Reserve (8.22.22 G6)
- 4.8 Approve funding of EBLAR (8.22.22 G7)
- 4.9 Approve funding of Liability Reserve (8.22.22 G8)
- 4.10 Approve funding of Capital Reserve (8.22.22 G9)
- 4.11 Approve Tax Rolls and authorize Tax Levy for the 2022-2023 school year (8.22.22 G10)
- 4.12 Approve Tax Warrant for the 2022-2023 school year (8.22.22 G11)
- 4.13 Approve sports merger between Unatego CSD and Sidney CSD for Modified Field Hockey for the 2022-2023 school year (8.22.22 G12)
- 4.14 Approve sports merger between Unatego CSD and Franklin CSD for Modified, JV, and Varsity Volleyball for the 2022-2023 school year (8.22.22 G13)
- 4.15 Approve sports merger between Unatego CSD and Franklin CSD for Modified and Varsity Cross Country for the 2022-2023 school year (8.22.22 G14)
- 4.16 Approve sports merger between Unatego CSD and Franklin CSD for Modified and Varsity Football for the 2022-2023 school year (8.22.22 G15)
- 4.17 Approve sports merger between Unatego CSD and Franklin CSD for Varsity Boys Soccer for the 2022-2023 school year (8.22.22 G16)
- 4.18 Approve Tentative Successor Agreement between Unatego CSD and Unatego Non-Teaching Association (8.22.22 G17)
- 4.19 Approve non-resident student for the 2022-2023 school year (8.22.22 G18)

- 4.20 Approve the cost of signage for Unadilla elementary school with the Village of Unadilla (8.22.22 G19)
- 4.21 Approve the resolution to adopt a NYS Deferred Compensation Plan (8.22.22 G20)
- 4.22 Approve Heather McGrail permanent appointment as food service helper (8.22.22 UC1)
- 4.23 Approve Brittany Knapp permanent appointment as aide (8.22.22 UC2)
- 4.24 Approve Marah Patrick-Seward permanent appointment as aide (8.22.22 UC3)
- 4.25 Approve Irene Murphy permanent appointment as aide (8.22.22 UC4)
- 4.26 Approve Crystal Nordberg permanent appointment as aide (8.22.22 UC5)
- 4.27 Approve Shannon Leizear permanent appointment as nurse (8.22.22 UC6)
- 4.28 Appoint Amber Birdsall Transportation Dispatcher for the 2022-2023 school year (8.22.22 UC7)
- 4.29 Appoint Amber Birdsall Tax Collector for the 2022-2023 school year (8.22.22 UC8)
- 4.30 Appoint Amber Birdsall Central Treasurer for Student Accounts for the 2022-2023 school year (8.22.22 UC9)
- 4.31 Appoint Clara Carver as a substitute teacher/LTA/Aide for the 2022-2023 school year (8.22.22 UC10)
- 4.32 Approve After School Care Program workers for the 2022-2023 school year (8.22.22 UC11)
- 4.33 Appoint Robert Palmer as cleaner (8.22.22 UC12)
- 4.34 Approve non-teaching substitute for the 2022-2023 school year (8.22.22 UC13)
- 4.35 Approve substitute teachers for the 2022-2023 school year (8.22.22 C1)
- 4.36 Appoint Lori Harvey Students Accounts Advisor for the 2022-2023 school year (8.22.22 C2)
- 4.37 Accept Athena Frost's resignation as Special Education teacher (8.22.22 C3)
- 4.38 Appoint Jerome Degan English teacher (8.22.22 C4)
- 4.39 Appoint Erica Granger English teacher (8.22.22 C5)
- 4.40 Appoint Carsen Terry as a long-term substitute teacher for ELA (8.22.22 C6)

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.

7. ADJOURN

4.2

8.22.22 G1

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve to change BP#3430 Diversity, Equity, And Inclusion in The District to BP#3431. This policy was approved at the last board meeting, the district already has a BP#3430 Uniform Violent and Disruptive Incident Reporting System (VADIR).

4.3

8.22.22 G2

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby authorize Hogan, Sarzynski, Lynch, DeWind & Gregory, LLP, the District's general counsel, to jointly represent Franklin and Unatego CSD with respect to the agreement for education of Franklin's 11<sup>th</sup> and 12<sup>th</sup> grade students. The Board further authorizes the Board President to sign the letter of joint representation.

4.4

8.22.22 G3

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby authorize the transfer of available unspent appropriations from other codes within each program budget into the Repair Reserve, in the amount of \$100,000.

4.5

8.22.22 G4

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby authorize the transfer of available unspent appropriations from other codes within each program budget into the Workers' Compensation Reserve, in the amount of \$100,000.

4.6

8.22.22 G5

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby authorize the transfer of available unspent appropriations from other codes within each program budget into the TRS Reserve, in the amount of \$132,200.

4.7

8.22.22 G6

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby authorize the transfers of available unspent appropriations from other codes within each program budget into the Retirement Reserve, in the amount of \$220,000.

4.8

8.22.22 G7

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby authorize the transfers of available unspent appropriations from other codes within each program budget into EBLAR, in the amount of \$126,500.

4.9

8.22.22 G8

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby authorize the transfers of available unspent appropriations from other codes within each program budget into the Liability Reserve, in the amount of \$100,000.

4.10

8.22.22 G9

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby authorize the transfer of available unspent appropriations from other codes within each program budget into the Capital Reserve, in the amount of \$1,000,000.

4.11

8.22.22 G10

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

**RESOLUTION TO CONFIRM TAX AND AUTHORIZE TAX LEVY**

**WHEREAS** the Board of Education has been authorized by the voters as the Annual School Meeting to raise for the current budget of the 2022-23 school year a sum not to exceed \$7,530,745;

**THEREFORE BE IT RESOLVED** that the board fixes the equalized tax rates by towns and confirms the extension of the taxes as they appear on the following described tax roll:

Name of Town	Total Assessed Valuations by Towns	Equalized Tax Rate by Towns	Total Tax Levy by Towns
Franklin	160,564	94.00	2,942.58
Sidney	26,124,691	64.28	700,136.25
Butternuts	2,927,471	88.40	57,048.95
Laurens	748,464	79.02	16,317.03
Oneonta	3,357,857	88.00	65,733.51
Otego	203,532,461	100.00	3,506,286.12
Unadilla	97,905,495	53.00	3,182,280.56
<b>TOTALS</b>	<b>334,757,003</b>		<b>7,530,745</b>

**AND BE IT HEREBY DIRECTED THAT** the tax warrant of this board, duly signed shall be affixed to the above-described tax rolls authorizing the collection of said taxes to begin 9/1/2022 and end 11/4/2022 giving the tax warrant an effective period of 65 days at the expiration of which time the tax collector shall make an accounting in writing to the board;

**AND IT IS FURTHER DIRECTED THAT** the delinquent tax penalties shall be fixed as follows:

- 1<sup>st</sup> month free period,
- 2<sup>nd</sup> month interest of 2 percent added,
- 3<sup>rd</sup> month or fraction thereof, interest of 3 percent added.

4.12

8.22.22 G11

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

**MOTION CONCERNING TAX WARRANT**

Motion made by \_\_\_\_\_; Seconded by \_\_\_\_\_

**WHEREAS:** Chapter 73 of the Laws of 1977, amended Section 1318, subdivision 1 of the Real property Tax Law; and

**WHEREAS:** the unencumbered, unreserved fund balance at the close of the last fiscal year must be applied in determining the amount of the school tax levy except for an amount not to exceed 1.48% of the current school year budget; and

**WHEREAS:** this latter amount may be held as surplus funds during the current school year; now therefore

**BE IT ADDITIONALLY RESOLVED AS FOLLOWS:**

To the collector of UNATEGO school district Town(s) of FRANKLIN, SIDNEY, BUTTERNUTS, LAURENS, ONEONTA, OTEGO, UNADILLA County(ies) of DELAWARE & OTSEGO New York State.

You are hereby commanded:

To give notice and start collection on September 1, 2022 in accordance with the provisions of Section 1322 of the Real Property Tax Law.

To give notice that tax collection will end on November 4, 2022.

To collect taxes in the total sum of \$7,530,745 in the same manner that collectors are authorized to collect town and county taxes in accordance with the provisions of Section 1318 of the Real Property Tax Law.

To make no changes or alterations in the tax warrant or the attached tax rolls but shall return the same to the board of education. The board may recall its warrant and tax roll for correction of errors or omissions in accordance with the provisions of Section 1316 of the Real Property Tax Law.

To forward by mail to each owner of real property listed on the tax rolls within ten days after the start of collection a statement of taxes due on his property on press-numbered tax bill forms provided by the school district in accordance with the provisions of Section 922 of the Real Property Tax Law. To forward by mail, without interest penalties, to the office of the county treasurer a detailed tax bill of all state land parcels liable for taxes on the school tax rolls in accordance with provisions of Sections 540 and 544 of the Real Property Tax Law.

To receive from each of the taxable corporations and natural persons the sums listed on the attached tax rolls without interest penalties when such sums are paid before the end of the first month of the tax collection period. To add two percent interest penalties to all taxes collected during the second month of the tax collection and to add three per cent interest penalties to all taxes collected during any part of the third month of the tax collection period and to account for such sums as income due to the school district.

To issue press-numbered receipts only on forms provided by the school district in acknowledgement of receipt of payments of taxes and to retain, preserve and file exact carbon copies of all such receipts issued as required by Section 987 of the Real Property Tax Law.

To promptly return the warrant at its expiration and if any taxes on the attached tax rolls shall be unpaid at that time, deliver an accounting thereof on forms showing by town the total assessed valuation, tax rate, the total tax levy, the total amounts remaining uncollected as required by Section 1330 of the Real Property Tax Law.

The warrant is issued pursuant to Sections 910, 912 and 914 of the Real Property Tax Law and is delivered in accordance with Sections 1306 and 1318 of this law. It is effective immediately after it is properly signed by a majority of the board of education. The warrant shall expire on the date stated above unless a renewal or extension has been endorsed on the face of this warrant in writing in accordance with Section 1318, subdivision 2 of the Real Property Tax Law.

Member Vote


Motion Carried.

4.13

8.22.22 G12

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve sports merger between Unatego CSD and Sidney CSD for Modified Field Hockey for the 2022-2023 school year as presented.

4.14

8.22.2 G13

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve sports merger between Unatego CSD and Franklin CSD for Modified, JV, and Varsity Volleyball for the 2022-2023 school year as presented.

4.15

8.22.2 G14

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve sports merger between Unatego CSD and Franklin CSD for Modified and Varsity Cross Country for the 2022-2023 school year as presented.

4.16

8.22.22 G15

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve sports merger between Unatego CSD and Franklin CSD for Modified and Varsity Football for the 2022-2023 school year as presented.

4.17

8.22.22 G16

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve sports merger between Unatego CSD and Franklin CSD for Varsity Boys Soccer for the 2022-2023 school year as presented.

4.18

8.22.22 G17

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the Tentative Successor Agreement between Unatego CSD and Unatego Non-Teaching Association as presented.

4.19

8.22.22 G18

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve non-resident student for the 2022-2023 school year as presented.

4.20

8.22.22 G19

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve Unatego CSD to share the cost of no parking fire zone signage out front of the Unadilla elementary school with the Village of Unadilla.

4.21

8.22.22 G20

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the resolution to create a NYS Deferred Compensation Plan

Adoption of the State of New York Deferred Compensation Plan

WHEREAS, The Unatego CSD wishes to adopt the Deferred Compensation Plan for Employees of the State of New York and Other Participating Public Jurisdictions (the "Plan") for voluntary participation of all eligible employees; and

WHEREAS, The Unatego CSD is a local public employer eligible to adopt the Plan pursuant to Section 5 of the State Finance Law\* and

WHEREAS, The Unatego CSD has reviewed the Plan established in accordance with Section 457 of the Internal Revenue Code and Section 5 of the State Finance Law of the State of New York; and

WHEREAS, the purpose of the Plan is to encourage employees to make and continue careers with The Unatego CSD by providing eligible employees with a convenient and tax-favored method of saving on a regular and long-term basis and thereby provide for their retirement;

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\* A local public employer eligible to adopt the Plan pursuant to Section 5 of the State Finance Law includes: a county, city, town, village or other political subdivision as defined in Section 131 of the retirement and Social Security law or civil division of the State; a school district or other governmental entity operating a public school, college, or university; a public improvement or special district, a public authority, commission, or public benefit corporation; or any other public corporation, agency or instrumentality or unit of government which exercises governmental powers under the laws of the State.

NOW, THEREFORE, it is hereby:

RESOLVED, that The Unatego CSD hereby adopts the Plan for the voluntary participation of all eligible employees; and it is further

RESOLVED, that the appropriate officials of The Unatego CSD are hereby authorized to take such actions and enter such agreements as are required or necessary for the adoption, implementation, and maintenance of the Plan; and it is further

RESOLVED, that the Administrative Services Agency is hereby authorized to file copies of these resolutions and other required documents with the President of the State of New York Civil Service Commission.

Adopted the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at a meeting of the

I hereby certify that The Unatego CSD is a local public employer within the meaning of Section 5 of the State Finance Law and that the adoption of the Plan has received all required approvals of any local governing body or officer and otherwise complies with local law.

Witnesseth by:

\_\_\_\_\_

By: \_\_\_\_\_

Consent of the Deferred Compensation  
Board of the State of New York to  
Local Public Employer's Participation

By: \_\_\_\_\_

4.22

8.22.22 UC1

**RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve Heather McGrail's permanent appointment as food service helper, effective September 1, 2022, as presented.**

4.23

8.22.22 UC2

**RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve Brittany Knapp's permanent appointment as aide, effective September 1, 2022, as presented.**

4.24

8.22.22 UC3

**RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve Marah Patrick-Seward's permanent appointment as aide, effective September 1, 2022, as presented.**



4.25

8.22.22 UC4

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve Irene Murphy's permanent appointment as aide, effective September 1, 2022, as presented.

4.26

8.22.22 UC5

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve Crystal Nordberg's permanent appointment as aide, effective September 1, 2022, as presented.

4.27

8.22.22 UC6

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve Shannon Leizear's permanent appointment as nurse, effective September 1, 2022, as presented.

4.28

8.22.22 UC7

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Amber Birdsall Transportation Dispatcher at a stipend of \$2,228 for the 2022-2023 school year.

4.29

8.22.22 UC8

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Amber Birdsall Tax Collector at a stipend of \$2,786 for the 2022-2023 school year.

4.30

8.22.22 UC9

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Amber Birdsall Central Treasurer for Student Accounts at a stipend of \$2,228 for the 2022-2023 school year.

4.31

8.22.22 UC10

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Clara Carver as a substitute teacher/LTA/Aide for the 2022-2023 school year as presented.

4.32

8.22.22 UC11

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve After School Care Program workers for the 2022-2023 school year as presented.

4.33

8.22.22 UC12

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Robert Palmer to a 52-week probationary appointment as a cleaner, at a rate of \$13.20 per/hr., effective August 23, 2022, to August 22, 2023, as presented (replaces Matt Rosas).

4.34

8.22.22 UC13

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve non-teaching substitute for the 2022-2023 school year as presented.

4.35

8.22.22 C1

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby approve substitute teachers for the 2022-2023 school year as presented.

4.36

8.22.22 C2

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Lori Harvey, Students Accounts Advisor, for the 2022-2023 school year (stipend per teachers' contract).

4.37

8.22.22 C3

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby accept with regret and appreciation Athena Frost's resignation as Special Education teacher, effective September 5, 2022, as presented.

4.38

8.22.22 C4

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Jerome Degan, to a three-year probationary appointment in the tenure area of English Teacher effective date September 1, 2022, and ending August 31, 2025, Step 15 Masters +45, salary \$73,106 as presented (replaces Deb Nolan).

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 Board 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 two (2) of the three (3) 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.

4.39

8.22.22 C5

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Erica Granger, to a three-year probationary appointment in the tenure area of English Teacher effective date September 1, 2022, and ending August 31, 2025, Step 13 Masters, salary \$65,707 as presented.

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 Board 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 two (2) of the three (3) 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.

4.40

8.22.22 C6

**RESOLVED:** Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Carsen Terry as a long-term substitute teacher for ELA, effective September 6, 2022, as presented (replaces Dusti Novellano-1 Year Leave Replacement).

# Unatego Central School District

Unatego, NY 13825

To: Dr. Richards

From: Patti Loker, School Business Manager, 

Date: August 8, 2022

Re: Financial Conflict of Interest Summary

The Financial Conflict of Interest Disclosure form was received from the new member of the Board of Education, Jilene Nordberg.

No conflicts of interest were noted.

# POLICY

2022

3431

~~3430~~

1 of 5

Community Relations

## **SUBJECT: DIVERSITY, EQUITY, AND INCLUSION IN THE DISTRICT**

### **Overview**

Research shows that all students benefit when schools implement strong diversity, equity, and inclusion (DEI) policies and practices. These benefits include academic, cognitive, civic, social-emotional, and economic. This is true regardless of a school's geographic location or the demographic composition of its students and staff.

This policy provides a framework as to how the Unatego Central School District will foster DEI in its schools. This policy considers the entirety of the educational process by addressing the following essential elements: governance; teaching and learning; family and community engagement; workforce diversity; diverse schools and learning opportunities; and student supports, discipline, and wellness. It is just one component of the District's overall commitment to maintaining a diverse, equitable, and inclusive educational and work environment.

### **Defining Diversity, Equity, and Inclusion**

For purposes of this policy:

- a) "Diversity" includes but is not limited to: race; color; ethnicity; nationality; religion; socioeconomic status; veteran status; education; marital status; language; age; gender; gender expression; gender identity; sexual orientation; mental or physical ability; genetic information; and learning style.
- b) "Equity" includes, but is not limited to, seeking the fair treatment, access, opportunity, and advancement for all while striving to identify and eliminate barriers that have prevented the full participation of all groups.
- c) "Inclusion" includes, but is not limited to, authentically bringing traditionally excluded individuals and/or groups into processes, activities, and decision/policy making in a way that shares power and ensures equal access to opportunities and resources.

These descriptions are not intended to be exhaustive. Rather, they are meant to be foundational and provide clarity to the concepts of diversity, equity, and inclusion.

### **Governance**

DEI Committee : The District has established a DEI Committee that meets periodically throughout the year.

(Continued)

**SUBJECT: DIVERSITY, EQUITY, AND INCLUSION IN THE DISTRICT**

The purpose of the DEI Committee is to assist the Unatego Central School District in creating and implementing plans that advance the District's commitment to maintaining a diverse, equitable, and inclusive environment where all individuals feel valued and respected. As needed, the DEI Committee will also review District policies, practices, and programs and provide suggestions as to how they could potentially be modified to better promote DEI.

The District will actively seek members for the DEI Committee through the use of email, newsletters, the District's website, the District's social media page(s), and/or advertisements.

The DEI Committee will be representative of all stakeholders, and may include (to the extent possible), but not be limited to, representatives from the following groups:

- a) Students;
- b) Parents and persons in parental relation;
- c) District/building administrators;
- d) Teachers, including at least one special education teacher;
- e) Guidance staff, including at least one school psychologist, social worker, or counselor;
- f) Other District staff;
- g) The Board; and
- h) Community members.

**DEI Coordinator**

The Superintendent has designated the following District employee to serve as its DEI Coordinator:

(FILL IN WITH DESIGNEE IF YOU DECIDE TO HAVE A DEI COORDINATOR)

The DEI Coordinator will be a member of the DEI Committee and convene and coordinate the activities and plans of the DEI Committee.

(Continued)

**SUBJECT: DIVERSITY, EQUITY, AND INCLUSION IN THE DISTRICT****Teaching and Learning**

The District will strive to advance inclusive and culturally responsive teaching and learning through, but not limited to, the following means: curricula in all content areas; books and instructional materials; pedagogical practices and professional development; classroom grouping policies and practices; student support systems for all developmental pathways; full and equitable opportunities to learn for all students; and multiple assessment measures. As part of this effort, the District will seek to:

- a) Implement a Culturally Responsive-Sustaining (CR-S) Education Framework that embeds the ideals of diversity, equity, and inclusion by creating student-centered learning environments.
- b) Develop curricula that incorporate diverse perspectives, materials, and texts so that students are taught topics not just from one single perspective, but from multiple perspectives.
- c) Offer coherent opportunities for students to actively participate in experiences that prepare them for a lifetime of civic engagement and contributions to social justice, including, for example, completing projects that enable them to apply the learning they have acquired within and across subject areas.
- d) Acknowledge the role that racism and bigotry have played, and continue to play, in the American story. This is not about eliminating or minimizing any of America's history; it is simply about ensuring that the contributions of all groups are included in the telling of the American story.

**Family and Community Engagement**

The District will strive to foster family and community engagement practices that are based on mutual trust, confidence, and respect. As part of this effort, the District will seek to:

- a) Encourage participation from all stakeholders in community building conversations.
- b) Reduce language barriers through various means, including, but not limited to, providing translated communications when appropriate.

(Continued)

**SUBJECT: DIVERSITY, EQUITY, AND INCLUSION IN THE DISTRICT****Workforce Diversity**

The District will strive to create a workforce that is not only diverse and inclusive, but one that recognizes and values the differences among people. As part of this effort, the District will seek to:

- a) Recruit and retain a diverse workforce in all areas and at all levels, thereby reducing stereotypes and preparing students for an increasingly global society.
- b) Provide staff with opportunities for professional development on cultural proficiency.

**Diverse Schools and Learning Opportunities**

The District will strive to promote diverse, equitable, and inclusive classrooms in which students have equal access and opportunities to learn and realize their full potential. As part of this effort, the District will seek to:

- a) Eliminate the use of terms and phrases within District schools that perpetuate negative stereotypes and minimize student opportunities.
- b) Create coursework, programs, and activities that are accessible to all students, regardless of their disability status, native language, income level, or any other basis.

**Student Supports, Discipline, and Wellness**

The District will strive to focus on the well-being of the "whole child." As part of this effort, the District will seek to:

- a) Employ programs and practices that enhance all students' self-identity, self-confidence, and self-esteem.
- b) Maintain non-discriminatory discipline policies and practices.

**Training**

To foster DEI in its schools, the District will provide DEI training to staff and students, as appropriate. This training may be delivered in various forms including, but not limited to: workshops; instructor-led classes; webinars; videos; workbooks; pamphlets; and/or emailed information. Although specific objectives will vary from training to training, in general, trainings will be designed to:

(Continued)

# POLICY

2022

3430  
5 of 5

Community Relations

**SUBJECT: DIVERSITY, EQUITY, AND INCLUSION IN THE DISTRICT**

- a) Increase awareness of the content of this policy and/or various DEI issues; and
- b) Promote a welcoming and inclusive environment for all District community members.

Special training may be provided to members of the DEI Committee.

**Notification**

The District will share information about this policy via the District website and/or District-wide communications, as appropriate.

First Reading: July 12, 2022  
Second Reading: August 1, 2022  
Adoption Date: August 1, 2022



# Unatego Central School District

Unatego, NY 13825

## MEMO

To: Dr. Richards

From: Patti Loker, School Business Manager

Date: August 15, 2022

Re: Reserve funding

As discussed throughout the year, the ability to supplant current expenditures through the new Federal Stimulus grants has allowed us to better prepare the district for the possible fiscal cliff that may occur when these grants end.

With that said, I would like to recommend the following amounts to be added to our reserves:

Repair Reserve	\$100,000
Workers Comp Reserve	\$100,000
TRS Reserve	\$132,200
Retirement Reserve	\$220,000
EBLAR	\$126,500
Liability Reserve	\$100,000
Capital Reserve	\$1,000,000

Also, due to the new legislation as part of this year's State budget, the district needs to start planning for additional costs associated with the purchase of electric buses.

I recommend that we present a proposition to the voters, at the same time as the bus lease vote in December, to establish an equipment reserve. This reserve could be used to help offset the additional costs of electric buses.

**RESOLUTION TO CONFIRM TAX AND AUTHORIZE TAX LEVY**

WHEREAS the Board of Education has been authorized by the voters as the Annual School Meeting to raise for the current budget of the **2022-23** school year a sum not to exceed **\$7,530,745;**

THEREFORE BE IT RESOLVED that the board fixes the equalized tax rates by towns and confirms the extension of the taxes as they appear on the following described tax roll:

Name of Town	Total Assessed Valuations by Towns	Equalized Tax Rate by Towns	Total Tax Levy by Towns
Franklin	160,564	94.00	2,942.58
Sidney	26,124,691	64.28	700,136.25
Butternuts	2,927,471	88.40	57,048.95
Laurens	748,464	79.02	16,317.03
Oneonta	3,357,857	88.00	65,733.51
Otego	203,532,461	100.00	3,506,286.12
Unadilla	97,905,495	53.00	3,182,280.56
<b>TOTALS</b>	<b>334,757,003</b>		<b>7,530,745</b>

AND BE IT HEREBY DIRECTED THAT the tax warrant of this board, duly signed shall be affixed to the above-described tax rolls authorizing the collection of said taxes to begin **9/1/2022** and end **11/4/2022** giving the tax warrant an effective period of **65** days at the expiration of which time the tax collector shall make an accounting in writing to the board;

AND IT IS FURTHER DIRECTED THAT the delinquent tax penalties shall be fixed as follows:

1<sup>st</sup> month free period,

2<sup>nd</sup> month interest of 2 percent added,

3<sup>rd</sup> month or fraction thereof, interest of 3 percent added.

**MOTION CONCERNING TAX WARRANT**

Motion made by \_\_\_\_\_; Seconded by \_\_\_\_\_

**WHEREAS:** Chapter 73 of the Laws of 1977, amended Section 1318, subdivision 1 of the Real Property Tax Law; and

**WHEREAS:** the unencumbered, unreserved fund balance at the close of the last fiscal year must be applied in determining the amount of the school tax levy except for an amount not to exceed 1.48% of the current school year budget; and

**WHEREAS:** this latter amount may be held as surplus funds during the current school year; now therefore

**BE IT ADDITIONALLY RESOLVED AS FOLLOWS:**

To the collector of UNATEGO school district Town(s) of FRANKLIN, SIDNEY, BUTTERNUTS, LAURENS, ONEONTA, OTEGO, UNADILLA County(ies) of DELAWARE & OTSEGO New York State.

You are hereby commanded:

To give notice and start collection on September 1, 2022 in accordance with the provisions of Section 1322 of the Real Property Tax Law.

To give notice that tax collection will end on November 4, 2022.

To collect taxes in the total sum of \$7,530,745 in the same manner that collectors are authorized to collect town and county taxes in accordance with the provisions of Section 1318 of the Real Property Tax Law.

To make no changes or alterations in the tax warrant or the attached tax rolls but shall return the same to the board of education. The board may recall its warrant and tax roll for correction of errors or omissions in accordance with the provisions of Section 1316 of the Real Property Tax Law.

To forward by mail to each owner of real property listed on the tax rolls within ten days after the start of collection a statement of taxes due on his property on press-numbered tax bill forms provided by the school district in accordance with the provisions of Section 922 of the Real Property Tax Law. To forward by mail, without interest penalties, to the office of the county treasurer a detailed tax bill of all state land parcels liable for taxes on the school tax rolls in accordance with provisions of Sections 540 and 544 of the Real Property Tax Law.

To receive from each of the taxable corporations and natural persons the sums listed on the attached tax rolls without interest penalties when such sums are paid before the end of the first month of the tax collection period. To add two percent interest penalties to all taxes collected during the second month of the tax collection and to add three per cent interest penalties to all taxes collected during any part of the third month of the tax collection period and to account for such sums as income due to the school district.

To issue press-numbered receipts only on forms provided by the school district in acknowledgement of receipt of payments of taxes and to retain, preserve and file exact carbon copies of all such receipts issued as required by Section 987 of the Real Property Tax Law.

To promptly return the warrant at its expiration and if any taxes on the attached tax rolls shall be unpaid at that time, deliver an accounting thereof on forms showing by town the total assessed valuation, tax rate, the total tax levy, the total amounts remaining uncollected as required by Section 1330 of the Real Property Tax Law.

The warrant is issued pursuant to Sections 910, 912 and 914 of the Real Property Tax Law and is delivered in accordance with Sections 1306 and 1318 of this law. It is effective immediately after it is properly signed by a majority of the board of education. The warrant shall expire on the date stated above unless a renewal or extension has been endorsed on the face of this warrant in writing in accordance with Section 1318, subdivision 2 of the Real Property Tax Law.

**Member Vote**

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

**Motion Carried.**

**SECTION IV MERGER COMMITTEE**

Application for Merger of Schools for Athletic Activity

This application form must:

- (A) Be completed by each school involved in the sport described.
- (B) Be reviewed and approved by the athletic league involved.
- (C) Be submitted to the Section IV Merger Committee after A and B have been resolved.

A separate application must be submitted for each activity. Requests should be for a one-year period of time only.

School District **Unatego Central School District**  
 Address of School Involved **2641 St. Hwy 7**  
**Otego, NY 13825**  
 Athletic Director of School Involved **Matt Hafele**  
 Phone Number **607-988-5023**  
 Other School(s) Involved **Sidney**  
 Sport to be considered **Field Hockey**  
 Level(s) being merged (circle) **Varsity** **IV** **Modified**  
 School Year **2022-23**

Describe conditions which prompted your school to request or support a merger--provide all appropriate rationale which will assist the league and merger committee in reaching a decision considered most beneficial to all:

**This merger will allow both schools to continue to offer Field Hockey to students from Unatego. If we were not able to merge, we would not be able to offer it to our students.**

What will be the identity of the combined team? **Sidney**

Where will practices be held? **Sidney**

Where will competition be held? **Sidney**

Attach a copy of the action item from your school Board of Education meeting minutes which includes the approval of this application.

Signed: Principal \_\_\_\_\_  
 Superintendent \_\_\_\_\_  
 Board of Education See Attached Minutes \_\_\_\_\_  
 Date: \_\_\_\_\_

Submit to Athletic League (This step must precede the Section action!):

League Action      \_\_\_      Approved  
                              \_\_\_      Not Approved  
 Date \_\_\_\_\_  
 League Secretary \_\_\_\_\_

Forward to: Section IV Athletic Association  
276 State Hwy 7  
Sidney, NY 13838  
mcweenej@dcmoboces.com

by: **January 30, 2022** for Football  
**August 30, 2021** for Fall activity  
**November 22, 2021** for Winter activity  
**March 21, 2022** for Spring activity

**COMBINING OF TEAMS** - The joining together of students from two or more member schools in the same district or close proximity to form a single team shall be permitted subject to the following conditions:

The joining together of students from two or more-member schools in the same district or proximity to form a single team shall be permitted subject to the following conditions:

1. Permission must be obtained from their league and section on an annual basis.
2. Section approval must be reported to the NYSPHSAA, Inc., Executive Committee. NOTE: If a combined school team goes beyond sectional level competition their boys and girls grade 9-11 enrollment shall be combined, using the below criteria, for state level competition.

The graduated scale is used for up to 3 "team" mergers and mergers with 4 or more "teams" take 100% of their BEDS; ONLY in team sports. (July 2017)

NOTE: If two or more schools are located within the same physical building, 100% of their BEDS will be used if they are following the Combining of Teams process. (Feb. 2019)

The school(s) with the higher(est) classification number will have a percentage of the other school(s) classification number added according to the graduated scale below.

Beginning in 2019-2020 The percentages is dependent upon the association's "Sport Specific classification cut-off numbers" (July 2018)

Five Classes (100%, 100%, 100%, 40%, 30%)

Four Classes (100%, 100%, 40%, 30%)

Three Classes (100%, 40%, 30%)

Two Divisions (100%, 40%)

3. Section shall determine the deadlines for schools to merge or demerge programs.
4. If a non-public school is part of the merger, the "merged" team may be subject to the Section's Classification of Non-Public School Committee.
5. If a merger is denied by the Section, schools have the ability to resubmit a merger using 100% of all schools BEDS enrollment numbers. (July 2016)

**Reporting Procedure: All violations shall be reported to the League and Section.**

=====

Action of Section IV Merger Committee

The above request for merger is \_\_\_\_\_ Approved  
\_\_\_\_\_ Not Approved

for the activity of \_\_\_\_\_

for the school year \_\_\_\_\_

Classification AA A B C D

\_\_\_\_\_ Chairperson \_\_\_\_\_ Date

**SECTION IV MERGER COMMITTEE**

Application for Merger of Schools for Athletic Activity

This application form must:

- (A) Be completed by each school involved in the sport described.
- (B) Be reviewed and approved by the athletic league involved.
- (C) Be submitted to the Section IV Merger Committee after A and B have been resolved.

A separate application must be submitted for each activity. Requests should be for a one-year period of time only.

School District **Unatego Central School District**  
 Address of School Involved **2641 St. Hwy 7**  
**Otego, NY 13825**  
 Athletic Director of School Involved **Matt Hafele**  
 Phone Number **607-988-5023**  
 Other School(s) Involved **Franklin**  
 Sport to be considered **Volleyball**  
 Level(s) being merged (circle) **Varsity** **IV** **Modified**  
 School Year **2022-23**

Describe conditions which prompted your school to request or support a merger--provide all appropriate rationale which will assist the league and merger committee in reaching a decision considered most beneficial to all:

**This merger will allow both schools to continue to offer Volleyball to students from both districts.**

What will be the identity of the combined team? **Unatego/Franklin**

Where will practices be held? **Unatego**

Where will competition be held? **Unatego**

Attach a copy of the action item from your school Board of Education meeting minutes which includes the approval of this application.

Signed: Principal \_\_\_\_\_  
 Superintendent \_\_\_\_\_  
 Board of Education **See Attached Minutes** \_\_\_\_\_  
 Date: \_\_\_\_\_

Submit to Athletic League (This step must precede the Section action!):

League Action \_\_\_\_\_ Approved  
 \_\_\_\_\_ Not Approved  
 Date \_\_\_\_\_  
 League Secretary \_\_\_\_\_

Forward to: Section IV Athletic Association  
276 State Hwy 7  
Sidney, NY 13838  
mcweenej@dcmoboces.com

- by: **January 30, 2022** for Football
- August 30, 2021** for Fall activity
- November 22, 2021** for Winter activity
- March 21, 2022** for Spring activity

**COMBINING OF TEAMS** - The joining together of students from two or more member schools in the same district or close proximity to form a single team shall be permitted subject to the following conditions:

The joining together of students from two or more-member schools in the same district or proximity to form a single team shall be permitted subject to the following conditions:

1. Permission must be obtained from their league and section on an annual basis.
2. Section approval must be reported to the NYSPHSAA, Inc., Executive Committee. NOTE: If a combined school team goes beyond sectional level competition their boys and girls grade 9-11 enrollment shall be combined, using the below criteria, for state level competition.

The graduated scale is used for up to 3 "team" mergers and mergers with 4 or more "teams" take 100% of their BEDS; ONLY in team sports. (July 2017)

NOTE: If two or more schools are located within the same physical building, 100% of their BEDS will be used if they are following the Combining of Teams process. (Feb. 2019)

The school(s) with the higher(est) classification number will have a percentage of the other school(s) classification number added according to the graduated scale below.

Beginning in 2019-2020 The percentages is dependent upon the association's "Sport Specific classification cut-off numbers" (July 2018)

Five Classes (100%, 100%, 100%, 40%, 30%)

Four Classes (100%, 100%, 40%, 30%)

Three Classes (100%, 40%, 30%)

Two Divisions (100%, 40%)

3. Section shall determine the deadlines for schools to merge or demerge programs.
4. If a non-public school is part of the merger, the "merged" team may be subject to the Section's Classification of Non-Public School Committee.
5. If a merger is denied by the Section, schools have the ability to resubmit a merger using 100% of all schools BEDS enrollment numbers. (July 2016)

**Reporting Procedure: All violations shall be reported to the League and Section.**

=====

Action of Section IV Merger Committee

The above request for merger is \_\_\_\_\_ Approved  
 \_\_\_\_\_ Not Approved

for the activity of \_\_\_\_\_

for the school year \_\_\_\_\_

Classification	AA	A	B	C	D
----------------	----	---	---	---	---

\_\_\_\_\_ Chairperson \_\_\_\_\_ Date



**SECTION IV MERGER COMMITTEE**

Application for Merger of Schools for Athletic Activity

This application form must:

- (A) Be completed by each school involved in the sport described.
- (B) Be reviewed and approved by the athletic league involved.
- (C) Be submitted to the Section IV Merger Committee after A and B have been resolved.

A separate application must be submitted for each activity. Requests should be for a one-year period of time only.

School District **Unatego Central School District**  
Address of School Involved **2641 St. Hwy 7**  
**Otego, NY 13825**  
Athletic Director of School Involved **Matt Hafele**  
Phone Number **607-988-5023**  
Other School(s) Involved **Franklin**  
Sport to be considered **Cross Country**  
Level(s) being merged (circle) **Varsity** **IV** **Modified**  
School Year **2022-23**

Describe conditions which prompted your school to request or support a merger--provide all appropriate rationale which will assist the league and merger committee in reaching a decision considered most beneficial to all:

**This merger will allow both schools to continue to offer Cross Country to students from both districts. If we were not able to merge, we would not be able to offer it to our students.**

What will be the identity of the combined team? **Unatego/Franklin**

Where will practices be held? **Both**

Where will competition be held? **Both**

Attach a copy of the action item from your school Board of Education meeting minutes which includes the approval of this application.

Signed: Principal \_\_\_\_\_  
Superintendent \_\_\_\_\_  
Board of Education **See Attached Minutes** \_\_\_\_\_  
Date: \_\_\_\_\_

Submit to Athletic League (This step **must** precede the Section action!):

League Action \_\_\_\_\_ Approved  
\_\_\_\_\_ Not Approved  
Date \_\_\_\_\_  
League Secretary \_\_\_\_\_

Forward to: Section IV Athletic Association  
276 State Hwy 7  
Sidney, NY 13838  
mcweenej@dcmoboces.com

by: **January 30, 2022** for Football  
**August 30, 2021** for Fall activity  
**November 22, 2021** for Winter activity  
**March 21, 2022** for Spring activity

**COMBINING OF TEAMS** - The joining together of students from two or more member schools in the same district or close proximity to form a single team shall be permitted subject to the following conditions:

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2. Section approval must be reported to the NYSPHSAA, Inc., Executive Committee. NOTE: If a combined school team goes beyond sectional level competition their boys and girls grade 9-11 enrollment shall be combined, using the below criteria, for state level competition.

The graduated scale is used for up to 3 "team" mergers and mergers with 4 or more "teams" take 100% of their BEDS; ONLY in team sports. (July 2017)

NOTE: If two or more schools are located within the same physical building, 100% of their BEDS will be used if they are following the Combining of Teams process. (Feb. 2019)

The school(s) with the higher(est) classification number will have a percentage of the other school(s) classification number added according to the graduated scale below.

Beginning in 2019-2020 The percentages is dependent upon the association's "Sport Specific classification cut-off numbers" (July 2018)

Five Classes (100%, 100%, 100%, 40%, 30%)

Four Classes (100%, 100%, 40%, 30%)

Three Classes (100%, 40%, 30%)

Two Divisions (100%, 40%)

3. Section shall determine the deadlines for schools to merge or demerge programs.
4. If a non-public school is part of the merger, the "merged" team may be subject to the Section's Classification of Non-Public School Committee.
5. If a merger is denied by the Section, schools have the ability to resubmit a merger using 100% of all schools BEDS enrollment numbers. (July 2016)

**Reporting Procedure: All violations shall be reported to the League and Section.**

=====

Action of Section IV Merger Committee

The above request for merger is \_\_\_\_\_ Approved  
\_\_\_\_\_ Not Approved

for the activity of \_\_\_\_\_

for the school year \_\_\_\_\_.

Classification AA A B C D

\_\_\_\_\_ Chairperson \_\_\_\_\_ Date

**SECTION IV MERGER COMMITTEE**

Application for Merger of Schools for Athletic Activity

This application form must:

- (A) Be completed by each school involved in the sport described.
- (B) Be reviewed and approved by the athletic league involved.
- (C) Be submitted to the Section IV Merger Committee after A and B have been resolved.

A separate application must be submitted for each activity. Requests should be for a one-year period of time only.

School District	<b>Unatego Central School District</b>		
Address of School Involved	<b>2641 St. Hwy 7</b>		
	<b>Otego, NY 13825</b>		
Athletic Director of School Involved	<b>Matt Hafele</b>		
Phone Number	<b>607-988-5023</b>		
Other School(s) Involved	<b>Franklin</b>		
Sport to be considered	<b>Football</b>		
Level(s) being merged (circle)	<b>Varsity</b>	<b>IV</b>	<b>Modified</b>
School Year	<b>2022-23</b>		

Describe conditions which prompted your school to request or support a merger--provide all appropriate rationale which will assist the league and merger committee in reaching a decision considered most beneficial to all:

**This merger will allow both schools to continue to offer Football to students from both districts.**

What will be the identity of the combined team? **Unatego/Franklin**

Where will practices be held? **Unatego**

Where will competition be held? **Unatego**

Attach a copy of the action item from your school Board of Education meeting minutes which includes the approval of this application.

Signed: Principal \_\_\_\_\_

Superintendent \_\_\_\_\_

Board of Education See Attached Minutes

Date: \_\_\_\_\_

Submit to Athletic League (This step must precede the Section action!):

League Action      \_\_\_\_\_      Approved

                                 \_\_\_\_\_      Not Approved

Date \_\_\_\_\_

League Secretary \_\_\_\_\_

Forward to: Section IV Athletic Association  
276 State Hwy 7  
Sidney, NY 13838  
mcweenej@dcmoboces.com

by: **January 30, 2022** for Football  
**August 30, 2021** for Fall activity  
**November 22, 2021** for Winter activity  
**March 21, 2022** for Spring activity

**COMBINING OF TEAMS** - The joining together of students from two or more member schools in the same district or close proximity to form a single team shall be permitted subject to the following conditions:

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2. Section approval must be reported to the NYSPHSAA, Inc., Executive Committee. NOTE: If a combined school team goes beyond sectional level competition their boys and girls grade 9-11 enrollment shall be combined, using the below criteria, for state level competition.

The graduated scale is used for up to 3 "team" mergers and mergers with 4 or more "teams" take 100% of their BEDS; ONLY in team sports. (July 2017)

NOTE: If two or more schools are located within the same physical building, 100% of their BEDS will be used if they are following the Combining of Teams process. (Feb. 2019)

The school(s) with the higher(est) classification number will have a percentage of the other school(s) classification number added according to the graduated scale below.

Beginning in 2019-2020 The percentages is dependent upon the association's "Sport Specific classification cut-off numbers" (July 2018)

Five Classes (100%, 100%, 100%, 40%, 30%)

Four Classes (100%, 100%, 40%, 30%)

Three Classes (100%, 40%, 30%)

Two Divisions (100%, 40%)

3. Section shall determine the deadlines for schools to merge or demerge programs.
4. If a non-public school is part of the merger, the "merged" team may be subject to the Section's Classification of Non-Public School Committee.
5. If a merger is denied by the Section, schools have the ability to resubmit a merger using 100% of all schools BEDS enrollment numbers. (July 2016)

**Reporting Procedure: All violations shall be reported to the League and Section.**

=====

Action of Section IV Merger Committee

The above request for merger is \_\_\_\_\_ Approved  
\_\_\_\_\_ Not Approved

for the activity of \_\_\_\_\_

for the school year \_\_\_\_\_.

Classification AA A B C D

\_\_\_\_\_ Chairperson \_\_\_\_\_ Date

**SECTION IV MERGER COMMITTEE**

Application for Merger of Schools for Athletic Activity

This application form must:

- (A) Be completed by each school involved in the sport described.
- (B) Be reviewed and approved by the athletic league involved.
- (C) Be submitted to the Section IV Merger Committee after A and B have been resolved.

A separate application must be submitted for each activity. Requests should be for a one-year period of time only.

School District                               **Unatego Central School District**  
 Address of School Involved               **2641 St. Hwy 7**  
   **Otego, NY 13825**  
 Athletic Director of School Involved   **Matt Hafele**  
 Phone Number                               **607-988-5023**  
 Other School(s) Involved                 **Franklin**  
 Sport to be considered                   **Boys Soccer**  
 Level(s) being merged (circle)         **Varsity**                               **IV**                               **Modified**  
 School Year                                   **2022-23**

Describe conditions which prompted your school to request or support a merger--provide all appropriate rationale which will assist the league and merger committee in reaching a decision considered most beneficial to all:

**This merger will allow both schools to continue to offer Boys Soccer to students from both districts. If we were not able to merge, we would not be able to offer it to our students.**

What will be the identity of the combined team? **Franklin/Unatego**

Where will practices be held?               **Both**

Where will competition be held?           **Both**

Attach a copy of the action item from your school Board of Education meeting minutes which includes the approval of this application.

Signed: Principal \_\_\_\_\_  
 Superintendent \_\_\_\_\_  
 Board of Education                            **See Attached Minutes** \_\_\_\_\_  
 Date: \_\_\_\_\_

Submit to Athletic League (This step must precede the Section action!):

League Action                               \_\_\_           Approved  
   \_\_\_           Not Approved  
 Date    \_\_\_\_\_

League Secretary                            \_\_\_\_\_

Forward to: Section IV Athletic Association  
276 State Hwy 7  
Sidney, NY 13838  
mcweenej@dcmoboces.com

by: **January 30, 2022** for Football  
**August 30, 2021** for Fall activity  
**November 22, 2021** for Winter activity  
**March 21, 2022** for Spring activity

**COMBINING OF TEAMS** - The joining together of students from two or more member schools in the same district or close proximity to form a single team shall be permitted subject to the following conditions:

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1. Permission must be obtained from their league and section on an annual basis.
2. Section approval must be reported to the NYSPHSAA, Inc., Executive Committee. NOTE: If a combined school team goes beyond sectional level competition their boys and girls grade 9-11 enrollment shall be combined, using the below criteria, for state level competition.

The graduated scale is used for up to 3 "team" mergers and mergers with 4 or more "teams" take 100% of their BEDS; ONLY in team sports. (July 2017)

NOTE: If two or more schools are located within the same physical building, 100% of their BEDS will be used if they are following the Combining of Teams process. (Feb. 2019)

The school(s) with the higher(est) classification number will have a percentage of the other school(s) classification number added according to the graduated scale below.

Beginning in 2019-2020 The percentages is dependent upon the association's "Sport Specific classification cut-off numbers" (July 2018)

Five Classes (100%, 100%, 100%, 40%, 30%)

Four Classes (100%, 100%, 40%, 30%)

Three Classes (100%, 40%, 30%)

Two Divisions (100%, 40%)

3. Section shall determine the deadlines for schools to merge or demerge programs.
4. If a non-public school is part of the merger, the "merged" team may be subject to the Section's Classification of Non-Public School Committee.
5. If a merger is denied by the Section, schools have the ability to resubmit a merger using 100% of all schools BEDS enrollment numbers. (July 2016)

**Reporting Procedure: All violations shall be reported to the League and Section.**

=====  
Action of Section IV Merger Committee

The above request for merger is \_\_\_\_\_ Approved  
\_\_\_\_\_ Not Approved

for the activity of \_\_\_\_\_

for the school year \_\_\_\_\_.

Classification AA A B C D

\_\_\_\_\_ Chairperson \_\_\_\_\_ Date

# 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

---

August 22, 2022

Dear Board of Education:

Please approve the following non-resident student for the 2022-2023 school year:

Chase Simonds (Gr.10) – tuition charged

Thank you,



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

# Unatego Central School District

Unatego, NY 13825

## MEMO

To: Dr. Richards

From: Patti Loker, School Business Manager



Date: August 18, 2022

Re: NYS Deferred Compensation Plan

Recently, Amber and I met with a representative from the NYS Deferred Compensation Plan regarding offering our employees the option of investing in a 457(b) plan.

A 457(b) plan is very similar to our current 403(b) plan, except that it covers all government employees, whereas the 403(b) is available only to employees of educational entities.

We have had a couple current employees who have expressed interest in the 457(b) plan. There is a possibility that we may be able to offer a Roth version of the plan, as well as the traditional pre-tax version.

I recommend that the Board of Education approve the resolution to establish a Deferred Compensation Plan.



NOW, THEREFORE, it is hereby:

RESOLVED, that The Unatego CSD hereby adopts the Plan for the voluntary participation of all eligible employees; and it is further

RESOLVED, that the appropriate officials of The Unatego CSD are hereby authorized to take such actions and enter such agreements as are required or necessary for the adoption, implementation, and maintenance of the Plan; and it is further

RESOLVED, that the Administrative Services Agency is hereby authorized to file copies of these resolutions and other required documents with the President of the State of New York Civil Service Commission.

Adopted the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at a meeting of the \_\_\_\_\_

I hereby certify that The Unatego CSD is a local public employer within the meaning of Section 5 of the State Finance Law and that the adoption of the Plan has received all required approvals of any local governing body or officer and otherwise complies with local law.

Witnesseth by:

By:

Consent of the Deferred  
Compensation Board of the  
State of New York to  
Local Public Employer's  
Participation

By: \_\_\_\_\_

Adoption of the State of New York Deferred Compensation Plan

WHEREAS, The Unatego CSD wishes to adopt the Deferred Compensation Plan for Employees of the State of New York and Other Participating Public Jurisdictions (the "Plan") for voluntary participation of all eligible employees; and

WHEREAS, The Unatego CSD is a local public employer eligible to adopt the Plan pursuant to Section 5 of the State Finance Law\* and

WHEREAS, The Unatego CSD has reviewed the Plan established in accordance with Section 457 of the Internal Revenue Code and Section 5 of the State Finance Law of the State of New York; and

WHEREAS, the purpose of the Plan is to encourage employees to make and continue careers with The Unatego CSD by providing eligible employees with a convenient and tax-favored method of saving on a regular and long-term basis and thereby provide for their retirement;

---

\* A local public employer eligible to adopt the Plan pursuant to Section 5 of the State Finance Law includes: a county, city, town, village or other political subdivision as defined in Section 131 of the retirement and Social Security law or civil division of the State; a school district or other governmental entity operating a public school, college, or university; a public improvement or special district, a public authority, commission, or public benefit corporation; or any other public corporation, agency or instrumentality or unit of government which exercises governmental powers under the laws of the State.

RECEIVED  
AUG 04 2022

BY: .....

To: Dr. David Richards & Board of Education  
From: Luci Hopps, Cook/Manager, DCMO BOCES  
Re: Food Service Helper  
Date: 8-4-2022

I would like to recommend Heather McGrail for the Permanent FSH Position as of 9-1-2022.

Thank You,



Luci Hopps

Cook/Manager, DCMO BOCES

(607)988-5035



# Unatego Elementary School

Mike Snider  
Principal

265 Main Street  
Unadilla, NY 13849

Rebecca Theophel  
School Counselor

Brenda Birdsall  
Administrative Assistant

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

Shannon Leizear  
School Nurse

## MEMO

TO: Dr. Richards and the Board of Education  
FROM: Mike Snider  
DATE: August 16, 2022  
RE: Recommendation for a Permanent Appointment - Brittany Knapp

I would like to recommend Brittany Knapp for a permanent appointment as an elementary aide.

Brittany Knapp's effective date for a permanent appointment would be September 1, 2022.



# Unatego Elementary School

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Principal

265 Main Street  
Unadilla, NY 13849

Rebecca Theophel  
School Counselor

Brenda Birdsall  
Administrative Assistant

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

Shannon Leizear  
School Nurse

## MEMO

TO: Dr. Richards and the Board of Education  
FROM: Mike Snider  
DATE: August 16, 2022  
RE: Recommendation for a Permanent Appointment - Marah Patrick-Seward

I would like to recommend Marah Patrick-Seward for a permanent appointment as an elementary aide.

Marah Patrick-Seward's effective date for a permanent appointment would be September 1, 2022.



# Unatego Elementary School

Mike Snider  
Principal

265 Main Street  
Unadilla, NY 13849

Rebecca Theophel  
School Counselor

Brenda Birdsall  
Administrative Assistant

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

Shannon Leizear  
School Nurse

## MEMO

TO: Dr. Richards and the Board of Education  
FROM: Mike Snider  
DATE: August 16, 2022  
RE: Recommendation for a Permanent Appointment - Irene Murphy

I would like to recommend Irene Murphy for a permanent appointment as an elementary aide.

Irene Murphy's effective date for a permanent appointment would be September 1, 2022.



# Unatego Elementary School

Mike Snider  
Principal

265 Main Street  
Unadilla, NY 13849

Rebecca Theophel  
School Counselor

Brenda Birdsall  
Administrative Assistant

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

Shannon Leizear  
School Nurse

## MEMO

TO: Dr. Richards and the Board of Education  
FROM: Mike Snider  
DATE: August 16, 2022  
RE: Recommendation for a Permanent Appointment - Crystal Nordberg

I would like to recommend Crystal Nordberg for a permanent appointment as an elementary aide.

Crystal Nordberg's effective date for a permanent appointment would be September 1, 2022.



# Unatego Elementary School

Mike Snider  
Principal

265 Main Street  
Unadilla, NY 13849

Rebecca Theophel  
School Counselor

Brenda Birdsall  
Administrative Assistant

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

Shannon Leizear  
School Nurse

## MEMO

TO: Dr. Richards and the Board of Education  
FROM: Mike Snider  
DATE: August 16, 2022  
RE: Recommendation for a Permanent Appointment - Shannon Leizear

I would like to recommend Shannon Leizear for a permanent appointment as an elementary school nurse.

Shannon Leizear's effective date for a permanent appointment would be September 1, 2022.



UNATEGO CENTRAL SCHOOL  
NEW EMPLOYEE APPOINTMENT FORM

NAME: Clara Carver

POSITION: Substitute Teacher / CTA / Aide

REPLACES: N/A

EFFECTIVE DATE: 9/1/22

EDUCATION LEVEL: Associates Degree

YEARS OF EXPERIENCE: 2

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

CERTIFICATION: NONE

COLLEGE: Onondaga Community College

REFERENCES CONTACTED:

1. Rachael Smith, Teacher @ Chenango Valley

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

COMMENTS: Hardworker, proactive, good with students.

Julie Lombard  
ADMINISTRATOR SIGNATURE

8/11/22  
DATE

August 15, 2022

To: Board of Education

RE: Recommendations for the After School Care Program

I would like to recommend the following people for full-time employment during the 2022-23 After School Care program: Deborah Ritchey, Mari Ruff, and Kerri Frailey.

I would like to recommend the following people as a substitute for the 2022-23 After School Care Program: Tamarah Brooks, Irene Murphy, Kim Renwick, Rena Barkman, Savannah Jackson, Nancy Dalton, Kelly DeMorier, Sherri Lapp, Kristen Sousa, Leanne Nydam, Becci Cutting, and Danielle Whitaker.

Thank you for your time and consideration on this matter.

Sincerely,

A handwritten signature in black ink, appearing to be 'CD', with a long horizontal line extending to the right.

Carrie DeJoy

Director, ASCP

UNATEGO CENTRAL SCHOOL  
NEW EMPLOYEE APPOINTMENT FORM

NAME: Robert Palmer

POSITION: Cleaner

REPLACES: Matt Rosas

EFFECTIVE DATE: Aug 23<sup>rd</sup>

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

YEARS OF EXPERIENCE: 3<sup>+</sup>

SALARY: STEP \_\_\_\_\_ LEVEL \_\_\_\_\_ \$ Per Contract

CERTIFICATION: \_\_\_\_\_

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

REFERENCES CONTACTED:

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

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

COMMENTS: Robert is currently a sub  
that is moving to full time.

Brian Trask  
ADMINISTRATOR SIGNATURE

8/17/2022  
DATE

# Unatego Central School

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

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

Patricia Loker  
Business Manager  
(607) 988-5038

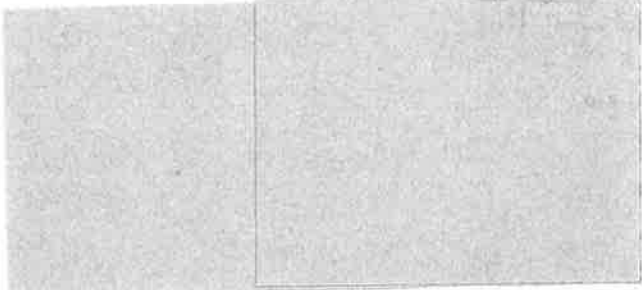
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Approve the following non-teaching substitute for the 2022-2023 school year:

Marie Simmons-Retired LTA (Aide/LTA)  
Kirbey Baker (Aide)

Approve the following returning substitute teachers for the 2022-2023 school year:

Marie Simmons  
Deb Nolan-Retired Teacher  
Joseph Cantori



August 16, 2022

RECEIVED  
AUG 16 2022

BY: .....

Dear Katherine Mazourek and Mike Snider:

It is with mixed emotions that I am writing to formally notify you of my resignation from my position at Unatego. Today, I was offered a new opportunity with Worcester Central school district, and have I decided to take their offer.

My year at Unatego was very rewarding and I thank you both for all your encouragement and understanding. It has truly been a pleasure working for and with you both. I will miss my job and the incredible people I have had the honor of working with at Unatego, but I need to see this new opportunity through. I want you both to know that I wouldn't have gone to any other school district in this area except for Worcester because it is my hometown and I have been wanting to work in that district for many years now.

I appreciate your support and understanding, and I wish you all the very best. Please let me know if I can be of any assistance during the last few weeks of my time here. My last day of employment will be September 5, 2022

Sincerely,

Athena Frost

UNATEGO CENTRAL SCHOOL  
NEW EMPLOYEE APPOINTMENT FORM

NAME: Jerome Degan

POSITION: Teacher - English 7

REPLACES: Deb Nolan

EFFECTIVE DATE: 8/1/2022

EDUCATION LEVEL: Master's + 45

YEARS OF EXPERIENCE: 15

SALARY: STEP 15 LEVEL MA45 \$ 73,106

CERTIFICATION: ELA 7-12

COLLEGE: Suny College @ Cortland

REFERENCES CONTACTED:

1. Katherine Smith, Principal (retired)
2. Matthew Sheldon, Superintendent (retired)

COMMENTS: • Excellent candidate. • Dedicated to  
M.S. students. • Focused on literacy  
challenges.

[Signature]  
ADMINISTRATOR SIGNATURE

8/16/2022  
DATE

UNATEGO CENTRAL SCHOOL  
NEW EMPLOYEE APPOINTMENT FORM

NAME: Erica Granger (Brazeel)

POSITION: Secondary English

REPLACES: New Position

EFFECTIVE DATE: 9-1-2022

EDUCATION LEVEL: Masters

YEARS OF EXPERIENCE: 13

SALARY: STEP 13 LEVEL M \$ 65,707

CERTIFICATION: English 7-12

COLLEGE: SUNY-Cortland / Lynchburg College

REFERENCES CONTACTED:

1. Brendan Cope - Principal
2. Bonnie Johnson

COMMENTS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

  
ADMINISTRATOR SIGNATURE

8/18/2022  
DATE

UNATEGO CENTRAL SCHOOL  
NEW EMPLOYEE APPOINTMENT FORM

NAME: Carsen Terry

POSITION: 6<sup>th</sup> Grade ELA (1 yr leave replacement)

REPLACES: Dusti Novellino

EFFECTIVE DATE: 9/6/2022

EDUCATION LEVEL: B.S.

YEARS OF EXPERIENCE: Ø

SALARY: STEP 1 LEVEL \_\_\_\_\_ \$ 135/day for 20 days then \$ 253/day  
Students with Disabilities 1-6 (Emergency COVID-19)

CERTIFICATION: Teacher Early Childhood 1-6 (exp. 8/2023)

COLLEGE: SUNY - College @ Cortland

REFERENCES CONTACTED:

- Victoria Perpea
- Erika Patti

COMMENTS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

[Signature]  
ADMINISTRATOR SIGNATURE

8/18/22  
DATE