

**UNATEGO CENTRAL SCHOOL DISTRICT  
BOARD OF EDUCATION AGENDA  
MONDAY, AUGUST 3, 2020  
EXEMPT SESSION  
TO DISCUSS CSE RECOMMENDATIONS  
BOARD OF EDUCATION MEETING  
6:30 P.M.  
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
- 1.5 Roll Call
- 1.6 Pledge
- 1.7 Approve regular board meeting minutes of July 20, 2020
- 1.8 Adopt Agenda

**2. PUBLIC COMMENT**

**3. PRESENTATIONS**

- 3.1 Administrator's Report
- 3.2 Superintendent's Report – Dr. David S. Richards
- 3.3 Committee Reports

**4. ADMINISTRATIVE ACTION**

- 4.1 Approve CSE Recommendations (8.3.20 G1)
- 4.2 Approve Transportation Contract between DCMO BOCES and Unatego Central School District (8.3.20 G2)
- 4.3 Appoint Dennis Walrath returning substitute teacher/LTA for the 2020-2021 school year (8.3.20 UC1)
- 4.4 Accept Jeremy Terrell resignation as bus driver (8.3.20 UC2)
- 4.5 Approve Middle School teachers for the PBIS Team (8.3.20 C1)

5. PUBLIC COMMENT

6. ROUND TABLE DISCUSSION/QUESTIONS

7. EXECUTIVE SESSION (IF NECESSARY)

Upon a majority vote of its total membership, taken in open meeting pursuant to a motion identifying the general area of the subject or subjects to be considered, a public body may conduct an executive session for the below enumerated purposes only, provided, however, that no action by formal vote shall be taken to appropriate public moneys:

- A. matters which may imperil the public safety if disclosed;
- B. any matter which may disclose the identity of a law enforcement agent or informer;
- C. information relating to current or future investigation or prosecution of a criminal offense which would imperil effective law enforcement if disclosed;
- D. discussions regarding proposed, pending or current litigation;
- E. collective negotiations pursuant to article fourteen of the civil service law;
- F. the medical, financial, credit or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal or removal of a particular person or corporation;
- G. the preparation, grading or administration of examination; and
- H. the proposed acquisition, sale or lease of real property or the proposed Acquisition of securities, or sale or exchange of securities held by such public body, but only when publicity would substantially affect the value thereof;
- I. any matter made confidential by federal or state law.

8. ADJOURN

**Board Agenda 8.3.20**

**PG: 3**

**4.1**

**8.3.20 G1**

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

**4.2**

**8.3.20 G2**

**RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve Transportation Contract (September 1, 2020-June 30, 2021) between DCMO BOCES and Unatego Central School District as presented.**

**4.3**

**8.3.20 UC1**

**RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Dennis Walrath returning substitute teacher/LTA for the 2020-2021 school year as presented.**

**4.4**

**8.3.20 UC2**

**RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby accept the resignation of Jeremy Terrell as a bus driver, effective August 3, 2020 as presented.**

**4.5**

**8.3.20 C1**

**RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve Middle School teachers for the summer PBIS Team at a rate of \$100.00 per day per teachers' contract as presented (one or two days).**

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)

|   |       |                              |
|---|-------|------------------------------|
| Tele(607)335-1233                           |       |                              |
| Perry T. Dewey III, District Superintendent |       |                              |
| 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<sup>20</sup> 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

September 1, 2020 and to end June 30, 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 other unit cost basis for providing such transportation on a suitable conveyance.  
(If lump sum contract) (Unit Cost)

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.

|  |  |                                |
|--|--|--------------------------------|
| _____<br>(Signature of Trustee or President of Board of Education) | Delaware-Chenango-Madison-Otsego BOCES 6678 County Rd 32, Norwich, NY 13815<br>(Party of the First Part) | _____<br>(Post Office Address) |
| _____<br>(Signature of Contractor)                                 | Unatego CSD 2641 State Hwy 7, Otego, NY 13825<br>(Party of the Second Part)                              | _____<br>(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 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. _____<br>(Name) | _____ (Amount of Bid) | 3. _____<br>(Name) | _____ (Amount of Bid) |
| 2. _____<br>(Name) | _____ (Amount of Bid) | 4. _____<br>(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

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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Approve the following returning non-teaching substitutes for the 2020-2021 school year:

Dennis Walrath (LTA)

Approve the following returning substitute teachers for the 2020-2021 school year:

Dennis Walrath



## Sheila Nolan

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**From:** Brian Trask  
**Sent:** Monday, August 3, 2020 8:27 AM  
**To:** Patti Loker; David Richards; Sheila Nolan  
**Subject:** FW: Letter of resignation

**From:** Jeremy Terrell <jeremyterrell27@gmail.com>  
**Sent:** Monday, August 3, 2020 8:12 AM  
**To:** Brian Trask <btrask@unatego.stier.org>  
**Subject:** Letter of resignation

[EXTERNAL EMAIL] This email has been received from an external source. Please use extra caution before opening attachments or following links.

I Jeremy Terrell I am writing this letter to inform who it might concern I will no longer be working for unatego central school as of 08/03/2020 I would like to thank you for the opportunity for working for you

Jeremy Terrell

TO: Dr. David Richards, Superintendent  
FROM: Patricia Hoyt, Middle School Principal *ph*  
DATE: July 22, 2020  
SUBJECT: PBIS

I would like to recommend the PBIS Team for one or two days of planning time this summer. The focus will be on addressing the social and emotional needs of students as they return to school in the fall. We would meet in mid-August, assuming that school is given the go-ahead to open.

The team consists of:

Patricia Hoyt

Amanda Kane

Anne Nelson

Beth-Anne Wiswell

Karen Alvin

Kim Trask

Sara Ingalls