Unatego Central School
Board Meeting
October 5, 2026

Minutes

President Salisbury called the meeting of the Unatego Central School District Board of Education to order at 6:00 p.m. in room #93 at the MS/HS.	Call to Order
Davis, Downey, Johnson, Nordberg, O'Hara, and Salisbury answered roll call. Vice-President McMichael was absent. Administrative members present: Supt. Dr. David S. Richards and Director of Special Programs Rhonda Burnside.	Roll Call
Motion by O'Hara, seconded by Johnson, to go into Executive Session to discuss CSE recommendations at 6:02 p.m. Yes-6 No-0 Absent-1. Carried. Director of Special Programs Rhonda Burnside entered at 6:03 p.m. Discussion ensued; no action taken. Motion by Johnson, seconded by Downey, to leave Executive Session at 6:15 p.m. Yes-6 No-0 Absent-1. Carried.	Executive Session
Regular Session from 6:16 pm to 6:42 pm. Audit Presentation – D'Arcangelo & Co., LLP-Chip Clark: • Presented the 2025-2026 Audit to the Audit Committee and the rest of the board, Superintendent Richards, and Interim Business Manager Theresa Carlin.	C. Clark
Recess 6:42 pm – 7:00 pm	
President Salisbury called the meeting of the Unatego Central School District Board of Education to order at 7:00 p.m. in room #93 at the MS/HS.	Call to Order
Davis, Downey, Johnson, Nordberg, O'Hara, Ostrander, and Salisbury answered roll call. Vice-President McMichael was absent. Administrative members present: Supt. Dr. David S. Richards, Interim Business Manager Theresa Carlin, Principals Mike Snider and Katie James, Director of Instruction Kate Webb, and Clerk Sheila Nolan	Roll Call

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Visitors/Staff: 13	
Board President Salisbury led the Flag Salute.	Flag Salute
Motion by Davis, seconded by O'Hara, to approve the Regular Board Meeting Minutes of September 8, 2026, as presented. Yes-6 No-0 Absent-1. Carried.	9-8-26 Reg Brd Mtg Min
Motion by Johnson, seconded by Davis, to adopt the Agenda and Addendum as amended. Yes-6 No-0 Absent-1. Carried.	Adopt Agenda & Addendum
Public Comment-None	
Presentations: Audit Presentation – D'Arcangelo & Co., LLP-Chip Clark: • Discussed with the board during the Audit Committee meeting. The board decided that there was no need for a presentation during the regular board meeting.	
Think Pink Event – Kelly Post and the Varsity Volleyball Team: • Presented a slide show to the board on October 10th Think Pink Fundraiser event. All proceeds will go to families of students that attend Unatego that have been or are being affected by cancer. The team explained to the board that they are more than just athletes. They are hoping this event brings the school and community together for a great cause.	K. Post
LINKS – Kate Webb: • Discussed the LINKS plan for the 2026-2027 school year. All the goals are linked with the District Professional Development Plan, RTI/MTSS Plan, and the District Technology Plan.	K. Webb
NY Inspires Plan – Portrait of a Graduate – Abby Costello: • Postponed until the November board meeting.	
Administrators' Reports: Elementary Principal Mike Snider: • Great start to the school year. • We currently have 33 UPK students with one new one enrolling today. • Completed Benchmark testing. • September 23 - Open House was a success. • October 7 – 5th grade luncheon. • October 8 – The Fire Departments will be presenting to students for Fire Prevention Week.	M. Snider

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• October 21 – 4th grade luncheon. • October 30-Mad Scientist Day sponsored by the PTO. Halloween parade and party. This year the STEAM based activities will focus on gravity and magnetism. • November 10 – Veteran's Day Breakfast. Middle School Principal Katie James: • Benchmark and FastBridge testing is complete. • We sent out a social and emotional questioner to middle school students and went over the data from that was gathered. • Great turnout at the homecoming dance combined with Franklin CSD, there were about 150 middle school students that attended. • October 8 – Regional Early Dismissal Drill. • October 9 – Conference Day. • October 12 – Columbus Day – No school. High School Principal Abby Costello: Absent Interim Business Manager's Report- Theresa Carlin: • We have been very busy in the Business Office. • Completed the ST-3 report for the 2025-2026 school year. • The 2025-2026 Audit is completed and on the agenda for approval. • Making sure all teachers have their supplies for the year. • Budget calendar for the 2027-2028 school year is on the agenda for information purposes only. • Working on the 2027-2028 bid process with BOCES. • Getting the capital project closed out and all the reports submitted to State Ed. Student Board Member Jason Ostrander: • Sports are going well. • Had a good time at homecoming. • Currently enrolled in the virtual statistics class and is going well. Superintendent's Report-Dr. David S. Richards: • October 12-16 is School Board Appreciation week. Thank you to our board for all that they do for the district and students.	K. James T. Carlin J. Ostrander Supt. Richards

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Administrative Action Motion by Downey, seconded by O'Hara, to approve the following resolutions 4.1-4.37 and Addendum 4.38 as presented. Yes-6 No-0 Absent-1. Carried.	
Warrants and Budget Status Reports were given to the Board for information only.	Monthly Reports
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the Treasurer's Report as presented.	Treasurer's Report
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby accept the 2025-2026 Financial Audit Report.	Financial Audit Report 25-26
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve CSE Recommendations as presented.	CSE Recommendations
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve two additional board meetings on October 15 and April 19 to be added to the board meeting schedule as presented.	Additional BOE Meetings 26-27
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the LINKS Plan for 2026-2027 as presented.	LINKS Plan 26-27
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the AIS/MTSS Plan for 2026-2027 as presented.	AIS/MTSS Plan 26-27
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the Special District Meeting Notice for the December 7, 2026, bus leasing proposition as presented. NOTICE OF SPECIAL DISTRICT MEETING Otego-Unadilla Central School District, Otsego and Delaware Counties, New York The Board of Education of Otego-Unadilla Central School District, Otsego and Delaware Counties, New York, NOTICE IS HEREBY GIVEN that a Special District Meeting of the qualified voters of said School District will be held at the Middle/Senior High School 2641 State Highway 7, Otego, New York 13825, in said School District, on the 7th day of December 2026, at 12:00 o'clock noon, prevailing time, for the purpose of voting by paper ballot upon the propositions hereinafter set forth, polls for the purpose of voting will be kept open between the hours of 12:00 o'clock noon and 8:00 o'clock pm, prevailing time.	Special District Meeting Notice

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PROPOSITION 1

RESOLVED that pursuant to Chapter 472 of the Session Laws of 1998, the Board of Education of the Otego-Unadilla Central School District is hereby authorized to lease and expend therefore, including costs incidental thereto and the financing thereof, an amount not to exceed the estimated maximum cost of one hundred fifty thousand dollars ($150,000) per year, and for a term not to exceed five (5) years, the following motor vehicles: three (3) 64-66 passenger school buses and one (1) 33-35 passenger school bus.

And, that such sum, or so much thereof as may be necessary, shall be raised by the levy of a tax collected in annual installments; and that in anticipation of such tax, obligations of the District shall be issued.

NOTICE IS ALSO HEREBY GIVEN that applications for absentee and early mail ballots may be applied for at the office of the School District Clerk. Any such application must be received by the District Clerk at least seven days before the date of the aforesaid Special District Meeting if the ballot is to be mailed to the voter, or the day before such Special District Meeting if the ballot is to be delivered to the voter. A list of all persons to whom absentee and early mail ballots have been issued shall be available for public inspection in the office of the School District Clerk not less than five days prior to the date of the Special District Meeting (excluding Saturdays and Sundays) during regular office hours until the date of the aforesaid Special District Meeting. In addition, such list shall be posted conspicuously at the place of voting during the hours of such Special District Meeting.

NOTICE IS ALSO HEREBY GIVEN that Military voters who are qualified voters of the School District may apply for a military ballot by requesting an application from the District Clerk. For a military voter to be issued a military ballot, the District Clerk must have received a valid ballot application no later than 5:00 pm twenty-six days before the special meeting, November 11, 2026. In a request for a military ballot application or ballot, the military voter may indicate their preference for receiving the application or ballot by mail, facsimile transmission, or electronic mail. Completed military ballots must be received by the School District by 5:00 p.m. on the 7th of December 2026 in order to be counted.

Dated: Otego, New York, October 5, 2026

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BY ORDER OF THE BOARD OF EDUCATION OF OTEGO-UNADILLA CENTRAL SCHOOL DISTRICT, OTSEGO AND DELAWARE COUNTIES, NEW YORK. Sheila L. Nolan School District Clerk	
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the following resolution as presented. Board Resolution to Restate the District's 403(b) Retirement Plan Upon the recommendation of the Superintendent and the advice of the District's Third- Party Administrator, that it has received IRS approval for the 403(b) Plan provided by OMNI for the District's use, qualifying it as an IRS Pre-approved plan, WHEREAS, the Employer, Unatego Central School District, ("the Employer") has maintained the Unatego Central School District 403(b) Plan ("the "Plan") since January 1, 2009 for the benefit of eligible employees; and WHEREAS, the Employer is restating the above-referenced Plan to comply with 2022 Cumulative List of Changes in Section 403(b) Requirements for 403(b) Pre-approved Plans and to continue to receive the tax benefits of an IRS Pre-approved plan, Now, therefore it is: Moved: Downey Seconded: O'Hara RESOLVED, that based upon the above statements and recommendations, the Employer hereby adopts the Plan as a complete restatement of the prior Plan, to be effective on January 1, 2026; and it is further RESOLVED, that Superintendent of Schools and the President of the Board of Education are each separately authorized to execute the restated Plan document and authorize the performance of any other actions necessary to implement the adoption of the Plan restatement. The Employer will maintain a copy of the restated Plan, as approved by the Board of Education, along with a copy of the prior plan, in its files.	Resolution 403(b)

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CERTIFICATION OF DISTRICT CLERK I, Sheila Nolan, District Clerk of the Unatego Central School District, hereby certify that the attached resolution was adopted by the required majority vote of the Board of Education at its meeting held on October 5, 2026. Date: October 6, 2026 Sheila Nolan District Clerk, Unatego Central School District	
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Roxanne Fink to a 52-week probationary appointment as a part-time lunch/recess aide, effective September 16, 2026 to September 15, 2027, as presented.	Prob Appt – R. Fink, PT Lunch/ Recess Aide
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve Anita Cleveland permanent appointment as a bus aide, effective August 20, 2026 as presented.	Perm Appt – A. Cleveland, Bus Aide
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve Lasca Mazzone permanent appointment as a bus aide, effective September 18, 2026 as presented.	Perm Appt – L. Mazzone, Bus Aide
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve Robert Wilson permanent appointment as a bus aide, effective October 10, 2026 as presented.	Perm Appt – R. Wilson, Bus Aide
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve Tegan Fairbairn's permanent appointment as an aide, effective September 1, 2026 as presented.	Perm Appt – T. Fairbairn, Aide
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve Kelly Winter's permanent appointment as an aide, effective September 1, 2026 as presented.	Perm Appt – K. Winters, Aide
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve Rhealeen Ordaz's permanent appointment as a food service helper, effective September 1, 2026 as presented.	Perm Appt – R. Ordaz, FSH

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RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve Princess Amo's permanent appointment as an aide, effective September 1, 2026 as presented.	Perm Appt – P. Amo, Aide
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve Julie Evan's permanent appointment as an aide, effective September 1, 2026 as presented.	Perm Appt – J. Evans, Aide
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve Lori Mannina's permanent appointment as an aide, effective September 1, 2026 as presented.	Perm Appt – L. Mannina, Aide
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve Monica Terrell's permanent appointment as an aide, effective September 9, 2026 as presented.	Perm Appt – M. Terrell, Aide
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve Colleen Medina's permanent appointment as an aide, effective September 11, 2026 as presented.	Perm Appt – C. Medina, Aide
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby accept Clara Conklin's resignation as District Registrar effective January 1, 2027 as presented.	Resignation – C. Conklin, District Registrar
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Kylie Mussaw as a returning substitute teacher/aide/LTA for the 2026-2027 school year as presented.	Sub Teacher/Aide LTA, K. Mussaw 26-27
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Sharon Harris and Gale Lindroth as election inspectors for the Bus Vote on December 7, 2026, at $150.00 each, and Sheila Nolan as an alternate as needed as presented.	Election Inspectors Bus Vote, Dec. 7
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Mark Yager to a 52-week probationary appointment as a bus driver, effective October 8, 2026 to October 7, 2027, as presented.	Prob Appt – M. Yager, Bus Driver
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Tiffany Gardner as a substitute teacher for the 2026-2027 school year as presented.	Sub Teacher - T. Gardner 26-27

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RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Shea Barber as a substitute teacher for the 2026-2027 school year as presented.	Sub Teacher - S. Barber 26-27
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Payton Messina as a substitute teacher for the 2026-2027 school year as presented.	Sub Teacher - P. Messina 26-27
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Taylor Seaman as a substitute teacher for the 2026-2027 school year as presented.	Sub Teacher - T. Seaman 26-27
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve teachers/aides for the after school academic eligibility program for the 2026-2027 school year as presented.	Academic Eligibility Program 26-27
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve coaches for the 2026-2027 fall sports season, effective September 10, 2026, as presented.	Fall Coaches 26-27
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve coaches for the 2026-2027 winter sports season as presented.	Winter Coaches 26-27
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve advisors for extracurricular activities the 2026-2027 school year as presented.	Extra-Curricular Appt Advisor 26-27
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve Rebecca Theophl's unpaid leave of absence on or about January 4, 2027, to the end of the school year, as presented. (maternity leave)	Unpaid Leave of Absence – R. Theophel, Counselor
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve teachers as tutors on a rotational schedule for a homebound elementary student for the 2026-2027 school year at a rate of $46.84 per hour as presented.	Afterschool Tutors 26-27
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the consultant agreement with Patti Loker as presented.	Consultant Agreement w/ P. Loker 26-27

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CONSULTANT SERVICES AGREEMENT

CONSULTANT SERVICES AGREEMENT ("Agreement"), made effective as of October 5, 2026, by and between the Unatego Central School District ("District"), with offices located at 2641 State Highway 7, Otego, New York 13825, and Patricia ("Patti") Loker ("Consultant").

WHEREAS, Consultant is retiring from employment with the District and possesses institutional knowledge and expertise that will assist the District during a transition period; and

WHEREAS, the District desires to retain Consultant as an employee of the District on a temporary, as-needed basis to provide consulting and transition services in the business office; and

WHEREAS, Consultant desires to provide such services under the terms and conditions set forth herein;

NOW, THEREFORE, in consideration of the mutual promises contained herein, the parties agree as follows:

1. Term

This Agreement shall commence on September 1, 2026, and shall expire on June 30, 2027, unless earlier terminated by either party upon written notice.

2. Scope of Services

Consultant shall provide transition assistance, operational support, training, consultation, document review, and such other services as may be reasonably requested by the District in connection with Consultant's former duties and responsibilities.

The specific services performed and dates of service shall be determined by mutual agreement between the Superintendent and Consultant.

3. Compensation

The District shall compensate Consultant as follows:

a. Daily Rate: Six Hundred Dollars ($600.00) for each day on which Consultant performs services totaling seven and one-half (7.5) hours.

b. Hourly Rate: Eighty Dollars ($80.00) per hour for services performed on days in which Consultant works less than seven and one-half (7.5) hours.

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c. Consultant shall maintain and submit a timesheet identifying the dates worked and hours worked. The District's Business Office shall review and verify such timesheets for payment purposes.

4. Confidentiality

During and after the term of this Agreement, Consultant shall maintain the confidentiality of all student information, personnel information, and other confidential District information obtained through the performance of services under this Agreement and shall comply with all applicable federal and state confidentiality laws.

5. Records of Service

Consultant shall maintain accurate records of all services performed and submit timesheets in a form acceptable to the District. Compensation shall be based upon approved timesheets.

6. Termination

Either party may terminate this Agreement at any time upon written notice to the other party. Upon termination, Consultant shall be compensated for all approved services rendered through the effective date of termination.

7. Entire Agreement

This Agreement constitutes the entire agreement between the parties and supersedes all prior negotiations and understandings relating to the subject matter hereof.

8. Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the State of New York.

IN WITNESS WHEREOF

The parties have executed this Agreement as of the date first written above.

UNATEGO CENTRAL SCHOOL DISTRICT

By: _David Richards_____

Name: _David Richards_____

Title: Superintendent of Schools

Date: _October 6, 2026_____

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CONSULTANT Patricia Loker: _Patricia Loker_____ Date: _October 5, 2026_____ *Public Comment-* None *Round Table Discussion-* B. Davis – Attended the September 26 Active Shooter Drill at Unatego. Good teamwork. Participants were grateful for the opportunity. Very well attended. B. Davis – Asked by a few people how the stats are going to work with sports being merged with Franklin. There are a couple of girls on both teams that are close to breaking different records. Will this be something that each school will manage on their own with its students? Supt. Richards responded that we are not really sure at this point. Something that will need to be discussed. M. Downey – Attended the Hall of Distinction ceremony. Great turnout. C. O'Hara – Will be attending the NYSSBA Conference in Buffalo with BOCES. Always a great time. *Adjourn:* Motion by Davis, seconded by Downey, to adjourn the meeting at 7:53 p.m. Yes-6 No-0 Absent-1. Carried. _____ Sheila Nolan District Clerk	Adjournment