

MINUTES

<p>Board Clerk, Sheila Nolan, 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.</p>	<p>Call to Order</p>
<p>Oath of Office was administered to re-elected Board members: Matthew Downey, Janette Johnson, and James Salisbury by Board Clerk Sheila Nolan.</p>	<p>Oath of Office Board Members</p>
<p>Clapper, Davis, Downey, Johnson, Nordberg, and Salisbury answered roll call.</p>	<p>Roll Call</p>
<p>Member O'Hara was absent.</p>	
<p>Administrators present: Supt. Dr. Richards, Elementary Principal Mike Snider, MS Principal Katie James, HS Principal Julie Lambiaso, CSE Chairperson Rhonda Burnside, Business Manager Patti Loker, and Clerk Nolan.</p>	
<p>Visitors/Staff: - 1</p>	<p>Flag Salute</p>
<p>Board Clerk Nolan led the Flag Salute.</p>	<p>Adopt Agenda</p>
<p>Motion by Johnson, seconded by Downey, to adopt the agenda as presented. Yes-6 No-0. Carried.</p>	<p>Nomination – Board President</p>
<p>Board Clerk Nolan asked for nominations for Board President. Motion by Clapper to nominate James Salisbury. No other nominations, motion by Downey, seconded by Davis, to close the polls and have the Board Clerk cast one vote for Salisbury. Yes-6 No-0. Carried.</p>	<p>Nomination – Board Vice- President</p>
<p>Board Clerk Nolan asked for nominations for Board Vice-President. Motion by Davis to nominate David Clapper. No other nominations, motion by Johnson, seconded by Nordberg to close the polls and have the Board Clerk cast one vote for Clapper. Yes-6 No-0. Carried.</p>	<p>Oath of Office</p>
<p>Oath of Office were given to President Salisbury and Vice-President Clapper. President Salisbury assumed the chair.</p>	<p>Appointment of Offers</p>
<p><i>Appointment of Officers:</i> Motion by Davis, and seconded by Clapper, the following appointments are hereby approved: Yes-6 No-0. Carried.</p>	
<p>District Treasurer – Amber Birdsall – no salary Deputy Treasurer – Patricia Loker – no salary Deputy Purchasing Agent – Sheila Nolan – no salary Tax Collector – Amber Birdsall</p>	
<p>Oath of office to District Clerk by Board of Education President. Oath of office to Superintendent of Schools by the District Clerk. Oath of office to Business Manager by the District Clerk.</p>	<p>Oath of Office</p>

<p><i>Corporate Appointments:</i> Motion by Downey, seconded by Johnson, the following Corporate Appointments are hereby approved: Yes-6 No-0. Carried.</p> <p>School Attorneys – Ferrara Fiorenza, PC. Independent Auditor – D’Arcangelo & Co., LLP Physicians – Bassett Healthcare</p>	<p>Corporate Appointments</p>
<p><i>Personnel Appointments:</i> Motion by Johnson, seconded by Clapper, the following personnel appointments 10a-10u are hereby approved. Yes-6 No-0. Carried.</p> <p><u>Board Spokesperson</u> – Board President <u>Information Access Officer</u> – Superintendent Dr. David S. Richards <u>Records Management Officer</u> – Sheila Nolan <u>Attendance Officers</u> – Matt Hafele and Kaleigh Barber <u>Internal Claims Officer</u> – DCMO BOCES <u>Trustee for Worker’s Compensation Alliance</u> – Matthew Downey <u>Alternate Trustee for Worker’s Compensation Alliance</u> – Brian Davis <u>Title I Programs Coordinator</u> – Mike Snider-\$3,500 (per UAA contract) <u>Title IX Officer</u> – Patricia Loker <u>Purchasing Agent</u> – Dr. David S. Richards – no salary (<i>Authorized Representative for all Federal Programs including; E-Rate and Child Nutrition, and Designated Custodian for the general fund, building fund, child nutrition fund, bond fund, activity fun, all federal programs including E-Rate, all State programs, and all other school programs and activities not listed for the 2024-2025 school year).</i> <u>BOE/District Committees 2024-2025</u> <u>Bldgs/Grounds</u> – David Clapper, Janette Johnson, Jim Salisbury <u>Curriculum</u> – Matthew Downey (Chair), Janette Johnson, Julie Lambiaso, Cindy O’Hara, Dr. David Richards <u>Policy</u> – Janette Johnson, Jill Nordberg, Cindy O’Hara, Dr. David Richards <u>Audit</u> – Matthew Downey, Byron McMichael, Cindy O’Hara <u>Safety Committee</u> – Rhonda Burnside, Shawn Callahan (SRO), David Clapper, John Collins, Brian Davis, George Flavell (SRO), Shannon Hartz, Julie Lambiaso, Patti Loker, Dr. David Richards, Katie James, Mike Snider, Brian Trask. <u>HIPAA Officer</u> – Patricia Loker <u>Cobra Representative</u> – Patricia Loker <u>Medicaid Compliance Officer</u> – Director of Special Programs <u>District Registrar</u> – Sherry Maruszewski - \$2,954.38 <u>Lead Evaluators</u> – Principals and Director of Special Programs <u>Site Master</u> – Sheila Nolan - \$2,438.88 <u>Athletic Director</u> – Matt Hafele - \$22,162.06 <u>Substitute Registry Coordinator</u> – Tara Nichols – current hourly rate <u>Dignity Act Coordinators Building Levels</u> – Principals <u>District Lead Custodian</u> – Joseph (Will) Clark - \$3,988.97</p>	<p>Personnel Appointments</p>
<p><i>Designations:</i> Motion by Johnson, seconded by Clapper, the following Designations are hereby</p>	<p>Designations</p>

<p>approved: Yes-6 No-0. Carried. Bank Depositories; Community Bank, Citizens, Trustco Bank, NBT Bank, JP Morgan Chase, DCMO Cooperative Banks and NYCLASS. Official Newspaper – The Daily Star with exceptions Board Meeting Days and Times-1st Monday-7:00 p.m. with exceptions</p>	
<p>Authorizations: Motion by Downey, seconded by Davis, the following authorizations are hereby approved: Yes-6 No-0. Carried.</p> <p>Petty cash funds - \$100 each – Superintendent Dr. David S. Richards and Elementary Principal Snider. Superintendent may approve attendance at conferences, conventions, etc. for the 2024-2025 school year; not to exceed budgeted amounts. Treasurer may sign all checks. In the absence of the treasurer the Deputy Treasurer is authorized to sign checks. The Superintendent may make budget transfers as needed. These transfers will not exceed \$20,000 each. The Business Manager may make budget transfers as needed. These transfers will not exceed \$5,000 each. Certify payroll – Superintendent Dr. David S. Richards Apply for grants and aid – Superintendent Dr. David S. Richards Authorize the BOCES Career and Technical Education Advisory Council to serve as the Technical Education Advisory for Unatego. The Superintendent may approve capital project change orders not exceeding \$20,000 each.</p>	<p>Authorizations</p>
<p>Bonding: On motion by Johnson, seconded by Clapper, the following bonding amounts are hereby approved: Yes-6 No-0. Carried.</p> <p>District Treasurer - \$1,000,000 Tax Collector - \$1,000,000 Public School Employee Blanket Bond - \$10,000</p>	<p>Bonding</p>
<p>Other Items: On motion by Johnson, seconded by Downey, the following items are hereby approved: Yes-6 No-0. Carried.</p> <p>Mileage reimbursement for private vehicle use on school business – IRS rate. Mileage rate for district owned buses by outside organizations - \$3.75/mile. Building use rates – cafeteria dining room, classrooms - \$7.00/hr. Kitchen, auditorium, gym - \$10.00/hr. All support services personnel usage will be billed at \$28.44/hr. Adopt all Board policies, Code of Ethics and Code of Conduct as previously presented. Accept Dates and Times for Board of Education Meetings 2024-2025 as presented.</p>	<p>Other Items</p>

Unatego Central School
 Organizational Meeting/Regular Meeting
 July 2, 2024

<p>Clapper, Davis, Downey, Johnson, Nordberg, and Salisbury answered roll call.</p> <p>Member O'Hara was absent.</p> <p>Board President Salisbury led the Flag Salute.</p> <p>Motion by Johnson, seconded by Davis, to approve the Regular Board Meeting Minutes of June 3, 2024. Yes-6 No-0. Carried.</p> <p>Motion by Downey, seconded by Johnson, to approve the Special Board Meeting Minutes of June 18, 2024. Yes-6 No-0. Carried.</p> <p>Motion by Davis, seconded by Downey, to adopt the Agenda and Addendum as presented. Yes-6 No-0. Carried.</p> <p><u>Public Comment:</u> – None.</p> <p><u>Presentations:</u> Administrator's Reports - Mike Snider Elementary Principal</p> <ul style="list-style-type: none"> • Just completed my 5th year as Elementary Principal @ Unatego. • Completed the school year with ceremonies for each grade level. It was so nice to hold the award ceremonies in the new auditorium. They were all well attended. • Summer planning is in full swing. There will be two different summer programs this year (1 full day and 1 half day). • Very excited to welcome a lot of new staff for the 24-25 school year. <p>Katie James MS Principal</p> <ul style="list-style-type: none"> • MS completed 7 days of summer school during Regent's review. • Master schedule planning has started. • Working with Kate Webb on MTSS planning. • 7th & 8th Grade wings are being cleaned out for renovations. <p>Julie Lambiaso HS Principal</p> <ul style="list-style-type: none"> • Just completed my 18th year as HS Principal @ Unatego. • Graduation stats: 89.65% in District graduation rate and 90.3% with BOCES. • The Guidance Counselors will be presenting to the board at the September board meeting. • Attending professional development opportunities: School Safety Summit (July 23) and Leadership Academy (July 24 & 25). • Reviewed June 2023 regents' results. <p>Business Manager's Report – Patti Loker:</p> <ul style="list-style-type: none"> • BAN interest rate came in at 3.9567%, BNY Melon was awarded the bid for Phase II. • Working on closing out the 23-24 school year and opening the 24-25 school year. • Preparing for the Audit in August. 	<p>Roll Call</p> <p>Flag Salute</p> <p>Reg Brd Mtg Min 6-3-24</p> <p>Special Brd Mtg Min 6-18-24</p> <p>Adopt Agenda & Addendum</p> <p>M. Snider</p> <p>K. James</p> <p>J. Lambiaso</p> <p>P. Loker</p>
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RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the Ice Cream bid to Hershey's Ice Cream for the 2024-2025 school year as presented.

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the surplus of unused textbooks as presented.

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the resolution approving the Intermunicipal Agreement with Franklin CSD as presented.

RESOLUTION APPROVING INTERMUNICIPAL AGREEMENT

At a Regular Meeting of the Board of Education (the "Board") of the Unatego Central School District (the "District"), held on July __, 2024.

WHEREAS, Article 5-G of the New York State General Municipal Law provides the authority for the District and the Franklin Central School District ("Franklin") to enter into agreements for the performance between themselves, or one for the other, of their respective functions, powers, and duties on a cooperative or contract basis; and

WHEREAS, Franklin is in need of the services of a Business Manager; and

WHEREAS, the Parties jointly desire to enter into an Agreement whereby the District will provide Franklin with the Business Manager at .35 of a full-time equivalent (.35 FTE) and the Business Manager is willing to serve in such capacity; and

WHEREAS, the Board of Education of the District has determined that sharing the services of the position of a Business Manager is in the best interest of the District; and

WHEREAS, the Board of Education has had the opportunity to review the proposed agreement.

NOW, THEREFORE, the Board of Education of the Unatego Central School District resolves as follows:

1. The Board of Education hereby approves the intermunicipal agreement between the District and Franklin Central School District for shared Business Manager services.
2. The Board authorizes the Superintendent of Schools to execute the intermunicipal agreement in the form approved by legal counsel.
3. This Resolution shall take effect immediately.

Date: _____

District Clerk
Unatego Central School District

Award Ice Cream
Bids 24-25

Approve Surplus of
Textbooks

Approve
Intermunicipal
Agreement w/
Franklin CSD

Unatego Central School
 Organizational Meeting/Regular Meeting
 July 2, 2024

<p>RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Elaine LaFratta as a substitute food service helper for the 2024-2025 school year as presented.</p>	<p>Appt Sub FSH– E. LaFratta 24-25</p>
<p>RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Amber Emerson as a substitute teacher/LTA/aide/food service helper for the 2024-2025 school year as presented.</p>	<p>Appt Sub Teacher/ LTA/Aide/FSH 24- 25</p>
<p>RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Christina Stein to a 52-week probationary appointment as an aide, at a rate of \$15.00 per/hr., effective September 1, 2024, to August 31, 2025, as presented. (Replaces Tina Wetmore)</p>	<p>Appt Prob Appt – C. Stein, Aide</p>
<p>RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve returning non-teaching substitutes for the 2024-2025 school year as presented.</p>	<p>Appt Returning Sub Non-Teaching 24-25</p>
<p>RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve returning substitute teachers for the 2024-2025 school year as presented.</p>	<p>Appt Returning Sub Teachers 24-25</p>
<p>RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby accept, with regret and appreciation, Jillian Cannistra’s resignation as a Special Education teacher, effective June 25, 2024, as presented.</p>	<p>Accept Resignation – J. Cannistra, Special Ed. Teacher</p>
<p>RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby reaffirm Department Chairpersons and Lead Teachers for the 2024-2025 school year as presented.</p>	<p>Dept. Chairpersons & Lead Teachers</p>
<p>BE IT RESOLVED THAT Rhonda Burnside, Katie James, Julie Lambiaso, and Mike Snider are hereby certified as Qualified Lead Evaluators of classroom teachers having successfully completed the following training requirements prescribed in 8 NYCRR §30-2.9 (b): The New York State Teaching Standards, and their related elements and performance indicators/the Leadership Standards and their related functions;</p> <ol style="list-style-type: none"> (1) Evidence-based observation techniques that are grounded in research; (2) Application and use of the student growth percentile model and the value-added growth model as defined in 8 NYCRR §30-2.2; (3) Application and use of the State-approved rubrics selected by the Unatego Central School District for use in the evaluation of classroom teachers, including training on the effective application of such rubric to observe a classroom teacher’s practice; (4) Application and use of the assessment tools that the Unatego Central School District utilizes to evaluate its classroom teachers, including, but not limited to structured portfolio reviews; student, parent, teacher, community feedback; professional growth goals; school improvement goals, etc.; 	<p>Qualified Lead Evaluators of Classroom Teachers</p>

- (5) Application and use of the State-approved locally selected measures of student achievement used by the Unatego Central School to evaluate its classroom teachers;
- (6) The scoring methodology utilized by the Department and the Unatego Central School District to evaluate a classroom teacher under 8 NYCRR §30-2, including:
 - (a) how scores are generated for each subcomponent and the composite effectiveness score of classroom teachers, and
 - (b) application and use of the scoring ranges prescribed by the Commissioner for the four designated rating categories used for the overall rating of classroom teachers and their subcomponent ratings; and
- (7) Specific considerations in evaluating classroom teachers of English language learners and students with disabilities.

Training on the use of the Statewide Instructional Reporting System, also required by 8 NYCRR §30-2.9 (b), will be provided once the NYS Education Department makes available the information required for such training. This certification has been issued in accordance with the process for certifying lead evaluators described in the Unatego Central School District’s annual professional performance review plan.

BE IT RESOLVED THAT David S. Richards is hereby certified as a Qualified Lead Evaluator of building principals having successfully completed the following training requirements prescribed in 8 NYCRR §30-2.9 (b):

- (1) The New York State Teaching Standards, and their related elements and performance indicators/the Leadership Standards and their related functions;
- (2) Evidence-based observation techniques that are grounded in research;
- (3) Application and use of the student growth percentile model and the value-added growth model as defined in 8 NYCRR §30-2.2;
- (4) Application and use of the State-approved rubrics selected by the Unatego Central School District for use in the evaluation of building principals, including training on the effective application of such rubric to observe a building principal’s practice;
- (5) Application and use of the State-approved rubrics selected by the Unatego Central School District for use in the evaluation of building principals, including training on the effective application of such rubric to observe a building principal’s practice;
- (6) Application and use of the assessment tools that the Unatego Central School District utilizes to evaluate its building principals, including, but not limited to structured portfolio reviews; student, parent, teacher, community feedback; professional growth goals; school improvement goals, etc.;
- (7) Application and use of the State-approved locally selected measures of student achievement used by the Unatego Central School to evaluate its principals;
- (8) The scoring methodology utilized by the Department and the Unatego Central School District to evaluate a building principal under 8 NYCRR §30-2, including:
 - (a) how scores are generated for each subcomponent and the composite effectiveness score of principals, and

Qualified Lead
Evaluator Bldg
Principals

<p>(b) application and use of the scoring ranges prescribed by the Commissioner for the four designated rating categories used for the overall rating of principals and their subcomponent ratings; and</p> <p>(9) Specific considerations in evaluating building principals of English language learners and students with disabilities.</p> <p>Training on the use of the Statewide Instructional Reporting System, also required by 8 NYCRR §30-2.9 (b), will be provided once the NYS Education Department makes available the information required for such training. This certification has been issued in accordance with the process for certifying lead evaluators described in the Unatego Central School District’s annual professional performance review plan.</p> <p>RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Kali Brockert, to a three-year probationary appointment in the tenure area of Special Education, effective date September 1, 2024, and ending August 31, 2027, Masters Step 10, salary per UTA contract, as presented. (Replaces Jen Wycoff who is moving to middle school)</p> <p>This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least 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.</p> <p>RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby rescind Lee Supensky’s appointment as a Consultant for Special Programs.</p> <p>RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve an additional non-resident tuition student for the 2024-2025 school year as presented.</p> <p>RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Judy Whitaker as a summer cleaner as presented.</p> <p><u>Public Comment:</u></p> <p>-B. Stanton – Watched Graduation online which was much better than last year.</p> <p>-B. Stanton – Asked Supt. Richards if there would be a contract with the village this summer for the use of the fields? Supt. Richards responded that yes, there will be this summer only.</p> <p><u>Round Table:</u></p> <p>-J. Salisbury - Commented that there are some great articles in this month’s edition of On Board. The board should read them.</p>	<p>Appt Prob Appt – K. Brockert, Special Ed. Teacher</p> <p>Rescind Consultants for Special Programs Resolution, L. Suspensky</p> <p>Approve Non-Resident Student 24-25</p> <p>Appt Summer Cleaner, J. Whitaker</p>
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Unatego Central School
Organizational Meeting/Regular Meeting
July 2, 2024

-M. Downey - Commented that Graduation seemed to go well.

-J. Lambiaso – Very touched by the Class of 2024, setting flowers on a chair for a fellow classmate that had recently passed away in her memory.

Adjourn:

Motion by Davis, seconded by Nordberg, to adjourn the meeting at 7:27 p.m. Yes-6
No-0. Carried.

Sheila Nolan
District Clerk

Adjournment