

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 David Clapper, Byron McMichael and Cindy O’Hara by Board Clerk Sheila Nolan.</p>	<p>Oath of Office Board Members</p>
<p>Clapper, Downey, McDermott, McMichael, O’Hara, Olsen and Salisbury answered roll call.</p>	<p>Roll Call</p>
<p>Administrators present: Supt. Dr. Richards and Clerk Nolan.</p>	
<p>Administrative members present via video conference: Elementary Principal, Mike Snider, MS Principal, Patti Hoyt, HS Principal, Julie Lambiaso, CSE Chairperson, Katherine Mazourek and Transportation Supervisor, Brian Trask.</p>	
<p>Visitors/Staff: - 1 via video conference</p>	
<p>Board Clerk Nolan led the Flag Salute.</p>	<p>Flag Salute</p>
<p>Motion by McMichael, seconded by O’Hara, to adopt the agenda as presented. Yes-7 No-0. Carried.</p>	<p>Adopt Agenda</p>
<p>Board Clerk Nolan asked for nominations for Board President. Motion by Clapper to nominate James Salisbury. No other nominations, motion by McMichael, seconded by McDermott, to close the polls and have the Board Clerk cast one vote for Salisbury. Yes-7 No-0. Carried.</p>	<p>Nomination – Board President</p>
<p>Board Clerk Nolan asked for nominations for Board Vice-President. Motion by Clapper to nominate Jay McDermott. No other nominations, motion by McMichael, seconded by Olsen to close the polls and have the Board Clerk cast one vote for McDermott. Yes-7 No-0. Carried.</p>	<p>Nomination – Board Vice- President</p>
<p>Oath of Office were given to President Salisbury and Vice-President McDermott.</p>	<p>Oath of Office</p>
<p><i>Appointment of Officers:</i> Motion by McMichael, and seconded by O’Hara, the following appointments are hereby approved: Yes-7 No-0. Carried.</p>	<p>Appointment of Offers</p>
<p>District Clerk – Sheila Nolan - \$3622.50 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.</p>	<p>Oath of Office</p>

<p><i>Corporate Appointments</i> Motion by McMichael, seconded by Olsen, the following Corporate Appointments are hereby approved: Yes-7 No-0. Carried.</p> <p>School Attorneys – Hogan, Sarzynski, Lynch, DeWind & Gregory, LLP. Independent Auditor – D’Arcangelo & Co., LLP Physicians – Bassett Healthcare & Fox Health Care</p>	<p>Corporate Appointments</p>
<p><i>Personnel Appointments</i> Motion by McDermott, seconded by McMichael, the following personnel appointments 10a-10w are hereby approved. Yes-5 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 Martha Vanderlip <u>Internal Claims Officer</u> – DCMO BOCES <u>Trustee for Worker’s Compensation Alliance</u> – Byron McMichael <u>Alternate Trustee for Worker’s Compensation Alliance</u> – Jay McDermott <u>Title I Programs Coordinator</u> – Patricia Hoyt-\$3500 (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 2018-2019 school year.</i>) <u>BOE/District Committees 2020-2021</u> (draft enclosed) <u>HIPPA Officer</u> – Patricia Loker <u>Cobra Representative</u> – Patricia Loker <u>Medicaid Compliance Officer</u> – Katherine Mazourek <u>District Registrar</u> – Sherry Maruszewski - \$2,531.50 <u>Lead Evaluators</u> – Principals and Director of Special Programs <u>Site Master</u> – Sheila Nolan - \$2070 <u>Athletic Director</u> – Matt Hafele - \$18,989 <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 - \$3418</p>	<p>Personnel Appointments</p>
<p><i>Designations</i> Motion by McMichael, seconded by Olsen, the following Designations are hereby approved: Yes-7 No-0. Carried.</p> <p>Bank Depositories; Community Bank, Citizens, Trustco Bank, NBT Bank, JP Morgan Chase, DCMO Cooperative Banks and NYCLASS. Official Newspaper – The Daily Star with exceptions</p>	<p>Designations</p>

Authorizations

Motion by McMichael, seconded by Olsen, the following authorizations are hereby approved: Yes-7 No-0. Carried.

Petty cash funds - \$100 each – Superintendent Dr. David S. Richard and Elementary Principal Snider.

Superintendent may approve attendance at conferences, conventions, etc. for the 2020-2021 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.

Bonding

On motion by Olsen, seconded by O’Hara, the following bonding amounts are hereby approved: Yes-7 No-0. Carried.

District Treasurer - \$1,000,000

Tax Collector - \$1,000,000

Public School Employee Blanket Bond - \$10,000

Other Items

On motion by Olsen, seconded by McMichael, the following items are hereby approved: Yes-7 No-0. Carried.

Mileage reimbursement for private vehicle use on school business – IRS rate.

Mileage rate for district owned buses by outside organizations - \$3.00/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 \$25.35/hr.

Adopt all Board policies, Code of Ethics and Code of Conduct as previously presented.

Accept Dates and Times for Board of Education Meetings 2020-2021 (draft enclosed).

Substitute Rates

On motion by Olsen, seconded by McMichael, the following substitute rates, tuition and other compensation is hereby approved: Yes-7 No-0. Carried.

Aide-\$11.80 (7/01/20-12/30/20); \$12.50 (12/31/20-6/30/21)

Cafeteria-\$11.80 (7/01/20-12/30/20); \$12.50 (12/31/20-6/30/21)

Nurse-\$18.00

Clerical-\$12.30

Mechanic Helper-\$11.80

Bus Driver-\$14.00

Cleaner-\$11.80 (7/1/20-12/30/20); \$12.50 (12/31/20-6/30/21)

Authorizations

Bonding

Other Items

Substitute Rates/ Tuition

<p>LTA (certified) - \$85.00/day LTA (uncertified) \$11.80 (7/01/20-12/30/20) \$12.50 (12/31/20-6/30/21) Teachers (certified) - \$100.00/day Teachers (non-certified) \$90.00/day Retired Teachers (all) - \$110.00/day Tuition Rates: \$1900 Per semester (20-21) Summer In-Service-\$100.00/day, as approved by the Superintendent, not to exceed budgeted amount.</p>	
<p>The board would like to see daily added to the daily rates.</p>	
<p>Motion by McMichael, seconded by Olsen, to adjourn the Annual appointments/designations of the organizational meeting are concluded at 6:22 p.m. Yes-7 No-0. Carried.</p>	
<p>Motion by McMichael, seconded by O’Hara, to go into Exempt Session for CSE recommendations at 6:25 p.m. Yes-7 No-0. Carried.</p>	<p>Exempt Session</p>
<p>Clapper, Downey, McDermott, McMichael, O’Hara, Olsen and Salisbury answered roll call.</p>	<p>Roll Call</p>
<p>Katherine Mazourek, CSE Chairperson entered Exempt Session at 6:25 p.m. via Zoom. Discussion, no action taken.</p>	
<p>Motion by McMichael, seconded by O’Hara, to leave Exempt Session at 6:46 p.m. Yes-7 No-0. Carried.</p>	
<p>Open Session resumed at 7:00 p.m. – room 93.</p>	<p>Open Session</p>
<p>Board 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.</p>	<p>Call to Order</p>
<p>Administrators present: Supt. Dr. Richards and Clerk Nolan.</p>	
<p>Administrative members present via video conference: Elementary Principal, Mike Snider, MS Principal, Patti Hoyt, HS Principal, Julie Lambiaso, CSE Chairperson, Katherine Mazourek and Transportation Supervisor, Brian Trask.</p>	
<p>Visitors/Staff: - 4 via video conference</p>	
<p>Clapper, Downey, McDermott, McMichael, O’Hara, Olsen and Salisbury answered roll call.</p>	<p>Roll Call</p>
<p>Board President Salisbury led the Flag Salute.</p>	<p>Flag Salute</p>
<p>Motion by McMichael, seconded by Downey, to approve the Regular Board Meeting Minutes of June 15, 2020. Yes-7 No-0. Carried.</p>	<p>Reg Brd Mtg Min 6-15-20</p>
<p>Motion by Olsen, seconded by Downey, to approve the Annual District Meeting Minutes of June 16, 2020 as presented. Yes-7 No-0. Carried.</p>	<p>Annual District Mtg Min 6-16-20</p>

Motion by Olsen, seconded by McMichael, to adopt the Agenda and Addendum as presented. Yes-7 No-0. Carried.

Public Comment – None.

Presentations: Administrator's Reports -
Mike Snider, Elementary Principal

- Finished out the year and collected all the chrome books and iPads.
- Held a virtual 5th grade end of the year moving up ceremony.
- Planning for the 2020-2021 school year.

Patty Hoyt, MS Principal

- End of the Year Awards were given out virtually and picked them up when they cleaned out their lockers on the last day of school.
- A Google Classroom Survey was created with 5 questions to get the students perspective on the virtual learning. Here are the results of the student survey: 78/177 responses (44% response rate):

1. How hard was it for you to learn from home?
 - a. 55% - Harder than traditional school
 - b. 24% - About the same
 - c. 21% - Easier than traditional school
2. Were you able to get assistance from teachers easily?
 - a. 67% - Yes or most of the time
 - b. 18% - Some of the time
 - c. 15% - No
3. Do you feel you were successful using virtual learning?
 - a. 33% - Yes
 - b. 40% - Mostly
 - c. 27% - No
4. What was the biggest problem for you during the school closure while learning virtually?
 - a. 39% - Trouble motivating myself
 - b. 21% - Time management
 - c. 20% - Overwhelmed by the work
 - d. 18% - Trouble understanding the material
 - e. 2% - Needed more support
5. If you had your choice, which way would you like to learn in the future?
 - a. 54% - Traditional School
 - b. 13% - Online working from home
 - c. 33% - Combination of traditional and online learning

Adopt Agenda
& Addendum

M. Snider

P. Hoyt

<p>Julie Lambiaso, HS Principal</p> <ul style="list-style-type: none"> • Students came in on the last day of school to clean out lockers and collect all their belongings. • Report Cards were sent out. • Academic and Athletic Awards were handed out to students. • The Master Schedule for the 2020-2021 school year is being put together. • The Senior Class was able to have two awesome graduations. One was a recorded virtual ceremony and the other was an in-person ceremony on the football field. Both were fantastic days for all. 	<p>J. Lambiaso</p>
<p>Superintendent’s Report - Dr. David S. Richards</p> <ul style="list-style-type: none"> • Dr. Richards reported to the board that Brian LaTourette from NYSSBA (our Area 8 representative) to remain in office needed a nomination from the board. The board was in consent. 	<p>Dr. Richards</p>
<p>Motion by Olsen, seconded by McDermott, to nominate Brian LaTourette as the districts New York State School Board Association Area 8 representative. Yes-7 No-0. Carried.</p> <ul style="list-style-type: none"> • Reported on the results of the Budget vote. • The sub-committees are busy working on a re-opening plan for the 2020-2021 school year. There has been no guidance from the State Education Dept. • We are working on three plans: <ol style="list-style-type: none"> 1. Bring kids back in September with mitigation. 2. Virtual Learning in September. 3. Bring kids back in September with mitigation then we have a spike in the virus and have to shut down and go back to virtual learning. 	
<p>Committee Reports – None</p>	
<p><u>Administrative Action</u> Motion by Olsen, seconded by McMichael to approve resolutions 4.1-4.17 as presented. Yes- 7 No-0. Carried.</p>	
<p>RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve CSE recommendations as presented.</p>	<p>CSE Recs</p>
<p>RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the 2019-2020 Free and Reduced Price Income Eligibility and Policy as presented.</p>	<p>Free/Reduced Income Eligibility Policy 20-21</p>
<p>RESOLVED: That this Board does hereby approve contract extension of the Superintendent of Schools, Dr. David S. Richards, effective July 1, 2020 to June 30, 2025 at no additional salary.</p>	<p>Superintendents Contract Ext. 20-25</p>
<p>RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the 2020-2021 LINKS Team as presented.</p>	<p>LINKS Members 20-21</p>
<p>RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve Surplus of vehicles as presented.</p>	<p>Surplus of Vehicles</p>

<p>RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the agreement between Mary Imogene Bassett Hospital and Unatego Central School district as presented.</p>	<p>Agreement w/ Bassett Hospital</p>
<p>RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Carol Wilber summer custodial worker for the 2020 summer at a rate of \$11.80 per/hr. as presented.</p>	<p>Appt. C. Wilber summer custodial</p>
<p>RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Will Clark substitute bus driver for the 2020-2021 school year as presented.</p>	<p>Appt. W. Clark sub bus driver</p>
<p>RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve returning non-teaching substitutes for the 2020-2021 school year as presented.</p>	<p>Approve Non-teaching Subs 20-20</p>
<p>RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve returning substitute teachers for the 2020-2021 school year as presented.</p>	<p>Approve Sub Teachers 20-21</p>
<p>RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby reaffirm Department Chairpersons and Lead Teachers for the 2020-2021 school year as presented.</p>	<p>Reaffirm Dept. Chairpersons & Lead Teachers 20-21</p>
<p>BE IT RESOLVED THAT Patricia Hoyt, Julie Lambiaso, Katherine Mazourek 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>	<p>Appoint Lead Evaluators For Classroom Teachers 20-21</p>
<p>(1) Evidence-based observation techniques that are grounded in research;</p> <p>(2) Application and use of the student growth percentile model and the value-added growth model as defined in 8 NYCRR §30-2.2;</p> <p>(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;</p> <p>(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> <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;</p> <p>(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:</p> <p>(a) how scores are generated for each subcomponent and the composite effectiveness score of classroom teachers, and</p> <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 classroom teachers and their subcomponent ratings; and</p>	

(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 assessment tools that the Unatego Central School District utilizes to evaluate its building principals, including, but not limited
- (6) 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

(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

(9) Specific considerations in evaluating building principals 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.

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby accept Kelley Biro's resignation as Elementary School Counselor, effective July 9, 2020 as presented.

Lead Evaluator
For Principals
20-21

Resignation-
K. Biro,
Elementary
Counselor

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Brandon Egan-Thorpe, to a four year probationary appointment in the tenure area of Health, effective date September 1, 2020 and ending August 31, 2024, Masters of Science, Step 1, Level M at a salary of \$51,631 as presented (replaces, Rob Sassano). This expiration date is tentative and conditional only. Except to the extent required by the applicable provisions of Section 3012 of the Education Law, in order to be granted tenure the teacher must receive composite or overall annual professional performance review ratings pursuant to Section 3012-c and/or 3012-d of the Education Law of either effective or highly effective in at least three (3) of the four (4) preceding years, and if the teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time.

Appoint B.
Egan-Thorpe/
Health Teacher

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Carol Wilber as a substitute food service worker for the 2020 Summer Feeding Program at a rate of \$15.00 per/hr. as presented.

Appt. C. Wilber
Summer FSH

Public Comment-None.

Round Table Discussion:

-Richard Downey commented that he would like to have the counselors give their report yearly on the graduation rates. He would like to see a policy created for this.

Executive Session:

Motion by McMichael, seconded by Olsen, to go into Executive Session at 7:38 p.m. to discuss personnel matters. Yes-7 No-0. Carried.

Executive
Session

Clerk Nolan left at 7:38 p.m.

Sheila Nolan
District Clerk

Motion by McMichael, seconded by Olsen to leave Executive Session at 8:45 p.m. No action taken. Yes-7 No-0. Carried.

Adjourn:

Motion by McDermott, seconded by Olsen, to adjourn the meeting at 8:46 p.m. Yes-7 No-0. Carried.

Adjournment

Dr. David S. Richards
Superintendent of Schools