

**UNATEGO CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION AGENDA
TENTATIVE
WEDNESDAY, APRIL 24, 2019
BOARD OF EDUCATION MEETING
CALLED TO ORDER
7:00 P.M.
UNATEGO MIDDLE/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 April 1, 2019
- 1.5 Adopt Agenda

2. PUBLIC COMMENT

3. PRESENTATIONS

- 3.1 Buzz Hesse and George Dieball – Public Libraries - Otego and Unadilla
- 3.2 Administrator's Report
- 3.3 Business Manager's Report – Patti Loker
- 3.4 Superintendent's Report – Dr. David S. Richards

4. ADMINISTRATIVE ACTION

- 4.1 Warrants (Information only)
- 4.2 Budget Status Reports (Information only)
- 4.3 Approve Treasurer's Reports (4.24.19 G1)
- 4.4 Approve Budget Transfers (4.24.19 G2)
- 4.5 Approve Property Tax Report Card (4.24.19 G3)
- 4.6 Approve BOCES proposed Administrative Budget for the 2019-2020 school year (4.24.19 G4)
- 4.7 Approve BOCES Board Members (4.24.19 G5)
- 4.8 Approve agreement for Joint Financing of Workers' Compensation Benefits (4.24.19 G6)
- 4.9 Adoption of the 2019-2020 school budget (4.24.19 G7)
- 4.10 Tenure recommendation Ryan Brosi (4.24.19 C1)
- 4.11 Tenure recommendation Scott Hornung (4.24.19 C2)
- 4.12 Tenure recommendation Linda Staiber (4.24.19 C3)
- 4.13 Appoint Ross Rogers bus driver (4.24.19 UC1)
- 4.14 Appoint Marcus Byam cleaner (4.24.19 UC2)
- 4.15 Appoint Brittany Barkman bus aide (4.24.19 UC3)
- 4.16 Appoint Lisa Guild Color Guard Advisor (4.24.19 UC4)
- 4.17 Appoint Elizabeth Halbert substitute teacher/LTA and aide for the 2018-2019 school year (4.24.19 UC5)
- 4.18 Accept Tracy Simmons resignation as School Nurse (4.24.19 UC6)

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 4.24.19
PG: 3

4.3

4.24.19 G1

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the Treasurer's Reports as presented.

4.4

4.24.19 G2

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby Budget Transfers as presented.

4.5

4.24.19 G3

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the Property Tax Report Card as presented.

4.6

4.24.19 G4

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the proposed Delaware-Chenango-Madison-Otsego BOCES Administrative Budget for the 2019-2020 school year in the amount of \$2,379,500.

4.7

4.24.19 G5

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby cast a vote for three (3) of the following DCMO BOCES Board member candidates: David Cruikshank, John Klockowski and Jeanne Shields as presented.

4.8

4.24.19 G6

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve agreement for Joint Financing of Workers' Compensation Benefits as presented.

4.9

4.24.19 G7

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby adopt the proposed school budget for the 2019-2020 school year in the amount of \$22,815,895.47 to be presented to the public for consideration and vote for the May 21, 2019 Annual District Meeting.

4.10

4.24.19 C1

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the tenure appointment of Ryan Brosi in the tenure area of English, effective September 1, 2019 as presented.

Board Agenda 4.24.19

PG: 4

4.11

4.24.19 C2

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the tenure appointment of Scott Hornung in the tenure area of Social Studies, effective September 1, 2019 as presented.

4.12

4.24.19 C3

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the tenure appointment of Linda Staiber in the tenure area of English, effective September 1, 2019 as presented.

4.13

4.24.19 UC1

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Ross Rogers to an 8-week probationary appointment as bus driver, effective April 8, 2019, at a rate of \$14.45 per/hr. as presented (replaces, Sabrina Houck).

4.14

4.24.19 UC2

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Marcus Byam to a 52-week probationary appointment as a cleaner effective April 25, 2019, at a rate of \$11.10 per/hr. as presented (replaces, Zach Nages).

4.15

4.24.19 UC3

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Brittany Barkman to a 52-week probationary appointment as bus aide effective April 25, 2019 at a rate of \$11.10 per/hr. as presented (replaces, Ralph VanDerlip).

4.16

4.24.19 UC4

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Lisa Guild as Color Guard Advisor for the 2018-2019 school year as presented.

4.17

4.24.19 UC5

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Elizabeth Halbert substitute teacher/LTA and aide for the 2018-2019 school year pending fingerprinting and criminal history review as presented.

4.18

4.24.19 UC6

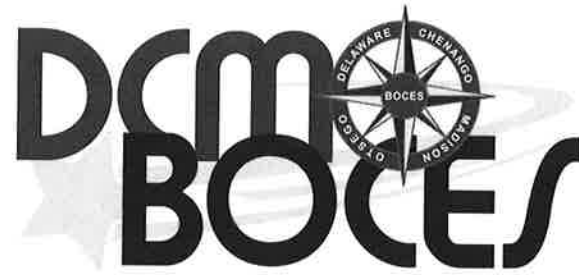
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby accept Tracy Simmons resignation as School Nurse effective April 19, 2019 as presented.

Internal Claims Auditor Report for Unatego Central School District

Warrant Report Dates: March 2019 # Checks Audited 144

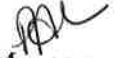
Internal Claims Auditor: Charles M. Civaleri

Discovered Condition	Internal Auditor Requested Corrective Action	Corrective Action Taken
WRITE UPS:		
Incorrect Remit Name Incident 1	Correct Remit Name	Remit Name Corrected
Missing Approval to Pay Incidents 2	Obtain Approval to Pay	Approval to Pay Obtained
Incorrect Invoice Number Incident 1	Correct Invoice Number	Invoice Number Corrected
Purchase orders should be issued prior to purchase or service: River Valley News Group, Section IV Incidents 2		
Total Entries: 329		1.82% of Findings
MISC ITEMS:		



6678 County Road 32, Norwich, New York 13815-3554
(607) 335-1200 • FAX (607) 334-9848

To: Unatego Board Member

From: Patricia A. Loker 
School Business Manager

Date: April 16, 2019

Re: Warrants for April 22nd meeting

Enclosed, please find the following March warrants for the April 22nd meeting:

<u>FUND</u>	<u>#'s</u>
General Fund	53, 55, 56, 57, 58, 59
Federal	5
School Lunch Fund	18, 19
Capital	7

pal/dk

cc Dr. David Richards



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
30170	03/01/2019	73	DCMO BOCES TREASURER	180513	444,531.42
30171	03/01/2019	3718	NICHOLAS & ROSEMARIE FEUDI		583.00
30172	03/01/2019	4304	GLOBAL MONTELLO GROUP	180064	12,780.15
30173	03/01/2019	2527	HIGH NOON BOOKS	180660	272.25
30174	03/01/2019	5759	AMANDA MATTESON		47.08
30175	03/01/2019	5758	JUSTIN MATTESON		48.42
30176	03/01/2019	1224	STAPLES CONTRACT & COMMERCIAL	180048	75.41
30177	03/01/2019	1384	THE UPS STORE 6676	180637	280.50
30178	03/01/2019	1420	WALMART COMMUNITY/SYNCB	180475	16.80

Number of Transactions: 9	Warrant Total:	458,635.03
	Vendor Portion:	458,635.03

Certification of Warrant

To The District Treasurer: I hereby certify that I have verified the above claims, _____ in number, in the total amount of \$ _____. You are hereby authorized and directed to pay to the claimants certified above the amount of each claim allowed and charge each to the proper fund.

_____	_____	_____
Date	Signature	Title



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
30179	03/08/2019	22	ADVANCED FIRE PROTECTION INC	180092	238.00
30180	03/08/2019	2829	COLLEEN CIOCCARI		60.90
30181	03/08/2019	469	FIRST BANKCARD		465.17
30182	03/08/2019	1090	G & L AUTO SUPPLY, INC.	180184	37.96
30183	03/08/2019	3505	HILLYARD / NEW YORK	180670	273.52
30184	03/08/2019	4323	LIFT SAFE - FUEL SAFE INC.	180128	711.60
30185	03/08/2019	4251	MERCEDES-BENZ FINANCIAL SERVICES USA LLC	180077	113,798.46
30186	03/08/2019	3207	MIRABITO ENERGY PRODUCTS	180134	12,689.91
30187	03/08/2019	831	MUNSON BUILDING SUPPLY	180135	18.98
30188	03/08/2019	1819	NORTHEAST UNIFORM SERVICES,INC	180568	55.55
30189	03/08/2019	4656	NYSAAA		255.00
30190	03/08/2019	936	NYSEG	180034	4,831.29
30191	03/08/2019	1051	PUTNAM PEST CONTROL	180139	100.00
30192	03/08/2019	4108	R.P. FEDDER CORPORATION	180661	4,685.00
30193	03/08/2019	1131	SARGENT WELCH	180533	107.24
30194	03/08/2019	4472	SCHOLASTIC READING CLUB	180474	96.48
30195	03/08/2019	5762	SECTION IV		1,234.00
30196	03/08/2019	3297	SIEWERT EQUIPMENT	180656	834.12
Number of Transactions: 18				Warrant Total:	140,493.18
				Vendor Portion:	140,493.18

Certification of Warrant

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DateSignatureTitle

UNATEGO CSD

Check Warrant Report For A - 56: GENERAL/HEALTH-DENTAL(WIRES)/MARCH 19 For Dates
3/1/2019 - 3/31/2019



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
30197	03/11/2019	1345	TRUST & AGENCY ACCOUNT	180010	209,209.97
Number of Transactions: 1				Warrant Total:	209,209.97
				Vendor Portion:	209,209.97

Certification of Warrant

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Date

Signature

Title



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
30198	03/15/2019	4699	ADPRO SPORTS	180650	2,051.00
30199	03/15/2019	30	ALBANY MARRIOTT HOTEL	180651	270.00
30200	03/15/2019	107	BEST PLUMBING SPECIALTIES, INC	180095	202.84
30201	03/15/2019	4057	BIG APPLE MUSIC, LLC	180439	25.00
30202	03/15/2019	234	THE CITY OF ONEONTA	180101	50.00
30203	03/15/2019	5757	ANTHONY CORREALE		148.13
30204	03/15/2019	73	DCMO BOCES TREASURER	180020	3,618.75
30205	03/15/2019	3759	DIRECT ENERGY BUSINESS	180023	8,102.88
30206	03/15/2019	5764	JOANN DORCH		160.00
30207	03/15/2019	461	FEDERAL EXPRESS CORPORATION	180025	73.75
30208	03/15/2019	475	FLINN SCIENTIFIC, INC.	180648	66.35
30209	03/15/2019	493	FYR-FYTER, INC.	180121	2,088.00
30210	03/15/2019	4304	GLOBAL MONTELLO GROUP	180064	8,233.95
30211	03/15/2019	582	HILL & MARKES INC	180124	1,532.04
30212	03/15/2019	589	HOGAN, SARZYNSKI, LYNCH, DEWIND & GREGORY, LLP	180029	823.80
30213	03/15/2019	5765	SCOTT HORNUNG		86.95
30214	03/15/2019	893	IRR SUPPLY CENTERS INC	180653	50.73
30215	03/15/2019	1525	M-F ATHLETIC COMPANY INC	180665	337.00
30216	03/15/2019	3374	MATTHEWS BUSES INC	180076	31,400.00
30217	03/15/2019	2398	LASCA MAZZONE	180109	150.00
30218	03/15/2019	4251	MERCEDES-BENZ FINANCIAL SERVICES USA LLC	180077	7,451.88
30219	03/15/2019	3207	MIRABITO ENERGY PRODUCTS	180134	4,718.20
30220	03/15/2019	831	MUNSON BUILDING SUPPLY	180135	32.98
30221	03/15/2019	2305	DANIEL NAGES	180111	81.49
30222	03/15/2019	1819	NORTHEAST UNIFORM SERVICES,INC	180568	99.75
30223	03/15/2019	4639	GIOVANNA PICCIOCCA		45.24
30224	03/15/2019	1224	STAPLES CONTRACT & COMMERCIAL	180678	93.98
30225	03/15/2019	1247	SUNY COBLESKILL		1,200.00
30226	03/15/2019	1363	UNATEGO SCHOOL LUNCH FUND	180052	7.92
30227	03/15/2019	1405	VASCO BRANDS, INC	180087	117.00
Number of Transactions: 30				Warrant Total:	73,319.61
				Vendor Portion:	73,319.61

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Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
30228	03/22/2019	4482	ACCESS THERAPY GROUP, PLLC	180012	1,235.00
30229	03/22/2019	74	KATHLEEN BACON		156.84
30230	03/22/2019	582	HILL & MARKES INC	180124	189.22
30231	03/22/2019	4658	NORMAN KANZER		95.12
30232	03/22/2019	2451	JULIE LAMBIASO		750.00
30233	03/22/2019	4323	LIFT SAFE - FUEL SAFE INC.	180128	745.00
30234	03/22/2019	4609	PATRICIA LOKER		437.00
30235	03/22/2019	3207	MIRABITO ENERGY PRODUCTS	180078	851.17
30236	03/22/2019	820	RUTH MODINGER		166.38
30237	03/22/2019	5772	NJ E-Z PASS		54.75
30238	03/22/2019	1014	PITNEY BOWES INC.	180041	120.00
30239	03/22/2019	1040	PRO-ED, INC.	180626	137.50
30240	03/22/2019	4294	DR DAVID RICHARDS (PETTY CASH)		89.25
30241	03/22/2019	4621	ROLLING V BUS CORPORATION	180564	2,370.00
30242	03/22/2019	4540	SCHOOL FACILITIES MANAGEMENT INSTITUTE	180669	95.00
30243	03/22/2019	4758	SODEXO , INC & AFFILIATES	180687	259.00
30244	03/22/2019	1386	SPRINGBROOK NY, INC.	180047	37,318.20
30245	03/22/2019	1224	STAPLES CONTRACT & COMMERCIAL	180085	59.60
30246	03/22/2019	1363	UNATEGO SCHOOL LUNCH FUND	180052	17.22
Number of Transactions: 19				Warrant Total:	45,146.25
				Vendor Portion:	45,146.25

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Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
30247	03/29/2019	30	ALBANY MARRIOTT HOTEL	180682	115.00
30248	03/29/2019	4530	BRANDOW'S FEED AND SEED	180098	34.95
30249	03/29/2019	326	THE DAILY STAR	180019	1,016.40
30250	03/29/2019	73	DCMO BOCES TREASURER	180513	454,802.81
30251	03/29/2019	388	DROGEN ELECTRIC SUPPLY	180118	119.60
30252	03/29/2019	3262	GOPHER	180685	223.10
30253	03/29/2019	656	J.W. PEPPER & SON, INC.	180421	59.88
30254	03/29/2019	5773	LEARN THRU MOVEMENT, INC		285.00
30255	03/29/2019	3207	MIRABITO ENERGY PRODUCTS	180133	10,663.50
30256	03/29/2019	971	OTSEGO CO DEPT SOCIAL SERVICES	180039	2,204.80
30257	03/29/2019	1038	PRICE CHOPPER OPER CO INC	180424	32.74
30258	03/29/2019	1340	RIVER VALLEY NEWS GROUP		59.00
30259	03/29/2019	2288	THE SARATOGA HILTON	180674	552.00
30260	03/29/2019	1131	SARGENT WELCH	180505	23.52
30261	03/29/2019	1363	UNATEGO SCHOOL LUNCH FUND		109.45
30262	03/29/2019	3236	VILLAGE OF SIDNEY		60.00
30263	03/29/2019	1410	VILLAGE OF UNADILLA	180055	660.00
30264	03/29/2019	1420	WALMART COMMUNITY/SYNCB	180684	193.16
Number of Transactions: 18				Warrant Total:	471,214.91
				Vendor Portion:	471,214.91

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Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
3424	03/22/2019	3150	THE ARC OTSEGO	180014	6,405.00
Number of Transactions: 1				Warrant Total:	6,405.00
				Vendor Portion:	6,405.00

Certification of Warrant

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Date

Signature

Title



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
1890	03/18/2019	877	NEW YORK STATE SALES TAX		166.90
6670	03/01/2019	73	DCMO BOCES TREASURER	180513	6,393.96
6671	03/08/2019	96	BEHLOG & SON PRODUCE INC	180171	1,435.55
6672	03/08/2019	4612	BILL BROS DAIRY	180172	2,510.10
6673	03/08/2019	160	BIMBO FOODS, INC.	180173	506.69
6674	03/08/2019	520	GINSBERG'S FOODS	180175	6,022.33
6675	03/08/2019	4318	HERSHEY CREAMERY COMPANY	180176	353.16
6676	03/08/2019	582	HILL & MARKES INC	180177	820.47
6677	03/08/2019	4728	JOSEPH FLIHAN COMPANY	180566	208.10
6678	03/08/2019	4638	MCCRAITH BEVERAGES INC	180179	446.45
6679	03/08/2019	5761	NYSNA		60.00
6680	03/08/2019	2732	OSTERHOUDT COMMERCIAL REFRIGERATION	180603	302.43
6681	03/08/2019	3847	SYSCO FOOD SERVICES OF SYRACUSE	180180	1,516.78
6683	03/29/2019	73	DCMO BOCES TREASURER	180513	6,393.97
Number of Transactions: 14				Warrant Total:	27,136.89
				Vendor Portion:	27,136.89

Certification of Warrant

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DateSignatureTitle

UNATEGO CSD

Check Warrant Report For C - 19: SCHOOL LUNCH / HEALTH - DENTAL (WIRES)/MARCH 19 For
Dates 3/1/2019 - 3/31/2019



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
6682	03/11/2019	1345	TRUST & AGENCY ACCOUNT	180010	6,591.20
Number of Transactions: 1				Warrant Total:	6,591.20
				Vendor Portion:	6,591.20

Certification of Warrant

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Date

Signature

Title

UNATEGO CENTRAL SCHOOL TREASURER'S REPORT

MARCH 2019

	GENERAL FUND	CAFETERIA FUND	TRUST & AGENCY FUND	FEDERAL FUND	CAPITAL FUND	PAYROLL FUND	BENEFIT REIMB	DEBT SERVICE RESERVE
BEGINNING BALANCE	\$ 4,227,581.79	\$ 6,031.66	\$ 189,553.04	\$ 23,142.14	\$ 7,753.80	\$ 1,401.17	\$ 8,580.25	16239.69
RECEIPTS	\$ 4,759,484.37	\$ 84,059.58	\$ 1,186,449.76	\$ 70,664.55	\$ 0.07	\$ 79,661.78	\$ 1,340.00	0
DISBURSEMENTS	\$ 2,447,028.46	\$ 42,662.65	\$ 914,891.55	\$ 45,228.33	\$ -	\$ 79,661.54	\$ 3,539.34	0
ENDING BALANCE	\$ 6,540,037.70	\$ 47,428.59	\$ 461,111.25	\$ 48,578.36	\$ 7,753.87	\$ 1,401.41	\$ 6,380.91	16239.69

I CERTIFY THAT THE BALANCES FOR THE FUNDS
ABOVE ARE ACCURATE AND IN AGREEMENT


PATRICIA A. LOKER, SCHOOL BUSINESS MANAGER

UNATEGO CENTRAL SCHOOL
GENERAL FUND EXPENDITURE REPORT

									2018-2019							Total 18-19	Final
	Acct.	Final	2018-2019													Expenditures	2017-2018
Description	Code	Budget	Budget	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	To Date	Expense
Board of Education	A1010	5,285	3,433	0	1,497	0	0	123	10	20	554	284				2,488	3,309
District Clerk	A1040	5,480	5,600	0	0	0	0	0	0	0	0	0				0	0
District Meeting	A1060	2,795	2,000	0	0	0	0	0	40	224	59	302				625	2,340
Board of Education	A10	13,560	11,033	0	1,497	0	0	123	50	244	613	586	0	0	0	3,113	5,649
Central Admin	A1240	182,625	184,360	13,560	13,326	13,325	13,712	21,417	13,326	15,625	13,632	13,684				131,607	181,618
Central Admin	A12	182,625	184,360	13,560	13,326	13,325	13,712	21,417	13,326	15,625	13,632	13,684	0	0	0	131,607	181,618
Business Admin	A1310	297,435	291,924	6,769	7,006	27,196	27,175	30,658	26,515	8,073	26,617	46,822				206,831	286,418
Auditing	A1320	35,950	25,000	0	0	0	12,100	0	0	0	0	0				12,100	35,950
Treasurer	A1325	2,012	41,106	0	913	3,654	3,654	5,481	3,654	1,553	3,288	3,426				25,623	0
Tax Collector	A1330	2,700	2,700	0	0	0	1,614	95	0	0	0	60				1,769	1,799
Purchasing	A1345	6,507	5,985	0	0	598	599	599	598	0	599	1,197				4,190	6,506
Fiscal Agent Fees	A1380	5,926	6,000	0	0	0	0	0	192	1,733	0					1,925	5,695
Finance	A13	350,530	372,715	6,769	7,919	31,448	45,142	36,833	30,959	11,359	30,504	51,505	0	0	0	252,438	336,368
Legal	A1420	15,767	15,867	0	905	760	1,628	760	789	764	1,264	824				7,694	11,206
Personnel	A1430	44,171	44,653	0	0	4,047	4,229	4,291	4,191	0	4,010	8,895				29,663	41,838
Records Retention	A1460	9,869	7,184	0	0	700	700	701	700	0	700	1,401				4,902	9,869
Public Info. & Serv. Staff	A1480	22,831	25,770	0	0	2,289	2,288	2,288	2,289	0	2,288	4,578				16,020	22,470
Staff	A14	92,638	93,474	0	905	7,796	8,845	8,040	7,969	764	8,262	15,698	0	0	0	58,279	85,383
Operation of Plant	A1620	952,551	985,409	31,223	49,200	50,933	44,962	85,386	94,989	68,407	65,116	64,373				554,589	869,768
Maintenance of Plant	A1621	91,450	89,631	5,960	6,311	5,760	5,760	8,640	5,760	5,760	5,760	11,279				60,990	88,048
Disaster Salaries	A1622	0	0	0	0	0	0	0	0	0	0	0				0	0
Central Printing & Mailing	A1670	146,328	155,432	1,397	0	7,225	7,104	10,129	12,470	306	7,194	19,287				65,112	137,679
Central Data Processing	A1680	629,460	675,067	0	0	65,207	65,206	65,207	68,492	1	68,492	136,985				469,590	629,460
Central Services	A16	1,819,789	1,905,539	38,580	55,511	129,125	123,032	169,362	181,711	74,474	146,562	231,924	0	0	0	1,150,281	1,724,955
Insurance	A1910	80,040	76,048	54,951	0	9,397	0	0	0	9,190	0	0		0		73,538	75,237
Dues	A1920	11,083	12,000	750	0	0	0	7,130	0	0	0	0		0		7,880	9,546
Refunds	A1964	917	10,000	0	0	0	0	0	0	0	0	0		0		0	917
BOCES Admin. Charges	A1981	172,148	170,762	0	0	17,076	17,076	17,077	17,076	0	17,076	34,152		0		119,533	172,148
BOCES Capital Expense	A1983	343,721	336,759	0	0	33,384	33,383	33,384	33,384	0	33,383	66,767		0		233,685	343,721
General Support	A19	607,909	605,569	55,701	0	59,857	50,459	57,591	50,460	9,190	50,459	100,919	0	0	0	434,636	601,569

	UNATEGO CENTRAL SCHOOL GENERAL FUND EXPENDITURE REPORT																
									2018-2019							Total 18-19 Expenditures	Final 2017-2018
	Acct.	Final 2017-2018	2018-2019													To Date	Expense
Description	Code	Budget	Budget	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE		
Curriculum Dev. & Supervis	A2010	0	0	0	0	0	0	0	0	0	0	0			0	0	0
Supervision Regular Day	A2020	483,018	467,822	32,184	32,282	37,758	33,539	52,849	35,641	36,766	34,885	40,925				336,829	460,354
Research, Planning & Eval	A2060	1,739	1,826	0	0	179	179	179	179	0	179	359				1,254	1,739
Inservice Training-Inst	A2070	8,015	8,000	0	99	2,000	0	0	0	0	0	0				2,099	6,307
Admin & Improvement	A20	492,772	477,648	32,184	32,381	39,937	33,718	53,028	35,820	36,766	35,064	41,284	0	0	0	340,182	468,400
Teaching Regular School	A2110	4,695,056	4,624,534	5,635	23,959	299,141	403,423	527,022	370,423	346,202	375,728	387,917				2,739,450	4,578,464
Teaching Regular School	A21	4,695,056	4,624,534	5,635	23,959	299,141	403,423	527,022	370,423	346,202	375,728	387,917	0	0	0	2,739,450	4,578,464
Progs. Handicapped Conditi	A2250	3,233,736	3,330,170	11,777	13,322	232,190	164,407	295,703	341,593	102,329	276,105	440,665				1,878,091	3,082,743
Occupational Education	A2280	668,433	681,607	0	0	68,132	68,132	68,132	68,131	0	68,132	141,008				481,667	668,433
Sp Ed & Oc Ed	A22	3,902,169	4,011,777	11,777	13,322	300,322	232,539	363,835	409,724	102,329	344,237	581,673	0	0	0	2,359,758	3,751,176
Teaching-Special Schools	A2330	35,096	29,149	0	0	3,445	(2,005)	720	2,849	0	2,850	5,734				13,593	35,096
Teaching-Special Schools	A23	35,096	29,149	0	0	3,445	(2,005)	720	2,849	0	2,850	5,734	0	0	0	13,593	35,096
School Library & Audiovisua	A2610	191,738	200,175	0	4,340	20,269	18,975	17,194	14,563	5,442	14,512	24,061				119,356	180,366
Educational TV	A2620	0	0	0	0	0	0	0	0	0	0	0				0	0
Computer Assisted Instructi	A2630	344,252	345,034	2,094	128	27,142	21,378	28,099	23,740	4,700	21,435	37,817				166,533	285,128
Library, AV & Computers	A26	535,990	545,209	2,094	4,468	47,411	40,353	45,293	38,303	10,142	35,947	61,878	0	0	0	285,889	465,494
Attendance-Regular School	A2805	0	0	0	0	0	0	0	0	0	0	0			0	0	0
Guidance Regular Day	A2810	302,753	247,659	6,604	12,902	20,081	18,307	26,349	17,002	16,935	17,002	17,114				152,296	299,615
Health Services	A2815	81,200	79,313	600	1,301	5,933	6,693	10,264	6,461	6,669	7,053	6,461				51,435	70,295
Psychological Services	A2820	68,064	54,670	0	100	3,156	4,207	7,683	4,978	4,996	5,277	5,140				35,537	57,450
Social Work Services	A2825	23,000	10,000	0	0	0	2,654	0	0	0	0	2,204				4,858	9,079
Pupil Services-Special Sch.	A2830	0	0	0	0	0	0	0	0	0	0	0				0	0
Cocurricular Activities	A2850	61,000	62,000	0	0	0	121	419	15,637	0	122	121				16,420	49,907
Interscholastic Athletics	A2855	233,764	240,821	1,318	3,332	18,498	23,450	36,461	20,426	22,332	26,319	9,615				161,751	209,770
Pupil Services	A28	769,781	694,463	8,522	17,635	47,668	55,432	81,176	64,504	50,932	55,773	40,655	0	0	0	422,297	696,116
State Emergency Mgmt	A3960	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	A39	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
District-Trans. Ser.	A5510	1,277,702	1,304,407	115,801	62,302	22,762	72,394	128,286	71,419	57,807	51,132	209,859				791,762	1,151,240
Garage Building	A5530	29,420	46,614	0	1,060	744	614	3,078	5,312	4,102	3,806	3,045				21,761	23,810
Pupil Transportation	A5540	0	0	0	0	0	0	0	0	0	0	0			0	0	0
Transportation	A55	1,307,122	1,351,021	115,801	63,362	23,506	73,008	131,364	76,731	61,909	54,938	212,904	0	0	0	813,523	1,175,050
Unadilla Community Founde	A690UC	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
	A690	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Community Recreation	A7140	64,000	66,000	3,012	8,188	2,080	3,697	4,671	2,971	2,635	3,053	2,411				32,718	47,150
Community Recreation	A71	64,000	66,000	3,012	8,188	2,080	3,697	4,671	2,971	2,635	3,053	2,411	0	0	0	32,718	47,150

	UNATEGO CENTRAL SCHOOL																
	GENERAL FUND EXPENDITURE REPORT																
		Final						2018-2019								Total 18-19	Final
	Acct.	2017-2018	2018-2019													Expenditures	2017-2018
Description	Code	Budget	Budget	JULY	AUG	SEPT	OCT	NOV	DEC	JAN	FEB	MARCH	APRIL	MAY	JUNE	To Date	Expense
Census	A8070	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
Census	A80	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0	0
NYS Employee Retirement	A9010	284,593	250,000	0	0	0	0	0	229,983	0	0	0				229,983	224,962
Teachers' Retirement	A9020	694,931	698,691	0	0	0	0	0	660,061	0	0	0				660,061	597,153
Social Security	A9030	608,060	594,862	10,593	26,024	20,436	72,175	46,720	47,764	47,259	48,223	44,602				363,796	583,470
Compensation Ins.	A9040	102,382	101,445	87,562	0	0	0	0	0	0	0	0				87,562	99,170
Life Ins.	A9045	6,000	6,000	0	0	936	0	0	0	0	0	0				936	1,070
Unemployment Insurance	A9050	25,000	25,000	0	0	0	4,940	0	0	1,849	0	0				6,789	16,488
Hospital Medical Dental	A9060	2,945,149	3,306,287	271,826	261,638	253,376	245,935	207,459	249,279	230,077	197,844	211,261				2,128,695	2,898,220
Other Benefits	A9089	2,700	3,000	2,695	0	0	0	0	0	0	0	0				2,695	2,695
Fringe Benefits	A90	4,668,815	4,985,285	372,676	287,662	274,748	323,050	254,179	1,187,087	279,185	246,067	255,863	0	0	0	3,480,517	4,423,228
Term Bond/Technology	A9700			0	0	0	0	0	0	0	0	0				0	0
Term Bond/Buses	A9702			0	0	0	0	0	0	0	0	0				0	0
Serial Bonds	A9711	2,567,100	2,265,900	0	0	0	0	0	265,450	0	0	0				265,450	2,535,194
Statutory Bonds	A9721			0	0	0	0	0	0	0	0	0				0	0
Statutory Bonds - Bus	A9722	37,588	41,800	0	0	0	0	0	900	0	0	0				900	37,588
BAN /School	A9731			0	0	0	0	0	0	0	0	0				0	0
BAN/Buses	A9732			0	0	0	0	0	0	0	0	0				0	0
Tax Anticipation Note	A9760			0	0	0	0	0	0	0	0	0				0	0
Revenue Anticipation	A9770			0	0	0	0	0	0	0	0	0				0	0
Installment Purchase	A9785			0	0	0	0	0	0	0	0	0				0	0
Debt Service	A97	2,604,688	2,307,700	0	0	0	0	0	266,350	0	0	0	0	0	0	266,350	2,572,782
Transfer to Sch Lun	A9901			0	0	0	0	0	0	0	0	0	0	0		0	0
Transfer to Federal	A9901	0	0	0	0	0	0	0	0	0	0	0	0	0		0	0
Transfer to Captial	A9950	50,000	100,000	0	0	0	0	100,000	0	0	0	0	0			100,000	50,000
	A99	50,000	100,000	0	0	0	0	100,000	0	0	0	0	0	0	0	100,000	50,000
GRAND TOTAL		22,192,540	22,365,476	666,311	530,135	1,279,809	1,404,405	1,854,654	2,739,237	1,001,756	1,403,689	2,004,635	0	0	0	12,884,631	21,198,498
															X Check	12,884,631	21,198,498

Unatego Central School District
Budget Transfers as of 4/18/19

<u>Negative Account Code</u>	<u>Description</u>	<u>Amount</u>	<u>From</u>	<u>Notes</u>
A2110.490	Teaching Reg School - BOCES	\$ 17,793.92	A2630.490	Additional career academy placement
A2280.490	Occupational Ed - BOCES	\$ 11,570.82	A2630.490	ONC BOCES Occ Ed placement
	Total	\$ 29,364.74		

Board of Education Approval Date

****Please use Chrome or Firefox browsers when entering the Business Portal to complete the PTRC. Internet Explorer is NOT recommended.****

Note: Some data elements of the Property Tax Report Card have been revised or renamed to more closely follow the Property Tax Cap calculations districts complete on the Office of the State Comptroller website. Please see the Help text above for definitions. Additional guidance on the Property Tax Levy Limit is available on the Office of Educational Management Services website:
<http://www.p12.nysed.gov/mgt/serv/propertytax/taxcap/>.

Please also submit an electronic version (PDF or Word) of your school district's 2019-20 Budget Notice to: emscmgt@nysed.gov. This will enable us to help correct any formula or data entry discrepancy quickly.

Form Due - April 29, 2019

Form Preparer Name:
Preparer's Telephone Number:

PATRICIA LOKER
607-988-5038

Shaded Fields Will Calculate	Budgeted 2018-19 (A)	Proposed Budget 2019-20 (B)	Percent Change (C)
Total Budgeted Amount, not including Separate Propositions	22,354,972	22,815,895	2.06 %
A. Proposed Tax Levy to Support the Total Budgeted Amount ¹	7,338,909	7,338,909	
B. Tax Levy to Support Library Debt, if Applicable	0	0	
C. Tax Levy for Non-Excludable Propositions, if Applicable ²	0	0	
D. Total Tax Cap Reserve Amount Used to Reduce Current Year Levy, if Applicable	0	0	
E. Total Proposed School Year Tax Levy (A+B+C-D)	7,338,909	7,338,909	0.00 %
F. Permissible Exclusions to the School Tax Levy Limit	418,152	385,517	
G. School Tax Levy Limit, <u>Excluding</u> Levy for Permissible Exclusions ³	6,948,816	7,059,432	
H. Total Proposed Tax Levy for School Purposes, <u>Excluding</u> Permissible Exclusions and Levy for Library Debt, Plus Prior Year Tax Cap Reserve (E-B-F+D)	6,920,757	6,953,392	
I. Difference: (G-H);(negative value requires 60.0% voter approval) ²	28,059	106,040	
Public School Enrollment	815	765	-6.13 %
Consumer Price Index			2.44 %

¹ Include any prior year reserve for excess tax levy, including interest.

² Tax levy associated with educational or transportation services propositions are not eligible for exclusion under the School Tax Levy Limit and may affect voter approval requirements.

³ For 2019-20, includes any carryover from 2018-19 and excludes any tax levy for library debt or prior year reserve for excess tax levy, including interest.

	Actual 2018-19 (D)	Estimated 2019-20 (E)
Adjusted Restricted Fund Balance	1,637,721	1,793,000
Assigned Appropriated Fund Balance	130,505	12,000
Adjusted Unrestricted Fund Balance	767,035	912,636
Adjusted Unrestricted Fund Balance as a Percent of the Total Budget	3.43 %	4.00 %

Schedule of Reserve Funds

Reserve Type	Reserve Name	Reserve Description *	3/31/19 Actual Balance	6/30/19 Estimated Ending Balance	Intended Use of the Reserve in the 2019-20 School Year (Limit 200 Characters)**
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Note: Be sure to click on the Save button at the bottom after each additional Reserve you add under Capital, Property Loss, Liability, or Other Reserve.

Capital	CAPITAL RESERVE	For the cost of any object or purpose for which bonds may be issued.	800,000	800,000	Possible transfer to the capital fund for the local share of a future voter approved capital project
Repair	REPAIR RESERVE	For the cost of repairs to capital improvements or equipment.	300,000	350,000	To fund potential emergency repairs

Workers Compensation		For self-insured Workers Compensation and benefits.	<input type="text"/>	<input type="text"/>	
Unemployment Insurance		For reimbursement to the State Unemployment Insurance Fund.	<input type="text"/>	<input type="text"/>	
Reserve for Tax Reduction		For the gradual use of the proceeds of the sale of school district real property.	<input type="text"/>	<input type="text"/>	
Mandatory Reserve for Debt Service		For proceeds from the sale of district capital assets or improvement, restricted to debt service.	<input type="text"/>	<input type="text"/>	
Insurance		For liability, casualty, and other types of uninsured losses.	<input type="text"/>	<input type="text"/>	
Property Loss + (add)		To cover property loss.	<input type="text"/>	<input type="text"/>	
Liability		To cover incurred liability claims.	<input type="text"/>	<input type="text"/>	
Tax Certiorari		For tax certiorari settlements.	<input type="text"/>	<input type="text"/>	
Reserve for Insurance Recoveries		For unexpended proceeds of insurance recoveries at fiscal year end.	<input type="text"/>	<input type="text"/>	
Employee Benefit Accrued Liability	EMPLOYEE BENEFIT ACCRUED LIABILITY RESERVE	For accrued 'employee benefits' due to employees upon termination of service.	<input type="text" value="184,255"/>	<input type="text" value="183,000"/>	Will pay for retiree compensated absences
Retirement Contribution	RETIREMENT CONTR RESERVE	For employer retirement contributions to the State and Local Employees' Retirement System.	<input type="text" value="353,466"/>	<input type="text" value="360,000"/>	To pay ERS retirement expenses, plus to fund any possible retirement incentives and/or rate increases
Reserve for Uncollected Taxes		For unpaid taxes due certain city school districts not reimbursed by their city/county until the following fiscal year.	<input type="text"/>	<input type="text"/>	
Single Other Reserve + (add)			<input type="text"/>	<input type="text"/>	

* [NYSED Reserve Guidance:](http://www.p12.nysed.gov/mgtserv/accounting/docs/reserve_funds.pdf)
http://www.p12.nysed.gov/mgtserv/accounting/docs/reserve_funds.pdf

* [OSC Reserve Guidance:](http://osc.state.ny.us/localgov/pubs/llstacctg.htm#reservefunds)
<http://osc.state.ny.us/localgov/pubs/llstacctg.htm#reservefunds>

**Provide a brief, but specific, statement of the planned use and appropriation for the reserve in SY 2019-20. Mention any capital expenditures that will need to be voted upon in the upcoming Budget Vote.



6678 County Road 32, Norwich, New York 13815-3554
(607) 335-1200 • FAX (607) 334-9848

MEMORANDUM

TO: Chief School Administrators
District Clerks

FROM: Perry T. Dewey, III
District Superintendent

DATE: April 3, 2019

RE: BOCES Administrative Budget — Suggested Resolution

Following is a suggested resolution you may wish to use with your Board of Education for the April 24, 2019 vote on the BOCES Administrative Budget:

RESOLVED, that the (School District) Board of Education does hereby approve the proposed Delaware-Chenango-Madison-Otsego BOCES Administrative Budget for the 2019-2020 school year in the amount of \$2,379,500.

Additionally, please cast your district's vote for the three Board Candidate seats on the Ballot enclosed for your convenience.

On the morning of April 25, 2019, please transmit to Robin Winchester, Clerk of the Board, via fax (607-334-9828) or email at BoardClerk@dcmoboces.com the results of the above referenced vote. The **original** documentation should be simultaneously mailed to Robin Winchester in the DCMO BOCES CTE Main Office, Chenango Campus, 6678 County Road 32, Norwich by courier or US mail.

Thank you for your help.

BOARD OF COOPERATIVE EDUCATIONAL SERVICES
SOLE SUPERVISORY DISTRICT
DELAWARE-CHENANGO-MADISON AND OTSEGO COUNTIES

BALLOT FOR SPECIAL ELECTION TO BOARD
OF COOPERATIVE EDUCATIONAL SERVICES

There are **three (3)** vacancies on the Board of Cooperative Educational Services to be filled at the annual election to be held on April 24, 2019. The board of education of each component school district, by resolution, may cast one vote for each vacancy to be filled, provided that no more than one vote may be cast for any candidate. No more than one person residing in a particular component school district may be elected to serve on the board of cooperative educational services at one time. The district clerk, or other officer authorized to certify that a board resolution has been adopted, shall complete the ballot by placing an "X" next to the name of the candidate for whom a vote has been cast, and by completing the attached certification. Candidates are in alphabetical order with their address and school district of residence:

1. **David Cruikshank**

North Pitcher, NY 13124
Otselic Valley Central School

☐

2. **John Klockowski**

Norwich, NY 13815
Norwich City Schools

☐

3. **Jeanne Shields**

Guilford, NY 13780
Bainbridge-Guilford Central School

☐

2019 DCMO BOCES

BOARD MEMBER CANDIDATES

David Cruikshank

Dave Cruikshank served on the Otselic Valley CSD Board of Education from 2005 through 2011. Dave was also the Board President from 2008 through 2011. During that time, the District had building projects and other significant changes in the district structure. He is a retired truck driver, and resides with his family in North Pitcher. Dave was elected to the DCMO BOCES Board of Education in 2018.

John Klockowski

John M. Klockowski is the Past President of the Board of Education for the Norwich City School District. He resides with his wife, Mary, and their son, Jake (Norwich 2016 Salutatorian), and daughter, Hannah (Norwich Class of 2019). John is also heavily involved in the general Norwich community by serving on the following Boards/Committees:

- Chenango County School Board Association
- YMCA Board of Directors
- Finance Sub-Committee of the United Way
- Chenango County Substance Abuse Coalition (former Chairperson of the Prevention Sub-Committee)
- Taste-n-See Soup Kitchen of Oxford
- Emmanuel Soul Kitchen of Norwich

John graduated from West Chester State College in West Chester, PA in 1980 with a BS in Biology and a minor in Chemistry. He currently is working on his MPH at St. Joseph's College in Maine. John works for Pfizer as an Associate Director in the Clinical Compliance Division, and has been involved with clinical research for over 30 years. He has presented information on clinical research topics on a national basis at ACRP, DIA, and IIR conventions and has had abstracts published in the Journals of Dermatology and Cardiology.

Jeanne Shields

Jeanne Shields was elected to the Bainbridge-Guilford Board of Education in 1999. In that time, she held the seat of Vice President from 2016-2018. Jeanne sat on various committees of the district, which included transportation, cafeteria, LINKS, and policy. In 2015, Jeanne joined the Chenango County School Boards Association and was honored as the Outstanding School Board Member of the Year, and in 2016 she became President, a seat she still holds.

**AGREEMENT FOR JOINT FINANCING OF
WORKERS' COMPENSATION BENEFITS UNDER
GENERAL MUNICIPAL LAW ARTICLE 5-G**

RECITALS

Various entities established under the Education Law, which include central school districts and Boards of Cooperative Educational Services, desire to provide for the joint financing of Workers' Compensation Benefits, as well as administrative costs in connection with such a plan and to establish a joint reserve fund under the provisions of General Municipal Law § 6 (j).

Each Participant will:

- Apply to the Workers' Compensation Board to become an individual self-insurer under the provisions of Workers' Compensation Law § 50 (4) (a).
- Give appropriate notice to its current Workers' Compensation insurance carrier and be responsible for all charges and liability arising out of such contract with its insurance carrier.
- Comply in all respects with the requirements of the Workers' Compensation Board concerning self-insurance including filing requirements and any statutory or regulatory obligations.
- Promptly pay all assessments established by the trustees under the provisions of this agreement.

The group established by this agreement shall be known as:

The Workers' Compensation Self-Insurance Alliance.

The objective of this document is to set forth the agreement among the Participants as well as the rules of operation, the withdrawal of a Participant and the termination of this arrangement.

It is agreed as follows:

ONE

PURPOSE

Those organizations established under the Education Law set forth in Exhibit A, attached, and those who subsequently join (Participants), referred to as the Alliance, have established a fund pursuant to Article 5-G of the General Municipal Law for the purpose of providing security of group financing of Workers' Compensation Self-Insurance by the Participants and to realize the economy of the sharing of the cost of administration of a Self-Insurance Plan. The participating school districts have established by this agreement a joint reserve fund for the payment of benefits. This agreement shall be construed to include all functions and powers to accomplish these stated purposes.

TWO

TRUSTEES

Each Participant shall name a Board member to act as trustee of the Alliance. The clerk of each Participant shall forward to the clerk of the Alliance an official resolution of each Participant's Board designating a Board member to act as trustee. Each trustee shall serve during the school year in which the designation is received, unless revoked by resolution of the Participant, with notification to the clerk of the Alliance. Each Participant shall notify the clerk of the Alliance during July of each school year of the successor trustee to serve during that school year.

THREE

MEETINGS

The trustees shall meet at such times and places as designated by the clerk of the Alliance, the presiding trustee elected by the other trustees, or by two trustees. The trustees of the Alliance shall meet at least once each fiscal year. The clerk of the Alliance shall give at least 72 hours' notice to each trustee as well as to each Participant of the date and place of the meeting, as well as the agenda of each meeting. If such notice cannot be given because of the call of a special meeting, each trustee and each

Participant shall be given such notice as is practicable considering the circumstances. Each Participant shall receive the minutes of each meeting after the minutes have been approved.

FOUR

QUORUM

A majority of the whole number of trustees shall constitute a quorum and not less than majority of the whole number may perform and exercise any power, authority or duty under the provisions of this agreement. The words "whole number" shall mean the total number which the body would have were there no vacancies and were none of the trustees disqualified from acting.

FIVE

APPLICATION OF VARIOUS LAWS

The various provisions of the laws of the State of New York that apply to school districts shall be applicable to this Alliance and its governing trustees, including, without limitation, Public Officers Law Article 6 (Freedom of Information Law); Public Officers Law Article 7 (Open Meetings Law); and General Municipal Law Article 18 (Conflicts of Interest of Municipal Officers and Employees).

SIX

COMPENSATION

The trustees shall serve without compensation but are authorized to attend conferences which are relevant to the duties of the trustees, as determined by a majority vote of the trustees at a meeting duly noticed. The trustees may by resolution authorize the payment of the conference expenses, including registrations, hotels, meals, and transportation.

SEVEN

EXECUTIVE COMMITTEE

The trustees shall by resolution provide for the administration of the Self-Insurance Plan, sometimes referred to as the Plan. A committee appointed by the trustees may employ, subject to the approval of the trustees, such persons as may be deemed necessary for the operation of the Plan and may contract for necessary actuarial or other

professional services. Such administrator and others retained by the Plan shall be paid from the administration fund of the Plan.

The committee shall consist of no more than five individuals and shall have as part of its membership the presiding trustee of the Plan, the deputy presiding trustee of the Plan, a superintendent of a Participant and a school business administrator or executive of a Participant. Such committee shall have available the services of the administrator, consultant, attorney and other personnel of the Plan. Duties of the Executive Committee shall include, but not be limited to:

- analysis of the annual budget;
- analysis of the annual audit report;
- analysis of all requests for proposals;
- authorization of all Section 32 Settlements in excess of \$100,000;
- analysis of periodic reports of changes in case reserves which have reached \$100,000;
- periodic review of the operations of the Alliance;
- Periodic reports to the Trustees including recommendations for Trustee consideration.

EIGHT

DUTIES AND RESPONSIBILITIES OF THE TRUSTEES

The trustees have the following duties, responsibilities and powers to:

- a. Elect a presiding trustee and a presiding deputy trustee.
- b. Designate a treasurer and deputy treasurer to act as fiscal officer of the Alliance in accordance with General Municipal Law Section 119-o (2).
- c. Designate a claims auditor.
- d. Provide for the deposit of joint funds received from the Participants in banks designated from time to time.
- e. Authorize the fiscal officer to invest temporary monies not required for immediate expenditure and to invest idle funds in the type of investment permitted by law without having to obtain approval from each Participant for a particular investment.

- f. Establish an annual budget. Such budget shall cover a school year and shall be presented to each Participant no later than February 1 of each school fiscal year. Such budget shall set forth the anticipated assessment charges as well as the administration expenses.
- g. Arrange for an annual audit by a certified public accountant in relation to all funds received and disbursed by the Alliance. Such audit shall be presented to each Participant no later than December 1 of each school year. The Trustees may authorize an unaudited report during the fiscal year, if in the opinion of the Trustees such report would be appropriate.
- h. Employ a clerk, administrator, consultant, a certified public accountant, an attorney and such other persons as the trustees deem appropriate for the carrying out of the purposes of this agreement.
- i. Retain any Alliance balance, determined at the end of a fiscal year, which may be applied toward the lowering of the annual assessment during the next fiscal year.
- j. Reimburse, through the administration fund, the Participant employing the treasurer, deputy treasurer, claims auditor, and clerk for the services performed by such individuals as well as a sum for the proportionate use of office space, secretarial expenses, support services, as well as bonding premiums for the fiscal officer which shall be five percent of the annual budget and other appropriate charges.
- k. Purchase excess Workers' Compensation coverage that includes Type B coverage to cover large Workers' Compensation claims in excess of self-insurance retention. The amount of such coverage shall be recommended by the administrator of the Plan. Such charge shall be considered a charge against the Self-Insurance budget.
- l. Establish the basis for annual assessment. Such assessment may include the amounts necessary to:

- » meet the payments with respect to liability of Participants required to be made under the Workers' Compensation Law.
 - » pay the administrative expenses of the Plan.
 - » repay any amounts advanced by a Participant to the Plan.
 - » provide for contributions to the joint reserve fund to finance the payment of benefits.
 - » pay stop loss insurance.
 - » meet any other appropriate expense.
- m.** Determine the annual assessment and collection of such assessment at such times as the trustees shall deem appropriate. The assessment shall consist of each Participant's share of the anticipated charges of the Self-Insurance budget plus various administration expenses. The trustees may also assess such additional amounts to each Participant including a reserve fund assessment and charges that may be necessary to carry out the purposes of the Alliance. No Participant shall be assessed a sum greater than 120% of the Workers' Compensation premium charges for the previous school year for costs for the Self-Insurance Fund or a sum which shall exceed 120% of the Self-Insurance Fund assessments for administration expenses of the previous year.
- n.** The trustees may provide for annual payments into the Alliance based upon loss experience or some other equitable standard.
- o.** Establish a committee or committees consisting of trustees and others. Any agreement by the committee shall be subject to the approval of the trustees.
- p.** Purchase, through the administration fund, wrongful act and other liability insurance in such amounts as to be determined by the trustees to protect the trustees and those acting on behalf of the Plan. The provisions of Public Officers Law § 18 are hereby extended to the trustees and those acting on behalf of the Alliance.

- q. Assess late payment charges for any sum not received within 30 days after assessment. The late payment charge shall be five percent of the assessed sum.
- r. Terminate the membership of any Participant based upon the Participant's failure to comply with the charter or any resolution of the trustee, substantial negative claim experience as determined by the trustees or any other just cause. In case of termination, such entity shall receive a reimbursement of contributions, if any, in the same manner as a voluntary termination as provided in article 13.
- s. Perform all acts reasonably necessary to exercise the powers granted expressly in this agreement or by implication.

NINE

RECEIPT AND DISBURSEMENT OF FUNDS

The treasurer shall be custodian of the funds. Such monies shall be deposited in one or more banks or trust companies designated by the trustees.

The trustees, through the treasurer, shall pay Workers' Compensation in the manner provided in the Workers' Compensation Law § 64 upon certification by the claims administrator. The amount of compensation payable prior to an award pursuant to such certification shall constitute a settled claim within the meaning of the Local Finance Law.

Payment of other Workers' Compensation matters such as hospital charges, doctor's statements, and the like shall be made upon certification of the claims administrator.

Payment of other matters, such as administrative services and professional services shall be in accordance with the agreement with such parties.

The treasurer is authorized to reimburse a Plan Participant who has disbursed funds in accordance with the Workers' Compensation Law or Board regulations.

All payments shall be audited by the Alliance claims auditor.

TEN

RESERVE FUND UNDER GENERAL MUNICIPAL LAW § 6(j)

A reserve fund under the provisions of General Municipal Law § 6 (j) is established for all school district Participants. The maximum amount that may be contributed in the reserve fund is \$4,000,000. The contribution to the reserve fund shall be on the basis of the number of employees of a Participant as of the date specified by the trustees.

The fiscal officer of the Alliance may expend monies from such reserve only for the payment of compensation and benefits, medical, hospital and other expenses authorized by Article 2 of the Workers' Compensation Law and the expenses of administering the Self-Insurance Program which are referable to the school district Participants.

The fiscal officer may invest the reserve fund in the same manner as any other funds of the Plan.

In the event of abandonment of the Plan, all monies remaining in such reserve in excess of an amount sufficient to satisfy all accrued and contingent liabilities shall be refunded to the Participants in such manner as prescribed in this document.

In the event of the withdrawal of a school district Participant, on a voluntary or involuntary basis, the trustees shall determine the amount of refund from the reserve fund, if any, to such withdrawing district after the payment of all possible claims referable to that district. The amount shall be on an equitable basis, as determined by the trustees and shall not be reviewable in any tribunal or forum.

ELEVEN

THE DUTIES OF THE THIRD - PARTY CLAIMS ADMINISTRATOR OF THE PLAN

During the time that claims administrator is contracted to act on behalf of the Alliance, such administrator shall receive and analyze all claims, and determine those claims that are appropriate and make payments of the various sums required under the Workers' Compensation Law. The claims administrator shall prepare those reports required by the fiscal officer, committee of the Alliance or the trustees.

TWELVE

THE DUTIES OF THE PLAN ADMINISTRATOR

During the time that a plan administrator is employed by the Alliance, it shall be the duty of the administrator to act as liaison with the plan consultant, third party claims administrator, participating district officials, officers and trustees of the Alliance. The Plan Administrator will participate in all meetings of committees created by this document, shall co-ordinate the creation of all agendas for meetings of the Trustees and create annual budgets for the Alliance. The plan administrator shall perform such other administrative acts as may be, from time to time, directed or appropriate.

THIRTEEN

ADMISSION OF ADDITIONAL PARTICIPANTS

The trustees may allow additional school districts or Boards of Cooperative Educational Services to become participating members of the Alliance after appropriate investigation and notice to the existing Participants.

A feasibility study is required to be performed by the Plan consultant. The purpose of the study shall be to determine if acceptance of the new participant is financially advantageous to both the existing Alliance members and the applicant. The decision to accept or reject a new participant must be acted upon by the Trustees by December 1.

If three Participants object to the admission of the applicant, such applicant shall not be admitted to the Alliance. Such objection must be received by the clerk of the Alliance 30 days after notice to each Participant. The objection must be in the form of a resolution duly made and adopted by the Board of the Participant. If there is no objection by three Participants, the applicant shall be admitted to the Alliance upon the terms and conditions established by the trustees, which terms and conditions have been set forth in the notice given to the existing Participants of the Alliance.

FOURTEEN

WITHDRAWAL OF A PARTICIPANT FROM THE ALLIANCE

A Participant may only withdraw at the beginning of a school fiscal year by giving notice to the clerk of the Alliance in writing on the first of March preceding the commencement of the school year. If such notice is not delivered to the clerk of the

Alliance by March 1, then the Participant shall be deemed to be bound by this agreement for the next school year. The trustees may, upon a showing of extraordinary circumstances, waive the requirement of timely notice and, if the trustees deem appropriate, impose any other conditions that the trustees deem appropriate. Any participating District may by January 2 in any year request an estimate of sums due from the Alliance to the Participant or owed by Participant to the Alliance. The report shall be completed by the Accountant appointed pursuant to Article 8 (e) no later than February 1 of the same year. Any fees, costs or expenses charged by the accountant for the preparation of the report shall be a charge only to the Participating District making the request.

FIFTEEN

TERMINATION OF A PARTICIPANT

The Trustees may, by a simple majority vote, terminate a Participant's membership in the Alliance for good cause upon no less than sixty days prior written notice personally delivered or sent by certified or registered mail, return receipt requested. Mailed notice shall be deemed given five days after mailing.

SIXTEEN

MONEY TO BE PAID TO A WITHDRAWING OR TERMINATED PARTICIPANT

As each participant in the Alliance is a self-insurer under the Workers' Compensation Law, in the event of the withdrawal or termination of a participant the following shall apply:

- the Alliance shall continue to process workers' compensation benefit payments on behalf of such participant up to and including the last day of membership of the participant in the Alliance;
- the Alliance shall pay such benefits that fall due on or before the last day of membership, but only to the extent that the reserves established on behalf of the Alliance by the Third - Party Administrator are sufficient to cover such payment;
- the participant shall pay and hold the Alliance harmless from any benefits or other expenses in excess of the reserves described above or that fall due after the termination date;
- Within ninety days of the termination date, the Alliance will pay to the former participant any cash balance that has accrued to the former

participant. There shall be no other liability of the Alliance to the former participant.

- When a Participant has given notice of withdrawal in accordance with the provisions of this agreement, the trustees shall determine any sums which are due and owing by the Participant, or any moneys which may be due to the withdrawing Participant. Such credit or debit shall be established by the accountant of the plan appointed in accordance with article Eight (e) and shall be calculated and set forth in the annual report to each Participant. **The Alliance Accountant shall include in each annual report a calculation of the credit or debit for each Alliance participant.** The debits and credits shall be determined in accordance with accepted accounting practices and shall be calculated by determining the total cumulative cash contributions made by each participant less total cumulative cash disbursements made on behalf of each participants

SEVENTEEN

DISSOLUTION AND TERMINATION

The trustees may, by vote, determine that the Alliance shall be dissolved and terminated. If such determination is made, the Alliance shall be dissolved 90 days after written notice to the Participants. Thirty days before the effective date of the termination each Participant shall be advised, based upon the figures available at that time, of the assets and liabilities of the Alliance, and the anticipated distribution of the assets or assessment of liability to each Participant.

EIGHTEEN

ARBITRATION

Any controversy or claim arising out of or resulting from this agreement, or breach of it, shall be settled by arbitration in accordance with the rules of the American Arbitration Association.

NINETEEN

MISCELLANEOUS PROVISIONS

This instrument constitutes the sole agreement of the Participants and the various rules of the Alliance.

The agreement shall not be modified, waived or discharged or terminated orally, and the rules may only be modified by means of an appropriate vote by the trustees and notification to the Participants, and affirmative vote of each Participant. If seventy five percent of the Participants approve a modification, such modification shall become effective and those not voting in favor of the modification shall be deemed to have voluntarily withdrawn from the Alliance effective at the end of that particular school year.

Each Participant will perform all other acts and execute and deliver all other documents as may be necessary or appropriate to carry out the intended purposes of this agreement.

If any provision of this agreement is held to be invalid, the remainder of the document shall not be affected thereby.

This agreement is intended to be consistent with and in compliance with the various laws of the State of New York and shall be so construed to accomplish such intent.

TWENTY

TERMINATION OF THE AGREEMENT

In accordance with General Municipal Law § 119-o (2) (j), this agreement shall continue until June 30, 2025.

EXHIBIT A

THOSE PARTICIPANTS JOINING THE ALLIANCE

1. Bainbridge-Guilford Central School District
2. Broome-Delaware-Tioga BOCES
3. Chenango Valley Central School District
4. Deposit Central School District
5. Greene Central School District
6. Maine-Endwell Central School District
7. Newark Valley Central School District
8. Owego-Appalachian Central School District
9. Tioga Central School District
10. Unatego Central School District
11. Walton Central School District
12. Windsor Central School District

Dated: September 9, 1998
Revised: September 19, 2003
Revised: September 28, 2007
Revised: September 28, 2012
Revised: April 28, 2015
Revised: October 31, 2017
Revised: April 5, 2019

UNATEGO CSD
Budgeting Appropriation Status Report For 2019-2020 General Fund Appropriations (Detail)



Account	Description	2019 - 20 Proposed Budget
A 1010.400	BOE CONTRACTUAL	3,800.00
A 1010.450	BOE GENERAL SUPPLIES	500.00
1010	BOARD OF EDUCATION *	4,300.00
A 1040.160	CLASSIFIED SALARIES- DISTRICT CLERK	3,500.00
1040	DISTRICT CLERK *	3,500.00
A 1060.400	DISTRICT MEETING CONTRACTUAL	2,000.00
1060	DISTRICT MEETING *	2,000.00
10	**	9,800.00
A 1240.150	CERTIFIED SALARIES	142,978.00
A 1240.160	CLASSIFIED SALARIES	48,464.00
A 1240.400	MISCELLANEOUS CONTRACTUAL	3,000.00
A 1240.450	GENERAL SUPPLIES	300.00
1240	CHIEF SCHOOL ADMINISTRATOR *	194,742.00
12	**	194,742.00
A 1310.160	CLASSIFIED SALARIES	95,190.00
A 1310.400	MISCELLANEOUS CONTRACTUAL	5,000.00
A 1310.450	GENERAL SUPPLIES	500.00
A 1310.490	BOCES SERVICES- FINANCIAL	185,379.84
1310	BUSINESS ADMINISTRATION *	286,069.84
A 1320.400	MISCELLANEOUS CONTRACTUAL	25,000.00
1320	AUDITING *	25,000.00

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Account	Description	2019 - 20 Proposed Budget
A 1325.160	CLASSIFIED SALARIES	49,020.00
1325	TREASURER *	49,020.00
A 1330.160	CLASSIFIED SALARIES	4,000.00
A 1330.400	MISCELLANEOUS CONTRACTUAL	1,000.00
A 1330.450	GENERAL SUPPLIES	2,000.00
1330	TAX COLLECTOR *	7,000.00
A 1345.490	BOCES - DCMO	6,266.00
1345	PURCHASING *	6,266.00
A 1380.400	MISCELLANEOUS CONTRACTUAL	6,000.00
1380	FISCAL AGENT FEE *	6,000.00
13	**	379,355.84
A 1420.400	MISCELLANEOUS CONTRACTUAL	13,000.00
1420	LEGAL *	13,000.00
A 1430.400	MISCELLANEOUS CONTRACTUAL	3,000.00
A 1430.490	BOCES SERVICES - DCMO	41,729.45
1430	PERSONNEL *	44,729.45
A 1460.490	BOCES SERVICES- RECORD RETENTION	7,327.00
1460	RECORDS MANAGEMENT OFFICER *	7,327.00
A 1480.475	MAILING-DISTRICT	500.00
A 1480.490	BOCES SERVICES	25,375.00
1480	PUBLIC INFORMATION & SERVICES *	25,875.00

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Account	Description	2019 - 20 Proposed Budget
14	**	90,931.45
A 1620.160	CLASSIFIED SALARIES	253,650.00
A 1620.162	CLASSIFIED SALARIES: OVERTIME	28,000.00
A 1620.163	CLASSIFIED SALARIES: SUBSTITUTES	24,000.00
A 1620.200	EQUIPMENT	35,000.00
A 1620.400	MISCELLANEOUS CONTRACTUAL	146,154.00
A 1620.401	HEALTH AND SAFETY	2,000.00
A 1620.450	GENERAL SUPPLIES	96,381.58
A 1620.463	REFUSE REMOVAL	11,000.00
A 1620.473-2	WATER-UNADILLA	3,000.00
A 1620.477-2	ELECTRIC-UNADILLA	52,000.00
A 1620.477-3	ELECTRIC-HIGH SCHOOL	100,000.00
A 1620.554-2	HEATING FUEL-UNADILLA	2,500.00
A 1620.554-3	HEATING FUEL-HIGH SCHOOL	107,000.00
A 1620.555-2	BOTTLED GAS-UNADILLA	38,920.00
A 1620.555-3	BOTTLED GAS-HIGH SCHOOL	4,865.00
A 1620.571	GAS AND FUEL	2,000.00
1620	OPERATION OF PLANT *	906,470.58
A 1621.160	CLASSIFIED SALARIES	77,700.00
A 1621.400	MISCELLANEOUS CONTRACTUAL	7,000.00
A 1621.450	GENERAL SUPPLIES	4,000.00
1621	MAINTENANCE OF PLANT *	88,700.00
A 1670.400	CONTRACTUAL	12,500.00
A 1670.450	MATERIALS & SUPPLIES	30,000.00
A 1670.490	BOCES	125,000.00
1670	CENTRAL PRINTING & MAILING *	167,500.00

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Account	Description	2019 - 20 Proposed Budget
A 1680.490	BOCES SERVICES - BROOME-TIOGA	606,587.00
1680	CENTRAL DATA PROCESSING *	606,587.00
16	**	1,769,257.58
A 1910.454	LIABILITY AND BOND INSURANCE	61,000.00
A 1910.455	STUDENT ACCIDENT	10,000.00
1910	UNALLOCATED INSURANCE *	71,000.00
A 1920.400	SCHOOLASSOCIATION DUES	11,000.00
1920	SCHOOL ASSOCIATION * DUES	11,000.00
A 1964.400	REFUND ON REAL PROPERTY TAXES	8,000.00
1964	REFUND ON REAL PROPERTY TAXES *	8,000.00
A 1981.490	BOCES SERVICES - DCMO	168,154.00
1981	BOCES ADMINISTRATIVE * COSTS	168,154.00
A 1983.490	BOCES CAPITAL EXPENSES	322,186.00
1983	BOCES CAPITAL EXPENSES *	322,186.00
19	**	580,340.00
1	***	3,024,426.87
A 2020.150	CERTIFIED SALARIES	326,835.00
A 2020.160	CLASSIFIED SALARIES	86,900.00
A 2020.160-SC	CLASSIFIED SALARIES:	5,800.00

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Account	Description	2019 - 20 Proposed Budget
	SUB-REG	
A 2020.400	MISC CONTRACTUAL	1,000.00
A 2020.400-2	MISC CONTRACTUAL- UNADILLA	1,300.00
A 2020.400-3	MISC CONTRACTUAL- HIGH SCHOOL	2,800.00
A 2020.400-4	MISC CONTRACTUAL - JUNIOR HIGH	1,300.00
A 2020.450-2	GENERAL SUPPLIES- UNADILLA	2,000.00
A 2020.450-3	GENERAL SUPPLIES- HIGH SCHOOL	2,000.00
A 2020.450-4	GENERAL SUPPLIES-JR HIGH	2,000.00
A 2020.490	BOCES SERVICES - DCMO	40,333.00
2020	SUPERVISION-REGULAR * SCHOOL	472,268.00
A 2060.490	RESEARCH, PLANNING, EVALUATION	1,832.00
2060	RESEARCH, PLANNING & * EVALUAT	1,832.00
A 2070.400	MISCELLANEOUS CONTRACTUAL	5,000.00
A 2070.400-2	CONFERENCES- UNADILLA	1,000.00
A 2070.400-3	CONFERENCES-SR HIGH	1,000.00
A 2070.400-4	CONFERENCES - JUNIOR HIGH	1,000.00
2070	INSERVICE TRAINING- * INSTRUCTION	8,000.00
20	**	482,100.00
A 2110.120	CERTIFIED SALARIES: K- 6	1,653,855.00
A 2110.121	CERTIFIED SALARIES: LTA'S - K-6	97,191.00
A 2110.130	CERTIFIED SALARIES: 7- 12	2,148,646.00

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Account	Description	2019 - 20 Proposed Budget
A 2110.132	CERTIFIED SALARIES: AIS/AE	3,000.00
A 2110.132-CS	CERTIFIED SALARIES: COMMUNITY SCHOOLS/AFTERSCHOO L	50,000.00
A 2110.140	SUBSTITUTES- TEACHERS	130,000.00
A 2110.161	CLASSIFIED SALARIES: AIDES	187,729.00
A 2110.163	SUBSTITUTES-AIDES	40,000.00
A 2110.400-2	CONTRACTUAL EXPENSE-UNADILLA	3,000.00
A 2110.400-3	CONTRACTUAL EXPENSE-HIGH SCHOOL	8,000.00
A 2110.400-4	CONTRACTUAL EXPENSE-JUNIOR HIGH	5,000.00
A 2110.450-2	MATERIALS/SUPPLIES- UNADILLA	30,000.00
A 2110.450-3	MATERIALS/SUPPLIES- HIGH SCHOOL	32,000.00
A 2110.450-4	MATERIALS/SUPPLIES/JR HIGH	20,000.00
A 2110.471	TUITION PAYMENTS	10,000.00
A 2110.472	TUITION PAYMENTS	3,000.00
A 2110.480-0	HDCVR-TXTBKS PBKS	68,000.00
A 2110.490	BOCES - DCMO	269,128.50
2110	TEACHING-REGULAR * SCHOOL	4,758,549.50
21	**	4,758,549.50
A 2250.150	CERTIFIED SALARIES	695,595.00
A 2250.151	CERTIFIED SALARIES - LTA's	117,202.00
A 2250.160	CLASSIFIED SALARIES	300,319.00
A 2250.400	CONTRACTUAL EXPENSES	130,000.00
A 2250.450	GENERAL SUPPLIES	8,500.00
A 2250.471	TUITION PAYMENTS	280,000.00

UNATEGO CSD
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Account	Description	2019 - 20 Proposed Budget
A 2250.472	TUITION PAYMENTS	230,000.00
A 2250.490	BOCES - DCMO	1,927,254.10
2250	PROGRAMS-STUDENTS * W/ DISABIL	3,688,870.10
A 2280.490	BOCES SERVICES - DCMO	641,706.00
2280	OCCUPATIONAL * EDUCATION	641,706.00
22	**	4,330,576.10
A 2330.490	BOCES SERVICES	23,210.00
2330	TEACHING-SPECIAL * SCHOOLS	23,210.00
23	**	23,210.00
A 2610.150	CERTIFIED SALARIES	70,574.00
A 2610.450-1	MATERIALS & SUPPLIES- ELEMENTARY	5,000.00
A 2610.450-2	MATERIALS & SUPPLIES- SECONDARY	5,000.00
A 2610.460-1	LIBRARY AV LOAN- ELEMENTARY	3,100.00
A 2610.460-2	LIBRARY AV LOAN- sECONDARY	3,100.00
A 2610.490	BOCES SERVICES - DCMO	95,684.00
2610	SCHOOL LIBRARY & * AUDIOVISUAL	182,458.00
A 2630.151	CERTIFIED SALARIES - LTA's	55,413.00
A 2630.220	STATE AIDED HARDWARE	19,000.00
A 2630.400	MISCELLANEOUS CONTRACTUAL	5,000.00
A 2630.450	COMPUTER MATERIALS & SUPPLIES	10,000.00
A 2630.460	STATE AIDED SOFTWARE	16,000.00

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Budgeting Appropriation Status Report For 2019-2020 General Fund Appropriations (Detail)



Account	Description	2019 - 20 Proposed Budget
A 2630.490	BOCES-COMPUTER ASSISTED INSTRUCTION	161,148.00
2630	COMPUTER ASSISTED * INSTRUCTION	266,561.00
26	**	449,019.00
A 2810.150	CERTIFIED SALARIES	268,675.00
A 2810.160	CLASSIFIED SALARES	32,180.00
A 2810.450	MATERIAL/SUPPLIES	200.00
A 2810.450-2	MATERIALS & SUPPLIES- UNADILLA	300.00
A 2810.450-3	MATERIALS & SUPPLIES- HIGH SCHOOL	400.00
2810	GUIDANCE-REGULAR * SCHOOL	301,755.00
A 2815.160	CLASSIFIED SALARIES	73,450.00
A 2815.163	CLASSIFIED SALARIES: SUBSTITUTES	4,000.00
A 2815.400	MISC CONTRACTUAL	600.00
A 2815.450-2	MATERIALS & SUPPLIES- UNADILLA	1,500.00
A 2815.450-3	MATERIALS & SUPPLIES- HIGH SCHOOL	1,000.00
2815	HEALTH SERVICES- * REGULAR SCHOOL	80,550.00
A 2820.150	CERTIFIED SALARIES	54,705.00
A 2820.450	GENERAL SUPPLIES	200.00
2820	PSYCHOLOGICAL SRVC- * REG SCHOOL	54,905.00
A 2825.400	MISCELLANEOUS CONTRACTUAL	10,000.00
2825	SOCIAL WORK SRVC- * REG SCHOOL	10,000.00
A 2850.150	CERTIFIED SALARIES	53,000.00
A 2850.160	CLASSIFIED SALARIES	6,800.00

UNATEGO CSD
Budgeting Appropriation Status Report For 2019-2020 General Fund Appropriations (Detail)



Account	Description	2019 - 20 Proposed Budget
A 2850.400	MISCELLANEOUS CONTRACTUAL	500.00
A 2850.450	GENERAL SUPPLIES	500.00
2850	CO-CURRICULAR ACTIV- * REG SCHL	60,800.00
A 2855.150	CERTIFIED SALARIES	138,000.00
A 2855.160	CLASSIFIED SALARIES	22,000.00
A 2855.200	EQUIPMENT	1,500.00
A 2855.400	MISCELLANEOUS CONTRACTUAL	2,000.00
A 2855.425	RECONDITIONING UNIFORMS	5,800.00
A 2855.447	ORGANIZATIONAL MEMBERSHIPS	4,500.00
A 2855.448	PHYSICALS	7,500.00
A 2855.449	OFFICIALS	34,000.00
A 2855.450	GENERAL SUPPLIES	20,000.00
A 2855.476	TRAVEL/CONFERENCE	2,000.00
A 2855.479	PARTICIPATION FEES	3,800.00
A 2855.490	BOCES	4,017.00
2855	INTERSCHOL ATHLETICS * -REG SCHL	245,117.00
28	**	753,127.00
2	***	10,796,581.60
A 5510.160	NONINSTRUCTIONAL SALARIES	151,720.00
A 5510.161	WAGES	369,800.00
A 5510.162	OVERTIME	13,000.00
A 5510.163	SUBSTITUTES	4,000.00
A 5510.166	ATHLETIC TRIPS	16,000.00
A 5510.167	FIELD TRIPS	6,000.00
A 5510.168	LATE RUN	600.00
A 5510.200	EQUIPMENT	35,500.00

UNATEGO CSD
Budgeting Appropriation Status Report For 2019-2020 General Fund Appropriations (Detail)



Account	Description	2019 - 20 Proposed Budget
A 5510.400	MISCELLANEOUS CONTRACTUAL	63,835.00
A 5510.410	CONTRACTUAL/LEASED BUS EXPENSE	340,932.00
A 5510.448	PHYSICALS	3,500.00
A 5510.450	GENERAL SUPPLIES	14,850.00
A 5510.454	INSURANCE	17,500.00
A 5510.490	BOCES SERVICES - DCMO	3,498.00
A 5510.540	CLEANING SUPPLIES	3,000.00
A 5510.560	UNIFORMS	1,500.00
A 5510.570	PARTS	34,000.00
A 5510.571	GAS AND FUEL	119,250.00
A 5510.572	OIL AND LUBRICANTS	4,000.00
A 5510.573	TIRES	12,000.00
5510	DISTRICT TRANSPORT- MEDICAID *	1,214,485.00
A 5530.400	MISCELLANEOUS CONTRACTUAL	15,000.00
A 5530.454	HEATING FUEL	21,800.00
A 5530.463	REFUSE REMOVAL	2,075.00
A 5530.473	WATER/GARAGE	300.00
A 5530.477	ELECTRICITY	3,800.00
A 5530.478	TELEPHONE	1,000.00
5530	GARAGE BUILDING *	43,975.00
55	**	1,258,460.00
5	***	1,258,460.00
A 7140.161	NONINSTR SALARIES/AFTERSCHOO L PROG	62,000.00
A 7140.400	CONTRACTUAL/AFTERS CHOOL PROG	7,000.00
A 7140.450	GENERAL	1,000.00

UNATEGO CSD
Budgeting Appropriation Status Report For 2019-2020 General Fund Appropriations (Detail)



Account	Description		2019 - 20 Proposed Budget
	SUPPLIES/AFTERSCHOO L PROG		
7140	RECREATION	*	70,000.00
71		**	70,000.00
7		***	70,000.00
A 9010.800	STATE RETIREMENT		250,000.00
9010	STATE RETIREMENT	*	250,000.00
A 9020.800	TEACHERS' RETIREMENT		610,000.00
9020	TEACHERS' RETIREMENT	*	610,000.00
A 9030.800	SOCIAL SECURITY		625,000.00
9030	SOCIAL SECURITY	*	625,000.00
A 9040.800	WORKERS' COMPENSATION		104,000.00
9040	WORKERS' COMPENSATION	*	104,000.00
A 9045.800	LIFE INSURANCE		3,000.00
9045	LIFE INSURANCE	*	3,000.00
A 9050.80	UNEMPLOYMENT INSURANCE		13,000.00
9050	UNEMPLOYMENT INSURANCE	*	13,000.00
A 9060.158-01	HEALTH INS/STIPEND		55,000.00
A 9060.801	HEALTH INSURANCE		3,555,227.00
A 9060.801-BR-A	HEALTH INSURANCE HRA/FSA		20,000.00
A 9060.801-HB	HEALTH INSURANCE BUYOUT		5,000.00

UNATEGO CSD
Budgeting Appropriation Status Report For 2019-2020 General Fund Appropriations (Detail)



Account	Description		2019 - 20 Proposed Budget
A 9060.803	DENTAL INSURANCE		62,000.00
9060	HOSPITAL, MEDICAL & DENTAL INS	*	3,697,227.00
A 9089.800	UNDISTRIBUTED EXPENDITURES		3,000.00
9089	OTHER	*	3,000.00
90		**	5,305,227.00
A 9711.600	SERIAL BONDS/SCHOOL CONST/PRINCIPAL		1,805,000.00
A 9711.700	SERIAL BONDS/SCHOOL CONST/INTEREST		459,000.00
9711	SERIAL BOND	*	2,264,000.00
A 9722.600	STATUTORY BONDS - BUS PURCHASES/PRIN		45,000.00
A 9722.700	STATUTORY BOND - BUS PURCHASE/INT		2,200.00
9722	STATUTORY BOND	*	47,200.00
97		**	2,311,200.00
A 9901.930	TRANSFER TO SCHOOL LUNCH FUND		50,000.00
9901	TRANSFERS - INTERFUND	*	50,000.00
99		**	50,000.00
9		***	7,666,427.00
Grand Totals:			22,815,895.47

UNATEGO CENTRAL SCHOOL
TENURE RECOMMENDATION

Name: Ryan Brosi

Tenure Area: ECA

I (do) / ~~(do not)~~ recommend the above named individual for appointment on tenure for the following reason(s):

Ryan has excellent lesson development, often above the standard. He is committed to the students at Unatego and is often present at student events such as concerts, plays and games.

Julio Limbrano
Building Principal

4/16/19
Date

_____ Personnel Office	_____ Date
_____ Superintendent's Secretary	_____ Date
<u>W. S. Rich</u> Superintendent	<u>4/18/19</u> Date

Personnel Office Use
Certification Status

☐ Pro _____ ☐ Perm
exp. date

☐ Pro _____ ☐ Perm
exp. date

Comment _____

**UNATEGO CENTRAL SCHOOL
TENURE RECOMMENDATION**

Name: Scott Hornung

Tenure Area: History/Social Studies

I (do) (do not) recommend the above named individual for appointment on tenure for the following reason(s):

Scott has done a great job. His lessons are engaging and well-planned. He has worked well with our new 15:1 class and teacher. His rapport with students is excellent.

Patricia Hoyt
Building Principal

4/23/19
Date

Personnel Office

Date

Superintendent's Secretary

Date

Superintendent

Date

**Personnel Office Use
Certification Status**

☐ Pro _____ ☐ Perm
exp. date

☐ Pro _____ ☐ Perm
exp. date

Comment _____

UNATEGO CENTRAL SCHOOL
TENURE RECOMMENDATION

Name: Linda Staiber

Tenure Area: EUA

I (do) / (do not) recommend the above named individual for appointment on tenure for the following reason(s):

Linda is a strong teacher. She has very good lesson development. She is also committed to the students at Unatego; I often see her present at concerts and plays.

Julie Ambrose
Building Principal

4/16/19
Date

_____ Personnel Office	_____ Date
_____ Superintendent's Secretary	_____ Date
<u>WAS Ralins</u> Superintendent	<u>4/18/19</u> Date

Personnel Office Use Certification Status	
<input type="checkbox"/> Pro _____ exp. date	<input type="checkbox"/> Perm
<input type="checkbox"/> Pro _____ exp. date	<input type="checkbox"/> Perm
Comment _____	

UNATEGO CENTRAL SCHOOL
NEW EMPLOYEE APPOINTMENT FORM

NAME:

Ross Rogers

POSITION:

Bus - Driver

REPLACES:

Sabrina Houck

EFFECTIVE DATE:

4/8/2019

EDUCATION LEVEL:

YEARS OF EXPERIENCE:

SALARY: STEP ____ LEVEL ____ \$ ____

CERTIFICATION:

COLLEGE:

REFERENCES CONTACTED:

1. _____

2. _____

COMMENTS:

Ross is returning to drive from
retirement.

Brian Trask

ADMINISTRATOR SIGNATURE

4/22/2019

DATE

UNATEGO CENTRAL SCHOOL
NEW EMPLOYEE APPOINTMENT FORM

NAME: Marcus Byam

POSITION: Cleaner

REPLACES: Zach Nages

EFFECTIVE DATE: 4/25/2019

EDUCATION LEVEL: _____

YEARS OF EXPERIENCE: -

SALARY: STEP _____ LEVEL _____ \$ _____

CERTIFICATION: _____

COLLEGE: _____

REFERENCES CONTACTED:

1. _____

2. _____

COMMENTS: Marcus has already been
a sub-cleaner for us.

Brian Trask
ADMINISTRATOR SIGNATURE

4/22/2019
DATE

UNATEGO CENTRAL SCHOOL
NEW EMPLOYEE APPOINTMENT FORM

NAME:

Brittany Berkman

POSITION:

Aide

REPLACES:

Ralph Vanderlip

EFFECTIVE DATE:

4/25/2019

EDUCATION LEVEL:

YEARS OF EXPERIENCE:

SALARY:

STEP _____ LEVEL _____ \$ _____

CERTIFICATION:

COLLEGE:

REFERENCES CONTACTED:

1. _____

2. _____

COMMENTS:

Brittany is currently a sub and
is joining our team

Brian Trask

ADMINISTRATOR SIGNATURE

4/22/2019

DATE

[Type here]

Colleen Cioccarì
Secretary to the Superintendent
Unatego Central School District
2641 State Hwy. 7
PO Box 483
Otego, NY 13825
(607) 988-5038
(607) 988-1039 (fax)
ccioccari@unatego.stier.org

April 22, 2019

To Whom It May Concern,

In response to the recent color guard instructor job posting, I would like to express my interest as this position is one in which I had held previously. I really enjoyed my time in this position during the 2018 season.

I am a veteran of the Ogdensburg Free Academy High School Marching Band and was a member for 6 years. Aside from my experience within the marching band community, I also instructed baton classes to several students over a 7 year period of time in which I provided choreography for routines in which were performed both on stage and in parades during the summer season.

I would love to bring my talent, passion and dedication back this year to help continue to build interest and encouragement of this art within the district. I really enjoyed teaming up with Mrs. Nages in this endeavor. I would love to have the privilege of doing so this year as well. Feel free to contact me at your convenience by e-mail or by telephone. I look forward to hearing from you, I thank you for your time.

Best Regards,

Lisa Guild

UNATEGO CENTRAL SCHOOL
NEW EMPLOYEE APPOINTMENT FORM

NAME: Elizabeth Halbert

POSITION: Substitute Aide, LTA, Teacher

REPLACES: N/A

EFFECTIVE DATE: _____

EDUCATION LEVEL: 2 years of College

YEARS OF EXPERIENCE: 0

SALARY: STEP _____ LEVEL _____ \$ _____

CERTIFICATION: N/A

COLLEGE: Utica College

REFERENCES CONTACTED:

1. Laura Wade

2. _____

COMMENTS: Lizzy is a Unatego graduate. She will
be a pleasure to have back in the
building.

Julio Lumbrao
ADMINISTRATOR SIGNATURE

4/15/19
DATE

April 5, 2019

Unatego Elementary School
Unadilla, NY 13849



Dear Katherine,

I write to inform you of my resignation as the School Nurse, effective April 19th 2019. I thank you, the staff and the students for the experience and support. In accordance with my contract I am giving my two weeks notice.

Thank you,

A handwritten signature in cursive script that reads "Tracy Simmons".

Tracy Simmons, RN, BSN