

UNATEGO CENTRAL SCHOOL DISTRICT
BOARD OF EDUCATION AGENDA
TENTATIVE
MONDAY, SEPTEMBER 17, 2018
BOARD OF EDUCATION MEETING
CALLED TO ORDER
7:00 P.M.
UNATEGO MS/SR HIGH SCHOOL
ROOM #93

1. ROUTINE MATTERS

- 1.1 Call to order
- 1.2 Roll Call
- 1.3 Pledge
- 1.4 Approve special board meeting minutes of September 6, 2018
- 1.5 Approve regular board meeting minutes of September 10, 2018
- 1.6 Adopt Agenda

2. PUBLIC COMMENT

3. PRESENTATIONS

- 3.1 Business Manager's Report – Patti Loker
- 3.2 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 (9.17.18 G1)
- 4.4 Appoint Brittany Barkman substitute food service helper for the 2018-2019 school year (9.17.18 UC1)
- 4.5 Appoint Suzanne Patrick substitute teacher for the 2018-2019 school year (9.17.18 C1)
- 4.6 Appoint Brittany Barkman substitute for After School Care Program for the 2018-2019 school year (9.17.18 UC2)
- 4.7 Appoint Stephanie Havens JV Girls Basketball coach (9.17.18 UC3)
- 4.8 Appoint Kaitlyn Brandon substitute food service helper for the 2018-2019 school year (9.17.18 UC4)
- 4.9 Appoint Noelle Holdredge advisor for the Class of 2021 (9.17.18 C2)

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 9.17.18
PG: 3

4.3
9.17.18 G1

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

4.4
9.17.18 UC1

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Brittany Barkman substitute food service helper, effective September 12, 2018 for the 2018-2019 school year pending fingerprinting and criminal history review as presented.

4.5
9.17.18 C1

RESOLVED: Upon the recommendation of

UNATEGO CENTRAL SCHOOL TREASURER'S REPORT

AUGUST 2018

	GENERAL FUND	CAFETERIA FUND	TRUST & AGENCY FUND	FEDERAL FUND	CAPITAL FUND	PAYROLL FUND	BENEFIT REIMB
BEGINNING BALANCE	\$ 2,408,841.54	\$ 2,760.33	\$ 165,334.60	\$ 84,438.32	\$ 1,088.18	\$ 1,105.09	\$ 6,392.04
RECEIPTS	\$ 383,252.53	\$ 26,277.53	\$ 669,730.33	\$ 0.70	\$ 49,000.07	\$ 60,692.72	

TREASURER'S REPORT TO
BOARD OF EDUCATION
UNATEGO CENTRAL SCHOOL

General Fund Checking

BALANCE ON HAND: August 1, 2018 \$ 2,408,841.54

VOIDED CHECKS: \$ -

RECEIPTS:	INTEREST	18.71
	AFTER SCHOOL PROGRAM FEES	\$6,526.00
	BASSETT/WELLNESS GRANT	\$850.00
	CELL PHONE REIMBURSEMENT (OVERAGE)	\$10.68
	IBM/DONATION	\$2,000.00
	INSURANCE PREMIUM RETURN	\$795.00
	K12 LICENSING/	



TENTATIVE					
Account	Description	Debits	Credits	Balance	
A 200	CASH - CHECKING	477,474.24	2,112,213.88	1,634,739.64	CR
A 380	ACCOUNTS RECEIVABLE	0.00	2,670.00	2,670.00	CR
A 391CAP	DUE FROM CAPITAL FUND	51			

UNATEGO CSD

Appropriation Status Detail Report By Function From 7/1/2018 To 8/31/2018



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<u>A 1010.400</u>	BOE CONTRACTUAL		3,800.00	0.00	3,800.00	545.00	385.00	2,870.00
<u>A 1010.450</u>	BOE GENERAL SUPPLIES		500.00	0.00	500.00	952.00	0.0	

UNATEGO CSD

Appropriation Status Detail Report By Function From 7/1/2018 To 8/31/2018



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<u>A 1430.400</u>	MISCELLANEOUS CONTRACTUAL	3,000.00	0.00	3,000.00	0.00	4,550.00	-1,550.00
<u>A 1430.490</u>	BOCES SERVICES - DCMO	39,054.00	0.00	39,054.00	0.00	0	

UNATEGO CSD

Appropriation Status Detail Report By Function From 7/1/2018 To 8/31/2018



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
1621	MAINTENANCE OF PLANT	*	87,763.00	0.00	87,763.00	12,270.80	0.00	75,492.20
A 1670.400	CONTRACTUAL		12,500.00	0.00	12,500.00	1,1		

UNATEGO CSD

Appropriation Status Detail Report By Function From 7/1/2018 To 8/31/2018



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<u>A 2060.490</u>	RESEARCH, PLANNING, EVALUATION		1,826.00	0.00	1,826.00	0.00	0.00	1,826.00
2060	RESEARCH, PLANNING & EVALUAT	*	1,826.00	0.00	1,826.			

UNATEGO CSD

Appropriation Status Detail Report By Function From 7/1/2018 To 8/31/2018



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
90		**	5,048,945.82	0.00	5,048,945.82	660,338.18	2,503,069.81	1,885,537.83
A 9711.600	SERIAL BONDS/SCHOOL CONST/PRINCIPAL		1,735,000.00	0.00	1,735			

UNATEGO CSD

Revenue Status Report From 7/1/2018 To 8/31/2018



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
A 1001	REAL PROPERTY TAXES	7,338,909.37	0.00	7,338,909.37	0.00	7,338,909.37
A 1081	PAYMENT IN LIEU OF TAXES (PILOT)	2,800.00	0.00	2,800.00	0.00	2,800.00
A 1090						

TREASURER'S REPORT TO
BOARD OF EDUCATION
UNATEGO CENTRAL SCHOOL

School Lunch Fund Checking

BALANCE ON HAND: August 1, 2018	\$ 2,760.33
VOIDED CHECKS	\$ -
RECEIPTS:	
INTEREST	0.03
GENERAL/TRANSFERS	\$13,519.00
GENERAL/NYS STATE-FED SUM PRGM/JUL-AUG	\$12,596.00
OTHER SALES/AUG 18	\$162.50

TOTAL RECEIPTS \$ 26,277.53
RECEIPTS & BALANCE \$ 29,037.86

UNATEGO CSD
Trial Balance Report From 7/1/2018 - 8/31/2018



Account	Description	Debits	Credits	Balance
C 200	CASH	26,331.61	33,741.02	7,409.41 CR
C 500	PAYROLL CLEARING	8,547.54	7,610.04	937.50
C 510	ESTIMATED REVENUES	523,500.		

UNATEGO CSD

Revenue Status Report From 7/1/2018 To 8/31/2018



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
C 1440	SALE OF TYPE A LUNCHES	65,000.00	0.00	65,000.00	0.00	65,000.00
C 1445	OTHER FOOD SALES	35,000.00	0.00	35,000.00	216.50	34,783.50
C 2401	INTEREST AND EARNINGS	0.00	0.00			



UNATEGO CSD

Trial Balance Report From 7/1/2018 - 8/31/2018

TENTATIVE				
Account	Description	Debits	Credits	Balance
F 200	CASH - CHECKING	78,333.99	12,439.20	65,894.79
F 4102	FEDERAL AID RECEIVABLE	0.00	76,725.34	76,725.34 CR
F 521	ENCUMBRANCES	74,436.00	12,439.	

UNATEGO CSD

Appropriation Status Detail Report By Function From 7/1/2018 To 8/31/2018



Account	Description		Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
<u>F 2250.490-57-1819</u>	BOCES SUMMER SCHOOL 18-19		0.00	0.00	0.00	0.00	30,536.00	-30,536.00
2250	PROGRAMS-STUDENTS W/ DISABIL	*	0.00	0.00	0.00	0.00	30,536.00	

UNATEGO CSD

Revenue Status Report From 7/1/2018 To 8/31/2018



Account	Description	Budget	Adjustments	Revised Budget	Revenue Earned	Unearned Revenue
F 3289.-17.18	SUMMER HANDICAPPED 17-18	0.00	0.00	0.00	1,607.63	-1,607.63
F Totals:		0.00	0.00	0.00	1,607.63	-1,607.63

TREASURER'S REPORT TO
BOARD OF EDUCATION
UNATEGO CENTRAL SCHOOL
Capital Fund Checking

BALANCE ON HAND: August 1, 2018	\$	1,088.18
VOIDED CHECKS	\$	-
RECEIPTS:		
INTEREST	0.07	
GENERAL/TRANSFER	49,000.00	

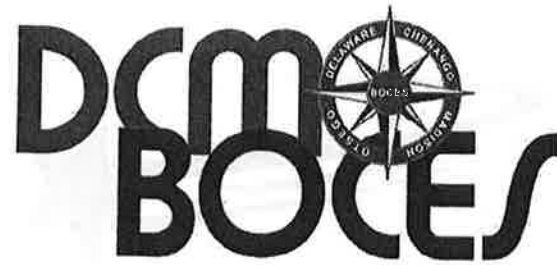
	TOTAL RECEIPTS \$	49,000.07
	RECEIPTS & BALANCE \$	50,088.25
DISBURSEMENTS:		
EFT/Wire Trans.	\$	-
Checks	\$	48,905.00

UNATEGO CSD

Appropriation Status Detail Report By Function From 7/1/2018 To 8/31/2018



Account	Description	Budget	Adjustments	Adj. Budget	Expensed	Encumbered	Available
H 1518.245-6-1	DELTA/JR-SR RECON - 2018-2019 OUTLAY (ARCHITECT FEE)	0.00	0.00	0.00	7,750.00	0.00	-7,750.00
1518	*	0.00	0.00	0.00	7,750.00	0.00	



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: September 14, 2018

Re: Warrants for September 17th



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
29583	08/10/2018	4537	CHILDRENS HOME OF WYOMING CONFERENCE		429.66
29609	08/17/2018	4714	BARRY HOLDEN		142.50
Number of Transactions: 2					



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
3421	08/24/2018	1386	SPRINGBROOK NY, INC.	180046	12,439.20
Number of Transactions: 1				Warrant Total:	12,439.20
				Vendor Portion:	12



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
6583	08/17/2018	96	BEHLOG & SON PRODUCE INC	180163	1,002.39
6584	08/17/2018	4612	BILL BROS DAIRY	180164	1,192.81
6585	08/17/2018	160	BIMBO FOOD		



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
6590	08/17/2018	160	BIMBO FOODS, INC.		89.13
Number of Transactions: 1				Warrant Total:	89.13
				Vendor Portion:	89.13

<u>Unatego Central School</u>			<u>SCHOOL LUNCH # 5</u>	Entries: 1
<u>SCHOOL LUNCH FUND</u>	<u>CHECK DATE:</u>		<u>CHECK NUMBERS</u>	<u>Check Count</u>
	08/17/18		6590	1
			<u>WIRE NUMBERS</u>	<u>Wire Count</u>
<u>Vendor</u>	<u>Invoice</u>	<u>\$ Amount</u>	<u>Problem</u>	<u>Action to be Taken</u>



Check #	Check Date	Vendor ID	Vendor Name	PO Number	Check Amount
1928	08/10/2018	4704	DELTA ENGINEERS, ARCHITECTS & LAND SURVEYORS		38,700.00
1929	08/10/2018	4704	DELTA ENGINEERS, ARCHITECTS & LAND SURVEYORS		4,455.00
1930	08/10/2018				

September 12, 2018

To: Board of Education
RE: Substitute Recommendation

I would like to recommend Brittany Barkman as a substitute for the After School Care Program for the 2018-19 school year.

Thank you for your time and consideration on this matter.

Sincerely,

Carrie Hewlett
Director, ASCP

September 13, 2018

Dr. David Richards
Unatego Central School
2641 St. Hwy 7
Otego, NY 13825

Dear Dr. Richards,

I would like to recommend the following people as coaches for the following sports seasons.

Stephanie Havens JV Girls Basketball

Thank you,

Matthew J. Hafele

To: Dr. Richards, Superintendent

From: Julie Lambiaso, HS Principal



Date: September 13, 2018

Re: Class Advisor

I am recommending Noelle Holdredge as advisor to the Class of 2021.