Unatego Central School
Organizational Meeting/Regular Meeting
July 6, 2026

MINUTES

President Salisbury called the meeting of the Unatego Central School District Board of Education to order at 6:00 p.m. in room #93 at the MS/HS.	Call to Order
Davis, Downey, Johnson, McMichael, Nordberg, O'Hara, and Salisbury answered roll call. Student Representative Ostrander was present. Administrators present: Supt. Dr. Richards, Elementary Principal Mike Snider, MS Principal Katie James, HS Principal Abby Costello, CSE Chairperson Rhonda Burnside, Director of Instruction Kate Webb, Business Manager Patti Loker, and Clerk Nolan. Visitors/Staff: - 2	Roll Call
Appointment of Officers: Motion by Johnson, and seconded by Downey, the following appointments are hereby approved: Yes-7 No-0. Carried. a. District Treasurer – Amber Birdsall – no salary b. Deputy Treasurer – Patricia Loker – no salary c. Deputy Purchasing Agent – Sheila Nolan – no salary d. Tax Collector – Amber Birdsall	Appointment of Offers
e. Oath of office to District Clerk by Board of Education President. f. Oath of office to Superintendent of Schools and Business Manager by the District Clerk.	Oath of Office
Corporate Appointments: Motion by McMichael, seconded by O'Hara, the following Corporate Appointments are hereby approved: Yes-7 No-0. Carried. a. School Attorneys – Ferrara Fiorenza, PC. b. Independent Auditor – D'Arcangelo & Co., LLP c. Physicians – Bassett Healthcare	Corporate Appointments
Personnel Appointments: Motion by McMichael, seconded by Davis, the following personnel appointments 10a-10j & 10l-10v are hereby approved. Yes-7 No-0. Carried. 10k is tabled until regular meeting. a. <u>Board Spokesperson</u> – Board President b. <u>Information Access Officer</u> – Superintendent c. <u>Records Management Officer</u> – Sheila Nolan d. <u>Attendance Officers</u> – Matt Hafele and McKenzie Rutherford e. <u>Internal Claims Officer</u> – DCMO BOCES f. <u>Trustee for Worker's Compensation Alliance –</u> Brian Davis g. <u>Alternate Trustee for Worker's Compensation Alliance</u> – Byron McMichael h. <u>Title I Programs Coordinator</u> – Abby Costello-$5,000 (per UAA contract) i. <u>Title IX Officer</u> – School Business Manager	Personnel Appointments

j. Purchasing Agent – Dr. David S. Richards – no salary (*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 2026-2027 school year).* k. BOE/District Committees 2026-2027 – Tabled until the Regular meeting. l. HIPAA Officer – School Business Manager m. Cobra Representative – School Business Manager n. Medicaid Compliance Officer – Director of Special Programs o. District Registrar – Clara Carver - $2,942 p. Lead Evaluators – Principals, Director of Instruction, and Director of Special Programs q. Site Master – Sheila Nolan - $2,657 r. Athletic Coordinator – Matt Hafele - $24,085 s. Substitute Registry Coordinator – Tara Nichols – current hourly rate Dignity Act Coordinators Building Levels – Principals t. District Lead Custodian – Joseph (Will) Clark - $4,346 u. Data Protection Officer – Brian Trask	
Designations: Motion by Downey, seconded by McMichael, the following Designations are hereby approved: Yes-7 No-0. Carried. • Bank Depositories; Community Bank, Citizens, Trustco Bank, NBT Bank, JP Morgan Chase, DCMO Cooperative Banks and NYCLASS. • Official Newspaper – The Daily Star with exceptions. ***Authorizations:*** Motion by McMichael, seconded by Downey, the following authorizations are hereby approved: Yes-7 No-0. Carried. • Petty cash funds - $100 each – Superintendent Dr. David S. Richards and Elementary Principal Snider. • Superintendent may approve attendance at conferences, conventions, etc. for the 2026-2027 school year; not to exceed budgeted amounts. • Treasurer may sign all checks. In the absence of the treasurer the Deputy Treasurer is authorized to sign checks. • The Superintendent may make budget transfers as needed. These transfers will not exceed $20,000 each. • The Business Manager may make budget transfers as needed. These transfers will not exceed $5,000 each. • Certify payroll – Superintendent Dr. David S. Richards • Apply for grants and aid – Superintendent Dr. David S. Richards • Authorize the BOCES Career and Technical Education Advisory Council to serve as the Technical Education Advisory for Unatego. • The Superintendent may approve capital project change orders not exceeding	Designations Authorizations

$20,000 each. ***Bonding:*** On motion by Davis, seconded by Johnson, 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:*** Motion by O'Hara, seconded by McMichael, the following other items appointments 14a-14e are hereby approved. Yes-7 No-0. Carried. 14f is tabled until regular meeting. • Mileage reimbursement for private vehicle use on school business – IRS rate. • Mileage rate for district owned buses by outside organizations - $3.75/mile. • Building use rates – cafeteria dining room, classrooms - $7.00/hr. Kitchen, auditorium, gym - $10.00/hr. • All support services personnel usage will be billed at $33.25/hr. • Adopt all Board policies, Code of Ethics and Code of Conduct as previously presented. • Accept Dates and Times for Board of Education Meetings 2026-2027 as presented. ***Substitute Rates:*** On motion by Davis, seconded by McMichael, the following substitute rates, tuition, and other compensation are hereby approved: Yes-7 No-0. Carried. • Aide - $16.00/hr. • Retired Aide - $16.50/hr. • Cafeteria - $16.00/hr. • Retired Cafeteria Worker - $16.50/hr. • Nurse - $37.50/hr. • Clerical - $16.00/hr. • Retired Clerical - $16.50/hr. • Mechanic - $22.00/hr. • Mechanic Helper - $16.00/hr. • Bus Driver - $20.50/hr. • Cleaner - $16.00/hr. • Retired Cleaner - $16.50/hr. • LTA (certified) - $130.00/day • LTA (non-certified) - $16.00/hr. • Retired LTA (certified) - $135.00/day • Teachers (certified) - $155.00/day • Teachers (non-certified) $135.00/day • Retired Teachers (all) - $165.00/day • Tuition Rates: $1,900 Per semester (26-27) • Other Compensations: Summer In-Service-$100.00/day, as approved by the	Bonding Other Items Substitute Rates/ Tuition

Superintendent, not to exceed budgeted amount.	Executive Session
The Annual Appointments/designations of the organizational meeting are concluded at 6:06 p.m. Motion by Downey, seconded by McMichael, to go into Executive Session for Personnel Matters & CSE recommendations at 6:06 p.m. Yes-7 No-0. Carried.	
Discussion, no action taken.	
Motion by McMichael, seconded by O'Hara, to leave Executive Session at 7:00 p.m. Yes-7 No-0. Carried.	Call to Order
Board President Salisbury called the meeting of the Unatego Central School District Board of Education to order at 7:01 p.m. in room #93 at the MS/HS.	Roll Call
Davis, Downey, Johnson, McMichael, Nordberg, O'Hara, Ostrander, and Salisbury answered roll call.	
Administrators present: Supt. Dr. Richards, Elementary Principal Mike Snider, MS Principal Katie James, HS Principal Abby Costello, CSE Chairperson Rhonda Burnside, Director of Instruction Kate Webb, Business Manager Patti Loker, and Clerk Nolan.	Flag Salute
Visitors/Staff: 2	Reg Brd Mtg Min 6-9-26
Board President Salisbury led the Flag Salute.	
Motion by Davis, seconded by Johnson, to approve the Regular Board Meeting Minutes of June 9, 2026. Yes-7 No-0. Carried.	Special Org Mtg Min 7-1-26
Motion by Downey, seconded by McMichael, to approve the Special Organizational Board Meeting Minutes of July 1, 2026. Yes-7 No-0. Carried.	Adopt Agenda & Addendum
Motion by McMichael, seconded by Downey, to adopt the Agenda and Addendum as presented. Yes-7 No-0. Carried.	M. Snider
Public Comment: – None.	
Presentations: Administrator's Reports - Mike Snider Elementary Principal: • Completed the school year with end of the year assemblies and moving up ceremonies for each grade level. Good end to the year. • Field Day was rained out on the original date as well as the rain date. Hopefully, we will be able to do something in the fall. • Hiring is going well. We still have a few to hire. • Summer is in full swing. • Summer Program started today, July 6.	K. James
Katie James MS Principal:	

• We were able to hire a last-minute MS Counselor. Still need to hire some aides. • Working on the end of the year data with Brian. • July 16 - Leadership Academy. • July 29 & 30 – LINKS.	A. Costello
Abby Costello HS Principal: • Made it through my first year as principal. • June was a whirlwind of exams and award ceremonies. • Graduation went well and was able to be held outside for the first time in a few years. • Our shared Librarian with Franklin did a fantastic job while she was here this year. 500 new books were added to the library, 3,600 books were checked out, 327 book reviews were completed. The number one book checked out was Diary of a Wimpy Kid.	K. Webb
Kate Webb Director of Instruction: • At the end of June worked with Brian to add Instruction guides for every building to the website. These are very valuable tools to use. • MTSS page has also been added to the website. • 52 teachers will be participating in summer professional development opportunities. • Working with the special education department on IEP goals. • Attending a professional development activity through BT BOCES with Katie and Abby.	P. Loker
Business Manager's Report – Patti Loker: • Working on closing out the 25-26 school year and opening the 26-27 school year. • Capital Project is close to wrapping up. Installing new digital signs. The old brick sign in front of the MS/HS will be moved to the side entrance where the students enter. • Completed out Bond sale with an A+ rating.	Dr. Richards
Superintendent's Report - Dr. David S. Richards • Staffing Update: Hiring season is going well. We still need an elementary art teacher, an LTA, several aides at the elementary and middle school, and a Librarian at the middle school. • The sink hole in the parking lot at the MS/HS is complete. Bothar Construction company did a great job repairing it. • Sports Merger Update: All sports for the 26-27 school year are merged with Franklin CSD. Coaches will be Unatego employees and Franklin will reimburse us their portion.	
Administrative Action Motion by McMichael, seconded by Downey to approve resolutions 4.1-4.31 & 4.33	

& Addendum 4.34-4.36 as presented. Yes- 7 No-0. Carried.	Monthly Reports
Resolution 4.32 was tabled for discussion in Executive Session. Warrants and Budget Status Reports were given to the Board for information only.	Treasurer's Report
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the Treasurer's Report as presented.	CSE Rec's
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve CSE recommendations as presented.	Approve Non-Resident Students 26-27
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve non-resident tuition students for the 2026-2027 school year as presented.	Approve Surplus-Textbooks Books
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the surplus of unused textbooks as presented.	Approve Milk Bid 26-27
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve Milk bid to Bill Brother's Dairy for the 2026-2027 school year as presented.	Approve Ice Cream Bid 26-27
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the Ice Cream bid to Hershey's Ice Cream for the 2026-2027 school year as presented.	Approve BP#5676
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby adopt the updated version of BP#5676 Privacy and Security for Student Data and Teacher and Principal Data from Version 1.1 to 2.0 as presented.	Approve NYSSBA Nomination-B. LaTourette
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the nomination of Brian LaTourette as our NYSBBA Area 8 representative as presented.	Award Bus Lease Bid
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby award bus leasing bid to First American Equipment Finance as presented.	Approve Salary Increase for Summer Program, C. DeJoy & D. Ritchey
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve a $1.00/hr. salary increase for Deb Ritchey and a 4.5% salary increase for Carrie DeJoy summer care program workers; all remaining summer care program workers will make the minimum wage rate.	Approve Sports Merger w/Franklin CSD & UV CSD, Mod/V Football 26-27
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the sports merger between Franklin CSD, Unadilla-Valley CSD, and Unatego CSD for Modified and Varsity Football for the 2026-2027 school year as presented.	Approve Sports Merger w/Franklin CSD & Laurens CSD V Golf 26-27

RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve the sports merger between Franklin CSD, Laurens CSD, and Unatego CSD for Varsity Golf for the 2026-2027 school year as presented.	Approve Returning Sub Teacher – J. Bolton
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Jayne Bolton as a returning substitute teacher working with online psychologist for the 2026-2027 school year as presented.	Accept Resignation, W. Worman, Bus Drive
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby accept William Worman's resignation as a Bus Driver, effective June 30, 2026, due to accepting a full-time Driver-Mechanic position at Unatego as presented.	Approve Prob Appt – W. Worman, Bus Driver-Mechanic
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint William Worman to a 52-week probationary appointment as a Bus Driver-Mechanic, salary $50,000, effective July 1, 2026, to June 30, 2027 as presented.	Accept Resignation, B. Simonds, B & G Maintainer
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby accept Brandon Simonds's resignation as Buildings and Grounds Maintainer, effective June 30, 2026, due to accepting a full-time Field-Facilities Maintenance Supervisor position at Unatego as presented.	Approve Prov Appt – B. Simonds, Field-Facilities Maint Supervisor
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Brandon Simonds provisional appointment as Field-Facilities Maintenance Supervisor, salary $74,500, effective July 1, 2026, pending civil service exam, as presented.	Approve Sub Summer Bus Aide – A. Santana
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Anthony Santana as a summer bus monitor for the 2026 summer, effective July 1, 2026, as presented.	Approve Summer Hours – M. Ranc, Nurse
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve Mackenzie Ranc (new elementary school nurse), to work summer hours per UTA contract (32 hours), as presented.	Appt Returning Sub Non-Teaching 26-27
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve returning non-teaching substitutes for the 2026-2027 school year as presented.	Appt Returning Sub Teachers 26-27
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve returning substitute teachers for the 2026-2027 school year as presented.	Dept. Chairpersons & Lead Teachers
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby reaffirm Department Chairpersons and Lead Teachers for the 2026-2027 school year as presented.	Qualified Lead Evaluators of Classroom Teachers

BE IT RESOLVED THAT Rhonda Burnside, Abby Costello, Katie James, Mike Snider, and Kate Webb 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; • Evidence-based observation techniques that are grounded in research; • Application and use of the student growth percentile model and the value-added growth model as defined in 8 NYCRR §30-2.2; • 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; • 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.; • Application and use of the State-approved locally selected measures of student achievement used by the Unatego Central School to evaluate its classroom teachers; • The scoring methodology utilized by the Department and the Unatego Central School District to evaluate a classroom teacher under 8 NYCRR §30-2, including: (a) how scores are generated for each subcomponent and the composite effectiveness score of classroom teachers, and (b) application and use of the scoring ranges prescribed by the Commissioner for the four designated rating categories used for the overall rating of classroom teachers and their subcomponent ratings; and • 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): • The New York State Teaching Standards, and their related elements and performance indicators/the Leadership Standards and their related functions; • Evidence-based observation techniques that are grounded in research; • Application and use of the student growth percentile model and the value-added growth model as defined in 8 NYCRR §30-2.2; • Application and use of the State-approved rubrics selected by the Unatego Central School District for use in the evaluation of building principals,	Qualified Lead Evaluator Bldg Principals

including training on the effective application of such rubric to observe a building principal's practice; • 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; • Application and use of the assessment tools that the Unatego Central School District utilizes to evaluate its building principals, including, but not limited to structured portfolio reviews; student, parent, teacher, community feedback; professional growth goals; school improvement goals, etc.; • Application and use of the State-approved locally selected measures of student achievement used by the Unatego Central School to evaluate its principals; • 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 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 with regret and appreciation, Justin Lichtenwalner's resignation as an elementary physical education teacher as presented. RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby accept Katie King's resignation as an LTA, effective August 31, 2026, due to accepting a full-time teaching position at Unadilla elementary as presented. RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby accept, with regret and appreciation, Josette Wood's resignation as an elementary art teacher, effective June 30, 2026 as presented. RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve teachers/aides for summer Regents review for the August Regents exams as presented. RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Collin Neer to a four-year probationary appointment in the	Accept Resignation – J. Lichtenwalner, Physical Education Teacher Accept Resignation – K. King, LTA Accept Resignation – J. Wood, Art Teacher Approve Teachers for Summer Regents Review Approve Prob Appt – C. Neer, Physical Education Teacher

tenure area of Physical Education, effective date September 1, 2026, and ending August 31, 2030, Bachelors Step 2, salary per UTA contract, as presented. (Replaces Justin Lichtenwalner) 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.	Approve Prob Appt – S. Nickerson, MS Counselor
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Shelby Nickerson to a four-year probationary appointment in the tenure area of School Counselor, effective date September 1, 2026, and ending August 31, 2030, Masters +15 Step 2, salary per UTA contract, as presented. (Replaces Gabrielle Scerbak) 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.	Approve Summer Hours – S. Nickerson
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve Shelby Nickerson (new middle school counselor), to work summer hours per UTA contract (up to 20 days), as presented.	Approve Teachers for Summer Professional Dev. Days
RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve additional teachers for paid summer professional development days, at the rate of $100.00/day, effective July 6, 2026, as presented. <u>*Public Comment*</u>: -B. Stanton – Heard that NYS will no longer have regents exams next year? HS Principal Abby Cotello responded that at this time nothing has changed for next year. N. Dieball – Can you hire a newly graduated student for the vacant Librarian position: Dr. Richards responded yes, as long as they are certified as a library Media Specialist. <u>*Round Table:*</u> -C. O'Hara – Will be attending the Rural Schools conference with BOCES in Lake Placid. <u>*Executive Session:*</u> Motion by McMichael, seconded by Johnson, to go into Executive Session at 7:24 p.m. to discuss Personnel Matters. Yes-7 No-0. Carried.	Executive Session

Discussion ensued; no action taken. Motion by McMichael, seconded by O'Hara to leave Executive Session at 8:13 p.m. Yes-7 No-0. Carried. Motion by McMichael, seconded by Downey to approve resolution 4.32 as presented. Yes-6 No-1. Carried. RESOLVED: Upon the recommendation of the Superintendent of Schools that this Board does hereby approve coaching positions for the 2026-2027 school year as presented. *Adjourn:* Motion by McMichael, seconded by Davis, to adjourn the meeting at 8:15 p.m. Yes-7 No-0. Carried. _____ David S. Richards, Superintendent of Schools	Approve Coaching Positions 26-27 Adjournment