

MINUTES

<p>Board Clerk, Joan French, called the meeting of the Unatego Central School District Board of Education to order at 6:30 p.m. in room 93 at the MS/HS.</p>	<p>Call to Order</p>
<p>Oath of Office was administered to newly elected Board members David Clapper, Byron McMichael and Cindy O'Hara by Board Clerk Joan French.</p>	<p>Oath of Office Board Members</p>
<p>Clapper, Downey, McDermott, McMichael, O'Hara, Salisbury & Treffeisen answered roll call.</p>	<p>Roll Call</p>
<p>Absent: None.</p>	
<p>Administrators present: Supt. Dr. Richards, HS Principal Lambiaso, MS Principal Hoyt, Elementary Principal Mazourek, CSE Chairperson Clair-O'Rourke and Clerk French.</p>	
<p>Visitors/Staff: 12</p>	
<p>Board Clerk French led the Flag Salute.</p>	<p>Flag Salute</p>
<p>Motion by Salisbury, seconded by Downey, to adopt the agenda as presented. Yes-7 No-0. Carried.</p>	<p>Adopt Agenda</p>
<p>Board Clerk French asked for nominations for Board President. Motion by Downey, seconded by McDermott, to nominate Rene' Treffeisen. Motion by O'Hara, seconded by McMichael, to nominate James Salisbury.</p>	<p>Nomination – Board President</p>
<p>No other nominations, motion by McDermott, seconded by Downey, to close the polls. Yes-7 No-0. Carried.</p>	
<p>Nominees Treffeisen and Salisbury reviewed their background, goals and educational programs for the district.</p>	
<p>Roll Call-Treffeisen President – Downey, McDermott and Treffeisen (3).</p>	
<p>Roll Call-Salisbury President – Clapper, O'Hara, McMichael and Salisbury (4).</p>	
<p>James Salisbury elected President.</p>	
<p>Board Clerk French asked for nominations for Board Vice-President. Motion by Treffeisen, seconded by McMichael to nominate Jay McDermott. No other nominations, motion by Downey, seconded by Treffeisen, to close the polls. Yes-7 No-0. Carried.</p>	<p>Nomination – Board Vice- President</p>
<p>All members in favor of Jay McDermott as vice-president.</p>	
<p>Oath of Office were given to President Salisbury and Vice-President McDermott.</p>	<p>Oath of Office</p>
<p><u>Appointment of Officers</u></p>	
<p>Motion by McDermott, seconded by Downey, to appoint the following officers:</p>	<p>Appointment of Officers</p>
<p>District Clerk-Joan French-\$5266.00</p>	
<p>District Treasurer-Patricia Loker; Deputy Treasurer-Dr. David Richards (no salary)</p>	
<p>Deputy Purchasing Agent-Colleen Cioccarri-no salary.</p>	
<p>Tax Collector-Community Bank N.A.</p>	
<p>Yes-7 No-0. Carried.</p>	

<p>Oath of office to District Clerk by Board President Salisbury.</p>	<p>Oath of Office</p>
<p>Oath of office to other officers present, Patricia Loker and Dr. Richards, by Clerk French.</p>	
<p><u>Corporate Appointments</u> Motion by McDermott, seconded by Treffeisen, to approve the following corporate appointments: School Attorney-Hogan, Sarzynski, Lynch, DeWind & Gregory, LLP Independent Auditor-D’Arcangelo & Co., LLP Physicians-Bassett Healthcare and Fox Health Care. Yes-7 No-0. Carried.</p>	<p>Corporate Appointments</p>
<p><u>Personnel Appointments</u> Motion by McDermott, seconded by Downey, to approve the following personnel appointments: Discussion on 10h, 10i and 10m. Board Spokesperson- Board President Information Access Officer-Superintendent Dr. Richards Records Management Officer-Colleen Cioccari Central Treasurer Student Accounts-Brenda Birdsall-\$2000. Student Accounts Advisor-Lori Harvey-\$4185 (per UTA contract) Attendance Officer-Martha Vanderlip and Matt Hafele Internal Claims Officer @DCMO BOCES Trustee Workers’ Compensation Alliance-Jay McDermott Alternate Trustee Workers’ Compensation Alliance-Byron McMichael Title I Programs Coordinator-Patricia Hoyt-\$3500 (per UAA contract) Title IX Officer-Julie Lambiaso Purchasing Agent-Dr. David Richards-no salary (<i>authorized representative for all Federal programs including; E-rate and Child Nutrition, designated custodian for the general fund, building fund, child nutrition fund, bond fund, activity fund, all State programs and all other school programs and activities not listed for the 2017-18 school year</i>). BOE/District Committee 2017-18 – <u>Budget</u>-Dick Downey, Lew Keyser & Cindy O’Hara, <u>Bldgs/Grounds</u>-Rene’ Treffeisen, James Salisbury, David Clapper <u>Curriculum</u>-Jay McDermott, Julie Lambiaso, Rene’ Treffeisen, Dick Downey, Dr. Richards <u>Policy</u>-Jay McDermott, Rene’ Treffeisen, Byron McMichael, Dr. Richards <u>Audit</u>-Dick Downey, Byron McMichael, Cindy O’Hara, Lew Keyser, Scott White <u>Safety Committee</u>-Peter Grunder, Ruther Modinger, Brian Trask, Rene’ Treffeisen, Dr. Richards, all administrators (Hoyt, Lambiaso, Mazourek) HIPPA Officer-Patricia Loker Cobra Representative-Patricia Loker Medicaid Compliance Officer-Marki Clair-O’Rourke District Registrar-Sherry Maruszewski-\$2369 Lead Evaluators-Principals and Director of Special Programs Site Master-Colleen Cioccari-\$2060 Athletic Director-Matt Hafele-\$17,128 Substitute Registry Coordinator-Tara Nichols-current hourly rate Dignity Act Coordinators, Building Levels-Principals District Lead Custodian-Joseph Clark-\$3090 Yes-7 No-0. Carried.</p>	<p>Personnel Appointments</p>

<p><u>Designations</u> Motion by McDermott, seconded by Downey, to approve the following designations: Bank Depositories-Community Bank, Citizens Bank, Trustco Bank, NBT Bank, JP Morgan and DCMO Cooperative Banks Official Newspaper-The Daily Star Board Meeting Days & Times-1st & 3rd Mondays-7:00 p.m. with exceptions Yes-7 No-0. Carried.</p>	<p>Designations</p>
<p><u>Authorizations</u> Motion by McDermott, seconded by Downey, to approve the following authorizations: Petty cash funds-\$100 each-Superintendent Dr. Richards, Patricia Hoyt, Julie Lambiaso, Katherine Mazourek Superintendent may approve attendance at conferences, conventions, etc. for the 2017-18 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 \$10,000 each. The Business Manager may make budget transfers as needed. These transfers will not exceed \$5,000 each. Certify payroll-Superintendent Dr. Richards Apply for grants and aid-Superintendent Dr. Richards Authorize BOCES Career and Technical Education Advisory Council to serve as the Technical Education Advisory for Unatego. Yes-7 No-0. Carried.</p>	<p>Authorizations</p>
<p><u>Bonding</u> Motion by McDermott, seconded by Downey, to approve the following bonding of personnel: District Treasurer-\$1,000,000 Tax Collector-\$1,000,000 Public School Employee Blanket Bond-\$10,000 Yes-7 No-0. Carried.</p>	<p>Bonding</p>
<p><u>Other Items</u> Motion by McDermott, seconded by Downey, to approve the following items as presented: Mileage reimbursement for private vehicle use on school business-IRS rate. Mileage rate for District owned buses by outside organizations-\$2.60/mile Building use rates-cafeteria dining room/classrooms-\$7.00/hr; kitchen, auditorium, gym-\$10.00/hr All support services personnel for building use-\$23.80/hr Adopt all Board policies, Code of Ethics and Code of Conduct as previously presented. Accept dates and time for Board of Education Meetings 2017-18 (change August 7th meeting to July 31st) otherwise as presented. Yes-7 No-0. Carried.</p>	<p>Other Items</p>

<p>Motion by Downey, seconded by McMichael, to approve the following <u>substitute rates</u> and tuition rate for the 2017-18 school year: Aides-\$10.40/hr; Cafeteria-\$10.40/hr; Nurse-\$16.00/hr; Clerical-\$12.30/hr Mechanic helper-\$11.70/hr; bus driver-\$12.50/hr-after 30 days \$13.00/hr; cleaner-\$10.40/hr Teachers (certified)-\$85.00/day; Teachers (non-certified)-\$75.00/day; Retired teachers (all)-\$100.00/day. Summer In-Service-\$100.00/day as approved by the Superintendent-not to exceed budgeted amount. Tuition rates-\$1900 per semester Yes-7 No-0. Carried.</p>	<p>Substitute/Tuition Rates</p>
<p>Motion by McDermott, seconded by Downey, to go into Exempt Session to discuss CSE recommendations at 7:07 p.m. Yes-7 No-0. Carried.</p>	<p>Exempt Session</p>
<p>Exempt Session – 7:10 p.m. – CSE Conference room.</p>	
<p>Open Session resumed at 7:35 p.m. – room 93.</p>	<p>Open Session</p>
<p>Motion by Downey, seconded by McMichael, to adopt Agenda for Regular Board Meeting as presented. Yes-7 No-0. Carried.</p>	<p>Adopt Agenda</p>
<p>Motion by McDermott, seconded by Downey, to approve Regular Board Meeting Minutes of June 19, 2017 as presented. Yes-7 No-0. Carried.</p>	<p>6-19-17 Reg Brd Mtg Minutes</p>
<p><u>Public Comment</u> – None.</p>	
<p><u>Presentations</u></p>	
<p>Administrator’s Reports</p>	
<p>Unatego Elementary School-K. Mazourek</p>	<p>K. Mazourek</p>
<ul style="list-style-type: none"> • There were several year-end field trips for grades 3, 4, 5. • End of year awards for grades 3-4 and grade 5. • Unadilla recreation program has started. • Rooms are getting cleaned and waxed. 	
<p>Middle School – P. Hoyt</p>	<p>P. Hoyt</p>
<ul style="list-style-type: none"> • Middle school awards took place. • The 5th graders visited the last week of school. • There were 25 students participating in the summer school program during regents. • Currently working on next year’s schedule. 	
<p>High School – J. Lambiaso</p>	<p>J. Lambiaso</p>
<ul style="list-style-type: none"> • Graduation was held inside in the gym and went well. • Four-year final cohort was 83%. • 66 students graduated. • Reviewed June 2017 regent results. • With the Boards approval there will be new electives added to the schedule. There will be more stem courses. 	

<ul style="list-style-type: none"> • A social studies teacher resigned and Ms. Lambiaso approached Franklin CS to share a teacher. Franklin's position changed, so they could not share a teacher. It was decided not to fill the vacancy. • Counselor interviews will be held. • Leadership Academy, Professional Development and Links will be held this summer. • The Driver Ed class for the summer will begin on July 26th. The class is full with 20 students. Ms. Lambiaso publicly thanks the Community Foundation for awarding the district funds to allow this class to be held this summer. 	
<p>Superintendent's Report – Dr. David S. Richards</p> <ul style="list-style-type: none"> • Supt. Richards publicly thanks the Community Foundation for awarding the school funds so that the District could have a Driver Education program this summer. • The Rotary Club has applied for a grant on behalf of the school for the back-pack program. The District would like to expand the program for 40-45 families. Also the Community Foundation and PTO will contribute to the program. • SED rejected the plans for the Capital Project at Unadilla Elementary because of area of egress. Plans have revised and sent to SED in the same amount of \$50,000. • BOCES will be posting for a part-time elementary music teacher. • Dr. Richards addressed Mrs. Brown's concern of the radon test taken in 2011. Rick Shaw done a spot check in the three buildings at that time. There were areas below level. The Board will give their feedback on the situation and come to a decision. More information will be forthcoming. • Board retreat dates were discussed. • It was decided to change the August 7th Board meeting to July 31st due to new Board members attending training that night. • Fiscal Oversight will be on September 27th and October 11th. 	<p>Dr. Richards</p>
<p><u>Administrative Action</u> Motion by McDermott, seconded by Downey, to approve resolutions 4.1-4.19 as presented. Yes-7 No-0. Carried.</p>	
<p>The Student Activity report for 2016-17 was given to the Board for information only.</p>	<p>Student Activity</p>
<p>RESOLVED; upon the recommendation of the Superintendent of Schools that this Board does hereby approve CSE recommendations as presented.</p>	<p>CSE Recommendations</p>
<p>RESOLVED; upon the recommendation of the Superintendent of Schools that this Board does hereby approve the following school lunch prices for the 2017-18 school year; K-5 \$2.00 and 6-12 \$2.10 as presented.</p>	<p>Lunch Prices</p>
<p>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 2017-18 school year as presented.</p>	<p>Ice Cream Bid</p>

<p>RESOLVED; upon the recommendation of the Superintendent of Schools that this Board does hereby approve the bread bid for the 2017-18 school year to Bimbo as presented.</p>	<p>Bread Bid</p>
<p>RESOLVED; upon the recommendation of the Superintendent of Schools that this Board does hereby approve the 2017-18 LINKS team as presented; Tracey Robinson, Marcy Anderson, Darlene Wong, Anne Nelson, Kim Trask, Laura Wade, Jeanne Butler, Mike Carson, Cathi Nardi, Patti Hoyt, Julie Lambiaso, Katherine Mazourek, Marki Clair-O'Rourke, Dr. Richards and Richard Downey.</p>	<p>LINKS Team</p>
<p>RESOLVED; upon the recommendation of the Superintendent of Schools that this Board does hereby approve the permanent appointment of Christal Wright, KeyBoard Specialist, effective August 8, 2017 as presented.</p>	<p>Permanent Apptmnt C. Wright</p>
<p>RESOLVED; upon the recommendation of the Superintendent of Schools that this Board does hereby reaffirm Department Chairpersons and Lead Teachers for the 2017-18 school year as presented.</p>	<p>Dept. Chairpersons & Lead Teachers</p>
<p>RESOLVED; upon the recommendation of the Superintendent of Schools that this Board does hereby accept Kelly Post's resignation, with regret, as Special Education teacher effective July 1, 2017 as presented.</p>	<p>Resignation K. Post</p>
<p>RESOLVED; upon the recommendation of the Superintendent of Schools that this Board does hereby accept Kathleen DeMulder's resignation as LTA effective September 1, 2017 as presented (to take a teaching position).</p>	<p>Resignation K. DeMulder</p>
<p>RESOLVED; upon the recommendation of the Superintendent of Schools that this Board does hereby accept grant money, \$7,650, from the Community Foundation of Unadilla as presented (Driver's Education program summer 2017).</p>	<p>Community Foundation Award</p>
<p>BE IT RESOLVED THAT Patricia Hoyt, Julie Lambiaso, Katherine Mazourek and Marki Clair-O'Rourke 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):</p> <ol style="list-style-type: none"> 1. The New York State Teaching Standards, and their related elements and performance indicators/the Leadership Standards and their related functions; 2. Evidence-based observation techniques that are grounded in research; 3. Application and use of the student growth percentile model and the value-added growth model as defined in 8 NYCRR §30-2.2; 4. Application and use of the State-approved rubrics selected by the Unatego Central School District for use in the evaluation of classroom teachers, including training on the effective application of such rubric to observe a classroom teacher's practice; 5. Application and use of the assessment tools that the Unatego Central School District utilizes to evaluate its classroom teachers, including, but not limited to structured portfolio reviews; student, parent, teacher, community feedback; professional growth goals; school improvement goals, etc.; 	<p>Qualified Lead Evaluators of Classroom Teachers</p>

6. Application and use of the State-approved locally selected measures of student achievement used by the Unatego Central School to evaluate its classroom teachers;
7. The scoring methodology utilized by the Department and the Unatego Central School District to evaluate a classroom teacher under 8 NYCRR §30-2.2, 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
8. 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):

Qualified Lead
 Evaluator
 Bldg Principals

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

<p>8. Specific considerations in evaluating building principals of English language learners and students with disabilities.</p> <p>Training on the use of the Statewide Instructional Reporting System, also required by 8 NYCRR §30-2.9 (b), will be provided once the NYS Education Department makes available the information required for such training.</p> <p>This certification has been issued in accordance with the process for certifying lead evaluators described in the Unatego Central School District's annual professional performance review plan.</p> <p>RESOLVED; upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Carrie Hewlett, After School Program Director, for the 2017-18 school year at a rate of \$16.38/hr.</p> <p>RESOLVED; upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Kathleen Bacon, Special Education teacher, for summer instruction at a rate of \$33.10/hr.</p> <p>RESOLVED; upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Giovanna Picciocca to a four year probationary appointment; Tenure area – School Psychologist Effective Date – September 1, 2017 Expiration Date – August 31, 2021 Salary – Masters+30 – Step 1 - \$51,827 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 teacher receives an ineffective composite or overall rating in the final year of the probationary period the teacher shall not be eligible for tenure at that time.</p> <p>RESOLVED; upon the recommendation of the Superintendent of Schools that this Board does hereby appoint Kathleen DeMulder to a four year probationary appointment; Tenure area – General Special Education Teacher Effective Date – September 1, 2017 Expiration Date – August 31, 2021 Salary – Masters – Step 1 - \$49,013 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 Educational 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.</p>	<p>C. Hewlett After School Pgrm Director</p> <p>K. Bacon Summer Special Ed Teacher</p> <p>Probationary Apptmnt G. Picciocca School Psychologist</p> <p>Probationary Apptmnt K. DeMulder Special Ed Teacher</p>
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<p>RESOLVED; upon the recommendation of the Superintendent of Schools that this Board does hereby approve the addition of Robotics Engineering, Programming in C++, Forensics Physical Science and Introduction to Astronomy to the course catalog as presented.</p>	<p>New Courses 2017-18</p>
<p>RESOLVED; upon the recommendation of Superintendent of Schools that this Board does hereby approve the agreement between Elizabeth Jacob-Carter, Speech Therapist, and Unatego Central School District for speech services from July 10, 2017 – August 18, 2017 as presented.</p>	<p>E. Jacob-Carter Speech Therapist Summer</p>
<p><u>Public Comment</u> E. Brown – the move from Otego Elementary to Unatego Elementary – who will be doing the move? Pre-K – where are we with the application?</p>	
<p><u>Round Table Discussion</u> R. Downey – were invitations given to town & village officials and Otsego representative for the upcoming Repurpose Meeting?</p>	
<p>Motion by McDermott, seconded by Downey, to go into Exempt Session to discuss a student matter at 8:35 p.m. Yes-7 No-0. Carried.</p>	<p>Exempt Session</p>
<p>Clerk French left at 8:35 p.m.</p>	
<hr/> <p>Joan M. French District Clerk</p>	
<p>Exempt Session: 8:38 p.m. – room 93.</p>	
<p>Open Session: 8:57 p.m. – room 93.</p>	<p>Open Session</p>
<p>Motion by McDermott, seconded by Treffeisen, to adjourn the meeting at 8:58 p.m. Yes-7 No-0. Carried.</p>	<p>Adjournment</p>
<hr/> <p>Dr. David S. Richards Superintendent of Schools</p>	