

**Oneonta City School District  
Board of Education Meeting  
DECEMBER 13, 2017  
AGENDA**

Location: District Office Distance Learning Room

Time: 5:30 p.m. PLEASE NOTE TIME CHANGE

**I. Opening**

- A. Call to Order
- B. Pledge of Allegiance
- C. Roll Call
- D. *Resolved*, to adopt the agenda as presented. *Action Item*
- E. *Resolved*, to approve the minutes of the November 8, 2017 Regular meeting of the Board of Education and the November 29, 2017 Workshop as presented. *Action Item*

**Communications**

**Opportunity to Address the Board**

*The privilege of speaking from the floor will be extended to any person in attendance. Persons desiring to speak shall be required to give their name and address and will be limited to three (3) minutes for their presentation. The time allowed each speaker may be adjusted by the Chair. The speaker's privilege may also be terminated by the Chair if found to be out of order.*

**II. Personnel**

- A. Approval of Personnel Memorandum 2017-15 *Action Item*

- 1. Non-Certificated

*Resolved*, that the reading of the Non-Certificated Personnel Memorandum # 2017-15 be waived and that the action items dated December 13, 2017 be approved as recommended by the Superintendent of Schools.

2. Teaching and Administrative

*Action Item*

*Resolved*, that the reading of the Teaching and Administrative Personnel Memorandum #2017-15 be waived and that the action items dated December 13, 2017 be approved as recommended by the Superintendent of Schools.

**III. New Business**

**A. Superintendent's Report**

**1. Capital Project Update**

*Information Item*

**B. Business Manager's Report**

1. *Resolved*, that the reading of Financial Memorandum #2017-13 dated December 13, 2017, be waived and that the financial action items be approved as recommended by the Superintendent of Schools.

*Action Item*

2. *Resolved*, to approve the extension of the "Agreement for the Cooperative Health Insurance Arrangement of the Broome-Tioga-Delaware County Area School District Fund" through June 30, 2023.

*Action Item*

3. *Resolved*, to approve the Final Tax Collector's Report for 2017-2018 as presented.

*Action Item*

**IV. Opportunity to Address the Board**

*The privilege of speaking from the floor will be extended to any person in attendance. Persons desiring to speak shall be required to give their name and address and will be limited to three (3) minutes for their presentation. The time allowed each speaker may be adjusted by the Chair. The speaker's privilege may also be terminated by the Chair if found to be out of order.*

**V. Roundtable/Committee Reports/Committee minutes when available**

**VI. Executive Session**

**VII. Adjournment**

ONEONTA CITY SCHOOL DISTRICT  
PERSONNEL MEMORANDUM NO. 2017 – 15

TO: Board of Education  
FROM: Joseph Yelich, Superintendent of Schools  
DATE: December 13, 2017  
RE: Personnel Memorandum No. 2017 – 15

NON-CERTIFIED

A. Discontinuance

1. Retirement

Name

Position

Effective

2. Resignation

Name

Position

Effective

3. Termination

Name

Position

Effective

B. Civil Service Annual Appointments

1. a. Create Position

Position

Salary

1. b. Provisional

Name

Position

Effective

This appointment is subject to the satisfaction of all civil service requirements.

Permanent appointment contingent upon successful completion of, and reachability on civil service custodian eligibility list.

2. Temporary Contingent with Probationary Period

Name

Position

Salary

Effective

3. Permanent

Name

Position

Effective

4. Exempt/Non-Competitive

Position

Salary

Effective

5. Contract Salary

Name

Position

Salary

Effective

6. Additional Assignment

Name

Position

Stipend

Effective

Eugene Knapp

Vehicle Lift Operator

\$400.

12/5/2017-6/30/18

7. School Monitor/Substitute School Monitor

**Rebecca Heller\* Leslie DeMorier\***

\*pending fingerprint clearance/ this appointment is subject to the satisfaction of all civil service requirements

8. Clerical Substitute effective 2017-2018

\*pending fingerprint clearance

9. Custodial Substitute Summer

\*pending fingerprint clearance

10. Special Education Summer School Substitute Nurse

Name

Hourly Rate

11. Substitute School Nurse effective 2017-2018

\*Pending fingerprint clearance / this appointment is subject to the satisfaction of all civil service requirements

12. Student Worker / Life Guard

**Evan Sitts\* Madison Stanley\* Amethyst Gardner\***

\* This appointment is subject to the satisfaction of all civil service requirements

13. Game Staff/Life Guard (Recreational Attendant) effective 2017-2018

\* This appointment is subject to the satisfaction of all civil service requirements

C. Other

1. Resignation  

|             |                 |                       |
|-------------|-----------------|-----------------------|
| <u>Name</u> | <u>Position</u> | <u>Effective Date</u> |
|-------------|-----------------|-----------------------|
2. Leave of Absence  

|             |                 |                   |                       |
|-------------|-----------------|-------------------|-----------------------|
| <u>Name</u> | <u>Position</u> | <u>Type Leave</u> | <u>Effective Date</u> |
|-------------|-----------------|-------------------|-----------------------|
3. Abolish Position  

|              |                  |
|--------------|------------------|
| <u>Title</u> | <u>Effective</u> |
|--------------|------------------|
4. Create Position  

|                 |                  |               |
|-----------------|------------------|---------------|
| <u>Position</u> | <u>Effective</u> | <u>Salary</u> |
|-----------------|------------------|---------------|
5. Contract Salary  

|             |                 |               |                  |
|-------------|-----------------|---------------|------------------|
| <u>Name</u> | <u>Position</u> | <u>Salary</u> | <u>Effective</u> |
|-------------|-----------------|---------------|------------------|
6. Hourly Rates/Game Fee Schedule
7. Job Title Change  

|             |             |           |                  |
|-------------|-------------|-----------|------------------|
| <u>Name</u> | <u>From</u> | <u>To</u> | <u>Effective</u> |
|-------------|-------------|-----------|------------------|
8. Volunteers

TEACHING AND ADMINISTRATIVE

A. Discontinuance

1. Retirement  

|             |                 |                  |
|-------------|-----------------|------------------|
| <u>Name</u> | <u>Position</u> | <u>Effective</u> |
|-------------|-----------------|------------------|
2. Resignation  

|             |                 |                  |
|-------------|-----------------|------------------|
| <u>Name</u> | <u>Position</u> | <u>Effective</u> |
|-------------|-----------------|------------------|
3. Termination  

|             |                 |                  |
|-------------|-----------------|------------------|
| <u>Name</u> | <u>Position</u> | <u>Effective</u> |
|-------------|-----------------|------------------|

B. Appointments

1. Tenure  

|             |                    |                  |
|-------------|--------------------|------------------|
| <u>Name</u> | <u>Tenure Area</u> | <u>Effective</u> |
|-------------|--------------------|------------------|
- 2a. Administrative  

|                    |                    |                          |                               |
|--------------------|--------------------|--------------------------|-------------------------------|
| <u>Name</u>        | <u>Position</u>    | <u>Salary</u>            | <u>Effective Date of Hire</u> |
| <u>Tenure Area</u> | <u>Cert Status</u> | <u>90 Day Notif Date</u> | <u>Tenure Date</u>            |
- 2b. Teaching  

|                    |                    |                      |                               |
|--------------------|--------------------|----------------------|-------------------------------|
| <u>Name</u>        | <u>Position</u>    | <u>Salary</u>        | <u>Effective Date of Hire</u> |
| <u>Tenure Area</u> | <u>Cert Status</u> | <u>90 Day Notifi</u> | <u>Tenure Date</u>            |
| <u>Name</u>        | <u>Position</u>    | <u>Salary</u>        | <u>Effective Date of Hire</u> |
| <u>Tenure Area</u> | <u>Cert Status</u> | <u>90 Day Notifi</u> | <u>Tenure Date</u>            |
| <u>Name</u>        | <u>Position</u>    | <u>Salary</u>        | <u>Effective Date of Hire</u> |
| <u>Tenure Area</u> | <u>Cert Status</u> | <u>90 Day Notifi</u> | <u>Tenure Date</u>            |
4. Long-term Substitute  

|             |                 |               |                       |
|-------------|-----------------|---------------|-----------------------|
| <u>Name</u> | <u>Position</u> | <u>Salary</u> | <u>Effective Date</u> |
|-------------|-----------------|---------------|-----------------------|
5. Substitute Teacher/Teaching Assistant  

|                         |                      |                            |                       |
|-------------------------|----------------------|----------------------------|-----------------------|
| <b>Gabriell Koutros</b> | <b>Michael Utter</b> | <b>Christopher Knauth*</b> | <b>Danielle Rang*</b> |
| <b>Rebecca Hearn</b>    |                      |                            |                       |

\*Pending Fingerprint Clearance

6a. Other Appointments

|               |                         |
|---------------|-------------------------|
| <u>Name</u>   | <u>Position</u>         |
| Timothy Horne | Accompanist Spring Play |

6b. Summer School 2017 -Appointments contingent upon the passing of the budget, board approval, and enrollment  
Staff will be paid at their contractual hourly rate

6c. Special Education Summer Program 2017 -Appointments contingent upon the passing of the budget, board approval and enrollment  
Staff will be paid at their contractual hourly rate

7. Volunteers

**Edward Jennings (Ski Club)**  
**Ian Ward (Robotics)** this replaces his appointment as co-advisor  
**Jhair Huanca (IT Services)**

8. Coach effective 2017-2018: *contingent upon compliance with NYSED mandates and student participation*

9. Extra-Curricular Advisor (Elementary) effective 2017-2018  
Name Position

Extra-Curricular Advisors (Middle School) effective 2017-2018  
Name Position

*Salary per agreement between the OTA and the Oneonta City School District*

Extra-Curricular Advisors (High School) effective 2017-2018  
Name Position  
**Timothy Horne** **Spring Musical Vocal Director\***  
\*No OTA member applied

10. Additional Assignment effective 2017-2018  
Name Position Hourly Rate

11. Other Assignment  
Name Position

\*pending clearance

C. Adult Education

1. Appointments  
Name Position Rate

Adjusted due to updated contract

2. Resignations  
Name Position Rate

D. TASC Test Center

1. Appointments effective July 1, 2017 – June 30, 2018  
Name Position Effective  
**Eda Dorosky** **TASC Test Proctor** **12/13/2017**  
**Donna Calhoun** **TASC TEST Proctor** **12/13/2017**

E. District Extended Day Program

1. Appointments effective September 1, 2017– June 30, 2018  
Name Position Hourly Rate  
**Steven Andrews** **Staff Substitute** **\$10.**

F. Continuation Administrative/Teaching

1. First Year Probation of Four Years

| Name                | Position           | Effective<br>Date of Hire | 90 Day Contractual<br>Notification | Tenure<br>Effective |
|---------------------|--------------------|---------------------------|------------------------------------|---------------------|
| Emily Wright        | Special Education  | 6/19/17                   | 3/01/21                            | 6/20/21             |
| Christopher Mannina | Math               | 8/30/17                   | 5/02/21                            | 8/30/21             |
| Laura Bouton        | Guidance           | 7/01/17                   | 4/01/21                            | 7/01/21             |
| Dena Watson         | Math               | 8/30/17                   | 5/02/21                            | 8/30/21             |
| Megan Connolly      | Elementary         | 8/30/17                   | 5/02/21                            | 8/30/21             |
| Kimberly Bode       | Special Education  | 8/30/17                   | 5/02/21                            | 8/30/21             |
| Susan Johnson       | Physical Education | 8/30/17                   | 5/02/21                            | 8/30/21             |
| Renee Fairgrieve    | Teaching Assistant | 8/30/17                   | 5/02/21                            | 8/30/21             |
| Teriann Baker       | Teaching Assistant | 9/14/17                   | 6/2/21                             | 9/15/21             |
| Heather Bouton      | Teaching Assistant | 9/14/17                   | 6/2/21                             | 9/15/21             |

2. Second Year Probation

| <u>Name</u>        | <u>Position</u>    | <u>Effective<br/>Date of Hire</u> | <u>90 Day Contractual<br/>Notification</u> | <u>Tenure<br/>Effective</u> |
|--------------------|--------------------|-----------------------------------|--|-----------------------------|
| Brandi Nissen      | Special Education  | 8/31/16                           | 5/31/20                                    | 8/31/20                     |
| Colleen Whitehurst | Foreign Lang       | 8/31/16                           | 5/01/20                                    | 8/31/20                     |
| Kirby Morenus      | Special Education  | 8/31/16                           | 5/01/20                                    | 8/31/20                     |
| Erin Filupeit      | Math               | 8/31/16                           | 5/01/20                                    | 8/31/20                     |
| Zachary Hamilton   | Music              | 8/31/16                           | 5/01/20                                    | 8/31/20                     |
| Steve Andrews      | Teaching Assistant | 8/31/16                           | 5/01/20                                    | 8/31/20                     |
| Nicholas Whelley   | Social Studies     | 8/31/16                           | 5/01/20                                    | 8/31/20                     |
| Nathan Mills       | Social Studies     | 8/31/16                           | 5/01/20                                    | 8/31/20                     |
| Jessica Stanton    | Special Education  | 8/31/16                           | 5/01/20                                    | 8/31/20                     |
| Dominick D'Imperio | Music              | 8/31/16                           | 5/01/20                                    | 8/31/20                     |
| Jennifer Havens    | Teaching Assist    | 3/09/17                           | 12/9/20                                    | 3/09/20                     |

\* Second of Four Years

3. Third Year Probation

| <u>Name</u>      | <u>Position</u>    | <u>Effective<br/>Date of Hire</u> | <u>90 Day Contractual<br/>Notification</u> | <u>Tenure<br/>Effective</u> |
|------------------|--------------------|-----------------------------------|--|-----------------------------|
| Kaitlyn Hoffman  | Guidance Counselor | 7/01/15                           | 4/01/18                                    | 6/30/18                     |
| Meta Manchester  | Reading Teacher    | 9/01/15                           | 6/03/19                                    | 9/01/19*                    |
| Grace Demerath   | Music Teacher      | 9/01/15                           | 6/03/19                                    | 9/01/19*                    |
| Genna Farrell    | Spec Ed Teacher    | 9/01/15                           | 6/03/19                                    | 9/01/19*                    |
| Debra Hamilton   | Library/Media      | 9/01/15                           | 6/03/19                                    | 9/01/19*                    |
| Catherine Gorman | Spec Ed Teacher    | 1/04/16                           | 10/4/19                                    | 1/04/20*                    |
| Carrie Grace     | Teaching Assist    | 9/01/15                           | 6/03/19                                    | 9/01/19*                    |

\* Third of Four Years

4. Fourth Year Probation

| <u>Name</u>  | <u>Position</u>  | <u>Effective<br/>Date of Hire</u> | <u>90 Day Contractual<br/>Notification</u> | <u>Tenure<br/>Effective</u> |
|--------------|------------------|-----------------------------------|--|-----------------------------|
| Larry Ramsey | Teaching Assist. | 1/8/15                            | 10/07/17                                   | 1/07/18                     |

5. First of Three-Year Probation (Jarema Credit)

| <u>Name</u>          | <u>Position</u> | <u>Effective<br/>Date of Hire</u> | <u>90 Day Contractual<br/>Notification</u> | <u>Tenure<br/>Effective</u> |
|----------------------|-----------------|-----------------------------------|--|-----------------------------|
| Kristopher Kaschak   | Guidance        | 7/1/2017                          | 4/1/20                                     | 7/1/20                      |
| Laura Wahlberg       | Music           | 8/30/17                           | 6/02/20                                    | 8/30/20                     |
| Jessica Jochem       | Elementary      | 8/30/17                           | 6/02/20                                    | 8/30/20                     |
| Lauren Seward Thomas | Elementary      | 8/30/17                           | 6/02/20                                    | 8/30/20                     |
| Kevin Dorritie       | Special Ed      | 8/30/17                           | 6/02/20                                    | 8/30/20                     |
| Julie Shelp          | Teacher         | 8/31/17                           | 6/02/20                                    | 8/30/20                     |

\*pending tenure letter

6. Second of Three-Year Probation (Jarema Credit)

| <u>Name</u> | <u>Position</u> | <u>Effective<br/>Date of Hire</u> | <u>90 Day Contractual<br/>Notification</u> | <u>Tenure<br/>Effective</u> |
|-------------|-----------------|-----------------------------------|--|-----------------------------|
|-------------|-----------------|-----------------------------------|--|-----------------------------|

7. Third of Three-Year Probation (Jarema Credit)

| <u>Name</u>     | <u>Position</u> | <u>Effective<br/>Date of Hire</u> | <u>90 Day Contractual<br/>Notification</u> | <u>Tenure<br/>Effective</u> |
|-----------------|-----------------|-----------------------------------|--|-----------------------------|
| Leigh Zimmerman | Psychologist    | 11/05/15                          | 8/03/18                                    | 11/5/18                     |

8. First of Three-Year Probation (Previous Tenure)

| <u>Name</u> | <u>Position</u> | <u>Effective<br/>Date of Hire</u> | <u>90 Day Contractual<br/>Notification</u> | <u>Tenure<br/>Effective</u> |
|-------------|-----------------|-----------------------------------|--|-----------------------------|
|-------------|-----------------|-----------------------------------|--|-----------------------------|

9. Second of Two-Year Probation (Previous Tenure)

| <u>Name</u>        | <u>Position</u>    | <u>Effective<br/>Date of Hire</u> | <u>90 Day Contractual<br/>Notification</u> | <u>Tenure<br/>Effective</u> |
|--------------------|--------------------|-----------------------------------|--|-----------------------------|
| Jamie Privitera    | Elementary Teacher | 8/31/16                           | 06/01/19                                   | 8/31/19                     |
| Matthew Martindale | PE Teacher         | 8/31/16                           | 06/01/19                                   | 8/31/19                     |

Prior to regulations changing\*

10. First of Two-Year Probation (Previous Tenure)

| <u>Name</u> | <u>Position</u> | <u>Effective<br/>Date of Hire</u> | <u>90 Day Contractual<br/>Notification</u> | <u>Tenure<br/>Effective</u> |
|-------------|-----------------|-----------------------------------|--|-----------------------------|
|-------------|-----------------|-----------------------------------|--|-----------------------------|

Prior to regulations changing

11. Fourth Year Probation (Juul Extension)

| <u>Name</u> | <u>Position</u> | <u>Effective<br/>Date of Hire</u> | <u>90 Day Contractual<br/>Notification</u> | <u>Tenure<br/>Effective</u> |
|-------------|-----------------|-----------------------------------|--|-----------------------------|
|-------------|-----------------|-----------------------------------|--|-----------------------------|

F. Other

1. Leaves of Absence

| <u>Name</u>         | <u>Position</u> | <u>Type of Leave</u>                                | <u>Approximate Effective Date</u> |
|---------------------|-----------------|---|-----------------------------------|
| Marcia Bowne        | OT              | medical   | 4/24/2017                         |
| Lori Ganio          | Teacher         | personal  | 9/01/17-6/29/18                   |
| Dawn Gillette       | LTA             | FMLA  | 08/30/2017-TBD*                   |
| Michelle Osterhoudt | Teacher         | personal  | 8/17/2017-6/30/2018               |
| Teresa Patry        | Teacher         | Child Rearing (not paid)                            | 9/14/17-2/16/18                   |
|                     |                 | *This is an extension of a previously granted FMLA. |                                   |
| Kenneth Sider       | Teacher         | Sabbatical  | second half of school year        |
| Susan Johnson       | Teacher         | FMLA  | 11/13/2017- TBD                   |

\*Leaves will run concurrently and be with pay as designated by available time and a physicians' note

\*\*note change in approximate effective (end) date

\*\*\*employee type does not qualify for FMLA

\*\*\*\*this employee is not currently eligible for FMLA

2. Abolish Position

| <u>Position</u> | <u>Effective</u> |
|-----------------|------------------|
|-----------------|------------------|

3. Create Position

| <u>Position</u> | <u>Salary</u> |
|-----------------|---------------|
|-----------------|---------------|

4. Continuation

| <u>Name</u> | <u>Position</u> |
|-------------|-----------------|
|-------------|-----------------|





ONEONTA CITY SCHOOL DISTRICT  
FINANCIAL MEMORANDUM #2017-13  
DECEMBER 13, 2017

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TO: JOSEPH YELICH  
SUPERINTENDENT OF SCHOOLS

FROM: LISA J. WEEKS *lw*  
BUSINESS MANAGER

DATE: December 13, 2017

RE: FINANCIAL MEMORANDUM #2017-13

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*RESOLVED, that the reading of Financial Memorandum #2017-13 dated December 13, 2017 be waived and that the financial action items be approved as recommended by the Superintendent of Schools.*

1. Budget Monthly Report Action Item (To Accept)  
*Resolved, upon the recommendation of the Superintendent, to accept as presented the Budget Monthly Report for the period ending October 31, 2017.*
2. Treasurer's Monthly Report Action Item (To Accept)  
*Resolved, upon the recommendation of the Superintendent, to accept as presented the Treasurer's Monthly Report for the period ending October 31, 2017.*
3. Claims Audit Report Action Item (To Accept)  
*Resolved, upon the recommendation of the Superintendent, to accept as presented the Claims Audit Report for the period ending October 31, 2017.*
4. 2017-18 Budget Transfers (over \$10,000) Action Item (To Approve)  
*Resolved, upon the recommendation of the Superintendent, to approve the budget transfers in the amount of \$104,348.73 according to Board of Education Policy No. D.12, as presented.*
5. 2017-18 Budget Transfers (under \$10,000 per line item) Information Item  
*In accordance with Board of Education Policy No. D.12, budget transfers in the amount of \$22,922.54 were approved, as presented.*
6. Donation Action Item (To Accept)  
*Resolved, upon the recommendation of the Superintendent, to accept the following donations:*

|                                       |                                   |                           |
|---------------------------------------|-----------------------------------|---------------------------|
| <u>FROM</u><br>John and Gail Bertuzzi | <u>FOR</u><br>Athletic Department | <u>ITEM</u><br>\$5,000.00 |
|---------------------------------------|-----------------------------------|---------------------------|

ONEONTA CITY SCHOOL DISTRICT  
FINANCIAL MEMORANDUM #2017-13  
December 13, 2017

7. Matthews Buses Inc. Letter of Intent for the Purchase of Buses in 2018-19 Action Item (To Approve)

*Resolved, upon the recommendation of the Superintendent, that the following letter of intent shall be sent to Matthews Buses Inc. Upon acceptance by the Board of Education, the proposition for the purchase of two, 66-passenger buses at a cost not to exceed \$225,574.46, will be presented to the voters of the Oneonta City School District on May 15, 2018.*

8. Surplus Items Action Item (To Approve)

*Resolved, upon the recommendation of the Superintendent, to declare the following items as surplus for sale, donation or disposal:*

| <u>ITEM</u>                       | <u>LOCATION</u>      |
|-----------------------------------|----------------------|
| Troy Bilt Rototiller, SN#507081   | Maintenance Building |
| Post Hole Digger                  | Maintenance Building |
| Jacobsen Three-Deck Mower         | Maintenance Building |
| Kubota ZD28 Mower                 | Maintenance Building |
| Attachments for a Kubota Tractor: |                      |
| 10' Snow Plow                     | Maintenance Building |
| Fork Lift Attachment              | Maintenance Building |

9. SUNY Broome Community College Fast Forward Action Item (To Approve)

*Resolved, upon the recommendation of the Superintendent, to approve the Memorandum of Agreement with SUNY Broome Community College to offer Fast Forward courses at no net cost to the district for the period 9/18/2017 – 2/2/2018.*