

FOR ACTION

S – 237	Notice of Annual Election Vote and Public Vote on the 2024-2025 School District Budget	3 – 10
S – 238	Resolution Approving Cooperative Transportation Agreement between the Utica City School District and Oneida County Youth Bureau	11
S – 239	Resolution Awarding Contract for Capital Construction Project – Day Automation Systems, Inc.	12 – 13
S – 240	Resolution Awarding Abatement Contracts for Soil Remediation at Kernan Elementary School	14 – 15
S – 241	Resolution to retain LaBella Associates, DPC to prepare and file the Utica City School District's Building Condition Survey (BCS)	16 – 17
S – 242	Employment Agreement between the Utica City School District and Steven Falchi, Assistant Superintendent of Curriculum, Instruction & Assessment	18
S – 243	Resolutions for District Reorganization – Trina Falchi and Andre Paradis	18
S – 244	Employment Agreement between the Utica City School District and Andre Paradis, Director of Secondary Education	
S – 245	Memorandum of Agreement between the Utica City School District and the Utica Administrators' Association (Andrew Kierpiec, Assistant Principal/Kennedy Middle School)	19
S – 246	Memorandum of Agreement between the Utica City School District and the Utica Teachers' Association NYSUT/AFT/NEA/AFL-CIO/Athletic Manager Pay Scale	19
S – 247	Memorandum of Agreement between the Utica City School District and the Utica Secretaries' Unit of Teamsters Local 294 – Non-Instructional Monitors	19
S – 248	Contract between the Utica City School District and the Adirondack Bank Center-Proctor High School Graduation Ceremony	19
S – 249	Amended Field Use Agreement between the Utica City School District and the Oneida County Sport Authority	19
S – 250	Amended Field Use Agreement between the Utica City School District and Mohawk Valley Community College (MVCC)	20
S – 251	Amended Contract between the Utica City School District and the Center	20
S – 252	Amended Staffing Agreement between the Utica City School District and NurseCore Management Services, LLC	20
S – 253	Agreement between the Utica City School District and Oneida County (through the Oneida County Sheriff's Office) – Special Patrol Officers (SPOs)	20
S – 254	Affiliation Agreement between the Utica City School District and Calvin University	21
S – 255	Rome Teacher's Federal Credit Union Grant Program	21
S – 256	Approval of Policies	22
S – 257	Creation of Position – Clerk (Columbus Elementary School)	22
S – 258	Proctor High School Club Constitutions	23
S – 259	Kennedy Middle School Club Constitutions	23
S – 260	Donovan Middle School Club Constitutions	23
S – 261	Creation of Petty Cash Fund – Athletic Department	24
S – 262	Reconciliation of Tax Payments for the 2023-2024 Tax Levy	24
S – 263	Resolution to Nominate an Oneida-Herkimer Madison BOCES Board Member Candidate	24
S – 264	Application for Extended Field Trip – Proctor High School	24
S – 265	Application for Extended Field Trip – Proctor High School	25

(CONT'D)

FOR ACTION

B – 50	Budget Transfer – Human Resources – Salary	26
B – 51	Budget Transfer – Human Resources – Salary	27
B – 52	Budget Transfer – Business Administration	28
B – 53	Budget Transfer – Plant Maintenance	29
B – 54	Budget Transfer – Legal Counsel	30
B – 55	Class of 1993 Memorial Scholarship	31
B – 56	Angela Camardo Brooks Scholarship	31

FOR ACTION

P – 29	Resignations	32
	Involuntary Transfer	32
	Voluntary Transfer	32
	Unpaid Leaves of Absence	32
	Intermittent Absences	33
	Changes of Assignment	33 – 34
	Rescindments	35 – 36
	Resolutions for Probationary Appointments	37 – 38
	Resolution for Per Diem Substitute Teachers	39
	Resolution for Substitute Teaching Assistants	40
	Resolutions for Provisional Appointment	40
	Appointments	41 – 44
	Mentor/Mentees for 2023-2024	44
	Professional Staff Eligible for Tenure as of Date Noted	45
	Conferences	45 – 47

FOR INFORMATION

P – 30	Resignations	48
	Abandonment of Position	48
	Unpaid Leaves of Absence	49 – 50
	Extended Unpaid Leave of Absence	50
	Changes of Status	51

SUBJECT:

**NOTICE OF ANNUAL ELECTION VOTE AND PUBLIC VOTE
ON THE 2024-2025 SCHOOL DISTRICT BUDGET: TUESDAY, MAY 21, 2024**

Authorization is requested to act on the following resolution; and, approval is requested for the below-name schedules, copies of which follow:

1. List of Voting Districts for Annual School Election
2. Election Inspectors for School Election and Public Budget Vote
3. Annual Election and Budget Vote Time Schedule
4. Notice of Annual Election and Notice of Public Vote on the 2024-2025 School District Budget

RESOLVED, that the following people be and they hereby are appointed as a Board of Registration for the Utica City School District for a term of one year to commence on April 1, 2024 and to end on April 1, 2025:

Kathy Hughes	23 Pleasant Street, Utica, NY 13501
Sherri Harris-Game	1212 Noyes Street, Utica, NY 13502
Stephanie Lyness	808 Sherman Place, Utica, NY 13502
Mary S. Morales	922 Hillcrest Avenue, Utica, NY 13502
Daniel Wilczek	2817 Dearborn Place, Utica, NY 13502

AND BE IT FURTHER

RESOLVED, that the offices of the Board of Education of the Utica City School District Administration Building, 929 York Street, Utica, New York, be and it hereby is designated as the place within the Utica City School District where such board of Registration shall attend for the purpose of preparing a register for each school election District within such Utica City School District, and further

RESOLVED, that the 29th day of April 2024 from 3:00 p.m. to 8:00 p.m. and the 7th day of May 2024 from 12:00 noon to 5:00 p.m., are hereby fixed by this Board of Education as the days and times at which the aforesaid Board of Registration of the Utica City School District shall meet, and further

RESOLVED, that the Clerk of the Board of Education hereby is directed to publish a Notice of Registration pursuant to Subdivision 5 of Section 2606 of the Education Law in the Utica Observer-Dispatch, a newspaper having a general circulation in the Utica City School District. Registration will be held on April 29th and May 7th 2024. Such notice, to be published in each of the two weeks prior to the first day of Registration, shall state the place and hours at which time the Board of Registration shall meet to prepare the school election register as aforesaid.

School District

Ward

District

***POLLING LOCATIONS – 2024**

1	1	1	Donovan Middle School - 1701 Noyes Street
2	1	2	Reimagine Church/Utica Foursquare Church - 1415 Sunset Ave
3	1	3	Twin Towers - 509 Second Street
4	1	4	Twin Towers - 509 Second Street
5	1	5	Twin Towers - 509 Second Street
6	1	6	Utica Fire Academy - Wetmore & Bleecker Streets
7	1	7	Conkling Elementary School – 1115 Mohawk Street
8	1	8	Reimagine Church/Utica Foursquare Church - 1415 Sunset Ave
9	2	1	Donovan Middle School - 1701 Noyes Street
10	2	2	Donovan Middle School - 1701 Noyes Street
11	2	3	Donovan Middle School - 1701 Noyes Street
12	2	4	Donovan Middle School - 1701 Noyes Street
13	2	5	Donovan Middle School - 1701 Noyes Street
14	2	6	Reimagine Church/Utica Foursquare Church - 1415 Sunset Ave
15	2	7	Mid-York Library - 1600 Lincoln Ave
16	2	8	Reimagine Church/Utica Foursquare Church - 1415 Sunset Ave
17	3	1	Utica Fire Station – 29 Shepherd Place
18	3	2	Utica Fire Station – 29 Shepherd Place
19	3	3	Jewish Community Center - 2310 Oneida Street
20	3	4	Jewish Community Center - 2310 Oneida Street
21	3	5	Jewish Community Center - 2310 Oneida Street
22	3	6	Jewish Community Center - 2310 Oneida Street
23	3	7	Jewish Community Center - 2310 Oneida Street
24	3	8	Parkway Recreation Center - 220 Memorial Parkway
25	3	9	Utica Fire Station - 29 Shepherd Place
26	3	10	Utica Fire Station - 29 Shepherd Place
27	4	1	Parkway Recreation Center - 220 Memorial Parkway
28	4	2	Parkway Recreation Center - 220 Memorial Parkway
29	4	3	Proctor High School - 1203 Hilton Ave
30	4	4	Proctor High School - 1203 Hilton Ave
31	4	5	Proctor High School - 1203 Hilton Ave
32	4	6	Conkling Elementary School – 1115 Mohawk Street
33	4	7	Proctor High School - 1203 Hilton Ave
34	4	8	Proctor High School - 1203 Hilton Ave
35	4	9	Proctor High School - 1203 Hilton Ave
36	5	1	Parkway Recreation Center - 220 Memorial Parkway
37	5	2	Parkway Recreation Center - 220 Memorial Parkway
38	5	3	Parkway Recreation Center - 220 Memorial Parkway
39	5	4	Parkway Recreation Center - 220 Memorial Parkway
40	5	5	Parkway Recreation Center - 220 Memorial Parkway
41	5	6	Martin Luther King, Jr. Elementary School – 211 Square St
42	5	7	Reimagine Church/Utica Foursquare Church - 1415 Sunset Ave
43	6	1	Thomas Jefferson Elementary School - 190 Booth Street
44	6	2	Thomas Jefferson Elementary School - 190 Booth Street
45	6	3	John F. Kennedy Middle School - 500 Deerfield Drive East
46	6	4	John F. Kennedy Middle School - 500 Deerfield Drive East
47	6	5	John F. Kennedy Middle School - 500 Deerfield Drive East
48	6	6	General Herkimer Elementary School - 420 Keyes Road
49	6	7	General Herkimer Elementary School - 420 Keyes Road
50	6	8	Utica Fire Academy - Wetmore & Bleecker Streets
51	6	9	Utica Fire Academy- Wetmore & Bleecker Streets

***Subject to change**

RESOLVED, the following individuals are appointed to serve as Assistant Poll Clerks/Election Inspectors for the 2024 annual meeting and general election:

***Utica City School District Assistant Poll Clerks/Election Inspectors for
Annual Election Vote & Budget Vote
May 21, 2024**

<p>(1) <u>Ward 1-District 1</u> La Shawn Williams Tiffany Smith Annie Smith</p>	<p><u>Donovan Middle School-1701 Noyes</u> 26 Scott St 607 Tracy St Apt 2 607 Tracy St Apt 1</p>
<p>(2) <u>Ward 1-District 2</u> Cimbria Badenhausen Treyshawn Hymes Tamika Langston</p>	<p><u>Reimagine Church/Utica Foursquare Church – 1415 Sunset Ave</u> 28 Scott St Apt 2 941 Sunset Ave 7 Devereux St Apt 204</p>
<p>(3) <u>Ward 1-District 3</u> Lolita Jenkins Mae Fulton Raquel Tavaréz</p>	<p><u>Twin Towers Apt-509 Second</u> 100 Rutger St Apt 703 1212 Neilson St 425 Lansing St</p>
<p>(4) <u>Ward 1-District 4</u> Paula Torchia Jean Williams Samira Muminovic</p>	<p><u>Twin Towers Apt-509 Second</u> 612 South St Apt A511 100 Rutger St Apt 609 730 Lansing St</p>
<p>(5) <u>Ward 1-District 5</u> Maxine Hamilton Annette Hymes Doreen Cameron</p>	<p><u>Twin Towers Apt-509 Second</u> 100 Rutger St. Apt 708 513 Blandina St 813 Eleanore Pl</p>
<p>(6) <u>Ward 1-District 6</u> Johnny Pierce Tom Pirro Patricia Pierce</p>	<p><u>Utica Fire Academy-Wetmore & Blecker</u> 417 Bleecker St Apt 606 1631 St Jane Ave 327 Bleecker St Apt 209</p>
<p>(7) <u>Ward 1-District 7</u> Audrey Hunt Anise Hunt Carla Perry</p>	<p><u>Conkling Elementary School – 1115 Mohawk St</u> 1511 Oneida St Apt 3 1511 Oneida St Apt 3 1914 Dwyer Ave</p>
<p>(8) <u>Ward 1-District 8</u> Shamel Preston Cherise Parker Melissa Everett</p>	<p><u>Reimagine Church/Utica Foursquare Church – 1415 Sunset Ave</u> 710 Plant St 1st floor 2 Kennedy Plaza Apt 604 619 Henry St 2nd floor</p>
<p>(9) <u>Ward 2 District 1</u> Carol Chiarello Joseph Russo Geraldine Russo</p>	<p><u>Donovan Middle School – 1701 Noyes</u> 820 Van Buren St 1229 Greenview Ave 1229 Greenview Ave</p>
<p>(10) <u>Ward 2-District 2</u> Marlene Davis Roberta Roman Robert Burmaster</p>	<p><u>Donovan Middle School – 1701 Noyes</u> 30 Emerson Ave PO Box 1022 1426 City St</p>
<p>(11) <u>Ward 2-District 3</u> Magalie Hopkins Estrella Hopkins Ashley Engram</p>	<p><u>Donovan Middle School – 1701 Noyes</u> 1018 Churchill Ave Apt 1 1018 Churchill Ave Apt 1 1736 Armory Drive Apt 42E</p>
<p>(12) <u>Ward 2-District 4</u> Rosemary Trascritti Carolyn Mc Aleese Ray Diefenbacher</p>	<p><u>Donovan Middle School – 1701 Noyes</u> 1178 Kossuth Ave 1506 Roberta Lane 1210 Kellogg Road</p>

***Utica City School District Assistant Poll Clerks/Election Inspectors for
Annual Election Vote & Budget Vote
May 21, 2024**

(13) <u>Ward 2-District 5</u> James Savoy Kathy Jones Henry Nunez	<u>Donovan Middle School-1701 Noyes</u> 1216 Gray Ave Apt 6 K 167 Genesee St Apt 406 2710 Sunset Ave
(14) <u>Ward 2-District 6</u> Michelle Myers Ana Grullon Julie McLymont	<u>Reimagine Church/Utica Foursquare Church – 1415 Sunset Ave</u> 23 Springate St 717 Lenox Ave 811 Court St Apt 427
(15) <u>Ward 2-District 7</u> Sharry Burmaster Diane Jones George Holt	<u>Mid-York Library – 1600 Lincoln Ave</u> 1202 Capitol Ave 32 Emerson Ave 100 Rutger St Apt 501
(16) <u>Ward 2-District 8</u> Lancia O'Neal Ronnett Yearby Gloria Yearby	<u>Reimagine Church/Utica Foursquare Church - 1415 Sunset Ave</u> 7 Devereux St Apt 404 7 Devereux St Apt 411 7 Devereux Apt 411
(17) <u>Ward 3-District 1</u> Loretta Young Patricia Frazier Patricia Campbell	<u>Utica Fire Station – 29 Shepherd Place</u> 906 Symonds Pl 103 Addington Pl 1541 Oneida St Apt 2
(18) <u>Ward 3-District 2</u> Mirabella Colon Tony Colon John Romanelli	<u>Utica Fire Station – 29 Shepherd Place</u> 32 Auburn Ave 32 Auburn Ave 706 Buchannan Road
(19) <u>Ward 3-District 3</u> John Decker Angelo Giacobelli Patricia Decker	<u>Jewish Community Center-2310 Oneida</u> 1809 Allen St 2420 Oneida St 1809 Allen St
(20) <u>Ward 3-District 4</u> Frieda Ferraro Lori Ferraro Patrice Bogan	<u>Jewish Community Center-2310 Oneida</u> 740 Catherine St Apt E1 740 Catherine St Apt E1 320 Hartford Pl
(21) <u>Ward 3-District 5</u> Shirley Hilts-Adams Dawn Nudo Kathy McDonald	<u>Jewish Community Center-2310 Oneida</u> 405 Pinewood Drive 752 Rutger St 14 Leslie Ave
(22) <u>Ward 3-District 6</u> Gerard Barberio Diane DiMeo Nina Belmar	<u>Jewish Community Center-2310 Oneida</u> 1612 Depeyster Ave 1817 Holland Ave 133 Ridge Road
(23) <u>Ward 3-District 7</u> Jo Wilczek Hank Wilczek Lynda Olmstead	<u>Jewish Community Center-2310 Oneida</u> 2146 Highland Ave 2146 Highland Ave 3304 Centennial Circle
(24) <u>Ward 3-District 8</u> Rosemary Gumbs Timothy Curley Cassandra Bradley	<u>Parkway Recreation Center-220 Memorial Parkway</u> 832 Van Buren St 276 Genesee St Apt 107 14 Newell St Apt 2
(25) <u>Ward 3-District 9</u> Lynn Guca James Mc Farland Cynthia Koch	<u>Fire Station-29 Shepherd Place</u> 111 Collier Pl 120 Hawthorn Ave 5 Bonnie Brae

***Utica City School District Assistant Poll Clerks/Election Inspectors for
Annual Election Vote & Budget Vote
May 21, 2024**

(26) <u>Ward 3-District 10</u> Maureen Bohlert Sandra Vattalaro Andrea Talerico	<u>Fire Station-29 Shepherd Place</u> 422 Burmont Drive 1661 Dudley Ave 8 Amy Ave
(27) <u>Ward 4-District 1</u> Mary Monaco Amerie Pugh Imanni Patterson	<u>Parkway Recreation Center-220 Memorial Parkway</u> 161 Pleasant St 216 Lansing St 7 Carlisle Ave
(28) <u>Ward 4-District 2</u> Thomas Loughlin Marie Diaz Delores Belton	<u>Parkway Recreation Center-220 Memorial Parkway</u> 7 Devereux St Apt 414 1309 Taylor Ave 126 Boyce Ave
(29) <u>Ward 4-District 3</u> Phyllis Cavalier Nita Scotellaro Nancy Laino	<u>Proctor High School-1203 Hilton Ave</u> 1418 Buckley Road 818 Van Buren St 44 Nob Road
(30) <u>Ward 4-District 4</u> Nick Pezzulo Cindy Gottuso Patrick Grezesiak	<u>Proctor High School-1203 Hilton Ave</u> 1500 Robert Lane 1806 Rutger St 13 Ferris Ave
(31) <u>Ward 4-District 5</u> Justin Loomis Richard Chapple Elvisa Kalabic	<u>Proctor High School-1203 Hilton Ave</u> 2513 Sunset Ave Apt 302 1111 South St 1618 St. Agnes Ave Apt 1
(32) <u>Ward 4-District 6</u> Darlene Shelton Filomena Salisbury James Viers	<u>Conkling Elementary School-1115 Mohawk St</u> 1205 Kemble St 1647 St Agnes Ave 47 Sunnyside Drive
(33) <u>Ward 4 -District 7</u> Richard D'Arcurzio Leo Callari Maria Callari	<u>Proctor High School-1203 Hilton Ave</u> 1525 St Vincent St 2306 Portal Rd 2306 Portal Rd
(34) <u>Ward 4-District 8</u> Catherine Tomaselli Melanie Dodge Lorraine Moyer	<u>Proctor High School-1203 Hilton Ave</u> 1605 Copperfield Ave 1524 Madison Ave 1154 Hammond Ave
(35) <u>Ward 4-District 9</u> Cynthia Testa Anna Shaut Linda Roberts	<u>Proctor High School-1203 Hilton Ave</u> 1816 Blandina St 13 Ferris Ave 1816 Blandina St
(36) <u>Ward 5-District 1</u> Diana Pegues Mark Brooks Timothy Morris	<u>Parkway Recreation Center-220 Memorial Parkway</u> PO Box 243 160 Grove Pl 1518 Howard Ave
(37) <u>Ward 5-District 2</u> Mary Pugh Marcella Lee Pam Williams	<u>Parkway Recreation Center-220 Memorial Parkway</u> 216 Lansing St 1518 Genesee St Apt 4 1105 South St
(38) <u>Ward 5-District 3</u> Dzejlan Sabic Damani Wilson Chase Hoston	<u>Parkway Recreation Center-220 Memorial Parkway</u> 118 James St 1927 Butterfield Ave 2030 Baker Ave

***Utica City School District Assistant Poll Clerks/Election Inspectors for
Annual Election Vote & Budget Vote
May 21, 2024**

(39) <u>Ward 5-District 4</u> Helen Lanaux Evalina Haynes Arthur Gary	<u>Parkway Recreation Center-220 Memorial Pkwy</u> 29 Faxton St 929 Hillcrest Ave Apt E 22 9 Carlisle Ave
(40) <u>Ward 5-District 5</u> Charles Matheus Karen McBride Jean Saint-Amour	<u>Parkway Recreation Center-220 Memorial Parkway</u> 716 James St 1608 Brinkerhoff Ave 2821 Oneida St
(41) <u>Ward 5-District 6</u> Antoinette Quinones Yvonne Melchor Ken Melchor	<u>Martin Luther King, Jr. School-211 Square St</u> 114 Wall St 216 Lansing St 216 Lansing St
(42) <u>Ward 5-District 7</u> Jessica Holguin Joanne Brice Justin Edwards	<u>Reimagine Church/Utica Foursquare Church – 1415 Sunset Ave</u> 829 Oswego St Apt 2 1661 Neilson St 1661 Neilson St
(43) <u>Ward 6-District 1</u> Ruth Babowicz Anthony Babowicz Pam Evans	<u>Thomas Jefferson School-190 Booth</u> 167 Riverside Dr 167 Riverside Dr 430 Lee Blvd
(44) <u>Ward 6-District 2</u> Kathy Moon Madeline Helfert Kathleen Humbrecht	<u>Thomas Jefferson School-190 Booth</u> 439 Tamarack St 519 Tamarack St 610 Locust Dr
(45) <u>Ward 6-District 3</u> Yuriy Rybalkin Carol Dybacz Roman Dybacz	<u>Kennedy Middle School-500 Deerfield Dr. East</u> 810 Deerfield Dr 414 Homestead Drive 414 Homestead Drive
(46) <u>Ward 6-District 4</u> Sue Foss Nicholas Jamsiuk Victoria Rybalkin	<u>Kennedy Middle School-500 Deerfield Dr. East</u> 161 Wilbur St 805 Deerfield Dr E 810 Deerfield Dr
(47) <u>Ward 6-District 5</u> Antoinette Myers Scott Wallerstein Teresa Puglise	<u>Kennedy Middle School-500 Deerfield Dr. East</u> 435 Spratt Pl 437 Van Roen Road 457 Tamarack St
(48) <u>Ward 6-District 6</u> Nancy Riecker Nancy Fernalld Regina Pacific	<u>General Herkimer School-420 Keyes Rd.</u> 408 Deland Drive 424 Richmond Road 657 Beaumont Pl
(49) <u>Ward 6-District 7</u> SueAnn Madison Dominick Clemente Mary Sainsbury	<u>General Herkimer School-420 Keyes Rd.</u> 1315 Ash St 1431 Fairview Road 737 Buchanan Road
(50) <u>Ward 6-District 8</u> Shaneke Cadette Sharon Hayes Karen McIntyre	<u>Utica Fire Academy-Wetmore & Blecker</u> 416 Ontario St 1215 Kossuth St Apt 1 625 Jay St Apt 2C
(51) <u>Ward 6-District 9</u> Audrey Harris Malcolm Williams Rossy Gonzales	<u>Utica Fire Academy-Wetmore & Blecker</u> 1927 Bleecker St Apt 1 719 Tracy St 1148 Jefferson Ave

BE IT FURTHER RESOLVED, the District Clerk is authorized to designate alternate Assistant Poll Clerks/Election Inspectors in the event of cancellations or an inability to serve, and is authorized to assign Assistant Poll Clerks/Election Inspectors as needed on the day of the vote.

Compensation for Poll Clerks/Election Inspectors is as follows: Election inspectors \$250.00; Polling site coordinators \$275.00; Runners \$255.00; Election Office Workers \$18.00 per hour; Chairperson an additional \$15.00 per hour. May training for Poll clerks/Election inspectors is \$30.00 for the training. Poll site Coordinator meeting is \$30.00 per day; Runner meeting is \$30.00 per day; and Oneida County Board of Election Training is \$50.00 per day.

***Utica City School District Assistant Poll Clerks/Election Inspectors for
Annual Election Vote and Public Budget Vote
May 21, 2024**

Registration:

Kathy Hughes	23 Pleasant Street, Utica, NY 13501
Mary S. Morales	922 Hillcrest Avenue, Utica, NY 13502
Daniel Wilczek	2817 Dearborn Place, Utica, NY 13502
Sherri Harris-Game	1212 Noyes Street, Utica, NY 13502
Stephanie Lyness	808 Sherman Place, Utica, NY 13502

General Supervisor:

Mary S. Morales	922 Hillcrest Avenue, Utica, NY 13502
Stephanie Lyness	808 Sherman Place, Utica, NY 13502

Runners:

Sharri Harris-Game	1212 Noyes St., Utica, NY 13502
Daniel Wilczek	2817 Dearborn Place, Utica, NY 13502
Melissa Hopkins	1018 Churchill Ave, Apt 1, Utica, NY 13502
Toni Grant	2031 Genesee St, Utica, NY 13502

***Subject to Change**

**ANNUAL ELECTION AND PUBLIC VOTE
UTICA CITY SCHOOL DISTRICT
MAY 21, 2024**

TIME SCHEDULE

2024

February 13	Board appoints a Board of Registration
February 13	Board designates dates and time of meeting for Board of Registration
February 13	Board adopts first resolution pursuant to Section 2602 of the Education Law determining that polls shall be open from 12:00 noon to 9:00 p.m.
February 13	Board adopts first resolution continuing election Districts as formerly established making changes as are determined upon and directing that an accurate description of the boundary of such election Districts be prepared and filed with the Clerk and kept open for inspection in her office during the business hours until Election Day
February 13	Board appoints inspectors of election for each District
March 1	First day Petitions and Guidelines for Candidates are available
March 5	Board approves Notice of Election and Public Budget Vote and directs its publication on March 29, April 12, May 3, and May 17, 2024
March 29	Publication of First Notice of Annual Election and Public Budget Vote
April 7	First Day for Clerk to receive letter requests for Absentee Ballots
April 12	Publication of Second Notice of Annual Election and Public Budget Vote
April 21	First financial disclosure is due from Candidates
April 22	Last day to submit petitions for propositions to be placed on the ballot
April 26	Last day for Board of Education to pass Budget
April 26	Last day to file completed Registration books with Clerk
April 28	Last Day to File School Property Tax Report Card to State Education Department
April 29	3:00 p.m. to 8:00 p.m. First Meeting of Board of Registration
May 1	Last day to file Nominating Petitions by 5:00 p.m.
May 2	Candidates select position on ballot by lot at 11:00 a.m. in Clerk's Office
May 3	Publication of Third Notice of Annual Election and Public Budget Vote
May 7	12:00 noon to 5:00 p.m. Second Meeting of Board of Registration
May 7	Last Day the Budget must be completed and available to the public
May 7	Public Hearing on 2024-2025 Budget
May 7	Small city school districts must distribute military ballots no later than 14 days before the budget vote
May 11	Second financial disclosure is due from Candidates
May 14	Last day for submitting applications by mail for Absentee Ballots to Clerk or for Clerk to receive request by mail for Absentee Ballots
May 8-15	Last Day to Mail Budget Notification Form to taxpayers
May 16	Second financial disclosure due from Candidates
May 17	Publication of Fourth Notice of Annual Election and Public Budget Vote
May 21	Annual Election and Budget Vote and Proposition Vote
May 21	5:00 p.m. – Date and time all Absentee Ballots must be received in Clerk's Office
May 22	6:30 p.m. Meeting of Board of Education to tabulate and canvass Election and Budget results (Section 2610)
May 22	Return of final Election Registers
May 22	Clerk of Board serves written notice on each person elected
June 10	Third financial disclosure is due from Candidates

Utica Observer Dispatch and Rome Daily Sentinel March 29, April 12, May 3, & May 17, 2024

FOR ACTION:

Volume LVIII

Report No. S – 238

SUBJECT:

Resolution Approving Cooperative Transportation Agreement between the Utica City School District and Oneida County Youth Bureau

Authorization is requested of the Board of Education to approve the following resolution:

***RESOLUTION APPROVING COOPERATIVE TRANSPORTATION AGREEMENT
WITH ONEIDA COUNTY YOUTH BUREAU***

WHEREAS, the Oneida County Youth Bureau has reached out to the Utica City School District ("School District") to express their desire to enter into an agreement whereby the School District would provide transportation services for City of Utica youth to attend Alice Busch Opera Theater events in Cooperstown, New York on August 5th and August 13th of 2024 (the "Events") through the Oneida County Youth Bureau; and

WHEREAS, public school districts are authorized by the Education Law, Article 5-G of the General Municipal Law, and other applicable statutes to enter into agreements pursuant to which a school district provides transportation services to a county; and

WHEREAS, in the spirit of cooperation, the Board of Education of the School District and the Oneida County Youth Bureau are desirous of entering into an agreement for the provision of transportation services to Oneida County Youth Bureau by the School District in exchange for compensation negotiated by the parties.

NOW, THEREFORE, BE IT RESOLVED, that the Utica City School District Board of Education hereby approves the agreement with Oneida County Youth Bureau for the School District to provide transportation services to children participating in the Events on August 5th and August 13th of 2024, in accordance with the terms and conditions as outlined in the parties' cooperative transportation agreement, dated March 1, 2024.

Dated: February 13, 2024

Kathy Hughes, District Clerk
Utica City School District

FEBRUARY 13, 2024

SUBJECT:

Resolution Awarding Contract for Capital Construction Project – Day Automation Systems, Inc.

Authorization is requested of the Board of Education to approve the following resolution:

RESOLUTION
AWARDING CONTRACT FOR CAPITAL CONSTRUCTION PROJECT
DAY AUTOMATION SYSTEMS, INC.

WHEREAS, the Board of Education of the Utica City School District (the "Board of Education") has determined that it is in the best interest of the School District to contract with Day Automation Systems, Inc., ("Day Automation") under the terms and conditions of the NYS OGS contract PT68783 ("NYS Contract") and its related proposal dated January 17, 2023[sic] (2024), for the acquisition and installation of equipment, related software, and materials to be used to monitor all exterior doors district-wide, and the addition of lockdown and lockout capabilities (the "Project"); and

WHEREAS, the Project Architect has reviewed the proposal and the NYS Contract and has certified as follows: all equipment and services covered by the contract with Day Automation are within the scope of the NYS Contract except as noted in the proposal; all services to be provided by Day Automation are related to the installation of equipment offered through the NYS Contract except as noted in the proposal; and the price for all services and equipment offered through the NYS Contract is at or below the amount authorized in the NYS Contract; and

WHEREAS, Day Automation has confirmed that its proposal is in strict compliance with the requirements of the NYS Contract; and

WHEREAS, the Board of Education has determined that the Day Automation proposal qualifies as a contract exempt from competitive bidding requirements under the authority of NYS General Municipal Law §104(1) and complies with the School District's procurement policies and procedures; and

WHEREAS, the School District's legal counsel, Ferrara Fiorenza PC, and Day Automation have jointly prepared a contract implementing the Day Automation proposal consistent with the terms and conditions of the NYS Contract, a copy of which has been shared with the Board;

NOW, THEREFORE, be it resolved as follows:

1. The Board of Education approves the contract with Day Automation in connection with the Project.
2. The Board of Education hereby authorizes the President of the Board or the Interim Superintendent of Schools to enter into the Day Automation contract on behalf of the Board of Education in substantially the form presented to the Board of Education with such modifications, additions, and revisions (other than a material change to the scope of the contract) as may be approved by the Interim Superintendent of Schools and legal counsel, which approval shall be conclusively shown by the execution thereof and take all actions necessary or convenient to proceed under the contract in connection with the Project.
3. Upon Board of Education approval, this resolution shall take effect immediately.

CERTIFICATION

A Regular Meeting of the Board of Education of the Utica City School District held on February 13, 2024, was called to order by its President and upon roll being called, the following members were:

PRESENT:

ABSENT:

The attached Resolution, which was offered by _____ and seconded by _____ at the said meeting, was approved by a unanimous vote of the members of the Board of Education present at the meeting.

[if the vote was not unanimous, list each member and their vote]

The attached Resolution, which was offered by _____ and seconded by _____ at the said meeting, was approved by a vote of the Board of Education members present at the meeting as follows:

Member Name:

Aye/Nay/Absent:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Dated: February 13, 2024

Kathy Hughes, District Clerk
Utica City School District

SUBJECT:

**Resolution Awarding Abatement Contracts for
Soil Remediation at Kernan Elementary School**

Authorization is requested of the Board of Education to approve the following resolution:

RESOLUTION
AWARDING ABATEMENT CONTRACTS

WHEREAS, the Board of Education of the Utica City School District (the "Board of Education") has determined the excavation, removal, transportation, and offsite disposal of petroleum contaminated soil at the Kernan Elementary School is an emergency and must be abated in compliance with all applicable laws and regulations: and

WHEREAS, the scope of work has been defined by the District's Architect in a report dated July 18, 2023 ("Project"); and

WHEREAS, the Board of Education wishes to authorize the Interim Superintendent of Schools to enter into one or more contracts with or issue one or more Purchase Orders to Paragon Environmental Construction, Inc. ("Paragon"), Intertek PSI ("PSI"), and/or other contractors for abatement, monitoring, and related services in connection with the Project, at a total Project cost not to exceed \$300,000; and

WHEREAS, the School District's Interim Superintendent has recommended acceptance of the bids received from Paragon and PSI as being in the best interest of the School District, a copy of each has been shared with the Board;

NOW, THEREFORE, be it resolved as follows:

1. The Board of Education approves the retention of Paragon and PSI to provide the services, at the price and on the terms and conditions, outlined in their bids and proceed with the Project in accordance with the scope of work prepared by its Architect dated July 18, 2023, at a total Project cost not to exceed \$300,000.
2. The Board of Education hereby authorizes the Interim Superintendent of Schools to enter into one or more contracts or cause one or more Purchase Orders to be issued to achieve the objectives of the Project and take all actions necessary or convenient to proceed in connection with the Project.
3. Upon Board of Education approval, this Resolution shall take effect immediately.

CERTIFICATION

A Regular Meeting of the Board of Education of the Utica City School District held on February 13, 2024, was called to order by its President and upon roll being called, the following members were:

PRESENT:

ABSENT:

The attached Resolution, which was offered by _____ and seconded by _____ at the said meeting, was approved by a unanimous vote of the members of the Board of Education present at the meeting.

[if the vote was not unanimous, list each member and their vote]

The attached Resolution, which was offered by _____ and seconded by _____ at the said meeting, was approved by a vote of the Board of Education members present at the meeting as follows:

Member Name:	Aye/Nay/Absent:
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Dated: February 13, 2024

Kathy Hughes, District Clerk
Utica City School District

SUBJECT:

Resolution to retain LaBella Associates, DPC to prepare and file the Utica City School District's Building Condition Survey (BCS)

Authorization is requested of the Board of Education to approve the following resolution:

WHEREAS, the Board of Education of the Utica City School District (the "Board of Education") has determined that it is in the best interest of the Utica City School District ("School District") to retain an Architect/Engineer to provide Architectural, Engineering, project management, and related professional services in connection with the preparation and filing of its Building Condition Survey in compliance with applicable law and the regulations of the NYS Commissioner of Education, the preparation of an update to the School District's 5-year capital facilities plan, and other related services to be determined (the "BCS Project"); and

WHEREAS, the School District previously issued a Request for Proposals ("RFP") for Architectural, Engineering, project management, and related professional services for the BCS Project; and

WHEREAS, the School District received proposals in response to the RFP, diligently analyzed the proposals, and conducted interviews of selected candidates as part of the selection process; and

WHEREAS, the School District, as a result of the RFP process has selected LaBella Associates, DPC ("LaBella") as its Architect/Engineer for the BCS Project; and

WHEREAS, the School District's legal counsel, Ferrara Fiorenza, PC and LaBella have jointly prepared a contract and related documents for Architectural, Engineering, project management, and related professional services in connection with the BCS Project which has been submitted to the Board of Education for consideration ("Contract");

NOW, THEREFORE, be it resolved as follows:

1. The Board of Education approves the retention of LaBella to provide Architectural, Engineering, project management, and related professional services and proceed with the BCS Project in accordance with the terms and conditions of the Contract.
2. The Board of Education hereby authorizes the President of the Board, the Interim Superintendent of Schools, or their designee to enter into the Contract on behalf of the School District in substantially the form presented to the Board of Education in an amount calculated based on the information contained in the RFP and LaBella's proposal in response with such modifications, additions, and revisions (other than a change to the fees or expenses) as may be approved by the Interim Superintendent of Schools and legal counsel, including the addition of optional services listed in the LaBella proposal, which approval shall be conclusively shown by the execution thereof and take all actions necessary or convenient to proceed under the Contract in connection with the BCS Project.
3. The officers, employees, and agents of the District are authorized and directed, on behalf of the Board of Education, to take all actions required or provided for by the provisions of the Contract or related Project documents and to execute and deliver all such additional certificates, instruments, and documents, to pay all fees, charges, and expenses and to do all such other acts and things as may be necessary or convenient to effect the purposes of this resolution and to cause compliance with the terms, covenants, and conditions of the Contract and the Project documents.
4. Upon Board of Education approval, this resolution shall take effect immediately.

CERTIFICATION

A Regular Meeting of the Board of Education of the Utica City School District held on February 13, 2024, was called to order by its President and upon roll being called, the following members were:

PRESENT:

ABSENT:

The attached Resolution, which was offered by _____ and seconded by _____ at the said meeting, was approved by a unanimous vote of the members of the Board of Education present at the meeting.

[if the vote was not unanimous, list each member and their vote]

The attached Resolution, which was offered by _____ and seconded by _____ at the said meeting, was approved by a vote of the Board of Education members present at the meeting as follows:

Member Name:	Aye/Nay/Absent:
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Dated: February 13, 2024

Kathy Hughes, District Clerk
Utica City School District

FOR ACTION:

Volume LVIII

Report No. S – 242

SUBJECT:

Employment Agreement between the Utica City School District and Steven Falchi, Assistant Superintendent of Curriculum, Instruction & Assessment

Authorization is requested of the Board of Education to approve the Employment Agreement between the Utica City School District and Steven Falchi, Assistant Superintendent of Curriculum, Instruction & Assessment, effective February 13, 2024.

FOR ACTION:

Volume LVIII

Report No. S – 243

SUBJECT:

**Resolutions for District Reorganization –
Trina Falchi, Director of Elementary Education and
Andre Paradis, Director of Secondary Education**

Authorization is requested of the Board of Education to approve the following resolutions:

RESOLVED, that, upon the recommendation of the Interim Superintendent of Schools, the Board accepts the resignation of Director of Student Services Trina Falchi from the position of Director of Student Services and hereby appoints Trina Falchi, who possesses School District Administrator Permanent Certification, issued by the Commissioner of Education, to a three-year probationary period, from February 13, 2024 through February 12, 2027, in the administrative position of Director of Elementary Education in the tenure area of Director of Elementary Education. Trina Falchi's salary shall be her current salary as set forth of the collective bargaining agreement at \$141,909.72, prorated to reflect the actual dates of service in the position; and be it further

RESOLVED, that, upon the recommendation of the Interim Superintendent of Schools, the administrative position of Director of Student Services in the tenure area of Director of Student Services is hereby abolished; and be it further

RESOLVED, that, upon the recommendation of the Interim Superintendent of Schools, the Board accepts the resignation of Andre Paradis from the position of Chief Accountability Officer and hereby appoints Andre Paradis, who possesses School District Leader Professional Certificate issued by the Commissioner of Education, to a three-year probationary period, from May 1, 2024 through April 30, 2027, in the administrative position of Director of Secondary Education in the tenure area of Director of Secondary Education. Andre Paradis' salary shall be prorated to reflect the actual dates of service in the position; and be it further Andre Paradis's salary shall be \$154,500 prorated to reflect the actual dates of service in the position.

Date: February 13, 2024

Kathy Hughes, Board Clerk
Utica City School District

FEBRUARY 13, 2024

FOR ACTION: Volume LVIII Report No. S – 244

SUBJECT: Employment Agreement between the Utica City School District and Andre Paradis, Director of Secondary Education

Authorization is requested of the Board of Education to approve the Employment Agreement between the Utica City School District and Andre Paradis, Director of Secondary Education, effective May 1, 2024.

FOR ACTION: Volume LVIII Report No. S – 245

SUBJECT: Memorandum of Agreement between the Utica City School District and the Utica Administrators' Association (Andrew Kierpiec, Assistant Principal/Kennedy Middle School)

Authorization is requested of the Board of Education to approve the Memorandum of Agreement between the Utica City School District and the Utica Administrators' Association (Andrew Kierpiec, Assistant Principal/Kennedy Middle School), effective February 13, 2024.

FOR ACTION: Volume LVIII Report No. S – 246

SUBJECT: Memorandum of Agreement between the Utica City School District and the Utica Teachers' Association NYSUT/AFT/NEA/AFL-CIO – Athletic Manager Pay Scale

Authorization is requested of the Board of Education to approve the Memorandum of Agreement between the Utica City School District and the Utica Teachers' Association NYSUT/AFT/NEA/AFL-CIO, effective February 13, 2024.

FOR ACTION: Volume LVIII Report No. S – 247

SUBJECT: Memorandum of Agreement between the Utica City School District and Utica School Secretaries' Unit of Teamsters Local 294 – Non-Instructional Monitors

Authorization is requested of the Board of Education to approve the Memorandum of Agreement dated January 24, 2024, between the Utica City School District and Utica School Secretaries' Unit of Teamsters Local 294.

FOR ACTION: Volume LVIII Report No. S – 248

SUBJECT: Contract between the Utica City School District and the Adirondack Bank Center – Proctor High School Graduation Ceremony

Authorization is requested of the Board of Education to approve the contract between the Utica City School District and the Adirondack Bank Center for the Proctor High School Graduation Ceremony not to exceed \$30,000.00, effective February 13, 2024.

FOR ACTION:

Volume LVIII

Report No. S – 249

SUBJECT:

Amended Field Use Agreement between the Utica City School District and the Oneida County Sports Authority

Authorization is requested of the Board of Education to approve the amended Field Use Agreement between the Utica City School District and the Oneida County Sports Authority, effective February 13, 2024.

FOR ACTION:

Volume LVIII

Report No. S – 250

SUBJECT:

Amended Field Use Agreement between the Utica City School District and Mohawk Valley Community College (MVCC)

Authorization is requested of the Board of Education to approve the amended Field Use Agreement between the Utica City School District and Mohawk Community College (MVCC), effective February 13, 2024.

FOR ACTION:

Volume LVIII

Report No. S – 251

SUBJECT:

Amended Contract between the Utica City District and The Center

Authorization is requested of the Board of Education to approve the amended Contract between the Utica City School District and The Center for the 2023-2024 school year increasing interpreter and translation service costs by \$30,000.00, effective February 13, 2024.

FOR ACTION:

Volume LVIII

Report No. S – 252

SUBJECT:

Amended Staffing Agreement between the Utica City School District and NurseCore Management Services, LLC

Authorization is requested of the Board of Education to approve the amended staffing agreement between the Utica City School District and NurseCore Management Services, LLC, effective February 13, 2024.

FOR ACTION:

Volume LVIII

Report No. S – 253

SUBJECT:

Agreement between the Utica City School District and Oneida County (through the Oneida County Sheriff's Office) – Special Patrol Officers (SPOs)

Authorization is requested of the Board of Education to approve the agreement between the Utica City School District and Oneida County (through the Oneida County Sheriff's Office) to engage the services of Special Patrol Officers (SPOs) for the 2022-2023 school year, effective February 13, 2024.

FOR ACTION:

Volume LVIII

Report No. S – 254

SUBJECT:

Affiliation Agreement between the Utica City School District and Calvin University

Authorization is requested of the Board of Education to approve the Affiliation Agreement between the Utica City School District and Calvin University, effective February 13, 2024.

FOR ACTION

Volume LVIII

Report No. S – 255

SUBJECT:

Rome Teacher’s Federal Credit Union Grant Program

Authorization is requested to approve the Rome Teacher’s Federal Credit Union Grant Program in the amount of \$1,050.00:

BUDGET:

<u>Jefferson Elementary</u>	\$250.00
Approved expenses for the purchase of rug, chairs, mats, sensory items, and other supplies for a calming corner.	
<u>General Herkimer Elementary</u>	\$300.00
Approved expenses for the purchase of fleece material, tools, dog treat ingredients, and other supplies to be used by the “Kindness Crew” and their projects.	
<u>General Herkimer Elementary</u>	\$500.00
Approved expenses for the purchase of chef’s hats, tablecloths, center pieces, and 120 books for 3 first grade “Book Tastings”.	
TOTAL:	\$ 1,050.00

FOR ACTION:**Volume LVIII****Report No. S – 256****SUBJECT:****Approval of Policies**

Authorization is requested of the Board of Education to approve the following Utica City School District policies, effective February 13, 2024:

Policy # Policy

8201	Homebound Instruction
8201.1	Homebound Instruction
4104	Authorized Signatures
4504	Sale and Disposal of School District Property
4504.1	Disposal of District Property
4601	Extra classroom Activities Fund
2300	Regular Board Meetings
2303	Minutes
7068	Limitations on the use of Timeout and Physical Restraints
7068.1	Use of Physical Restraint Incident Report
5001	District-Wide Safety Plans and Building-Level Emergency Response Plans
5100	Automated External Defibrillation (AED) Policy
5100.1	Automated External Defibrillation (AED)
5100.2	Automated External Defibrillation Collaborative Agreement (AED)
5100.3	Notice of Intent of Provide Public Access Defibrillation
5301	Internet Safety Policy
5304	Use of Copyrighted Materials
5304.1	Copyright Guidelines
5305	Information Security Breach Policy
5305.1	NYS Security Breach Reporting Form
5306	Protection of Student, Teacher, and Principal Personal Information (Data Security and Privacy)
5500	Flag Display
5200	School Wellness Policy

FOR ACTION:**Volume LVIII****Report No. S – 257****SUBJECT:****Creation of Position**

Authorization is requested of the Board of Education to create one (1) Clerk (12-months) position for Columbus Elementary School, effective February 13, 2024.

FEBRUARY 13, 2024

FOR ACTION:**Volume LVIII****Report No. S – 258****SUBJECT:****Proctor High School Club Constitutions**

Authorization is requested of the Board of Education to approve the following Proctor High School Club Constitutions:

Drama Club	Art Club	Senior Class
Environmental Science Club	Best Buddies	Forensics Club
Future Business Leaders of America	Colgate Seminar	Student Council Club
Future Educators of America	Junior Class Club	Yearbook Club
Key Club	Magnetic Mondays	Anthony A. Schepis Chapter/National Honor Society
Local History Club	Mathematics Club	
Mock Trial Team	Model United Nations Club	
Orchestra Club/Moose Ensemble Club	Newspaper Club	

FOR ACTION:**Volume LVIII****Report No. S – 259****SUBJECT:****Kennedy Middle School Club Constitutions**

Authorization is requested of the Board of Education to approve the following Kennedy Middle School Club Constitutions:

8 th Grade Class	Newspaper Club	Yearbook Club
Art Club	Junior Honor Society	
Drama Club	Student Council Club	

FOR ACTION:**Volume LVIII****Report No. S – 260****SUBJECT:****Donovan Middle School Club Constitutions**

Authorization is requested of the Board of Education to approve the following Donovan Middle School Club Constitutions:

Art Club	Newspaper Club	8 th Grade Advisor Club
Drama Club	Student Council Club	
National Jr. Honor Society	Yearbook Club	

FOR ACTION:

Volume LVIII

Report No. S – 261

SUBJECT:

Creation of Petty Cash Fund – Athletic Department

Authorization is requested of the Board of Education to approve the creation of a Petty Cash Fund in the amount of \$200.00 for the Athletic Department.

FOR ACTION:

Volume LVIII

Report No. S – 262

SUBJECT:

Reconciliation of Tax Payments

Authorization is requested of the Board of Education to approve the Reconciliation of Tax Payments for the 2023-2024 Tax Levy being uncollected as of December 31, 2023 totaling \$3,391,827.12.

FOR ACTION:

Volume LVIII

Report No. S – 263

SUBJECT:

**Resolution to Nominate an Oneida-Herkimer-Madison
BOCES Board Member Candidate**

Authorization is requested of the Board of Education to approve a resolution to nominate an Oneida-Herkimer-Madison BOCES Board Member candidate, effective February 13, 2024.

Date: February 13, 2024

Kathy Hughes, Board Clerk
Utica City School District

FOR ACTION:

Volume LVIII

Report No. S – 264

SUBJECT:

**Application for Extended Field Trip –
Proctor High School**

Authorization is requested of the Board of Education to approve approximately eleven (11) Thomas R. Proctor High School NJROTC students to travel to New London High School in Connecticut from March 15-16, 2024. The students will be taking an orientation trip to the Coast Guard Academy on March 15, 2024, and participating in a Drone Competition at the New London High School on March 16, 2024. The purpose of this trip is to build the cadet's individual self-confidence and leadership abilities to enable them to succeed and excel, individually and collectively.

Supervision of these students will be provided by Chief Randi Hylton, and Raquel Rios, academy secretary.

This trip was reviewed and approved by Kenneth Szczesniak, Acting Principal at Proctor High School, Steven Falchi, Assistant Superintendent of Curriculum, Instruction & Assessment, and Dr. Kathleen Davis, Interim Superintendent of Schools.

FEBRUARY 13, 2024

FOR ACTION:

Volume LVIII

Report No. S – 265

SUBJECT:

**Application for Extended Field Trip –
Proctor High School**

Authorization is requested of the Board of Education to approve approximately twelve (12) Thomas R. Proctor High School Model United Nations Club students to travel to St. John Fisher College in Rochester, New York from March 8-9, 2024. The purpose of this trip is for students to attend and participate in the United Nations Association of Rochester (UNAR) Model United Nations Conference.

Supervision of these students will be provided by Frank Robertello, Social Studies Teacher/Model United Nations Club Advisor.

This trip was reviewed and approved by Kenneth Szczesniak, Acting Principal at Proctor High School, Steven Falchi, Assistant Superintendent of Curriculum, Instruction & Assessment, and Dr. Kathleen Davis, Interim Superintendent of Schools.

FOR ACTION:

Volume LVIII

Report No. B – 50

SUBJECT:

Budget Transfer – Human Resources - Salary

Authorization is requested of the Board of Education to approve the following Budget Transfer – Human Resources – Salary for Fiscal Year 2023-2024:

	<u>Account</u>	<u>Description</u>		<u>Amount</u>
From:	A9060.800-00-0000	Health Insurance	\$	11,000
To:	A1430.161-00-0000	Personnel Salary, HR and Civil Service Specialist	\$	11,000

Explanation: To adjust for increase in salary not correct in 2023-2024 Budget

A9060.800-00-0000	Original Budget	\$	26,413,500
	Revised Budget with Transfer	\$	26,052,543
	Transfers In	\$	-
	Transfers Out	\$	349,957
	Expended & Encumbered	\$	25,180,793
	Balance before Transfer	\$	882,750
	Percent Used (Original Budget)		95.33%
	Percent Used (Revised Budget)		96.65%
A1430.161-00-0000	Original Budget	\$	71,400
	Revised Budget with Transfer	\$	82,400
	Transfers In	\$	-
	Transfers Out	\$	-
	Expended & Encumbered	\$	82,400
	Balance before Transfer	\$	(11,000)
	Percent Used (Original Budget)		115.41%
	Percent Used (Revised Budget)		100.00%

FOR ACTION:

Volume LVIII

Report No. B – 51

SUBJECT:

Budget Transfer – Human Resources - Salary

Authorization is requested of the Board of Education to approve the following Budget Transfer – Human Resources – Salary for Fiscal Year 2023-2024:

	<u>Account</u>	<u>Description</u>		<u>Amount</u>
From:	A1430.160-00-0000	Personnel – Salaries, Clerical	\$	1,500
To:	A1430.151-00-0000	Personnel – Salary, Director of HR	\$	1,500

Explanation: To adjust for increase in salary not correct in 2023-2024 Budget.

A1430.160-00-0000	Original Budget	\$	247,833
	Revised Budget with Transfer	\$	246,333
	Transfers In	\$	-
	Transfers Out	\$	-
	Expended & Encumbered	\$	226,650
	Balance before Transfer	\$	21,183
	Percent Used (Original Budget)		91.45%
	Percent Used (Revised Budget)		92.01%
A1430.151-00-0000	Original Budget	\$	153,000
	Revised Budget with Transfer	\$	154,500
	Transfers In	\$	-
	Transfers Out	\$	-
	Expended & Encumbered	\$	154,500
	Balance before Transfer	\$	(1,500)
	Percent Used (Original Budget)		100.98%
	Percent Used (Revised Budget)		100.00%

FOR ACTION:

Volume LVIII

Report No. B – 52

SUBJECT:

Budget Transfer – Business Administration

Authorization is requested of the Board of Education to approve the following Budget Transfer – Business Administration for Fiscal Year 2023-2024:

	<u>Account</u>	<u>Description</u>		<u>Amount</u>
From:	A9060.800-00-0000	Health Insurance	\$	50,000
To:	A130.160-00-0000	School Business Official – Salaries	\$	50,000

Explanation: To provide per contract for the retirement incentive of a previous employee.

A9060.800-00-0000	Original Budget	\$	26,413,500
	Revised Budget with Transfer	\$	26,002,543
	Transfers In	\$	-
	Transfers Out	\$	360,957
	Expended & Encumbered	\$	25,180,793
	Balance before Transfer	\$	882,750
	Percent Used (Original Budget)		95.33%
	Percent Used (Revised Budget)		96.84%
A1310.160-00-0000	Original Budget	\$	163,200
	Revised Budget with Transfer	\$	214,800
	Transfers In	\$	1,600
	Transfers Out	\$	-
	Expended & Encumbered	\$	189,800
	Balance before Transfer	\$	(25,000)
	Percent Used (Original Budget)		116.30%
	Percent Used (Revised Budget)		88.36%

FOR ACTION:

Volume LVIII

Report No. B – 53

SUBJECT:

Budget Transfer – Plant Maintenance

Authorization is requested of the Board of Education to approve the following Budget Transfer – Plant Maintenance for Fiscal Year 2023-2024:

	<u>Account</u>	<u>Description</u>		<u>Amount</u>
From:	A9060.800-00-0000	Health Insurance	\$	20,000
To:	A1621.553-00-0000	Plant Maintenance – Building Repairs	\$	20,000

Explanation: To adjust for unexpected purchase of materials for needed facility repairs.

A9060.800-00-0000	Original Budget	\$	26,413,500
	Revised Budget with Transfer	\$	25,982,543
	Transfers In	\$	-
	Transfers Out	\$	410,957
	Expended & Encumbered	\$	25,180,793
	Balance before Transfer	\$	882,750
	Percent Used (Original Budget)		95.33%
	Percent Used (Revised Budget)		96.91%
A162.553-00-0000	Original Budget	\$	297,370
	Revised Budget with Transfer	\$	317,370
	Transfers In	\$	-
	Transfers Out	\$	-
	Expended & Encumbered	\$	312,981
	Balance before Transfer	\$	(15,611)
	Percent Used (Original Budget)		105.25%
	Percent Used (Revised Budget)		98.62%

FOR ACTION:

Volume LVIII

Report No. B – 54

SUBJECT:

Budget Transfer – Legal Counsel

Authorization is requested of the Board of Education to approve the following Budget Transfer – Legal Counsel for Fiscal Year 2023-2024:

	<u>Account</u>	<u>Description</u>		<u>Amount</u>
From:	A9060.800-00-0000	Health Insurance	\$	100,000
To:	A1420.400-00-0000	Legal - Contractual	\$	100,000

Explanation: To adjust for unexpected utilization of outside legal counsel.

A9060.800-00-0000	Original Budget	\$	26,413,500
	Revised Budget with Transfer	\$	25,882,543
	Transfers In	\$	-
	Transfers Out	\$	430,957
	Expended & Encumbered	\$	25,180,793
	Balance before Transfer	\$	882,750
	Percent Used (Original Budget)		95.33%
	Percent Used (Revised Budget)		97.29%
A1420.400-00-0000	Original Budget	\$	150,000
	Revised Budget with Transfer	\$	455,554
	Transfers In	\$	205,554
	Transfers Out	\$	-
	Expended & Encumbered	\$	353,946
	Balance before Transfer	\$	1,608
	Percent Used (Original Budget)		235.96%
	Percent Used (Revised Budget)		77.70%

FOR ACTION:

Volume LVIII

Report No. B – 55

SUBJECT:

Class of 1993 Memorial Scholarship

Authorization is requested of the Board of Education to accept and approve the following Scholarship award and permit the Treasurer to open an interest-bearing account with a withdrawal to be made by dual signature of the Treasurer and Board Clerk.

This Scholarship was established by the family and friends of the Class of 1993 Memorial Scholarship.

The initial fund will be \$300.00 and will remain open for contributions.

The recipient of this award will be a member of Proctor High School who has shown the most school spirit, has performed a service for their community, and has demonstrated academic excellence and financial need.

Each year the recipient selected will receive a minimum of \$300.00 until the fund is depleted.

FOR ACTION:

Volume LVIII

Report No. B – 56

SUBJECT:

Angela Camardo Brooks Scholarship

Authorization is requested of the Board of Education to accept and approve the following Scholarship award:

This Scholarship was established by the family and friends of Angela Camardo Brooks, who was a teacher at Donovan Middle School – Math Department Head.

This is a one-time commemorative award of \$200.00 presented for this year only.

The recipient of this award will be a female member of Proctor High School, Graduating Class of 2024 with the Highest Math Average enrolling in the field of Education.

FOR ACTION:

Volume LVIII

Report No. P – 29

SUBJECT:

Resignation

Teacher

It is recommended that the following resignation be accepted:

Kayla DeCarr

School Social Worker
Proctor High School
Effective: February 25, 2024
Reason: Accepted position outside the Utica
City School District
Notification Received: January 26, 2024

FOR ACTION:

Volume LVIII

Report No. P – 29

SUBJECT:

Involuntary Transfer

It is recommended that the following involuntary transfer be approved:

Melissa Williams

From: Special Education Teacher
Proctor High School
To: Special Education Teacher
Raiders Academy of Learning at Kennedy Middle School
Effective: February 26, 2024

FOR ACTION:

Volume LVIII

Report No. P – 29

SUBJECT:

Voluntary Transfer

It is recommended that the following voluntary transfer be approved:

Suzanne Battista

From: Clerk (12-months), *Provisional
Accountability Office
To: Teacher Assistant – In House Suspension
Hughes Elementary School
Salary: \$18.36 per hour
Effective: January 29, 2024

FOR ACTION:

Volume LVIII

Report No. P – 29

SUBJECT:

Unpaid Leave of Absence

It is recommended that the following unpaid leave of absence be approved:

Liliana Santos

Bus Monitor
From: February 28, 2024
To: April 3, 2024
Reason: Medical
Notification Received: February 7, 2024

FEBRUARY 13, 2024

FOR ACTION:

Volume LVIII

Report No. P – 29

SUBJECT:

Change of Assignment

It is recommended that the following change of assignment be approved:

Jennifer Sciortino

From: Monitor-Breakfast and Lunch Program
District-Wide – not to exceed 29 hours per week
To: Substitute Teacher, per diem
Salary: \$100.00 per day
Effective: February 14, 2024

**2023-2024 District Comprehensive Improvement Plan (DCIP)
School Comprehensive Education Plan (SCEP) and
Grant Funded Activities
District-wide**

It is recommended that the following rescindments be approved:

It is recommended that the following appointments be approved for 2023-2024 school year for involvement in any curriculum development, professional development, or extended learning time, or parent/family engagement activity for the 2023-2024 school year. **(not part of the Trauma Book Study)**

Effective Dates: September 1, 2023 – June 30, 2024

Grant	Hours not to Exceed
ARP ESSER	1,008
Rate of Pay:	\$40.00 per hour

Teaching Assistants:

- | | | | |
|---------------------|----------------------------|---------------------|-------------------|
| Yasenia Abrams | Lynn Clair | Michelle Fabbio | Esmeralda Huskic |
| Maria Acevedo | Valerie Cognetto | Mieu Lang Fam | Selma Husovic |
| Olga Altieri | John Coleman, Jr. | Denise Fargas | Mariangela Iuorno |
| Antoinique Anderson | Christina Connor-Carpenter | Christina Feliciano | Adam Jacobs |
| Eileen Angelico | Debra Cordero | Lisa Finnerty | Lisa Jenkins |
| Aalisah Aponte | Gina Cromer | Linda Frisillo | Kathleen Juliano |
| Julie Arcuri | Melitta Crowder | LaTonya Gaffey | Dezare Kelly |
| Barbara Barnhart | Pennie Cummings | Krystle Galarza | Jodi Klenotiz |
| Suzanne Battista | Michele Damiano | Joseph Gentile, Jr. | Ashley Klump |
| Elena Beattie | Frank Dardano | Yvette Giraldo | Matthew Kolek |
| Jill Belmont | Jashawn Darrell | Kelli Goodman | Nancy Laino |
| Fannie Benson | Wilhemina Davis | Elizabeth Gowans | Harrison Landry |
| Michael Billins | Jessica Daws | Hannah Gowans | Michelle Landry |
| Kyle Bixler | Melissa DeBiase | Sandra Graham | Sheila LaQuay |
| Mary Bohling | Lance DeCarlo | Corey Hameline | Courtney Leaman |
| Laurie Bossone | Vanessa Dingle | Shamaya Hammell | Melinda Liggins |
| Suzanne Brayman | Camryn Dwyer | LaToya Hammell | Yulissa Lindsey |
| Dewarda Brooks | Jennifer Dybacz | Tanisha Harris | Tara Litz |
| D' Shauna Brooks | Marie Elefante-Lebert | Jasmine Harrison | Kerry Lockwood |
| Brandi Brown | Barbara Ellis | Loriann Heitz | Shantai Lockwood |
| Ledia Brucker | Ricardo Ervin | Phung Hoang | Rosa Longo |
| Diane Butler | Luz Espinal Collado | Tiernen Hotaling | Iris Lopez |
| Kelley Caruso | Oneal Esty | Celia Huertas | Martha Mancuso |

**2023-2024 District Comprehensive Improvement Plan (DCIP)
School Comprehensive Education Plan (SCEP) and
Grant Funded Activities
District-wide**

It is recommended that the following rescindments be approved:

It is recommended that the following appointments be approved for 2023-2024 school year for involvement in any curriculum development, professional development, or extended learning time, or parent/family engagement activity for the 2023-2024 school year. **(not part of the Trauma Book Study)**

Effective Dates: September 1, 2023 – June 30, 2024

Grant	Per Contract
ARP ESSER	1,008
Rate of Pay:	\$40.00 per hour

Teaching Assistants:

- | | | | |
|----------------------|----------------------|--------------------|---------------------|
| Briana Marlenga | Christopher Morin | Candace Rizzo | Christina Sutter |
| Joany Marquez | Susan Morris | Nitiya Robinson | Michele Taylor |
| Alba Martinez | Kayla Moynihan | Susan Roehm | Kayla Treen |
| Skye Martinez | Kristine Moynihan | Ysabel Romero | Katrel Troutman |
| Christine Mathis | Claire Mumford | Edwin Rosa | Jennifer Vasquez |
| Heather Mauro | Amy Nanna | Georgina Rosa | Luz Velasco- Mojica |
| Patricia McComb | Sharine Newman | Jayne Roth | Elham Wassel |
| Angela McKewn | Diandra Nolasco | Jane Ruffing | Nora Waterbury |
| Palma Medici | Carol O'Connor | Nita Scotellaro | Danielle Weaver |
| Dania Mejias Acevedo | Rachel Olds | Donia Selmen | Shari Williams |
| Amanda Melendez | Imanni Patterson | Fatima Shehadeh | Thomas Williams |
| Bonnie Miner | Anabel Peralta | Mary Shaheen | Ashley Wnuk- Frank |
| Millicent Mish | Sami Peralta | Darlene Shelton | Michele Wozny |
| Kristina Moon | Glenys Perez | Olga Shofany | Michelle Wyborski |
| Victoria Moore | Rebecca Piper | Katrina Shunk | Laura Yager |
| Grace Moore | Cathy Reed- Harrison | Kathleen Smith | Nicole Yaghy |
| Kevin Morales | DeyGely Rentas | Suzanne Smith | |
| Natalie Morales | Desiree Rivera | Christine Sterling | |

FOR ACTION:

Volume LVIII

Report No. P – 29

SUBJECT:

**Resolution for Probationary Appointment
Arianna Granza – Elementary Teacher**

Authorization is requested of the Board of Education to approve the following resolution:

RESOLUTION FOR PROBATIONARY APPOINTMENT

RESOLVED, upon the recommendation of the Superintendent of Schools, that Arianna Granza, who possesses Early Childhood Education Birth-Grade 2, Initial Certificate; Childhood Education Grades 1-6, Initial Certificate issued by the Commissioner of Education, is appointed to the position of Elementary Teacher in the tenure area of Elementary Education, to a four-year probationary term commencing February 14, 2024 and expiring February 14, 2028 unless extended in accordance with the law. The expiration date is tentative and conditional only. To the extent required by the applicable provisions of the Education Law, in order to be granted tenure, Arianna Granza must receive composite or overall annual professional performance review ratings of either effective or highly effective in at least three (3) of the four (4) years, and if she receives an ineffective composite or overall rating in the final year of the probationary period she shall not be eligible for tenure at that time. Arianna Granza's salary shall be \$40,861.00 (prorated), as set forth in Step BA, D-4 of the collective bargaining agreement.

FOR ACTION:

Volume LVIII

Report No. P – 29

SUBJECT:

**Resolution for Probationary Appointment
Madina Haji – Elementary Teacher**

Authorization is requested of the Board of Education to approve the following resolution:

RESOLUTION FOR PROBATIONARY APPOINTMENT

RESOLVED, upon the recommendation of the Superintendent of Schools, that Madina Haji, who possesses Childhood Education Grades 1-6, Initial Certificate issued by the Commissioner of Education, is appointed to the position of Elementary Teacher in the tenure area of Elementary Education, to a four-year probationary term commencing February 14, 2024 and expiring February 14, 2028 unless extended in accordance with the law. The expiration date is tentative and conditional only. To the extent required by the applicable provisions of the Education Law, in order to be granted tenure, Madina Haji must receive composite or overall annual professional performance review ratings of either effective or highly effective in at least three (3) of the four (4) years, and if she receives an ineffective composite or overall rating in the final year of the probationary period she shall not be eligible for tenure at that time. Madina Haji's salary shall be \$44,728.00 (prorated), as set forth in Step MA+42, D-4 of the collective bargaining agreement.

FOR ACTION:

Volume LVIII

Report No. P – 29

SUBJECT:

**Resolution for Probationary Appointment
Nevaeh Balanean – Teacher Assistant**

Authorization is requested of the Board of Education to approve the following resolution:

RESOLVED, upon the recommendation of the Interim Superintendent of Schools, that Nevaeh Balanean, who possesses Level I Teaching Assistant certification issued by the Commissioner of Education, is appointed to the position of Teacher Assistant retroactively on January 10, 2024. Nevaeh Balanean’s salary shall be \$18.36 per hour as set by the collective bargaining agreement between the Utica City School District and SEIU.

FOR ACTION:

Volume LVIII

Report No. P – 29

SUBJECT:

**Resolution for Probationary Appointment
Brittany Randall – Teacher Assistant**

Authorization is requested of the Board of Education to approve the following resolution:

RESOLVED, upon the recommendation of the Interim Superintendent of Schools, that Brittany Randall, who possesses Level I Teaching Assistant certification issued by the Commissioner of Education, is appointed to the position of Teacher Assistant retroactively on January 18, 2024. Brittany Randall’s salary shall be \$18.36 per hour as set by the collective bargaining agreement between the Utica City School District and SEIU.

FOR ACTION:

Volume LVIII

Report No. P – 29

SUBJECT:

**Resolution for Probationary Appointment
LaShawn Williams – Teacher Assistant**

Authorization is requested of the Board of Education to approve the following resolution:

RESOLVED, upon the recommendation of the Interim Superintendent of Schools, that LaShawn Williams, who possesses Level I Teaching Assistant certification issued by the Commissioner of Education, is appointed to the position of Teacher Assistant effective March 11, 2024. LaShawn Williams’s salary shall be \$18.36 per hour as set by the collective bargaining agreement between the Utica City School District and SEIU.

FOR ACTION:

Volume LVIII

Report No. P – 29

SUBJECT:

**Resolution for Probationary Appointment
Samantha Miller – Licensed Practical Nurse**

Authorization is requested of the Board of Education to approve the following resolution:

RESOLVED, upon the recommendation of the Interim Superintendent of Schools, that Samantha Miller, who possesses Licensed Practical Nurse issued by the Commissioner of Education, is appointed to the position of Licensed Practical Nurse (LPN) probationary term commencing February 14, 2024. Samantha Miller’s salary shall be \$36,420 (prorated) as set forth in collective bargaining agreement between the Utica School Registered Nurses’ and Licensed Practical Nurses’ Unit of Teamsters Local 294 and the Utica City School District.

FOR ACTION:

Volume LVIII

Report No. P – 29

SUBJECT:

Resolution for Per Diem Substitute

Authorization is requested of the Board of Education to approve the following resolution:

RESOLVED, upon the recommendation of the Interim Superintendent of Schools, that the following individual is appointed to serve as per diem Substitute Teacher at \$130.00 per day, effective immediately:

- Erica Ciccone

FOR ACTION:

Volume LVIII

Report No. P – 29

SUBJECT:

**Resolution for Per Diem Substitutes –
Substitute Teachers**

Authorization is requested of the Board of Education to approve the following resolution:

RESOLVED, upon the recommendation of the Interim Superintendent of Schools, that the following individuals are appointed to serve as per diem Substitute Teachers at \$100.00 per day, effective immediately:

- Julia Azarian-Kozer
- Manar Elbayomi *
- Eh Monday Paw
- Elijah Stowe
- Maurice A. Williams

* Pending New York State Education Department fingerprint clearance.

FOR ACTION:

Volume LVIII

Report No. P – 29

SUBJECT:

**Resolution for Per Diem Substitutes –
Registered Nurses**

Authorization is requested of the Board of Education to approve the following resolution:

RESOLVED, upon the recommendation of the Interim Superintendent of Schools, that the following individuals are appointed to serve as per diem Substitute Registered Nurses at \$115.00 per day, effective immediately:

- Alexis Romeo*
- Gina White*

*Pending New York State Education Department fingerprint clearance.

FOR ACTION:

Volume LVIII

Report No. P – 29

SUBJECT:

Resolution for Substitute Teaching Assistants

Authorization is requested of the Board of Education to approve the following resolution:

RESOLVED, upon the recommendation of the Interim Superintendent of Schools, that the following individuals are appointed to serve as Substitute Teaching Assistants at \$15.00 per hour, effective immediately:

- Aalisah Aponte
- Maria Cantales
- Charice Drake

FOR ACTION:

Volume LVIII

Report No. P – 29

SUBJECT:

**Resolution for Provisional Appointment
Typist – Christine Barone**

Authorization is requested of the Board of Education to approve the following resolution:

RESOLVED, upon the recommendation of the Superintendent of Schools, that Christine Barone, who possesses provisional pre-approval issued by the City of Utica Department of Civil Service, is appointed to the position of Typist for Special Education Department commencing February 14, 2024. Christine Barone's salary shall be \$41,168 (prorated) as set forth in the collective bargaining agreement between the Utica School Secretaries' Unit of Teamsters Local 294 and the Utica City School District.

FOR ACTION:

Volume LVIII

Report No. P – 29

SUBJECT:

Appointments

Teacher

**2023-2024 District Comprehensive Improvement Plan (DCIP) School
Comprehensive Education Plan (SCEP) and Grant Funded Activities
Donovan Middle School**

It is recommended that the following appointment be approved for 2023-2024 school year for involvement in any curriculum development, professional development, extended learning time, or parent/family engagement activity for the 2023-2024 school year:

Effective Dates: September 1, 2023 – June 30, 2024
Funding: Title I, Title II, Title III, Title IV, ARP ESSER & RSIP

Rate of Pay	\$40.00 per hour
Grant	Hours not to Exceed
Title I Building	52,240
Title II District-Wide	380
Title III District-Wide	932
Title IV District-Wide	3,075
ARP ESSER District-Wide	78,375
RSIP District-Wide	2,200

Teacher:

Renee O’Neill

FOR ACTION:

Volume LVIII

Report No. P – 29

SUBJECT:

Appointments

Teacher

INSS/Universal Detention Program

It is recommended that the following appointments for the INSS/Universal Detention Program be approved for the 2023-2024 school year:

Proctor High School:

Julie Adasek
Mariana Gorrin
Kylie Marraffa
Megan Wright

Salary: \$40.00 per hour per UTA contract
Funding : C4E – (not to exceed 600 hours per school)

FOR ACTION:

Volume LVIII

Report No. P – 29

SUBJECT:

Appointments

Homebound Instruction

It is recommended that the following Homebound Instruction appointments be approved:

- Drew Albaugh
- Susan Khan
- Emily Lehner
- Danielle McEwen
- Christina Marcantonio
- Bailey Ruffing
- Casey Smith
- Jeneva Taylor
- Lisa McLean-Turner

Secondary Instruction – Minimum three (3) hours per day

Elementary Instruction – Minimum two (2) hours per day

Salary: \$40.00 per hour per UTA Contract

FOR ACTION:

Volume LVIII

Report No. P – 29

SUBJECT:

Appointment

Extra-Curricular Music

It is recommended that the following appointment be approved:

Corey Colmey

Elementary Chorus
Conkling Elementary School
Effective: February 14, 2024
Index: \$1,311

FOR ACTION:

Volume LVIII

Report No. P – 29

SUBJECT:

Appointment

Coaching - Spring 2024

It is recommended that the following corrected salary for a coaching appointment be approved:

Brandon O'Connor

Girls Jr. Varsity Softball
Proctor High School
Effective: Spring 2024
Index: \$3,479

FOR ACTION:

Volume LVIII

Report No. P – 29

SUBJECT:

Appointments

Volunteer Coach – Spring 2024

It is recommended that the following volunteer coach appointments be approved:

Connor Cough

Boys Varsity Baseball
Proctor High School
Effective: Spring 2024 sport season

Brett Lojewski

Boys Jr. Varsity Baseball
Proctor High School
Effective: Spring 2024 sport season

Joseph Taurisano

Boys Modified Baseball
Kennedy Middle School
Effective: Spring 2024 sport season

FOR ACTION:

Volume LVIII

Report No. P – 29

SUBJECT:

Appointment

Security

It is recommended that the following appointment be approved:

D'Sean Mack
18 Faxton Street
Utica, NY 13501

School Monitor (Security)
District-Wide
Effective: February 14, 2024
Salary: \$18.08 per hour
Education: Graduate of Proctor High School
Experience: Sales Associate, Dick's Sporting Goods
Albany, NY
9/18 to 1/24

FOR ACTION:

Volume LVIII

Report No. P – 29

SUBJECT:

Appointment

Custodial/Maintenance

It is recommended that the following appointments be approved:

Victor Lebron
427 Briarcliff Avenue
Utica, NY 13502

Cleaner
District-Wide (Probationary)
Effective: February 20, 2024
Salary: \$16.02 per hour
Education: Graduate of Proctor High School
Experience: Dishwasher, Ancora Restaurant
Utica, NY
2/23 to present

FOR ACTION:

Volume LVIII

Report No. P – 29

SUBJECT:

Appointments

Food Service/Monitor

It is recommended that the following appointments be accepted:

Ramona Cleary
6568 Fox Road
Marcy NY 13403

Food Service Worker Breakfast and Lunch Program
District-Wide – not to exceed 35 hours per week
Effective: March 4, 2024
Salary: \$16.32 per hour
Education: Graduated 1971, St. Francis DeSales High School
Experience: United States Postal Service, Letter Carrier, 1985 to 2015; Utica City School District, Sub Food Service Worker-Breakfast and Lunch Program
December 21, 2023 to present

Domonique Taverne
413 Tilden Avenue
Utica NY 13501

Food Service Worker-Breakfast and Lunch Program
District-wide – not to exceed 35 hours per week
Effective: March 4, 2024
Salary: \$16.32 per hour
Education: Graduated 2016, Proctor High School
Experience: Sales Associate, Wal-Mart, 2017; Cashier, Stewarts, 2017 to 2019; Child Care, House of the Good Shepherd, 2019 to 2022; Shift Leader, Earthbound Trading Company, 2022 to 2023; Utica City School District, Sub Food Service-Breakfast and Lunch Program
December 5, 2023 to present

Mya Thway
1317 Blandina Street
Utica NY 13501

Food Service Worker-Breakfast and Lunch Program
District-Wide – not to exceed 35 hours per hour
Effective: March 4, 2024
Salary: \$16.32 per hour
Education: Graduated 2005, Thailand
Experience: Housekeeper, Turning Stone, 2019 to 2021; Utica City School District, Sub Food Service Worker-Breakfast and Lunch Program
November 21, 2023 to present

FOR ACTION:

Volume LVIII

Report No. P – 29

SUBJECT:

Mentors/Mentees for 2023-2024

It is recommended that the following Mentors/Mentees for school year 2023-2024 be approved:

<u>Mentee/New Teacher</u>	<u>Position</u>	<u>School</u>	<u>Mentor</u>
Shaye Gardinier	Grade 6	Albany Elementary	Elizabeth Schachtler

Salary: Prorated at \$700.00 per school year.

FOR ACTION:**Volume LVIII****Report No. P – 29****SUBJECT:****Professional Staff Eligible for Tenure as of Date Noted**

<u>Name</u>	<u>Date Eligible</u>	<u>Tenure Area</u>	<u>Certification</u>
Kayla DeCarr	1/22/2024	School Social Worker	Permanent
Michael O. Brigano	3/1/2024	School Psychologist	Permanent

FOR ACTION:**Volume LVIII****Report No. P – 29****SUBJECT:****Conferences**

It is recommended that the following conferences be approved:

<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>
Erica Schoff	ACTEA Leadership Conference Binghamton, NY Approved by: S. Falchi & A. Paradis Allotted: \$300.00 from Budget Code: FAE4-2010-400-00 No Substitute Required	March 12, 2024

<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>
Michelle Hall	ACTEA Leadership Conference Binghamton, NY Approved by: S. Falchi & A. Paradis Allotted: \$300.00 from Budget Code: FAE4-2010-400-00 No Substitute Required	March 12, 2024

<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>
Melissa Curtis	38 th Annual Committee on Special Education Chairpersons' Conference Lake Placid, NY Approved by: S. Falchi & P. Smoulcey Allotted: \$1,031.00 from Budget Code: F044-2110-460-00 No Substitute Required	March 12-13, 2024

<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>
Megan Fiorentino	38 th Annual Committee on Special Education Chairpersons' Conference Lake Placid, NY Approved by: S. Falchi & P. Smoulcey Allotted: \$1,031.00 from Budget Code: F044-2110-460-00 No Substitute Required	March 12-13, 2024

FOR ACTION:

Volume LVIII

Report No. P – 29

SUBJECT:**Conferences**

It is recommended that the following conferences be approved:

<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>
Christopher Laurenzo	38 th Annual Committee on Special Education Chairpersons' Conference Lake Placid, NY Approved by: S. Falchi & P. Smoulcey Allotted: \$1,031.00 from Budget Code: F044-2110-460-00 No Substitute Required	March 12-13, 2024

<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>
Jason Stefanski	38 th Annual Committee on Special Education Chairpersons' Conference Lake Placid, NY Approved by: S. Falchi & P. Smoulcey Allotted: \$1,126.00 from Budget Code: F044-2110-460-00 No Substitute Required	March 12-13, 2024

<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>
Jenna Bellair	2024 Central North Zone NYSAPERD Conference Verona, NY Approved by: C. Clark & S. Falchi Allotted: \$145.00 from Budget Code: A2110-475-04-0000 Substitute Required	March 15, 2024

<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>
Corrine Jensen	2024 Central North Zone NYSAPERD Conference Verona, NY Approved by: C. Clark & S. Falchi Allotted: \$160.00 from Budget Code: A2110-475-04-0000 Substitute Required	March 15, 2024

SUBJECT:**Conferences**

It is recommended that the following conferences be approved:

<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>
Jason Aguish	New York State Athletic Administrators Association (NYSAAA) Saratoga Springs, NY Approved by: K. Szczesniak & S. Falchi Allotted: \$1,080.00 from Budget Code: A2110-475-02-0000 Substitute Required	March 13-15, 2024

<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>
David Minicozzi	New York State Athletic Administrators Association (NYSAAA) Saratoga Springs, NY Approved by: C. Clark & S. Falchi Allotted: \$900.00 from Budget Code: A2110-475-04-0000 No Substitute Required	March 13-15, 2024

<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>
Sabrina Leape	2024 Central North Zone NYSAPERD Conference Verona, NY Approved by: C. Clark & S. Falchi Allotted: \$120.00 from Budget Code: A2110-475-04-0000 Substitute Required	March 15, 2024

<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>
Vincent Perrotta	New York State Athletic Administrators Association (NYSAAA) Saratoga Springs, NY Approved by: Dr. Davis & S. Falchi Allotted: \$1,080.00 from Budget Code: A2855-476-00-0000 No Substitute Required	March 13-15, 2024

FOR INFORMATION:

Volume LVIII

Report No. P – 30

SUBJECT:

Resignation

Confidential

It is recommended that the following resignation be accepted:

Shaquanda Darby

Community/Parent Liaison (10-months)
Albany Elementary School
Effective: January 31, 2024
Reason: Personal
Notification Received: January 31, 2024

FOR INFORMATION:

Volume LVIII

Report No. P – 30

SUBJECT:

Resignations

Teacher Assistant

It is recommended that the following resignations be accepted:

Kyle Bixler

Teacher Assistant – Special Education
Conkling Elementary School
Effective: February 2, 2024
Reason: Accepted a position outside the
Utica City School District
Notification Received: January 22, 2024

Patricia McComb

Teacher Assistant – Special Education
Jefferson Elementary
Effective: February 5, 2024
Reason: Personal
Notification Received: January 23, 2024

FOR INFORMATION:

Volume LVIII

Report No. P – 30

SUBJECT:

Resignation

Transportation

It is recommended that the following resignation be accepted:

Viola Montas

Bus Driver
Effective: January 26, 2024
Reason: Personal
Notification Received: January 23, 2024

FOR INFORMATION:

Volume LVIII

Report No. P – 30

SUBJECT:

Abandonment of Position

Food Service/Monitor

It is recommended that the following abandonment of position be accepted:

Alejandra Perez

Monitor-Breakfast and Lunch Program
District-Wide – not to exceed 35 hours per week
Effective: January 24, 2024

FOR INFORMATION:

Volume LVIII

Report No. P – 30

SUBJECT:

Unpaid Leave of Absence

Teacher

It is recommended that the following unpaid leave of absence be approved:

Alexandra Murphy

Grade 1 Teacher – Jones Elementary School
From: January 8, 2024
To: March 29, 2024
Reason: Medical
Notification Received: December 29, 2023

FOR INFORMATION:

Volume LVIII

Report No. P – 30

SUBJECT:

Unpaid Leaves of Absence

Teacher Assistant

It is recommended that the following unpaid leaves of absence be approved:

D'Shauna Brooks

Teacher Assistant – Special Education
Proctor High School
From: February 1, 2024
To: March 1, 2024
Reason: Family
Notification Received: February 5, 2024

Iris Lopez

Teacher Assistant – Special Education
Jefferson Elementary School
From: January 30, 2024 (P.M.)
To: March 1, 2024
Reason: Family
Notification Received: January 31, 2024

Immani Patterson

Teacher Assistant – Special Education
Albany Elementary School
From: January 23, 2024
To: January 30, 2024
Reason: Personal
Notification Received: January 23, 2024

FEBRUARY 13, 2024

FOR INFORMATION:

Volume LVIII

Report No. P – 30

SUBJECT:

Unpaid Leave of Absence

Food Service/Monitor

It is recommended that the following unpaid leave of absence be accepted:

Refia Bajrektarevic
44 Grant Street
Utica, NY 13501

Monitor-Breakfast and Lunch Program
District-Wide – not to exceed 35 hours per week
From: February 2, 2024
To: March 12, 2024
Reason: Personal/Family
Notification Received: January 19, 2024

FOR INFORMATION:

Volume LVIII

Report No. P – 30

SUBJECT:

Unpaid Leave of Absence

Custodial/Maintenance

It is recommended that the following unpaid leave of absence be approved:

Kyle Rightmier

Cleaner
Kennedy Middle Schools
From: January 18, 2024
To: January 26, 2024
Reason: Personal
Notification Received: January 19, 2023

FOR INFORMATION:

Volume LVIII

Report No. P – 30

SUBJECT:

Extended Unpaid Leave of Absence

Teacher Assistant

It is recommended that the following extended unpaid leave of absence be approved:

Brandi Brown

Teacher Assistant – Special Education
Kernan Elementary School
From: January 8, 2024
To: June 27, 2024
Reason: Personal
Notification Received: February 7, 2024

FOR INFORMATION:

Volume LVIII

Report No. P – 30

SUBJECT:

Changes of Status

Registered Nurse

It is recommended that the following changes of status be approved:

Patricia DePerno

Registered Nurse, 10-months
Kennedy Middle School
From: Probationary (26 weeks)
To: Permanent
Effective: February 5, 2024

Patty Lazzuri

Licensed Practical Nurse (LPN), 10-months
Conkling Elementary School
From: Probationary (26 weeks)
To: Permanent
Effective: February 5, 2024

The above have completed their probationary period of 26 weeks.

FOR INFORMATION:

Volume LVIII

Report No. P – 30

SUBJECT:

Changes of Status

Clerical

It is recommended that the following changes of status be approved:

Gina Chambrone

Account Clerk (12-months)
Business Office
From: Probationary
To: Permanent
Effective: December 1, 2023

Erica Molina

Account Clerk (12-months)
Business Office
From: Probationary
To: Permanent
Effective: December 1, 2023

The above have completed their probationary period.