

**BOARD OF EDUCATION
UTICA CITY SCHOOL DISTRICT
REGULAR MEETING – MARCH 28, 2023 – 7:00 P.M.
Kernan Elementary School – 929 York Street – Auditorium**

BOARD MEMBERS PRESENT: Joseph H. Hobika Jr, Presiding; Danielle Padula, Robert Cardillo, Donald Dawes, Tennille Knoop, James Paul,

BOARD MEMBERS ABSENT: Dave Testa – Excused Absence

ADMINISTRATORS PRESENT: Brian Nolan, Acting Superintendent; Steve Falchi, Trina Falchi, Mike Ferraro, Shawna Fleck, Andre Paradis, Erica Schoff, Kathy Hughes, Sara Klimek, Pam Smoulcey, Paris Rich, Haylee Lallier

Public Comment to the Board of Education

President Hobika, Jr. called the Regular Meeting to order at 7:00 p.m. After the NJROTC Color Guard presented the Colors and the Pledge of Allegiance, Board Clerk Kathy Hughes conducted roll call. All members of the Board of Education with the exception of Mr. Testa were present.

Student Recognition, Employee, and Community Recognition

Acting Superintendent Nolan recognized the following Student Athletes.

- Proctor Boys Varsity Track Team
 - Jerome Tine – Head Coach

Mr. Nolan: While we have just a moment as the students are exiting I want to direct everyone's attention to the monitors. We just got word yesterday that one of our students from Proctor, Maximom Giordani, was a National Silver Medal Finalist in the 2023 Scholastic Art Awards and his painting here MAG3RD. If anybody knows it's like 1% of the students in the country who submit, win. So, it's quite an honor. I'm sure we will try to have him here at the next board meeting but we wanted to try to share this good news tonight.

Discussion

Student Council Report – Vice President, Student Council

The Vice President presented a report on the Student Council

Questions from Board Members:

None

NJROTC Report – Proctor NJROTC Students

Proctor NJROTC Students presented a report on the NJROTC

Questions from Board Members:

Mr. Dawes: When do you guys attend school? Would you mind introducing your Naval Instructor for us?

President Hobika, Jr.: I'm just thinking what can we do for you guys since you do so much for the community?

Michael Chau – Well that is kind of the beauty of it, we just do it because we want to be better people. So, we don't really expect anything back from what we do.

President Hobika, Jr.: Well I know, but if there is something that we can do for the program to assist you obviously we would like to do that. I am speaking for myself not for the rest of the Board. If there is something that would assist you in really improving anywhere we would be happy to help, at least from my perspective.

Michael Chau – Yes, sir. From the top of my mind, I can't think of anything right now. We are really privileged with what we have so far. We have our own gym which is really, really lucky. As of right now, I don't have anything off of the top of my mind.

Mrs. Padula: Well, if you think of something.

Mr. Cardillo: Don't be bashful

Michael Chau – Personally, I would love some food.

President Hobika, Jr.: We have cookies in the back, that's the best we can do.

Michael Chau – Yeah, yeah, I grabbed some earlier.

Mrs. Knoop: Who does your cheerleading program? So, I saw you guys at the pep rally and I have worked with some of you in the concession stand during the football games. So, I see some of your faces. You guys always volunteer and are so helpful so I have seen you guys there. I've worked with some of you. At the pep rally you had all of those kids I think rethinking ROTC and rethinking exactly what you stood for. You had those kids screaming and you had some really great moves. So, who is responsible for that?

Michael Chau – For the team that you saw at the pep rally it would be Cadette Paw. She is the commander of that specific team, but she would have served under Kler here our drill commander.

Mrs. Knoop: Well great job. You guys were excellent. You lit up that whole crowd, good job.

Michael Chau: Thank you so much.

Mr. Paul: I just have a question. You guys did a phenomenal job thank you. How many of you plan to peruse a military career after high school? Ok, stand up for me please? Thank you.

President Hobika, Jr.: Thank you for coming in and we'll look forward to having you present the colors next month if you're available. Thank you.

Capital Project Update – Jeffrey Kloetzer, Stieglitz Snyder Architecture (SSA)

Mr. Kloetzer presented an update on the Capital Project.

Questions from Board Members:

None

Presentations

Proctor Key Club Advisor – Amy Barok

Ms. Barok presented a report of the Key Club.

Questions from Board Members:

President Hobika, Jr.: Thank you, and thanks for your efforts.

Mrs. Padula: I just want to say Cinderella’s Closet, oh my God. That was life changing, Tennille and myself went and helped and it just was such a beautiful experience. All the dresses that were donated, it was just incredible. I wish something like that was available or that we knew about it a long time ago thank you for allowing us to make it a priority and keeping us all up to date with all your efforts. You all should be extremely proud of yourself. That was not an easy task. I know the organization that went into it everything was sorted every girl almost had their own dressing room. You made it so special. It was just incredible, incredible, so thank you for making it a priority as well.

Raegan Pham: Thank you for helping us. It genuinely means a lot to us. Even though it’s my senior year, we’ll continue to do this as years come.

Ms. Barok: Just to let you know it hasn’t been just this year that Cinderella’s Closet has been up and running just so the public knows as well. Christine and I inherited it from the Young Scholars Program when they ran out of room. We have been doing it for the last 18 years. So, we’ve given away more than just those 60 or 70 dresses. We’ve given away hundreds and hundreds of them over the course of the years. So, we appreciate all the work that you all did, getting it out there to the public, collecting dresses, having the competition being there that day, we so appreciate it. Thank you so much.

Mrs. Padula: And I won the competition. I collected more dresses than Tennille.

Ms. Barok: Well, we just got a new shipment from New York Mills that came in the other day. So, we got about 15 more that needs to be organized. So, I don't know if that needs to add to a tabulation of some sort for you.

President Hobika, Jr.: Thank you so much.

Policy – Joseph Hobika, Jr., President – Board of Education, Utica City School District

President Mr. Hobika, Jr. requested a motion to modify Policy 0010 – Equal Opportunity and Prohibition of Discrimination, Harassment and Bullying, by substituting Sara Klimek, Chief Human Resources Officer, name and number in the policy.

Moved by Mrs. Padula and seconded by Mrs. Knoop.

There being no further discussion; **motion carried 6-0.**

Questions from Board Members:

None

New York State Accountability Update – Shawna Fleck, Director of Testing & Planning and Andre Paradis, Chief Accountability Officer

Ms. Fleck & Mr. Paradis presented a report on New York State Accountability.

Questions from Board Members:

Mr. Paul: You mentioned that Donovan is on the list for the sub category of black students?

Ms. Fleck: Donovan is on the list for the sub category of black students. There's also an overlap for poverty. So that category is a large portion of that category is poverty.

Mr. Paradis: So with it, with the breakdown, we look at all students as one that would put the whole building marked. Each is divided into sub categories whether its race, poverty, ELL different breakdowns so they look at a specific area versus a whole building too. Se we are only on a subcategory where another district or in the past would be for the whole building or multiple sub categories. It's how the state breaks down their data and looks at with the ESSA Law, the whole thing is all children succeed. They really want to market, not market, but really evaluate are we meeting the needs of all kids? So, they put in a variety of subcategories so we can really look at specifically our ELL's, our black population, our immigrants, our homeless people, are they meeting those needs so nobody falls through the cracks. So that's where we got marked down this year. I just want to say one more thing. One of the things I think that is going to be important as we move forward. We talked about the chronic absenteeism and teachers would know there's nothing worse than absenteeism and the chronic absenteeism in the building. As a former principal it is the bane of our existence of getting kids to school. And I think once we start looking at that data and they are going to start including that into our measurements, it's really important that we continue on that. We know if we can get kids in the building, our teachers will get them through what they need to do. You know, we spend so much time with chronic absenteeism making up the work, calling, phone calls, making sure to get this, packet ready for this kid. If we get them in the building and put things in place and put kids in the buildings then teachers will pull them through. That's where we need to move forward, keeping our scores where they are and where we ultimately want to end up going.

Ms. Fleck: The first thing we've looked at is chronic absenteeism. A large degree of when we see our scores plummet is that. Many times, every category that we will tend to fall down in that. That's the first thing the teachers usually say to me is we can't get the kids there. Its research proven as soon as the kids are here the scores climb.

Mr. Paradis: And it's not just a Utica problem, it's a state and national problem of getting kids in. So, if we get them in, we'll be OK.

Ms. Fleck: I've had conversations with Mr. Nolan, with the Big 5 and that is their first complaint is chronic absenteeism across the state.

Career & Technical Education (CTE) Process Update Erica Schoff, Director of Career & Technical Education

Ms. Schoff presented a report on the Career & Technical Education (CTE) process.

Questions from Board Members:

Mr. Paul: I have a question about whether or not our graduates will be ready to enter apprenticeship programs after high school? Have we talked to those industries to have those apprenticeship programs locally? I know that we have had a big problem with apprenticeship programs being out of the city.

Ms. Schoff: I presented to the Trade's Union, I believe last Friday it was. First of all, they applauded us when we were done. I don't think educators get that enough, and they should. They informed us they actually lowered the age to 17, which was awesome for us to hear because it really does need to be lowered. We're also talking MVCC's

pushing this pre-apprenticeship. We don't want students to have to wait until they graduate. We want to bring those experiences at a younger age. Again, that engagement piece is extremely important. This is extremely important so we can keep them in engaged in that Pathway and that learning, we talk about lifelong learners. Another piece that's really interesting to me is that we're meeting with business partners. They are less and less interested about the degree students are coming in with right now and it's this earn and learn mentality. If you come here with these professional skills that Utica City School District is going to embed in you and you want to work, we can teach you those skills and build on those skills. And there are a lot of incentives actually for students to go back to school if they want. I also failed to mention, sorry I'm going off on a tangent, but this is important. Not only is it the career piece, there are also multiple off ramps that will be in the high school. Students have options, so there will be dual credit offered; available. So, it's not just about the career focus portion and some of the pathways will require higher education, such as our health pathways.

President Hobika, Jr.: Awesome, thank you very much.

Ms. Schoff: Thank you.

School Safety Update – Hiram Rios

Sergeant Rios had nothing to report for the School Safety Update.

Questions from Board Members:

None

Announcements/Reports

PTO/PTA, Shared Decision-Making Committees, Student Councils, CSE Chairs, Title I, UTA, UAA, UTC, Teamsters Local 182, SEIU Local 200B, M.V. Buildings and Trades Council

Mr. Rogowski presented the report from the Utica Teachers Association.

Questions from Board Members:

None

President Hobika, Jr.: I do want to say that after listening to the presentations tonight, I couldn't feel better about the state that the District is in at the present time. I feel like we have a lot of highly professional, highly proficient people working for the benefit of the students, and you know, that's been my goal. So, I'm glad that things are working out.

Superintendent's Remarks – Legislative Lobbying Efforts, Foundation Aid Increase Survey, Oneida County Opioid Task Force – Naloxone (Narcan) in Schools, Mohawk Valley Community College – Fiscal Constraints Impacting Dual Credit Program, Accountability Update, CTE Progress.

Mr. Nolan: I have to tell you I'm pleased every morning to work, to come to work and work with incredible staff. I would like to introduce Heather Mowat, who's in the back. Heather was appointed at our last Board Meeting. She is our new Chief Financial Officer who will start sometime in May, but possibly sooner. So, we're working through the budget and we're glad to have Heather and her team. I'm going to try to be brief. I do first want to comment on the accountability update. I think it's important to recognize the hard work of our teachers and our building administrators. These scores just don't, they're not magic, it's a lot of hard work. It's really being focused and understanding the curriculum, the curriculum maps, the assessments and the retesting and the retesting and the phone calls. I think that the Board recognized that with the ratification of the teacher contract. I think it represents hard work that they've committed to the students and families of Utica and justly rewarded. I just know that the work is going to continue and the outcomes for our students and our families is just going to get better. I couldn't be any happier. I mean the one thing you have to understand is a small school we are the largest school district of the small schools, and as a kissing cousin of the Big 5. We do better than Yonkers, which is not even; that's an anomaly and New York City, which is really hard to compare to. So, thank God for Syracuse and thank God for Rochester and thank God for Buffalo and Utica is right there with the Big 5 and we're exceeding the small schools. It's just tremendous. The CTE progress that's being made with the hard work of Erica and Bob Leslie. It's just incredible to watch their work every day. They have made more contacts and network with more people and have more people who are so behind Utica that when the Blue-Ribbon task force meets on June 1st down at the hotel for a nice breakfast, which we've invited the Commissioner to, you're going to be incredibly surprised by the number of folks from industry, from the community, from businesses, from the Trades Unions who have stepped up to support the efforts of the CTE program here in Utica. Erica touched upon today in a really brief presentation. But I was at a breakfast on Saturday in Syracuse and Randy Wolken, who's the President of the Manufacturers Association of Central New York came up to me and said we're fully on board with what you're doing in Utica. And then he made a phone call to Carpenter at the Center State CEO, which is kind of the Chamber of Commerce side of things, and he called today and talk to Erica and said they're on board for the work that we're going to be doing here in Utica. So collectively the business community here in the Mohawk Valley has embraced the efforts that we've just started with career and Tech Ed. That's going to be an unbelievable project when we open those doors for the first class of students. So, I couldn't be anymore happier than where we are. Just a few things that for the sake of business. We just went through this whole process of lobbying with the state budget, the Governor's Office, our Assembly people, our State Senators and we had some talking points that we submitted. We kind of worked with BOCES, but we also kind of worked with the Big 5, since we're kissing cousins with them. So, we had a few talking points. One was, you know, we want the state to commit to the foundation aid, which they did this year. The school district is going to receive 29 million additional dollars over last year. Because we're fully funded through the foundation aid and we've lobbied them to make sure that they consistently have an increase every year so that doesn't plateau or go flat. So, we've lobbied both Assembly and Senate. Both the Assembly and the Senate, they're all behind full foundation aid at 3% a year, which will continue to provide us with that support that we need financially to do what we need to do. We have started to lobby about the Career Tech Ed high school, which the Regents and the Commissioner proposed back in December for their 23-24 budget cycle. That's why we put out an invitation to the Commissioner to be here for the Blue-Ribbon Task Force breakfast because we want her on board. We need the State Ed Departments support to make some changes to make it happen for us. We have continually advocated for fully funded Pre-K programs, the state, both the Assembly and the Governor and the Senator, Senate, sorry, have all; all increased that area in their budgets. So, we look forward to seeing that. We lobbied for the continuation of the retiree earning limit waiver so that we can still continue to attract maybe some retirees who left, but can come back and teach because of the labor market being so tough for teachers. It's the same with law enforcement. It's the same with nurses in the public sector. We believe that the Governor and the Assembly and the Senate are still on board to limit the waiver again. We've talked a little bit about capital outlays. Mike knows this better than any of us but Districts were really limited in the beginning when it comes to the scope of the work that they can outlay for projects. I think it was \$100,000 and basically you can't even sneeze anymore for \$100,000. So, we we're really lobbying them to increase that to a minimum of \$250,000, maximum \$500,000 and it appears that that's going to be approved. Everyone seems to be on board for that, which is good for us and that was in our lobbying efforts. I think when I

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looked at where the Assembly and Senate were, I think 6 out of the 7 items that we lobbied, they've all supported. I don't know if it was us and our great lobby effort that we did or we just we were in tuned to what they were in tuned to. The second piece I want to talk about is part of, so, part of the foundation aid increase aid that we received. There is now a requirement that we survey our stakeholders. So, with the help of BOCES MORIC we've put together a survey, which we just finalized today. It's based on the 7 areas that the states requiring us to survey our stakeholders with. It's a survey that will be sent out with a link so that people can link on. It's a 10-minute survey and we're asking for feedback so that we can then use that to show the State how we've used the additional allocations in our budget and how we projected that. There will be more on that as we get that information. The third is the County Legislator, County Executive and the County Health Department convened a meeting recently aimed to try to address the opioid crisis here in Oneida County. The discussion was on making Narcan available in schools. Well, at this time we haven't had, county wide, a serious issue with opioid overdoses in the schools, the County Executive has taken a very progressive step; saying listen, this is something we should be proactive and progressive about and not wait for a tragedy to happen. And so, the presentation was to all the area Superintendents and health officials. What they're asking the school districts to consider, there are three options. I shared it with the Board. One option is that we have our staff receive training by the New York State Department of Health, which will then allow us to have people in the buildings who could administer Narcan. The thing with Narcan is, even if it's administered to someone who is not having an overdose of an opioid, you cannot harm them. Most of us who've had surgery at one time, Narcan is what they use to wake you up from surgery. So, it's a very harmless way to do it, but it's a very safe way to get somebody out of a potentially dangerous situation. Then just the last item I want to talk about we have a great partner with Mohawk Valley Community College and over the years they've been outstanding and providing our students with the ability to take courses there at almost no cost to our students. As most of the community colleges across the state, they are facing serious financial constraints, which they're going to have to reduce the amount of opportunity that they were once to able provide to our students. One of the things in talking with Mr. Falchi and Ms. Albanese, our budget director, we were able to allocate additional funds that will secure our students the ability to continue in the not only the bridge program, which we're looking to increase the number of students involved in that, but also allow us to maintain the number of students who are involved in the dual credit opportunities. So, that's my report I think there's just one item that we need to address to meet the statue of the school budget the School Board has to have a presentation made to them before April 21st by statute. So, one of the things that I'm going to bring forward tonight is setting up the date so everybody can put it on their calendar. We're looking, Clerk Hughes, to have a Board presentation on April 18th at 6:00 p.m. in the Board Room.

President Hobika, Jr.: Can we do it at 5:00 p.m.

Mr. Nolan: We can do it at 5:00 p.m. We'll do it at 5:00 p.m., Clerk 5:00 p.m. April 18th If you want to put that in the calendar. We will present the budget proposal for the next school year. Then I'll just jump to my Superintendent's Report. There are just some items that I shared with the Board earlier motions from the floor. I just don't want us to lose track of those. We have those already, then I'm going to ask the Board to adopt the Superintendent's report and I'll turn that over to the president.

Superintendent's Report

Mr. Nolan, Interim Superintendent presented the Superintendent's Report dated March 28, 2023 to the Board of Education for approval.

President Hobika, Jr. asked the Board Members if there were any items that needed clarification before a motion was made on the Consent Agenda. At this time, he polled Board Members:

Mr. Dawes

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Bid for NYSEC Required Soil Remover, Replacement and Restoration at the Utica City School District Maintenance Building

March 28, 2023 – 7:00 p.m.

Regular Meeting

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FOR ACTION:

Volume LVII

Report No. S – 164

SUBJECT:

Resolution

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

**Resolution Authorizing Participation in Oswego County BOCES’
Cooperative Purchasing Program**

WHEREAS, the Cooperative Purchasing Service is a plan of a number of public-school districts in Oswego County Board of Cooperative Educational Services Area in New York (known as the Center for Instruction, Technology & Innovation (CiTi), to bid jointly for water testing and sampling services, and

WHEREAS, the Utica City School District (hereinafter the “Participant”) is desirous of participating with Oswego County Board of Cooperative Educational Services/CiTi and other Boards of Cooperative Educational Services and public-school districts in the joint bidding of the services mentioned above as authorized by General Municipal Law, §119-o, and

WHEREAS, the participant wishes to appoint the Oswego County Board of Cooperative Educational Services/CiTi to advertise for bids, accept bids, tabulate bids and award bids on their behalf; therefore

BE IT RESOLVED, the participant hereby appoints Oswego County Board of Cooperative Educational Services/CiTi to represent it in all matters relating above, and designates the Oswego County Board of Cooperative Educational Services/CiTi designated newspapers(s) as the legal publications(s) for all Cooperative Purchasing bid notifications, and,

BE IT FURTHER RESOLVED, the participant authorizes the Oswego County Board of Cooperative Educational Services/CiTi to represent it in all matters leading up to the entering into a contract for the purchase of the above-mentioned services, and,

BE IT FURTHER RESOLVED, the participant agrees to (1) assume its equitable share of the costs of the Cooperative Bidding; (2) abide by majority decisions of the participating districts; (3) abide by the Award of the Oswego County Board of Cooperative Educational Services/CiTi; (4) and that after the award of the bid it will conduct all negotiations directly with the successful bidder(s).

CERTIFICATION OF DISTRICT CLERK

I, _____, District Clerk of the _____ Central School Board of Education, hereby certify that the above resolution was adopted by the required majority vote of the Board of Education Meeting held on _____.

Signature of District Clerk

Dated

FOR ACTION:**Volume LVII****Report No. S – 170****SUBJECT:****Creation of Positions**

Authorization is requested of the Board of Education to create one (1) Career and Technical Education Administrator of Curriculum and Academic Support

Authorization is requested of the Board of Education to create one (1) Secretary to Chief Human Resources Officer (12-months) position, Human Resources Department effective March 29, 2023.

Authorization is requested of the Board of Education to create one (1) Employee Services Specialist (12-months) position, Human Resources Department effective March 29, 2023.

Authorization is requested of the Board of Education to create one (1) Committee on Special Education (CSE) Chairperson position (11-months), effective March 29, 2023.

FOR ACTION:**Volume LVII****Report No. S – 171****SUBJECT:****Application for Extended Field Trip**

Authorization is requested of the Board of Education to approve approximately seventy-eight (78) Kernan Elementary students to travel to Howe Caverns in Howes Cave, New York on Friday, May 19, 2023. This field trip will enhance student schema in relation to the science curriculum (Earth Science).

Supervision of these students will be provided by Lindsey Tutino, Teacher, Laura Lemura, Teacher, Tina Allen, Teacher, Sara Head, Teacher, Michelle Landry, Teacher Assistant, Lisa Hoy, parent, Harrison Landry, parent, and Justin Allen, parent.

This trip was reviewed and approved by Dominick Timpano, Principal of Kernan Elementary School, Steven Falchi, Chief Academic Officer, and Brian Nolan, Acting Superintendent of Schools.

FOR ACTION:**Volume LVII****Report No. S – 172****SUBJECT:****Application for Extended Field Trip**

Authorization is requested of the Board of Education to approve approximately thirty-eight (38) Hughes Elementary students to travel to Black River Outdoor Education Program (BROEP)-Potato Hill Farm in Boonville, NY on Wednesday, May 23, 2023. The BROEP-Potato Hill Farm experience teaches students the benefits and importance of outdoor recreation giving them a chance to better improve their physical endurance and overall health; as well as to explore science: biomes, season, and climate.

Supervision of these students will be provided by Jessica Charles, Teacher, Anthony Coccia, Teacher, Erica Jalonack, Social Worker, Jennifer Dapre, parent and Nicole Wells, parent.

This trip was reviewed and approved by Mary Belden, Principal of Hughes Elementary School, Steven Falchi, Chief Academic Officer, and Brian Nolan, Acting Superintendent of Schools.

FOR ACTION:**Volume LVII****Report No. S – 173****SUBJECT:****Application for Extended Field Trip**

Authorization is requested of the Board of Education to approve approximately forty-four (44) Proctor High School students to travel to New York City on Wednesday, June 21, 2023 to visit the Museum of Natural History, eat at the Hard Rock Café and attend a Broadway Show, "The Lion King". This field trip will educate our students on historical and present-day science issues, and allow the students to enjoy a performance by professional actors.

Supervision of these students will be provided by Lorraine Griffiths, Teacher, Jessica Yager, Teacher, Ledia Mullen, Teacher, and Carvon Brazier, Teacher.

This trip was reviewed and approved by Kenneth Szczesniak, Principal of Proctor High School, Steven Falchi, Chief Academic Officer, and Brian Nolan, Acting Superintendent of Schools.

FOR ACTION:**Volume LVII****Report No. S – 174****SUBJECT:****Utica City School District
2023-2024 School Calendar**

Authorization is requested of the Board of Education to approve the 2023-2024 Utica City School District School Calendar.

FOR ACTION:

Volume LVII

Report No. P – 19

SUBJECT:

Employment Agreements between the Utica City School District and Bi-Lingual Academic Coaches

Authorization is requested for the Board of Education to approve the individual Employment Agreements dated March 28, 2023 for:

Bi-Lingual Academic Coaches:

Ali Hassani
Jackie Hobaica
Khinsoe Moe
Brenda Soto
Monalisa Yut

FOR ACTION:

Volume LVII

Report No. P – 19

SUBJECT:

Employment Agreement between the Utica City School District and Lori Wrobel

Authorization is requested of the Board of Education to approve the individual Employment Agreement dated March 28, 2023 between the Utica City School District and Lori Wrobel, Employee Services Specialist in the Human Resources Department.

FOR ACTION:

Volume LVII

Report No. P – 19

SUBJECT:

Employment Agreement between the Utica City School District and Nasibjan Rahimjan

Authorization is requested for the Board of Education to approve the Employment Agreement dated March 28, 2023 between the Utica City School District and Nasibjan Rahimjan, Part-Time Pashto/Dari Interpreter/Academic Coach.

FOR ACTION:

Volume LVII

Report No. P – 19

SUBJECT:

Employment Agreement between the Utica City School District and Kathy Paciello

Authorization is requested of the Board of Education to approve the Employment Agreement dated March 28, 2023 between the Utica City School District and Kathie Paciello, Human Resources/Part-Time Clerical Secretary.

<u>FOR ACTION:</u>	Volume LVII	Report No. P – 19
SUBJECT:	Change of Assignment	Custodial/Maintenance

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

Anthony Tartaglia	From: Cleaner Donovan Middle School To: Assistant Custodian Effective: April 3, 2023
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Mr. Tartaglia passed the examination for this classification and appears on the Certified List for Assistant Custodian from the Utica Civil Service Commission.

<u>FOR ACTION:</u>	Volume LVII	Report No. P – 19
SUBJECT:	Change of Assignment	Custodial/Maintenance

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

Michael Vitale	From: Assistant Custodian Hughes Elementary School To: Custodian Effective: April 3, 2023
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Mr. Vitale passed the examination for this classification and appears on the Certified List for Custodian from the Utica Civil Service Commission.

<u>FOR ACTION:</u>	Volume LVII	Report No. P – 19
SUBJECT:	Changes of Status	Registered Nurse/Licensed Practical Nurse (LPN)

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

Samirah A. Alsaïdi	Registered Nurse (10-months) Utica Academy of Science From: Probationary (26 weeks) To: Permanent Effective: March 1, 2023
Briana M. Cardoza	Registered Nurse (10-months) General Herkimer Elementary School From: Probationary (26 weeks) To: Permanent Effective: March 1, 2023
Heather L. Lints	Licensed Practical Nurse (LPN) (10-months) Conkling Elementary School From: Probationary (26 weeks) To: Permanent Effective: March 1, 2023

The above have completed their probationary period of 26 weeks.

March 28, 2023 – 7:00 p.m.

Regular Meeting

<u>FOR ACTION:</u>	Volume LVII	Report No. P – 19
SUBJECT:	Changes of Status	Custodial/Maintenance

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

Nermin Vukovic	Assistant Custodian From: Probationary (26 weeks) To: Permanent Effective: March 29, 2023
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Edward Zegarelli	Light Equipment Operator From: Probationary (26 weeks) To: Permanent Effective: March 29, 2023
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The above have completed their probationary period of 26 weeks.

<u>FOR ACTION:</u>	Volume LVII	Report No. P – 19
SUBJECT:	Voluntary Transfer	Teacher

It is recommended that the following voluntary transfer be approved:

Carrie Dentino	From: Guidance Counselor Proctor High School To: Guidance Counselor Kennedy Middle School Effective: April 3, 2023
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<u>FOR ACTION:</u>	Volume LVII	Report No. P – 19
SUBJECT:	Voluntary Transfer	Clerical

It is recommended that the following voluntary transfer be approved:

Tamara Egresits	From: Typist (12-months) Proctor High School (Main Office) To: Typist (12-months) Proctor High School (Academy D) Effective: March 29, 2023
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FOR ACTION:**Volume LVII****Report No. P – 19****SUBJECT:****Appointments
Special Education Summer School
July 5, 2023 – August 15, 2023**

It is recommended that the following appointments be approved for the Special Education Summer School Program. All appointments are contingent on actual student enrollment and program needs. Not to exceed four (4) hours per day x 30 days.

Special Education Teachers:

Vanessa Curley
Nicole DelVecchio
DeAnne Dow
William Eccleston
Alexis Holmer
Roxanne Irizarry
Jacqueline Jackson
Jacques LaReaux
Sane Sinanaj
Melissa Sperry
Nancy Palermo-Shaw
Francisca Chandler
Ammie Clark

Special Education Teachers (Substitutes):

Denise DeStefanis
John Lamb
Sarah Tuckerman-Kilian

Physical Education:

Nicholas Galiulo

Music:

Christopher DeMauro

Occupational Therapist:

Carolyn Copeland

Physical Therapist:

Marissa Hajec

Speech Language Pathologists:

Mariah Butler
Danyse Collins
Fallon Kem
Joanna Zogby

Social Workers:

Erica Jalonack
Danielle Mancuso
Josh Fucci

Security:

Debra Chandler

Parent Liaison:

Moriah Giles

Clerical:

Phillis Cavalier

Registered Nurse:

Pauline Murray

FOR ACTION:**Volume LVII****Report No. P – 19****SUBJECT:****Appointments
Special Education Summer School
July 5, 2023 – August 15, 2023**

It is recommended that the following appointments be approved for the Special Education Summer School Program. All appointments are contingent on actual student enrollment and program needs. It is recommended that assistants with an asterisk (*) be encouraged to proceed with certification requirements in order to continue employment. Not to exceed four (4) hours per day x 30 days.

Teacher Assistants

Eileen Angelico
 Diane Butler
 Wilhemina Davis
 O'Neal Esty
 Kerry Lockwood
 Shantai Lockwood
 Christopher Morin
 Jessica Morris
 Sharine Newman
 Rebecca Piper
 Shari Williams
 Ashley Wnuk-Frank
 Michele Wyborski
 Laura Yager
 Maria Acevedo
 Antoinique Anderson*
 Jashawn Darrell*
 Jessica Daws*
 Barbara Ellis*
 Latonya Gaffey*
 Yulissa Lindsey*
 Christine Mathis*
 Bonnie Miner*
 Skye Martinez*
 Kristine Moynihan*
 Immani Patterson*
 LaToya Robinson*
 Edwin Rosa
 Kendall Salatino*
 Darlene Shelton*
 Katrina Shunk*
 Katre Troutman*
 Elham Wassel*
 Danielle Weaver*

FOR ACTION:**Volume LVII****Report No. P – 19****SUBJECT:****Appointment****Extra-Curricular**

It is recommended that the following extra-curricular appointment be approved:

Jennifer Roberts

Middle School Yearbook Advisor
Kennedy Middle School
Effective: March 29, 2023

FOR ACTION:**Volume LVII****Report No. P – 19****SUBJECT:****Appointments****Security**

It is recommended that the following appointments be approved:

Richard D. Graziano

School Monitor (Security)
District-Wide
Effective: March 29, 2023
Education: Graduate of Proctor High School
Experience: Maintenance Mechanic, Utica Municipal
Housing Authority, Utica, NY
1/88 to present

Robert L. Harrison, Sr.

School Monitor (Security)
District-Wide
Effective: March 29, 2023
Education: Graduate of Proctor High School
Experience: Certified Nursing Assistant (CNA), Oneida Center for
Rehabilitation and Nursing, Utica, NY
3/18 to present

David J. Paul

School Monitor (Security)
District-Wide
Effective: March 29, 2023
Education: A.S., Mohawk Valley Community College
Experience: Business Development Consultant, Steet-Ponte
Chevrolet Inc., Herkimer, NY
8/22 to present

FOR ACTION:**Volume LVII****Report No. P – 19****SUBJECT:****Conferences**

It is recommended that the following conferences be approved:

<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>
Kayla DeCarr	Anxious Children in Schools: How to Become Part of the Solution New Hartford, NY Approved by: S. Falchi & K. Szczesniak Allotted: \$55.00 from Budget Code: A2110-475-02-0000 No Substitute Required	March 17, 2023

<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>
Alexandria Jennings	Anxious Children in Schools: How to Become Part of the Solution New Hartford, NY Approved by: S. Falchi & K. Szczesniak Allotted: \$55.00 from Budget Code: A2110-475-02-0000 No Substitute Required	March 17, 2023

<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>
Brent Dodge	Reading League Conference 2023 Syracuse, NY Approved by: S. Falchi & S. Klimek Allotted: \$618.50 from Budget Code: A2020-476-03-0000 No Substitute Required	October 3-4, 2023

<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>
Patricia Kapps	iXL Live Syracuse, NY Approved by: S. Falchi & C. Clark Allotted: \$95.00 from Budget Code: A2110-475-04-0000 Substitute Required	March 28, 2023

Committee on Special Education Meeting Date: February 9, 2023

WN2/31/22CF	AP	LD	8:1:1, 12 mo.	N	New Entry
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Committee on Special Education Meeting Date: February 14, 2023

HG8/5/16LHF	TR/AR	MD	12:1(3:1)	Y	Continuation
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Committee on Special Education Meeting Date: February 15, 2023

HP10/9/15LLM	IR	SLI	12:1:1	Y	New Entry
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Committee on Special Education Meeting Date: February 15, 2023

BJ8/16/11MM	AP	SLI	15:1, 10 mo.	Y	New Entry
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Committee on Special Education Meeting Date: February 26, 2023

WG6/19/08CF	IR	None	Sect. 504	Y	New Entry
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HY12/3/13CF	IR	LD	15:1, 10 mo.	N	New Entry
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Committee on Special Education Meeting Date: February 27, 2023

BR5/15/10HM	PR	OHI	12:1:1, 10 mo.	N	Change Program
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BR5/15/10HM	AR	OHI	12:1:1, 10 mo.	N	Ongoing
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Committee on Special Education Meeting Date: February 28, 2023

WR8/10/17LM	AP	ED	8:1:2, 12 mo.	Y	New Entry
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Committee on Special Education Meeting Date: March 6, 2023

WG4/12/09KM	AP	ID	12:1:1, 10 mo.	Y	New Entry
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Committee on Special Education Meeting Date: March 6, 2023

WS9/17/18JM	CSE Trans	SLI	12:1(3:1), 10 mo.	Y	Sp. 2x30 min./wk.; OT 2x30; PT 2x30; Small Bus
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HI4/13/18RM	CSE Trans	SLI	RS, 10 mo.	Y	Sp. 2x30 min./wk.; Couns. 2x30 min./mo.
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WT3/26/18RM	CSE Trans	AUT	12:1:1, 10 mo.	Y	Sp. 3x30 min./wk.; OT 2x30 min./wk.; PT 2x30 min./wk.; Small Bus
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BA8/1/18GM	CSE Trans	SLI	12:1:1, 10 mo.	Y	Sp. 2x30 min./wk.; FBA/BIP; Small Bus
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BJ12/1/18HM	CSE Trans	AUT	RS, 10 mo.	Y	Sp. 2x30 min./wk.; OT 2x30 min./wk.; PT 2x30 min./wk.
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Committee on Special Education Meeting Date: March 9, 2023

WG9/16/10KF	AP	LD	12:1:1, 10 mo.	Y	New Entry
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Committee on Special Education Meeting Date: March 13, 2023

WD8/27/18KM	CSE Trans	SLI	15:1, 10 mo.	Y	Sp. 3x30 min./wk.; OT 2x30 min./wk.; Small Bus
BQ3/23/18MM	CSE Trans	SLI	8:1:1, 10 mo.	Y	Sp. 3x30 min./wk.; OT 2x30 min./wk.; PT 2x30 min./wk.; Small Bus
HA1/16/18GGM	CSE Trans	SLI	15:1, 10 mo.	Y	Sp. 2x30 min./wk.; OT 2x30 min./wk.; PT 2x30 min./wk.; Small Bus

HL5/16/18LM	CSE Trans	SLI	15:1, 10 mo.	Y	Sp. 2x30 min./wk.; OT 2x30 min./wk.; PT 2x30 min./wk.; Small Bus
AJ9/7/18THM	CSE Trans	SLI	12:1(3:1), 10 mo.	Y	Sp. 2x30 min./wk.; OT 2x30 min./wk.; PT 2x30 min./wk.; Small Bus

FOR INFORMATION:

Volume LVII

Report No. CPSE – 20

SUBJECT:**RECOMMENDATIONS OF THE COMMITTEE ON
PRESCHOOL SPECIAL EDUCATION**

The Board of Education approves the recommendations of the Committee on Preschool Special Education for placement and related services in the Utica City School District and/or other approved programs as follows:

IR = Initial Eligibility Determination TR = Triennial (Re-evaluation) Review AR = Annual Review
 AP = Administrative Placement RR = Requested Review/Program Review
 AMN = Amendment No Meeting MD = Manifestation Determination Y = Yes
 Transfer – PSWD w/current IEP entering from another District N = No

Student code	Type of Meeting	Handicapping Condition	Recommended Program	Related Services	Results
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Committee on Special Education Meeting Date: March 1, 2023

AS10/22/18BYM	PR	PSWD	SEIS, 10 mo.	Y	Remain on 6:1+3 wait list
WA7/11/18FF	IR	PSWD	SEIS, 12 mo.	Y	New Entry services to begin 7/10/23
HS4/8/20RM	IR	PSWD	9:1+3, 10 mo.	Y	New Entry services to begin 9/8/23

Committee on Preschool Special Education Meeting Date: March 6, 2023

WS9/17/18JM	CPSE/CSE	PSWD	9:1+3, 12 mo.	Y	Add ESY; Refer to CSE
HI4/13/18RM	CPSE/CSE	PSWD	9:1+3, 10 mo.	Y	Refer to CSE
WT3/26/18RM	CPSE/CSE	PSWD	9:1+3, 12 mo.	Y	Add ESY; Refer to CSE
BA8/1/18GM	CPSE/CSE	PSWD	9:1+3, 12 mo.	Y	Add ESY; Refer to CSE
BJ12/1/18HM	CPSE/CSE	PSWD	9:1+3, 10 mo.	Y	Refer to CSE

Committee on Preschool Special Education Meeting Date: March 8, 2023

BR4/20/18KM	CPSE/CSE	PSWD	9:1+3, 12 mo.	Y	Add ESY; Refer to CSE
HL9/27/18MF	CPSE/CSE	PSWD	9:1+3, 12 mo.	Y	Add ESY; Refer to CSE
HJ11/25/18NSM	CPSE/CSE	PSWD	9:1+3, 12 mo.	Y	Add ESY; Refer to CSE
BS3/14/18MM	CPSE/CSE	PSWD	9:1+3, 12 mo.	Y	Add ESY; Refer to CSE
WC11/23/18GM	CPSE/CSE	PSWD	9:1+3, 12 mo.	Y	Add ESY; Refer to CSE

Committee on Preschool Special Education Meeting Date: March 13, 2023

WD8/27/18KM	CPSE/CSE	PSWD	9:1+3, 12 mo.	Y	Add ESY; Refer to CSE
BQ3/23/18MM	CPSE/CSE	PSWD	9:1+3, 12 mo.	Y	Add ESY; Refer to CSE
HA1/16/18GGM	CPSE/CSE	PSWD	9:1+3, 12 mo.	Y	Add ESY; Refer to CSE
HL5/16/18LM	CPSE/CSE	PSWD	9:1+3, 10 mo.	Y	Refer to CSE
AJ9/7/18THM	CPSE/CSE	PSWD	9:1+3, 12 mo.	Y	Add ESY; Refer to CSE

Committee on Preschool Special Education Meeting Date: March 15, 2023

BM7/22/18BM	IR	PSWD	SEIS, 10 mo.	Y	New Entry
BH3/13/19HM	PR	PSWD	9:1+3, 10 mo.	Y	Ongoing
BJ12/19/18WF	IR	PSWD	SEIS, 10 mo.	Y	Start 9:1+3 w/Sp. 3x30 min./wk. Sept. 2023
BS2/25/19MF	IR	PSWD	RS, 10 mo.	Y	New Entry; Referral to Rome School for the Deaf for Sept. 2023
HJ2/23/18FSM	IR	PSWD	SEIS, 12 mo.	Y	New Entry – services begin July 10, 2023

WHA3/17/20MF	IR	PSWD	RS, 10 mo.	Y	New Entry – services begin Sept. 2023
BR8/5/19WF	IR	PSWD	SEIS, 10 mo.	Y	Start 9:1+3 w/Sp. 3x30 min./wk.; OT 2x30 min./wk.; PT 2x30 min./wk. Sept. 2023
WK12/7/18CM	PR	PSWD	6:1+3, 12 mo.	Y	Add ESY

<u>FOR INFORMATION:</u>	Volume LVII	Report No. P – 20
SUBJECT:	Resignations	Teacher

It is recommended that the following resignations be accepted:

Joshua J. Donahue	English Teacher Donovan Middle School Effective: March 8, 2023 Reason: Personal Notification Received: February 28, 2023
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Timothy Quattrociocchi	Social Studies Teacher Donovan Middle School Effective: March 9, 2023 Reason: Personal Notification Received: February 28, 2023
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<u>FOR INFORMATION:</u>	Volume LVII	Report No. P – 20
SUBJECT:	Resignation	Extra-Curricular

It is recommended that the following resignation be accepted:

Joshua Schreppel	Middle School Yearbook Advisor Kennedy Middle School Effective: March 13, 2023 Reason: Personal Notification Received: March 13, 2023
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<u>FOR INFORMATION:</u>	Volume LVII	Report No. P – 20
SUBJECT:	Resignation	Teacher Assistant

It is recommended that the following resignation be accepted:

Lori Chiarello	Teacher Assistant – Kindergarten Columbus Elementary School Effective: March 24, 2023 Reason: Relocating Notification Received: March 3, 2023
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<u>FOR INFORMATION:</u>	Volume LVII	Report No. P – 20
SUBJECT:	Resignations	Security

It is recommended that the following resignations be accepted:

Paul Harris	Security Monitor District-Wide Effective: March 13, 2023 Reason: Personal Notification Received: March 13, 2023
Rebecca Henkle	Security Monitor District-Wide Effective: March 13, 2023 Reason: Personal Notification Received: March 13, 2023
Anthony Pensero	Security Monitor District-Wide Effective: March 10, 2023 Reason: Personal Notification Received: March 7, 2023

<u>FOR INFORMATION:</u>	Volume LVII	Report No. P – 20
SUBJECT:	Resignation	Transportation

It is recommended that the following resignation be accepted:

Luis Inoa	Bus Driver Effective: February 20, 2023 Reason: Personal Notification Received: February 27, 2023
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<u>FOR INFORMATION:</u>	Volume LVII	Report No. P – 20
SUBJECT:	Resignation	Clerical

It is recommended that the following resignation be accepted:

Jade A. Giglio	Typist (12-months) Donovan Middle School Effective: March 23, 2023 Reason: Accepted position outside the Utica City School District Notification Received: March 10, 2023
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FOR INFORMATION:**Volume LVII****Report No. P – 20****SUBJECT:****Abandonment of Positions Food Service/Monitor**

It is recommended that the following abandonment of positions be approved:

Jennifer Beckman
Monitor-Breakfast and Lunch Program
District-Wide
Effective: March 2, 2023

Leonor Guevara
Monitor-Breakfast and Lunch Program
District-Wide
Effective: March 13, 2023

FOR ACTION:**Volume LVII****Report No. P – 20****SUBJECT:****Unpaid Leaves of Absence Teacher**

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

Kayla Grant
Special Education Teacher
Jones Elementary School
From: April 18, 2023
To: June 30, 2023
Reason: Personal
Notification Received: March 13, 2023

Kristen Joy
Special Education Teacher
Albany Elementary School
From: March 13, 2023
To: May 5, 2023
Reason: Personal
Notification Received: March 13, 2023

FOR INFORMATION:**Volume LVII****Report No. P – 20****SUBJECT:****Unpaid Leaves of Absence Teacher Assistant**

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

Joanne Aughe
Teacher Assistant – Special Education
Kennedy Middle School
From: February 15, 2023
To: June 30, 2023
Reason: Personal
Notification Received: March 1, 2023

Christine Mathis
Teacher Assistant – Special Education
Donovan Middle School
From: February 28, 2023
To: March 21, 2023
Reason: Personal
Notification Received: March 1, 2023

MOTIONS FROM THE FLOOR**FOR ACTION:****Volume LVII****Report No S – 174****Subject:****Application for Extended Field Trip**

Authorization is requested of the Board of Education to approve approximately thirty (30) Proctor High School students to travel to Casa Italiana at Nazareth College in Rochester, NY on Saturday, April 22, 2023, for an Italian Cultural Day. Students will learn how to make homemade bread and pasta, have an Italian presentation with the Akragas dancers from Sicily, and enjoy traditional dances from Dr. Joelle Carota and Dr. M.R. Vitti-Alexander. Students will experience real-life cultural activities from professionals in the field of Italian studies, as well as witness and participate in some traditional southern Italian dances with dancers from Southern Italy. This trip was done twice in the past and the students loved the cultural immersion experience. This will be their first trip to Casa Italiana since the COVID outbreak.

Supervision of these students will be provided by Richard Nicholas-Hahn, Teacher, JoEllen Sampson, Teacher, Dennis Hahn, Teacher, Marna Solete, Teacher, and Sara Allen, Teacher.

This trip was reviewed and approved by Kenneth Szczesniak, Principal of Proctor High School, Steven Falchi, Chief Academic Officer, and Brian Nolan, Acting Superintendent of Schools.

FOR ACTION:**Volume LVII****Report No. P – 19****SUBJECT:****Change of Assignment**

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

Dorene Brescia

From: Stockkeeper (12-months)
Central Supply
To: Printing Machine Operator (12-months) *Provisional
Central Supply
Effective: April 3, 2023

*Provisional appointment subject to successful completion of Civil Service examination for Printing Machine Operator.

FOR ACTION:**Volume LVII****Report No. P – 19****SUBJECT:****Change of Assignment****Clerical**

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

Erica Molina

From: Clerk (12-months)
Business Office
To: Account Clerk (12-months) *Provisional
Business Office
Effective: March 29, 2023

*Provisional appointment subject to successful completion of Civil Service examination for Account Clerk.

Mr. Paul made a motion to approve the Consent Agenda and seconded by Mrs. Knoop.

There being no further discussion, **motion carried 6-0.**

THIS CONCLUDES THE CONSENT AGENDA

FOR ACTION:

Volume LVII

Report No. B – 29

SUBJECT:

Bid for NYSEC Required Soil Remover, Replacement and Restoration at the Utica City School District Maintenance Building

It is recommended that the bid for Bid for NYSEC Required Soil Remover, Replacement and Restoration at the Utica City School District Maintenance Building be awarded to Paragon Environmental Construction, Inc., with the most responsive, responsible bid of \$46,000.

Precision Industrial Maintenance (PIM) Schenectady, New York	\$220,500
Abscope Environmental, Inc. Canastota, New York	\$83,440
Paragon Environmental Construction, Inc. Brewerton, New York	\$46,000

President Hobika, Jr.: I just wanted to ask are you adding page 31 and replacing page 9, is that what's happening?

Mr. Nolan: That's a great question and I believe that's what we're doing. We're withdrawing page 9, the 4th name, down and we're adding page 31, which adds that same person. It's just that they went to a different location and then we're adding the Proctor High school application for the extended field trip to Nazareth College, which I'll be there that day, Italian food. I'll make sure that the students get there and are properly equipped and I'm looking forward to it actually.

President Hobika, Jr.: Alright so before we make the motion to adopt the report does anyone need any pages withdrawn?

Mr. Dawes: Are we withdrawing all of page 9?

Mr. Nolan: No, Just the fourth name down.

President Hobika, Jr.: and then adding it.

Mr. Dawes: Ok I just wanted to make sure.

Mr. Nolan: Mr. Ferraro

President Hobika, Jr.: Wait so first of all to adopt everything but the Superintendent's report everything but page 6, now we need a motion for page 6.

Moved by Mrs. Knoop and seconded by Mrs. Padula.

President Hobika, Jr.: Okay it's now open for discussion.

Mr. Dawes: Ok, Mike I just have a question - there's 3 bids one for \$220,500, one for 83440 and one for 46. Why is there such a large discrepancy from one bid to the other I mean that kind of scares me.

Mr. Ferraro: So realistically. We interviewed all three of the companies that bid there's a scope of work that was provided to them. It's all an equal scope of work. I just think some companies bid higher than others just to see if they get the work or not.

Mr. Dawes: Yeah, I understand that.

Mr. Ferraro: The Paragon environmental has done multiple jobs here over the years. We know that they're competent.

Mr. Dawes: It just scares me that there's a \$220,000 bid and the guy that's going to get it.

Mr. Ferraro: So, we did the process. We interviewed him. We went over the scope of work. We gave each lower bidder the opportunity if they thought they missed something and they would pull their bid, and they didn't and it's realistically, it's soil removal.

President Hobika, Jr.: We also received a memo from Michelle Albanese outlining, providing the bids themselves I believe.

Mr. Dawes: No, no I understand. I am just saying it scares me.

Mr. Ferraro: Like I said, we interview each bidder. Went over the scope of work with each bidder and two of the bidders we've worked with in the past and the low bidder too we've worked with in the past.

President Hobika, Jr.: Any other comments or questions? If not, we'll call it a question. All in favor. It passed

There being no further discussion, **motion carried 6-0.**

THIS CONCLUDED THE SUPERINTENDENT'S REPORT.

Reports of the Special Committees

BOCES Report – President Joseph Hobika, Jr.

President Hobika, Jr. reported "They have their annual meeting next Wednesday and I don't know if anyone plans on going, but if you do, please let Kathy Hughes know so she can notify BOCES. It's a great, it's a great opportunity. You'll meet a lot of wonderful kids."

Audit/Finance/Grant/Insurance Committee – Donald Dawes/Joseph Hobika, Jr./Tennille Knoop

Nothing to report this month.

Capital Projects/Buildings & Grounds/Health & Safety Committee – Danielle Padula/Donald Dawes/David Testa

Nothing to report this month.

PEAC Committee – Donald Dawes/Robert Cardillo/James Paul

Nothing to report this month.

Channel 3/Communications/Fine Arts – Tennille Knoop/David Testa/Danielle Padula

Nothing to report this month.

Policy Committee – Tennille Knoop/Robert Cardillo/Joseph Hobika, Jr.

Nothing to report this month.

Diversity/Community Outreach – Danielle Padula/James Paul/Robert Cardillo

Nothing to report this month.

Personnel/Instruction & Professional Development – Joseph Hobika, Jr./Tennille Knoop/James Paul

Nothing to report this month.

Citizen Advisory/Code of Conduct – James Paul/Danielle Padula/Robert Cardillo

Nothing to report this month.

Financial Report

Budget Status Report – Haylee Lallier, Treasurer

Ms. Lallier reported "Good evening. We have not received the March payment for payments received for the end of February. The current tax balances are for the 20-21 school year around 633,000, for the 21-22 school year around 912,000 and for the 22-23 school year, around 2,522,000 and are there any questions? "

Mr. Dawes: Now where do we stand with that 2 year is that caught up or is that the 2021? I'm getting confused.

Ms. Lallier: Well, they're not budging on the paying us earlier but that 21 to 21, they have until the end of June to pay it off.

Mr. Dawes: But that is to be paid this year.

Ms. Lallier: Yes

Mr. Dawes: Okay, thanks.

President Hobika, Jr.: So, I was looking at the breakdown of appropriation, the status report. I noticed a number of items there were well over budget. So, I was wondering how that happens and what steps are taken to address things like that? So, for example just take music supplies. Now we had a budget line of \$100,000. I'm not sure what that was, but it looks like somebody went \$166,467.75 over that budgeted amount. I don't recall any Board items that would have authorized the acquisition of whatever that happens to be. So, I just was wondering how that gets tracked is that something that you track?

Ms. Lallier: I mean I look at I usually look at these. If the numbers are off by a lot I'll go get with Michelle and see what we can do to see if there's a mistake done. But if there's a check in question, I usually pull it and see who authorized the payment.

President Hobika, Jr.: Ok so for like example under custodial operations there's plant equipment. That was a budget of \$70,000 and with the adjustments it looks like that went \$317,000 over budget. I was just wondering how, you know, that occurs and what whether or not there's something, I don't believe there's anything presented to the Board that authorize that? So, I'd like to, and I mentioned this to our auditor, I would like to get a handle on some of these items that seem to be well over budget. It doesn't mean to be you know, that anything terrible or untoward that happened, but we're the Board and we're supposed to be paying attention to this stuff. I've been raising this issue and I think we need to get a better handle on it. That's all because I think for example, Paris provided us with some information showing that there were budget transfers that are going to be required. You know we should be provided with the details of that stuff so that we can approve them having the proper information.

Internal Auditor Report – Paris Rich, Internal Auditor

Mr. Rich: I think Michelle's not being here also hurts with a lot of those transfers. There's always going to be transfers every year.

President Hobika, Jr.: Right.

Mr. Rich: Okay, but I mean there's a lot of them that are negative like you said. So, had she been here, I don't think there would have been as many because I think she's the one that pretty much takes care of it.

President Mr. Hobika, Jr.: You mean explain them or?

Mr. Rich: Both.

President Hobika, Jr.: Oh, okay.

Mr. Rich: Because I don't know what's in the budget, in each line item. Obviously, salaries is easy, but on bigger expenditures I don't know those. So, I really couldn't do anything with helping with transfers.

President Hobika, Jr.: So, we have your, I mean, and I appreciate that you provided the Board with a copy of the policy indicating that transfers in excess of \$2,500 require Board Approval. So, I do appreciate that you provided that. So, I'm assuming that at this point we're going to spend a little time on that and get a handle on it. I'm sure with our new business official we'll run all that to ground and just so that we're a little bit more; we have a little bit more education on it so that we understand. Again, I'm not saying that there's anything untoward about it. I'm just saying that it's part of our obligation to pay attention to that stuff. Obviously, you are part of the eyes and ears for that. So, I appreciate that. Is there anything else you want to share with us tonight?

Mr. Rich: I audited the payroll from 3/10. There was a few discrepancies. There's nothing major. Sometimes teachers tend to forget what they put in and they dupe a couple hours or something. So, then I compare them and bring them up to payroll and we pull the card and if it's correct then payroll usually sends an e-mail to the teacher saying that their pay is going to be short, or sometimes they have an extra hour that they didn't. But nothing. There's no problem that we don't have an answer for all of it. I did a sample of accounts payable disbursement warrant. We do have an internal accounts payable, but every quarter I'd like to look at it, and didn't find any problems with that.

President Hobika, Jr.: So, when you say accounts payable, you're talking about like

Mr. Rich: The warrants for checks

President Hobika, Jr.: Accounts payable, those are like bills that we have to pay?

Mr. Rich: Correct.

President Hobika, Jr.: Okay so is there's a process by which the District has to follow depending on, for example, if its equipment acquisition or if its services is there some

Mr. Rich: Yeah there's different things, obviously. You have to offer a bid over \$15,000 and now I hear that there's \$1,000 if it's over \$1,000 then you have to get quotes on, from three people. So, there's a process of certain things.

President Hobika, Jr.: Yeah, that's actually I think been in place, but there's more emphasis on it now

Mr. Rich: Yeah that's been there

President Hobika, Jr.: Because we're just trying to create a little more accountability, right?

Mr. Rich: Correct.

President Hobika, Jr.: So, you're looking at that now?

Mr. Rich: Yeah.

President Mr. Hobika, Jr.: Okay.

Mr. Rich: Well I have been.

President Hobika, Jr.: You have been?

Mr. Rich: Yeah.

President Hobika, Jr.: You have not or you have been?

Mr. Rich: No, I have been.

President Hobika, Jr.: Okay.

Mr. Rich: Every quarter I usually do a sample.

President Hobika, Jr.: You do a sample?

Mr. Rich: Yeah.

President Hobika, Jr.: Okay, so it just didn't fall, like, for example, when the district bought 1,000 desks at Proctor on a claimant voucher you just happened to miss that one? You just missed that one because it wasn't in the sample?

Mr. Rich: I might not have pulled that one.

President Hobika, Jr.: Yeah, okay. All right. Anyone else have any questions for Paris? Thank you, Paris. We appreciate your diligence and I'm glad you're ramping up.

Approval of Minutes

Mrs. Knoop made a motion to approve the following minutes; seconded by Mr. Cardillo

- February 28, 2023 – Special Meeting
- February 28, 2023 – Regular Meeting

There being no further discussion; **motion carried 6-0.**

Meeting Location

The April 25, 2023 Board Meeting will be held in the Board Room.

New Business

2023- 2024 School Budget will be presented to Board on April 18,2023 at 5:00 p.m. in the Board Room

Adjournment

Mrs. Knoop made a motion to adjourn the March 28, 2023, Regular Meeting; seconded by Mr. Cardillo.

The March Meeting was adjourned at 8:54 p.m.

There being no further discussion; **motion carried 6-0.**

Respectfully transcribed and submitted:

STEPHANIE LYNESS
Assistant Board Clerk