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**SUBJECT:**

**Resolution for Kimberly Adorino**

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

**RESOLUTION FOR KIMBERLY ADORINO  
FORMER UTICA CITY SCHOOL DISTRICT EMPLOYEE**

The Board of Education of the Utica City School District records with sorrow the passing of former employee Kimberly Adorino. Ms. Adorino was a teacher in the Utica City School District for over 15 years. She enthusiastically expressed a profound fondness for her students, passionately nurturing their self-esteem both inside and outside the classroom before retiring in 2019.

Resolved, that the Board of Education expresses its sincere sympathy to the family of Ms. Adorino and that this resolution be saved upon the records of the district.

Date: April 15, 2024

\_\_\_\_\_  
Kathy Hughes, District Clerk  
Utica City School District

**SUBJECT:**

**Resolution**

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

**RESOLUTION**

At a meeting of the Board of Education of the Utica City School District, held on April 15, 2024;

The meeting was called to order by Joseph Hobika, Jr., President of the Board of Education, and upon roll call, the following members were:

PRESENT:

ABSENT:

OTHERS ALSO PRESENT:

The following Resolution was offered by \_\_\_\_\_, and seconded by \_\_\_\_\_.

WHEREAS, the School District issued a competitive bid for the lease of student transportation vehicles for the 2024-25 school year ("2024-25 Vehicle Lease Bid") on or about January 18, 2024; and

WHEREAS, Durham School Services was the lowest responsive and responsible bidder for said 2024-25 Vehicle Lease Bid; and

WHEREAS, the Board of Education desires to contract with Durham School Services for the lease of vehicles pursuant to the 2024-25 Vehicle Lease Bid.

NOW, THEREFORE, BE IT RESOLVED that:

1. Durham School Services is hereby awarded the 2024-25 Vehicle Lease Bid. The Interim Superintendent or her designee is authorized and directed to execute an agreement in connection with said bid in a form approved by the School District's legal counsel and Administration.
2. This Resolution shall take effect immediately.

The question of the adoption of the foregoing Resolution was duly put to a vote, which resulted as follows:

AYES: \_\_\_\_\_ NAYS: \_\_\_\_\_

The Resolution was thereupon declared adopted.

Dated: April 15, 2024

\_\_\_\_\_  
Kathy Hughes, District Clerk  
Utica City School District

**SUBJECT:**

**Resolution**

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

**RESOLUTION**

WHEREAS, the Utica City School District (the "School District") is authorized by Section 305(14) of the Education Law to award transportation contracts through Request for Proposals ("RFP") procedures considering criteria set forth in Section 156.12 of the Commissioner's Regulations; and

WHEREAS, the School District elected to utilize an RFP process for procurement of transportation services, and distributed RFPs on or about January 17, 2024 as follows:

- RFP #2024-001 General Student Transportation Services Agreement - September 1, 2024 – June 30, 2027;
- RFP #2024-002 Athletic and Field Trip Transportation Services Agreement - September 1, 2024 – June 30, 2027
- RFP #2024-003 Summer School Student Transportation Services Agreement - July 1, 2024 – August 31, 2026 (collectively the "RFPs")

WHEREAS, following the RFP process, the School District's transportation committee evaluated proposals from two (2) transportation vendors in accordance with the scoring criteria set forth in the RFPs, and recommended the School District award the contracts to the highest scoring vendors, as follows:

- General Student Transportation Services:
  - Durham School Services and First Student, Inc.
- Athletic and Field Trip Transportation Services:
  - Durham School Services and First Student, Inc.
- Summer School Student Transportation Services:
  - Durham School Services; and

WHEREAS, in accordance with the recommendation of the School District's transportation committee, the Board of Education wishes to award the contracts for the student transportation services set forth in the RFPs;

NOW, THEREFORE, BE IT RESOLVED, the Board approves award of the RFPs for General Student Transportation Services to Durham School Services and First Student, Inc., Summer School Student Transportation Services to Durham School Services, and Athletic and Field Trip Transportation Services to Durham School Services and First Student, Inc., pursuant to contract terms to be negotiated by legal counsel in substantially the same form as the contracts attached to the RFPs. The Interim Superintendent of Schools is hereby authorized to execute the contracts for said transportation services. The School District's Administration is further authorized and directed to take all steps necessary to carry out the terms of such contracts. This resolution shall take effect immediately.

Date: April 15, 2024

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Kathy Hughes, District Clerk  
Utica City School District

**SUBJECT:**

**Resolution – Approving Inspection and Testing Services  
Capital Improvement Projects**

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

**RESOLUTION  
APPROVING INSPECTION AND TESTING SERVICES  
Capital Improvement Projects**

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 retain a qualified inspection and testing service to provide the required inspections, testing, and related professional services in connection with its ESSER-3 funded Capital Improvement Projects and its CTE Capital Improvement Projects (the "Projects"); and

WHEREAS, the Project Construction Manager solicited proposals to provide inspection and testing services in connection with the Projects; and

WHEREAS, the School District received proposals in response to the solicitation and, in conjunction with the Project Construction Manager, diligently analyzed the proposals; and

WHEREAS, the Interim Superintendent of Schools recommends acceptance of the proposal for services submitted by Atlantic Testing Laboratories, Ltd. ("Atlantic") dated March 22, 2024 (the "Proposal for Services");

WHEREAS, the Board of Education, as a result of the review process has selected Atlantic to provide the services described in the Proposal for Services for the Projects; and

WHEREAS, the Board of Education desires to authorize the President of the Board and/or the Interim Superintendent of Schools to negotiate and enter into one or more contracts with Atlantic for services in connection with the Projects as described in and in compliance with its Proposal for Services; and

NOW, THEREFORE, be it resolved as follows:

1. Based on the recommendation of the Project Construction Manager, the Board of Education hereby approves the retention of Atlantic to provide services in accordance with the terms and conditions of its Proposal for Services.
2. The Board of Education hereby authorizes the President of the Board or the Interim Superintendent of Schools to enter into a contract with Atlantic on behalf of the Board of Education in compliance with the Proposal for Services with such modifications, additions, and revisions (other than a change to the scope of the work, the unit fees, or reimbursable expenses) as may be approved by the Interim Superintendent of Schools and legal counsel, which approval shall be conclusively shown by the execution thereof.
3. Upon Board of Education approval, this resolution shall take effect immediately.

CERTIFICATION

A regularly scheduled meeting of the Board of Education of the Utica City School District held on April 15, 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 as follows:

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

Dated: April 15, 2024

\_\_\_\_\_  
Kathy Hughes, District Clerk  
Utica City School District

**FOR ACTION:**

**Volume LVIII**

**Report No. S – 329**

**SUBJECT:**

**Creation of Position**

Authorization is requested of the Board of Education to create one (1) Office Specialist (12-months) position for Special Education Department, effective April 16, 2024.

**FOR ACTION:**

**Volume LVIII**

**Report No. S – 330**

**SUBJECT:**

**Employment Agreement between the Utica City School District and Lisa Putnam, Part-time CSE Chairperson**

Authorization is requested by the Board of Education to approve the Employment Agreement between the Utica City School District and Lisa Putnam, Part-time CSE Chairperson, effective August 21, 2024 – June 30, 2025 at a rate of \$432.00 per diem.

**FOR ACTION:**

**Volume LVIII**

**Report No. S – 331**

**SUBJECT:**

**Appointment of Additional Election Stand-By Inspectors**

Authorization is requested of the Board of Education to approve the appointment of the following additional Election Stand-By Inspectors at a salary of \$250.00 (only if called/needed to work):

Election Stand-by Inspectors:

Daniels	James
Ellis	Ebony
McNeil	Sandra

**FOR ACTION:**

**Volume LVIII**

**Report No. S – 332**

**SUBJECT:**

**Service Agreement between the Utica City School and First Consulting, Inc.,**

Authorization is requested of the Board of Education to approve the Service Agreement between the Utica City School District and First Consulting, Inc., effective April 15, 2024.

**FOR ACTION:**

**Volume LVIII**

**Report No. S – 333**

**SUBJECT:**

**Agreement for Third Party Administration Services between the Utica City School District and NCAComp, Inc.**

Authorization is requested of the Board of Education to approve the Agreement for Third Party Administration between the Utica City School District and NCAComp, Inc., for a three-year period beginning July 1, 2024 and ending June 30 2027.



**FOR ACTION:**

**Volume LVIII**

**Report No. S – 334**

**SUBJECT:**

**Agreement between the Utica City School District and SUNY Polytechnic Institute for Use of Facilities**

Authorization is requested of the Board of Education to approve the Agreement between the Utica City School District and SUNY Polytechnic.

**FOR ACTION:**

**Volume LVIII**

**Report No. S – 335**

**SUBJECT:**

**Affiliation Agreement between the Utica City School District and University at Buffalo**

Authorization is requested of the Board of Education to approve the Affiliation Agreement between the Utica City School District and the University at Buffalo for a five-year period beginning July 1, 2024 and ending June 30, 2029.

**FOR ACTION:**

**Volume LVIII**

**Report No. S – 336**

**SUBJECT:**

**Affiliation Agreement between the Utica City School District and Mohawk Valley Community College**

Authorization is requested of the Board of Education to approve the Affiliation Agreement between the Utica City School District and Mohawk Valley Community College beginning April 9, 2024 and ending March 31, 2025

**FOR ACTION:**

**Volume LVIII**

**Report No. S – 337**

**SUBJECT:**

**Agreement between the Utica City School District and the City of Utica (Pixley Park)**

Authorization is requested of the Board of Education to approve the Agreement between the Utica City School District and the City of Utica (Pixley Park) for student athletic and educational purposes for its Boys Lacrosse and other extracurricular events.

**FOR ACTION:**

**Volume LVIII**

**Report No. S – 338**

**SUBJECT:**

**Agreement between the Utica City School District and American Institutes for Research (AIR)**

Authorization is requested of the Board of Education to approve the Agreement between the Utica City School District and the City of Utica and American Institutes for Research (AIR)

**FOR ACTION:**

Volume LVIII

Report No. S – 339

**SUBJECT:****Application for Grant –  
2024 Title III ELL Amendment**

Authorization is requested of the Board of Education to approve the application for additional funding in the amount of \$22,058 through the New York State Education Department to continue funding for the Title III ELL Grant:

**BUDGET:**

<b>PERSONNEL:</b>	<b>\$12,000</b>
• Summer ELT – 300 teacher hours x \$40/hour	12,000
<b>Purchased Service:</b>	<b>\$4,250</b>
• Compass Interpreters (The Center) Translation services – 85 hours x \$50	4,250
<b>FRINGE:</b>	<b>\$2,173</b>
• Including FICA, and Retirement	2,173
<b>Travel:</b>	<b>\$3,635</b>
• Summer ELT Bussing – 10 days x 5 hours x \$72.70/hour	3,635
<b>TOTAL</b>	<b>\$22,058</b>

**This budget is contingent on the approval from NYSED Grant Finance and may be changed based on their recommendations.**

**FOR ACTION:**

Volume LVIII

Report No. S – 340

**SUBJECT:****Application for Grant –  
2024 Title 1 School Improvement Grant (SIG) Planning**

Authorization is requested of the Board of Education to approve the application for funding in the amount of \$20,000 through the New York State Education Department to continue funding for 2024 Title I School Improvement Grant (SIG) Planning.

**BUDGET:**

<b>PERSONNEL:</b>	<b>\$11,600</b>
• Teacher/Administration participation, facilitation, and development of SCEP Plan (Kernan)	11,600
<b>SUPPLIES AND MATERIALS:</b>	<b>\$319</b>
• Meeting materials such as chart paper, markers, post its, pens etc.	319
<b>FRINGE:</b>	<b>\$2,081</b>
• Including FICA, and Retirement	2,081
<b>BOCES:</b>	<b>\$6,000</b>
• MORIC consultation – Amy Kunz	6,000
<b>TOTAL</b>	<b>\$20,000</b>

**This budget is contingent on the approval from NYSED Grant Finance and may be change based on their recommendations.**

**FOR ACTION:**

**Volume LVIII**

**Report No. S – 341**

**SUBJECT:**

**Request of Funding from the Community Foundation of  
Herkimer and Oneida Counties, Inc.**

Authorization is requested of the Board of Education to approve the request of funding from the Community Foundation of Herkimer and Oneida Counties, Inc., for services rendered during the Proctor High School Musical in the amount of \$6,000.

**FOR ACTION:**

**Volume LVIII**

**Report No. S – 342**

**SUBJECT:**

**Donation of CPR Kits from the American Heart  
Association in Partnership with Adirondack Bank**

Authorization is requested of the Board of Education to approve and accept the donation of two (2) cardiopulmonary resuscitation (CPR) kits from the American Heart Association in partnership with Adirondack Bank.

**FOR ACTION:**

**Volume LVIII**

**Report No. S – 343**

**SUBJECT:**

**Donation from A&P Master Images**

Authorization is requested of the Board of Education to approve and accept a \$200.00 donation from A&P Master Images to pay for the first 100 students to attend the 2<sup>nd</sup> Annual Cops and Raiders Basketball Game.

**FOR ACTION:**

**Volume LVIII**

**Report No. S – 344**

**SUBJECT:**

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

Authorization is requested of the Board of Education to approve approximately twenty-four (24) Proctor High School NJROTC students to travel to the Rochester Institute of Technology (RIT), the Susan B. Anthony Museum, Fort Niagara and the Museum of Science from Friday, May 3, 2024 to Sunday, May 5, 2024. The purpose of this trip is for these students to visit the college and various museums, as well as experience life on board a navy ship and battle fields.

Supervision of these students will be provided by Master Chief Mark Williamson, Chief Randi Hylton, Raquel Rios, and Tamara Egresits.

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

**FOR ACTION:**

**Volume LVIII**

**Report No. B – 70**

**SUBJECT:**

**Budget Transfer – Internal Risk Assessment**

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

	<u>Account</u>	<u>Description</u>		<u>Amount</u>
From:	A9770.700-00-0000	Ran – Interest	\$	25,000
To:	A1320.400-00-0000	Auditing – Internal Audit	\$	25,000

Explanation: To increase due to unanticipated outsourcing of internal risk assessment and encompassing 2 years – 2023 and 2024.

A9770.700-00-0000	Original Budget	\$	200,000
	Revised Budget with Transfer	\$	114,000
	Transfers In	\$	-
	Transfers Out	\$	61,000
	Expended & Encumbered	\$	-
	Balance before Transfer	\$	139,000
	Percent Used (Original Budget)		0.00%
	Percent Used (Revised Budget)		0.00%
A1320.400-00-0000	Original Budget	\$	7,500
	Revised Budget with Transfer	\$	32,500
	Transfers In	\$	-
	Transfers Out	\$	-
	Expended & Encumbered	\$	30,670
	Balance before Transfer	\$	(23,170)
	Percent Used (Original Budget)		408.93%
	Percent Used (Revised Budget)		94.37%

**FOR ACTION:**

**Volume LVIII**

**Report No. B – 71**

**SUBJECT:**

**Budget Transfer – External Audit**

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

	<u>Account</u>	<u>Description</u>		<u>Amount</u>
From:	A9770.700-00-0000	Ran – Interest	\$	16,500
To:	A1320.442-00-0000	Auditing – Internal Auditing Fees	\$	16,500

Explanation: To increase for additional work performed by external financial statement auditors and contract with new audit firm – Bonadio in 2023.

A9770.700-00-0000	Original Budget	\$	200,000
	Revised Budget with Transfer	\$	97,500
	Transfers In	\$	-
	Transfers Out	\$	86,000
	Expended & Encumbered	\$	-
	Balance before Transfer	\$	114,000
	Percent Used (Original Budget)		0.00%
	Percent Used (Revised Budget)		0.00%
A1320.442-00-0000	Original Budget	\$	50,000
	Revised Budget with Transfer	\$	66,500
	Transfers In	\$	-
	Transfers Out	\$	-
	Expended & Encumbered	\$	60,000
	Balance before Transfer	\$	(10,000)
	Percent Used (Original Budget)		120.00%
	Percent Used (Revised Budget)		90.23%

**FOR ACTION:**

**Volume LVIII**

**Report No. B – 72**

**SUBJECT:**

**Budget Transfer – Outside Legal Services**

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

	<u>Account</u>	<u>Description</u>		<u>Amount</u>
From:	A9060.800-00-0000	Health Insurance	\$	200,000
To:	A1420.400-00-0000	Legal - Contractual	\$	16,500

Explanation: To increase for utilization of outside legal counsel.

A9060.800-00-0000	Original Budget	\$	26,413,500
	Revised Budget with Transfer	\$	25,415,501
	Transfers In	\$	-
	Transfers Out	\$	797,999
	Expended & Encumbered	\$	24,655,929
	Balance before Transfer	\$	959,572
	Percent Used (Original Budget)		93.35%
	Percent Used (Revised Budget)		97.01%
A1420.400-00-0000	Original Budget	\$	150,000
	Revised Budget with Transfer	\$	655,554
	Transfers In	\$	305,554
	Transfers Out	\$	-
	Expended & Encumbered	\$	544,242
	Balance before Transfer	\$	(88,055)
	Percent Used (Original Budget)		362.83%
	Percent Used (Revised Budget)		83.02%

**FOR ACTION:**

**Volume LVIII**

**Report No. B – 73**

**SUBJECT:**

**Budget Transfer – Architectural/Engineering**

Authorization is requested of the Board of Education to approve the following Budget Transfer – Architectural/Engineering Services for Fiscal Year 2023-2024:

	<u>Account</u>	<u>Description</u>		<u>Amount</u>
From:	A9770.700-00-0000	RAN - Interest	\$	75,360
To:	A1621.436-00-0000	Plant – Architectural/Engineering	\$	75,360

Explanation: To increase for the updating of abstracts and property surveys of buildings.

A9770.700-00-0000	Original Budget	\$	200,000
	Revised Budget with Transfer	\$	22,140
	Transfers In	\$	-
	Transfers Out	\$	102,500
	Expended & Encumbered	\$	-
	Balance before Transfer	\$	97,500
	Percent Used (Original Budget)		0.00%
	Percent Used (Revised Budget)		0.00%
A1621.436-00-0000	Original Budget	\$	100,000
	Revised Budget with Transfer	\$	175,360
	Transfers In	\$	-
	Transfers Out	\$	-
	Expended & Encumbered	\$	33,029
	Balance before Transfer	\$	66,971
	Percent Used (Original Budget)		33.03%
	Percent Used (Revised Budget)		18.83%

**FOR ACTION:**

**Volume LVIII**

**Report No. B – 74**

**SUBJECT:**

**Budget Transfer – Special Aid Transfer**

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

	<u>Account</u>	<u>Description</u>		<u>Amount</u>
From:	A5510.409-00-0000	Transportation – Summer School	\$	50,081
To:	A9901.950-00-0000	Transfer to Special Aid	\$	50,081

Explanation: To adjust for unanticipated increase in District match to federal funds for summer school.

A5510.409-00-0000	Original Budget	\$	220,000
	Revised Budget with Transfer	\$	169,919
	Transfers In	\$	-
	Transfers Out	\$	-
	Expended & Encumbered	\$	62,947
	Balance before Transfer	\$	157,053
	Percent Used (Original Budget)		28.61%
	Percent Used (Revised Budget)		37.05%
A9901.950-00-0000	Original Budget	\$	100,000
	Revised Budget with Transfer	\$	150,081
	Transfers In	\$	-
	Transfers Out	\$	-
	Expended & Encumbered	\$	33,029
	Balance before Transfer	\$	66,971
	Percent Used (Original Budget)		33.03%
	Percent Used (Revised Budget)		22.01%



**FOR ACTION:**

**Volume LVIII**

**Report No. B – 75**

**SUBJECT:**

**Disposal of Obsolete Vehicles**

Authorization is requested of the Board of Education to dispose of obsolete vehicles located at the Maintenance Shop.

**FOR ACTION:**

**Volume LVIII**

**Report No. B - 76**

**SUBJECT:**

**Disposal of Obsolete Technology Equipment**

Authorization is requested of the Board of Education to dispose of obsolete technology equipment form Proctor High school.



**FOR ACTION:**

**Volume LVIII**

**Report No. P – 36**

**SUBJECT:**

**Change of Assignment**

**Transportation**

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

Winy Martinez

From: Bus Monitor  
To: Bus Driver  
Salary: \$22.44 per hour  
Effective: April 17, 2024

**FOR ACTION:**

**Volume LVIII**

**Report No. P – 36**

**SUBJECT:**

**Change of Assignment**

**Transportation**

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

Gabriel Campos

From: Substitute Bus Driver  
To: Substitute Bus Monitor  
Salary: \$15.00 per hour  
Effective: April 17, 2024

**FOR ACTION:**

**Volume LVIII**

**Report No. P – 36**

**SUBJECT:**

**Unpaid Leave of Absence**

**Security**

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

Duhamel Morales-Mercado

Security Monitor  
Donovan Middle School  
From: May 20, 2024  
To: June 5, 2024  
Reason: Military duties  
Notification Received: March 27, 2024

**FOR ACTION:**

**Volume LVIII**

**Report No. P – 36**

**SUBJECT:**

**Resolution for Probationary Appointment  
Nikiya Pomponi – ENL 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 Nikiya Pomponi, who possesses English to Speakers of Other Languages, Professional Certificate; Childhood Education Grades 1-6, Professional Certificate issued by the Commissioner of Education, is appointed to the position of ENL Teacher in the tenure area of ENL, to a three-year probationary term commencing April 17, 2024 and expiring April 17, 2027 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, Nikiya Pomponi 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. Nikiya Pomponi's salary shall be \$89,076 prorated as set forth in Step MA+84, O1-15 of the collective bargaining agreement.

**FOR ACTION:**

**Volume LVIII**

**Report No. P – 36**

**SUBJECT:**

**Resolution for Probationary Appointment  
Bobbie Schultz – Special Education 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 Bobbie Schultz, who possesses Students with Disabilities Grades 1-6, Initial Reissuance Certificate issued by the Commissioner of Education, is appointed to the position of Special Education Teacher in the tenure area of Special Education, to a four-year probationary term commencing May 1, 2024 and expiring May 1, 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, Bobbie Schultz 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. Bobbie Schultz's salary shall be \$44,212 prorated as set forth in Step MA+36, D-4 of the collective bargaining agreement.

**FOR ACTION:**

**Volume LVIII**

**Report No. P – 36**

**SUBJECT:**

**Resolution for Probationary Appointment  
Ewa Koscinski – General Science 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 Ewa Koscinski, who possesses Biology 7-12, Initial Certificate issued by the Commissioner of Education, is appointed to the position of General Science Teacher in the tenure area of General Science, to a four-year probationary term commencing April 16, 2024 and expiring April 16, 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, Ewa Koscinski 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. Ewa Koscinski's salary shall be \$44,728 prorated as set forth in Step MA+42, D-4 of the collective bargaining agreement.

**FOR ACTION:**

**Volume LVIII**

**Report No. P – 36**

**SUBJECT:**

**Resolution for Probationary Appointment  
Jacob Sperling – General Science 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 Jacob Sperling, who possesses Biology 7-12, Initial Certificate issued by the Commissioner of Education, is appointed to the position of General Science Teacher in the tenure area of General Science, to a four-year probationary term commencing July 1, 2024 and expiring July 1, 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, Jacob Sperling 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 he receives an ineffective composite or overall rating in the final year of the probationary period he shall not be eligible for tenure at that time. Jacob Sperling's salary shall be \$45,539 prorated as set forth in Step MA+36, D-4 of the collective bargaining agreement.

**FOR ACTION:**

**Volume LVIII**

**Report No. P – 36**

**SUBJECT:**

**Resolution for Probationary Appointment  
Sarah Colone – School Social Worker**

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 Sarah Colone, who possesses Biology 7-12, Initial Certificate issued by the Commissioner of Education, is appointed to the position of School Social Worker in the tenure area of School Social Worker, to a four-year probationary term commencing May 1, 2024 and expiring May 1, 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, Sarah Colone 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. Sarah Colone's salary shall be \$44,834 prorated as set forth in Step BA+48, D-4 of the collective bargaining agreement.

**FOR ACTION:**

**Volume LVIII**

**Report No. P – 36**

**SUBJECT:**

**Resolution for Probationary Appointment  
Gennaro Spina – 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 Gennaro Spina, 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, to a four-year probationary term commencing April 29, 2024 and expiring April 29, 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, Gennaro Spina 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 he receives an ineffective composite or overall rating in the final year of the probationary period he shall not be eligible for tenure at that time. Gennaro Spina's salary shall be \$40,861 prorated as set forth in Step BA, D-4 of the collective bargaining agreement.

**FOR ACTION:**

**Volume LVIII**

**Report No. P – 36**

**SUBJECT:**

**Resolution for Probationary Appointment  
Yunyoung Lee – 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 Yunyoung Lee, who possesses Level I Teaching Assistant certification issued by the Commissioner of Education, is appointed to the position of Teacher Assistant effective April 16, 2024. Yunyoung Lee'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 – 36**

**SUBJECT:**

**Resolution for Probationary Appointment  
Esmeralda Huskic – 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 Esmeralda Huskic, who possesses Level III Teaching Assistant certification issued by the Commissioner of Education, is appointed to the position of Teacher Assistant effective April 29, 2024. Esmeralda Huskic'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 – 36**

**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:

- Margaret Doyle

**FOR ACTION:**

**Volume LVIII**

**Report No. P – 36**

**SUBJECT:**

**Resolution for Per Diem Substitutes**

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:

- Ehdoh Bush
- Cierra Duval
- Marisa Koenen – pending NYS fingerprint clearance
- Ana Larkin
- Miranda Paulino
- Sara Puric
- Paul Roberts

**FOR ACTION:****Volume LVIII****Report No. P – 36****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

Kerry Calogero  
 Monica Bravo  
 Mitchell Duncan  
 Meghan Wright  
 Stacy Kleber

Salary: \$40.00 per hour, Funding – C4E (Not to exceed 600 hours per school)

**FOR ACTION:****Volume LVIII****Report No. P – 36****SUBJECT:****Appointments**

**Special Education Summer School  
 July 1, 2024 – August 9, 2024**

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

Teacher Assistants:

Joseph Gentile, Jr.	Christine Mathis
Jashawn Darrell	Sharine Newman
Melissa DeBiase	Adam Jacobs
Kerry Lockwood	Danielle Weaver
Sami Peralta	Krissy Moynihan
Fransuas Ortiz	Michele Wyborski
Desiree Rivera	Laura Yager
Rebecca Piper	Lance DeCarlo
Phung Hoang	Yulissa Lindsey
Christina Feliciano	Ashley Wnuk-Frank
Rachel Olds	Michelle Fabbio
Aalisah Aponte	Heather Mauro
Jennifer Vazquez	Christopher Morin
Jane Ruffing	Eileen Angelico
Elham Wassel	Wilhemina Davis
Shantai Lockwood	Christina Connor Carpenter
Diane Butler	Katrel Troutman
Immani Patterson	Darlene Shelton
O'Neal Esty	Krystle Galarza

Salary: Hourly rate per hour per SEIU contract



**SUBJECT:**

**Appointments**

**Special Education Summer School  
July 1, 2024 – August 9, 2024**

It is recommended that the following appointments be approved for the Special Education Summer School (Extended School Year) 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:

Melissa Sperry  
Jeneva Taylor  
Nancy Collins  
DeAnne Dow  
Donna LaPorte  
Roxanne Irizarry  
Jacques LaReaux  
Julie Acquaviva  
John Lamb  
Nicole DelVecchio  
Caroline Clowes  
William Eccleston  
Alexis Holmer  
Bobbie Schultz

Substitute Teachers:

Sara Greene  
LeighAnn Artessa  
Edwin Guzman  
Suzanne Gazzilli  
David Luciano  
Shari Williams

Physical Education:

Nicholas Galiulo

Music:

Christopher DeMauro

Occupational Therapist:

Carolyn Copeland  
Michele Roberts  
Sara Totaro  
Rachael Zielinski

Physical Therapist:

Marissa Hajec  
Kimberly Page

Social Worker:

Audriana Molina

Salary: \$40.00 per hour per UTA contract

Security:

Debra Chandler – hourly rate per contract

Clerical:

Latonya Gaffey – hourly rate per contract

Registered Nurse:

Pauline Murray – hourly rate per contract

**FOR ACTION:****Volume LVIII****Report No. P – 36****SUBJECT:****Appointments****Homebound Instruction**

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

- Frank Calhoun
- Michele Campola
- Alexis Holmer
- Donna LaPorte
- Leslie Milazzo

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 – 36****SUBJECT:****Appointments****Security**

It is recommended that the following appointments be approved:

Millery Melendez  
427 Deland Drive  
Utica, NY 13502

School Monitor (Security)  
District-Wide  
Effective: April 17, 2024  
Salary: \$18.08 per hour  
Education: Graduate of Penn Foster High School  
Experience: Cook, Franco's Pizza, Utica, NY  
6/23 to present

Tarell Smith  
16 Pleasant Street, Apt. 1  
Whitesboro, NY 13492

School Monitor (Security)  
District-Wide  
Effective: April 17, 2024  
Salary: \$18.08 per hour  
Education: Graduate of Paul Robeson High School  
Experience: Delivery Driver, Amazon, Syracuse, NY  
11/23 to present

**FOR ACTION:****Volume LVIII****Report No. P – 36****SUBJECT:****Appointments****Transportation**

It is recommended that the following appointments be approved:

Paola De La Cruz  
715 Elizabeth Street, Apt. 1  
Utica, NY 13501

Substitute Bus Monitor  
35 hours per week  
Salary: \$15.00 per hour  
Effective: April 17, 2024

Angel Gomez Alcantara  
742 South Street  
Utica, NY 13501

Substitute Bus Monitor  
35 hours per week  
Salary: \$15.00 per hour  
Effective: April 16, 2024

**FOR ACTION:**

**Volume LVIII**

**Report No. P – 36**

**SUBJECT:**

**Appointments**

**Food Service/Monitor**

It is recommended that the following appointments be approved:

Mirsada Dasic  
1610 Rutger Street  
Utica NY 13501

Food Service Worker-Breakfast and Lunch Program  
District-Wide – not to exceed 35 hours per week  
Effective: April 29, 2024  
Salary: \$16.32 per hour  
Education: Graduated 1991, Bosnia  
Experience: Technician, Omnicare, 2006 to 2021; Production Operator, Danfoss, 2021; Caregiver, Freedom Care, 2021-2023; Sub Food Service Worker-Breakfast and Lunch Program, Utica City School District  
February 14, 2024 to present

Sejla Cufurovic  
1815 Monroe Street  
Utica NY 13501

Monitor-Breakfast and Lunch Program  
District-Wide – not to exceed 35 hours per week  
Effective: April 29, 2024  
Salary: \$16.32 per hour  
Education: Graduated 2012, Proctor High School  
Experience: Secretary, Mustang Express, 2013 to 2015; Surgery Tech, Mohawk Valley Hospital Services  
February 12, 2024 to present

Eh Mwela Paw  
1577 Brinckerhoff Avenue  
Utica NY 13501

Food Service Worker-Breakfast and Lunch Program  
District-Wide – not to exceed 35 hours per week  
Effective: April 29, 2024  
Salary: \$16.32 per hour  
Education: Graduated 1987, Thailand  
Experience: Housekeeping, Turning Stone, 2008-2010; Home Care for Family, 2014 to 2017; Sub Food Service Worker-Breakfast and Lunch Program, Utica City School District  
February 12, 2024 to present

**SUBJECT:****Conferences**

It is recommended that the following conferences be approved:

<b><u>NAME</u></b>	<b><u>CONFERENCE</u></b>	<b><u>DATE</u></b>
Judeanne Rockford	McKinney Vento Grantees Annual Mandatory Meeting NYSTEACHS Albany, NY Approved by: A. Paradis & S. Falchi Allotted: \$260.00 from Budget Code: F304-2110-460-00 No Substitute Required	May 1, 2024

<b><u>NAME</u></b>	<b><u>CONFERENCE</u></b>	<b><u>DATE</u></b>
Judeanne Rockford	2024 Annual Conference New York Association for the Education of Young Children Oneida, NY Approved by: A. Paradis & S. Falchi Allotted: \$420.00 from Budget Code: F424-2010-404-00 No Substitute Required	May 16-18, 2024

**FOR INFORMATION:**

**Volume LVIII**

**Report No. P – 37**

**SUBJECT:**

**Resignation**

**Substitute Teacher**

It is recommended that the following resignation be accepted:

Maurice Williams

Substitute Teacher  
Effective: April 11, 2024  
Reason: Personal  
Notification Received: March 28, 2024

**FOR INFORMATION:**

**Volume LVIII**

**Report No. P – 37**

**SUBJECT:**

**Resignation**

**Security**

It is recommended that the following resignation be accepted:

Muhamed Merdanovic

Security Monitor  
District-Wide  
Effective: April 15, 2024  
Reason: Accepted a position with Utica Police Department  
Notification Received: April 1, 2024

**FOR INFORMATION:**

**Volume LVIII**

**Report No. P – 37**

**SUBJECT:**

**Resignation**

**Food Service/Monitor**

It is recommended that the following resignation be accepted:

D'Angelo Thomas

Substitute Food Monitor  
District-Wide  
Effective: March 28, 2024  
Reason: Personal  
Notification Received: March 28, 2024

**FOR INFORMATION:**

**Volume LVIII**

**Report No. P – 37**

**SUBJECT:**

**Involuntary Transfer**

**Clerical**

It is recommended that the following involuntary transfer be approved:

Alysha Mann

From: Typist (12-months)  
Proctor High School  
To: Typist (12-months)  
Donovan Middle School  
Effective: April 11, 2024

**FOR INFORMATION:**

**Volume LVIII**

**Report No. P – 37**

**SUBJECT:**

**Changes of Status**

**Occupational Therapist**

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

Alison Alberico	Occupational Therapist From: Provisional To: Permanent Effective: February 2, 2024
Danielle Manolescu	Occupational Therapist From: Provisional To: Permanent Effective: February 2, 2024
Shawn McQueeney	Occupational Therapist From: Provisional To: Permanent Effective: February 2, 2024
Michelle C. Roberts	Occupational Therapist From: Provisional To: Permanent Effective: February 2, 2024
Lori Sieffert	Occupational Therapist From: Provisional To: Permanent Effective: February 2, 2024
Sara Totaro	Occupational Therapist From: Provisional To: Permanent Effective: February 2, 2024
Rachel Zielinski	Occupational Therapist From: Provisional To: Permanent Effective: February 2, 2024

The above individuals have successfully passed their Civil Service examination for Occupational Therapist.

**FOR INFORMATION:****Volume LVIII****Report No. P – 37****SUBJECT:****Changes of Status****Physical Therapist**

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

Joseph DeCondo

Physical Therapist  
From: Provisional  
To: Permanent  
Effective: February 2, 2024

Jessica Dodge

Physical Therapist  
From: Provisional  
To: Permanent  
Effective: February 2, 2024

Shannon Kopcza

Physical Therapist  
From: Provisional  
To: Permanent  
Effective: February 2, 2024

Lauren Kozak

Physical Therapist  
From: Provisional  
To: Permanent  
Effective: February 2, 2024

The above individuals have successfully passed their Civil Service examination for Physical Therapist.

**FOR INFORMATION:****Volume LVIII****Report No. P – 37****SUBJECT:****Changes of Status****Clerical**

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

Jessica Ciccolella

Typist (12-months)  
Donovan Middle School  
From: Provisional  
To: Permanent  
Effective: February 2, 2024

Alysha Mann

Typist (12-months)  
Proctor High School  
From: Provisional  
To: Permanent  
Effective: February 2, 2024

Delaney McIntyre

Typist (12-months)  
Proctor High School  
From: Provisional  
To: Permanent  
Effective: February 2, 2024

\*Ms. Ciccolella, Ms. Mann and Ms. McIntyre has successfully passed their Civil Service examination for Typist.

**FOR INFORMATION:**

**Volume LVIII**

**Report No. P – 37**

**SUBJECT:**

**Unpaid Leaves of Absence    Food Service/Monitor**

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

Sherrie Goldman  
1201 Erie Street, Apt 1  
Utica, NY 13502

Monitor-Lunch Program  
King Elementary School – 15 hours per week  
From: April 6, 2024  
To: May 6, 2024  
Reason: Medical  
Notification Received: April 5, 2024

Jennifer Torres  
1200 Mary Street  
Utica NY 13501

Monitor-Lunch Program  
General Herkimer Elementary School – 16.25 hours per week  
From: March 23, 2024  
To: May 6, 2024  
Reason: Medical  
Notification Received: March 28, 2024