

	Page #
FOR ACTION	
S – 153 Resolution for Myron Sierson	3
S – 154 Resolution for Maureen Darling	4
S – 155 Resolution for Barbara Trybalski	5
S – 156 Resolution Approving Amendment to Employment Agreement for Superintendent of Schools – Christopher Spence	6
S – 157 Resolution Regarding State Environmental Quality Review (SEQR)	7
S – 158 Notice of Annual Election Vote and Public Vote on the 2025-2026 School District Budget: Tuesday, May 20, 2025	8 – 16
S – 159 Bond Resolution	17 – 21
S – 160 Resolution Approving a Capital Project Proposition for Submission to Voters at the May 20, 2025 School District Annual Meeting	22 – 24
S – 161 Memorandum of Agreement between the Utica City School District and the Utica Teachers' Association (Salary Credit for Graduate Credits)	25
S – 162 Memorandum of Understanding between the Utica City School District and Perch Place, LLC for the Ready for Kindergarten (R4K) Program	25
S – 163 Memorandum of Understanding between the Utica City School District and Mosaic Health	25
S – 164 Request for Acceptance of a Non-Resident Student	25
S – 165 Engagement Letter between the Utica City School District and Bonadio & Co., LLP for Extracurricular Club Training	25
S – 166 Donation from Indium Corporation to Utica City School District students and families	26
S – 167 Donation from Redeemer Church to Utica City School District students and families	26
S – 168 Donation from New York Sash to Utica City School District students	26
S – 169 Application for Extended Field Trip – Proctor High School	26
S – 170 Resolution Approving Varsity Baseball Team to Participate in Tournament in Myrtle Beach, South Carolina	27
FOR ACTION	
B – 30 Approval of Claims Auditor Reports	28
B – 31 Approval of Extra Class Quarterly Reports	28
B – 32 Disposal of Technology Equipment	28
B – 33 Disposal of Obsolete Cleaning Equipment	28
B – 34 Budget Transfer – Maintenance of Plant, Proctor Chillers	29
FOR ACTION	
P – 17 Retirement	30
Resignations	30
Rescindment of Resignation	30
Change of Assignment	31
Unpaid Leave of Absence	31
Employment Agreement between the Utica City School District and Michelle Hall	31
Resolution Appointing Michelle Hall, Director of Career & Technical Education (CTE)	32
Updated Resolution for Probationary Appointment of Tonya Hamell-Hoyte – Licensed Practical Nurse	32
Updated Resolution for Probation Appointment of Annette Ortiz – Special Education Teacher	32
Resolutions for Probationary Appointments	32 – 33
Resolutions for Per Diem Substitute	33
Resolutions for Substitute Teaching Assistant	34
Appointments	34 – 35
Mentors/Mentees for 2024-2025	36
Recruitment - TABLED	36
Conferences	37

FOR INFORMATION

P – 18	Resignations	38 – 40
	Rescindment of Appointment	40
	Change of Status	40
	Unpaid Leaves of Absence	41
	Extended Leave of Absence	41

MOTION FROM THE FLOOR

S – 171	Application for Extended Field Trip – Proctor	42
---------	---	----

SUBJECT:

Resolution for Myron Sierson

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

**Resolution for Myron Sierson
Former Employee of the Utica City School District**

The Board of Education of the Utica City School District records with sorrow the passing of former employee Myron Sierson. Mr. Sierson was employed by the Utica City School District for over 30 years as a science teacher.

Mr. Sierson dedicated his life to helping shape and impact the lives of his students beyond the classroom.

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

Date: February 13, 2025

Kathy Hughes, District Clerk
Utica City School District

SUBJECT:**Resolution for Maureen Darling**

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

**Resolution for Maureen Darling
Former Employee of the Utica City School District**

The Board of Education of the Utica City School District records with sorrow the passing of former employee Maureen Darling. Miss Darling was employed by the Utica City School District for 33 years as an elementary school teacher.

Miss Darling was a relentless advocate for her students. She left a mark on all who set foot in her classrooms. She wove music, visual arts and literature into all of her subjects providing a depth to learning that made a lasting impact on hundreds of students. She loved them all and continued to tell their stories throughout her retirement years.

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

Date: February 13, 2025

Kathy Hughes, District Clerk
Utica City School District

SUBJECT:

Resolution for Barbara Trybalski

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

**Resolution for Barbara Trybalski
Former Employee of the Utica City School District**

The Board of Education of the Utica City School District records with sorrow the passing of former employee Barbara Trybalski. Mrs. Trybalski was employed by the Utica City School District for over 30 years as a teacher.

Mrs. Trybalski will always be remembered as a wonderful wife, mother, sister, and aunt.

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

Date: February 13, 2025

Kathy Hughes, District Clerk
Utica City School District

FOR ACTION:

Volume LVIX

Report No. S – 156

SUBJECT:

Resolution Approving Amendment to Employment Agreement for Superintendent of Schools – Christopher Spence

WHEREAS, the Board and Dr. Spence have agreed to amend the terms and conditions of employment, and wish to execute an Amendment to the agreement; and

WHEREAS, the Board has duly considered the terms and conditions set forth in the proposed agreement;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Education of the Utica City School District as follows:

1. The Board hereby approves the Amendment to the Employment Agreement of the Superintendent of Schools for the Utica City School District, agreeing to pay for costs associated with the Superintendent's enrollment in the higher education program, and authorizes the President of the Board of Education to sign such Agreement on behalf of the Board.
2. This resolution shall take effect immediately.

Dated: February 13, 2025

Kathy Hughes, District Clerk
Utica City School District

SUBJECT:**Resolution Regarding State Environmental
Quality Review (SEQRA)**

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

RESOLUTION REGARDING STATE ENVIRONMENTAL QUALITY REVIEW

WHEREAS, the Board of Education of the Utica City School District (the "Board") has considered the effect upon the environment of the proposed 2025 Capital Improvement Project work, which will include, but is not limited to the following:

Renovations, replacements, improvements, rehabilitation and repairs to the buildings and grounds of the School District as set forth in the project scope, including but not limited to infrastructure, energy efficiency and mechanical upgrades, signage, playground replacements and upgrades, repairs to parking lots, drop-offs and sidewalks, resurfacing or replacing fields, tracks and other athletic areas.

WHEREAS, the Board has reviewed the scope of the project and has further received and considered the advice of its architects with respect to the potential for environmental impacts resulting from the proposed action; and

WHEREAS, the Board has reviewed the Proposed Action with respect to the Type II criteria set forth in 6 NYCRR Part 617.5(c), now therefore;

BE IT RESOLVED, by the Board of Education as follows:

1. The Proposed Action does not exceed thresholds established under 6 NYCRR Part 617, the State Environmental Quality Review Act, (SEQRA).
2. The Board hereby determines the Proposed Action as a Type II action in accordance with the SEQRA regulations involving replacement, rehabilitation or reconstruction of a structure or property.
3. No further review of the Proposed Action is required under SEQRA.
4. This resolution shall be effective immediately.

Dated: February 13, 2025

Kathy Hughes, Board Clerk
Utica City School District

SUBJECT:**NOTICE OF ANNUAL ELECTION VOTE AND PUBLIC VOTE
ON THE 2025 – 2026 SCHOOL DISTRICT BUDGET: TUESDAY, MAY 20, 2025**

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

1. List of Voting Districts for Annual School Election
2. Election Inspectors for School Election and Public Budget Vote
3. Annual Election and Budget Vote Time Schedule
4. Notice of Annual Election and Notice of Public Vote on the 2025-2026 School District Budget

RESOLVED, that the following people be and they hereby are appointed as a Board of Registration for the Utica City School District for a term on one year to commence on April 1, 2025 and to end on April 1, 2026:

Kathy Hughes	23 Pleasant Street, Utica, NY 13501
Stephanie Lyness	808 Sherman Place, Utica, NY 13502
Sherri Harris-Game	1212 Noyes Street, Utica, NY 13502
Daniel Wilczek	2817 Dearborn Place, Utica, NY 13502

AND BE IT FURTHER

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

RESOLVED, that the 28th day of April 2025 from 3:00 p.m. to 8:00 p.m. and the 6th day of May 2025 from 12:00 noon to 5:00 p.m., are hereby fixed by this Board of Education as the days and times at which the aforesaid Board of Registration of the Utica City School District shall meet, and further

RESOLVED, that the Clerk of the Board of Education hereby is directed to publish a Notice of Registration pursuant to Subdivision 5 of Section 2606 of the Education Law in the Observer Dispatch and Daily Sentinel, a newspaper having a general circulation in the Utica City School District. Registration will be held on April 28th May 6th 2025. Such notice, to be published in each of the two weeks prior to the first day of Registration, shall state the place and hours at which time the Board of Registration shall meet to prepare the school election register as aforesaid.

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

Compensation for Poll Clerks/Election Inspectors is as follows: Election inspectors \$250.00; Polling site coordinators \$275.00; Runners \$255.00; Election Office Workers \$18.00 per hour; Chairperson an additional \$15.00. Return Manager \$40.00, May training for Poll clerks/Election inspectors is \$30.00 for the training. Poll site Coordinator meeting is \$30.00 per day; Runner meeting is \$30.00 per day; and Oneida County Board of Election Training is \$50.00 per day.

The following individuals are appointed:

***Utica City School District Assistant Poll Clerks/Election Inspectors for
Annual Election Vote and Public Budget Vote
May 20, 2025**

General Supervisor:

Stephanie Lyness

808 Sherman Place, Utica, NY 13502

Runners:

Sharri Harris-Game
Daniel Wilczek
Melissa Hopkins
Toni Grant

1212 Noyes St., Utica, NY 13502
2817 Dearborn Place, Utica, NY 13502
918 Shaw Street, Utica, NY 13502
2031 Genesee Street, Utica, NY 13502

Election Inspectors/Assistant Poll Clerks

Election District	Polling Location				
1	Parkway Recreation Center	Delores	Belton	126 Boyce Ave	Utica
		Cassandra	Bradley	14 Newell St Apt 2	Utica
		Timothy	Curley	276 Genesee St Apt 107	Utica
		Roger	Frank	1650 Taylor Ave	Utica
		Arthur	Gary	9 Carlisle Ave	Utica
		Evalina	Haynes	929 Hillcrest Ave Apt E22	Utica
		Chase	Hoston	2030 Baker Ave	Utica
		Helen	Lanaux	29 Faxon St	Utica
		Marcella	Lee (Chief Election Inspector)	1518 Genesee St Apt 4	Utica
		Charles	Matheus	716 James St	Utica
		Karen	Mc Bride	1608 Brinkerhoff Ave	Utica
		Amerie	Pugh	216 Lansing St	Utica
		Mary	Pugh	216 Lansing St	Utica
		Diana	Simmons	1011 Dudley Ave Apt 1 B	Utica
2	Utica Fire Academy	Sheneke	Cadette	416 Ontario St	Utica
		Ashley	Engram	1736 Armory Drive Apt 42E	Utica
		Rosy	Gonzales	1148 Jefferson Ave	Utica
		Katty	Guevara	1228 Leeds St 1st fl	Utica
		Audrey	Harris	1927 Bleecker St Apt 1	Utica
		Sharon	Hayes	1215 Kossuth Ave Apt 1	Utica
		Karen	McIntyre	625 Jay St Apt C2	Utica
		Johnny	Pierce	417 Bleecker St Apt 606	Utica
		Patricia	Pierce (Chief Election Inspector)	327 Bleecker St Apt 209	Utica
		Tom	Pirro	1631 St Jane Ave	Utica
3	Gilmore Village	Maureen	Bohlert	422 Burmont Drive	Utica
		Mirabella	Colon	32 Auburn Ave	Utica
		Tony	Colon	32 Auburn Ave	Utica

		Patricia	Frazier (Chief Election Inspector)	103 Addington Pl	Utica
		Cynthia	Koch	1903 Holland Ave.	Utica
		Loretta	Young	906 Symonds Pl	Utica
4	West Side Senior Center	Cimbria	Badenhausen	28 Scott St Apt 2	Utica
		Mark	Brooks	160 Grove Place	Utica
		Ana	Grullon (Chief Election Inspector)	717 Lenox Ave	Utica
		Jessica	Holguin	829 Oswego St Apt 2	Utica
		Michelle	Myers	23 Springate St	Utica
		Cherise	Parker	2 Kennedy Plaza Apt 606	Utica
		Gloria	Yearby	7 Deverux St Apt 411	Utica
5	Mid-York Library	Sharry	Burmaster (Chief Election Inspector)	1202 Capital Ave	Utica
		Loretta	Reeves	1302 Oswego St 1st fl	Utica
		Alexandria	Thompson	1203 Lansing St 2nd fl	Utica
		Malcolm	Williams	719 Tracy St	Utica
6	Perretta Twin Towers	Doreen	Cameron (Chief Election Inspector)	813 Eleanore Pl	Utica
		Raquel	Tavarez	425 Lansing St	Utica
		Paula	Torchia	612 South St Apt A104	Utica
		Regina	Talerico	705 Burth Pl	Utica
7	Jewish Community Center	Nina	Belmar	133 Ridge Road	Utica
		Patrice	Bogan	320 Hartford Place	Utica
		John	Decker (Chief Election Inspector)	1809 Allen St	Utica
		Joanne	Felitto	115 Hopson St	Utica
		Angelo	Giacovelli	2420 Oneida St	Utica
		Shirley	Hilts-Adams	405 Pinewood Drive	Utica
		Dawn	Nudo	752 Rutger St	Utica
		Lynda	Olmstead	3304 Centennial Circle	Utica
		Adele	Reilly	5 Tilden Lane	Utica
8	Conkling Elementary School	Audrey	Hunt	1511 Oneida St Apt 3	Utica
		Anise	Hunt	1000 Mary St. Apt 2	Utica
		Filomena	Salisbury	1647 St Agnes Ave	Utica
		Darlene	Shelton (Chief Election Inspector)	1205 Kemble St	Utica
9	Donovan Middle School	Carol	Chiarello	820 Van Buren St	Utica
		Marlene	Davis	30 Emerson Ave	Utica
		Carolyn	McAleese	1506 Roberta Lane	Utica
		Henry	Nunez	2710 Sunset Ave	Utica
		Roberta	Roman (Chief Election Inspector)	PO Box 1022	Utica
		Geraldine	Russo	1229 Greenview Drive	Utica
		Joseph	Russo	1229 Greenview Drive	Utica
		Tiffany	Smith	607 Tracy St Apt 2	Utica
		Annie	Smith	607 Tracy St Apt 1	Utica
		Rosemary	Trascritti	1178 Kossuth Ave	Utica
		Linda	Walters	1008 Cleveland Ave	Utica
10	MLK, Jr. Elementary	Antoinette	Quinones (Chief Election Inspector)	114 Wall St	Utica
		LaShawn	Williams	26 Scott St.	Utica
		Lillian	Suarez	1520 Oneida St, Apt 1	Utica

11	General Herkimer Elementary School	Nancy	Fernalld	424 Richmond Road	Utica
		Mary	Sainsbury (Chief Election Inspector)	737 Buchanan Road	Utica
		Ann Marie	Ruth	426 Homestead Dr	Utica
		Dominick	Clemente	1431 Fairwood Dr	Utica
12	Thomas Jefferson Elementary School	John	Romanelli	706 Buchanan Road	Utica
		Ruth	Babowicz	167 Riverside Dr	Utica
		Anthony	Babowicz	167 Riverside Dr	Utica
		Angela	DiSpirito	516 Coolidge Road	Utica
		Kathy	Moon (Chief Election Inspector)	439 Tamarack St	Utica
		Pam	Evans	430 Lee Blvd	Utica
		Madeline	Helfert	519 Tamarack St	Utica
		Kathleen	Humbrecht	610 Locust Drive	Utica
13	John F. Kennedy Middle School	Carol	Dybacz	414 Homestead Drive	Utica
		Roman	Dybacz	414 Homestead Drive	Utica
		Sue	Foss	161 Wilbur St	Utica
		Nicholas	Jamsiuk	805 Deerfield Dr E	Utica
		Victoria	Rybalkin	810 Deerfield Drive	Utica
		Yuriy	Rybalkin (Chief Election Inspector)	810 Deerfield Drive	Utica
		Scott	Wallerstein	437 Van Roen Rd	Utica
14	Thomas R. Proctor High School	Maria	Callari	2306 Portal Rd	Utica
		Leo	Callari (Chief Election Inspector)	2306 Portal Rd	Utica
		Phyllis	Cavalier	1418 Buckley Road	Utica
		Steven	Czeck	1438 Old Burrstone Road	Utica
		Richard	D'Arccurzio	2203 Centennial Circle	Utica
		Melanie	Dodge	1524 Madison Ave	Utica
		Cindy	Gottuso	1806 Rutger St	Utica
		Patrick	Grezesiak	13 Ferris Ave	Utica
		Nancy	Laino	44 Nob Rd	Utica
		Lorraine	Moyer	1154 Hammond Ave	Utica
		Nick	Pezzulo	1500 Roberta Lane	Utica
		Linda	Roberts	1816 Blandina St	Utica
		Cynthia	Testa	1816 Blandina St.	Utica
		Catherine	Tomaselli	1605 Copperfield St	Utica
		Linda	Roberts	1816 Blandina St	Utica

***Subject to Change**

**ANNUAL ELECTION AND PUBLIC VOTE
UTICA CITY SCHOOL DISTRICT
MAY 20, 2025**

2025

February 11	Board appoints a Board of Registration
February 11	Board designates dates and time of meeting for Board of Registration
February 11	Board adopts first resolution pursuant to Section 2602 of the Education Law
February 11	Board adopts first resolution continuing election Districts as formerly established making changes as are determined upon and directing that an accurate description of the boundary of such election Districts be prepared and filed with the Clerk and kept open for inspection in her office during the business hours until Election Day
February 11	Board appoints inspectors of election for each District
March 3	First day petitions and guidelines for candidates are available
March 25	Board approves Notice of Election and Public Budget Vote and directs its publication on April 1, April 11, April 22, and May 16, 2025
April 1	Publication of First Notice of Annual Election and Public Budget Vote
April 11	Publication of Second Notice of Annual Election and Public Budget Vote
April 21	First day for Clerk to receive letter requests for absentee and early mail ballots
April 21	First financial disclosure is due from candidates
April 21	Last day to submit petitions for propositions to be placed on the ballot
April 22	Publication of Third Notice of Annual Election and Public Budget Vote
April 24	Last day to file School Property Tax Report Card to State Education Department
April 26	Last day to file completed Registration books with Clerk
April 28	3:00 p.m. to 8:00 p.m. first meeting of Board of Registration
April 29	Last day for Board of Education to pass Budget
April 30	Last day to file Nominating Petitions by 5:00 p.m.
May 1	Candidates select position on ballot by lot at 11:00 a.m. in Clerk's Office
May 6	12:00 noon to 5:00 p.m. second meeting of Board of Registration
May 6	Small city school districts must distribute military ballots no later than 14 days before the budget vote
May 6	Last day the Budget must be completed and available to the public
May 6	Public Hearing on 2025-2026 Budget
May 7 – 14	Last day to mail Budget Notification Form to taxpayers
May 15	Last day for submitting applications by mail for absentee ballots to Clerk or for Clerk to receive request by mail for Absentee Ballots
May 15	Second financial disclosure due from candidates
May 16	Publication of Fourth Notice of Annual Election and Public Budget Vote
May 20	Annual Election and Budget Vote and Proposition Vote
May 20	5:00 p.m. – date and time all Absentee Ballots must be received in Clerk's Office
May 21	6:30 p.m. meeting of Board of Education to examine and tabulate the election results and Budget results (Section 2610)
May 21	Clerk of Board serves written notice on each person elected
June 9	Third financial disclosure is due from candidates This is due 20 days after the vote, which this year is June 9.

Utica Observer Dispatch and Rome Daily Sentinel April 1, April 11, April 22, and May 16, 2025

**ANNUAL ELECTION AND PUBLIC VOTE
UTICA CITY SCHOOL DISTRICT
MAY 20, 2025**

TIME SCHEDULE

RESOLUTION

(Polling Locations and Polling Hours – 2025 Annual Meeting and General Election)

WHEREAS, NYS Education Law Section 2604, applicable to city school districts with less than 125,000 inhabitants, requires the establishment of polling locations in the school election districts utilized at the Annual Meeting and General Election, and requires that polling locations be at a schoolhouse within each election district so far as is possible; and

WHEREAS, NYS Education Law Section 2002, which generally governs the time and place of the Annual Meeting and General Election for school districts in New York State, requires the establishment of polling places at a "schoolhouse, or any building owned or leased by the district"; and

WHEREAS, consistent with NYS Education Law Section 2604, the Utica City School District has established school election districts that are coterminous with the general election districts established by the City of Utica; and

WHEREAS, the City of Utica historically utilizes public polling locations that are not schoolhouses for certain general election districts, and the District has mirrored this practice for the convenience of voters; and

WHEREAS, the Board of Education has examined the location of each school district election district and the available polling locations within each school election district, as well as the historical practice of the City and School District relative to the establishment of polling locations within each election district; and

WHEREAS, there is not a schoolhouse within each School District Election District; and

WHEREAS, it is not always practical to utilize a schoolhouse as a polling location, given limitations on public parking; traffic flow during student arrival and dismissal; general accessibility of the ingress/egress to the specific portion of schoolhouse identified as the polling location; and the impact of the use of schoolhouses as polling locations on the District's building level and District-wide safety plans; and

WHEREAS, modification of certain historically used polling locations to a schoolhouse could serve to confuse and disenfranchise voters, which the District seeks to avoid; and

WHEREAS, in connection with establishing polling locations within each School District election district, the Board also wishes to establish the polling hours for the 2025 Annual Meeting and General Election, such that arrangements can be made to secure all sites required for use as polling locations during the required time period.

NOW, THEREFORE, it is resolved:

1. The Board of Education deems it not practical or possible to utilize a schoolhouse as a polling location for each School District election district, for the reasons set forth in this resolution.
2. The following polling locations, apart from Gilmore Village and West Side Senior Center, have been utilized historically by both the City of Utica and the Utica City School Districts, and are deemed by the Board to be appropriate for use by the School District going forward, and are hereby designated as the polling locations for the respective School District Election Districts for the 2025 Annual Meeting and General Election:

Election District	Polling Location	Address
1	Parkway Recreation Center	220 Memorial Parkway
2	Utica Fire Academy	1350 Bleecker St
3	Gilmore Village	929 Hillcrest Ave.
4	West Side Senior Center	717 Court St.
5	Mid-York Library	1600 Lincoln Ave
6	Perretta Twin Towers	509 Second St
7	The Jewish Community Center	2310 Oneida St
8	Conkling Elementary School	1115 Mohawk St
9	Donovan Middle School	1701 Noyes St
10	MLK, Jr. Elementary School	211 Square St
11	General Herkimer Elementary School	420 Keyes Rd
12	Thomas Jefferson Elementary School	190 Booth St.
13	John F. Kennedy Middle School	500 Deerfield Dr. E.
14	Thomas R. Proctor High School	1203 Hilton Ave.

3. The polling hours for the 2025 Annual Meeting and General Election shall be from 12:00 noon to 9:00 p.m.
4. The Board Clerk or her designee is authorized to make the necessary arrangements for use of the polling locations established in this resolution for the 2025 Annual Meeting and General Election.

RESOLUTION
(School Election Districts)

WHEREAS, NYS Education Law Section 2604 requires school districts serving less than 125,000 inhabitants to divide into election districts for purposes of voting at school district election and referenda; and

WHEREAS, when determining school district election districts, the Education Law provides that such school election districts shall be coterminous, to the extent possible, with general election districts, and that, if practicable, there is a schoolhouse in each election district; and

WHEREAS, the Utica City School District has historically considered its school election districts to be coterminous with the City of Utica general election districts; and

WHEREAS, the City of Utica further subdivides its general election districts into wards, but the NYS Education Law does not require such further subdivision for school district elections and referenda; and

WHEREAS, in the absence of a clear documentary record indicating that the Utica City School District aligns its school election districts to the City's general election districts, and to ensure compliance with applicable provisions of the NYS Education Law, the Board desires to formally establish election districts and associated polling locations for the School District's Annual Meeting and General Election and any referenda.

NOW, THEREFORE, it is resolved:

1. The City of Utica general election districts are adopted as the Utica City School District's election districts for purposes of NYS Education Law Section 2604. The School District's election districts shall not be considered as further subdivided into wards. The City's general election districts are as set forth on the map attached to this resolution as Exhibit A.
2. In the event the City's general election districts are modified, the Utica City School District's election districts shall automatically be modified to align to the modified City election districts, unless further review and action are required or desired by the Board of Education.
3. The Board of Education shall establish polling locations within each School District election district for the Annual Meeting and General Election, which shall be consistent with the requirements of Education Law Section 2604 to the extent practicable.
4. This resolution shall take effect immediately.

*****ATTACH EXHIBIT A – MAP OF ELECTION DISTRICTS*****



SUBJECT:

Bond Resolution

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

BOND RESOLUTION DATED FEBRUARY 13, 2025 AUTHORIZING THE ISSUANCE OF \$120,000,000
SERIAL BONDS TO FINANCE THE RENOVATION, IMPROVEMENT, REHABILITATION, REPAIR,
FURNISHING AND EQUIPPING OF SCHOOL DISTRICT BUILDINGS BY THE CITY SCHOOL
DISTRICT OF THE CITY OF UTICA, NEW YORK

At a regular meeting of the Board of Education of the City School District of the City of Utica, Oneida County, New York, held at 929 York Street, Utica, New York, on the 13th day of February, 2025 at 6:30 p.m.

The meeting was called to order by _____, and upon roll being called, the following were:

Present

Absent

The following resolution was offered by _____ who moved its adoption,
seconded by _____.

WHEREAS, the Board of Education of the City School District of the City of Utica, Oneida County, New York (the "School District") has determined it is the best interests of the School District to undertake the renovation, improvement, rehabilitation, repair, furnishing and equipping of Albany Elementary School, Columbus Elementary School, Conkling Elementary School, General Herkimer Elementary School, Hughes Elementary School, Jefferson Elementary School, Jones Elementary School, Kernan Elementary School, Martin Luther King, Jr. Elementary School, Watson Williams Elementary School, Donovan Middle School, John F. Kennedy Middle School, Proctor High School, the School District Maintenance Shop and the Central Kitchen, including improvement or embellishment of athletic fields and athletic facilities, playground improvements, grading or improvement of the sites, and the acquisition of original furnishings, equipment, machinery and apparatus required for the purposes of which such buildings and improvements are to be used; and

WHEREAS, the requirements of the New York State Environmental Quality Review Act applicable to the capital projects described above have been met; and

WHEREAS, it is now desired to provide for the financing of such capital projects.

NOW, THEREFORE, BE IT RESOLVED by the Board of Education of the City School District of the City of Utica, New York, as follows:

FEBRUARY 13, 2025

17

Section 1. The School District is hereby authorized to undertake the renovation, improvement, rehabilitation, repair, furnishing and equipping of Albany Elementary School, Columbus Elementary School, Conkling Elementary School, General Herkimer Elementary School, Hughes Elementary School, Jefferson Elementary School, Jones Elementary School, Kernan Elementary School, Martin Luther King, Jr. Elementary School, Watson Williams Elementary School, Donovan Middle School, John F. Kennedy Middle School, Proctor High School, the School District Maintenance Shop and the Central Kitchen, including improvement or embellishment of athletic fields and athletic facilities, playground improvements, grading or improvement of the sites, and the acquisition of original furnishings, equipment, machinery and apparatus required for the purposes of which such buildings and improvements are to be used, at a total estimated maximum cost not to exceed \$120,000,000.

Section 2. The plan for financing of such maximum estimated cost shall consist of the issuance of up to \$120,000,000 serial bonds (the "Bonds") of the School District, which are hereby authorized pursuant to the provisions of the Local Finance Law.

Section 3. It is hereby determined that the period of probable usefulness of the aforesaid objects or purposes is thirty (30) years pursuant to subdivision 97 of paragraph a of Section 11.00 of the Local Finance Law.

Section 4. Subject to the provisions of this resolution and of the Local Finance Law, and pursuant to the provisions of Sections 21.00, 30.00, 50.00 and 56.00 to 63.00, inclusive, of the Local Finance Law, the power to authorize the issuance of and to sell bond anticipation notes (the "Notes") in anticipation of the issuance and sale of the Bonds herein authorized, including renewals of such Notes, and the power to prescribe the terms, form and contents of the Bonds and Notes, and the power to sell and deliver the Bonds and Notes, and the power to issue Bonds providing for substantially level or declining annual debt service, is hereby delegated to the President of the Board of Education, the chief fiscal officer of the School District.

Section 5. The temporary use of available funds of the School District, not immediately required for the purpose or purposes for which the same were borrowed, raised or otherwise created, is hereby authorized pursuant to Section 165.10 of the Local Finance Law, for the capital purposes described in Section 1 of this resolution.

Section 6. This resolution is intended to constitute the declaration of the School District's "official intent", within the meaning of the United States Treasury Regulation Section 1.150-2, to reimburse the expenditures authorized by this resolution with the proceeds of the Bonds and Notes authorized herein.

Section 7. The faith and credit of the School District are hereby irrevocably pledged to the punctual payment of the principal of and interest on the Bonds and Notes, and provision shall be made annually in the budget of the School District by appropriation for (a) the amortization and redemption of the Bonds and Notes to mature in such year, and (b) the payment of interest to be due and payable in such year.

Section 8. The Bonds and Notes shall contain the recital of validity prescribed by Section 52.00 of the Local Finance Law. The Bonds and Notes shall be general obligations of the School District, payable as to both principal and interest by a general tax upon all the taxable real property within the School District, without legal or constitutional limit as to rate or amount, such tax to be collected in annual installments in the years and amounts as the Board of Education shall determine in accordance with Section 416 of the Education Law.

Section 9. The validity of the Bonds and Notes may be contested only if:

- (a) such obligations are authorized for an object or purpose for which the School District is not authorized to expend money; or

(b) the provisions of law which should be complied with at the date of the publication of this resolution or a summary hereof are not substantially complied with, and an action, suit or proceeding contesting such validity is commenced within twenty days (20) days after such publication; or

(c) such obligations are authorized in violation of the provisions of the Constitution.

Section 10. The President of the Board of Education, as chief fiscal officer of the School District, is hereby authorized to enter into an undertaking for the benefit of the holders of the Bonds and Notes from time to time requiring the School District to provide secondary market disclosure as required by Securities and Exchange Commission Rule 15c2-12.

Section 11. In the absence of the President of the Board of Education, the Vice President of the Board of Education is hereby specifically authorized to exercise the powers delegated to the President of the Board of Education in this Resolution.

Section 12. This resolution shall not become effective unless a proposition approving this resolution is adopted at a special or annual School District meeting in accordance with Article 41 and Article 53 of the New York Education Law.

Section 13. After a proposition approving this resolution has been adopted and this resolution becomes effective, this resolution, or a summary hereof, shall be published in the official newspapers of the School District, together with a notice of the School District Clerk in substantially the form provided in Section 81.00 of the Local Finance Law.

The question of the adoption of the foregoing resolution was duly put to a vote on roll call, which resulted as follows:

		Aye	Nay	Absent
Joseph Hobika, Jr., President	Voting	_____	_____	_____
Danielle N. Padula, Vice President	Voting	_____	_____	_____
Jason Cooper	Voting	_____	_____	_____
Donald Dawes	Voting	_____	_____	_____
Tennille Knoop	Voting	_____	_____	_____
Braedon Nanna	Voting	_____	_____	_____
James Paul	Voting	_____	_____	_____

The resolution was thereupon declared duly adopted.

STATE OF NEW YORK)
) SS.:
COUNTY OF ONEIDA)

I, the undersigned, Clerk of the City School District of the City of Utica, Oneida County, New York (the "School District"), DO HEREBY CERTIFY:

That I have compared the annexed abstract of the minutes of the meeting of the Board of Education of the School District (the "Board of Education"), held on the 13th day of February, 2025, including the resolution contained therein, with the original thereof on file in my office, and the same is a true and correct copy of said original and of the whole of said original so far as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that the full Board of Education consists of seven (7) members; that _____ () members of the Board of Education were present at such meeting; and, that _____ () of such members voted in favor of the attached resolution.

I FURTHER CERTIFY that (i) all members of the Board of Education had due notice of the meeting, (ii) pursuant to Article 7 of the Public Officers Law (Open Meetings Law), such meeting was open to the general public, and due notice of the time and place of such meeting was duly given in accordance with Article 7 of the Public Officers Law, and (iii) the meeting was in all respects duly held.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the School District this 13th day of February, 2025.

Kathy Hughes, Clerk
City School District of the City of Utica
Oneida County, New York

(SEAL)

FOR ACTION:**Volume LVIX****Report No. S – 160****SUBJECT:****Resolution Approving a Capital Project Proposition
for Submission to Voters at the May 20, 2025 School
District Annual Meeting**

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

RESOLUTION DATED FEBRUARY 13, 2025**RESOLUTION APPROVING A CAPITAL PROJECT PROPOSITION FOR SUBMISSION TO
DISTRICT VOTERS AT THE MAY 20, 2025 SCHOOL
DISTRICT ANNUAL MEETING**

At a regular meeting of the Board of Education of the City School District of the City of Utica, Oneida County, New York, held at 929 York Street, Utica, New York, on the 13th day of February, 2025 at 6:30 p.m.

The meeting was called to order by Joseph Hobika, Jr., President, and upon roll being called, the following were:

<u>Present</u>	<u>Absent</u>

The following resolution was offered by _____ who moved its adoption,
seconded by _____.

WHEREAS, on February 13, 2025, the Board of Education (the "Board of Education") of the City School District of the City of Utica, New York (the "School District") adopted a bond resolution (the "Bond Resolution") authorizing the issuance of up to \$120,000,000 serial bonds to pay the cost of the renovation, improvement, rehabilitation, repair, furnishing and equipping of Albany Elementary School, Columbus Elementary School, Conkling Elementary School, General Herkimer Elementary School, Hughes Elementary School, Jefferson Elementary School, Jones Elementary School, Kernan Elementary School, Martin Luther King, Jr. Elementary School, Watson Williams Elementary School, Donovan Middle School, John F. Kennedy Middle School, Proctor High School, the School District Maintenance Shop and the Central Kitchen, including improvement or embellishment of athletic fields and athletic facilities, playground improvements, grading or improvement of the sites, and the acquisition of original furnishings, equipment, machinery and apparatus required for the purposes of which such buildings and improvements are to be used; and

WHEREAS, the Board of Education now desires to approve a proposition for submission to School District voters, seeking voter approval of the Bond Resolution as required by law; and

NOW, THEREFORE, be it resolved by the Board of Education as follows:

Section 1. The Board of Education hereby authorizes the submission of the following proposition to School District voters at the annual School District meeting to be held on May 20, 2025:

Proposition No. 2 – Capital Project

Shall the bond resolution adopted by the Board of Education of the City School District of the City of Utica (the "School District") on February 13, 2025, which authorizes (a) the renovation, improvement, rehabilitation, repair, furnishing and equipping of Albany Elementary School, Columbus Elementary School, Conkling Elementary School, General Herkimer Elementary School, Hughes Elementary School, Jefferson Elementary School, Jones Elementary School, Kernan Elementary School, Martin Luther King, Jr. Elementary School, Watson Williams Elementary School, Donovan Middle School, John F. Kennedy Middle School, Proctor High School, the School District Maintenance Shop and the Central Kitchen, including improvement or embellishment of athletic fields and athletic facilities, playground improvements, grading or improvement of the sites, and the acquisition of original furnishings, equipment, machinery and apparatus required for the purposes of which such buildings and improvements are to be used, at a total estimated maximum cost not to exceed \$120,000,000; (b) the issuance of up to \$120,000,000 serial bonds and bond anticipation notes of the School District to pay the cost thereof; (c) the pledge of School District's faith and credit for payment of such bonds and notes; and (d) the levy of taxes on the taxable real property in the School District to be collected in annual installments to pay debt service on such obligations, be approved?

Section 2. The School District Clerk is hereby directed to include the foregoing proposition in the notice of the annual School District meeting in accordance with the provisions of the Education Law.

COUNTY OF ONEIDA)

I, KATHY HUGHES, Clerk of the City School District of the City of Utica, New York (the "School District"), DO HEREBY CERTIFY:

That I have compared the annexed abstract of the minutes of the meeting of the Board of Education of the School District (the "Board of Education"), held on the 13th day of February, 2025, including the resolution contained therein, with the original thereof on file in my office, and the same is a true and correct copy of said original and of the whole of said original so far as the same relates to the subject matters therein referred to.

I FURTHER CERTIFY that the full Board of Education consists of seven (7) members; that _____

() members of the Board of Education were present at such meeting; and, that _____ () of such members voted in favor of the above resolution.

I FURTHER CERTIFY that (i) all members of the Board of Education had due notice of the meeting, (ii) pursuant to Article 7 of the Public Officers Law (Open Meetings Law), such meeting was open to the general public, and due notice of the time and place of such meeting was duly given in accordance with Article 7 of the Public Officers Law, and (iii) the meeting was in all respects duly held.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the School District this ____ day of February, 2025.

Kathy Hughes, Clerk
City School District of the
City of Utica, New York

(SEAL)

FOR ACTION:**Volume LVIX****Report No. S – 161****SUBJECT:****Memorandum of Agreement between the Utica City School District and the Utica Teachers' Association**

Authorization is requested on the Board of Education to approve the Memorandum of Agreement between the Utica City School District and the Utica Teachers' Association (salary credit for graduate credits).

FOR ACTION:**Volume LVIX****Report No. S – 162****SUBJECT:****Memorandum of Understanding between the Utica City School District and Perch Place, LLC for the Ready for Kindergarten (R4K) Program**

Authorization is requested on the Board of Education to approve the Memorandum of Understanding between the Utica City School District and Perch Place, LLC for the Ready for Kindergarten (R4K) Program.

FOR ACTION:**Volume LVIX****Report No. S – 163****SUBJECT:****Memorandum of Understanding between the Utica City School District and Mosaic Health**

Authorization is requested on the Board of Education to approve the Memorandum of Understanding between the Utica City School District for the provision of dental services to all school aged children in the District at a portable school-based dental clinic to be conducted at Albany Elementary School, Columbus Elementary School, Conkling Elementary School, and Watson Williams Elementary School.

FOR ACTION:**Volume LVIX****Report No. S – 164****SUBJECT:****Request for Acceptance of a Non-Resident Student**

Authorization is requested of the Board of Education to approve Ms. Lacey Stevens' request for acceptance of a non-resident student per Board Policy #7003.

FOR ACTION:**Volume LVIX****Report No. S – 165****SUBJECT:****Engagement Letter between the Utica City School District and Bonadio & Co., LLP for Extracurricular Club Training**

Authorization is requested of the Board of Education to approve the engagement letter between the Utica City School District and Bonadio & Co., LLP for Extracurricular Club Training.

FOR ACTION:**Volume LVIX****Report No. S – 166****SUBJECT:****Donation from Indium Corporation**

Authorization is requested of the Board of Education to approve a donation from Indium Corporation to Utica City School District students and families.

FOR ACTION:**Volume LVIX****Report No. S – 167****SUBJECT:****Donation from Redeemer Church**

Authorization is requested of the Board of Education to approve a donation from Redeemer Church to Utica City School District students and families.

FOR ACTION:**Volume LVIX****Report No. S – 168****SUBJECT:****Donation from New York Sash**

Authorization is requested of the Board of Education to approve a donation from New York Sash to Utica City School District students.

FOR ACTION:**Volume LVIX****Report No. S – 169****SUBJECT:****Application for Extended Field Trip –
Proctor High School**

Authorization is requested of the Board of Education to approve approximately twelve (12) Thomas R. Proctor High School Model United Nations Club students to travel to St. John Fisher College in Rochester, New York from Friday, March 7, 2025 through Saturday, March 8, 2025. The purpose of this trip is for students to attend and participate in the United Nations Association of Rochester (UNAR) Model United Nations Conference at St. Johns Fisher College. Students will learn about global issues and develop skills that are useful in their daily lives.

Supervision of these students will be provided by Frank Robertello, Social Studies Teacher and Model UN Advisor at Proctor High School and John Martello, Social Studies Teacher at Proctor High School.

This trip was reviewed and approved by Ann Marie Palladino, Acting Principal at Proctor High School, Steven Falchi, Assistant Superintendent of Curriculum, Instruction & Assessment, and Dr. Christopher Spence, Superintendent of Schools.

FOR ACTION:

Volume LVIX

Report No. S – 170

SUBJECT:

Resolution Approving Varsity Baseball Team to Participate in a Tournament in Myrtle Beach, South Carolina

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

RESOLUTION

WHEREAS, the varsity baseball team wishes to participate in a tournament in Myrtle Beach, South Carolina during the 2025 spring break; and

WHEREAS, the varsity baseball team's participation would be conditioned on New York State Public High School Athletic Association ("NYSPHSAA") authorization;

NOW, THEREFORE, IT IS RESOLVED by the Board of Education of the Utica City School District, as follows:

1. The Board of Education approves the varsity baseball team's participation in a tournament in Myrtle Beach, South Carolina from Friday, April 18, 2025, 2025 to Sunday, April 27, 2025, conditioned on New York State Public High School Athletic Association ("NYSPHSAA") authorization of the team's participation, and parent/guardian execution of a "Transportation Permission / Assumption Of Risk" form.
2. This resolution shall take effect immediately.

Dated: February 13, 2025

Kathy Hughes, District Clerk
Utica City School District

FOR ACTION:**Volume LVIX****Report No. B – 30****SUBJECT:****Approval of Claims Auditor Reports**

Authorization is requested of the Board of Education to approve the Claims Auditor reports for the period December 1, 2024 to December 31, 2024 and January 1, 2025 to January 31, 2025.

FOR ACTION:**Volume LVIX****Report No. B – 31****SUBJECT:****Approval of Extra Class Quarterly Reports**

Authorization is requested of the Board of Education to approve the Extra Class Quarterly Reports submitted by the Claims Auditor for the period ending December 31, 2024.

FOR ACTION:**Volume LVIX****Report No. B – 32****SUBJECT:****Disposal of Technology Equipment**

Authorization is requested of the Board of Education to dispose of obsolete technology equipment located at Proctor High School and Kernan Elementary School.

FOR ACTION:**Volume LVIX****Report No. B – 33****SUBJECT:****Disposal of Obsolete Cleaning Equipment**

Authorization is requested of the Board of Education to dispose of obsolete cleaning equipment located at Watson Williams Elementary School.

FOR ACTION:**Volume LVIX****Report No. B – 34****SUBJECT:****Budget Transfer –
Maintenance of Plant, Proctor Chillers**

Authorization is requested of the Board of Education to approve the following Budget Transfer – Maintenance of Plant, Proctor Chillers for Fiscal Year 2024-2025:

	<u>Account</u>	<u>Description</u>		<u>Amount</u>
From:	A9950.960-00-0000	Transfer to Capital	\$	478,500
To:	A1621.462-00-0000	Maintenance of Plant-Repair Building Mechanical	\$	478,500

Explanation: To transfer funds for rehabilitation of the existing Proctor Chillers.

A9950.960-00-0000	Original Budget	\$	5,346,000
	Revised Budget with Transfer	\$	4,867,500
	Transfers In	\$	-
	Transfers Out	\$	-
	Expended & Encumbered	\$	-
	Balance before Transfer	\$	5,346,000
	Percent Used (Original Budget)		0.00%
	Percent Used (Revised Budget)		0.00%
A1621.462-00-0000	Original Budget	\$	104,255
	Revised Budget with Transfer	\$	582,755
	Transfers In	\$	-
	Transfers Out	\$	-
	Expended & Encumbered	\$	88,662
	Balance before Transfer	\$	15,593
	Percent Used (Original Budget)		85.04%
	Percent Used (Revised Budget)		15.21%

<u>FOR ACTION:</u>	Volume LVIX	Report No. P – 17
SUBJECT:	Retirement	Food Service/Monitor

It is recommended that the following retirement be accepted:

Christine Schirripa	Supervisor Food Service Worker-Breakfast and Lunch Program – General Herkimer Elementary School Effective: June 27, 2025 Years of Service: 27 Notification Received: February 3, 2025
---------------------	---

<u>FOR ACTION:</u>	Volume LVIX	Report No. P – 17
SUBJECT:	Resignation	Administrator

It is recommended that the following resignation be accepted:

Kirt Broedel	Assistant Principal Proctor High School Effective: March 9, 2025 Reason: Accepted position outside the Utica City School District Notification Received: February 5, 2025
--------------	--

<u>FOR ACTION:</u>	Volume LVIX	Report No. P – 17
SUBJECT:	Resignation	Clerical

It is recommended that the following resignation be accepted:

Deborah Priore	Substitute Clerical Effective: January 27, 2025 Reason: Personal Notification Received: January 27, 2025
----------------	---

<u>FOR ACTION:</u>	Volume LVIX	Report No. P – 17
SUBJECT:	Rescindment of Resignation	Teacher

It is recommended that the following rescindment of resignation submitted on January 27, 2025 to Administration be accepted:

Mary Catherine Carey	Special Education Teacher Kernan Elementary School Effective: February 14, 2025 Notification Received: January 13, 2025
----------------------	--

FOR ACTION:**Volume LVIX****Report No. P – 17****SUBJECT:****Change of Assignment****Teacher**

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

Courtney Walter

From: Reading Teacher
Conkling Elementary School
To: AIS Facilitator
Jefferson Elementary School
Effective: February 24, 2025

FOR ACTION:**Volume LVIX****Report No. P – 17****SUBJECT:****Unpaid Leave of Absence****Teacher**

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

Danielle Grogan

Special Education Teacher
Jones Elementary School
From: March 3, 2025
To: April 16, 2025
Reason: Personal
Notification Received: February 4, 2025

FOR ACTION:**Volume LVIX****Report No. P – 17****SUBJECT:****Employment Agreement between the Utica City
School District and Michelle Hall**

Authorization is requested of the Board of Education to approve the Employment Agreement retroactively dated January 2, 2025 between the Utica City School District and Michelle Hall, Director of Career and Technical Education (CTE).

FOR ACTION:**Volume LVIX****Report No. P – 17****SUBJECT:****Resolution Appointing Michelle Hall –
Director of CTE**

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

RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board of Education hereby retroactively appoints Michelle Hall, who possesses a Special Education, Permanent Certificate; Reading Teacher, Permanent Certificate; Pre-Kindergarten, Kindergarten and Grades 1-6, Permanent Certificate; School District Leader, Professional Certificate; School Building Leader, Professional Certificate issued by the New York State Education Department, to a four-year probationary period from January 2, 2025 through January 1, 2029 in the administrative position of Director of CTE in the tenure area of Director of CTE. The expiration date is tentative and conditional only. Mrs. Hall's salary for the 2024-2025 school year shall be One-Hundred Forty-Three Thousand Two-Hundred Twenty-One Dollars and Fifty Cents (\$143,221.50), prorated to reflect the actual dates of service in the position.

FOR ACTION:**Volume LVIX****Report No. P – 17****SUBJECT:****Updated Resolution for Probationary Appointment
Tonya Hamell-Hoyte – Licensed Practical Nurse**

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 Tonya Hamell-Hoyte, who possesses Licensed Practical Nurse licensure issued by the Commissioner of Education, is appointed to the position of Licensed Practical Nurse (LPN) probationary term commencing February 24, 2025. Tonya Hamell-Hoyte's salary shall be \$37,148.40 (prorated) as set forth in collective bargaining agreement between the Utica School Registered Nurses' and Licensed Practical Nurses' Unit of Teamsters Local 294 and the Utica City School District.

FOR ACTION:**Volume LVIX****Report No. P – 17****SUBJECT:****Updated Resolution for Probationary Appointment
Annette Ortiz – 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 Annette Ortiz, who possesses Students with Disabilities (Birth-Grade 2), Professional Certificate; Students with Disabilities (Grades 1-6), Professional Certificate; Early Childhood Education (Birth-Grade 2), Professional Certificate; Childhood Education (Grades 1-6), Professional Certificate; Literacy (Birth-Grade 6), Professional Certificate issued by the Commissioner of Education, is appointed to the position of Special Education Teacher in the tenure area of Special Education effective retroactively on February 10, 2025, with a four-year probationary term commencing February 10, 2025 and expiring February 9, 2029 unless extended in accordance with the law. Annette Ortiz's salary shall be \$73,211 (prorated) as set forth in Step MA+54, M-13 of the collective bargaining agreement.

FOR ACTION:**Volume LVIX****Report No. P – 17****SUBJECT:****Resolution for Probationary Appointment
Heidi Klucken – Library Media Specialist**

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 Heidi Klucken, who possesses English Language Arts 7-12, Initial Certificate; Library Media Specialist, Supplemental Certificate issued by the Commissioner of Education, is appointed to the position of Library Media Specialist in the tenure area of Library Media Specialist effective February 14, 2025, with a four-year probationary term commencing February 14, 2025 and expiring February 13, 2029 unless extended in accordance with the law. Heidi Klucken's salary shall be \$73,076 (prorated) as set forth in Step BA, N1-14 of the collective bargaining agreement.

FOR ACTION:**Volume LVIX****Report No. P – 17****SUBJECT:****Resolution for Probationary Appointment
Elizabeth Williams – Teaching Assistant**

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 Elizabeth Williams, who possesses Level I Teaching Assistant certification issued by the Commissioner of Education, is appointed to the position of Teaching Assistant in the tenure area of Teaching Assistant effective February 14, 2025, with a four-year probationary term commencing February 14, 2025 and expiring February 13, 2029 unless extended in accordance with the law. Elizabeth Williams's salary shall be \$18.73 per hour as set by the collective bargaining agreement between the Utica City School District and SEIU.

FOR ACTION:**Volume LVIX****Report No. P – 17****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 Superintendent of Schools, that the following individual is appointed to serve as per diem Substitute Teacher at \$100.00 per day, effective immediately:

> Alexandria Service

FOR ACTION:**Volume LVIX****Report No. P – 17****SUBJECT:****Resolution for Substitute Teaching Assistant**

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

RESOLVED, upon the recommendation of the Superintendent of Schools, that the following individual is appointed to serve as substitute Teaching Assistant at \$15.50 per hour, effective immediately:

> Victoria McConeghy

FOR ACTION:**Volume LVIX****Report No. P – 17****SUBJECT:****Appointment****Teacher****Refugee Mini Academy
Conkling Elementary School**

It is recommended that the following appointment be approved for the Refugee School Impact Program (RSIP) Mini Academy as required by the Refugee School Impact Program:

Effective Dates: 2024-2025 School Year
Funding: Title III, RSIP

Teachers:

Diane Murray

Salary: \$40.00 per hour per UTA Contract

FOR ACTION:**Volume LVIII****Report No. P – 17****SUBJECT:****Appointments****Home Instruction Tutor**

It is recommended that the following Home Instruction Tutor appointments be approved for the 2024-2025 school year:

> Courtney Bellinger
> Isabella Mancuso

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 LVIX****Report No. P – 17****SUBJECT:****Appointment****Coaching/Spring 2025**

It is recommended that the following coaching appointment be approved:

Bradley Gouger

Boys Modified Baseball
Kennedy Middle School
Effective: Spring 2025
Index: \$4,492

FOR ACTION:**Volume LVIX****Report No. P – 17****SUBJECT:****Appointment****Program Supervisor/
Raiders Extended Day (RED)**

Authorization is requested of the Board of Education to approve the following individual as a Program Supervisor for the Raiders Extended Day (RED) Program:

> Jaymes White

Salary: Per Board approved Memorandum of Agreement rate.

FOR ACTION:**Volume LVIX****Report No. P – 17****SUBJECT:****Appointments****Food Service/Monitors**

It is recommended that the following appointments be approved:

Aung Kyin

Sub Food Service Worker-Breakfast and Lunch Program
District Wide
Effective: February 24, 2025
Salary: \$15.50 per hour
Education: Graduated 1985, Yangon HS Myanmar, Burma
Experience: Rosajin in Burma 2008-2024, Chef

Swe Nge

Sub Monitor-Breakfast and Lunch Program
District Wide
Effective: February 24, 2025
Salary: \$15.50 per hour
Education: Graduated 1996, Rosajin HS Myanmar, Burma
Experience: Tenzen Restaurant, 2018-2025, New York, NY

Aye Thidar

Sub Food Service Worker-Breakfast and Lunch Program
District Wide
Effective: February 24, 2025
Salary: \$15.50 per hour
Education: Graduated 1993, Botataung Myanmar, Burma
Experience: Grand Golden Owls Restaurant, 2023-2024, Queens, NY

FOR ACTION:**Volume LVIX****Report No. P – 17****SUBJECT:****Mentors/Mentees for 2024-2025**

It is recommended that the following Mentors/Mentees for school year 2024-2025 be approved:

Mentee/New Teacher	Position	School	Mentor
Christopher Edick	Special Education	Jefferson	Kristy Martin*
Sara Meays	Grade 3	Jefferson	Rachel Waskiewicz*
Nicole LaBella	Guidance Counselor	Proctor	Alexis McKerrow
Christina Vomer	Social Worker	Columbus	Merissa Sigbieny

*New mentor assignment

Salary: Prorated at \$700.00 per school year.

FOR ACTION:**Volume LVIX****Report No. P – 17 **TABLED******SUBJECT:****Recruitment**

It is recommended that the following use of funds be approved for a recruitment event:

Estimated Cost Breakdown:

Conference Room for Event	\$3,000.00
Food Minimum per venue	\$2,500.00
Hotel Rooms	\$4,355.95
Per Diem Meals (\$100/day/person)	\$1,200.00
Mileage Reimbursement (estimated for 2 vehicles)	\$683.20
Total Estimated Cost *	\$11,739.15

Tentative Dates: May 2025

Location: New York Hilton Midtown, Waterfall Plaza, 1335 6th Ave., New York, NY 10019

Attendees: Dr. Christopher Spence, Steven Falchi, Sara Klimek, and Rachel Daughtry

* Estimated Cost is subject to change.

Budget Code(s): A 1430.402-00-0000, A 1430.476-00-0000

FOR ACTION:**Volume LVIX****Report No. P – 17****SUBJECT:****Conferences**

It is recommended that the following conferences be approved:

<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>
Nicole Collver	39 th Annual Committee on Special Education Chairpersons Conference Lake Placid, NY Approved by: S. Falchi & K. Vile Allotted: \$1,121.00 from Budget Code: A2070.400-00-0000 No Substitute Required	March 25-26, 2025

<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>
Joya Spina	39 th Annual Committee on Special Education Chairperson's Conference Lake Placid, NY Approved by: S. Falchi & P. Smoulcey Allotted: \$931.00 from Budget Code: A2070.400-00-0000 No Substitute Required	March 25-26, 2025

FOR INFORMATION:**Volume LVIX****Report No. P – 18****SUBJECT:****Resignation****Administrator**

It is recommended that the following resignation be accepted:

Michelle Hall

CTE Administrator of Curriculum and Academic Support
Effective: January 1, 2025
Reason: Accepted another position within the
Utica City School District
Notification Received: February 11, 2025

FOR INFORMATION:**Volume LVIX****Report No. P – 18****SUBJECT:****Resignation****Substitute Teacher**

It is recommended that the following resignation be accepted:

Heidi Klucken

Substitute Teacher
Effective: February 13, 2025
Reason: Accepted Teaching position within the
Utica City School District
Notification Received: January 30, 2025

FOR INFORMATION:**Volume LVIX****Report No. P – 18****SUBJECT:****Resignation****Extra-Curricular**

It is recommended that the following resignation be accepted:

Jennifer Mastrangelo

8th Grade Class Advisor
Kennedy Middle School
Effective: January 28, 2025
Notification Received: January 24, 2025

FOR INFORMATION:**Volume LVIX****Report No. P – 18****SUBJECT:****Resignation****Transportation**

It is recommended that the following resignation be accepted:

Tammy Skermont

19A Examiner/School Bus Driver Instructor
Effective: February 7, 2025
Reason: Personal
Notification Received: January 27, 2025

FOR INFORMATION:**Volume LVIX****Report No. P – 18****SUBJECT:****Resignation****Transportation**

It is recommended that the following resignation be accepted:

Arismendy Fernandez

School Bus Driver
Effective: January 24, 2025
Reason: Personal
Notification Received: January 30, 2025

FOR INFORMATION:**Volume LVIX****Report No. P – 18****SUBJECT:****Resignation****Teaching Assistant**

It is recommended that the following resignation be accepted:

Lisa Jenkins

Teaching Assistant – Special Education
Jones Elementary School
Effective: December 9, 2024
Reason: Personal
Notification Received: December 9, 2024

Jennifer Vazquez

Teaching Assistant – Special Education
Conkling Elementary School
Effective: February 5, 2025
Reason: Personal
Notification Received: January 24, 2025

FOR INFORMATION:**Volume LVIX****Report No. P – 18****SUBJECT:****Resignation****Maintenance/Custodial**

It is recommended that the following resignation be accepted:

Edward Smith

Cleaner – Proctor High School
Effective: January 31, 2025
Reason: Accepted another position within the
Utica City School District
Notification Received: January 21, 2025

FOR INFORMATION:**Volume LVIX****Report No. P – 18****SUBJECT:****Resignation****Food Service/Monitor**

It is recommended that the following resignation be accepted:

Alice Moore

Food Service-Breakfast and Lunch Program
Effective: February 5, 2025
Reason: Medical
Notification Received: February 5, 2025

FOR INFORMATION:**Volume LVIX****Report No. P – 18****SUBJECT:****Rescindment of Appointment****Food Service**

It is recommended that the following rescindment of appointment be approved:

Jennifer Veras

Sub Monitor Breakfast and Lunch Program
Effective: February 3, 2025
Reason: Accepted position outside the
Utica City School District
Notification Received: February 3, 2025

FOR INFORMATION:**Volume LVIII****Report No. P – 18****SUBJECT:****Change of Status****Clerical**

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

Nicole Brown

Clerk (12-months)
Columbus Elementary School
From: Provisional
To: Permanent
Effective: January 22, 2025

*Ms. Brown has successfully passed her Civil Service examination for Clerk.

FOR INFORMATION:**Volume LVIX****Report No. P – 18****SUBJECT:****Unpaid Leaves of Absence Teacher**

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

Jaqueline Jackson

Special Education Teacher
Proctor High School
From: November 4, 2024
To: December 10, 2024
Reason: Medical – Received Sick Bank
Notification Received: February 7, 2025

Rachel Ortega

Art Teacher – Kennedy Middle School
From: February 3, 2025
To: March 14, 2025
Reason: Personal
Notification Received: January 30, 2025

FOR INFORMATION:**Volume LVIX****Report No. P – 18****SUBJECT:****Unpaid Leave of Absence Food Service/Monitor**

It is recommended that the following Unpaid Leave of Absence be accepted.

Jennifer Torres

Monitor-Lunch Program, 16.25 per week
General Herkimer Elementary School
From: January 23, 2025
To: February 28, 2025
Reason: Medical
Notification Received: January 23, 2025

FOR INFORMATION:**Volume LVIX****Report No. P – 18****SUBJECT:****Extended Unpaid Leave Food Service/Monitor**

It is recommended that the following extended unpaid leave be accepted:

Carla Alcantara

Monitor Breakfast and Lunch Program
From: January 24, 2025
To: March 28, 2025
Reason: Medical
Notification Received: January 24, 2025

MOTION FROM THE FLOOR:

FOR ACTION:

Volume LVIX

Report No. S – 171

SUBJECT:

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

Authorization is requested of the Board of Education to approve approximately seven (7) Thomas R. Proctor High School students to travel to Albany, NY to attend the Statewide Puerto Rican Hispanic Youth Leadership Institute (PRHYLI) from March 8-10, 2025.

This trip will provide the students with the opportunity to:

- > Develop leadership skills through hands-on legislative experiences;
- > Engage with Puerto Rican/Latino elected officials, educators, and business leaders;
- > Participate in a Mock Assembly session at the New York State Assembly Chamber; and
- > Network with 275 student delegates from eight regional delegations across the state.

Supervision of these students will be provided by Monica Bravo, Teacher.

This trip was reviewed and approved by Ann Marie Palladino, Acting Principal at Proctor High School, Steven Falchi, Assistant Superintendent of Curriculum, Instruction & Assessment, and Dr. Christopher Spence, Superintendent of Schools.