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FOR ACTION:

Volume LVIII

Report No. S – 137

SUBJECT:

**Construction Management Agreement between the
Utica City School District and C&S Engineers, Inc.**

Authorization is requested of the Board of Education to approve the Construction Management Agreement between the Utica City School District and C&S Engineers, Inc., for grant funded projects dated October 24, 2023.

FOR ACTION:

Volume LVIII

Report No. S – 138

SUBJECT:

**Construction Management Agreement between the
Utica City School District and C&S Engineers, Inc.**

Authorization is requested of the Board of Education to approve the Construction Management Agreement between the Utica City School District and C&S Engineers, Inc., for the Proctor High School – CTE Addition and Reconstruction Project dated October 24, 2023.

FOR ACTION:

Volume LVIII

Report No. S – 139

SUBJECT:

**Agreement between the Utica City School District and
LaBella Associates D.P.C.**

Authorization is requested of the Board of Education to approve the Agreement between the Utica City School District and LaBella Associates, D.P.C., for the Proctor High School – CTE Addition and Reconstruction Project dated October 24, 2023.

FOR ACTION:

Volume LVIII

Report No. S – 140

SUBJECT:

**Agreement between the Utica City School District and
LaBella Associates D.P.C.**

Authorization is requested of the Board of Education to approve the Agreement between the Utica City School District and LaBella Associates, D.P.C., for District-Wide Paving Reconstruction Projects at Hughes Elementary School; Jefferson Elementary School; Kennedy Middle School; and Jones Elementary School dated October 24, 2023.

Authorization is requested of the Board of Education to approve the Agreement between the Utica City School District and LaBella Associates, D.P.C., for District-Wide Access Control Monitoring Improvements dated October 24, 2023.

Authorization is requested of the Board of Education to approve the Agreement between the Utica City School District and LaBella Associates, D.P.C., for the Kennedy Middle School Field Building Reconstruction Project dated October 24, 2023.

Authorization is requested of the Board of Education to approve the Agreement between the Utica City School District and LaBella Associates, D.P.C., for the Donovan Middle School – Air Conditioning and Mechanical Reconstruction Project dated October 24, 2023.

Authorization is requested of the Board of Education to approve the Agreement between the Utica City School District and LaBella Associates, D.P.C., for the Donovan Middle School Roof Reconstruction Project dated October 24, 2023.

Authorization is requested of the Board of Education to approve the Agreement between the Utica City School District and LaBella Associates, D.P.C., for the Donovan Middle School Additions and Alterations Project October 24, 2023.

Report No. S - 141

Agreement between the Utica City School District and LaBella Associates D.P.C.

Authorization is requested of the Board of Education to approve the Agreement between the Utica City School District and LaBella Associates, D.P.C., for the Kernan Elementary School – Soil Remediation Project dated October 24, 2023.

Report No. S – 142

Utica City School District Policy Approval and Adoption

Authorization is requested of the Board of Education to approve and adopt the following Utica City School District Policies, effective October 24, 2023:

- Policy #: 4202 – Budget Transfers
- Policy #: 4501 – Competitive Bidding
- Policy #: 4502 – Non-Bid Purchasing

Report No. S - 143

Facilities Use Agreement between the Utica City School District and Vista Lanes Bowling Center

Authorization is requested of the Board of Education to approve the Facilities Use Agreement between the Utica City School District and Vista Lanes Bowling Center for the period October 25, 2023 through June 30, 2023.

Report No. S - 144

Amended Contract between the Utica City School District and American Institutes for Research (AIR)

Authorization is requested of the Board of Education to approve the amended contract between the Utica City School District and American Institutes for Research (AIR) for school year 2023-2024.

Report No. S – 145

Amended Memorandum of Agreement between the Utica City School District and the Business Training Institute, Inc.

Authorization is requested of the Board of Education to approve the amended Memorandum of Agreement between the Utica City School District and the Business Training Institute, Inc., for the school year 2023-2024.

FOR ACTION:**Volume LVIII****Report No. S – 146****SUBJECT:****Amended Financial Advisory Services Agreement
between the Utica City School District and Fiscal
Advisors & Marketing, Inc.**

Authorization is requested of the Board of Education to approve the amended Financial Advisory Services Agreement between the Utica City School District and Fiscal Advisors & Marketing, Inc., effective October 25, 2023.

FOR ACTION:**Volume LVIII****Report No. S – 147****SUBJECT:****Settlement Agreement between the Utica City
School District and Birnie Bus Service, Inc.**

Authorization is requested of the Board of Education to approve the settlement agreement between the Utica City School District and Birnie Bus Service, Inc., effective October 25, 2023.

FOR ACTION:**Volume LVIII****Report No. S – 148****SUBJECT:****Intermunicipal Agreement between the Utica City
School District and the City of Utica for Tax
Collection Services**

Authorization is requested of the Board of Education to approve the Intermunicipal Agreement between the Utica City School District and the City of Utica for Tax Collection Services for the 2023-2024 and 2024-2025 fiscal years.

FOR ACTION:**Volume LVIII****Report No. S – 149****SUBJECT:****Dual Enrollment Contract between the Utica City School
District and Mohawk Valley Community College**

Authorization is requested of the Board of Education to approve the Dual Enrollment Contract between the Utica City School District and Mohawk Valley Community College, effective July 1, 2023 through June 30, 2024.

FOR ACTION:**Volume LVIII****Report No. S – 150****SUBJECT:****Affiliation Agreement between the Utica City School
District and Grand Canyon University (GCU)**

Authorization is requested of the Board of Education to approve the Affiliation Agreement between the Utica City School District and Grand Canyon University (GCU), effective October 10, 2023 through October 10, 2026.

FOR ACTION:

Volume LVIII

Report No. S – 151

SUBJECT:

Resolution Creating Accountant Position

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

RESOLUTION CREATING ACCOUNTANT POSITION

BE IT RESOLVED, that upon the recommendation of the Acting Superintendent, the Board of Education hereby approves the establishment and creation of the civil service position of Accountant, a competitive civil service position, effective October 25, 2023.

FOR ACTION:

Volume LVIII

Report No. S – 152

SUBJECT:

Resolution Creating School Bus Training Coordinator Position

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

RESOLUTION CREATING SCHOOL BUS TRAINING COORDINATOR POSITION

BE IT RESOLVED, that upon the recommendation of the Acting Superintendent, the Board of Education hereby approves the establishment and creation of the civil service position of School Bus Training Coordinator, a competitive civil service position, effective October 25, 2023.

FOR ACTION:

Volume LVIII

Report No. S – 153

SUBJECT:

Memorandum of Agreement between the Utica City School District and Deanna DiBrango

Authorization is requested of the Board of Education to approve the Memorandum of Agreement dated October 24, 2023, between the Utica City School District and Deanna DiBrango.

FOR ACTION:

Volume LVIII

Report No. S – 154

SUBJECT:

Memorandum of Agreement between the Utica City School District and SEIU, Local 200

Authorization is requested of the Board of Education to approve the Memorandum of Agreement dated October 24, 2023, between the Utica City School District and SEIU, Local 200.

FOR ACTION:**Volume LVIII****Report No. S –155****SUBJECT:****Application for Extended Field Trip –
Proctor High School**

Authorization is requested of the Board of Education to approve approximately eleven (11) Proctor High School ROTC students to travel to Green Lane Park State Park, Boyertown, Pennsylvania from October 20-21, 2023 to attend an Area 4 Championship Orienteering Competition. Orienteering is an outdoor navigation sport which allows the students to use a map and compass to find check points along a mapped course using decision-making skills.

Supervision of these students will be provided by Master Chief Mark Williamson.

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

FOR ACTION:**Volume LVIII****Report No. S – 156****SUBJECT:****Application for Extended Field Trip –
Proctor High School**

Authorization is requested of the Board of Education to approve approximately thirty-two (32) Proctor High School Girls and Boys Cross Country Team students to travel to Black Bear Mountain and Stony Mountain in Inlet, New York on Saturday, October 28, 2023. This trip will involve cross-training, team bonding, and a mental health reset as these students head into post season.

Supervision of these students will be provided by Dave Caruso, Coach/Teacher, Heather Monroe, Coach/Teacher, and Alexis Holmer, Coach/Teacher.

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

FOR ACTION:**Volume LVIII****Report No. S – 157****SUBJECT:****Application for Extended Field Trip –
Hughes Elementary School**

Authorization is requested of the Board of Education to approve approximately thirty-eight (38) Hughes Elementary School students to travel to the Black River Outdoor Education Program in Boonville, NY on Tuesday, January 30, 2024. This trip will teach students science (wilderness), ELA (increase background knowledge), as well as teach the students the value of group-work and following directions

Supervision of these students will be provided by Ani Sojda, Teacher, Kimberly Race, Teacher, and Francisco Maniero, Teacher.

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

FOR ACTION:**Volume LVIII****Report No. B – 20****SUBJECT:****Budget Transfer – Reversal of Federal Funds**

Authorization is requested of the Board of Education to approve the following Budget Transfer – Reversal of Federal Funds for Fiscal Year 2022-2023:

	<u>Account</u>	<u>Description</u>		<u>Amount</u>
From:	A9060.800-00-0000	Hospital, Medical & Dental Insurance	\$	944,274
To:	A1621.462-00-0000	Maintenance of Plant – Repair BLDG/Mechanical	\$	187,119
	A1621.474-00-0000	Maintenance of Plant – Electrical Contract	\$	33,752
	A1621.504-00-0000	Maintenance of Plant – Repair BLDGS/Parking Lots	\$	501,460
	A1621.544-00-0000	Maintenance of Plant – Supplies – Electrical	\$	28,288
	A1621.549-00-0000	Maintenance of Plant – Supplies – Heating	\$	21,520
	A1621.551-00-0000	Maintenance of Plant – Repair BLDG/Alt Materials	\$	62,843
	A9901.950-00-0000	Transfer to Special Aid	\$	109,292

Explanation: To adjust for expenditures originally posted to federal funds and found to be ineligible for reimbursement

A9060.800-00-0000	Original Budget	\$	25,450,000
	Revised Budget with Transfer	\$	24,505,726
	Transfers In	\$	-
	Transfers Out	\$	1,604,886
	Expended & Encumbered	\$	20,579,823
	Balance before Transfer	\$	3,265,291
	Percent Used (Original Budget)		80.86%
	Percent Used (Revised Budget)		83.98%
A1621.462-00-0000	Original Budget	\$	65,000
	Revised Budget with Transfer	\$	209,804
	Transfers In	\$	-
	Transfers Out	\$	42,315
	Expended & Encumbered	\$	209,804
	Balance before Transfer	\$	(187,119)
	Percent Used (Original Budget)		322.78%
	Percent Used (Revised Budget)		100.00%
A1621.474-00-0000	Original Budget	\$	28,000
	Revised Budget with Transfer	\$	40,419
	Transfers In	\$	-
	Transfers Out	\$	21,333
	Expended & Encumbered	\$	40,419
	Balance before Transfer	\$	(33,752)
	Percent Used (Original Budget)		144.35%
	Percent Used (Revised Budget)		100.00%

Cont'd:

A1621.504-00-0000	Original Budget	\$	100,000
	Revised Budget with Transfer	\$	610,736
	Transfers In	\$	9,276
	Transfers Out	\$	-
	Expended & Encumbered	\$	610,736
	Balance before Transfer	\$	(501,460)
	Percent Used (Original Budget)		610.74%
	Percent Used (Revised Budget)		100.00%
A1621.544-00-0000	Original Budget	\$	35,000
	Revised Budget with Transfer	\$	88,090
	Transfers In	\$	24,802
	Transfers Out	\$	-
	Expended & Encumbered	\$	88,090
	Balance before Transfer	\$	(28,288)
	Percent Used (Original Budget)		251.69%
	Percent Used (Revised Budget)		100.00%
A1621.549-00-0000	Original Budget	\$	25,000
	Revised Budget with Transfer	\$	62,012
	Transfers In	\$	15,492
	Transfers Out	\$	-
	Expended & Encumbered	\$	62,012
	Balance before Transfer	\$	(21,520)
	Percent Used (Original Budget)		248.05%
	Percent Used (Revised Budget)		100.00%
A1621.551-00-0000	Original Budget	\$	220,000
	Revised Budget with Transfer	\$	835,751
	Transfers In	\$	552,908
	Transfers Out	\$	-
	Expended & Encumbered	\$	835,750
	Balance before Transfer	\$	(62,843)
	Percent Used (Original Budget)		379.89%
	Percent Used (Revised Budget)		100.00%
A9901.950-00-0000	Original Budget	\$	200,000
	Revised Budget with Transfer	\$	309,292
	Transfers In	\$	-
	Transfers Out	\$	-
	Expended & Encumbered	\$	309,292
	Balance before Transfer	\$	(109,292)
	Percent Used (Original Budget)		154.65%
	Percent Used (Revised Budget)		100.00%

FOR ACTION:

Volume LVIII

Report No. B – 21

SUBJECT:

Disposal of Obsolete Instructional Resources

Authorization is requested of the Board of Education to dispose of obsolete instructional resources located at Kernan Elementary School.

FOR ACTION:**Volume LVIII****Report No. P – 17****SUBJECT:****Retirements**

It is recommended that the following retirements be accepted:

Kelvin Haden

Security Monitor
Donovan Middle School
Effective: October 11, 2023
Years of Service: 35

Joanne Aughe

Teacher Assistant – Special Education
Kennedy Middle School
Effective: October 5, 2023
Years of Service: 31

Sandra Mahar

Bus Monitor
Effective: October 13, 2023
Years of Service: 30

FOR ACTION:**Volume LVIII****Report No. P – 17****SUBJECT:****Resignation****Teacher**

It is recommended that the following resignation be accepted:

Ammie Clark

Special Education Teacher
Jefferson Elementary School
Effective: November 12, 2023
Reason: Accepted position outside the
Utica City School District
Notification Received: October 12, 2023

FOR ACTION:**Volume LVIII****Report No. P – 17****SUBJECT:****Resignation****Teacher Assistant**

It is recommended that the following resignation be accepted:

Briana Marlenga

Teacher Assistant – Special Education
Jefferson Elementary
Effective: October 13, 2023
Reason: Personal
Notification Received: October 13, 2023

FOR ACTION:**Volume LVIII****Report No. P – 17****SUBJECT:****Resignations****Clerical**

It is recommended that the following resignations be accepted:

Danielle Giovinazzo

Typist (10-months)
Albany Elementary School
Effective: October 25, 2023
Reason: Accepted Office Specialist
position within the Utica City School District
Notification Received: October 18, 2023

Gianna Iacone

Confidential Secretary to Chief Human Resources Officer
Human Resources Department
Effective: October 27, 2023
Reason: Accepted position outside the
Utica City School District
Notification Received: October 11, 2023

Mandy Mroz

Secretary to Chief Accountability Officer
Accountability Office
Effective: October 25, 2023
Reason: Accepted position outside the
Utica City School District
Notification Received: October 13, 2023

FOR ACTION:**Volume LVIII****Report No. P – 17****SUBJECT:****Resignations****Transportation**

It is recommended that the following resignations be accepted:

Charmaine Rosado

Bus Driver
Effective: October 30, 2023
Reason: Personal
Notification Received: October 16, 2023

James Watkins

Bus Monitor
Effective: October 26, 2023
Reason: Personal
Notification Received: October 16, 2023

FOR ACTION:**Volume LVIII****Report No. P – 17****SUBJECT:****Terminations**

It is recommended that the following terminations be approved:

Sandra Moses

Food Monitor – Breakfast and Lunch Program
District-Wide – not to exceed 35 hours per week
Effective: October 16, 2023

Faith Turczyn

Bus Driver
District-Wide
Effective: October 11, 2023

FOR ACTION:**Volume LVIII****Report No. P – 17****SUBJECT:****Changes of Assignment****Transportation**

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

Marlene Mendoza

From: Substitute Monitor
To: School Monitor (Bus)
Salary: \$16.32 per hour
Effective: Retroactively on September 19, 2023

Elisa Ramirez-Duarte

From: Substitute Monitor
To: School Monitor (Bus)
Salary: \$16.32 per hour
Effective: Retroactively on September 19, 2023

FOR ACTION:**Volume LVIII****Report No. P – 17****SUBJECT:****Change of Assignment****Custodial/Maintenance**

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

Alfred Wehrle

From: Assistant Custodian
To: Custodian (Permanent)
District-Wide
Salary: \$30.13 per hour
Effective: October 23, 2023

Mr. Wehrle passed the examination for this classification and appears on the Certified List for Custodian from the Utica Civil Service Commission.

FOR ACTION:**Volume LVIII****Report No. P – 17****SUBJECT:****Change of Assignment****Food Service/Monitor**

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

Amira Dizdarevic

From: Food Service Worker 1-Breakfast and Lunch Program
District-Wide – not to exceed 35 hours per week
To: Monitor Breakfast and Lunch Program – not to exceed
35 hours per week
Effective: October 30, 2023
Salary: \$17.34 per hour

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

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

Amanda Faccioli

Grade 2 Teacher – Conkling Elementary School
From: October 25, 2023
To: December 12, 2023
Reason: Personal
Notification Received: October 11, 2023

Judith Piccione

English Teacher – Kennedy Middle School
From: November 27, 2023
To: December 15, 2023
Reason: Personal
Notification Received: October 6, 2023

Courtney Rahn

Grade 1 Teacher – Kernan Elementary School
From: October 31, 2023
To: November 17, 2023
Reason: Family
Notification Received: October 13, 2023

Emily Shene

Spanish Teacher – Proctor High School
From: October 13, 2023
To: November 9, 2023
Reason: Personal
Notification Received: October 13, 2023

FOR ACTION:**Volume LVIII****Report No. P – 17****SUBJECT:****Paid Administrative Leave**

It is hereby resolved, that the Board of Education hereby approves paid administrative leave for Renee O'Neill.

FOR ACTION:**Volume LVIII****Report No. P – 17****SUBJECT:****Mentor/Mentee – Rescindment of Mentor**

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

<u>Mentor</u>	<u>Position</u>	<u>School</u>	<u>Mentee</u>
Michael Pagliaro	Elementary Reading	Columbus	Marissa Brown

FOR ACTION:**Volume LVIII****Report No. P – 17****SUBJECT:****Mentors/Mentees for 2023-2024**

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

<u>Mentee/New Teacher</u>	<u>Position</u>	<u>School</u>	<u>Mentor</u>
Sara L. Fairbairn	Special Education	Hughes	Jillian Testa
Ronald Klopfanstein	English Language Arts	Kennedy	Melissa Mariotti
Andrea Judycki	Special Education	Kernan	Kristen Joy
Traci McClendon	Special Education	Hughes	Dina Fernald
Jeneva Taylor	Special Education	Jefferson	Kimberly Shackett
Marissa Brown	Elementary Reading	Columbus	Lynda Lloyd
Kristen Reese	Special Education – SS	Proctor	Alexis Holmer

Salary:

Prorated at \$700.00 per school year

FOR ACTION:**Volume LVIII****Report No. P – 17****SUBJECT:****Resolution for Probationary Appointment
Phung Hoang – Teacher Assistant**

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

RESOLVED, upon the recommendation of the Acting Superintendent of Schools, that Phung Hoang, who possesses Level I Teaching Assistant certification issued by the Commissioner of Education, is appointed to the position of Teacher Assistant commencing retroactively on October 3, 2023. Phung Hoang'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 – 17****SUBJECT:****Resolution for Probationary Appointment
Patricia McComb – Teacher Assistant**

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

RESOLVED, upon the recommendation of the Acting Superintendent of Schools, that Patricia McComb, who possesses Level I Teaching Assistant certification issued by the Commissioner of Education, is appointed to the position of Teacher Assistant commencing October 11, 2023. Patricia McComb'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 – 17****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 Acting Superintendent of Schools, that the following individuals are appointed to serve as per diem Substitute Teachers at \$100.00 per day, effective immediately:

- Isabella Blake
- Emma Fasolo
- Isak Kulalic

FOR ACTION:**Volume LVIII****Report No. P – 17****SUBJECT:****Resolution for Appointment of Accountant –
Mark Bono**

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

RESOLUTION

WHEREAS, the Utica City School District ("District") Board of Education, upon the recommendation of the Acting Superintendent of Schools, hereby appoints Mark Bono to the provisional position of Accountant, pending a valid civil service list of eligibles following examination, at an annual salary of \$85,000 (prorated).

BE IT FURTHER RESOLVED, that the Superintendent of Schools is directed to oversee the preparation of a written terms and conditions agreement reflecting Mr. Bono's terms and conditions of employment within the position of Accountant.

FOR ACTION:**Volume LVIII****Report No. P – 17****SUBJECT:****Resolution for Appointment of Office Specialist –
Danielle Giovinazzo**

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

RESOLUTION

WHEREAS, the Utica City School District ("District") Board of Education, upon the recommendation of the Acting Superintendent of Schools, hereby appoints Danielle Giovinazzo to the provisional position of Office Specialist, pending a valid civil service list of eligibles following examination, at an annual salary of \$56,000 (prorated).

BE IT FURTHER RESOLVED, that the Superintendent of Schools is directed to oversee the preparation of a written terms and conditions agreement reflecting Ms. Giovinazzo's terms and conditions of employment within the position of Office Specialist.

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

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

- Emily Congdon
- Jacqueline Rueckert
- Andrea Wilson
- Michele Wyborski

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 – 17****SUBJECT:****Appointment****Extra-Curricular Music**

It is recommended that the following appointment be approved:

Jared McFarlin

Elementary Chorus
Kernan Elementary School
Effective: 2023-2024 School Year
Index: \$1,311

FOR ACTION:**Volume LVIII****Report No. P – 17****SUBJECT:****Appointments****Volunteer Coaches –
Winter 2023-2024**

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

Joe Leo

Boys Jr. Varsity/Varsity Basketball
Proctor High School
Effective: Winter 2023-2024 sport season

Angelina Mancuso

Girls Modified Basketball
Donovan Middle School
Effective: Winter 2023-2024 sport season

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

It is recommended that the following appointments be accepted:

Erlinda Franco Mancilla
49 Emerson Ave.
Utica NY 13501

Monitor-Breakfast and Lunch Program
District-Wide – not to exceed 35 hours per week
Effective: October 30, 2023
Salary: \$16.32 per hour
Education: Graduated 2000, Simon Bolivar School, Arauca, Colombia
Experience: 2003-2008, PAR, Analyst; 2008-2014, Insurance Broker;
Utica City School District, Utica, NY, Sub Monitor-Breakfast and Lunch
Program
May 15, 2023 to present

Cerima Latic
1013 Culver Ave.
Utica NY 13501

Monitor-Breakfast and Lunch Program
District-Wide – not to exceed 35 hours per week
Effective: October 30, 2023
Salary: \$16.32 per hour
Education: Graduated 1997, Bosnia High School, Bosnia
Experience: 2009-2022, Weston Foods, Quality Control & Packer;
Utica City School District, Utica, NY, Sub Monitor-Breakfast and Lunch
Program
May 15, 2023 to present

Heily Concepcion
1411 Howard Ave.
Utica NY 13501

Monitor-Breakfast and Lunch Program
District-Wide – not to exceed 35 hours per week
Effective: October 30, 2023
Salary: \$16.32 per hour
Education: GED, 2022
Experience: 2022-2023, Masonic Home, Resident Aide; Utica City
School District, Utica, NY, Sub Monitor-Breakfast and Lunch Program
May 15, 2023 to present

FOR ACTION:**Volume LVIII****Report No. P – 17****SUBJECT:****Appointment****Food Service/Monitor**

It is recommended that the following appointment be accepted:

Gersy Santana Deconcepcion
1411 Howard Ave.
Utica NY 13501

Monitor-Breakfast and Lunch Program
District-Wide – not to exceed 35 hours per week
Effective: October 30, 2023
Salary: \$16.32 per hour
Education: Graduated 2001, Dominican Republic
Experience: 2014 to present, Resource Center for
Independent Living (RCIL), Caretaker; Utica City School
District, Utica, NY, Sub Monitor-Breakfast and Lunch Program
May 15, 2023 to present

FOR ACTION:**Volume LVIII****Report No. P – 17****SUBJECT:****Re-call for Bus Driver**

Authorization is requested of the Board of Education to recall the following sub bus driver to their position, effective October 25, 2023:

Sub Bus Driver:

Salary:

Dariem Gomez Alcantara

\$20.50 per hour

FOR ACTION:**Volume LVIII****Report No. P – 17****SUBJECT:****Re-call for Bus Monitor**

Authorization is requested of the Board of Education to recall the following bus monitor to their position, effective October 25, 2023.

Bus Monitor:

Salary:

Junior Jimenez Castillo

\$16.32 per hour

FOR ACTION:**Volume LVIII****Report No. P – 17****SUBJECT:****Conference**

It is recommended that the following conference be approved:

<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>
Sharon Ellison	NYS TESOL Annual Conference Albany, NY Approved by: S. Falchi & E. Gerling Allotted: \$319.00 from Budget Code: A2070-400-00-0000 Substitute Required	November 3, 2023

FOR INFORMATION:**Volume LVIII****Report No. P – 18****SUBJECT:****Abandonment of Position****Food Service/Monitor**

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

Jaylen Rodriguez

Food Service Worker-Breakfast and Lunch Program
District-Wide – not to exceed 35 hours per week
Effective: October 2, 2023

FOR INFORMATION:**Volume LVIII****Report No. P – 18****SUBJECT:****Resignations****Security Officer**

It is recommended that the following resignations be accepted:

Peter Caruso

Security Officer
District-Wide
Effective: October 2, 2023
Reason: Primary position with Utica Police Department
Notification Received: October 2, 2023

Steven Gray

Security Officer
District-Wide
Effective: October 1, 2023
Reason: Primary position with Utica Police Department
Notification Received: October 2, 2023

Patrick Murphy

Security Officer
District-Wide
Effective: October 1, 2023
Reason: Primary position with Utica Police Department
Notification Received: October 2, 2023

Vincent Parrotta

Security Officer
District-Wide
Effective: October 2, 2023
Reason: Primary position with Utica Police Department
Notification Received: October 2, 2023

Shawn Ruddy

Security Officer
District-Wide
Effective: October 1, 2023
Reason: Primary position with Utica Police Department
Notification Received: October 2, 2023

Reginald Sanders

Security Officer
District-Wide
Effective: October 2, 2023
Reason: Primary position with Utica Police Department
Notification Received: October 2, 2023

FOR INFORMATION:**Volume LVIII****Report No. P – 18****SUBJECT:****Resignations****Security Officer**

It is recommended that the following resignations be accepted:

Eric Scorzafava

Security Officer
District-Wide
Effective: October 2, 2023
Reason: Primary position with Utica Police Department
Notification Received: October 2, 2023

Pernell Wadley

Security Officer
District-Wide
Effective: October 1, 2023
Reason: Primary position with Utica Police Department
Notification Received: October 2, 2023

FOR INFORMATION:**Volume LVIII****Report No. P – 18****SUBJECT:****Resignation****Security**

It is recommended that the following resignation be accepted:

Dominica Palmer

Security Monitor
District-Wide
Effective: October 10, 2023
Reason: Personal
Notification Received: October 16, 2023

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

It is recommended that the following rescindment of resignation be accepted:

Deanna DiBrango

Food Monitor – Lunch Program
Proctor High School
Effective: August 23, 2023
Notification Received: October 16, 2023

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

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

Deanna DiBrango

Food Monitor – Lunch Program

Proctor High School

From: August 23, 2023

To: June 30, 2024

Reason: Personal

Notification Received: September 21, 2023

FOR INFORMATION:**Volume LVIII****Report No. P – 18****SUBJECT:****Unpaid Leave of Absence****Security Monitor**

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

Roquan Caban

School Monitor (Security) – Proctor High School

From: September 13, 2023

To: November 3, 2023

Reason: Medical

Notification Received: September 21, 2023

FOR INFORMATION:**Volume LVIII****Report No. P – 18****SUBJECT:****Unpaid Leave of Absence****Transportation**

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

Victor Liriano

Bus Driver

From: October 18, 2023

To: April 19, 2023

Reason: Personal/family

Notification Received: October 16, 2023