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FOR ACTION:

VOLUME LX

Report No. S - 91

SUBJECT: Resolution for John Giuliano

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

**Resolution for John Giuliano
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 John Giuliano. Mr. Giuliano was employed by the Utica City School District for approximately 35 years as an Athletic Caretaker.

Mr. Giuliano served in the Utica City School District with dedication. His attention to detail and care for the stadiums supported countless athletes and teams for decades.

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

Dated: November 18, 2025

Kathy Hughes, District Clerk
Utica City School District

FOR ACTION:**VOLUME LX****Report No. S - 92****SUBJECT: Resolution for Marie T. Mezza**

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

**Resolution for Marie T. Mezza
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 Marie T. Mezza. Mrs. Mezza was employed by the Utica City School District for approximately 28 years in the district in the as a server and later at Central Kitchen.

Mrs. Mezza gained employment with the Utica City School District at Mary Street and Roosevelt Schools, where she enjoyed working alongside her beloved coworkers and helping the students. Later, she worked at Central Kitchen. Mrs. Mezza so enjoyed her position there that she returned after retirement because she simply missed "the gang."

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

Dated: November 18, 2025

Kathy Hughes, District Clerk
Utica City School District

FOR ACTION:**VOLUME LX****Report No. S - 93****SUBJECT: Acceptance of Thanksgiving Dinner Boxes from Redeemer Church**

Authorization is requested of the Board of Education to approve and accept the Thanksgiving dinner boxes from the Redeemer Church.

FOR ACTION:**VOLUME LX****Report No. S - 94****SUBJECT: Acceptance of Non-Perishable Food Bags to the Utica City School District from the United Way of the Mohawk Valley and the Food Bank of Central New York**

Authorization is requested of the Board of Education to approve and accept the non-perishable food bags from the United Way of the Mohawk Valley and the Food Bank of Central New York for the 2025 – 2026 School Year.

FOR ACTION:**VOLUME LX****Report No. S - 95****SUBJECT: Affiliation Agreement between the Utica City School District and Elmira College (AMENDED)**

Authorization is requested of the Board of Education to approve the Agreement between the Utica City School District and Elmira College for the 2025–2026 school year ~~as a one-year agreement from the effective date.~~

FOR ACTION:**VOLUME LX****Report No. S - 96****SUBJECT: Agreement between the Utica City School District and Mohawk Valley Community College for the Dual Credit Program (AMENDED)**

Authorization is requested of the Board of Education to approve the Agreement between the Utica City School District and Mohawk Valley Community College for the Dual Credit Program for the 2025–2026 school year ~~beginning on July 1, 2025 and expiring on June 30, 2030.~~

FOR ACTION:**VOLUME LX****Report No. S - 97****SUBJECT: Agreement between the Utica City School District and Syracuse University (AMENDED)**

Authorization is requested of the Board of Education to approve the Agreement between the Utica City School District and Syracuse University for the 2025–2026 school year ~~beginning on January 1, 2026 and expiring on December 31, 2030.~~

FOR ACTION:**VOLUME LX****Report No. S - 98****SUBJECT: Budget Timeline for the 2026-2027 School Year**

Authorization is requested of the Board of Education to approve the Budget Timeline for the 2026-2027 school year.

FOR ACTION:**VOLUME LX****Report No. S - 99****SUBJECT: Administrative Internship (PULLED, MOTION PASSED)**

It is recommended that the following person be granted an internship in accordance with Utica City School Board of Education Policy 3203

Erica Sbarra

Administrative Internship at Kernan Elementary School and District Central Office. The Internship will be conducted from January 5, 2026 – January 4, 2027.

Ms. Sbarra will be supervised by Dominick Timpano, Principal, and Steven A. Falchi, Assistant Superintendent of Curriculum, Instruction and Assessment. Internship hours will be as follows:

January 5, 2026 – June 30, 2026

Kernan Elementary School

Monday-Friday 7:35 am-8:35 am

Monday-Friday 3:45 pm-6:15 pm

July 1, 2025 – August 14, 2026

Central Office Administration Building

Monday-Friday 8:00 am – 4:15 pm

August 31, 2026 – January 4, 2027

Kernan Elementary School

Monday-Friday 7:35 am-8:35 am

Monday-Friday 3:45 pm- 6:15 pm

Recommended by Steven A. Falchi, Assistant Superintendent of Curriculum, Instruction and Assessment and Dr. Christopher Spence, Superintendent of Schools

FOR ACTION:**VOLUME LX****Report No. S - 100****SUBJECT: Employment Agreement between the Utica City School District and Richard Ambruso**

Authorization is requested of the Board of Education to approve the individual Employment Agreement dated November 18, 2025, between the Utica City School District and Richard Ambruso, Interim Administrative Support at a per diem rate of \$675.00 retroactively on September 9, 2025 through November 8, 2025 and \$700.00 per diem effective November 9, 2025 through June 30, 2026.

FOR ACTION:**VOLUME LX****Report No. S - 101****SUBJECT: Employment Agreement between the Utica City School District and Kathy Jo Britton**

Authorization is requested of the Board of Education to approve the individual Employment Agreement dated November 18, 2025, between the Utica City School District and Kathy Jo Britton, Part-time/Temporary Clerical Support at an hourly rate of \$30.00.

FOR ACTION:**VOLUME LX****Report No. S - 102****SUBJECT: Employment Agreement between the Utica City School District and Amina Feratovic (TABLED)**

Authorization is requested of the Board of Education to approve the individual Employment Agreement dated November 18, 2025, between the Utica City School District and Amina Feratovic, Secretary to the Superintendent at a salary of \$65,000 prorated

FOR ACTION:**VOLUME LX****Report No. S - 103****SUBJECT: Services Agreement between the Utica City School District and Amergis Healthcare Staffing, Inc.**

Authorization is requested of the Board of Education to approve the Services Agreement between the Utica City School District and Amergis Healthcare Staffing, Inc. effective September 15, 2025.

FOR ACTION:**VOLUME LX****Report No. S - 104****SUBJECT: Change in Title - Administrator**

Authorization is requested of the Board of Education to approve the change in title for position of Human Resources Specialist to Human Resources Administrator (12-months), effective November 19, 2025.

FOR ACTION:**VOLUME LX****Report No. S - 105****SUBJECT: Creation of Position**

Authorization is requested of the Board of Education to create one (1) Accountant (12-months), effective November 19, 2025.

FOR ACTION:**VOLUME LX****Report No. S - 106****SUBJECT: Creation of Position**

Authorization is requested of the Board of Education to create one (1) Assistant Superintendent for School Leadership position (12-months), effective November 19, 2025.

FOR ACTION:**VOLUME LX****Report No. S - 107****SUBJECT: Creation of Position**

Authorization is requested of the Board of Education to create one (1) Director of English Language Learners (ELL) position (12-months), effective November 19, 2025.

FOR ACTION:**VOLUME LX****Report No. S - 108****SUBJECT: Confidentiality and Data Use Agreement between the Utica City School District, RDS Services, and Excellus BlueCross BlueShield**

Authorization is requested of the Board of Education to approve the confidentiality and use agreement between the Utica City School District, RDS Services and Excellus BlueCross BlueShield.

FOR ACTION:**VOLUME LX****Report No. S - 109****SUBJECT: Resolution Approving Inspection and Testing Services – Capital Improvement Project**

Authorization is requested of the Board of Education to approve the revised tenure date of Teachers:

Resolution
Approving Inspection and Testing Services
Capital Improvement Project

WHEREAS, the Board of Education of the Utica City School District (the "Board of Education") has determined that it is in the best interest of the School District to retain a qualified inspection and testing service to provide the required inspections, testing, and related professional services in connection with its 2024 Capital Improvement Project with a voter approved total cost of \$65,000,000 (the "Project"); and

WHEREAS, the Project Construction Manager solicited proposals to provide inspection and testing services in connection with the Project and received proposals in response to the solicitation, diligently analyzed the proposals and by letter dated October 10, 2025 recommends acceptance of the proposal submitted by Atlantic Testing Laboratories, Ltd. ("Atlantic") dated September 25, 2025 (the "Proposal for Services"); and

WHEREAS, based on the recommendation of the Project Construction Manager the Superintendent of Schools recommends acceptance of the Proposal for Services; and

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

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

NOW, THEREFORE be it resolved as follows:

1. Based on the recommendation of the Project Construction Manager, the Board of Education hereby approves the retention of Atlantic to provide services in accordance with the terms and conditions of the Proposal for Services.
2. The Board of Education hereby authorizes the President of the Board or the Superintendent of Schools to enter into a contract with Atlantic on behalf of the Board of Education in compliance with the Proposal for Services.
3. This resolution shall take effect immediately.

CERTIFICATION

A regularly scheduled meeting of the Board of Education of the Utica City School District held on November 18, 2025, was called to order by its President and upon roll being called, the following members were:

PRESENT:

ABSENT:

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

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

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

Member Name:

Aye/Nay/Absent:

Dated: November 18, 2025

Kathy Hughes, District Clerk
Utica City School District

FOR ACTION:**VOLUME LX****Report No. S - 110****SUBJECT: Resolution Approving Lease****Resolution Approving Lease**

At a Regular Meeting of the Board of Education of the Utica City School District (the "District"), held on November 18, 2025;

WHEREAS, 1501 Broad Street Corp. (the "Owner") is the owner of real property located at 1501 Broad Street Utica, NY 13501; and

WHEREAS, the District desires to lease from the Owner approximately 20,000 sq. ft. of the building located on the premises for storage, warehousing, administrative, and related purposes; and

WHEREAS, the Owner is willing to lease such property to the District and the District has considered the terms set forth in a lease agreement to commence January 1, 2026 through December 31, 2026, with an option for the District to renew the lease for an additional 1-year period from January 1, 2027 through December 31, 2027.

NOW, THEREFORE, be it resolved as follows:

1. The Board determines that a lease with 1501 Broad Street Corp. for property located at 1501 Broad Street Utica, NY 13501 to serve as space for storage, warehousing, administrative, and related purposes is in the best interest of the District.
2. The Board hereby approves the terms and conditions of the proposed Lease Agreement, and the Board authorizes the Superintendent of Schools to execute the lease agreement in the form approved by legal counsel.
3. This resolution shall take effect immediately.

Dated: November 18, 2025

Kathy Hughes, District Clerk
Utica City School District

FOR ACTION:**VOLUME LX****Report No. S - 111****SUBJECT: Agreement Between the Utica City School District and Mohawk Valley Latino Association (NOT OFFERED)**

Authorization is requested of the Board of Education to approve the Agreement between the Utica City School District and Mohawk Valley Latino Association for the 2025-2026 school year for the Project RISE afterschool programming and Youth Leadership Academy.

FOR ACTION:**VOLUME LX****Report No. S - 112****SUBJECT: Approval of Combining Contract for Boys' Varsity Hockey (NOT OFFERED)**

Authorization is requested of the Board of Education to approve the New York State Public High School Athletic Association and Section III Boys' Varsity Hockey Combining Contract.

FOR ACTION:**VOLUME LX****Report No. B - 14****SUBJECT: Disposal of Obsolete Technology Equipment**

Authorization is requested of the Board of Education to dispose of obsolete technology equipment located at Kernan Elementary, Columbus Elementary, JFK Middle School, General Herkimer Elementary, Jefferson Elementary, and UPK (MVCAA).

FOR ACTION:**VOLUME LX****Report No. B - 15****SUBJECT: Approval of Budget Transfer - Transportation**

Authorization is requested of the Board of Education to approve the following Budget Transfer – Transportation for the 2025-2026 Fiscal Year.

2025-2026 Fiscal Year			
	<u>Account</u>	<u>Description</u>	<u>Amount</u>
From:	A5510.161-00-0000	Transportation - Salaries, Drivers SPED	\$ 200,000
	A5510.162-00-0000	Transportation - Salaries, Monitors SPED	\$ 110,000
To:	A5510.402-00-0000	Transportation - Contractual SPED	\$ 200,000
	A5510.408-00-0000	Transportation - Contractual Transportation	\$ 110,000
Reason:	To adjust cost center due to transfer of individual drivers and monitors to contract transportation.		
	A5510.161-00-0000	Original Budget	\$ 836,931
		Revised Budget with Transfer	\$ 636,931
		Transfers In	\$ -
		Transfers Out	\$ -
		Expended & Encumbered	\$ 86,171
		Balance before Transfer	\$ 750,760
		Percent Used (Original Budget)	10.30%
		Percent Used (Revised Budget)	13.53%
	A5510.162-00-0000	Original Budget	\$ 560,444
		Revised Budget with Transfer	\$ 450,444
		Transfers In	\$ -
		Transfers Out	\$ -
		Expended & Encumbered	\$ 65,531
		Balance before Transfer	\$ 494,913
		Percent Used (Original Budget)	11.69%
		Percent Used (Revised Budget)	14.55%
	A5510.402-00-0000	Original Budget	\$ 4,106,338
		Revised Budget with Transfer	\$ 4,306,338
		Transfers In	\$ -
		Transfers Out	\$ -
		Expended & Encumbered	\$ 3,348,535
		Balance before Transfer	\$ 757,803
		Percent Used (Original Budget)	81.55%
		Percent Used (Revised Budget)	77.76%
	A5510.408-00-0000	Original Budget	\$ 15,580,206
		Revised Budget with Transfer	\$ 15,690,206
		Transfers In	\$ -
		Transfers Out	\$ -
		Expended & Encumbered	\$ 14,599,531
		Balance before Transfer	\$ 980,685
		Percent Used (Original Budget)	93.71%
		Percent Used (Revised Budget)	93.05%

FOR ACTION:**VOLUME LX****Report No. B - 16****SUBJECT: Approval of Budget Transfer – Athletics, Contractual**

Authorization is requested of the Board of Education to approve the following Budget Transfer – Athletics, Contractual for the 2025-2026 Fiscal Year.

2025-2026 Fiscal Year

	<u>Account</u>	<u>Description</u>	<u>Amount</u>
From:	A2855.451-02-0000	Athletics - Supplies, Swimming Pools	\$ 20,000
To:	A2855.450-00-0000	Athletics - Misc Athletic/PE Supplies	\$ 20,000

Reason: To adjust within cost center for additional athletic supplies deemed necessary.

A2855.451-02-0000	Original Budget	\$ 20,000
	Revised Budget with Transfer	\$ -
	Transfers In	\$ -
	Transfers Out	\$ -
	Expended & Encumbered	\$ -
	Balance before Transfer	\$ 20,000
	Percent Used (Original Budget)	0.00%
	Percent Used (Revised Budget)	0.00%
A2855.450-00-0000	Original Budget	\$ 158,523
	Revised Budget with Transfer	\$ 178,523
	Transfers In	\$ -
	Transfers Out	\$ -
	Expended & Encumbered	\$ 157,275
	Balance before Transfer	\$ 1,248
	Percent Used (Original Budget)	99.21%
	Percent Used (Revised Budget)	88.10%

FOR ACTION:**VOLUME LX****Report No. B - 17****SUBJECT: Approval of Budget Transfer – Personnel, Contractual Consultants**

Authorization is requested of the Board of Education to approve the following Budget Transfer – Personnel, Contractual Consultants for the 2025-2026 Fiscal Year.

2025-2026 Fiscal Year

	<u>Account</u>	<u>Description</u>	<u>Amount</u>
From:	A1430.490-00-0425	Personnel - Contract Admin/Negotiation, BOCES	\$ 50,000
To:	A1430.405-00-0000	Personnel - Contractual, Consultants	\$ 50,000
Reason:	To adjust within cost center for the continuation of contractual consultant services.		
	A1430.490-00-0425	Original Budget	\$ 170,060
		Revised Budget with Transfer	\$ 120,060
		Transfers In	\$ -
		Transfers Out	\$ -
		Expended & Encumbered	\$ -
		Balance before Transfer	\$ 170,060
		Percent Used (Original Budget)	0.00%
		Percent Used (Revised Budget)	0.00%
	A1430.405-00-0000	Original Budget	\$ 28,400
		Revised Budget with Transfer	\$ 78,400
		Transfers In	\$ -
		Transfers Out	\$ -
		Expended & Encumbered	\$ 28,260
		Balance before Transfer	\$ 140
		Percent Used (Original Budget)	99.51%
		Percent Used (Revised Budget)	36.05%

FOR ACTION:**VOLUME LX****Report No. B - 18****SUBJECT: Approval of Budget Transfer – Treasurer, Salary**

Authorization is requested of the Board of Education to approve the following Budget Transfer – Treasurer, Salary for the 2025-2026 Fiscal Year.

2025-2026 Fiscal Year

	<u>Account</u>	<u>Description</u>	<u>Amount</u>
From:	A1325.449-00-0000	Treasurer - Paying Agent Fees	\$ 12,600
To:	A1325.160-00-0000	Treasurer - Salary	\$ 12,600

Reason: To adjust within cost center for salary increase approved after 2026 budget approval.

A1325.449-00-0000	Original Budget	\$	70,000
	Revised Budget with Transfer	\$	52,400
	Transfers In	\$	-
	Transfers Out	\$	5,000
	Expended & Encumbered	\$	16,071
	Balance before Transfer	\$	48,929
	Percent Used (Original Budget)		22.96%
	Percent Used (Revised Budget)		30.67%
A1325.160-00-0000	Original Budget	\$	62,400
	Revised Budget with Transfer	\$	75,000
	Transfers In	\$	-
	Transfers Out	\$	-
	Expended & Encumbered	\$	74,712
	Balance before Transfer	\$	(12,312)
	Percent Used (Original Budget)		119.73%
	Percent Used (Revised Budget)		99.62%

FOR ACTION:**VOLUME LX****Report No. B - 19****SUBJECT: Approval of Budget Transfer – Teaching, Bridge Program**

Authorization is requested of the Board of Education to approve the following Budget Transfer – Teaching, Bridge Program for the 2025-2026 Fiscal Year.

2025-2026 Fiscal Year

	<u>Account</u>	<u>Description</u>	<u>Amount</u>
From:	A2070.400-00-0000	In Service Training - Staff Development/Contr	\$ 60,000
To:	A2110.434-00-0000	Teaching - Bridge Program/Pratt	\$ 60,000
Reason:	To increase for additional availability for the District's Bridge Program.		
	A2070.400-00-0000	Original Budget	\$ 200,000
		Revised Budget with Transfer	\$ 140,000
		Transfers In	\$ -
		Transfers Out	\$ -
		Expended & Encumbered	\$ 6,205
		Balance before Transfer	\$ 193,795
		Percent Used (Original Budget)	3.10%
		Percent Used (Revised Budget)	4.43%
	A2110.434-00-0000	Original Budget	\$ 75,000
		Revised Budget with Transfer	\$ 135,000
		Transfers In	\$ -
		Transfers Out	\$ -
		Expended & Encumbered	\$ -
		Balance before Transfer	\$ 75,000
		Percent Used (Original Budget)	0.00%
		Percent Used (Revised Budget)	0.00%

FOR ACTION:**VOLUME LX****Report No. P - 27****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 individuals are appointed to serve as per diem **Substitute Teacher** at **\$100.00 per day**, effective immediately:

Michael Albertine
Gabriella Bilodeau
Georgia Fisher
Laura Malagese

FOR ACTION:**VOLUME LX****Report No. P - 27****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 individuals are appointed to serve as per diem **Targeted Assistance Teacher/Substitute** at **\$40.00 per hour**, for the 2025-2026 school year:

Colleen Ciecko
Mary Anne Murray

FOR ACTION:**VOLUME LX****Report No. P - 27****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 individuals are appointed to serve as per diem **Substitute Teacher** at **\$100.00 per day**, effective retroactively on November 10, 2025:

Cindy Altamirano

FOR ACTION:**VOLUME LX****Report No. P - 27****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 **Certified Substitute Teacher** at **\$130.00 per day**, effective immediately:

Colleen Oczkowski

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Resolution for Substitute Nurse**

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 Registered Nurse (RN)** at **\$115.00 per day**, effective November 19, 2025 pending NYSED fingerprinting clearance:

Samantha Spinks

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Resolution for Probationary Appointment LaTonya Hawkins – 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 LaTonya Hawkins, who possesses Teaching Assistant, Continuing certification issued by the Commissioner of Education, is appointed to the position of Teaching Assistant in the tenure area of Teaching Assistant effective retroactively on October 27, 2025, with a four-year probationary term commencing October 27, 2025 and expiring October 26, 2029 unless extended in accordance with the law. LaTonya Hawkins's salary shall be **\$19.10 per hour** as set by the collective bargaining agreement between the Utica City School District and SEIU.

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Resolution for Probationary Appointment Samantha Sharpe – 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 Samantha Sharpe, who possesses Level 1 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 December 3, 2025, with a four-year probationary term commencing December 3, 2025 and expiring December 2, 2029 unless extended in accordance with the law. Samantha Sharpe's salary shall be **\$19.10 per hour** as set by the collective bargaining agreement between the Utica City School District and SEIU.

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Appointment – Custodial/Maintenance**

It is recommended that the following appointment be approved:

Joseph Lee	Light Equipment Operator District-Wide (Probationary) Effective: December 1, 2025 Salary: \$28.73 per hour Experience: Cleaner, General Herkimer Elementary School Utica, NY 8/22 to present
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FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Appointment – Custodial/Maintenance**

It is recommended that the following appointment be approved:

Victor Castronovo	Stock Clerk District-Wide (Probationary) Effective: December 3, 2025 Salary: \$27.50 per hour Experience: Maintenance, Upstate Caring Partners Utica, NY 4/23 to present
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FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Appointment – Custodial/Maintenance**

It is recommended that the following appointment be approved:

Jacob Florentino	Assistant Custodian District-Wide (Provisional) Effective: December 12, 2025 Salary: \$27.50 per hour Experience: Custodian, Sauquoit Valley School District Sauquoit, NY 8/20 to present
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FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Appointment – Custodial/Maintenance**

It is recommended that the following appointment be approved:

Rocco Grande*	Steamfitter District-Wide (Probationary) Effective: December 1, 2025 Salary: \$28.74 per hour Education: Graduate of Proctor High School
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Experience: Self Employed, A&R Property Solutions
 Utica, NY
 4/24 to present

*Pending NYSED fingerprinting clearance.

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Appointments - 2025-2026 Home Instruction Tutoring**

It is recommended that the following appointments be approved for the 2025-2026 Home Instruction Tutoring.

Effective Dates: Retroactively October 20, 2025 – June 30, 2026

Rocco Giruzzi
Jennifer Palmieri
Jennifer Eselin

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 LX****Report No. P - 27****SUBJECT: Appointments – Security**

It is recommended that the following appointments be approved:

Veronica Jones*	School Monitor (Security), Probationary District-Wide Effective: November 24, 2025 Salary: \$18.82 per hour Education: High School Experience: Crew Member, Burger King Utica, NY 5/25 to present
Louis LaBella*	School Monitor (Security), Probationary District-Wide Effective: November 24, 2025 Salary: \$18.82 per hour Education: High School Experience: Retired security, Westin Resorts Hilton Head, SC 8/07 – 11/23

*Pending NYSED fingerprinting clearance.

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Appointments – Sub Food Service/Monitors**

It is recommended that the following appointments be approved:

Navasha Gary*	Sub Food Service/Monitor-Breakfast and Lunch Program District-Wide Effective: November 24, 2025 Salary: \$15.50 per hour Education: High School Experience: Utica Rehabilitation 2020-2022; The Pines 2021/2022
Alyssa Stacks*	Sub Food Service/Monitor-Breakfast and Lunch Program District-Wide Effective: November 24, 2025 Salary: \$15.50 Education: High School Experience: Pastry Chef, Desserts Beyond the Ordinary Utica, NY 2/22 to present
Thuy Tien Sweeney*	Sub Food Service/Monitor-Breakfast and Lunch Program District-Wide Effective: November 24, 2025 Salary: \$15.50 Education: High School Experience: Head-start Aide, Utica, NY

*Pending NYSED fingerprinting clearance.

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Appointment – Coaching – Spring 2026**

It is recommended that the following coaching appointment be approved:

David Guido	Boys Varsity Baseball Proctor High School Effective: Spring 2026 Index: \$8,287
Steven Strife	Boys Assistant Varsity Baseball Proctor High School Effective: Spring 2026 Index: \$6,445
Michael Zaloom	Boys Varsity Tennis Proctor High School Effective: Spring 2026 Index: \$3,840

Jerome Tine	Varsity Track Proctor High School Effective: Spring 2026 Index: \$8,287
Giuseppe Battista	Assistant Varsity Track Proctor High School Effective: Spring 2026 Index: \$4,480
Kelli Bikowsky	Girls Varsity Softball Proctor High School Effective: Spring 2026 Index: \$8,287
Trey Szatko	Boys Jr. Varsity Baseball Proctor High School Effective: Spring 2026 Index: \$3,383
Dominick Fasolo	Boys Modified Baseball Donovan Middle School Effective: Spring 2026 Index: \$2,780
Bradley Gouger	Boys Modified Baseball Kennedy Middle School Effective: Spring 2026 Index: \$4,604

FOR ACTION:

VOLUME LX

Report No. P - 27

SUBJECT: Appointments - Extra-Curricular Music

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

Shawn Hawley	Jr. High Orchestra Donovan Middle School Effective: 2025-2026 School Year Index: \$4,604
Shawn Hawley	Jr. High Orchestra Kennedy Middle School Effective: 2025-2026 School Year Index: \$4,604
John Freleigh	Elementary Orchestra Kernan, Hughes, King, General Herkimer, and Conkling Elementary Schools Effective: 2025-2026 School Year Index: \$1,668

Stephen Zumchak	Elementary Chorus Conkling Elementary School Effective: 2025-2026 School Year Index: \$1,668
Greg Brockway	Elementary Chorus .6 Jones/.4 King Elementary Schools Effective: 2025-2026 School Year Index: \$1,449
Lily Corathers	Elementary Chorus .6 Hughes/.4 Jefferson Elementary Schools Effective: 2025-2026 School Year Index: \$1,449
Nina Savasta	Elementary Chorus Conkling Elementary School Effective: 2025-2026 School Year Index: \$1,449
Matthew Thornton	Elementary Chorus Kernan Elementary School Effective: 2025-2026 School Year Index: \$1,449
Sara Mistler	Elementary Chorus .2 Jefferson/.8 Watson Williams Elementary Schools Effective: 2025-2026 School Year Index: \$1,449

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FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Appointment - Extra-Curricular TA – Winter Sports - Track**

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

Samantha Or

Special Education Teaching Assistant for Track
Effective: 2025-2026 Winter Sport Season
Salary: \$19.10 per hour

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Appointment - Volunteer Coach – Winter 25-26**

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

Noah Cohen

Boys Varsity Basketball
Proctor High School
Effective: Winter 2025-2026 Sport Season

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Appointment - Coach – Winter 25-26**

It is recommended that the following coaching appointment be approved:

Juan Baez

Boys Assistant Varsity Volleyball
Proctor High School
Effective: Winter 2025-2026
Index: \$3,383

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Appointment - Volunteer Coach – Spring 2026**

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

John Longeretta

Boys Varsity Baseball
Proctor High School
Effective: Spring 2025-2026 Sport Season

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: ~~Voluntary Transfer - Teacher~~ Involuntary Transfer - Teacher**

It is recommended that the following voluntary transfer be approved:

Alicia Spaziani

From: Special Education Teacher
Conkling Elementary School
To: Special Education Teacher
Columbus Elementary School
Effective: August 27, 2025

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Involuntary Transfer - Teacher**

It is recommended that the following involuntary transfer be approved:

Jennifer Palmieri

From: Special Education Teacher
Notre Dame School
To: Special Education Teacher
Jefferson Elementary School
Effective: August 27, 2025

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Involuntary Transfer - Clerical**

It is recommended that the following involuntary transfer be approved:

Rayni Thahtoo

From: Clerk, 12-months
Central Administration
To: Clerk, 12-months
Conkling Elementary School
Effective: December 1, 2025

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Unpaid Leave of Absence - Clerical**

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

Arlette Camcho

Office Specialist
Human Resources Department
From: January 12, 2026
To: January 16, 2026
Reason: Personal
Notification Received: October 7, 2025

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Conferences**

It is recommended that the following conferences be approved:

<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>
Suzanne Gazzilli	New York State Association for Health, Physical Education, Recreation and Dance, Annual Conference Vernon, NY Approved by: S. Falchi & R. Guerrero Allotted: \$265.00 from Budget Code: A2110.475-09-0000 Substitute Required	November 20- 21, 2025
<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>
Nina Savasta	NYSSMA Winter Conference Rochester, NY Approved by: S. Falchi & H. Galinski Allotted: \$280.00 from Budget Code: A2110.475-26-0000 Substitute Required	December 5-6, 2025
<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>
Dr. Spence	53rd Annual NABSE Conference, Empowering Excellence Chicago, IL Allotted: \$3,000.00 from Budget Code: A1240.435-00-0000	December 10- 14, 2025

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Change of Index – Department Chair**

It is recommended that the following Department Chair change of index be approved:

Alexis McKerrow

Guidance Counselor Department Chair
Proctor High School
Effective: 2025-2026 School Year
Index: \$8,374.41

FOR INFORMATION:**VOLUME LX****Report No. P - 28****SUBJECT: Revised Tenure - Teacher**

Authorization is requested of the Board of Education to approve the revised tenure date of Teachers as follows:

RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the revised tenure date for the following Teachers. The expiration date is tentative and conditional only.

Employee	Tenure Area	New Tenure Date
Olivia Amzallag	French	August 27, 2025 – August 26, 2028
Andrea Cordero	School Counseling and Guidance	August 27, 2025 – August 26, 2028
Mallory Faffley	Elementary	September 8, 2025 – September 7, 2028
Sarah Parker	Special Education	August 27, 2025 – August 26, 2028
Michael Briggs	Technology	August 27, 2025 – August 26, 2028
Forest Stewart	Social Studies	August 27, 2025 – August 26, 2029

FOR INFORMATION:**VOLUME LX****Report No. P - 28****SUBJECT: Revised Tenure - Teacher**

Authorization is requested of the Board of Education to approve the revised tenure date of Teachers:

The following transfers were previously approved and as a result, new tenure areas and applicable dates are mandated:

Employee	Tenure Area	Applicable Dates
Amy Costello Winter	Reading	August 27, 2025 – August 26, 2028
Jessica Keller	Elementary	August 27, 2025 – August 26, 2028
Patricia Marashian	ESL	August 27, 2025 – August 26, 2028
Amy Galiulo	Reading	August 28, 2024 – August 27, 2027

FOR INFORMATION:**VOLUME LX****Report No. P - 28****SUBJECT: Retirement – Teaching Assistant**

It is recommended that the following retirement be accepted:

Mariangela Iuorno
 Teaching Assistant – Library
 Proctor High School
 Effective: October 23, 2025
 Years of Service: 39
 Notification Received: October 24, 2025

FOR INFORMATION:**VOLUME LX****Report No. P - 28****SUBJECT: Retirement – Teacher**

It is recommended that the following retirement be approved:

Kurt Gradel	Social Studies Teacher
	Proctor High School
	Effective: January 2, 2026
	Years of Service: 20
	Notification Received: November 4, 2025

FOR INFORMATION:**VOLUME LX****Report No. P - 28****SUBJECT: Retirement – Physical Therapist**

It is recommended that the following retirement be approved:

Ruth E. Putney	Physical Therapist
	Hughes/Jefferson Elementary Schools
	Effective: October 31, 2025
	Years of Service: 30
	Notification Received: September 15, 2025

FOR INFORMATION:**VOLUME LX****Report No. P - 28****SUBJECT: Retirement – Nurse**

It is recommended that the following retirement be accepted:

Mary Brown	Registered Nurse
	M.L. King, Jr. Elementary School
	Effective: May 5, 2026
	Years of Service: 12
	Notification Received: October 31, 2025

FOR INFORMATION:**VOLUME LX****Report No. P - 28****SUBJECT: Retirement – School Guidance Counselor**

It is recommended that the following change in retirement be accepted:

Erin Scalise	School Guidance Counselor
	Donovan Middle School
	Effective: October 4, 2025
	Years of Service: 27
	Notification Received: September 23, 2025

FOR INFORMATION:**VOLUME LX****Report No. P - 28****SUBJECT: Change of Status – Maintenance Supervisor**

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

Mark Paciello	Maintenance Foreperson
	From: Probationary (26 weeks)
	To: Permanent
	Effective: October 3, 2025

FOR INFORMATION:**VOLUME LX****Report No. P - 28****SUBJECT: Change of Status – Occupational Therapist**

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

Isabella Starsiak	Occupational Therapist
	King Elementary School
	From: Probationary
	To: Permanent
	Effective: August 28, 2025

The above has completed their probationary period.

FOR INFORMATION:**VOLUME LX****Report No. P - 28****SUBJECT: Revision of Salary – Teaching Assistant**

It is recommended that the following revision of salary be accepted:

Luz Velasco-Mojica	Teaching Assistant
	From: \$19.10 per hour
	To: \$21.22 per hour per SEIU Contract
	Effective: August 28, 2025

FOR INFORMATION:**VOLUME LX****Report No. P - 28****SUBJECT: Resignation – Custodial/Maintenance**

It is recommended that the following resignation be accepted:

Michael Yacco	Cleaner – Columbus Elementary School
	Effective: October 10, 2025
	Reason: Personal
	Notification Received: October 10, 2025

FOR INFORMATION:**VOLUME LX****Report No. P - 28****SUBJECT: Resignation – Custodial/Maintenance**

It is recommended that the following resignation be accepted:

Edward Dutcher

Cleaner – Hughes Elementary School
Effective: October 27, 2025
Reason: Accepted Assistant Custodian position
within the Utica City School District
Notification Received: October 22, 2025

FOR INFORMATION:**VOLUME LX****Report No. P - 28****SUBJECT: Resignation – Custodial/Maintenance**

It is recommended that the following resignation be accepted:

Stephen Getz

Cleaner – Jefferson Elementary School
Effective: October 27, 2025
Reason: Accepted Caretaker position
within the Utica City School District
Notification Received: October 24, 2025

FOR INFORMATION:**VOLUME LX****Report No. P - 28****SUBJECT: Resignation – Custodial/Maintenance**

It is recommended that the following resignation be accepted:

Luis Garcia

Cleaner – Albany Elementary School
Effective: October 27, 2025
Reason: Accepted Assistant Custodian position
within the Utica City School District
Notification Received: October 24, 2025

FOR INFORMATION:**VOLUME LX****Report No. P - 28****SUBJECT: Resignation – Clerical**

It is recommended that the following resignation be accepted:

Ciara Dooley

Office Specialist
Business Office
Effective: October 31, 2025
Reason: Personal
Notification Received: October 20, 2025

FOR INFORMATION:**VOLUME LX****Report No. P - 28****SUBJECT: Resignation – Clerical**

It is recommended that the following resignation be accepted:

Nicole Ferraro	Senior Bookkeeper Business Office Effective: October 23, 2025 Reason: Accepted a position outside the Utica City School District Notification Received: October 9, 2025
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FOR INFORMATION:**VOLUME LX****Report No. P - 28****SUBJECT: Resignation – Substitute Bus Monitor**

It is recommended that the following resignation be accepted:

James Watkins	Substitute Bus Monitor Effective: June 25, 2025 Reason: Personal Notification Received: October 23, 2025
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FOR INFORMATION:**VOLUME LX****Report No. P - 28****SUBJECT: Resignation – Security**

It is recommended that the following resignation be accepted:

Velma Reed	School Monitor (Security) District-Wide Effective: October 17, 2025 Reason: Personal Notification Received: October 8, 2025
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FOR INFORMATION:**VOLUME LX****Report No. P - 28****SUBJECT: Resignation – Teaching Assistant**

It is recommended that the following resignation be accepted:

Samantha Sharpe	Teaching Assistant Effective: September 15, 2025 Reason: Accepted a position outside the Utica City School District Notification Received: September 15, 2025
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FOR INFORMATION:**VOLUME LX****Report No. P - 28****SUBJECT: Resignation – Teaching Assistant**

It is recommended that the following resignation be accepted:

Yasmiri Estevez	Teaching Assistant Proctor High School Effective: September 30, 2025 Reason: Personal Notification Received: September 16, 2025
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FOR INFORMATION:**VOLUME LX****Report No. P - 28****SUBJECT: Resignation – Teaching Assistant**

It is recommended that the following resignation be accepted:

Lisa Ellis	Teaching Assistant Kernan Elementary School Effective: September 26, 2025 Reason: Personal Notification Received: September 10, 2025
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FOR INFORMATION:**VOLUME LX****Report No. P - 28****SUBJECT: Resignation – Teaching Assistant**

It is recommended that the following resignation be accepted:

Jennifer Roberts	8 th Grade Class Advisor Kennedy Middle School Effective: September 16, 2025 Notification Received: September 16, 2025
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FOR INFORMATION:**VOLUME LX****Report No. P - 28****SUBJECT: Rescindment of Appointment – Home Instruction Tutor**

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

Holly Sroka	Home Instruction Tutor Effective: September 23, 2025 Reason: Personal Notification Received: September 23, 2025
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FOR INFORMATION:**VOLUME LX****Report No. P - 28****SUBJECT: Rescindment of Resignation Teaching Assistant**

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

Lilia Molina

Substitute Teaching Assistant
Effective: October 30, 2025
Notification Received: October 16, 2025

FOR INFORMATION:**VOLUME LX****Report No. P - 28****SUBJECT: Rescindment of Resignation Teaching Assistant**

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

Linda Lantos

Teaching Assistant
Jefferson Elementary School
Effective: October 8, 2025
Notification Received: October 8, 2025

FOR INFORMATION:**VOLUME LX****Report No. P - 28****SUBJECT: Unpaid Leaves of Absences**

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

Carolyn Aceto

Food Monitor
Proctor High School
From: 10/24/25
To: 11/25/25
Reason: Medical
Notification Received: 9/26/25

Melissa DeBiase

CTA Special Education
Albany Elementary School
From: 9/3/25
To: 6/26/26
Reason: Medical - Family, Intermittent Leave
Notification Received: 9/3/25

Tiernen Hotaling	CTA Special Education MLK Elementary School From: 10/14/25 PM To: 10/24/25 Reason: Medical Notification Received: 10/24/25
Danielle Laclair	Typist JFK Middle School From: 10/4/25 To: 10/31/25 Reason: Medical Notification Received: 10/14/25, 10/16/25, 10/27/25, 10/30/25
Shauna Mills	ESOL Teacher K-6 Columbus Elementary School From: 10/29/25 To: 1/9/26 Reason: Medical Notification Received: 9/2/25
Margaret Tahan	Guidance Counselor Proctor High School From: 11/7/25 To: 12/18/25 Reason: Bonding Notification Received: 8/19/25
Bailey Petronella	5th Grade Teacher Kernan Elementary School From: 10/27/25 PM To: 11/23/25 Reason: Returning from ULOA earlier than first reported Notification Received: 10/27/25

**Board of Education Meeting
NOVEMBER 18, 2025
MOTION FROM THE FLOOR**

FOR ACTION:

VOLUME LX

Report No. P - 27

SUBJECT: Appointment – Coaching – Winter 2025-2026

It is recommended that the following coaching appointment be approved:

John Simmons

Girls Modified Volleyball
Donovan Middle School
Effective: Winter 2025-2026
Index: \$4,604