

**FOR ACTION**

|         |                                                                                                                                                                                      |         |
|---------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|
| S – 266 | Utica City School District 2024-2025 School Calendar – <b>PULLED</b>                                                                                                                 | 3 – 4   |
| S – 267 | American Rescue Plan Elementary and Secondary school Emergency Relief (ARP ESSER)<br>Part 2 – Fund Amendment #3                                                                      | 5 – 6   |
| S – 268 | Resolution to Nominate Joseph Hobika, Jr. for the Office on the Oneida-Herkimer-Madison BOCES Board of Cooperative Educational Services (BOCES)                                      | 7       |
| S – 269 | Agreement between the Utica City School District and Paragon Environmental Construction, Inc.                                                                                        | 8       |
| S – 270 | Agreement between the Utica City School District and LaBella Associates, DPC – 2024 Building Condition Survey (BDS)                                                                  | 8       |
| S – 271 | Resolution Awarding Contract for Capital Construction Project – John F. Kennedy Field Storage Building                                                                               | 9 – 10  |
| S – 272 | Resolution Awarding Contract for Capital Construction Project – Donovan Middle School Storage Building Addition                                                                      | 11 – 12 |
| S – 273 | Resolution Awarding Contract for Capital Construction Project – Donovan Middle School Roof Reconstruction                                                                            | 13 – 14 |
| S – 274 | Resolution Awarding Contract for Capital Construction Project – Conkling Elementary School, Kernan Elementary School, Donovan Middle School, and Columbus Elementary School – Paving | 15 – 16 |
| S – 275 | Resolution Awarding Contract for Capital Construction Project – Hughes Elementary School and Jones Elementary School – Paving                                                        | 17 – 18 |
| S – 276 | Resolution Awarding Contract for Capital Construction Project – Jefferson Elementary School and John F. Kennedy Middle School – Paving                                               | 19 – 20 |
| S – 277 | Resolution Regarding State Environmental Quality Review (SEQRA)                                                                                                                      | 21      |
| S – 278 | Approval of Single Audit and Correction Action Plan (CAP)                                                                                                                            | 22      |
| S – 279 | Approval of Risk Assessment and Corrective Action Plan (CAP)                                                                                                                         | 22      |
| S – 280 | Approval and Adoption of Policies                                                                                                                                                    | 22      |
| S – 281 | Amended Field Use Agreement between the Utica City School District and the Oneida County Sports Facility Authority                                                                   | 22      |
| S – 282 | Data Sharing and Confidential Agreement between the Utica City School District and the State University of New York System Administration (SUNY)                                     | 22      |
| S – 283 | Application for Extended Field Trip – Kennedy Middle School                                                                                                                          | 23      |
| S – 284 | Application for Extended Field Trip – Proctor High School                                                                                                                            | 23      |
| S – 285 | Application for Extended Field Trip – Proctor High School                                                                                                                            | 23      |
| S – 286 | Application for Extended Field Trip – Proctor High School – <b>DATE CORRECTION</b>                                                                                                   | 24      |
| S – 287 | Application for Extended Field Trip – Proctor High School                                                                                                                            | 24      |
| S – 288 | Application for Extended Field Trip – Proctor High School                                                                                                                            | 25      |

**FOR ACTION**

|        |                                                           |    |
|--------|-----------------------------------------------------------|----|
| B – 57 | Disposal of Technology Resource Items                     | 26 |
| B – 58 | Budget Transfer – Teacher – BOCES                         | 27 |
| B – 59 | Budget Transfer – Curriculum Development – Salaries       | 28 |
| B – 60 | Budget Transfer – Custodial Operations                    | 29 |
| B – 61 | Budget Transfer – Maintenance of Plant – Building Repairs | 30 |
| B – 62 | Budget Transfer – Business Administration – Postage       | 31 |

**FOR ACTION**

|        |                                              |         |
|--------|----------------------------------------------|---------|
| P - 31 | Unpaid Leave of Absence                      | 32      |
|        | Changes of Assignment                        | 32      |
|        | Resolution for Probationary Appointments     | 33      |
|        | Resolution for Substitute Teaching Assistant | 33 – 34 |
|        | Resolution for Per Diem Substitutes          | 34      |
|        | Appointments                                 | 34 – 35 |
|        | Mentors/Mentees for 2023-2024                | 35      |

**FOR INFORMATION**

|        |                                                         |    |
|--------|---------------------------------------------------------|----|
| P – 32 | Resignations                                            | 36 |
|        | Unpaid Leaves of Absence                                | 36 |
|        | Change in Effective Dates of an Unpaid Leave of Absence | 37 |

**MOTIONS FROM THE FLOOR**

|         |                                                                                                                                                                                        |    |
|---------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----|
| S – 288 | Resolution for District Reorganization                                                                                                                                                 | 38 |
| S – 289 | Resolution to approve the Settlement Agreement between the Utica City School District and National Building & Restoration Corporation                                                  | 39 |
| S – 290 | Appointment of Impartial Hearing Officer – Brad Rosken (per Board Policy #8506.1)                                                                                                      | 40 |
| S – 291 | Appointment of Impartial Hearing Officer – James Walsh (per Board Policy #8506.1)                                                                                                      | 40 |
| S – 292 | Resolution appointing Dr. Patricia Kilburn, District Superintendent, Oneida-Herkimer-Madison BOCES as the search consultant for the Utica City School District’s Superintendent search | 41 |

**FOR ACTION:****Volume LVIII****Report No. S – 266****PULLED****SUBJECT:****Utica City School District 2024-2025 School Calendar**

Authorization is requested of the Board of Education to adopt the Utica City School District 2024-2025 School Calendar:

| JULY 2024      |    |      |    |      |    |    |
|----------------|----|------|----|------|----|----|
| S              | M  | T    | W  | TH   | F  | S  |
|                | 1  | 2    | 3  | 4    | 5  | 6  |
| 7              | 8  | 9    | 10 | 11   | 12 | 13 |
| 14             | 15 | 16   | 17 | 18   | 19 | 20 |
| 21             | 22 | 23   | 24 | 25   | 26 | 27 |
| 28             | 29 | 30   | 31 |      |    |    |
| OCTOBER 2024   |    |      |    |      |    |    |
| S              | M  | T    | W  | TH   | F  | S  |
|                |    | 1    | 2  | 3    | 4  | 5  |
| 6              | 7  | 8    | 9  | 10   | 11 | 12 |
| 13             | 14 | 15   | 16 | 17   | 18 | 19 |
| 20             | 21 | 22   | 23 | 24   | 25 | 26 |
| 27             | 28 | 29   | 30 | 31   |    |    |
| JANUARY 2025   |    |      |    |      |    |    |
| S              | M  | T    | W  | TH   | F  | S  |
|                |    |      | 1  | 2    | 3  | 4  |
| 5              | 6  | 7    | 8  | 9    | 10 | 11 |
| 12             | 13 | 14   | 15 | 16   | 17 | 18 |
| 19             | 20 | 21   | 22 | 23   | 24 | 25 |
| 26             | 27 | 28   | 29 | 30   | 31 |    |
| APRIL 2025     |    |      |    |      |    |    |
| S              | M  | T    | W  | TH   | F  | S  |
|                |    | 1    | 2  | 3    | 4  | 5  |
| 6              | 7  | 8    | 9  | 10   | 11 | 12 |
| 1              | 14 | 15   | 16 | 17   | 18 | 19 |
| 20             | 21 | 22   | 23 | 24   | 25 | 26 |
| 27             | 28 | 29   | 30 |      |    |    |
| AUGUST 2024    |    |      |    |      |    |    |
| S              | M  | T    | W  | TH   | F  | S  |
|                |    |      |    | 1    | 2  | 3  |
| 4              | 5  | 6    | 7  | 8    | 9  | 10 |
| 11             | 12 | 13   | 14 | 15   | 16 | 17 |
| 18             | 19 | 20   | 21 | 22   | 23 | 24 |
| 25             | 26 | 27   | 28 | (29) | 30 | 31 |
| NOVEMBER 2024  |    |      |    |      |    |    |
| S              | M  | T    | W  | TH   | F  | S  |
|                |    |      |    |      | 1  | 2  |
| 3              | 4  | (5)  | 6  | 7    | 8  | 9  |
| 10             | 11 | 12   | 1  | 14   | 15 | 16 |
| 17             | 18 | 19   | 20 | 21   | 22 | 23 |
| 24             | 25 | 26   | 27 | 28   | 29 | 30 |
| FEBRUARY 2025  |    |      |    |      |    |    |
| S              | M  | T    | W  | TH   | F  | S  |
|                |    |      |    |      |    | 1  |
| 2              | 3  | 4    | 5  | 6    | 7  | 8  |
| 9              | 10 | 11   | 12 | 13   | 14 | 15 |
| 16             | 17 | 18   | 19 | 20   | 21 | 22 |
| 23             | 24 | 25   | 26 | 27   | 28 |    |
| MAY 2025       |    |      |    |      |    |    |
| S              | M  | T    | W  | TH   | F  | S  |
|                |    |      |    | 1    | 2  | 3  |
| 4              | 5  | 6    | 7  | 8    | 9  | 10 |
| 11             | 12 | 13   | 14 | 15   | 16 | 17 |
| 18             | 19 | (20) | 21 | 22   | 23 | 24 |
| 25             | 26 | 27   | 28 | 29   | 30 | 31 |
| SEPTEMBER 2024 |    |      |    |      |    |    |
| S              | M  | T    | W  | TH   | F  | S  |
| 1              | 2  | (3)  | 4  | 5    | 6  | 7  |
| 8              | 9  | 10   | 11 | 12   | 13 | 14 |
| 15             | 16 | 17   | 18 | 19   | 20 | 21 |
| 22             | 23 | 24   | 25 | 26   | 27 | 28 |
| 29             | 30 |      |    |      |    |    |
| DECEMBER 2024  |    |      |    |      |    |    |
| S              | M  | T    | W  | TH   | F  | S  |
| 1              | 2  | 3    | 4  | 5    | 6  | 7  |
| 8              | 9  | 10   | 11 | 12   | 13 | 14 |
| 15             | 16 | 17   | 18 | 19   | 20 | 21 |
| 22             | 23 | 24   | 25 | 26   | 27 | 28 |
| 29             | 30 | 31   |    |      |    |    |
| MARCH 2025     |    |      |    |      |    |    |
| S              | M  | T    | W  | TH   | F  | S  |
|                |    |      |    |      |    | 1  |
| 2              | 3  | 4    | 5  | 6    | 7  | 8  |
| 9              | 10 | 11   | 12 | 13   | 14 | 15 |
| 16             | 17 | 18   | 19 | 20   | 21 | 22 |
| 23             | 24 | 25   | 26 | 27   | 28 | 29 |
| 30             | 31 |      |    |      |    |    |
| JUNE 2025      |    |      |    |      |    |    |
| S              | M  | T    | W  | TH   | F  | S  |
| 1              | 2  | 3    | 4  | 5    | 6  | 7  |
| 8              | 9  | 10   | 11 | 12   | 13 | 14 |
| 15             | 16 | 17   | 18 | 19   | 20 | 21 |
| 22             | 23 | 24   | 25 | 26   | 27 | 28 |
| 29             | 30 |      |    |      |    |    |

| 12 MONTH EMPLOYEE  |                          | SCHOOL RECESS DAYS |                          | SPECIAL DAYS                 |                                  |
|--------------------|--------------------------|--------------------|--------------------------|------------------------------|----------------------------------|
| July 4             | Independence Day         | Sept. 2            | Labor Day                | Aug. 29                      | Superintendent's Conference Day  |
| Sept. 2            | Labor Day                | Oct. 14            | Columbus Day             | Sept. 3                      | Superintendent's Conference Day  |
| Oct. 14            | Columbus Day             | Nov. 11            | Veterans' Day (Observed) | Sept. 4                      | First Day of School for Students |
| Nov. 11            | Veterans' Day (Observed) | Nov. 27-29         | Thanksgiving Recess      | Nov. 5                       | Superintendent's Conference Day  |
| Nov. 27-29         | Thanksgiving Recess      | Dec. 23-Jan. 3     | Winter Recess            | Nov. 26                      | Go Home Early Drill              |
| Dec. 24,25; Jan. 1 | Christmas Recess         | Jan. 20            | M.L. King, Jr. Day       | Jan. 21-24                   | Regents Exams                    |
| Jan. 20            | M.L. King, Jr. Day       | Jan. 29            | Lunar New Year           | Jan. 27                      | Second Semester Begins           |
| Jan. 29            | Lunar New Year           | Feb. 17-21         | Mid-Winter Recess        | May 20                       | Superintendent's Conference Day  |
| Feb. 17            | Presidents' Day          | April 18           | Good Friday              | June 4, 10, 17-18, 20, 23-25 | Regents Exam                     |
| April 18           | Good Friday              | April 21-25        | Spring Recess            | June 26-27                   | Regents Rating Days              |
| May 26             | Memorial Day             | May 26             | Memorial Day             | June 27                      | Last Day for All Students        |
| June 19            | Juneteenth               | June 19            | Juneteenth               | June 27                      | High School Graduation           |

| REPORT CARD PERIOD ENDS | INSERVICE ½ DAYS<br>Elementary K-6 | NUMBER OF STUDENT ATTENDANCE DAYS |             |
|-------------------------|------------------------------------|-----------------------------------|-------------|
| November 8              | June 12 Rating Day                 | September-19                      | February-15 |
| January 27              | June 17 Rating Day                 | October-22                        | March-21    |
| April 4                 |                                    | November-16                       | April-16    |
| June 27                 |                                    | December-15                       | May-20      |
|                         |                                    | January-18                        | June-19     |
|                         |                                    | Total Student Days                | 181         |

**LEGEND: \* Pay Days**

**Regents Exams**

**(Supt. Conf. Days)**

**15 Minute Early Release**

**School Recess**

**Elementary ½ Day In-service**

**Regents' Rating Day**

**APPROVED BY THE BOARD OF EDUCATION AT THE REGULAR MEETING ON:**

## **SCHOOL CALENDAR DIGEST: 2024-2025**

### **Provision for School Closing Due to Weather Related Conditions or Other Emergency Situations**

The following will apply relative to the administration of the school calendar to ensure that school closings do not cause the number of days in session to drop below the number required by law.

#### **Contingent School Closing Day:**

If 0 inclement weather days are used, **April 28, May 23, 27, 16 and June 6** will become recess days.

If 1 inclement weather day is used, **April 28, May 23, 27 and May 16** will become recess days.

If 2 inclement weather days are used, **April 28, May 23, and May 27** become recess days.

If 3 inclement weather days are used, **April 28 and May 23** will become recess days.

If 4 inclement weather days are used, **April 28** will become a recess day

If 5 inclement weather days are used, there will be **no** recess days on **April 28, May 23, 27, 16 and June 6**

If an emergency situation forces the Utica City School District's schools to close for more than four (5) days, school will be in session beginning April **21, 22, 23, 24 and 25** each day beyond five (5) and in that order.

All staff members are cautioned **NOT** to commit to any irrevocable plans for the Spring Recess (**April 18-25**) or any other recess days in the event that any or all of these days will be required to make up for lost student days due to emergency closings.

If an emergency situation forces schools to close more than ten (10) days, the district, in consultation with various bargaining units, will make adjustments necessary to conform to state law.

#### **Summary: Maximum Number of Days Available for Emergency School Closings.**

|                                                                                                                       |     |
|-----------------------------------------------------------------------------------------------------------------------|-----|
| Minimum Required per School Year by Statute Including Conference Days.....                                            | 180 |
| Scheduled Student Days.....                                                                                           | 181 |
| Add: Days Teachers are in Attendance for Staff conference days as authorized by the<br>Commissioner of Education..... | 4   |
| Total Days School is in Session Including Staff Conference Days.....                                                  | 185 |
| Days Available for Emergency School Closings.....                                                                     | 5   |

**SUBJECT:****American Rescue Plan Elementary and Secondary School  
Emergency Relief (ARP ESSER) Part 2 –  
Fund Amendment #3**

Authorization is requested to approve the New York State American Rescue Plan Elementary and Secondary School Emergency Relief (ARP ESSER) Part 2 – Fund Amendment #3 with the following changes below with a total budget remaining at \$58,254,402.

**BUDGET:** American Rescue Plan Elementary and Secondary School Emergency Relief (ARP ESSER Part 2 - Funding Period: March 13, 2020 - September 30, 2024)

| <b>Code</b> |  | <b>Amend 2 Budget<br/>January 2024</b> | <b>Difference</b> | <b>Amend 3 Budget<br/>February 2024</b> |
|-------------|--|----------------------------------------|-------------------|-----------------------------------------|
| 15          |  | \$6,796,928                            | -\$1,756,876      | \$5,040,052                             |
| 16          |  | \$19,725                               | \$0               | \$19,725                                |
| 40          |  | \$23,480,582                           | -\$9,690,000      | \$13,790,582                            |
| 45          |  | \$18,681,299                           | \$670,000         | \$19,351,299                            |
| 46          |  | \$90,947                               | \$0               | \$90,947                                |
| 49          |  | \$0                                    | \$10,776,876      | \$10,776,876                            |
| 80          |  | \$2,378,626                            | \$0               | \$2,378,626                             |
| 20          |  | \$6,806,295                            | \$0               | \$6,806,295                             |
|             |  |                                        |                   |                                         |
|             |  | \$58,254,402                           | \$0               | \$58,254,402                            |

| <b>Description of Item</b>                                     | <b>Amend 2<br/>Expenditure</b> | <b>Cost Calculation</b>                                                                      | <b>Difference</b>   | <b>Amend 3<br/>Expenditure</b> |
|----------------------------------------------------------------|--------------------------------|----------------------------------------------------------------------------------------------|---------------------|--------------------------------|
| <b>CODE 15: Teacher Salaries</b>                               |                                |                                                                                              |                     |                                |
| Teacher Salaries                                               | \$5,546,575                    | Salaries for Reading/AIS Teachers, ENL Teachers, Classroom Teachers, and Guidance Counselors | -\$1,756,876        | \$3,789,699                    |
|                                                                |                                | <b>Total</b>                                                                                 | <b>-\$1,756,876</b> |                                |
|                                                                |                                |                                                                                              |                     |                                |
| <b>CODE 40: Purchase Services</b>                              |                                |                                                                                              |                     |                                |
| School-Based Health and Mental Wellness services [Activity 14] | \$2,700,000                    | Reclassification to code 49                                                                  | -\$2,100,000        | \$600,000                      |
| Social-Emotional Support                                       | \$6,000,000                    | Reclassification to code 49                                                                  | -\$6,000,000        | \$0                            |
| Social- Emotional Support                                      | \$2,380,000                    | Reclassification to code 49                                                                  | -\$2,380,000        | \$0                            |

MARCH 5, 2024

Cont'd

|                                                                                                              |             |                                                                                                                                                              |                     |             |
|--------------------------------------------------------------------------------------------------------------|-------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------|-------------|
| College Preparation and Social-Emotional Learning                                                            | \$210,000   | Reclassification to code 49                                                                                                                                  | -\$210,000          | \$0         |
| District-Wide Security Upgrade Installation. Costs include materials, installation, and labor. [Activity 20] | \$1,215,000 | Security monitoring system upgrades (358 units x \$2,793.30). This is the increased cost calculation for additional work over the original approved FS-10's. | \$1,000,000         | \$2,215,000 |
|                                                                                                              |             | <b>Total</b>                                                                                                                                                 | <b>-\$9,690,000</b> |             |
|                                                                                                              |             |                                                                                                                                                              |                     |             |
| <b>CODE 45: Supplies and Materials</b>                                                                       |             |                                                                                                                                                              |                     |             |
| Additional Learning Materials for Learning Loss                                                              | \$80,000    | 9,760 students x \$15.37. Total cost of all additional learning materials.                                                                                   | \$70,000            | \$150,000   |
| Special Education Learning Material                                                                          | \$45,000    | 300 students x \$333 = \$100,000. Demonstrates increased cost from Amendment 2.                                                                              | \$100,000           | \$145,000   |
| Classroom flexible seating                                                                                   | \$680,000   | 13 buildings x 1,200 x \$75.64. Represents total cost of all classroom flexible seating.                                                                     | \$500,000           | \$1,180,000 |
|                                                                                                              |             | <b>Total</b>                                                                                                                                                 | <b>\$670,000</b>    |             |
|                                                                                                              |             |                                                                                                                                                              |                     |             |
| <b>CODE 49: BOCES Services</b>                                                                               |             |                                                                                                                                                              |                     |             |
| OHM BOCES-Safe Schools Mohawk Valley                                                                         | \$0         | \$900,000 x 3 years                                                                                                                                          | \$2,100,000         | \$2,100,000 |
| OHM BOCES-iCAN                                                                                               | \$0         | 9,600 students x \$625 for 1 year                                                                                                                            | \$6,000,000         | \$6,000,000 |
| OHM BOCES-Hillside Community Agency                                                                          | \$0         | 4,800 students x \$496 for 1 year                                                                                                                            | \$2,380,000         | \$2,380,000 |
| OHM BOCES-OnPoint for College                                                                                | \$0         | 1,400 students x \$150 for 1 year                                                                                                                            | \$210,000           | \$210,000   |
| OHM BOCES-Teachers Assistance                                                                                | \$0         | 10 elementary buildings x \$8,687.60 per building                                                                                                            | \$86,876            | \$86,876    |
|                                                                                                              |             | <b>Total</b>                                                                                                                                                 | <b>\$10,776,876</b> |             |

This budget is predicated on New York State Education Department's program approval and may be modified based on NYSED Grants Finance review.

**FOR ACTION:**

**Volume LVIII**

**Report No. S – 268**

**SUBJECT:**

**Resolution to Nominate Joseph Hobika, Jr. for the Office  
on the Oneida-Herkimer-Madison BOCES Board of  
Cooperative Educational Services (BOCES)**

Authorization is requested of the Board of Education to approve the resolution to nominate Joseph Hobika, Jr., for the Office on the Oneida-Herkimer-Madison BOCES Board of Cooperative Educational Services (BOCES).

Date: March 5, 2024

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Kathy Hughes, Board Clerk  
Utica City School District

MARCH 5, 2024

**FOR ACTION:****Volume LVIII****Report No. S – 269****SUBJECT:****Agreement between the Utica City School District and  
Paragon Environmental Construction, Inc.**

Authorization is requested of the Board of Education to approve the agreement dated February 14, 2024 between the Utica City School District and Paragon Environmental Construction, Inc., for Soil Remediation Services at Kernan Elementary School.

**FOR ACTION:****Volume LVIII****Report No. S – 270****SUBJECT:****Agreement between the Utica City School District and  
LaBella Associates, DPC**

Authorization is requested of the Board of Education to approve the agreement dated February 13, 2024 between the Utica City School District and LaBella Associates, DPC for the district's 2024 Building Condition Survey (BCS) and five-year plan.



**SUBJECT:**

**Resolution Awarding Contract for Capital  
Construction Project – John F. Kennedy Field Storage Building**

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

**RESOLUTION**  
**AWARDING CONTRACT FOR CAPITAL CONSTRUCTION PROJECT**

WHEREAS, the Board of Education of the Utica City School District (the "Board of Education") solicited bids from prime contractors for construction services in conjunction with its John F. Kennedy Field Storage Building, Reconstruction SED #41-23-00-01-7-006-001 (the "Project"); and

WHEREAS, bids were received and publicly opened on February 22, 2024; and

WHEREAS, the Project Construction Manager reviewed the bids and bidders' qualifications for the Project, discussed the Project with the lowest responsible bidder and by letter dated February 28, 2024, recommends award of a contract to the following lowest responsible bidder: Beebe Construction Services, Inc.; and

WHEREAS, the Board of Education accepts the recommendation of the Project Construction Manager and determines that it is in the best interest of the School District to accept the bid and award the contract as set forth herein;

NOW THEREFORE, the Board of Education hereby resolves to award the following contract for the Project:

1. Award of contract to the low bidder, Beebe Construction Services, Inc., in the following amount \$73,000.00.
2. The Board hereby authorizes its President or the Superintendent of Schools to execute a contract and related documents in compliance with this Resolution with such provisions other than a material increase in the scope of the work or the approved amount as may be approved by the Superintendent of Schools and the District's legal counsel, which approval shall be conclusively shown by the execution thereof and take all actions necessary or convenient to proceed under the contract in connection with the Project and comply with all applicable laws, regulations, and executive orders relating to the contract or the Project, and do all other acts as may be necessary, or in the opinion of the District's legal counsel, desirable or proper to effectuate the purposes of the foregoing Resolution.
3. Upon approval by the Board of Education, this Resolution shall take effect immediately.

CERTIFICATION

A regularly scheduled meeting of the Board of Education of the Utica City School District held on March 5, 2024, was called to order by its President and upon roll being called, the following members were:

**PRESENT:**

**ABSENT:**

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

*[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: March 5, 2024

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

MARCH 5, 2024

**SUBJECT:**

**Resolution Awarding Contract for Capital Construction  
Project – Donovan Middle School Storage Building Addition**

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

**RESOLUTION**  
**AWARDING CONTRACT FOR CAPITAL CONSTRUCTION PROJECT**

WHEREAS, the Board of Education of the Utica City School District (the "Board of Education") solicited bids from prime contractors for construction services in conjunction with its Donovan Middle School Storage Building Addition - SED #41-23-00-01-0-031-011 (the "Project"); and

WHEREAS, bids were received and publicly opened on February 22, 2024; and

WHEREAS, the Project Construction Manager reviewed the bids and bidders' qualifications for the Project, discussed the Project with the lowest responsible bidder and by letter dated February 28, 2024, recommends award of a contract to the following lowest responsible bidder: Beebe Construction Services, Inc.; and

WHEREAS, the Board of Education accepts the recommendation of the Project Construction Manager and determines that it is in the best interest of the School District to accept the bid and award the contract as set forth herein;

NOW THEREFORE, the Board of Education hereby resolves to award the following contract for the Project:

1. Award of contract to the low bidder, Beebe Construction Services, Inc., in the following amount  
\$244,500.00.
2. The Board hereby authorizes its President or the Superintendent of Schools to execute a contract and related documents in compliance with this Resolution with such provisions other than a material increase in the scope of the work or the approved amount as may be approved by the Superintendent of Schools and the District's legal counsel, which approval shall be conclusively shown by the execution thereof and take all actions necessary or convenient to proceed under the contract in connection with the Project and comply with all applicable laws, regulations, and executive orders relating to the contract or the Project, and do all other acts as may be necessary, or in the opinion of the District's legal counsel, desirable or proper to effectuate the purposes of the foregoing Resolution.
3. Upon approval by the Board of Education, this Resolution shall take effect immediately.

CERTIFICATION

A regularly scheduled meeting of the Board of Education of the Utica City School District held on March 5, 2024, was called to order by its President and upon roll being called, the following members were:

**PRESENT:**

**ABSENT:**

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

*[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: March 5, 2024

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

MARCH 5, 2024

**SUBJECT:**

**Resolution Awarding Contract for Capital Construction  
Project – Donovan Middle School Roof Reconstruction**

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

**RESOLUTION**  
**AWARDING CONTRACT FOR CAPITAL CONSTRUCTION PROJECT**

WHEREAS, the Board of Education of the Utica City School District (the "Board of Education") solicited bids from prime contractors for construction services in conjunction with its Donovan Middle School Roof Reconstruction Project SED #41-23-00-01-0-031-009 (the "Project"); and

WHEREAS, bids were received and publicly opened on February 22, 2024; and

WHEREAS, the Project Construction Manager reviewed the bids and bidders' qualifications for the Project, discussed the Project with the lowest responsible bidder and by letter dated February 28, 2024, recommends award of a contract to the following lowest responsible bidder: Mid-State Industries, Ltd.; and

WHEREAS, the Board of Education accepts the recommendation of the Project Construction Manager and determines that it is in the best interest of the School District to accept the bid and award the contract as set forth herein;

NOW THEREFORE, the Board of Education hereby resolves to award the following contract for the Project:

1. Award of contract to the low bidder, Mid-State Industries, Ltd., in the following amount of \$978,811.00.
2. The Board hereby authorizes its President or the Superintendent of Schools to execute a contract and related documents in compliance with this Resolution with such provisions other than a material increase in the scope of the work or the approved amount as may be approved by the Superintendent of Schools and the District's legal counsel, which approval shall be conclusively shown by the execution thereof and take all actions necessary or convenient to proceed under the contract in connection with the Project and comply with all applicable laws, regulations, and executive orders relating to the contract or the Project, and do all other acts as may be necessary, or in the opinion of the District's legal counsel, desirable or proper to effectuate the purposes of the foregoing Resolution.
3. Upon approval by the Board of Education, this Resolution shall take effect immediately.

CERTIFICATION

A regularly scheduled meeting of the Board of Education of the Utica City School District held on March 5, 2024, was called to order by its President and upon roll being called, the following members were:

**PRESENT:**

**ABSENT:**

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

*[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:

|       |       |
|-------|-------|
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Dated: March 5, 2024

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

MARCH 5, 2024

**SUBJECT:**

**Resolution Awarding Contract for Capital  
Construction Project – Conkling Elementary School, Kernan  
Elementary School, Donovan Middle School, and Columbus  
Elementary School – Paving**

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

**RESOLUTION**  
**AWARDING CONTRACT FOR CAPITAL CONSTRUCTION PROJECT**

WHEREAS, the Board of Education of the Utica City School District (the "Board of Education") solicited bids from prime contractors for construction services in conjunction with its Conkling Elementary School, Kernan Elementary School, Donovan Middle School, Columbus Elementary School Project (the "Project"); and

WHEREAS, bids were received and publicly opened on February 27, 2024; and

WHEREAS, the Project Construction Manager reviewed the bids and bidders' qualifications for the Project, discussed the Project with the lowest responsible bidder and by letter dated March 1, 2024, recommends award of a contract to the following lowest responsible bidder: Central Paving, Inc.; and

WHEREAS, the Board of Education accepts the recommendation of the Project Construction Manager and determines that it is in the best interest of the School District to accept the bid and award the contract as set forth herein;

NOW THEREFORE, the Board of Education hereby resolves to award the following contract for the Project:

1. Award of contract to the low bidder, Central Paving, Inc., in the following amount: \$465,860.00.
2. The Board hereby authorizes its President or the Superintendent of Schools to execute a contract and related documents in compliance with this Resolution with such provisions other than a material increase in the scope of the work or the approved amount as may be approved by the Superintendent of Schools and the District's legal counsel, which approval shall be conclusively shown by the execution thereof and take all actions necessary or convenient to proceed under the contract in connection with the Project and to comply with all applicable laws, regulations, and executive orders relating to the contract or the Project, and to do all other acts as may be necessary, or in the opinion of the District's legal counsel, desirable or proper to effectuate the purposes of the foregoing Resolution.
3. Upon approval by the Board of Education, this Resolution shall take effect immediately.

CERTIFICATION

A regularly scheduled meeting of the Board of Education of the Utica City School District held on March 5, 2024, was called to order by its President and upon roll being called, the following members were:

**PRESENT:**

**ABSENT:**

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

*[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:

|       |       |
|-------|-------|
| _____ | _____ |
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Dated: March 5, 2024

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

MARCH 5, 2024



**FOR ACTION:**

**Volume LVIII**

**Report No. S – 275**

**SUBJECT:**

**Resolution Awarding Contract for Capital  
Construction Project – Hughes Elementary School and  
Jones Elementary School – Paving**

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

**RESOLUTION**  
**AWARDING CONTRACT FOR CAPITAL CONSTRUCTION PROJECT**

WHEREAS, the Board of Education of the Utica City School District (the "Board of Education") solicited bids from prime contractors for construction services in conjunction with its Hughes Elementary School and Jones Elementary School Project (the "Project"); and

WHEREAS, bids were received and publicly opened on February 27, 2024; and

WHEREAS, the Project Construction Manager reviewed the bids and bidders' qualifications for the Project, discussed the Project with the lowest responsible bidder and by letter dated March 1, 2024, recommends award of a contract to the following lowest responsible bidder: Costello Blacktop Paving, Inc.; and

WHEREAS, the Board of Education accepts the recommendation of the Project Construction Manager and determines that it is in the best interest of the School District to accept the bid and award the contract as set forth herein;

NOW THEREFORE, the Board of Education hereby resolves to award the following contract for the Project:

1. Award of contract to the low bidder, Costello Blacktop Paving, Inc., in the following amount: \$583,466.00.
2. The Board hereby authorizes its President or the Superintendent of Schools to execute a contract and related documents in compliance with this Resolution with such provisions other than a material increase in the scope of the work or the approved amount as may be approved by the Superintendent of Schools and the District's legal counsel, which approval shall be conclusively shown by the execution thereof and take all actions necessary or convenient to proceed under the contract in connection with the Project and to comply with all applicable laws, regulations, and executive orders relating to the contract or the Project, and to do all other acts as may be necessary, or in the opinion of the District's legal counsel, desirable or proper to effectuate the purposes of the foregoing Resolution.
3. Upon approval by the Board of Education, this Resolution shall take effect immediately.

MARCH 5, 2024

CERTIFICATION

A regularly scheduled meeting of the Board of Education of the Utica City School District held on March 5, 2024, was called to order by its President and upon roll being called, the following members were:

**PRESENT:**

**ABSENT:**

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

*[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:

|       |       |
|-------|-------|
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Dated: March 5, 2024

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

MARCH 5, 2024

**FOR ACTION:**

**Volume LVIII**

**Report No. S – 276**

**SUBJECT:**

**Resolution Awarding Contract for Capital  
Construction Project – Jefferson Elementary School  
and John F. Kennedy Middle School – Paving**

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

**RESOLUTION**  
**AWARDING CONTRACT FOR CAPITAL CONSTRUCTION PROJECT**

WHEREAS, the Board of Education of the Utica City School District (the "Board of Education") solicited bids from prime contractors for construction services in conjunction with its Jefferson Elementary School and John F. Kennedy Middle School Project (the "Project"); and

WHEREAS, bids were received and publicly opened on February 27, 2024; and

WHEREAS, the Project Construction Manager reviewed the bids and bidders' qualifications for the Project, discussed the Project with the lowest responsible bidder and by letter dated March 1, 2024, recommends award of a contract to the following lowest responsible bidder: Costello Blacktop Paving, Inc.; and

WHEREAS, the Board of Education accepts the recommendation of the Project Construction Manager and determines that it is in the best interest of the School District to accept the bid and award the contract as set forth herein;

NOW THEREFORE, the Board of Education hereby resolves to award the following contract for the Project:

1. Award of contract to the low bidder, Costello Blacktop Paving, Inc., in the following amount: \$451,489.00.
2. The Board hereby authorizes its President or the Superintendent of Schools to execute a contract and related documents in compliance with this Resolution with such provisions other than a material increase in the scope of the work or the approved amount as may be approved by the Superintendent of Schools and the District's legal counsel, which approval shall be conclusively shown by the execution thereof and take all actions necessary or convenient to proceed under the contract in connection with the Project and to comply with all applicable laws, regulations, and executive orders relating to the contract or the Project, and to do all other acts as may be necessary, or in the opinion of the District's legal counsel, desirable or proper to effectuate the purposes of the foregoing Resolution.
3. Upon approval by the Board of Education, this Resolution shall take effect immediately.

MARCH 5, 2024

CERTIFICATION

A regularly scheduled meeting of the Board of Education of the Utica City School District held on March 5, 2024, was called to order by its President and upon roll being called, the following members were:

**PRESENT:**

**ABSENT:**

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

*[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:

|       |       |
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Dated: March 5, 2024

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

MARCH 5, 2024

**SUBJECT:**

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

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

**RESOLUTION REGARDING  
STATE ENVIRONMENTAL QUALITY REVIEW (SEQRA)**

WHEREAS, the Board of Education of the Utica City School District (the "Board") has considered the effect upon the environment of a District-wide Playground/Building Project, which will include, but is not limited to the following:

District-wide playground renovations and replacement, as well as installation of ultraviolet lighting at the District Elementary Schools.

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.
3. No further review of the Proposed Action is required under SEQRA.
4. This resolution shall be effective immediately.

Dated: March 5, 2024

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Kathy Hughes, Board Clerk  
Utica City School District

**FOR ACTION:****Volume LVIII****Report No. S – 278****SUBJECT:****Approval of Single Audit and Corrective Action Plan (CAP)**

Authorization is requested of the Board of Education to approve the Single Audit and Corrective Action Plan (CAP), effective March 5, 2024.

**FOR ACTION:****Volume LVIII****Report No. S – 279****SUBJECT:****Approval of Risk Assessment and Corrective Action Plan (CAP)**

Authorization is requested of the Board of Education to approve the Risk Assessment and Corrective Action Plan (CAP), effective March 5, 2024.

**FOR ACTION:****Volume LVIII****Report No. S – 280****SUBJECT:****Approval and Adoption of Policies**

Authorization is requested of the Board of Education to approve and adopt the following Utica City School District policies, effective March 5, 2024:

Policy #Policy

|                        |                                                   |
|------------------------|---------------------------------------------------|
| 0011                   | Code of Ethics                                    |
| 0020 (revised to 6402) | Drug Free Workplace                               |
| 0021                   | Tobacco, Nicotine, and E-Cigarette Use Prohibited |
| 1201                   | Parent and Family Engagement in Title I Programs  |
| 1201.1                 | Annual Notification Teacher Qualifications        |
| 1201.2                 | Parent and Family Engagement Plan                 |

**FOR ACTION:****Volume LVIII****Report No. S – 281****SUBJECT:****Amended Field Use Agreement between the Utica City School District and the Oneida County Sports Facility Authority**

Authorization is requested of the Board of Education to approve the amended Field Use Agreement between the Utica City School District and the Oneida County Sports Facility Authority for the 2024 Spring baseball season.

**FOR ACTION:****Volume LVIII****Report No. S – 282****SUBJECT:****Data Sharing and Confidentiality Agreement between the Utica City School District and the State University of New System Administration (SUNY)**

Authorization is requested of the Board of Education to approve the Data Sharing and Confidentiality Agreement between the Utica City School District and the State University of New York State System Administration (SUNY), effective March 5, 2024.

MARCH 5, 2024

**FOR ACTION:****Volume LVIII****Report No. S – 283****SUBJECT:****Application for Extended Field Trip –  
Kennedy Middle School**

Authorization is requested of the Board of Education to approve approximately thirty-five (35) Kennedy Middle School student council students to travel to Boston, Massachusetts on Monday, May 20, 2024. The students will be touring the Museum of Science, the New England Aquarium and Quincy Market. These student council students will experience, explore, and learn hands-on about STEM, culture, environment, conservation, and history through this social trip.

Supervision of these students will be provided by Nicole Greene, Teacher/Student Council Advisor, Kelly Hajdasz, Teacher, Vanessa Houck, Teacher, Vanessa Kupelian, Teacher, Lisa Marashian, Teacher, Kenisha Morrison, Chaperone, Lisa Kopie, Chaperone, Hanka Grabovica, Chaperone, and Cara Greer, Chaperone.

This trip was reviewed and approved by Colin Clark, Principal at Kennedy Middle School, Steven Falchi, Assistant Superintendent of Curriculum, Instruction & Assessment, and Dr. Kathleen Davis, Interim Superintendent of Schools.

**FOR ACTION:****Volume LVIII****Report No. S – 284****SUBJECT:****Application for Extended Field Trip –  
Proctor High School**

Authorization is requested of the Board of Education to approve approximately forty-seven (47) Proctor High School Physics students to travel to Six Flags-New England in Massachusetts on Friday, May 31, 2024. This trip will allow these Physics students to apply content knowledge to real-world phenomena through hands-on lab experiences.

Supervision of these students will be provided by Adam Lovecchio, Teacher, Jonathan Levine, Teacher, Kristin Sydoriv, Teacher, Jessica Dubois, Teacher, Cameron Jennings, Teacher, Trisha Bobowski, Teacher, Amy Barok, Teacher, and Mitchell Duncan, Teacher.

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

**FOR ACTION:****Volume LVIII****Report No. S – 285****SUBJECT:****Application for Extended Field Trip –  
Proctor High School**

Authorization is requested of the Board of Education to approve approximately four (4) Proctor High School Puerto Rican/Hispanic Youth Leadership Institute (PR/HYLI) students to attend the 3-day Statewide Puerto Rican/Hispanic Youth Leadership Institute in Albany, NY. This trip will be held on March 9-11, 2024. The purpose of this trip is for the students to develop leadership skills, introduce the students to Latino/Hispanic political leaders, and to develop an in-depth knowledge of the State Legislative process. Students from across New York State will also be attending.

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

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

MARCH 5, 2024

**FOR ACTION:****Volume LVIII****Report No. S – 286****SUBJECT:****Application for Extended Field Trip – DATE CORRECTION  
Proctor High School**

Authorization is requested of the Board of Education to approve approximately thirty-three (33) Proctor High School students to travel to Boston, Massachusetts on ~~Tuesday, June 1, 2024~~, Tuesday, June 18, 2024. These students will be touring the Boston/New England Aquarium to inspire protection and conservation of our planet, as well as attend a musical to foster an appreciate of the Arts.

Supervision of these students will be provided by Lorraine Griffiths, Teacher/Advisor, Keith Brown, Teacher, Jason Anguish, Physical Education Department Chair, and Carvon Brazier, Teacher.

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

**FOR ACTION:****Volume LVIII****Report No. S – 287****SUBJECT:****Application for Extended Field Trip –  
Proctor High School**

Authorization is requested of the Board of Education to approve approximately forty (40) Proctor High School students to travel to Nazareth University in Rochester, New York on Friday, April 12, 2024. Students will be exposed to a day full of Italian and Hispanic culture with native Italian and Spanish professors from Nazareth University, as well as be involved in discussions about the importance of continuing language study post-high school.

Supervision of these students will be provided by Richard Nicholas-Hahn, Dual-Credit Italian Teacher/World Languages Department Chair, JoEllen Sampson, Italian Teacher, Marna Solete, Dual-Credit Spanish Teacher, Dennis Hahn, English Teacher/English Department Chair, Lauren Brown, Special Education Teacher, and Alexis Holmer, Special Education Teacher.

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

MARCH 5, 2024



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

Authorization is requested of the Board of Education to approve approximately thirteen (13) Proctor High School Future Business Leaders of America (FBLA) Club members to attend the FBLA State Leadership Conference in Rochester, New York on April 10-12, 2024 at the Joseph R. Floreano Rochester Riverside Convention Center. This conference will provide student members the opportunity to test their business knowledge and career skills in competitive events with fellow members across New York State; complete for the opportunity to advance to the National Leadership Conference held in different cities across the nation; earn recognition and attend leadership sessions; campaign for State Office and elect State Leaders; and meet and network with fellow members and advisors, along with business and community leaders.

Supervision of these students will be provided by Deborah Pedersen, Business Teacher/FBLA Advisor, and Cassandra Carpenter, Business Teacher.

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

**FOR ACTION:**

**Volume LVIII**

**Report No. B – 57**

**SUBJECT:**

**Disposal of Technology Resource Items**

Authorization is requested of the Board of Education to dispose of obsolete technology resource items located at Proctor High School, Donovan Middle School, General Herkimer Elementary School, Jefferson Elementary School, the Automotive Shop, and the Administration Building.

MARCH 5, 2024

**FOR ACTION:****Volume LVIII****Report No. B – 58****SUBJECT:****Budget Transfer – Teacher, BOCES**

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

|       | <u>Account</u>    | <u>Description</u>                 |    | <u>Amount</u> |
|-------|-------------------|------------------------------------|----|---------------|
| From: | A2110.490-00-2148 | Teaching – BOCES – Students Today  | \$ | 37,137        |
| To:   | A2110.490-00-2147 | Teaching – BOCES – Performing Arts | \$ | 37,137        |

Explanation: To re-allocate BOCES commitments between applicable cost centers.

|                   |                                |    |           |
|-------------------|--------------------------------|----|-----------|
| A2110.490-00-2148 | Original Budget                | \$ | 64,394    |
|                   | Revised Budget with Transfer   | \$ | 27,257    |
|                   | Transfers In                   | \$ | -         |
|                   | Transfers Out                  | \$ | -         |
|                   | Expended & Encumbered          | \$ | -         |
|                   | Balance before Transfer        | \$ | 64,394    |
|                   | Percent Used (Original Budget) |    | 0.00%     |
|                   | Percent Used (Revised Budget)  |    | 0.00%     |
| A2110.490-00-2147 | Original Budget                | \$ | 1,605     |
|                   | Revised Budget with Transfer   | \$ | 38,742    |
|                   | Transfers In                   | \$ | -         |
|                   | Transfers Out                  | \$ | -         |
|                   | Expended & Encumbered          | \$ | 38,742    |
|                   | Balance before Transfer        | \$ | ( 37,137) |
|                   | Percent Used (Original Budget) |    | 2413.83%  |
|                   | Percent Used (Revised Budget)  |    | 100.00%   |

MARCH 5, 2024

**FOR ACTION:****Volume LVIII****Report No. B – 59****SUBJECT:****Budget Transfer – Curriculum Development, Salaries**

Authorization is requested of the Board of Education to approve the following Budget Transfer – Curriculum Development, Salaries for Fiscal Year 2023-2024:

|       | <u>Account</u>    | <u>Description</u>                   |    | <u>Amount</u> |
|-------|-------------------|--------------------------------------|----|---------------|
| From: | A2010.160-00-0000 | Curriculum Development – Secretaries | \$ | 330,000       |
| To:   | A2010.150-00-0000 | Curriculum Development – Salaries    | \$ | 330,000       |

Explanation: To re-allocate salary within the Curriculum Development cost center relating to CTE.

|                   |                                |    |            |
|-------------------|--------------------------------|----|------------|
| A2010.160-00-0000 | Original Budget                | \$ | 517,418    |
|                   | Revised Budget with Transfer   | \$ | 187,418    |
|                   | Transfers In                   | \$ | -          |
|                   | Transfers Out                  | \$ | -          |
|                   | Expended & Encumbered          | \$ | 63,732     |
|                   | Balance before Transfer        | \$ | 453,686    |
|                   | Percent Used (Original Budget) |    | 12.32%     |
|                   | Percent Used (Revised Budget)  |    | 34.01%     |
| A2010.150-00-0000 | Original Budget                | \$ | 510,125    |
|                   | Revised Budget with Transfer   | \$ | 840,125    |
|                   | Transfers In                   | \$ | -          |
|                   | Transfers Out                  | \$ | -          |
|                   | Expended & Encumbered          | \$ | 536,468    |
|                   | Balance before Transfer        | \$ | ( 326,343) |
|                   | Percent Used (Original Budget) |    | 105.16%    |
|                   | Percent Used (Revised Budget)  |    | 63.86%     |

MARCH 5, 2024

**FOR ACTION:****Volume LVIII****Report No. B – 60****SUBJECT:****Budget Transfer – Custodial Operations**

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

|                                                                                 | <u>Account</u>    | <u>Description</u>                | <u>Amount</u> |
|---------------------------------------------------------------------------------|-------------------|-----------------------------------|---------------|
| From:                                                                           | A1620.161-00-0000 | Custodial Operations - Salaries   | \$ 71,410     |
| To:                                                                             | A1620.160-00-0000 | Custodial Operations - Supervisor | \$ 71,410     |
| Explanation: To re-allocate salary within the Custodial Operations cost center. |                   |                                   |               |
|                                                                                 | A1620.161-00-0000 | Original Budget                   | \$ 5,564,165  |
|                                                                                 |                   | Revised Budget with Transfer      | \$ 5,492,755  |
|                                                                                 |                   | Transfers In                      | \$ -          |
|                                                                                 |                   | Transfers Out                     | \$ -          |
|                                                                                 |                   | Expended & Encumbered             | \$ 5,096,094  |
|                                                                                 |                   | Balance before Transfer           | \$ 468,071    |
|                                                                                 |                   | Percent Used (Original Budget)    | 91.59%        |
|                                                                                 |                   | Percent Used (Revised Budget)     | 92.78%        |
|                                                                                 | A1620.160-00-0000 | Original Budget                   | \$ -          |
|                                                                                 |                   | Revised Budget with Transfer      | \$ 71,410     |
|                                                                                 |                   | Transfers In                      | \$ -          |
|                                                                                 |                   | Transfers Out                     | \$ -          |
|                                                                                 |                   | Expended & Encumbered             | \$ 71,410     |
|                                                                                 |                   | Balance before Transfer           | \$ (71,410)   |
|                                                                                 |                   | Percent Used (Original Budget)    | 0.00%         |
|                                                                                 |                   | Percent Used (Revised Budget)     | 100.00%       |

MARCH 5, 2024

**FOR ACTION:****Volume LVIII****Report No. B – 61****SUBJECT:****Budget Transfer – Maintenance of Plant –  
Building Repairs**

Authorization is requested of the Board of Education to approve the following Budget Transfer – Maintenance of Plant – Building Repairs for Fiscal Year 2023-2024:

|       | <u>Account</u>    | <u>Description</u>                      |    | <u>Amount</u> |
|-------|-------------------|-----------------------------------------|----|---------------|
| From: | A9060.800-00-0000 | Health Insurance                        | \$ | 50,000        |
| To:   | A1621.551-00-0000 | Maintenance of Plant – Building Repairs | \$ | 50,000        |

Explanation: To adjust for account being underfunded compared to prior periods.

|                   |                                |    |            |
|-------------------|--------------------------------|----|------------|
| A9060.800-00-0000 | Original Budget                | \$ | 26,413,500 |
|                   | Revised Budget with Transfer   | \$ | 25,832,543 |
|                   | Transfers In                   | \$ | -          |
|                   | Transfers Out                  | \$ | 530,957    |
|                   | Expended & Encumbered          | \$ | 24,676,556 |
|                   | Balance before Transfer        | \$ | 1,205,987  |
|                   | Percent Used (Original Budget) |    | 93.42%     |
|                   | Percent Used (Revised Budget)  |    | 95.53%     |
| A1621.551-00-0000 | Original Budget                | \$ | 297,370    |
|                   | Revised Budget with Transfer   | \$ | 347,370    |
|                   | Transfers In                   | \$ | -          |
|                   | Transfers Out                  | \$ | -          |
|                   | Expended & Encumbered          | \$ | 337,307    |
|                   | Balance before Transfer        | \$ | (39,937)   |
|                   | Percent Used (Original Budget) |    | 113.43%    |
|                   | Percent Used (Revised Budget)  |    | 97.10%     |

MARCH 5, 2024

**FOR ACTION:****Volume LVIII****Report No. B – 62****SUBJECT:****Budget Transfer – Business Administration –  
Postage**

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

|                                                       | <u>Account</u>    | <u>Description</u>                | <u>Amount</u> |
|-------------------------------------------------------|-------------------|-----------------------------------|---------------|
| From:                                                 | A9060.800-00-0000 | Health Insurance                  | \$ 50,000     |
| To:                                                   | A1310.401-00-0000 | Business Administration – Postage | \$ 50,000     |
| Explanation: To adjust for increase in mass mailings. |                   |                                   |               |
|                                                       | A9060.800-00-0000 | Original Budget                   | \$ 26,413,500 |
|                                                       |                   | Revised Budget with Transfer      | \$ 25,882,543 |
|                                                       |                   | Transfers In                      | \$ -          |
|                                                       |                   | Transfers Out                     | \$ 480,957    |
|                                                       |                   | Expended & Encumbered             | \$ 24,676,556 |
|                                                       |                   | Balance before Transfer           | \$ 1,255,987  |
|                                                       |                   | Percent Used (Original Budget)    | 93.42%        |
|                                                       |                   | Percent Used (Revised Budget)     | 95.34%        |
|                                                       | A1310.401-00-0000 | Original Budget                   | \$ 120,000    |
|                                                       |                   | Revised Budget with Transfer      | \$ 170,000    |
|                                                       |                   | Transfers In                      | \$ -          |
|                                                       |                   | Transfers Out                     | \$ -          |
|                                                       |                   | Expended & Encumbered             | \$ 167,581    |
|                                                       |                   | Balance before Transfer           | \$ 1,608      |
|                                                       |                   | Percent Used (Original Budget)    | 139.65%       |
|                                                       |                   | Percent Used (Revised Budget)     | 98.58%        |

MARCH 5, 2024

**FOR ACTION:****Volume LVIII****Report No. P – 31****SUBJECT:****Unpaid Leave of Absence****Clerical**

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

Tracy Esposito

Secretary – Jones Elementary School

From: May 3, 2024

To: May 17, 2024

Reason: Family

Notification Received: February 27, 2024

**FOR ACTION:****Volume LVIII****Report No. P – 31****SUBJECT:****Change of Assignment****Transportation**

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

Jorge Guerrero

From: Substitute Bus Driver

To: Bus Driver

Salary: \$22.44 per hour

Effective: March 6, 2024

**FOR ACTION:****Volume LVIII****Report No. P – 31****SUBJECT:****Changes of Assignment****Transportation**

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

Gabriel Campos

From: Substitute Bus Monitor

To: Substitute Bus Driver

Salary: \$20.50 per hour

Effective: March 6, 2024

Gloriana Munoz

From: Substitute Bus Driver

To: Bus Driver

Salary: \$22.44 per hour

Effective: March 6, 2024

MARCH 5, 2024



**FOR ACTION:****Volume LVIII****Report No. P – 31****SUBJECT:****Resolution for Probationary Appointment  
Alicia Guarascio – Teacher Assistant**

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

RESOLVED, upon the recommendation of the Interim Superintendent of Schools, that Alicia Guarascio, who possesses Level I - Renewal Teaching Assistant certification issued by the Commissioner of Education, is appointed to the position of Teacher Assistant effective March 6, 2024. Alicia Guarascio'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 – 31****SUBJECT:****Resolution for Probationary Appointment  
Charice Drake – Teacher Assistant**

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

RESOLVED, upon the recommendation of the Interim Superintendent of Schools, that Charice Drake, who possesses Level I Teaching Assistant certification issued by the Commissioner of Education, is appointed to the position of Teacher Assistant effective March 6, 2024. Charice Drake'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 – 31****SUBJECT:****Resolution for Probationary Appointment  
Lisa Ellis – Teacher Assistant**

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

RESOLVED, upon the recommendation of the Interim Superintendent of Schools, that Lisa Ellis, who possesses Level I Teaching Assistant certification issued by the Commissioner of Education, is appointed to the position of Teacher Assistant effective March 6, 2024. Lisa Ellis'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 – 31****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 Interim Superintendent of Schools, that the following individual is appointed to serve as substitute Teaching Assistant at \$15.00 per hour, effective immediately:

- Chezerae Howard

MARCH 5, 2024

**FOR ACTION:****Volume LVIII****Report No. P – 31****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 Interim Superintendent of Schools, that the following individual is appointed to serve as substitute Teaching Assistant at \$15.00 per hour, effective retroactively on March 4, 2024:

- Maria Cruz

**FOR ACTION:****Volume LVIII****Report No. P – 31****SUBJECT:****Resolution for Per Diem Substitutes**

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

RESOLVED, upon the recommendation of the Interim Superintendent of Schools, that the following individuals are appointed to serve as per diem Substitute Teachers at \$100.00 per day, effective immediately:

- Abdullah Al Suwaeid
- Yasmine Bowens
- Greg McReynolds
- Jeremy Pantoni

**FOR ACTION:****Volume LVIII****Report No. P – 31****SUBJECT:****Appointments****Teacher****Refugee School Impact Grant Mini Academy  
Conkling Elementary School**

It is recommended that the following appointments be approved for the Refugee School Impact Grant (RSIG) Mini Academy as required by the Refugee School Impact Grant:

Effective Dates: March 23, March 30, and April 6, 2024  
Funding: Refugee School Impact Grant

Teachers: \$40.00 per hour per UTA Contract

- Sharon Eghigian (E.N.L.)
- Nina Marollo (E.N.L.)

MARCH 5, 2024

**FOR ACTION:****Volume LVIII****Report No. P – 31****SUBJECT:****Appointments****Homebound Instruction**

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

- Rocco R. Giruzzi
- Jennifer Knopic
- Melissa Marris
- Josephine Oliver

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 – 31****SUBJECT:****Appointment****Custodial/Maintenance**

It is recommended that the following appointment be approved:

Kyle Frazier  
136 Boyce Avenue, Apt. 2  
Utica, NY 13501

Cleaner  
District-Wide (Probationary)  
Effective: March 11, 2024  
Salary: \$16.02 per hour  
Education: Graduate of Proctor High School  
Experience: Cleaner, iCAN  
Utica, NY  
4/23 to 11/23

**FOR ACTION:****Volume LVIII****Report No. P – 31****SUBJECT:****Mentors/Mentees for 2023-2024**

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

| <b>Mentee/New Teacher</b> | <b>Position</b>     | <b>School</b>    | <b>Mentor</b>      |
|---------------------------|---------------------|------------------|--------------------|
| Marina Aceto              | Elementary, Grade 5 | Jones            | Lisa Zaniewski     |
| Corey Colmey              | Music               | Conkling         | Krystal Lasher     |
| Katrina Hall              | Elementary, Grade 6 | Kernan           | Jessica Woolheater |
| Arianna Granza            | Elementary, Grade 2 | Watson-Williams  | Courtney Bellinger |
| Madina Haji               | Elementary, Grade 6 | Kernan           | Jessica Woolheater |
| Lily Corathers            | Music               | Hughes/Jefferson | Alla Kudelich      |

Salary: Prorated at \$700.00 per school year.

MARCH 5, 2024

**FOR INFORMATION:****Volume LVIII****Report No. P – 32****SUBJECT:****Resignation**

It is recommended that the following resignation be accepted:

Pamela Backman

Interim Treasurer (per diem)  
Effective: March 1, 2024  
Reason: Return to retired status  
Notification Received: March 1, 2024

**FOR INFORMATION:****Volume LVIII****Report No. P – 32****SUBJECT:****Resignation****Custodial/Maintenance**

It is recommended that the following resignation be accepted:

Jason Piccione

Cleaner  
Proctor High School  
Effective: February 16, 2024  
Reason: Personal  
Notification Received: February 23, 2024

**FOR INFORMATION:****Volume LVIII****Report No. P – 32****SUBJECT:****Unpaid Leaves of Absence    Teacher**

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

Debra L. Hughes

Literacy Teacher  
Kernan Elementary School  
From: February 26, 2024  
To: April 1, 2024  
Reason: Medical  
Notification Received: February 12, 2024

Brittany Rudnitski

Grade 2 Teacher  
Watson Williams Elementary School  
From: February 15, 2024  
To: April 17, 2024  
Reason: Medical  
Notification Received: February 29, 2024

MARCH 5, 2024

**FOR INFORMATION:**

**Volume LVIII**

**Report No. P – 32**

**SUBJECT:**

**Change in Effective Dates    Teacher  
of an Unpaid Leave of  
Absence**

It is recommended that the following change of effective dates of an unpaid leave of absence be approved:

Laura M. Crabb

Special Education Teacher  
Jefferson Elementary School  
From: February 6, 2024 to March 8, 2024  
To: February 6, 2024 to February 12, 2024  
Notification Received: February 12, 2024

MARCH 5, 2024

**MOTIONS FROM THE FLOOR:**

**FOR ACTION:**

**Volume LVIII**

**Report No. S – 288**

**SUBJECT:**

**Resolution for District Reorganization**

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

RESOLVED, that upon the recommendation of the Interim Superintendent of Schools, Kimberly Vile, who possesses School District Business Leader Professional Certificate, issued by the Commissioner of Education, is hereby appointed to the position of Assistant Superintendent of Business, Finance and Operations, effective May 1, 2024. The Assistant Superintendent of Business, Finance and Operations annual salary shall be \$200,000, prorated to reflect the actual dates of service rendered in the position; and be it further

RESOLVED, that upon the recommendation of the Interim Superintendent of Schools, the Board hereby approves the Employment Agreement for Assistant Superintendent of Business, Finance and Operations effective May 1, 2024.

Date: March 5, 2024

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Kathy Hughes, District Clerk  
Utica City School District

MARCH 5, 2024

**MOTIONS FROM THE FLOOR (CONT'D):**

**FOR ACTION:**

**Volume LVIII**

**Report No. S – 289**

**SUBJECT:**

**Resolution to Approve the Settlement Agreement between  
the Utica City School District and National Building &  
Restoration Corporation**

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

WHEREAS, the District is a party to a civil action assigned Index Number EFCA2023-003037, pending in the Oneida County Supreme Court (hereinafter referred to as the "Pending Action"); and

WHEREAS, the board has reviewed a proposed agreement (the "Proposed Settlement") that will allow additional costs and burdens associated with the Pending Action to be avoided; and

NOW, THEREFORE, BE IT RESOLVED that;

1. The Board hereby approves the Proposed Settlement regarding the Pending Action and authorizes the President of the Board of Education and Superintendent of the School District to execute any necessary documents which authorizes the retention of \$106,000.00 in damages and to make payment in the amount of \$954,000.00 on behalf of the Board, upon the recommendation of legal counsel, to effectuate the agreement.
2. This Resolution shall take effective immediately.

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

Ayes: \_\_\_\_\_ Nays: \_\_\_\_\_ Abstentions: \_\_\_\_\_

The resolution was thereupon declared adopted.

Dated: March 5, 2024

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

MARCH 5, 2024

**MOTIONS FROM THE FLOOR (CONT'D):**

**FOR ACTION:**

**Volume LVIII**

**Report No. S – 290**

**SUBJECT:**

**Appointment of Impartial Hearing Officer**

Authorization is requested of the Board of Education to approve the appointment of the following individual as an Impartial Hearing Officer per the terms and conditions outlined in Board Policy #38506.1 (Selection, Appointment and Compensation of Impartial Hearing Officers), effective March 5, 2024:

Brad Rosken  
1005 West Beech Street  
Long Beach, NY 11561

Date: March 5, 2024

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Kathy Hughes, District Clerk  
Utica City School District

**FOR ACTION:**

**Volume LVIII**

**Report No. S – 291**

**SUBJECT:**

**Appointment of Impartial Hearing Officer**

Authorization is requested of the Board of Education to approve the appointment of the following individual as an Impartial Hearing Officer per the terms and conditions outlined in Board Policy #38506.1 (Selection, Appointment and Compensation of Impartial Hearing Officers), effective March 5, 2024:

James Walsh  
33 Center Lane  
Delmar, NY 12054

Date: March 5, 2024

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Kathy Hughes, District Clerk  
Utica City School District

MARCH 5, 2024



**MOTIONS FROM THE FLOOR (CONT'D):**

**FOR ACTION:**

**Volume LVIII**

**Report No. S – 292**

**SUBJECT:**

**Resolution to appoint Dr. Patricia Kilburn, District Superintendent, Oneida-Herkimer-Madison BOCES as Search Consultant**

Authorization is requested of the Board of Education to approve the appointment Dr. Patricia Kilburn, District Superintendent, Oneida-Herkimer-Madison BOCES as the Search Consultant for the Utica City School District's Superintendent search.

Ayes: 6      Nays: 0      Abstentions: \_\_\_\_\_

The resolution was thereupon declared adopted.

Dated: March 5, 2024

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

MARCH 5, 2024