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FOR ACTION

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FOR ACTION:

Volume LVIX

Report No. S – 195

SUBJECT:

Resolution for Elaine Colenzo

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

**Resolution of Elaine Colenzo
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 Elaine Colenzo. Mrs. Colenzo was employed by the Utica City School District for approximately thirty (30) years in the Central Kitchen Food Service Program.

Elaine's warmth, generosity and kindness left a lasting impact on everyone she met. Her dedication to her job and cheerful spirit were appreciated until her retirement.

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

Dated: March 25, 2025

Kathy Hughes, District Clerk
Utica City School District

SUBJECT:

Resolution for Craig Fehlhaber

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

Resolution for Craig Fehlhaber 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 Craig Fehlhaber. Mr. Fehlhaber was employed by the Utica City School District for approximately seventeen (17) years originally as the Clerk of the Works and eventually Superintendent of Buildings and Grounds until his retirement.

Mr. Fehlhaber was a very charismatic individual, who loved life. He greeted everyone with a warm smile and handshake. He will be remembered for his kind and generous heart. His compassion and willingness to help touched the lives of many, leaving a lasting impact on his community.

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

Dated: March 25, 2025

Kathy Hughes, District Clerk
Utica City School District

SUBJECT:

Resolution for Penny Davies

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

**Resolution for Penny Davies
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 Penny Davies. Ms. Davies was employed by the Utica City School District for approximately twenty-four (24) years as a Library Media Specialist.

Ms. Davies was a lifelong learner and researcher. She enjoyed creating, and collecting dolls and doll houses, giving away knitted and crocheted items to those in need and above all, loving her cats.

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

Dated: March 25, 2025

Kathy Hughes, District Clerk
Utica City School District

FOR ACTION:

Volume LVIX

Report No. S – 198

SUBJECT:

Resolution for Jennifer Torres

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

**Resolution for Jennifer Torres
Employee of the Utica City School District**

The Board of Education of the Utica City School District records with sorrow the passing of Jennifer Torres, a Food Service Monitor-Team Leader for the District for approximately twenty-three (23) years, most recently at General Herkimer School.

Mrs. Torres, affectionately known by all as "Mrs. T" took pride in her job and had a close relationship with the children she cared for, as well as all her co-workers. Known for blowing her whistle, the children knew that something was going on if it was going off. Jennifer looked forward to her special holiday work parties with her work family.

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

Dated: March 25, 2025

Kathy Hughes, District Clerk
Utica City School District

SUBJECT:

**Resolution – 2025-2026
School Budget Proposition**

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

RESOLUTION – 2025-2026 SCHOOL BUDGET PROPOSITION

WHEREAS, the annual meeting and election of the Utica City School District (the "School District") is scheduled for May 20, 2025 (the "Annual Meeting"); and

WHEREAS, the Board has finalized the budget that will be presented to voters for approval at the Annual Meeting; and

WHEREAS, the Board seeks to approve the budget proposition in final form in advance of the Annual Meeting;
NOW, THEREFORE, the Board resolves as follows:

1. The following budget proposition shall appear on the ballot for qualified voters to consider at the 2025 Annual Meeting, in substantially the following form:

**Proposition No. 1
2025-2026 School Budget**

Proposition No. 1 – Budget Proposition

To adopt the annual budget of the Utica City School District for the 2025-2026 fiscal year in the amount of \$290,141,927 and to authorize the requisite portion thereof to be raised by taxation on the taxable property of the Utica City School District.

2. This resolution shall take effect immediately.

Dated: March 25, 2025

Kathy Hughes, District Clerk
Utica City School District

FOR ACTION:**Volume LVIX****Report No. S – 200****SUBJECT:****Utica City School District Notice of Annual Election
and Public Vote on the 2025-2026 School District
Budget – May 20, 2025**

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

**UTICA CITY SCHOOL DISTRICT NOTICE OF ANNUAL ELECTION
AND PUBLIC VOTE ON THE
2025-2026 SCHOOL DISTRICT BUDGET
MAY 20, 2025**

NOTICE IS HEREBY GIVEN that voting on the 2025-2026 Utica City School District Budget appropriation of the necessary funds to meet the estimated expenditures of said District for the fiscal year commencing July 1, 2025, and authorizing the Board of Education of said District to raise the funds so estimated, exclusive of public monies, by a tax on the taxable property in said District by adoption of a budget and to levy a tax, shall be conducted on Tuesday, May 20, 2025, between the hours of 12:00 noon and 9:00 p.m. at the following locations:

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

NOTICE IS HEREBY GIVEN that a Budget Hearing for the residents of the Utica City School District will be held in the Board Room of the Utica City School District Administration building, 929 York Street, Utica, NY on May 6, 2025 at 5:00 p.m.

NOTICE IS HEREBY GIVEN that the election of (1) member of the Board of Education shall be conducted on May 20, 2025, between the hours of 12:00 noon and 9:00 p.m.

NOTICE IS HEREBY GIVEN that voting on the following propositions shall be conducted on Tuesday, May 20, 2025 between the hours of 12:00 noon and 9:00 p.m.

Proposition No. 1 – Budget Proposition

To adopt the annual budget of the Utica City School District for the 2025-2026 fiscal year in the amount of \$290,141,927 and to authorize the requisite portion thereof to be raised by taxation on the taxable property of the Utica City School District.

MARCH 25, 2025

Proposition No. 2 – Capital Project

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

Proposition No. 3 – Funding the Utica Public Library

Shall the annual appropriation for the Utica Public Library within the Utica City School District be increased from the sum of eight hundred eighty-six thousand eight hundred and nine dollars (\$886,809) annually to the sum of nine hundred fifteen thousand five hundred and eighty-one dollars (\$915,581), an increase of twenty eight thousand seven hundred seventy two dollars (\$28,772) to be appropriated annually for the Utica Public Library, such sum to be raised by levy of a tax upon the taxable property of the District in accordance with Section 259 of the Education Law?

NOTICE IS ALSO GIVEN that the school election Districts, as determined by the Board of Education by Resolution adopted February 13, 2025, are particularly and accurately described on a map entitled "Utica City School District Map", approved by Joseph Hobika Jr., President of the Board of Education, a copy of which is on file in the Office of the Clerk of the Board of Education of the Utica City School District, Administration Building, 929 York Street, Utica, New York, 13502.

Qualifications of voters at such elections are set forth in Section 2603 of the N.Y.S. Education Law. If a person's name cannot be found on the list of registered voters or in the Registration poll ledger, then District elections officials shall not permit that person to vote, unless: (1) the person presents a court order requiring that he or she be permitted to vote in the manner otherwise prescribed for voters whose names are on the list of registered voters or in the Registration poll ledger; or (2) the person submits an affidavit attesting to his or her qualifications to vote in compliance with Education Law Section 2019-a(1)(b).

NOTICE IS ALSO GIVEN that the petitions nominating candidates for the office of member of the Board of Education must be filed with the Clerk of the District, 929 York St, Utica, NY, between 9:00 a.m. and 5:00 p.m. not later than April 30, 2025, 5:00 p.m.

NOTICE IS ALSO GIVEN that Military Voters who are not currently registered may apply to register as a qualified voter of the Utica City School District by requesting a Military Voter Registration Application form from the Clerk of the Board, Kathy Hughes, at 315-792-2078 or khughes@uticaschools.org. Military Voter Registration Application forms and Military Ballot Applications must be received in the office of the Clerk of the Board no later than 5:00 p.m. on May 5, 2025. In a request for a Military Ballot Application form, the Military Voter may designate their preference for receiving the form by US mail, facsimile transmission or electronic mail (email).

NOTICE IS ALSO GIVEN that qualified voters may apply for Absentee Ballots at the District Clerk's office. Absentee ballot applications must be received by the District Clerk at least seven days before the vote if the ballot is to be mailed to the absentee voter or the day before the vote if the ballot is to be delivered personally to the absentee voter. All Absentee Ballots must be returned to the Clerk's office no later than 5 p.m. on May 20, 2025, the day of the Election. A list of persons to whom absentee ballots have been issued will be available for inspection in the District Clerk's office, during regular business hours, during each of five business days prior to May 20, 2025 Election Day, except Sundays.

NOTICE IS ALSO GIVEN that early mail ballots for the vote may be applied for at the office of the District Clerk. A list of all persons to whom early mail ballots shall have been issued will be available in the office of the District Clerk on each of the five days prior to the day of the vote except Sundays, and such list will also be posted at the polling place or places for the vote.

NOTICE IS ALSO GIVEN that a copy of the budget for the ensuing school year may be obtained by any taxpayer at any district schoolhouse during the fourteen (14) days immediately preceding the day before and during the Annual Election and Public Budget Vote date during regular business hours.

NOTICE IS ALSO GIVEN Notice is hereby given that the Board of Registration of the Utica City School District will convene at the offices of the Board of Education of the Utica City School District, Administration Offices, 929 York Street, Utica, New York for the purpose of preparing a voting register for each school election District within the Utica City School District, on the 28th day of April 2025 from 3:00 p.m. to 8:00 p.m. and the 6th day of May 2025 from 12:00 noon until 5:00 p.m. Any person who is not already registered, upon proving that he or she is entitled to vote in the District, may have his or her name placed upon the register. Voter qualifications are:

1. You are a citizen of the United States of America
2. You are at least 18 years of age
3. You are a registered voter OR a resident of the school District for at least 30 days prior to the election and execute a residency acknowledgement in compliance with Education Law Section 2019-a (1)(b) prior to voting
4. You are not otherwise prohibited from voting under the provisions of section 5-106 of the Election Law or other applicable law

No eligible voters shall be denied the right to vote based upon their inability to read and write English. Also, any person who registered for the preceding general election but at the time of such Registration resided in a school election District other than the one in which he presently resides must, in order to be entitled to vote, present himself personally for Registration. The Registration books will contain the names of persons who registered under permanent personal Registration on or before May 20, 2025 the date of the Utica City School District Annual Election and Budget Vote and Proposition Vote.

NOTICE IS ALSO GIVEN that the Board of Registration appointed by the Board of Education of the Utica City School District has prepared registers for each school election District of the Utica City School District pursuant to Section 2606 of the Education Law and that such registers have been filed in the District Clerk's office at Administration Building, 929 York Street, Utica, New York pursuant to subdivision 6 of such section. These registers will be open for inspection in the Board Clerk's Office from 9:00 a.m. to 4:00 p.m. prior to the day of the election except Sundays. The date set for the Annual School Board Election and Budget Vote and Proposition Vote is May 20, 2025.

By: Board of Education, Utica City School District
Kathy Hughes, Board Clerk

Utica City School District
Utica Observer Dispatch and Rome Daily Sentinel: 04/1, 04/11 04/21, 05/16 2025,

Section 4. This Resolution shall take effect immediately.

Date: March 25, 2025

Kathy Hughes, District Clerk
Utica City School District

FOR ACTION

Volume LVIX

Report No S – 201

SUBJECT:

Resolution Certifying Property Tax Report Card

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

Utica City School District
Resolution Certifying Property Tax Report Card

Resolved, that the Board of Education of the Utica City School District hereby authorizes the Superintendent of Schools to submit and certify the property tax report card to the New York State Education Department for the 2025-2026 school year.

Dated: March 25, 2025

Kathy Hughes, District Clerk
Utica City School District

SUBJECT:

Utica City School District 2025-2026 School Calendar

Authorization is requested of the Board of Education to approve and adopt the Utica City School District 2025-2026 School Calendar:

JULY 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		
OCTOBER 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*	
JANUARY 2026						
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 2026						
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		

AUGUST 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						
NOVEMBER 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						
FEBRUARY 2026						
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 2026						
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 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				
DECEMBER 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			
MARCH 2026						
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 2026						
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. 1	Labor Day	Aug. 27	Superintendent's Conference Day
Sept. 1	Labor Day	Oct. 13	Columbus Day	Aug. 28	Superintendent's Conference Day
Oct. 13	Columbus Day	Nov. 11	Veterans' Day (Observed)	Sept. 2	First Day of School for Students
Nov. 11	Veterans' Day	Nov. 26-28	Thanksgiving Recess	Nov. 4	Superintendent's Conference Day
Nov. 26-28	Thanksgiving Recess	Dec. 22- Jan. 2	Winter Recess	Jan. 20-23	Regents Exams
Dec. 24,25; Jan. 1	Christmas Recess	Jan. 19	M.L. King, Jr. Day	Jan. 26	Second Semester Begins
Jan. 19	M.L. King, Jr. Day	Feb. 16-20	Mid-Winter Recess	May 19	Superintendent's Conference Day
Feb. 16	Presidents' Day	Feb. 17	Lunar New Year	June 9-10	Regents Exams
Feb. 17	Lunar New Year	March 20	Eid al-Fitr	June 17-18	Regents Exams
April 3	Good Friday	April 3	Good Friday	June 22-26	Regents Exams
May 25	Memorial Day	April 3-10	Spring Recess	June 26	Last Day for Students
June 19	Juneteenth	May 25	Memorial Day	June 26	Regents Rating Day
		June 19th	Juneteenth	June 26	High School Graduation

REPORT CARD PERIOD ENDS	INSERVICE ½ DAYS Elementary K-6	STUDENT ATTENDANCE	
November 7	June 12	September 21	February 15
January 23	June 18	October 22	March 21
April 17		November 15	April 16
June 26		December 15	May 19
		January 19	June 19
		Total Student Days	182

LEGEND: * Pay Days

Regents Exams

(Supt. Conf. Days)

15 Minute Early Release

School Recess

½ Day In-service

Regents' Rating Day

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

MARCH 25, 2025

11

SCHOOL CALENDAR DIGEST: 2025-2026

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 13, May 22, 26, 15 and June 5** will become recess days.
If 1 inclement weather day is used, **April 13, May 22, 26 and May 15** will become recess days.
If 2 inclement weather days are used, **April 13, May 22 and May 26** become recess days.
If 3 inclement weather days are used, **May 22 and May 26** will become recess days.
If 4 inclement weather days are used, **May 22** will become a recess day
If 5 inclement weather days are used, there will be **no** recess days on **April 13, May 22, May 26, May 15 and June 5**.

If an emergency situation forces the Utica City School District’s schools to close for more than five (5) days, school will be in session beginning April **6, 7, 8, 9 and 10** each day beyond five (5) and in that order.

All staff members are cautioned **NOT** to commit to any irrevocable plans for the Spring (**April 6-10**) Recess 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.....	182
Add: Days Teachers are in Attendance for Staff conference days as authorized by the Commissioner of Education.....	4
Total Days School is in Session Including Staff Conference Days.....	186
Days Available for Emergency School Closings.....	5

In the event an inclement weather recess day falls on a pay day, payroll checks may be picked up by employees at the Administration Building, 929 York Street, between the hours of 11:00 a.m. – 1:00 p.m.

FOR ACTION:**Volume LVIX****Report No. S – 203****SUBJECT:****Corrected Tenure Date –
Meghan Kidd, School Social Worker**

Authorization is requested of the Board of Education to approve the corrected tenure date of Meghan Kidd, School Social Worker as follows:

RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves the corrected tenure date for Meghan Kidd, who possesses a School Social Worker, Provisional Certificate issued by the New York State Education Department, to a four-year probationary period, from **August 28, 2024 through August 27, 2028**, in the tenure area of School Social Worker. The expiration date is tentative and conditional only.

FOR ACTION:**Volume LVIX****Report No. S – 204****SUBJECT:****Memorandum of Understanding between the Utica City
School District and Scutchins Family Youth Services, LLC**

Authorization is requested of the Board of Education to approve the Memorandum of Understanding between the Utica City School District and Scutchins Family Youth Services, LLC., effective March 26, 2025.

FOR ACTION:**Volume LVIX****Report No. S – 205****SUBJECT:****Memorandum of Agreement between the Utica City
School District and the Utica Teachers Association**

Authorization is requested of the Board of Education to approve the Memorandum of Agreement for CTE Program Teachers between the Utica City School District and the Utica Teachers Association, effective March 26, 2025.

FOR ACTION:**Volume LVIX****Report No. S – 206****SUBJECT:****Approval of Utica City School District Policies**

Authorization is requested of the Board of Education to approve the following Utica City School District Policies:

<u>Policy #</u>	<u>Policy Name</u>
#7200	Reporting Possible Child Abuse or Maltreatment
#7530	Child Abuse in an Educational Setting

FOR ACTION:**Volume LVIX****Report No. S – 207****SUBJECT:****Approval of Equipment Donation from
Planet Fitness/New Hartford**

Authorization is requested of the Board of Education to approve the equipment donation from Planet Fitness/New Hartford.

FOR ACTION:**Volume LVIX****Report No. S – 208****SUBJECT:****Memorandum of Understanding between the Utica
City District and the YWCA of the Mohawk Valley**

Authorization is requested of the Board of Education to approve the Memorandum of Understanding between the Utica City School District and the YWCA of the Mohawk Valley.

FOR ACTION:**Volume LVIX****Report No. S – 209****SUBJECT:****Excellus BlueCross/BlueShield Insurance Renewal**

Authorization is requested of the Board of Education to approve the following health and dental renewals: Excellus Health Care Benefits Renewal, Excellus Dental Care Benefits Renewal, Excellus Classic Blue Traditional Insurance, Excellus Blue EPO Insurance, Excellus Simply Blue Hybrid Insurance.

FOR ACTION:**Volume LVIX****Report No. S – 210****SUBJECT:****Approval of Health Insurance Rates**

Authorization is requested of the Board of Education to approve the Utica City School District health insurance rates for 2025-2026 in accordance with the Wakely Consulting Group, LLC premium equivalent rates.

FOR ACTION:

Volume LVIX

Report No. S – 211

SUBJECT:

Resolution for Arbitration Appeal

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

WHEREAS, the Board of Education is in receipt of the Decision and Award issued by Arbitrator Thomas J. Maroney dated February 26, 2025; and

WHEREAS, the Board of Education disagrees with said Award and believes a basis exists to proceed with a challenge under Article 75 of the Civil Practice Law and Rules and intends to bring a petition pursuant to Article 75 seeking to vacate such award;

NOW, THEREFORE, IT IS HEREBY RESOLVED THAT:

1. The Board of Education approves an Article 75 petition to vacate the February 25, 2025 Decision and Award of Arbitrator Thomas J. Maroney;
2. The Superintendent of Schools and the law firm of Ferrara, Fiorenza, P.C. are hereby authorized to take such steps as necessary to effect the Article 75 petition; and
3. This resolution shall take effect immediately.

Date: March 25, 2025

Kathy Hughes, District Clerk
Utica City School District

FOR ACTION:

Volume LVIX

Report No. S – 212

SUBJECT:

**Resolution for Lease Agreement between the Utica
City School District and NB Warehouse, LLC**

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

At a Regular Meeting of the Board of Education of the Utica City School District (the "District"), held on March 25, 2025;

WHEREAS, NB Warehouse, LLC (the "Owner") is the owner of real property located at 310 Niagara Street Utica, NY 13501 ("Premises"); and

WHEREAS, the District desires to lease from the Owner the Premises for garage, professional office, storage, administrative, and related educational uses; 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 April 1, 2025 through March 31, 2030.

NOW, THEREFORE, be it resolved as follows:

1. The Board determines that a lease with 310 Niagara Street Corp. for property located at 310 Niagara Street Utica, NY 13501 to serve as space for garage, professional office, storage, administrative, and related educational uses is in the best interest of the District.
2. The proposed lease agreement between the District and 310 Niagara Street Corp. is contingent upon the terms set forth in the lease agreement, and is subject to the approval of the Commissioner of Education.
3. The Board hereby approves the terms and conditions of the proposed Lease Agreement and upon the satisfaction of the condition that the Commissioner of Education must review and approve the Lease Agreement, the Board authorizes the Superintendent of Schools to execute the lease agreement in the form approved by legal counsel.
4. This resolution shall take effect immediately.

Dated: March 25, 2025

Kathy Hughes, District Clerk
Utica City School District

FOR ACTION:**Volume LVIX****Report No. S – 213****SUBJECT:****Abolishment of Position****Clerical**

Authorization is requested of the Board of Education to approve the abolishment of one (1) Stenographer position (12-months) at Kennedy Middle School, effective March 26, 2025.

FOR ACTION:**Volume LVIX****Report No. P – 21****SUBJECT:****Resolution for Hourly Clerical Substitute**

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

RESOLVED, upon the recommendation of the Superintendent of Schools, that the following individual is appointed to serve as per diem Substitute Clerical at \$20.00 per hour, effective on March 26, 2025:

> Emily Torbitt

FOR ACTION:**Volume LVIX****Report No. P – 21****SUBJECT:****Resolution Appointing Douglas S. Blanchard
Assistant Principal**

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

RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board of Education hereby appoint Douglas S. Blanchard, who possesses a English Language Arts 7-12, Professional Certificate; School Building Leader Teacher, Internship Certificate; and a School District Leader, Internship Certificate issued by the New York State Education Department, to a four-year probationary period from March 26, 2025 through March 25, 2029 in the administrative position of Assistant Principal in the tenure area of Assistant Principal. The expiration date is tentative and conditional only. Mr. Blanchard's salary for the 2024-2025 school year shall be One-Hundred Three-Thousand One-Hundred Fifty-Seven Dollars (\$103,157), prorated to reflect the actual dates of service in the position.

FOR ACTION:**Volume LVIX****Report No. P – 21****SUBJECT:****Temporary Appointment**

Authorization is requested of the Board of Education to appoint Jeff Jalonack to serve as Temporary Director of School Security and Safety, effective retroactively on March 5, 2025.

FOR ACTION:**Volume LVIX****Report No. P – 21****SUBJECT:****Employment Agreement between the Utica
City School District and Jeff Jalonack**

Authorization is requested of the Board of Education to approve the Employment Agreement between the Utica City School District and Jeff Jalonack, Temporary Director of Security and Safety, effective retroactively on March 5, 2025.

FOR ACTION:**Volume LVIX****Report No. P – 21****SUBJECT:****Amendment to Employment Agreement between the
Utica City School District and Alan Botelho**

Authorization is requested of the Board of Education to approve the amendment to the Employment Agreement between the Utica City School District and Alan Botelho, Community/Parent Liaison.

FOR ACTION:**Volume LVIX****Report No. P – 21****SUBJECT:****Appointments****Program Supervisors/
Raiders Extended Day (RED)**

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

- > Andrew De Jesus
- > Deanna Zegarelli-Peccheone

Salary: Per Board approved Memorandum of Agreement rate.

FOR ACTION:**Volume LVIX****Report No. P – 21****SUBJECT:****Appointments****Volunteer Coach/Spring 2025**

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

Dominick Fasolo	JV Baseball Proctor High School Effective: Spring 2025 sport season
Bonnie Harrington	Modified Softball Donovan Middle School Effective: Spring 2025 sport season
LaToya Hamell	Jr. Varsity/Varsity Track Proctor High School Effective: Spring 2025 sport season

FOR ACTION:**Volume LVIX****Report No. P – 21****SUBJECT:****Appointment****Sub Food Service/Monitors**

It is recommended that the following Substitute Food Service Worker appointment be approved:

Aung Tun	Sub Food Service Worker-Breakfast and Lunch Program District Wide Effective: April 1, 2025 Salary: \$15.50 per hour Education: Graduated 1991 Burma Experience: Sushi Chef Kingston NY, (3 years)
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FOR INFORMATION:**Volume LVIX****Report No. P – 22****SUBJECT:****Resignation****Transportation**

It is recommended that the following resignation be accepted:

Matthew Davies

Bus Driver
Transportation
Effective: March 19, 2025
Reason: Personal
Notification Received: March 10, 2025

FOR INFORMATION:**Volume LVIX****Report No. P – 22****SUBJECT:****Resignation****Security**

It is recommended that the following resignation be accepted:

Denise Giruzzi

School Monitor (Security)
District-Wide
Effective: March 5, 2025
Reason: Medical
Notification Received: March 6, 2025

FOR INFORMATION:**Volume LVIX****Report No. P – 22****SUBJECT:****Resignation****Food Service/Monitor**

It is recommended that the following resignation be accepted:

Domonique Taverne

Food Service Breakfast and Lunch Program
District Wide
Effective: February 21, 2025
Reason: Personal
Notification Received: February 7, 2025

FOR INFORMATION:**Volume LVIX****Report No. P – 22****SUBJECT:****Unpaid Leave of Absence****Teaching Assistant**

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

Christine Mathis

Teaching Assistant – Special Education
Kennedy Middle School
From: January 13, 2025
To: March 20, 2025
Reason: Personal
Notification Received: March 6, 2025

MOTIONS FROM THE FLOOR:

FOR ACTION:

Volume LVIX

Report No. S – 214

SUBJECT:

**Agreement for Payment of Utilities between the
Utica City School District and NB Warehouse, LLC**

Authorization is requested of the Board of Education to approve the agreement for payment of utilities between the Utica City School District and NB Warehouse, LLC. in connection with the Lease Agreement for property located at 310 Niagara Street, Utica, NY.

FOR ACTION:

Volume LVIX

Report No. S – 215

SUBJECT:

Resolution to Approve 3020-A Decision

Authorization is requested of the Board of Education to approve the resolution to approve the 3020-A decision.

FOR ACTION:

Volume LVIX

Report No. P – 21

SUBJECT:

Appointments

Volunteer Coach/Spring 2025

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

David Guido, Jr.

Varsity Baseball
Proctor High School
Effective: Spring 2025 sport season

Mark VanDreason

Varsity Baseball
Proctor High School
Effective: Spring 2025 sport season