SUPERINTENDENT'S REPORT **REGULAR MEETING** **AUGUST 25, 2026**

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FOR ACTION: **Volume LXI** **Report No. S – 80**

SUBJECT: **Resolution for Martin F. Siuta**

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

Resolution for Martin F. Siuta
Former Custodian in the Utica City School District

The Board of Education of the Utica City School District records with sorrow the passing of former custodian Martin F. Siuta.

Mr. Suita was employed in the district for approximately twenty-six (26) years as a custodian. Throughout his years of service, Mr. Siuta was a valued member of the school community who formed many lasting friendships and memories.

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

Dated: August 25, 2026

_____
Kathy Hughes, District Clerk
Utica City School District

FOR ACTION: **Volume LXI** **Report No. S – 81**

SUBJECT: **Resolution to Amend the Regular and Special Meetings of the Board of Education**

RESOLUTION TO AMEND THE REGUALAR AND SPECIAL MEETINGS OF THE BOARD OF EDUCATION

WHEREAS, the Board of Education of the Utica City School District (the "Board of Education") voted on to amend the Board of Education Meeting dates and times for the 2026-2027 school year at their special meeting held on July 20, 2026.

WHEREAS, the Board of Education of the Utica City School District (the "Board of Education") has determined the time change for Board of Education meetings to accommodate the needs of the district and Board of Education members schedules.

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education hereby changes the BOE meeting times as follows:

Special meetings to be held at 5:30 PM
Regular meetings to be held at 6:30 PM

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of the School District this 25th day of August, 2026.

Dated: August 25, 2026

_____
Kathy Hughes, District Clerk
Utica City School District

(SEAL)

FOR ACTION: **Volume LXI** **Report No. S – 82**

SUBJECT: **Resolution Appointing Dr. Kathleen Davis to Serve as Interim Superintendent of Schools**

RESOLUTION

WHEREAS, the Board of Education wishes to appoint Dr. Kathleen Davis to serve as Interim Superintendent of the Utica City School District, effective September 5, 2026; and

WHEREAS, Dr. Davis shall serve as Interim Superintendent in accordance with the terms and conditions of the Employment Agreement presented to the Board.

NOW, THEREFORE, the Board of Education hereby resolves as follows:

1. The Board hereby appoints Dr. Davis as the Interim Superintendent of the District effective September 5, 2026 through June 30, 2027, pursuant to the terms and conditions of employment in the approved Employment Agreement.

2. This resolution shall take effect immediately.

Dated: August 25, 2026

_____
Kathy Hughes, District Clerk
Utica City School District

FOR ACTION: **Volume LXI** **Report No. S – 83**

SUBJECT: **Employment Agreement Between Kristen Casab and the Utica City School District**

Authorization is requested of the Board of Education to approve the individual Employment Agreement dated August 25, 2026, between Kristen Casab, Interim Assistant Principal and the Utica City School District at a per diem rate of $600.00 per day (prorated for partial days worked).

FOR ACTION: **Volume LXI** **Report No. S – 84**

SUBJECT: **Committee on Special Education Meetings**

Authorization is requested of the Board of Education to approve and accept the Committee on Special Education (CSE), Committee on Preschool Special Education (CPSE) and Section 504 meetings in the Utica City School District and/or other approved programs. A total of 277 meetings were held.

FOR ACTION: **Volume LXI** **Report No. S – 85**

SUBJECT: **Agreement Between Capella University and The Utica City School District**

Authorization is requested of the Board of Education to approve the Agreement between Capella University and the Utica City School District effective August 25, 2026, through June 30, 2027.

FOR ACTION: **Volume LXI** **Report No. S – 86**

SUBJECT: **Memorandum of Agreement Between Cornell Cooperative Extension of Oneida County and the Utica City School District**

Authorization is requested of the Board of Education to approve Memorandum of Agreement between Cornell Cooperative Extension of Oneida County and the Utica City School District effective August 25, 2026, through October 31, 2026.

FOR ACTION: **Volume LXI** **Report No. S – 87**

SUBJECT: **Agreement Between Grand Canyon University and The Utica City School District**

Authorization is requested of the Board of Education to approve the Educational Institution Agreement between Grand Canyon University and the Utica City School District effective October 10, 2026, through October 10, 2029.

FOR ACTION: **Volume LXI** **Report No. S – 88**

SUBJECT: **Educational Institution Agreement Between Maxim of New York, LLC and the Utica City School District – PULLED**

Authorization is requested of the Board of Education to approve the Educational Institution Agreement between Maxim of New York, Inc. and the Utica City School District effective retroactively July 21, 2026, through June 30, 2027.

FOR ACTION: **Volume LXI** **Report No. S – 89**

SUBJECT: **Agreement Between Safe Schools Mohawk Valley and The Utica City School District**

Authorization is requested of the Board of Education to approve the Agreement between Safe Schools Mohawk Valley and the Utica City School District effective retroactively July 1, 2026, through June 30, 2027.

FOR ACTION: **Volume LXI** **Report No. S – 90**

SUBJECT: **Facilities Use Agreement Between New Hartford Central School District and The Utica City School District**

Authorization is requested of the Board of Education to approve the Facilities Use Agreement Between New Hartford Central School District and The Utica City School District for the use New Hartford High School's swimming pool effective August 24, 2026, through March 1, 2027.

FOR ACTION: **Volume LXI** **Report No. S – 91**

SUBJECT: **Certification of Lead Evaluator – Dr. Amy Konz**

WHEREAS, the Board of Education has been provided evidence that Dr. Amy Konz has completed training which meets the requirements of 8 NYCRR §30-2.9 and the Utica City School District Annual Professional Performance Review Plan for certification as a Lead Evaluator of Teachers and Principals, therefore

BE IT RESOLVED, that, upon recommendation of the Acting Superintendent of Schools, Dr. Amy Konz, be certified as a Lead Evaluator of Teachers and Principals.

FOR ACTION: **Volume LXI** **Report No. S – 92**

SUBJECT: **Resolution Approving Agreement with Oneida County for Special Patrol Officer Services**

RESOLUTION APPROVING AGREEMENT WITH ONEIDA COUNTY FOR SPECIAL PATROL OFFICER SERVICES

At a Regular Meeting of the Board of Education of the Utica City School District, held on August 25, 2026.

WHEREAS, the District is authorized to provide for the safety and protection of District students, staff and property under the terms of Education Law §1709(1), (13), and (33); and

WHEREAS, Article 5-G of the New York State's General Municipal Law provides the authority for the District and the Oneida County (the "County") to enter into agreements for the performance between themselves, or one for the other, of their respective functions, powers and duties on a cooperative contract basis; and

WHEREAS, the Board of Education of the District wishes to enter into an intermunicipal agreement with the County to obtain services of ten (10) officers to serve as Special Patrol Officers ("SPOs") commencing September 1, 2026 and expiring August 31, 2028; and

WHEREAS, the Board of Education has had the opportunity to review the proposed agreement for said services;

NOW, THEREFORE, the Board of Education of the Utica City School District resolves as follows:

1. The Board of Education hereby approves the intermunicipal agreement between the District and County for Special Patrol Officer services commencing September 1, 2026 and expiring August 31, 2028.

2. The Board authorizes the Acting Superintendent of Schools to execute the intermunicipal agreement in the form approved by legal counsel.

3. This Resolution is effective immediately.

Date: August 25, 2026

_____
Kathy Hughes, District Clerk
Utica City School District

FOR ACTION: **Volume LXI** **Report No. S – 93**

SUBJECT: **Creation of Positions – Clerks**

Authorization is requested of the Board of Education to create nine (9) Clerk (10-months) positions, effective August 26, 2026.

FOR ACTION: **Volume LXI** **Report No. S – 94**

SUBJECT: **Creation of Position – Accountant**

Authorization is requested of the Board of Education to create one (1) Accountant (12-months) position, effective August 26, 2026.

FOR ACTION: **Volume LXI** **Report No. S – 95**

SUBJECT: **Acceptance of Donation from Dr. Kathleen Davis**

Authorization is requested of the Board of Education to approve and accept the donation of from Dr. Kathleen Davis for the purpose of snack bags for Superintendent's Conference Day for 1900 staff.

FOR ACTION: **Volume LXI** **Report No. S – 96**

SUBJECT: **Memorandum of Agreement between the Utica City School District and the Utica Administrators Association – (APPR)**

Authorization is requested of the Board of Education to approve the Memorandum of Agreement dated August 25, 2026, between the Utica City School District and the Utica Administrators Association.

FOR ACTION: **Volume LXI** **Report No. S – 97**

SUBJECT: **Approval of BOCES AS–7 Final Expenditure Report for the 2025–2026 School Year**

Authorization is requested of the Board of Education to approve the BOCES AS–7 Final Expenditure Report for the 2025–2026 school year.

FOR ACTION: **Volume LXI** **Report No. S – 98**

SUBJECT: **Resolution for Athletic Placement (APP) Update 2026**

RESOLUTION

At a Regular Meeting of the Board of Education of the Utica City School District, held on August 25, 2026.

WHEREAS, the District is authorized to permit students to participate in interscholastic athletics competition outside of their usual grade-level classification; and

WHEREAS, Part 135 of the Regulations of the Commissioner of Education (the "Regulations") outline the Athletic Placement Process ("APP") used to determine a student's readiness to participate in interscholastic athletics competition outside of their usual grade-level classification; and

WHEREAS, the Board of Education previously authorized the implementation of procedures in accordance with the Regulations and applicable New York State Education Department guidance regarding the APP; and

WHEREAS, such Regulations were amended, effective July 29, 2026, to modify portions of the APP, and the Board has had the opportunity to review such changes;

NOW, THEREFORE, the Board of Education of the Utica City School District resolves as follows:

2. The Board of Education authorizes District administrators to develop and implement revised APP procedures in accordance with the amended Regulations and applicable guidance from the New York State Education Department.

3. The Board will take steps to modify its policies as necessary and as advised by legal counsel to conform existing policy to the amended Regulations regarding the APP.

4. This Resolution is effective immediately.

Date: August 25, 2026

_____
Kathy Hughes, District Clerk
Utica City School District

FOR ACTION: **Volume LXI** **Report No. S – 99**

SUBJECT: **Approval of Annual Professional Performance Review (APPR) Plan**

Authorization is requested of the Board of Education to approve the Annual Professional Performance Review (APPR) Plan.

FOR ACTION: **Volume LXI** **Report No. S – 100**

SUBJECT: **Employment Agreement between the Utica City School District and Melissa Rose**

Authorization is requested of the Board of Education to approve the individual Employment Agreement dated August 25, 2026, between the Utica City School District and Melissa Rose, Accountant at a salary of $70,000.00 (prorated).

FOR ACTION: **Volume LXI** **Report No. S – 101**

SUBJECT: **Agreement Between Mary Cariola Center and The Utica City School District**

Authorization is requested of the Board of Education to approve the agreement between Mary Cariola Center and the Utica City School District effective September 1, 2026, through August 31, 2027.

FOR ACTION: **Volume LXI** **Report No. B – 24**

SUBJECT: **Disposal of Obsolete Technology Equipment**

Authorization is requested of the Board of Education to dispose of obsolete technology equipment located Albany Elementary, Jefferson Elementary and Proctor High School.

FOR ACTION: **Volume LXI** **Report No. B – 25**

SUBJECT: **Resolution Ratifying Capital Construction Project Allowance Authorization and Change Orders**

RESOLUTION
APPROVING CAPITAL CONSTRUCTION CONTRACT CHANGE ORDERS

WHEREAS, the Board of Education of the Utica City School District (the "Board of Education") has previously undertaken Phases 1 and 2 of the 2024 ($65m) Capital Improvement Project (the "Project"); and

WHEREAS, during the course of the Project, due to unanticipated conditions, certain changes to the work have been determined by the Project Architect and Construction Manager to be required; and

WHEREAS, the Project Architect and Construction Manager, and the contractors have executed the following proposed change orders:

- Change Orders #CE-084 in the amount of $23,522.00 and #CE-087 in the amount of $12,495.00, totaling $36,017.00, amending the contract with HJ Brandeles Corporation, dated August 12, 2025, in connection with Phase 1 of the Project, and
- Change Order #CE-004 in the amount of $45,494.87, amending the contract with Ferguson Electric, Inc., dated February 10, 2026, in connection with Phase 2 of the Project,

(together, "Change Orders") as detailed in the attached reports ("Change Order Reports") (one for Phase 1 and one for Phase 2), which are incorporated in this Resolution by reference; and

WHEREAS, the Change Order Reports have been shared with the Board of Education, and it has been determined that it is in the best interest of the School District to approve the proposed Change Orders for Phase 1 and Phase 2;

NOW, THEREFORE be it resolved as follows:

1. The Board of Education approves the contract changes set out in the Change Orders.

2. The Board of Education hereby authorizes the President of the Board or the Acting Superintendent of Schools to sign the Change Orders on behalf of the School District.

3. The Board of Education hereby authorizes the Acting Superintendent of Schools to sign the New York State Education Department required certification in connection with the Change Orders and take all actions necessary or convenient to satisfy the applicable New York State Education Department Change Order certification and filing requirements.

4. This Resolution shall take effect immediately.

CERTIFICATION

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

I, the undersigned Clerk of the Board of Education of the Utica City School District, DO HEREBY CERTIFY:

That I have compared the annexed resolution adopted at a meeting of the Board of Education of the Utica City School District (the "Board"), held on the 25th day of August 2026, with the original thereof on file in my office, and the same is a true and correct copy of said original and of the whole of said original.

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

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

I FURTHER CERTIFY that the resolution has not been amended, rescinded, or repealed and remains in full force and effect as of the date hereof.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed the seal of school district this 25th day of August, 2026.

_____
Kathy Hughes, District Clerk
Board of Education
Utica City School District

(SEAL)

FOR ACTION: **Volume LXI** **Report No. P – 7**

SUBJECT: **Resolution for Appointment, CSE Chairperson – Erica Sbarra**

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

RESOLVED, upon the recommendation of the Acting Superintendent of Schools, that Erica Sbarra, who possesses School Building Leader, Internship Certificate; School District Leader, Internship Certificate; Early Childhood Education (Birth-Grade 2), Professional Certificate; Childhood Education (Grades 1-6), Professional Certificate; Students With Disabilities (Grades 1-6), Professional Certificate issued by the Commissioner of Education, is appointed to the position of CSE Chairperson effective January 5, 2027 in the tenure area of CSE Chairperson, to a four-year probationary term commencing January 5, 2027 and expiring January 4, 2031 unless extended in accordance with the law. The expiration date is tentative and conditional only. Erica Sbarra's salary shall be $117,080 prorated per UAA collective bargaining agreement.

FOR ACTION: **Volume LXI** **Report No. P – 7**

SUBJECT: **Resolution for Appointment, Elementary Teacher – Shaeleigh Kenealy**

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

RESOLVED, upon the recommendation of the Acting Superintendent of Schools, that Shaeleigh Kenealy, who possesses; Childhood Education (Grades 1-6), Initial Certificate issued by the Commissioner of Education, is appointed to the position of Elementary Teacher in the tenure area of Elementary effective August 31, 2026, with a four-year probationary term commencing August 31, 2026 and expiring August 30, 2030 unless extended in accordance with the law. Shaeleigh Kenealy's salary shall be $47,221.00 as set forth in Step MA+42, D-4 of the UTA collective bargaining agreement.

FOR ACTION: **Volume LXI** **Report No. P – 7**

SUBJECT: **Resolution for Appointment, Mathematics Teacher – Margaret Steele**

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

RESOLVED, upon the recommendation of the Acting Superintendent of Schools, that Margaret Steele, who possesses Nursery, Kindergarten & Grades 1-6, Permanent Certificate; Mathematics 7-12, Permanent Certificate issued by the Commissioner of Education, is appointed to the position of Mathematics Teacher effective on August 31, 2026 through June 30, 2027. Margaret Steele's salary shall be $84,717.00 as per the Feinerman Agreement.

FOR ACTION: **Volume LXI** **Report No. P – 7**

SUBJECT: **Resolution for Appointment, Mathematics Teacher – Ya Ta Na Oo**

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

RESOLVED, upon the recommendation of the Acting Superintendent of Schools, that Ya Ta Na Oo, who possesses; Mathematics 7-12, Initial Certificate issued by the Commissioner of Education, is appointed to the position of Mathematics Teacher in the tenure area of Mathematics effective August 31, 2026, with a four-year probationary term commencing August 31, 2026 and expiring August 30, 2030 unless extended in accordance with the law. Ya Ta Na Oo's salary shall be $49,628.00 as set forth in Step BA+24, F-6 of the UTA collective bargaining agreement.

FOR ACTION: **Volume LXI** **Report No. P – 7**

SUBJECT: **Resolution for Probationary Appointment, Wendy Divine – Registered Nurse**

Authorization is requested of the Board of Education to approve the following resolution with salary subject to change based on contract negotiations:

RESOLVED, upon the recommendation of the Superintendent of Schools, that Wendy Divine, who possesses Registered Nurse licensure issued by the Commissioner of Education, is appointed to the position of Registered Nurse (RN) probationary term commencing September 9, 2026. Wendy Divine's salary shall be $42,518.00 (prorated) as set forth in collective bargaining agreement between the Utica School Registered Nurses' and Licensed Practical Nurses' Unit of Teamsters Local 294 and the Utica City School District.

FOR ACTION: **Volume LXI** **Report No. P – 7**

SUBJECT: **Resolution for Probationary Appointment, Rodney Godek – Art Teacher**

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

RESOLVED, upon the recommendation of the Acting Superintendent of Schools, that Rodney Godek, who possesses Visual Arts, Initial Certificate issued by the Commissioner of Education, is appointed to the position of Art Teacher in the tenure area of Visual Arts effective September 25, 2026, with a four-year probationary term commencing September 25, 2026 and expiring September 24, 2030 unless extended in accordance with the law. Rodney Godek's salary shall be $56,279.00 as set forth in Step MA+60, G-7 of the UTA collective bargaining agreement.

FOR ACTION: **Volume LXI** **Report No. P – 7**

SUBJECT: **Resolution for Provisional Appointment, Occupational Therapist – Amanda Chruscicki**

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

RESOLVED, upon the recommendation of the Superintendent of Schools, that Amanda Chruscicki, who possesses provisional pre-approval issued by the City of Utica department of Civil Service, is appointed to the position of Occupational Therapist. Amanda Chruscicki's salary shall be $72,625.00 plus $1,600.00 stipend = $74,225.00 (prorated) as set forth in Step MA+66, L-12 of the collective bargaining agreement between the Utica Teachers Association and the Utica City School District effective September 23, 2026.

FOR ACTION: **Volume LXI** **Report No. P – 7**

SUBJECT: **Amended Appointments – Coaching Fall 2026**

It is recommended that the following previously approved coaching appointments be amended to reflect placement changes only:

Suzanne Gazzilli	Modified Cross Country Donovan Middle School Effective: Fall 2026 Index: $2,416
Alexis Holmer	Modified Cross Country Kennedy Middle School Effective: Fall 2026 Index: $3,200

FOR ACTION: **Volume LXI** **Report No. P – 7**

SUBJECT: **Appointment – Audio-Visual Coordinator 2026-2027**

It is recommended that the following appointment be approved with indexed amounts subject to change based on contract negotiations:

Melissa Sawanec	Elementary Audio-Visual Coordinator Jones Elementary School Effective: 2026-2027 School Year Index: $1,933

FOR ACTION: **Volume LXI** **Report No. P – 7**

SUBJECT: **Appointment – Custodial/Maintenance**

It is recommended that the following appointment be approved with the salary subject to change based on contract negotiations:

Oscar Calvo	Custodian District-Wide (Provisional) Effective: August 26, 2026 Salary: $31.64 per hour Education: High School Experience: Assistant Custodian, Utica City School District 9/12 to present
*Elvin Urena	Cleaner District-Wide (Probationary) Effective: August 31, 2026 Salary: $17.17 per hour Education: High School Experience: Security Guard, Allied Universal Liverpool, NY 3/24 to present

*Pending NYSED fingerprinting clearance.

FOR ACTION: **Volume LXI** **Report No. P – 7**

SUBJECT: **Appointments – School Monitor (Food Service)/ Food Service Worker**

It is recommended that the following appointments be approved:

Mayya Paw	School Monitor (Food Service) District-Wide Effective: September 2, 2026 Salary: $17.32 per hour Education: High School Experience: substitute Food Service Worker, Utica City School District 9/24 to 6/26

FOR ACTION: **Volume LXI** **Report No. P – 7**

SUBJECT: **Appointments – School Monitor (Food Service)/ Food Service Worker – Cont'd**

It is recommended that the following appointments be approved:

Deniza Moran	Food Service Worker District-Wide Effective: September 2, 2026 Salary: $17.32 per hour Education: High School Experience: substitute School Monitor (Food Service), Utica City School District 11/23 to 6/26
Maria De La Rosa	Senior Food Service Worker District-Wide Effective: September 2, 2026 Salary: $20.35 per hour Education: High School Experience: substitute Food Service Worker, Utica City School District 9/19 to 6/26

FOR ACTION: **Volume LXI** **Report No. P – 7**

SUBJECT: **Appointment – School Monitor (Security)**

It is recommended that the following substitute appointments be approved:

Ramona Cleary	Senior Food Service Worker District-Wide Effective: September 2, 2026 Salary: $19.27 per hour Education: High School Experience: substitute Food Service Worker, Utica City School District 12/23 to 6/26
Leslie Sheldon	School Monitor (Security), Probationary District-Wide Effective: August 31, 2026 Salary: $19.19 per hour Education: High School Experience: Information Associate (Call Center), Whitney M. Young Health Center Albany, NY 7/21 to present

FOR ACTION: **Volume LXI** **Report No. P – 7**

SUBJECT: **Substitute Appointments – Substitute School Monitors (Food Service)**

It is recommended that the following substitute appointments be approved:

Asma Nukica	Substitute School Monitor (Food Service) District-Wide Effective: September 2, 2026 Salary: $16.00 per hour Education: High School Experience: Dietary Aide, Sitrin Health Care Center New Hartford, NY 8/25 – 7/26
Maranda Rhoades	Substitute School Monitor (Food Service) District-Wide Effective: September 2, 2026 Salary: $16.00 per hour Education: High School Experience: Med Tech, Willow Park Nursing Home Utica, NY 4/21 – 7/24
Heuryn Lapaix Feliz	Substitute School Monitor (Food Service) District-Wide Effective: September 2, 2026 Salary: $16.00 per hour Education: High School Experience: Cleaner, Chem Aide Laboratories Inc. Saddle Brook, NJ 10/25 – 7/26
Lee Kee	Substitute School Monitor (Food Service) District-Wide Effective: September 2, 2026 Salary: $16.00 per hour Education: GED Experience: Line Cook, Turning Stone Casino Verona, NY 12/07 – 12/25

SUBJECT: **Substitute Appointments – Substitute School Monitors (Food Service) – Cont'd**

It is recommended that the following substitute appointments be approved:

Christina Houck	Substitute School Monitor (Food Service) District-Wide Effective: September 2, 2026 Salary: $16.00 per hour Education: High School Experience: Dietary Supervisor, Masonic Care Utica, NY 12/25 to present
Aida Salcinovic	Substitute School Monitor (Food Service) District-Wide Effective: September 2, 2026 Salary: $16.00 per hour Education: High School Experience: ConMed Utica, NY 12/16 - 2020
Allison Fuino	Substitute School Monitor (Food Service) District-Wide Effective: September 2, 2026 Salary: $16.00 per hour Education: High School Experience: Cashier, Walmart Utica, NY 8/24 – 1/25
Nona Logronio	Substitute School Monitor (Food Service) District-Wide Effective: September 2, 2026 Salary: $16.00 per hour Education: High School Experience: Housekeeping, Hampton Inn Verona, NY 4/26 to present
Mark Bruzzese	Substitute School Monitor (Food Service) District-Wide Effective: September 2, 2026 Salary: $16.00 per hour Education: High School Experience: School Monitor (Food Service), UCSD Utica, NY 1//25 – 3/26

FOR ACTION: **Volume LXI** **Report No. P – 7**

SUBJECT: **Substitute Appointments – Substitute School Monitors (Food Service) – Cont'd**

It is recommended that the following substitute appointments be approved:

Widna Cruz Mendez	Substitute School Monitor (Food Service) District-Wide Effective: September 2, 2026 Salary: $16.00 per hour Education: High School Experience: General Manager, Taco Bell Utica, NY 2018 - 2026
Maria Molina Gomez	Substitute School Monitor (Food Service) District-Wide Effective: September 2, 2026 Salary: $16.00 per hour Education: GED Experience: Food Prep, Chinese Food Restaurant Arecibo, PR
*Willie Herron	Substitute School Monitor (Food Service) District-Wide Effective: September 2, 2026 Salary: $16.00 per hour Education: GED Experience: Maintenance, Human Technologies Corp. Utica, NY 6/22 to present

*Pending NYSED fingerprinting clearance.

FOR ACTION: **Volume LXI** **Report No. P – 7**

SUBJECT: **Appointment**

Special Education Summer School
July 6, 2026 – August 14, 2026

It is recommended that the following appointment be approved for the Special Education Summer School (Extended School Year) Program, retroactively for July 22, 2026. All appointments are contingent on actual student enrollment and program needs. Not to exceed four (4) hours per day x 30 days.

Teaching Assistant: Skye Martinez
Salary: Hourly rate per hour per contract

FOR ACTION: **Volume LXI** **Report No. P – 7**

SUBJECT: **Resolution for Per Diem Substitutes**

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

RESOLVED, upon the recommendation of the Acting Superintendent of Schools, that the following individuals are appointed to serve as per diem Long-Term Substitute Teacher paid in accordance with the Board of Education Policy 6106.:

Olivia Martello, effective August 31, 2026
Renee Mootz, effective August 31, 2026
Sarah Santiago, effective August 31, 2026
Brittany Spina, effective August 31, 2026

FOR ACTION: **Volume LXI** **Report No. P – 7**

SUBJECT: **Conference**

It is recommended that the following conference be approved:

NAME	CONFERENCE	DATE
Michelle Hall	ACTEA Leadership Conference Verona, NY Approved by: P. Blake & R. Germer Allotted: $450.00 from Budget Code: A2110.476-00-0600 No Substitute Required	October 7-9, 2026

FOR INFORMATION: **Volume LXI** **Report No. P – 8**

SUBJECT: **Rescindment of Appointment – Certified Substitute Teacher**

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

Anna Shelley	Certified Substitute Teacher Effective: August 12, 2026 Reason: Accepted a position outside the Utica City School District Notification Received: August 14, 2026

FOR INFORMATION: **Volume LXI** **Report No. P – 8**

SUBJECT: **Rescindment of Appointment – Registered Nurse**

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

Magdalah Plaisime

Registered Nurse
Effective: August 7, 2026
Reason: Accepted a position outside the Utica City School District Notification
Received: August 7, 2026

FOR INFORMATION: **Volume LXI** **Report No. P – 8**

SUBJECT: **Resignation – Art Teacher**

It is recommended that the following resignation be accepted:

Ashley Kennedy

Art Teacher
Proctor High School
Effective: July 31, 2026
Reason: Personal
Notification Received: August 1, 2026

FOR INFORMATION: **Volume LXI** **Report No. P – 8**

SUBJECT: **Resignation – Custodial/Maintenance**

It is recommended that the following resignation be approved:

Edward Zegarelli

Caretaker
District-Wide
Effective: September 4, 2026
Reason: Personal
Notification Received: August 18, 2026

FOR INFORMATION: **Volume LXI** **Report No. P – 8**

SUBJECT: **Resignation – ESOL Teacher**

It is recommended that the following resignation be approved:

Nikiya Wheelock

ESOL Teacher
Conkling Elementary School
Effective: August 27, 2026
Reason: Accepted another position within the Utica City School District
Notification Received: August 5, 2026

FOR INFORMATION: **Volume LXI** **Report No. P – 8**

SUBJECT: **Resignation – Reading Teacher**

It is recommended that the following resignation be approved:

Melissa Marris

Reading Teacher
M.L. King, Jr. Elementary School
Effective: August 30, 2026
Reason: Accepted a position outside the Utica City School District
Notification Received: August 7, 2026

FOR INFORMATION: **Volume LXI** **Report No. P – 8**

SUBJECT: **Resignation – Special Education Teacher**

It is recommended that the following resignation be accepted:

Andrea Judycki

Special Education Teacher
General Herkimer Elementary School
Effective: July 31, 2026
Reason: Accepted a position outside the Utica City School District
Notification Received: June 22, 2026

FOR INFORMATION: **Volume LXI** **Report No. P – 8**

SUBJECT: **Resignations – School Monitor (Food Service)/ Food Service Worker**

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

Mayya Paw	Food Service Worker District-Wide Effective: June 29, 2026 Reason: Accepted another position within the Utica City School District Notification Received: July 15, 2026
Deniza Moran	School Monitor (Food Service) District-Wide Effective: June 29, 2026 Reason: Accepted another position within the Utica City School District Notification Received: July 15, 2026
Maria De La Rosa	Food Service Worker District-Wide Effective: June 29, 2026 Reason: Accepted another position within the Utica City School District Notification Received: July 15, 2026
Ramona Cleary	Food Service Worker District-Wide Effective: June 29, 2026 Reason: Accepted another position within the Utica City School District Notification Received: July 15, 2026

FOR INFORMATION: **Volume LXI** **Report No. P – 8**

SUBJECT: **Corrected Resignations – School Monitor (Food Service)**

It is recommended that the following corrected resignations be accepted:

Rosie Barron	School Monitor (Food Service) District-Wide Effective: June 27, 2026 Reason: Personal Notification Received: June 11, 2026

FOR INFORMATION: **Volume LXI** **Report No. P – 8**

SUBJECT: **Corrected Resignations – School Monitor (Food Service) – Cont'd**

It is recommended that the following corrected resignations be accepted:

Sa Le Ma Be
School Monitor (Food Service)
District-Wide
Effective: June 27, 2026
Reason: Personal
Notification Received: June 10, 2026

FOR INFORMATION: **Volume LXI** **Report No. P – 8**

SUBJECT: **Resignation – Teaching Assistant**

It is recommended that the following resignation be accepted:

Harrison Landry
Teaching Assistant
Conkling Elementary School
Effective: August 17, 2026
Reason: Personal
Notification Received: August 17, 2026

Alan Novaes
Teaching Assistant
Proctor High School
Effective: August 30, 2026
Reason: Personal Notification
Received: August 18, 2026

FOR INFORMATION: **Volume LXI** **Report No. P – 8**

SUBJECT: **Retirement – Food Service Worker**

It is recommended that the following retirement be accepted:

Raymond Hickey
Food Service Worker
King Elementary School
Effective: June 26, 2026
Years of Service: 9
Notification Received: June 22, 2026

FOR INFORMATION: **Volume LXI** **Report No. P – 8**

SUBJECT: **Retirement – Teaching Assistant**

It is recommended that the following corrected resignations be accepted:

Laurie Bossone

Teaching Assistant
Hughes Elementary School
Effective: August 9, 2026
Years of Service: 43
Notification Received: August 11, 2026

FOR INFORMATION: **Volume LXI** **Report No. P – 8**

SUBJECT: **Unpaid Leaves of Absences**

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

Danielle LaClair

Typist
JFK Middle School
From: June 23, 2026
To: August 14, 2026
Reason: Medical
Notification Received: August 10, 2026

MOTIONS FROM THE FLOOR

FOR ACTION: **Volume LXI** **Report No. S – 102**

SUBJECT: **Resolution – Agreement Between Preferred Group Plans, Inc. and The Utica City School District**

RESOLUTION

At a Regular Meeting of the Board of Education of the Utica City School District (the "Board of Education"), held on August 25, 2026;

The following Resolution was offered by Tennille Knoop, and seconded by Danielle Padula.

WHEREAS, the District entered into an agreement on August 14, 2025 with Preferred Group Plans, Inc. to administer and manage certain employee benefit plans for the District's employees; and

WHEREAS, on August 12, 2026, Preferred Group Plans, Inc. informed the District that it was ceasing operations and would not be processing any more claims for reimbursement under the employee's benefit plans. This constitutes a breach of the Agreement between Preferred Group Plans, Inc. and the District and the District will likely have exposure to liability because of Preferred's breach; and

WHEREAS, the attorneys for the District have recommended that the District seek legal action against Preferred Group Plans, Inc., to enforce the District's rights and to minimize the exposure to the District.

NOW, THEREFORE, BE IT RESOLVED that:

1. The Board of Education hereby authorizes the District's attorneys, Ferrara Fiorenza PC, to commence legal action against Preferred Group Plans, Inc, in Oneida County Supreme Court to enforce the District's rights.

2. The Board hereby approves and ratifies the presentation and filing of the Complaint and for any equitable relief in the Litigation, and authorizes the Acting Superintendent of the School District, or her designee, to take all necessary actions and to execute any necessary documents on behalf of the Board of Education upon the recommendation of legal counsel necessary to present, file, prosecute, or resolve such claims, and any related actions.

3. This resolution shall take effect immediately.

Dated: August 25, 2026

_____

Kathy Hughes, District Clerk
Utica City School District

MOTIONS FROM THE FLOOR

FOR ACTION: **Volume LXI** **Report No. P – 7**

SUBJECT: **Resolution for Appointment, Reading Teacher – Shelley Bartolotti**

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

RESOLVED, upon the recommendation of the Acting Superintendent of Schools, that Shelley Bartolotti, who possesses Nursery, Kindergarten & Grades 1-6, Permanent Certificate; Reading Teacher, Permanent Certificate; Social Studies 7-12, Permanent Certificate issued by the Commissioner of Education, is appointed to the position of Reading Teacher effective on August 31, 2026 through June 30, 2027. Shelley Bartolotti's salary shall be $85,707.00 as per the Feinerman Agreement.

FOR ACTION: **Volume LXI** **Report No. P – 7**

SUBJECT: **Resolution for Appointment, Reading Teacher – Mary Beth Brennan**

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

RESOLVED, upon the recommendation of the Acting Superintendent of Schools, that Mary Beth Brennan, who possesses Nursery, Kindergarten & Grades 1-6, Permanent Certificate; Reading Teacher, Permanent Certificate issued by the Commissioner of Education, is appointed to the position of Reading Teacher effective on August 31, 2026 through June 30, 2027. Mary Beth Brennan's salary shall be $84,717.00 as per the Feinerman Agreement.

MOTIONS FROM THE FLOOR

FOR ACTION: **Volume LXI** **Report No. P – 7**

SUBJECT: **Resolution for Appointment, Reading Teacher – Colleen Oczkowski**

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

RESOLVED, upon the recommendation of the Acting Superintendent of Schools, that Colleen Oczkowski, who possesses Nursery, Kindergarten & Grades 1-6, Permanent Certificate; Reading Teacher, Permanent Certificate issued by the Commissioner of Education, is appointed to the position of Reading Teacher (.5) effective on August 31, 2026 through June 30, 2027. Colleen Oczkowski's salary shall be $46,480.00 as per the Feinerman Agreement.

FOR ACTION: **Volume LXI** **Report No. P – 7**

SUBJECT: **Resolution for Appointment, Reading Teacher – Tammy Wiley**

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

RESOLVED, upon the recommendation of the Acting Superintendent of Schools, that Tammy Wiley, who possesses Nursery, Kindergarten & Grades 1-6, Permanent Certificate; Reading Teacher, Permanent Certificate issued by the Commissioner of Education, is appointed to the position of Reading Teacher effective on August 31, 2026 through June 30, 2027. Tammy Wiley's salary shall be $90,826.00 as per the Feinerman Agreement.

FOR ACTION: **Volume LXI** **Report No. P – 7**

SUBJECT: **Appointment Volunteer Coach Fall 2026**

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

*Donald Coleman	Jr. Varsity Football Coach Proctor High School Effective: Fall 2026 Sport Season

MOTIONS FROM THE FLOOR

FOR ACTION: **Volume LXI** **Report No. P – 7**

SUBJECT: **Involuntary/Voluntary Transfers – Special Education Teachers**

Authorization is requested of the Board of Education to approve the following transfer requests, effective for the 2026-2027 School Year.

2026-2027 School Year – Involuntary/Voluntary Special Education Teacher Transfer Requests

Name	2025–2026 Location	Assignment	2026–2027 Location	Assignment	Transfer Type
Melissa Sperry	Conkling	12:1 (3:1)	Kernan	15:1 Gr. 5-6	Involuntary
Heather Tucker	Kernan	15:1 Gr. 5-6	Utica Academy of Science & Albany	Resource	Involuntary
Lisa McClean Turner	Jefferson	12:1:1	MLK	12:1(3:1)	Involuntary
Julie Acquaviva	Jones	15:1	Jones	12:1(3:1)	Involuntary
Carson Cunningham	General Herkimer	Resource	Kernan	15:1	Involuntary
Nancy Collins	Jefferson	Resource	Jefferson .5 General Herkimer .5	Resource	Involuntary
Patti Terry	Conkling	Resource	Conkling .5 Columbus .5	Resource	Involuntary
Matt Jones	Columbus	8:1:1	Donovan	15:1 Math	Voluntary