

FOR ACTION

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FOR ACTION:**VOLUME LX****Report No. S - 25****SUBJECT: Authorization for Agreement between the Utica City School District and Garden Entertainment for Facilities Use**

Authorization is requested of the Board of Education to approve the Agreement between the Utica City School District and Garden Entertainment for the use of facilities.

FOR ACTION:**VOLUME LX****Report No. S - 26****SUBJECT: Authorization for Agreement between the Utica City School District and Keuka College for the 2025-2026 School Year**

Authorization is requested of the Board of Education to approve the Agreement between the Utica City School District and Keuka College for the 2025-2026 school year.

FOR ACTION:**VOLUME LX****Report No. S - 27****SUBJECT: Authorization for Agreement between the Utica City School District and State University of New York at Potsdam for the 2025-2026 School Year**

Authorization is requested of the Board of Education to approve the Agreement between the Utica City School District and State University of New York at Potsdam for the 2025-2026 school year.

FOR ACTION:**VOLUME LX****Report No. S - 28****SUBJECT: Authorization for Agreement between the Utica City School District and State University of New York at Plattsburgh for the 2025-2026 School Year**

Authorization is requested of the Board of Education to approve the Agreement between the Utica City School District and State University of New York at Plattsburgh for the 2025-2026 school year.

FOR ACTION:**VOLUME LX****Report No. S - 29****SUBJECT: Memorandum of Understanding between Utica City School District and Scutchins Family Youth Services for the 2025-2026 School Year**

Authorization is requested of the Board of Education to approve the Memorandum of Understanding between Utica City School District and Scutchins Family Youth Services for the 2025-2026 school year.

FOR ACTION:**VOLUME LX****Report No. S - 30**

SUBJECT: Authorization is requested of the Board of Education to approve the Preferred Group agreement for Third Party Administrative Services

Authorization is requested of the Board of Education to approve the Agreement between the Utica City School District and Preferred Group for Third Party Administrative Services from September 1, 2025, to August 31, 2026.

FOR ACTION:**VOLUME LX****Report No. S - 31**

SUBJECT: Authorization of Agreement between the Utica City School District and NurseCore Management Services, LLC

Authorization is requested of the Board of Education to approve the Agreement between the Utica City School District and NurseCore Management Services, LLC for the 2025-2026 School Year.

FOR ACTION:**VOLUME LX****Report No. S - 32**

SUBJECT: Authorization of Agreement between the Utica City School District and the Center for Disabilities Services for the 2025-2026 School Year

Authorization is requested of the Board of Education to approve the Agreement between the Utica City School District and the Center for Disabilities Services for the 2025-2026 School Year.

FOR ACTION:**VOLUME LX****Report No. S - 33**

SUBJECT: Authorization of Agreement between the Utica City School District and Upstate Caring Partners for the 2025-2026 School Year

Authorization is requested of the Board of Education to approve the Agreement between the Utica City School District and Upstate Caring Partners for the 2025-2026 School Year.

FOR ACTION:**VOLUME LX****Report No. S - 34**

SUBJECT: Authorization of Agreement between the Utica City School District and Briana Metzler for the 2025-2026 School Year

Authorization is requested of the Board of Education to approve the Agreement between the Utica City School District and Briana Metzler for the 2025-2026 School Year.

FOR ACTION:**VOLUME LX****Report No. S - 35**

SUBJECT: Authorization of Agreement between the Utica City School District and the New York State Department of Health (NYSDOH) for the 2025-2026 School Year

Authorization is requested of the Board of Education to approve the Agreement between the Utica City School District and Briana Metzler for the 2025-2026 School Year

FOR ACTION:**VOLUME LX****Report No. S - 36**

SUBJECT: Agreement between the Utica City School District and Hazard, Young, Attea and Associates

Authorization is requested of the Board of Education to approve the Agreement between the Utica City School District and Hazard, Young, Attea and Associates for the 2025-2026 school year.

FOR ACTION:**VOLUME LX****Report No. S - 37**

SUBJECT: Disposal of Obsolete Technology Equipment

Authorization is requested of the Board of Education to dispose of obsolete computer equipment located at the following schools: Albany, Conkling, General Herkimer, Jefferson, MLK, Proctor, Notre Dame, Columbus, Kernan, Jones, Watson Williams, and Donovan.

FOR ACTION:**VOLUME LX****Report No. S - 38****SUBJECT: Resolution Awarding Contracts for Capital Construction Project**

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

RESOLUTION AWARDING CONTRACTS 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 2024 Capital Improvement Project (the "Project"); and

WHEREAS, bids were received and publicly opened on July 22, 2025; and

WHEREAS, the Project Architect and Construction Manager reviewed the bids and bidders' qualifications for the Project, discussed the scope and schedule of the Project with the lowest responsible bidders and by letter dated July 28, 2025, recommend acceptance of base bids and bid alternates and award of contracts for the work of the Project as set forth herein; and

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

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

1. Prime Contract (GC-P): General Construction Contract to Pike Construction Services, Inc.
Base Bid: \$6,880,000.00
Contract Amount: \$6,880,000.00
2. Prime Contract (GC-HJC): General Construction Contract to Upstate Companies, LLC
Base Bid: \$3,214,000.00
Contract Amount: \$3,214,000.00
3. Prime Contract: Plumbing Construction Contract to H.J. Brandeles Corporation
Base Bid: \$735,000.00
Contract Amount: \$735,000.00
4. Prime Contract: Electrical Construction Contract to E.J. Electrical, LLC
Base Bid: \$2,751,000.00
Contract Amount: \$2,751,000.00
5. Prime Contract: Mechanical Construction Contract to H.J. Brandeles Corporation
Base Bid: \$1,950,000.00
Contract Amount: \$1,950,000.00
6. The Board hereby authorizes its President or the Superintendent of Schools to execute contracts and related documents on behalf of the School District in compliance with this Resolution and

take all actions necessary or convenient to enter into the contracts authorized herein and to comply with the voter approved Proposition for the Project; applicable laws, regulations, and executive orders relating to the contracts or the Project; and do all other acts that may be necessary or proper to effectuate the purposes of the foregoing Resolution.

7. This Resolution shall take effect immediately.

CERTIFICATION

A meeting of the Board of Education of the Utica City School District held on August 12, 2025, was called to order by its President, and upon roll being called, the following members were:

PRESENT:

ABSENT:

The attached Resolution, which was offered by _____ and seconded by _____ at the said meeting, was approved by a unanimous vote of the 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: _____, 2025

District Clerk
Utica City School District

FOR ACTION:**VOLUME LX****Report No. S - 39****SUBJECT: Resolution Approving Procurement Through General Service Administration**

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

RESOLUTION APPROVING PROCUREMENT**THROUGH GENERAL SERVICE ADMINISTRATION**

WHEREAS, the District seeks to purchase equipment and services listed in a proposed contract with Trane USA, Inc. (the "Contract") for the purchase and installation of the equipment listed therein under federal General Service Administration (the "GSA") selected supply schedules, in connection with its 2024 CTE Capital Improvement Project; and

WHEREAS, pursuant to NYS General Municipal Law §104(2), the District is permitted to purchase products from selected GSA supply schedules, so long as the Board determines that the purchase will result in cost savings after consideration of all relevant factors; and

WHEREAS, the Contract and proposals have been shared with the Board and it has reviewed the proposals attached to the Contract as Exhibit A for the purchase and installation of the equipment listed therein for the fees and expenses listed in the Contract; and

WHEREAS, upon review of information compiled by the School District's Administration and the Project Architect and Construction Manager, and all relevant factors, including but not limited to price, efficiency, maintenance costs, and operating costs, the Board has determined that the purchase of the equipment and services through the GSA supply schedules under the terms and conditions of the Contract will result in cost savings for the District;

NOW, THEREFORE be it resolved as follows:

1. The Board hereby determines that the purchase of the equipment and services set out in the Contract through the GSA supply schedules will result in cost savings for the District and authorizes such purchase.
2. The Board of Education hereby authorizes the President of the Board or the Superintendent of Schools to enter into the Contract with Trane U.S. Inc., in compliance with this Resolution and to comply with all applicable laws, regulations, and NYS and federal executive orders relating to the Contract, and take all actions necessary or convenient to effectuate the purposes of the foregoing Resolution.
3. Upon Board of Education approval, this Resolution shall take effect immediately.

CERTIFICATION

A regularly scheduled meeting of the Board of Education of the Utica City School District held on August 12, 2025, was called to order by its President and upon roll being called, the following members were:

PRESENT:

ABSENT:

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

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

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

Member Name:	Aye/Nay/Absent:
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Dated: _____, 2025

District Clerk
Utica City School District

FOR ACTION:

VOLUME LX

Report No. S - 40

SUBJECT: Resolution Approving Architectural/Engineering Services

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

RESOLUTION APPROVING ARCHITECTURAL/ENGINEERING SERVICES

WHEREAS, the Board of Education of the Utica City School District (the "Board of Education") has determined that it is in the best interest of the School district to retain an architect/engineer to: provide architectural and engineering services; provide design, construction planning, and construction oversight; prepare and update as needed a project milestone schedule; assist with bid solicitation and analysis, and contract negotiation for work to be done under an exception to the competitive bidding requirements; provide status reports; and provide related professional services ("Architectural/Engineering Services") in connection with its 2025-26 Capital Outlay Project (the "Project"); and

WHEREAS, the Board of Education has determined that it is in the best interest of the School District to continue its professional relationship with LaBella Architects, DPC ("LaBella") for the purpose of providing Architectural/Engineering Services for the Project; and

WHEREAS, the School District's Superintendent has reviewed the Contract and recommends approval as being in the best interest of the School District;

NOW, THEREFORE be it resolved as follows:

1. The Board of Education hereby approved the retention of LaBella to provide Architectural/Engineering Services and proceed with the Project in accordance with the terms and conditions of the Contract, for the fees and expenses set forth therein.
2. The Board of Education hereby authorizes the President of the Board or the Superintendent of Schools to enter into Contract on behalf of the School District in substantially the form presented to the Board of Education and take all actions necessary or convenient to proceed under the Contract in connection with the Project.
3. Upon Board of Education approval, this Resolution shall take effect immediately.

CERTIFICATION

A regularly scheduled meeting of the Board of Education of the Utica City School District held on August 12, 2025, was called to order by its President, and upon roll being called, the following members were:

PRESENT:

ABSENT:

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

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

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

Member Name:	Aye/Nay/Absent:
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Dated: _____, 2025

District Clerk
Utica City School District

FOR ACTION:

Volume LVX

Report No. S – 41

SUBJECT: Separation Agreement between the Utica City School District and Jaymes White

Authorization is requested of the Board of Education to approve the Separation Agreement between the Utica City School District and Jaymes White.

FOR ACTION:

VOLUME LX

Report No. B - 8

SUBJECT: Authorization of Bank Signatories for 2025-2026

Resolved, that the following individuals be authorized to sign checks for all extra classroom activity accounts for the 2025-2026 school year:

Proctor High School

Ann Marie Palladino

Tammy Sharpe

Ken Szczesniak

JF Kennedy Middle School

Andrew De Jesus

Alana Riolo

Donovan Middle School

Deanna Zegarelli-Pecheone

Douglas Blanchard

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Resolution for Appointment of Mary Mandel - Interim Assistant Superintendent for Business, Finance and Operations**

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

BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves:

1. The appointment of Mary Mandel as interim Assistant Superintendent for Business, effective August 11, 2025, subject to a written agreement.
2. Ms. Mandel shall be paid \$110 per hour, not to exceed 28 hours a week.

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Resolution for Appointment of David Langone - Interim Human Resources Administrator**

BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves:

1. The appointment of David Langone as interim Human Resources Administrator, effective September 2, 2025, subject to a written agreement.
2. Mr. Langone shall be paid \$110 per hour.

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Resolution for Appointment of Trina Falchi - Director of Early Childhood Education****RESOLUTION*****(Appointment of Director for Early Childhood Education)***

BE IT RESOLVED, that, upon the recommendation of the Superintendent of Schools, the Board of Education hereby approves:

1. The appointment of Trina Falchi as Director of Early Childhood Education, effective August 12, 2025, subject to a written agreement.
2. Mrs. Falchi shall be paid \$150,000 a year (prorated), effective August 13, 2025.

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Resolution for Probationary Appointment Amanda Larson – Career and Technical Education (CTE) Administrator of Curriculum and Academic Support.**

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

RESOLVED, upon the recommendation of the Superintendent of Schools, that Amanda Larson, who possesses School District Leader, Professional Certificate; School Building Leader, Professional Certificate; Students with Disabilities (Grades 5-9), Professional Certificate; Students with Disabilities (Grades 1-6), Professional Certificate; Pre-K, Kindergarten, and Grades 1-6, Permanent Certificate issued by the Commissioner of Education, is appointed to the position of Career and Technical Education (CTE) Administrator of Curriculum and Academic Support in the tenure area of Career and Technical Education (CTE) Administrator of Curriculum and Academic Support, to a four-year probationary term commencing August 21, 2025 and expiring August 20, 2029 unless extended in accordance with the law. The expiration date is tentative and conditional only. Amanda Larson's salary shall be \$144,522 as set forth in the UAA collective bargaining agreement.

FOR ACTION: **VOLUME LX****Report No. P - 27****SUBJECT: Resolution for Probationary Appointment Wayne Lane - NJROTC Instructor**

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

RESOLUTION FOR PROBATIONARY APPOINTMENT

RESOLVED, upon the recommendation of the Superintendent of Schools, that Wayne Lane, who possesses Naval Science Instructor certification, is appointed to the position of Naval Science Instructor probationary term commencing August 27, 2025. Wayne Lane's salary shall be \$80,000.00

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Resolution for Probationary Appointment of Abigail Broekhuizem - Assistant Principal**

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

RESOLUTION FOR PROBATIONARY APPOINTMENT

RESOLVED, upon the recommendation of the Superintendent of Schools, that Abigail Broekhuizem, who possesses School District Leader, Professional Certificate; School Building Leader, Initial Certificate issued by the Commissioner of Education, is appointed to the position of Assistant Principal at Kennedy Middle School in the tenure area of Assistant Principal, to a four-year probationary term commencing August 18, 2025 and expiring August 17, 2029 unless extended in accordance with the law. The expiration date is tentative and conditional only. Abigail Broekhuizem's salary shall be \$105,220.

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Resolution for Probationary Appointment Stephanie Conley – Library Media Specialist**

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

RESOLUTION FOR PROBATIONARY APPOINTMENT

RESOLVED, upon the recommendation of the Superintendent of Schools, that Stephanie Conley, who possesses Library Media Specialist, Initial Certificate issued by the Commissioner of Education, is appointed to the position of Library Media Specialist in the tenure area of Library Media Specialist effective August 27, 2025, with a four-year probationary term commencing August 27, 2025 and expiring August 26, 2029 unless extended in accordance with the law. Stephanie Conley's salary shall be \$51,241 as set forth in Step MA+60, E-5 of the collective bargaining agreement.

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Resolution for Probationary Appointment Rebecca Hayes – Registered Nurse**

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

RESOLUTION FOR PROBATIONARY APPOINTMENT

RESOLVED, upon the recommendation of the Superintendent of Schools, that Rebecca Hayes, who possesses Registered Nurse licensure issued by the Commissioner of Education, is appointed to the position of Registered Nurse (RN) probationary term commencing August 27, 2025. Rebecca Hayes's salary shall be \$42,518.04 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 LX****Report No. P - 27****SUBJECT: Resolution for Probationary Appointment Olivia Amzallag – French Teacher**

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

RESOLUTION FOR PROBATIONARY APPOINTMENT

RESOLVED, upon the recommendation of the Superintendent of Schools, that Olivia Amzallag, who possesses French 7-12, Permanent Certificate issued by the Commissioner of Education, is appointed to the position of French Teacher in the tenure area of French effective August 27, 2025, with a four-year probationary term commencing August 27, 2025 and expiring August 26, 2029 unless extended in accordance with the law. Olivia Amzallag's salary shall be \$96,252 as set forth in Step MA+96, O1-15 of the collective bargaining agreement pending fingerprint clearance.

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Resolution for Probationary Appointment Kayla Ward – Elementary (Kindergarten) Teacher**

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

RESOLUTION FOR PROBATIONARY APPOINTMENT

RESOLVED, upon the recommendation of the Superintendent of Schools, that Kayla Ward, who possesses Childhood Education (Grades 1-6), Initial Certificate; Early Childhood Education (Birth-Grade 2), Initial Certificate issued by the Commissioner of Education, is appointed to the position of Elementary (Kindergarten) Teacher in the tenure area of Elementary effective August 27, 2025, with a four-year probationary term commencing August 27, 2025 and expiring August 26, 2029 unless extended in accordance with the law. Kayla Ward's salary shall be \$55,656 as set forth in Step MA+30, H-8 of the collective bargaining agreement.

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Resolution for Probationary Appointment Felicia Medici – Elementary Teacher**

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

RESOLUTION FOR PROBATIONARY APPOINTMENT

RESOLVED, upon the recommendation of the Superintendent of Schools, that Felicia Medici, who is pending Childhood Education (Grades 1-6), Internship Certificate issued by the Commissioner of Education, is appointed to the position of Elementary Teacher in the tenure area of Elementary effective August 27, 2025, with a four-year probationary term commencing August 27, 2025 and expiring August 26, 2029 unless extended in accordance with the law. Felicia Medici's salary shall be \$46,136 as set forth in Step MA+30, D-4 of the collective bargaining agreement.

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Resolution for Probationary Appointment Danielle Flack – Elementary Teacher**

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

RESOLUTION FOR PROBATIONARY APPOINTMENT

RESOLVED, upon the recommendation of the Superintendent of Schools, that Danielle Flack, who possesses Childhood Education (Grades 1-6), Initial Certificate; Early Childhood Education (Birth-Grade 2), Initial Certificate issued by the Commissioner of Education, is appointed to the position of Elementary Teacher in the tenure area of Elementary effective August 27, 2025, with a four-year probationary term commencing August 27, 2025 and expiring August 26, 2029 unless extended in accordance with the law. Danielle Flack's salary shall be \$44,664 as set forth in Step BA+18, D-4 of the collective bargaining agreement.

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Resolution for Probationary Appointment Benjamin Fovel – Elementary (Math AIS) Teacher**

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

RESOLUTION FOR PROBATIONARY APPOINTMENT

RESOLVED, upon the recommendation of the Superintendent of Schools, that Benjamin Fovel, who possesses Childhood Education (Grades 1-6), Initial Certificate issued by the Commissioner of Education, is appointed to the position of Elementary (Math AIS) Teacher in the tenure area of Elementary effective August 27, 2025, with a four-year probationary term commencing August 27, 2025 and expiring August 26, 2029 unless extended in accordance with the law. Benjamin Fovel's salary shall be \$49,488 as set forth in Step MA+42, E-5 of the collective bargaining agreement.

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Resolution for Probationary Appointment Dominick Fasolo – Physical Education Teacher**

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

RESOLUTION FOR PROBATIONARY APPOINTMENT

RESOLVED, upon the recommendation of the Superintendent of Schools, that Dominick Fasolo, who possesses Physical Education, Initial Certificate issued by the Commissioner of Education, is appointed to the position of Physical Education Teacher in the tenure area of Physical Education effective August 27, 2025, with a four-year probationary term commencing August 27, 2025 and expiring August 26, 2029 unless extended in accordance with the law. Dominick Fasolo's salary shall be \$48,351 as set forth in Step MA+30, E-5 of the collective bargaining agreement.

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Resolution for Probationary Appointment Michael Billins – Special Education Teacher**

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

RESOLUTION FOR PROBATIONARY APPOINTMENT

RESOLVED, upon the recommendation of the Superintendent of Schools, that Michael Billins, who possesses Students with Disabilities (All Grades), Initial Certificate issued by the Commissioner of Education, is appointed to the position of Special Education Teacher in the tenure area of Special Education effective August 27, 2025, with a four-year probationary term commencing August 27, 2025 and expiring August 26, 2029 unless extended in accordance with the law. Michael Billins's salary shall be \$45,209 as set forth in Step BA, E-5 of the collective bargaining agreement.

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Resolution for Probationary Appointment Julie Shelp – Reading Teacher**

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

RESOLUTION FOR PROBATIONARY APPOINTMENT

RESOLVED, upon the recommendation of the Superintendent of Schools, that Julie Shelp, who possesses Reading, Permanent Certificate; Pre-Kindergarten, Kindergarten And Grades 1-6, Permanent Certificate; issued by the Commissioner of Education, is appointed to the position of Reading Teacher in the tenure area of Reading effective August 27, 2025, with a four-year probationary term commencing August 27, 2025 and expiring August 26, 2029 unless extended in accordance with the law. Julie Shelp's salary shall be \$92,960 as set forth in Step MA+78, O1-15 of the collective bargaining agreement.

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Resolution for Probationary Appointment Robyn Gaffney – Elementary Teacher**

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

RESOLUTION FOR PROBATIONARY APPOINTMENT

RESOLVED, upon the recommendation of the Superintendent of Schools, that Robyn Gaffney, who possesses Early Childhood Education (Birth-Grade 2), Initial Certificate issued by the Commissioner of Education, is appointed to the position of Elementary Teacher in the tenure area of Elementary effective August 27, 2025, with a four-year probationary term commencing August 27, 2025 and expiring August 26, 2029 unless extended in accordance with the law. Robyn Gaffney's salary shall be \$46,271 as set forth in Step BA+12, E-5 of the collective bargaining agreement.

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Resolution for Probationary Appointment Shannon Dailey – English Teacher**

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

RESOLUTION FOR PROBATIONARY APPOINTMENT

RESOLVED, upon the recommendation of the Superintendent of Schools, that Shannon Dailey, who is pending Transitional B Certification, is appointed to the position of English Teacher in the tenure area of English, to a four-year probationary term commencing August 27, 2025 and expiring August 26, 2029 unless extended in accordance with the law. Shannon Dailey's salary shall be \$46,677 as set forth in Step MA+36, D-4 of the collective bargaining agreement.

FOR ACTION:**Volume LVX****Report No. P - 27****SUBJECT: Authorization of Employment Agreement between the Utica City School District and Wayne Lane**

Authorization is requested of the Board of Education to approve the Employment Agreement between the Utica City School District and the Wayne Lane, Naval Science Instructor for the period August 27, 2025 to June 30, 2026.

FOR ACTION:**Volume LVX****Report No. P - 27****SUBJECT: Authorization of Employment Agreement between the Utica City School District and Eric Bruns**

Authorization is requested of the Board of Education to approve the individual Employment Agreement dated August 12, 2025 between the Utica City School District and Eric Burns, Assistant Director of Security and Safety at a salary of \$75,000.

FOR ACTION:**Volume LVX****Report No. P - 27****SUBJECT: Authorization of Employment Agreement between the Utica City School District and Jeff Jalonack**

Authorization is requested of the Board of Education to approve the individual Employment Agreement dated August 12, 2025 between the Utica City School District and Jeff Jalonack, Director of School Security and Safety at a salary of \$87,500.

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

It is recommended that the following appointment be approved:

Richard Nicholas-Hahn

Mentor Teacher – Mentee Program Coordinator
Effective: 2025-2026 School Year
Salary: \$3,000

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Appointment Special Education Summer School – July 7, 2025 - August 15, 2025**

It is recommended that the following appointment be approved for the Special Education Summer School (Extended School Year) Program retroactively to July 7, 2025. All appointments are contingent on actual student enrollment and program needs. Not to exceed four (4) hours per day x 30 days.

Salary: \$40.00 per hour per UTA contract

Special Education Teacher:
Bobbie Schultz

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Appointment Summer 2025 Sports Camp & Clinic Instructor**

It is recommended that the following appointment be approved for Summer 2025 Sports Camp & Clinic Instructor:

Instructor	Sport
Nicholas Suits	Boys Lacrosse

Dates: Retroactively for July and August 2025

Salary: \$40.00 per hour – (not to exceed 20 hours total)

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Appointment Coaching – WINTER 2025-2026**

It is recommended that the following coaching appointments be approved:

Carvon Brazier	Boys Varsity Basketball Proctor High School Effective: Winter 2025-2026 Index: \$10,129
Michael Scotellaro	Boys Assistant Varsity Basketball Proctor High School Effective: Winter 2025-2026 Index: \$5,120
Christopher Edick	Girls Varsity Basketball Proctor High School Effective: Winter 2025-2026 Index: \$7,040
Courtney Siciliano	Girls Assistant Varsity Basketball Proctor High School Effective: Winter 2025-2026 Index: \$10,129
LaSharr Hamell	Boys Jr. Varsity Basketball Proctor High School Effective: Winter 2025-2026 Index: \$5,120

Kenisha Morrison

Girls Jr. Varsity Basketball
Proctor High School
Effective: Winter 2025-2026
Index: \$3,866

Crystal Bass

8th/9th Grade Basketball
Proctor High School
Effective: Winter 2025-2026
Index: \$6,445

Joe Guidera

Boys Modified Basketball
Kennedy Middle School
Effective: Winter 2025-2026
Index: \$5,525

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

Felicita Santos

Monitor- Breakfast and Lunch Program
District Wide
Effective: September 2, 2025
Salary: \$ 16.98 per hour
Education: High School
Experience: Utica City School District Sub Monitor
Breakfast and Lunch Program
10/24 to present

Jennifer Carter

Monitor-Breakfast and Lunch Program
District Wide
Effective: September 2, 2025
Salary: \$ 16.98 per hour
Education: High School
Experience: Utica City School District Sub Monitor
Breakfast and Lunch Program
9/24 to present

Senada Rosic

Monitor-Breakfast and Lunch Program
District Wide
Effective: September 2, 2025
Salary \$16.98 per hour
Education: High School
Experience: Utica City School District Sub Monitor
Breakfast and Lunch Program
9/24 to present

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

It is recommended that the following sub-monitors of appointment be approved:

Ma Maung
Sub Food Service/Monitor-Breakfast and Lunch Program
District Wide
Effective: September 2, 2025
Salary: \$15.50 per hour
Education: High School
Experience: Language Interpreter, MVHS
Utica, NY
1/21 to present

Yudelka Paredes
Sub Food Service/Monitor Breakfast and Lunch Program
District Wide
Effective: September 2, 2025
Salary: \$15.50 per hour
Education: High School
Experience: Housekeeper, FRM Facility
6/24 – 5/25

Mirza Hiseni
Sub Food Service/Monitor Breakfast and Lunch Program
District Wide
Effective: September 2, 2025
Salary: \$15.50 per hour
Education: High School
Experience: Food Service – 11 years
Bosnia

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

It is recommended that the following appointments be approved:

Jerome Martin*
School Monitor (Security), Probationary
District-Wide
Effective: August 27, 2025
Salary: \$18.82 per hour
Education: Graduate of Nottingham High School
Experience: Driver's Lead, Dragon Express Transportation
Syracuse, NY
8/23 to present

Heather Perkins
School Monitor (Security), Probationary

District-Wide
Effective: August 27, 2025
Salary: \$18.82 per hour
Education: B.A., Utica University
Experience: Front End Cashier, Walmart
New Hartford, NY
1/24 to present

Emerald Pett*

School Monitor (Security), Probationary
District-Wide
Effective: August 27, 2025
Salary: \$18.82 per hour
Education: A.S., Herkimer County Community College
Experience: Instacart Shopper, Instacart
Utica, NY
1/22 to present

Demacus Warren*

School Monitor (Security), Probationary
District-Wide
Effective: August 27, 2025
Salary: \$18.82 per hour
Education: High School
Experience: Security Officer, Securitas
Utica, NY
10/24 to present

*Pending NYS fingerprinting clearance

FOR ACTION:

VOLUME LX

Report No. P - 27

SUBJECT: Appointments – Custodial/Maintenance

It is recommended that the following appointments be approved:

Ryan LoMedico

Cleaner
District-Wide (Probationary)
Effective: August 18, 2025
Salary: \$17.17 per hour
Education: Graduate of Proctor High School
Experience: Inventory Coordinator, ICON Laboratory Services
Whitesboro, NY
9/23 to present

Abdiwahabw Mohamed

Cleaner
District-Wide (Probationary)
Effective: August 18, 2025
Salary: \$17.17 per hour

Education: High School
Experience: Packer, Delorios Food Inc
Utica, NY
10/23 – 1/24

Javier A. Muniz

Cleaner
District-Wide (Probationary)
Effective: August 18, 2025
Salary: \$17.17 per hour
Education: Graduate of New York Mills High School
Experience: Team Member, Burger King
New Hartford, NY
8/22 – 7/23

William R. Smith

Cleaner
District-Wide (Probationary)
Effective: August 18, 2025
Salary: \$17.17 per hour
Education: A.S., MVCC
Experience: Night Custodian, Madison-Oneida BOCES
Verona, NY
10/24 to present

FOR ACTION:

VOLUME LX

Report No. P - 27

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 September 2, 2025:

Christine Polinski

FOR ACTION:

VOLUME LX

Report No. P - 27

SUBJECT: Resolution for Per Diem Certified Substitute Teachers

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

RESOLVED, upon the recommendation of the Superintendent of Schools, that the following individuals are appointed to serve as per diem **Certified Substitute Teacher** at **\$130.00 per day**, effective September 2, 2025:

Tammie Gillmett
Emily Steenburg

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Resolution for Per Diem Certified Substitute Teachers**

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

RESOLVED, upon the recommendation of the Superintendent of Schools, that the following individual is appointed to serve as per diem **Certified Substitute Teacher** at **\$130.00 per day**, effective August 27, 2025:

Jennifer Belden

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Resolution for Per Diem Certified Substitute Teacher**

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

RESOLVED, upon the recommendation of the Superintendent of Schools, that the following individual is appointed to serve as per diem **Certified Substitute Teacher** at **\$130.00 per day**, effective August 27, 2025:

John Longeretta

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Resolution for Per Diem Certified Substitute Teacher**

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 Teacher** at **\$100.00 per day**, effective August 27, 2025:

Nocylia Logan

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Resolution for Per Diem Certified Substitute Teacher**

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 Teacher** at **\$100.00 per day**, effective September 2, 2025 pending fingerprint clearance:

Nancy Laino

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

SUBJECT: Mentor/Mentee for 2025-2026

It is recommended that the following Mentor/Mentee for school year 2025-2026 be approved:

Mentee/New Teacher	Position	School	Mentor
Danielle Tesak	Guidance Counselor	Proctor	Annamaria Kelly

Salary: Prorated at \$700.00 per school year.

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Voluntary Transfer - Teachers**

Authorization is requested of the Board of Education to approve the results of the UTA Voluntary Transfer requests, effective for the 2025-2026 School Year.

2025-2026 School Year – Voluntary Teacher Transfer Requests

Eligible Position	Building	Transfer Results
PE	Columbus	James Caswell (from Albany/Columbus)
FACS	JFK	Jessica Piazza (from Donovan/JFK)
Grade 1	Kernan	Makenzie Young (from Albany, Kindergarten)

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

It is recommended that the following involuntary transfer be approved:

Kelly Gordon

From: Physical Education Teacher
Donovan Middle School
To: Physical Education Teacher
Kennedy Middle School
Effective: August 27, 2025

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

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

Michael Ferraro

Director of Facilities, Planning and Development

From: Probationary
To: Non-Competitive
Effective: July 1, 2025

Mr. Ferraro has successfully completed his probationary period in accordance with the rules of the Utica Civil Service Commission for the title Director of Facilities, Planning and Development.

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

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

Venette Morrison

Parent Advocate
From: Non-competitive, Provisional (NY Helps)
To: Non-Competitive
Effective: July 1, 2025

Laurie Olney

Parent Advocate
From: Non-competitive, Provisional (NY Helps)
To: Non-Competitive
Effective: July 1, 2025

The above have completed their Non-competitive, Provisional (NY Helps) period.

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

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

Karen Balandis

Parent/Community Liaison
From: Non-competitive, Provisional (NY Helps)
To: Non-Competitive
Effective: July 24, 2025

Angela Carter

Parent/Community Liaison
From: Non-competitive, Provisional (NY Helps)
To: Non-Competitive
Effective: July 24, 2025

FOR INFORMATION:**VOLUME LX****Report No. P - 28**

SUBJECT: Change of Status

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

Wilhemina Davis	Parent/Community Liaison From: Non-competitive, Provisional (NY Helps) To: Non-Competitive Effective: July 24, 2025
Kendra Frazier	Parent/Community Liaison From: Non-competitive, Provisional (NY Helps) To: Non-Competitive Effective: July 24, 2025
Celestine McNeal	Parent/Community Liaison From: Non-competitive, Provisional (NY Helps) To: Non-Competitive Effective: July 24, 2025
Amanda Irizarry	Parent/Community Liaison From: Non-competitive, Provisional (NY Helps) To: Non-Competitive Effective: July 24, 2025
Melissa Lamach	Parent/Community Liaison From: Non-competitive, Provisional (NY Helps) To: Non-Competitive Effective: July 24, 2025
LaSharr Hamell	Parent/Community Liaison From: Non-competitive, Provisional (NY Helps) To: Non-Competitive Effective: July 24, 2025
Natasha Muniz	Parent/Community Liaison From: Non-competitive, Provisional (NY Helps) To: Non-Competitive Effective: July 24, 2025
Moriah Giles	Parent/Community Liaison From: Non-competitive, Provisional (NY Helps) To: Non-Competitive Effective: July 24, 2025
Alan Botelho	Parent/Community Liaison From: Non-competitive, Provisional (NY Helps) To: Non-Competitive

Effective: July 24, 2025

FOR INFORMATION:**Volume LX****Report No. P - 28****SUBJECT: Changes of Status**

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

Allison Johnson

Parent/Community Liaison

From: Non-competitive, Provisional (NY Helps)

To: Non-Competitive

Effective: July 24, 2025

Grady Faulkner

Parent/Community Liaison

From: Non-competitive, Provisional (NY Helps)

To: Non-Competitive

Effective: July 24, 2025

The above have completed their Non-competitive, Provisional (NY Helps) period.

FOR INFORMATION:**Volume LX****Report No. P - 28****SUBJECT: Changes of Status**

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

Ali Hassani

Nationality Worker

From: Non-competitive, Provisional (NY Helps)

To: Non-Competitive

Effective: July 24, 2025

Jackline Hobaica

Nationality Worker

From: Non-competitive, Provisional (NY Helps)

To: Non-Competitive

Effective: July 24, 2025

Khinsoe Moe

Nationality Worker

From: Non-competitive, Provisional (NY Helps)

To: Non-Competitive

Effective: July 24, 2025

Brenda Soto

Nationality Worker

From: Non-competitive, Provisional (NY Helps)

To: Non-Competitive

Effective: July 24, 2025

The above have completed their Non-competitive, Provisional (NY Helps) period.

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

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

Wilfredo Muniz

Custodian
From: Probationary (26 weeks)
To: Permanent
Effective: June 23, 2025

The above has completed their probationary period.

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

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

Ronald Raux

Physical Education Teacher
Proctor High School
From: August 28, 2025
To: December 29, 2025
Reason: Personal
Notification Received: July 22, 2025

FOR INFORMATION:**VOLUME LX****Report No. P - 28****SUBJECT: Unpaid Leaves of Absence – Food Service/Monitor**

It is recommended that the following Unpaid Leaves of Absence be accepted:

Brenda Bonner

Monitor Lunch Program
General Herkimer Elementary School
From: June 12, 2025
To: July 1, 2025
Reason: Medical
Notification received: July 15, 2025

Diane Calicchia

Monitor Breakfast and Lunch Program
District-Wide
From: June 10, 2025
To: June 30, 2025
Reason: Medical
Notification received: July 15, 2025

Joann Mammone

Monitor Breakfast and Lunch Program
District-Wide
From: June 13, 2025
To: July 7, 2025
Reason: Medical
Notification received: July 15, 2025

Wilkauri Rosario

Food Service Breakfast and Lunch Program
District-Wide
From: June 4, 2025
To: June 27, 2025
Reason: Medical
Notification received: July 15, 2025

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

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

Danielle LaClair

Typist
Kennedy Middle School
From: July 2, 2025
To: August 7, 2025
Reason: Medical
Notification received: July 16, 2025

FOR INFORMATION:**VOLUME LX****Report No. P - 28****SUBJECT: Resignation of Principal**

It is recommended that the following resignation be accepted:

Jaymes White

Principal – Columbus Elementary School
Effective: August 31, 2025
Reason: Personal
Notification Received: July 28, 2025

FOR INFORMATION:

VOLUME LX

Report No. P - 28

SUBJECT: Resignation of Teacher

It is recommended that the following resignation be accepted:

Mary Catherine Carey

Special Education Teacher
Kernan Elementary School
Effective: August 23, 2025
Reason: Personal
Notification Received: July 23, 2025

FOR INFORMATION:

VOLUME LX

Report No. P - 28

SUBJECT: Resignation of Teacher

It is recommended that the following resignation be accepted:

Stacey Bennett

Math Teacher
Kennedy Middle School
Effective: July 18, 2025
Reason: Personal
Notification Received: July 21, 2025

FOR INFORMATION:

VOLUME LX

Report No. P - 28

SUBJECT: Resignation of Teacher

It is recommended that the following resignation be accepted:

Caitlin Adams

Kindergarten Teacher
Albany Elementary School
Effective: August 11, 2025
Reason: Accepted a position outside the
Utica City School District
Notification Received: July 11, 2025

FOR INFORMATION:

VOLUME LX

Report No. P - 28

SUBJECT: Resignation of Teacher

It is recommended that the following resignation be accepted:

Jessica Kokoszki

English Teacher
Donovan Middle School
Effective: August 26, 2025
Reason: Contingent upon CTE Teacher-Future

Educators

Notification Received: June 27, 2025

FOR INFORMATION:**VOLUME LX****Report No. P - 28****SUBJECT: Resignation of Substitute Teacher**

It is recommended that the following resignation be accepted:

Michelle Gil

Substitute Teacher
Effective: July 14, 2025
Reason: Personal
Notification Received: July 14, 2025

FOR INFORMATION:**VOLUME LX****Report No. P - 28****SUBJECT: Resignation of Registered Nurse**

It is recommended that the following resignation be accepted:

Briana Cardoza

Registered Nurse (10-months)
General Herkimer Elementary School

August 26, 2025

Effective:

Accepted a position outside the

Reason:

Utica City School District

Received: July 21, 2025

Notification

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

It is recommended that the following resignation be accepted:

Allison Cappelli

Teaching Assistant
Kernan Elementary School

13, 2025

Effective: August

Accepted a position outside the

Reason:

Utica City School District
Notification Received: July 26, 2025

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

It is recommended that the following resignation be accepted:

Vanny Say

Office Specialist
Special Education Department
Effective: July 11, 2025
Reason: Personal
Notification Received: July 11, 2025

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

It is recommended that the following resignation be accepted:

Alisa Carrasco

School Monitor (Security)
District-Wide
Effective: February 14, 2025
Reason: Personal
Notification Received: July 18, 2025

Tina Polak

School Monitor (Security)
District-Wide
Effective: September 20, 2024
Reason: Personal
Notification Received: July 18, 2025

FOR INFORMATION:**VOLUME LX****Report No. P - 28****SUBJECT: Resignation of Food Service/Monitors**

Jennifer Carter

Sub Monitor Breakfast and Lunch Program
District-Wide
Effective: June 30, 2025
Reason: Accepted a permanent monitor position within
Utica City School District
Notification Received: June 20, 2025

Senada Rosic

Sub Monitor Breakfast and Lunch Program
District-Wide
Effective: June 30, 2025
Reason: Accepted a permanent monitor position within
Utica City School District
Notification Received: June 20, 2025

Felicita Santos

Sub Monitor Breakfast and Lunch Program

District-Wide
Effective: June 24, 2025
Reason: Accepted a permanent monitor position within
Utica City School District
Notification Received: June 24, 2025

FOR INFORMATION:**VOLUME LX****Report No. P - 28****SUBJECT: Resignation of Food Service/Monitors**

Estefany Gomez Guerrero

Monitor Breakfast and Lunch Program
District-Wide
Effective: July 28, 2025
Reason: Personal
Notification Received: July 28, 2025

FOR INFORMATION:**VOLUME LX****Report No. P - 28****SUBJECT: Resignation of Assistant Security/Safety Coordinator**

It is recommended that the following resignation be accepted:

Jeff Jalonack

Assistant Security/Safety Coordinator
Effective: August 13, 2025
Reason: Accepted a position within the
Utica City School District
Notification Received: August 7, 2025

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

It is recommended that the following resignation be accepted:

Christine Polinski

Senior Stenographer
Donovan Middle School
Effective: August 29, 2025
Years of Service: 38

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

It is recommended that the following resignation be accepted:

Mary Sheheen

Teaching Assistant – Library
Conkling Elementary School
Effective: July 15, 2025
Years of Service: 8
Notification Received: July 21, 2025