

FOR ACTION

	Page #
S – 142 Resolution for Margaret Mardany	3
S – 143 Resolution for Food Donation Partnership Agreement between Utica City School District and The Hope House	4
S – 144 Resolution for Food Donation Partnership Agreement between Utica City School District and The Rescue Mission	5
S – 145 Resolution for Food Donation Partnership Agreement between Utica City School District and The Morrow Warming Center	6
S – 146 Abolishment of Position	7
S – 147 Abolishment of Position	7
S – 148 Creation of Position	7
S – 149 Employment Agreement between the Utica City School District and Robert Hansen	7
S – 150 Employment Agreement between the Utica City School District and Sharon Eghigian	7
S – 151 Memorandum of Agreement between the Utica City School District and the Utica Administrators Association	7
S – 152 Acceptance of a \$500 Donation from First Source Federal Credit Union	8
S – 153 Acceptance of \$5,000 Donation from The Indium Corporation & Macartney Family Foundation	8
S – 154 Application for Extended Field Trip Proctor High School	8
S – 155 Application for Extended Field Trip Proctor High School	8
S – 156 Application for Extended Field Trip Proctor High School	9
S – 157 Application for Extended Field Trip Proctor High School	9
S – 158 Resolution for the Establishment of an Education Foundation	10
S – 159 Acceptance of Change Orders Approved by the Superintendent	11

FOR ACTION

B – 28 Disposal of Cleaning Equipment	12
B – 29 Disposal of Obsolete Technology Equipment	12

FOR ACTION

P – 27	
Appointments	13 - 16
Mentor/Mentee	16
Paid Administrative Leaves	16-17
Resolutions	17-19

FOR INFORMATION

P – 28	
Change of Status	20-21
Involuntary Transfer	21
Resignations	22-26

Retirements	26
Tenure	27
Unpaid Leave of Absence	27-28

FOR ACTION:**VOLUME LX****Report No. S – 142****SUBJECT: Resolution for Margaret Mardany**

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

**Resolution for Margaret Mardany
Former Employee of the Utica City School District**

The Board of Education of the Utica City School District records with sorrow the passing of former employee Margaret Mardany. For 32 years, Mrs. Mardany was employed as an art teacher with the Utica City School District.

Mrs. Mardany spent her entire career as an art teacher with the Utica City School District. She was adored by her students and fondly remembered throughout the years. She was credited with encouraging students to expand their skills and capabilities.

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

Dated: January 27, 2026

Kathy Hughes, District Clerk
Utica City School District

FOR ACTION:**VOLUME LX****Report No. S – 143**

SUBJECT: Resolution for Food Donation Partnership Agreement between Utica City School District and The Hope House

**RESOLUTION APPROVING FOOD DONATION PARTNERSHIP AGREEMENT
WITH THE HOPE HOUSE**

At a Regular Meeting of the Board of Education of the Utica City School District (the "District"), held on January 27, 2026;

WHEREAS, the Board of Education of the Utica City School District (the "Board") recognizes the importance of reducing food waste and supporting community efforts to address food insecurity; and

WHEREAS, Education Law Section 305 and Board Policy #5203 authorize and encourage the School District, consistent with applicable laws, rules and regulations, to donate excess, unused, edible food and school meal items to local voluntary food assistance programs; and

WHEREAS, the District's food service program periodically has excess, unused, edible school meal items that are safe for human consumption; and

WHEREAS, The Hope House operates a charitable food assistance program that is able and willing to receive such donations for distribution to individuals and families in need; and

WHEREAS, the Administration has presented to the Board a proposed Food Donation Partnership Agreement between the Utica City School District and The Hope House (the "Agreement"), which sets forth the terms and conditions under which the District will donate such excess, unused, edible school meal items to The Hope House;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Utica City School District hereby approves the Food Donation Partnership Agreement between the Utica City School District and The Hope House, in the form presented to the Board at this meeting; and

BE IT FURTHER RESOLVED, that the Board hereby authorizes the Superintendent of Schools to execute the Agreement on behalf of the District and to take all necessary and appropriate actions to implement the Agreement; and

BE IT FURTHER RESOLVED, that the Board directs the administration to implement the food donation program in compliance with all applicable federal, state, and local laws and regulations, and with all relevant guidance issued by the New York State Education Department and other regulatory authorities; and

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately.

Dated: January 27, 2026

Kathy Hughes, District Clerk
Utica City School District

FOR ACTION:**VOLUME LX****Report No. S – 144****SUBJECT: Resolution for Food Donation Partnership Agreement between Utica City School District and The Rescue Mission****RESOLUTION APPROVING FOOD DONATION PARTNERSHIP AGREEMENT
WITH THE RESCUE MISSION**

At a Regular Meeting of the Board of Education of the Utica City School District (the "District"), held on January 27, 2026;

WHEREAS, the Board of Education of the Utica City School District (the "Board") recognizes the importance of reducing food waste and supporting community efforts to address food insecurity; and

WHEREAS, Education Law Section 305 and Board Policy #5203 authorize and encourage the School District, consistent with applicable laws, rules and regulations, to donate excess, unused, edible food and school meal items to local voluntary food assistance programs; and

WHEREAS, the District's food service program periodically has excess, unused, edible school meal items that are safe for human consumption; and

WHEREAS, The Rescue Mission operates a charitable food assistance program that is able and willing to receive such donations for distribution to individuals and families in need; and

WHEREAS, the Administration has presented to the Board a proposed Food Donation Partnership Agreement between the Utica City School District and The Rescue Mission (the "Agreement"), which sets forth the terms and conditions under which the District will donate such excess, unused, edible school meal items to The Rescue Mission;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Utica City School District hereby approves the Food Donation Partnership Agreement between the Utica City School District and The Rescue Mission, in the form presented to the Board at this meeting; and

BE IT FURTHER RESOLVED, that the Board hereby authorizes the Superintendent of Schools to execute the Agreement on behalf of the District and to take all necessary and appropriate actions to implement the Agreement; and

BE IT FURTHER RESOLVED, that the Board directs the administration to implement the food donation program in compliance with all applicable federal, state, and local laws and regulations, and with all relevant guidance issued by the New York State Education Department and other regulatory authorities; and

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately.

Dated: January 27, 2026

Kathy Hughes, District Clerk
Utica City School District

FOR ACTION:**VOLUME LX****Report No. S – 145**

SUBJECT: Resolution for Food Donation Partnership Agreement between Utica City School District and The Morrow Warming Center

**RESOLUTION APPROVING FOOD DONATION PARTNERSHIP AGREEMENT
WITH THE MORROW WARMING CENTER**

At a Regular Meeting of the Board of Education of the Utica City School District (the "District"), held on January 27, 2026;

WHEREAS, the Board of Education of the Utica City School District (the "Board") recognizes the importance of reducing food waste and supporting community efforts to address food insecurity; and

WHEREAS, Education Law Section 305 and Board Policy #5203 authorize and encourage the School District, consistent with applicable laws, rules and regulations, to donate excess, unused, edible food and school meal items to local voluntary food assistance programs; and

WHEREAS, the District's food service program periodically has excess, unused, edible school meal items that are safe for human consumption; and

WHEREAS, The Morrow Warming Center operates a charitable food assistance program and is willing and able to receive such food donations for distribution to individuals and families in need;

WHEREAS, the Administration has presented to the Board a proposed Food Donation Partnership Agreement between the Utica City School District and The Morrow Warming Center (the "Agreement"), which sets forth the terms and conditions under which the District will donate such excess, unused, edible school meal items to The Morrow Warming Center;

NOW, THEREFORE, BE IT RESOLVED, that the Board of Education of the Utica City School District hereby approves the Food Donation Partnership Agreement between the Utica City School District and The Morrow Warming Center, in the form presented to the Board at this meeting; and

BE IT FURTHER RESOLVED, that the Board hereby authorizes the Superintendent of Schools to execute the Agreement on behalf of the District and to take all necessary and appropriate actions to implement the Agreement; and

BE IT FURTHER RESOLVED, that the Board directs the administration to implement the food donation program in compliance with all applicable federal, state, and local laws and regulations, and with all relevant guidance issued by the New York State Education Department and other regulatory authorities; and

BE IT FURTHER RESOLVED, that this Resolution shall take effect immediately.

Dated: January 27, 2026

Kathy Hughes, District Clerk
Utica City School District

FOR ACTION:**VOLUME LX****Report No. S - 146****SUBJECT: Abolishment of Position**

Authorization is requested of the Board of Education to approve the abolishment of Senior Stenographer (12-months) position for Donovan Middle School, effective January 28, 2026.

FOR ACTION:**VOLUME LX****Report No. S - 147****SUBJECT: Abolishment of Position**

Authorization is requested of the Board of Education to approve the abolishment of Account Clerk (12-months) position for the School Shop, effective January 28, 2026.

FOR ACTION:**VOLUME LX****Report No. S - 148****SUBJECT: Creation of Position**

Authorization is requested of the Board of Education to create one (1) Typist (12-months) position, School Shop effective January 9, 2026.

FOR ACTION:**VOLUME LX****Report No. S - 149****SUBJECT: Employment Agreement between the Utica City School District and Robert Hansen**

Authorization is requested of the Board of Education to approve the individual Employment Agreement dated January 27, 2026, between the Utica City School District and Robert Hansen, Accountant at a salary of \$70,000 prorated.

FOR ACTION:**VOLUME LX****Report No. S - 150****SUBJECT: Employment Agreement between the Utica City School District and Sharon Eghigian**

Authorization is requested of the Board of Education to approve the individual Employment Agreement dated January 27, 2026, between the Utica City School District and Sharon Eghigian, Director of English Language Learners at a salary of \$144,522 prorated.

FOR ACTION:**VOLUME LX****Report No. S - 151****SUBJECT: Memorandum of Agreement between the Utica City School District and the Utica Administrators Association**

Authorization is requested of the Board of Education to approve the Memorandum of Agreement dated January 27, 2026, between the Utica City School District and the Utica Administrators Association.

FOR ACTION:**VOLUME LX****Report No. S - 152****SUBJECT: Acceptance of a \$500 Donation from First Source Federal Credit Union**

Authorization is requested of the Board of Education to approve and accept the donation of \$500 for the District's 2026 Raider Rally.

FOR ACTION:**VOLUME LX****Report No. S - 153****SUBJECT: Acceptance of \$5,000 Donation from The Indium Corporation & Macartney Family Foundation**

Authorization is requested of the Board of Education to approve and accept the donation of \$5,000 for the District's CTE Program.

FOR ACTION:**VOLUME LX****Report No. S - 154****SUBJECT: Application for Extended Field Trip Proctor High School**

Authorization is requested of the Board of Education for five (5) students from the Thomas R. Proctor NJROTC to attend the 2026 NJROTC Area One "Brain Brawl" Championship at New London CT NJROTC, New London, CT. Students will participate in a fast-paced academic competition. The trip will be held on February 6, 2026 through February 7, 2026.

Supervision of these students will be provided by Chief Wayne Lane.

This trip was reviewed and approved by Ann Marie Palladino, Principal, Proctor High School, Steven A. Falchi, Assistant Superintendent of Curriculum, Instruction and Assessment and Dr. Christopher Spence, Superintendent of Schools as outlined in Policy 8400.

FOR ACTION:**VOLUME LX****Report No. S - 155****SUBJECT: Application for Extended Field Trip Proctor High School**

Authorization is requested of the Board of Education for five (5) students from the Thomas R. Proctor NJROTC to attend the 2026 Drone AREA One Drone (sUAS) Championship at New London High School, New London, CT. Students will participate in a STEM-focused competition. The trip will be held on March 20, 2026 through March 21, 2026.

Supervision of these students will be provided by Chief Wayne Lane and Jerry Paredes, Marine Recruiter.

This trip was reviewed and approved by Ann Marie Palladino, Principal, Proctor High School, Steven A. Falchi, Assistant Superintendent of Curriculum, Instruction and Assessment and Dr. Christopher Spence, Superintendent of Schools as outlined in Policy 8400.

FOR ACTION:**VOLUME LX****Report No. S - 156****SUBJECT: Application for Extended Field Trip Proctor High School**

Authorization is requested of the Board of Education for forty (40) students from the Thomas R. Proctor National Honor Society to travel to New York City. Students will visit the American Museum of Natural History to celebrate the achievement of the top performing seniors and experience the culture and arts of New York City. The trip will be held on April 17, 2026.

Supervision of these students will be provided by Proctor Staff Members, Lorraine Griffith, National Honor Society Advisor; Jason Anguish, Athletic Manager; Carvan Brazier, Teacher; Rebecca Nix, Teacher.

This trip was reviewed and approved by Ann Marie Palladino, Principal, Proctor High School, Steven A. Falchi, Assistant Superintendent of Curriculum, Instruction and Assessment and Dr. Christopher Spence, Superintendent of Schools as outlined in Policy 8400.

FOR ACTION:**VOLUME LX****Report No. S - 157****SUBJECT: Application for Extended Field Trip Proctor High School**

Authorization is requested of the Board of Education for forty-seven (47) students from the Thomas R. Proctor High School Physics to travel to Six Flags New England, Agawam, MA. Student will apply physics content knowledge through hands-on laboratory experiences on park rides. The trip will be held on May 1, 2026.

Supervision of these students will be provided by Proctor Staff Members (Teachers); Jonathan Levine, Adam Lovecchio, Patricia Kapps, Cameron Jennings, Trisha Bobowski, Samantha Gabiger, Katherine Tejada, Kristen Sydoriw and Andrew Boyd.

This trip was reviewed and approved by Ann Marie Palladino, Principal, Proctor High School, Steven A. Falchi, Assistant Superintendent of Curriculum, Instruction and Assessment and Dr. Christopher Spence, Superintendent of Schools as outlined in Policy 8400.

FOR ACTION:**VOLUME LX****Report No. S - 158****SUBJECT: Resolution for the Establishment of an Education Foundation**

At a regular meeting of the Board of Education (the "Board") of the Utica City School District (the "District")

BE IT RESOLVED, by the Board of Education of the Utica City School District as follows:

1. The Board of Education recognizes the proposed creation of _____, an entity which will be created for the purpose of raising funds primarily used to enhance the programs and projects of the Utica City School District.
2. This resolution shall take effect immediately.

_____ AYES

_____ NAYES

Dated: January 27, 2026

Kathy Hughes, Board Clerk
Utica City School District

FOR ACTION:**VOLUME LX****Report No. S - 160****SUBJECT: Acceptance of Change Orders Approved by the Superintendent**

Authorization is requested of the Board of Education for acceptance of change orders approved by the Superintendent pursuant of the following:

	CCO #	Contract	Contractor	Description	Costs
Change Order	CCO-GC-055	General Trades	Pike Construction Services	Design Modification – Costs to build and paint chases in the renovation and addition spaces.	\$22,553.49
Change Order	CCO-GC-056	General Trades	Pike Construction Services	Field Condition – Remove and replace the OHD threshold at M189C.	\$6,306.81
Change Order	CCO-GC-057	General Trades	Pike Construction Services	Design Modification – Add chases and soffits to Stairs A & B as well as provide closure plates between stringers.	\$11,758.04
Change Order	CCO-GC-058	General Trades	Pike Construction Services	Back Charge – Costs for masonry repairs from blown hydraulic line. CO-SC-005 credited the amount back to the District.	\$1,260.00
Change Order	CCO-GC-059	General Trades	Pike Construction Services	Design Modification – Modified the text sizing on the interior signage. Eliminated type 9 and 9A signs.	\$3,176.52
Change Order	CCO-GC-060	General Trades	Pike Construction Services	Back Charge – The EC agreed to pay for charges incurred for 3 rd party inspection of the elevator due to delay by their sub-contractor. Credit to the District for this amount processed in CO-EC-017.	\$1,500.00
Change Order	CCO-GC-061	General Trades	Pike Construction Services	Allowance – Credit of unused base contract allowance.	\$(577.56)
Change Order	CCO-GC-062	General Trades	Pike Construction Services	Budget Modification – Actual bond costs incurred by the general contractor based on their final contract value.	\$6,921.00
Change Order	CCO-EC-017	Electrical	E-J Electric	Back Charge – The EC agreed to pay for charges incurred for 3 rd party inspection of the elevator due to delay by their sub-contractor. Charge to the District for this amount processed in CO-GC-060.	\$(1,500.00)

Change Order	CCO-EC-018	Electrical	E-J Electric	Field Conditions – Miscellaneous electrical, including Data & receptacle for ticker tape display in C209, several EPO's, 230V transformer change in location.	\$19,039.73
Change Order	CCO-EC-019	Electrical	E-J Electric	Design Modification – Added electrical devices including fire alarm, clocks, elevator phone and lighting.	\$19,146.98
Change Order	CCO-EC-020	Electrical	E-J Electric	Design Modification – Additional circuit installation for the ACCU's and door contacts.	\$18,729.38
Change Order	CCO-EC-021	Electrical	E-J Electric	Allowance – Credit of unused base contract allowance.	\$(1,262.00)
Change Order	CCO-MC-013	HVAC	H.J. Brandeles	Allowance – Credit of unused base contract allowance.	\$(2,115.25)
Change Order	CCO-PC-008	Plumbing	H.J. Brandeles	Allowance – Credit of unused base contract allowance.	\$(5,480.50)
Change Order	CCO-SC-005	Site	Central Paving	Back Charge – Costs for masonry repairs from blown hydraulic line. CO-GC-058 charged the amount to the District.	\$(1260.00)
Change Order	CCO-SC-006	Site	Central Paving	Allowance – Credit of unused base contract allowance.	\$(1,827.90)

FOR ACTION:

VOLUME LX

Report No. B - 28

SUBJECT: Disposal of Cleaning Equipment

Authorization is requested of the Board of Education to dispose of cleaning equipment located at various locations within the District.

FOR ACTION:

VOLUME LX

Report No. B - 29

SUBJECT: Disposal of Obsolete Technology Equipment

Authorization is requested of the Board of Education to dispose of obsolete technology equipment located at Jones Elementary School.

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

It is recommended that the following coaching appointment be approved:

Noah Cohen	Modified Basketball Donovan Middle School Effective: January 9, 2026 Index: \$2,416 (prorated)
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FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Appointments – Coaching Spring 2026**

It is recommended that the following coaching appointments be approved:

Walter Savage	Varsity Track Proctor High School Effective: Spring 2026 Index: \$8,287
James Caswell	Varsity Lacrosse Proctor High School Effective: Spring 2026 Index: \$8,287
Jacob Rosys	Assistant Varsity Lacrosse Proctor High School Effective: Spring 2026 Index: \$3,383
John Simmons	Varsity/JV Golf Proctor High School Effective: Spring 2026 Index: \$5,525
Joseph Guidera	Varsity/JV Golf Proctor High School Effective: Spring 2026 Index: \$5,525
Joanne Nassif	Assistant Varsity Softball Proctor High School Effective: Spring 2026 Index: \$6,445
Jacob Anweiller	Modified Track Donovan Middle School Effective: Spring 2026 Index: \$2,416

Brady SanFillippo

Modified Track
Donovan Middle School
Effective: Spring 2026
Index: \$2,416

Aubree Jabour

Modified Softball
Donovan Middle School
Effective: Spring 2026
Index: \$2,780

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

It is recommended that the following coaching appointments be approved:

Nathan DeBan

Modified Lacrosse
Donovan/Kennedy Middle Schools
Effective: Spring 2026
Index: \$3,200

Ethan Kane

Modified Lacrosse
Donovan/Kennedy Middle Schools
Effective: Spring 2026
Index: \$2,416

Dan Clark

Modified Track
Kennedy Middle School
Effective: Spring 2026
Index: \$4,604

Alexis Holmer

Modified Track
Kennedy Middle School
Effective: Spring 2026
Index: \$2,780

Josh Schreppel

Modified Softball
Kennedy Middle School
Effective: Spring 2026
Index: \$2,780

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Appointment – Extra-Curricular Elementary Club Advisors**

It is recommended that the following appointment for Extra-Curricular Club appointments be approved:

Debra Ellis

Elementary Student Activity Club Co-Advisors
General Herkimer Elementary School
Effective: January 28, 2026
Index: .5 of \$1,933 = \$966.50 (prorated)

Catherine Harter

Elementary Student Activity Club Co-Advisors
General Herkimer Elementary School
Effective: January 28, 2026
Index: .5 of \$1,933 = \$966.50 (prorated)

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

It is recommended that the following appointments be approved:

Kathleen Belcher

School Monitor
District-Wide
Effective: January 28, 2026
Salary: \$16.98 per hour
Education: High School
Experience: Sub Food Service/Monitor Breakfast and Lunch Program, Utica City School District, 5/25 to present

Josmarie Nunez Leon

School Monitor
District-Wide
Effective: January 28, 2026
Salary: \$16.98 per hour
Education: High School
Experience: Sub Monitor Breakfast and Lunch Program, Utica City School District, 4/25 to present

Jessica Sandoval

School Monitor
District-Wide
Effective: January 28, 2026
Salary: \$16.98 per hour
Education: High School
Experience: Sub Food Service/Monitor Breakfast and Lunch Program, Utica City School District, 9/25 to present

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

It is recommended that the following appointments be approved:

Refik Begic*

School Monitor (Security), Probationary
District-Wide
Effective: February 2, 2026
Salary: \$18.82 per hour
Education: College
Experience: FedEx Ground Delivery Driver
Marcy, NY
12/2020

Gianna Liberatore*

School Monitor (Security), Probationary
District-Wide
Effective: February 2, 2026
Salary: \$18.82 per hour
Education: College
Experience: Sales, Hawaiian Holiday
Frankfort, NY
5/25 to 12/25

*pending NYSED fingerprinting clearance

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
Molly Williams	Physical Therapist	King/Hughes	Shannon Kopcza

Salary: Prorated at \$700.00 per school year.

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Paid Administrative Leave**

It is hereby resolved, that the Board of Education hereby approves paid administrative leave for an employee.

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Paid Administrative Leave**

It is hereby resolved, that the Board of Education hereby approves paid administrative leave for an employee.

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Paid Administrative Leave**

It is hereby resolved, that the Board of Education hereby approves paid administrative leave for an employee.

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Resolution for Probationary Appointment, Teaching Assistant – Danielle Weaver**

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

RESOLVED, upon the recommendation of the Superintendent of Schools, that Danielle Weaver, who possesses Initial Teaching Assistant certification issued by the Commissioner of Education, is appointed to the position of Teaching Assistant in the tenure area of Teaching Assistant effective December 23, 2025, with a four-year probationary term commencing December 23, 2025 and expiring December 22, 2029 unless extended in accordance with the law. Danielle Weaver's salary shall be \$21.22 per hour as set by the collective bargaining agreement between the Utica City School District and SEIU.

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

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

RESOLVED, upon the recommendation of the Superintendent of Schools, that the following individual is appointed to serve as per diem **Substitute Teaching Assistant** at **\$16.00 per hour**:

Mercedes Jackson, effective retroactively on January 12, 2026

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Resolution for Provisional Appointment, Accountant – Robert Hansen**

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

RESOLVED, upon the recommendation of the Superintendent of Schools, that Robert Hansen, who possesses provisional pre-approval issued by the City of Utica department of Civil Service, is appointed to the position of Accountant. Robert Hansen's salary shall be \$70,000 (prorated) effective retroactively on January 5, 2026.

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Resolution for Provisional Appointment, Typist – Alexandria Fiorenza**

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

RESOLVED, upon the recommendation of the Superintendent of Schools, that Alexandria Fiorenza, who possesses provisional pre-approval issued by the City of Utica department of Civil Service, is appointed to the position of Typist. Alexandria Fiorenza's salary shall be \$45,387 (prorated) as set forth in the collective bargaining agreement between the Utica School Secretaries' Unit of Teamsters Local 294 and the Utica City School District effective retroactively on January 9, 2026.

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Resolution for Appointment, Grade 3 Teacher – Tammie Gillmett**

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

RESOLVED, upon the recommendation of the Superintendent of Schools, that Tammie Gillmett, who possesses Nursery, Kindergarten & Grades 1-6, Permanent Certificate issued by the Commissioner of Education, is appointed to the position of Grade 3 Teacher at Martin Luther King, Jr. Elementary School effective January 12, 2026 through June 30, 2026. Tammie Gillmett's salary shall be \$92,960 (prorated) as per the Feinerman Agreement.

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Resolution for Special Education Teacher, Casey Clendenin**

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

RESOLVED, upon the recommendation of the Superintendent of Schools, that Casey Clendenin, who possesses Students with Disabilities (Grades 7-12), Generalist, 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 March 2, 2026, with a four-year probationary term commencing March 2, 2026 and expiring March 1, 2030 unless extended in accordance with the law. Casey Clendenin's salary shall be \$51,265 (pro-rated) as set forth in Step MA+36, F-6 of the UTA collective bargaining agreement.

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:

Tracy Esposito, effective January 28, 2026

FOR ACTION:**VOLUME LX****Report No. P - 27****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 Superintendent of Schools, that the following individuals are appointed to serve as per diem **Substitute Teacher** at **\$100.00 per day**:

Gabriel Altamuro, effective retroactively on January 5, 2026
Richard Diliberto, effective January 28, 2026 (pending NYSED fingerprinting clearance)
Emma Horan, effective January 28, 2026
Sarah Saville, effective January 28, 2026
Aubrie Taurisani, effective January 28, 2026

FOR ACTION:**VOLUME LX****Report No. P - 27****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 Superintendent of Schools, that the following individuals are appointed to serve as per diem **Certified Substitute Teacher** at **\$130.00 per day**:

Mary Ellen Fitzgerald, effective January 28, 2026
Stephanie Graham, effective February 3, 2026

FOR ACTION:**VOLUME LX****Report No. P - 27****SUBJECT: Resolution for Director of English Language Learners – Sharon Eghigian**

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

RESOLVED, upon the recommendation of the Superintendent of Schools, that Sharon Eghigian, who possesses School Building Leader, Initial Certificate; School District Leader, Professional Certificate; Childhood Education (Grades 1-6), Professional Certificate; English to Speakers of Other Languages, Permanent Certificate; Biology 7-12, Permanent Certificate, issued by the Commissioner of Education, is appointed to the position of Director of English Language Learners in the tenure area of Director of English Language Learners effective January 28, 2026, with a four-year probationary term commencing January 28, 2026 and expiring January 27, 2030 unless extended in accordance with the law. Sharon Eghigian's salary shall be \$144,522.00 (prorated).

FOR INFORMATION:**VOLUME LX****Report No. P - 28****SUBJECT: Changes of Status – Custodial/Maintenance/Trades**

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

Roman Cardarelli	Carpenter From: Probationary To: Permanent Effective: December 22, 2025
Edward Race	Carpenter From: Probationary To: Permanent Effective: December 22, 2025
Alphonse Napoli	Caretaker From: Probationary To: Permanent Effective: December 22, 2025
Edward Zegarelli	Caretaker From: Probationary To: Permanent Effective: December 22, 2025

The above have completed their probationary period.

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

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

Lisa Connors	Food Service Supervisor From: Provisional To: Permanent Effective: December 1, 2025
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The above has successfully completed the examination for Civil Service and appears on the Eligibility List.

FOR INFORMATION:

VOLUME LX

Report No. P - 28

SUBJECT: Change of Status – Assistant School Lunch Director

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

Jeffery Daniels

Assistant School Lunch Director

From: Provisional

To: Permanent

Effective: December 3, 2025

The above has successfully completed the examination for Civil Service and appears on the Eligibility List.

FOR INFORMATION:

VOLUME LX

Report No. P - 28

SUBJECT: Change of Status – Clerical

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

Andrea Scialdone

Typist – 12 Months

From: Provisional

To: Permanent

Effective: January 5, 2026

The above has completed her Typist examination per Civil Service and is on the Eligibility List.

FOR INFORMATION:

VOLUME LX

Report No. P - 28

SUBJECT: Involuntary Transfer – Teacher

It is recommended that the following involuntary transfer be accepted:

Lisa Rodriguez

From: Special Education Teacher

Watson Williams Elementary School

To: Special Education Teacher

General Herkimer Elementary School

Effective: January 5, 2026

FOR INFORMATION:

VOLUME LX

Report No. P - 28

SUBJECT: Resignation – Extra-Curricular - Elementary Student Activity Club Advisor

It is recommended that the following resignation be accepted:

Anna Demeter-Johnston

Elementary Student Activity Club Advisor
General Herkimer Elementary School
Effective: December 12, 2025
Reason: Personal
Notification Received: December 15, 2025

FOR INFORMATION:

VOLUME LX

Report No. P - 28

SUBJECT: Resignation - Custodial/Maintenance

It is recommended that the following resignation be accepted:

Raymond Rondon II

Cleaner
District-Wide
Effective: December 23, 2025
Reason: Personal
Notification Received: December 30, 2025

FOR INFORMATION:

VOLUME LX

Report No. P - 28

SUBJECT: Resignation – Special Education Teacher

It is recommended that the following resignation be accepted:

Kari Whitney

Special Education Teacher, 15:1
General Herkimer Elementary School
Effective: January 4, 2026
Reason: Accepted a position outside the Utica
City School District
Notification Received: December 3, 2025

FOR INFORMATION:**VOLUME LX****Report No. P - 28****SUBJECT: Resignations – Substitute Food Service**

It is recommended that the following resignations be accepted:

Carmela Nistico	Substitute Food Service/Monitor Breakfast and Lunch Program District-Wide Effective: September 24, 2025 Reason: Personal Notification Received: January 5, 2026
Jessica Sandoval	Substitute Food Service/Monitor Breakfast and Lunch Program District-Wide Effective: January 28, 2026 Reason: Accepted permanent Food Service Worker position within Utica City School District Notification Received: January 6, 2026
Kathleen Belcher	Substitute Food Service/Monitor Breakfast and Lunch Program District-Wide Effective: January 28, 2026 Reason: Accepted permanent Food Service Worker position within Utica City School District Notification Received: January 6, 2026
Josmarie Nunez Leon	Substitute Food Service/Monitor Breakfast and Lunch Program District-Wide Effective: January 28, 2026 Reason: Accepted permanent Food Monitor position within Utica City School District Notification Received: January 6, 2026
Dayvonna Hampton	Substitute Food Service/Monitor Breakfast and Lunch Program District-Wide Effective: December 15, 2025 Reason: Personal Notification Received: December 15, 2025

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

It is recommended that the following resignation be accepted:

Felix Febo Olivera

School Monitor (Security)

District-Wide

Effective: January 5, 2026

Reason: Personal

Notification Received: January 5, 2026

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

It is recommended that the following resignation be accepted:

Mercedes Jackson

Teaching Assistant

General Herkimer Elementary School

Effective: January 11, 2026

Reason: Accepted a position outside the Utica City

School District

Notification Received: December 3, 2025

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

It is recommended that the following resignation be accepted:

Millery Melendez

School Monitor (Security)

District-Wide

Effective: January 9, 2026

Reason: Personal

Notification Received: January 12, 2026

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

It is recommended that the following resignation be approved:

Alexandria Fiorenza

Account Clerk

School Shop

Effective: January 8, 2026

Reason: Change in Position

Notification Received: January 13, 2026

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

It is recommended that the following resignation be accepted:

Arijana Samardzic

Grade 2 Teacher
M. L. King, Jr. Elementary School
Effective: January 11, 2026
Reason: Personal
Notification Received: December 12, 2025

FOR INFORMATION:**VOLUME LX****Report No. P - 28****SUBJECT: Resignation – Winter Coach 25-26**

It is recommended that the following resignation be accepted:

Stevie Ray

Girls Modified Basketball Coach
Donovan Middle School
Effective: January 13, 2026
Reason: Personal
Notification Received: January 13, 2026

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

It is recommended that the following resignation be accepted:

Javier A. Muniz

Cleaner
District-Wide
Effective: January 19, 2026
Reason: Accepted a position outside the Utica City
School District
Notification Received: January 6, 2026

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

It is recommended that the following resignation be accepted:

Jennifer Dybacz

Teaching Assistant
Kernan Elementary School
Effective: January 23, 2026
Reason: Accepted a position outside the Utica
City School District
Notification Received: January 9, 2026

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

It is recommended that the following resignation be approved:

Cara Flagg

Typist (12-months)

Proctor High School

Effective: January 19, 2026

Reason: Personal

Notification Received: December 26, 2025

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

It is recommended that the following resignation be accepted:

James J. Fierro

School Monitor (Security)

Effective: December 22, 2025

Years of Service: 3

Notification Received: December 15, 2025

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

It is recommended that the following retirement be approved:

Tracy Esposito

Secretary

Jones Elementary School

Effective: January 16, 2026

Years of Service: 29

Notification Received: December 3, 2025

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

It is recommended that the following retirement be approved:

Stephanie Graham

AIS Facilitator

Columbus Elementary School

Effective: February 1, 2026

Years of Service: 32

Notification Received: December 17, 2025

FOR INFORMATION:**VOLUME LX****Report No. P - 28****SUBJECT: Professional Staff Eligible for Tenure as of Date Noted**

Authorization is requested of the Board of Education to accept the tenure date as follows:

NAME	DATE ELIGIBLE	TENURE AREA
Vanessa Neri	12/15/2025	Elementary

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

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

Danielle LaClair

Typist
JFK Middle School
From: 10/14/25
To: 1/15/26
Reason: Medical
Notifications Received: Ongoing, 12/8, 12/15, 1/5, 1/12

Amanda Irizarry

Parent Liaison
Jones Elementary School
From: 1/12/26
To: 2/24/26
Reason: Medical
Notification Received: 12/8/25

Brenda Bonner

Food Monitor
General Herkimer Elementary School
From: 11/12/25
To: 1/2/26
Reason: Medical
Notification Received: 12/15/25; returning earlier to work than previously reported

Latonya Gaffey

CTA - In House Suspension
Jefferson Elementary School
From: 11/20/25
To: 6/26/26
Reason: Medical
Notification Received: 11/21/25, intermittent leave

Fanny Collado Longo

Food Monitor
Hughes Elementary School
From: 12/12/25
To: 1/21/26
Reason: Medical
Notification Received: 12/18/25

Alison Eccleston

Library Media Specialist
Hughes Elementary School
From: 1/16/26
To: 2/2/26
Reason: Medical
Notification Received: 12/17/25

Deniza Moran

Food Monitor
Albany Elementary School
From: 12/4/25 PM
To: 2/6/26
Reason: Medical
Notification Received: 12/29/25; extended length of ULOA

Stephanie Putrello

Foreign Language Teacher
Proctor High School
From: 3/2/26
To: 6/12/26
Reason: Medical
Notification Received: 12/22/25

Dezare Kelly

CTA-AIS
JFK Middle School
From: 12/16/25
To: 12/19/25
Reason: Medical
Notification Received: 12/17/25

Martha Carry

Food Service
Proctor High School
From: 8/27/25
To: TBD
Reason: Medical
Notification Received: 1/5/26; extended length of ULOA