

**BOARD OF EDUCATION
UTICA CITY SCHOOL DISTRICT
REGULAR MEETING – May 23, 2023 – 7:00 P.M.
Administration Building – 929 York Street – Kernan School**

BOARD MEMBERS PRESENT: Joseph H. Hobika Jr, Presiding; Danielle Padula, Robert Cardillo, Donald Dawes, Tennille Knoop, James Paul, David Testa

ADMINISTRATORS PRESENT: Steven Falchi, Acting Superintendent, Trina Falchi, Mike Ferraro, Shawna Fleck, Andre Paradis, Erica Schoff, Kathy Hughes, Sara Klimek, Pam Smoulcey, Paris Rich, Haylee Lallier

STUDENT REPRESENTATIVE PRESENT: Tha Da Mwee Kyet

Public Comment to the Board of Education

President Hobika, Jr. called the Regular Meeting to order at 7:00 p.m. After the NJROTC Color Guard presented the Colors and the Pledge of Allegiance, Board Clerk Kathy Hughes conducted roll call. All members of the Board of Education were present.

Discussion

President Hobika, Jr. read the following resolutions:

RESOLUTION

WHEREAS, Acting Superintendent Brian Nolan has advised that he wishes to resign from his position as Acting Superintendent of the Utica City School District effective today; and

WHEREAS, the Board wishes to express its sincere gratitude to Mr. Nolan for his dedication and commitment to the District, students, staff and community as a whole during his tenure as Acting Superintendent;

NOW, THEREFORE, THE BOARD OF EDUCATION HEREBY RESOLVES AS FOLLOWS:

The Board Accepts the resignation of Acting Superintendent Brian Nolan, effective immediately.

Moved by Mr. Testa and it was seconded by Mrs. Padula.

Mr. Dawes: Just one thing, I know you explained some of this, but did he give us a real solid reason why he left?

President Hobika, Jr.: No.

Mr. Dawes: So, he just walked off?

President Hobika, Jr.: You know Brian was hired to be here for about two weeks and he stayed about seven months. He chose today to be his last day and I want to thank him for his efforts and all that he's done for the District during some turbulent times.

Mr. Dawes: Yeah, but the thing is Joe, I mean I just talked to him to the other day and he seemed to be fine as far as being here and being the Interim Superintendent. Then we get a text today that he is done.

President Hobika, Jr.: Yes, that says it all. Any other discussion?

There being no further discussion, motion carried 7-0.

RESOLUTION

WHEREAS, the Board of Education wishes to appoint Chief Academic Officer Steven Falchi to serve as Acting Superintendent of the Utica City School District, effective immediately; and

WHEREAS, the Board wishes to continue to employ Mr. Falchi as the District's Chief Academic Officer while he also serves as the District Acting Superintendent; and

WHEREAS, Mr. Falchi receive a stipend in the amount of \$355 per day worked to compensate him for serving as Acting Superintendent, which shall be in addition to the compensation that Mr. Falchi receives for serving as the Chief Academic Officer;

NOW, THEREFORE, THE BOARD OF EDUCATION HEREBY RESOLVES AS FOLLOWS:

The Board hereby appoints Mr. Falchi as the Acting Superintendent of the District, to be compensated via a stipend in the amount of \$355 per day worked, which stipend is to be paid in addition to the compensation and benefits Mr. Falchi receives as Chief Academic Officer, this resolution shall take effect immediately.

Motion made by Mr. Paul and it was seconded by Mrs. Knoop.

President Hobika, Jr.: We look forward to working with Mr. Falchi as the Acting Superintendent. He spent the last seven months working in concert with Mr. Nolan. We are very confident that he will continue the efforts that Mr. Nolan made to maintain a very positive academic atmosphere in the District, and will allow us to have stability during this period of time.

There being no further discussion, motion carried 6-0. (Mr. Dawes – Abstain)

President Hobika, Jr.: Welcome aboard Steve.

Mr. Falchi: Thank you.

President Hobika, Jr.: Do you want to come up here and take your spot?

Mr. Falchi: If I could just make a comment.

President Hobika, Jr.: Absolutely.

Mr. Falchi: I just want to echo what Mr. Hobika said, there's only a couple months left in the school year and the school districts certainly needs stability through the closing of the school year. My primary focus will be on ensuring that that stability is here for the rest of the school year. Also echoing what Mr. Hobika said. Mr. Nolan was here for

seven months, he had a leadership style that empowered and supported the teachers and the administrators, and from that we have had excellent results. I will continue that. That is extremely important to all of us to continue the momentum that we have seen over the last seven or eight months and I want to assure the public, the teaching staff, the administrators and the students that that momentum will continue as long as I am here.

President Hobika, Jr.: Thank you Steve, appreciate it.

Discussions

Capital Project Update – Jeffrey Kloetzer, Stieglitz Snyder Architecture (SSA)

Mr. Kloetzer presented an update on the Capital Project.

Questions from Board Members:

Mrs. Padula: Where do we stand with the CTE wing at Proctor?

Mr. Kloetzer: The original referendum was approved and then from there we went into planning and design. That planning and design process got to about 90% on the construction drawings, which I've turned over to the district. I know options for that are being reviewed as to how that's even going to possibly change or move forward, but ultimately the documents are in pretty good shape. I think at the State level, we were at a stopping point where they've done all the approvals that they needed to do with our team until right now to move forward. We're ready to move that project forward.

Mrs. Padula: What was the projected timeline of starting that project, wasn't it this spring?

Mr. Kloetzer: Yeah it was the previous spring, but ultimately there was quite a delay at the State Education Department on approval because it was such a unique addition with all the different CTE programs. So, the original timeline had the project completed I believe September of '25. But we're off of that right now just based on the fact that between the delay of all the preliminary reviews, but the documents are in good shape should the project move forward.

Mrs. Padula: A delay on the District side or the State side?

Mr. Kloetzer: No, there was quite a review process at the State, mostly because it was unique program that the District had to get BOCES support. There was quite a bit of, I guess paperwork and due diligence required by the District, which was done in a timely manner. The approval process at the SED took quite a while for them to review their project, and it still goes in for one more review by the way. Whenever you get a building addition, there's 2 reviews. One is a preliminary review where they kind of explain the aid you'll receive on that project and if the project would be approvable, and then the construction documents get reviewed as well. So, we are at that construction document stage.

President Hobika, Jr.: So, the Proctor addition is about a 28,000 square foot project, right?

Mr. Kloetzer: Correct. Yes, the addition was planned for, I think you're right on about 28,000 square feet. It was going to impact about 40,000 square feet between the building, the addition and then we had some interior space that would be impacted because the culinary arts for example, we were going to put inside the existing building and there were some existing shop areas that were impacted as well. So total impact was about 40,000 square feet I believe.

President Hobika, Jr.: Ok thank you.

Mr. Dawes: Just one thing Jeff, have we gotten the property to make the softball field at Donovan?

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Regular Meeting

Mr. Kloetzer: So, I will have to let Mr. Ferraro answer that.

Mr. Ferraro: So, he is really not involved in that. We're still in talks with Utica College.

Mr. Dawes: But we have contacted them?

Mr. Ferraro: We have had several meetings over the last couple of months. Going back and forth with property and design of the existing softball field, the new design, they had some standards that we don't have for NCAA, so we're working through all that stuff now. Nothing's really set in stone though. We're getting into the design phase as to what's needed. The next step will be to try to acquire the property through a lease or come to long term agreement, we are working on that now. Vinny Perrotta has been helping out with that, too.

Mrs. Padula: So, to go back to the CTE program what; is it happening? I don't know else to day it.

Mr. Ferraro: So, the CTE building that Mr. Kloetzer's talking about, and really, it's the design phase that we're talking about. The programming, the curriculum side, of it was never really determined on what they were going to offer.

President Hobika, Jr.: Well that is really outside your scope. Maybe next month we can have our presentation on that.

Mr. Ferraro: We were just talking about the building side.

Mrs. Padula: Sounds good.

President Hobika, Jr.: Ok. Any other questions for Jeff? No, thanks Jeff for coming and have a safe trip back.

Presentations

2023 Scholastic Art Award winners – Christina Hopkins

Ms. Hopkins presented the 2023 Scholastic Art Award winners; Alexandria Campion, Matthew Golden, Maximon Giordani, Nevaeh Heburn, Angelina Le, and Kyut Paw.

Questions from Board Members:

None

2023 Scholastic Art Award National Silver Medalist – Christina Hopkins

Ms. Hopkins presented the 2023 Scholastic Art Award National Silver Medalist; Maximon Giordani.

Questions from Board Members:

None

MVCC Art Scholarship Award Winners (2nd & 3rd place) – Christina Hopkins

Ms. Hopkins presented the MVCC Art Scholarship Award Winners; Nevaeh Heburn and Eh Sue.

Questions from Board Members

None

Fenimore Young at Art Finalists – Christina Hopkins

Ms. Hopkins presented the Fenimore Young at Art Finalists; Bee Ju, Bu Soe Paw, Kyut Paw, Thein Lan Paw, Lwe Doh Say, Rose-Alyn, and Dakota Williams.

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Questions from Board Members

None

Congressional Art Competition Honorable Mention – Christina Hopkins

Ms. Hopkins presented the Congressional Art Competition Honorable Mention; Matthew Golden.

Questions from Board Members

Mr. Falchi: So, before Christina leaves, I just want to acknowledge her hard work. I was very fortunate to have her as department chair at Proctor in the Fine Arts department. She has worked tirelessly to build and sustain a fantastic art program. She networks with Munson. We have field trips for elementary kids at Munson and she also was the architect behind the annual district art show along with the art department, so I think I would be remiss if I didn't acknowledge her hard work. Also, Christine Golden, I am sorry to do this to you, but I believe that was your son who turned out some of that wonderful artwork.

Ms. Hopkins: Thank you Mr. Falchi.

President Hobika, Jr.: Thank you for all of your hard work, beautiful. I really enjoyed the art show. I think we should try to figure out a way to make sure...

Mrs. Padula: It should be a field trip, I'm just saying, for the elementary students.

President Hobika, Jr: Yes, absolutely.

Ms. Hopkins: That would be great.

President Hobika, Jr.: So, thanks again for coming, and thank you students for your wonderful works of art.

Ms. Hopkins: Thank you so much.

School Safety Update – Hiram Rios

Mr. Rios presented his report for the Utica City School District's District-Wide Safety Plan.

Questions from Board Members:

President Hobika, Jr.: Now, Hiram, you're not going to be discussing this in detail, right? I thought that the plan was really not for; isn't this like our safety plan?

Mr. Rios: Right so the plan is not accessible to the public. So, what is accessible is the Commissioners Regulations, which guides us to the plan. We're just going to give it an overview of what the plan is, not how we enact it or how we're going to proceed with any emergency situations.

President Hobika, Jr: Ok, I just wanted to make sure of that. Do you know whether or not we have to adopt this plan?

Mr. Rios: Yes.

President Hobika, Jr.: I need a motion to adopt the Utica City School District Wide Safety Plan and Individual Building Level School Emergency Response Plans.

**Motion made by Mr. Testa and it was seconded by Mr. Cardillo.
There being no further discussion, motion carried 7-0.**

May 23, 2023 – 7:00 p.m.

Regular Meeting

Announcements/Reports

President Hobika, Jr.: I do want to acknowledge Jason Cooper who is in attendance. He won one of the seats on the Board. He will be taking his seat instead of Mr. David Testa come July, thanks Jason.

Student Representative Report – Tha Da Mwee Kyet

Tha Da Mwee Kyet presented a Student Representative Report to the Board of Education for May and June 2023.

Questions from Board Members:

President Hobika, Jr.: Thank you, thank you very much. If you'd like you can stay or you can go and do your homework. We don't get you in June?

Mrs. Knoop: She will be gone.

Mrs. Padula: Do you want to just get one picture?

PTO/PTA, Shared Decision-Making Committees, Student Councils, CSE Chairs, Title I, UTA, UAA, UTC, Teamsters Local 182, SEIU Local 200B, M.V. Buildings and Trades Council

Mr. Delitto presented a report of the Utica Teacher Center.

Questions from Board Members:

Mrs. Knoop: I'm lucky enough to be on the Policy Committee. It's a wonderful committee. It's funny, I actually brought the list that you guys went through last week to discuss the number of professional development classes that you offer teachers. It's just a great thing to come every month and to hear the teachers, hear their feedback, things they're interested in, their ideas, how they can grow things. It's really eye opening and wonderful to have that asset for all these teachers. If there's anybody who has not reached out to take any of these courses there's about four on there that I would like to personally take.

Mr. Delitto: That's good to hear.

Mrs. Knoop: I just want to say thank you for everything that you are doing. Again, I'm lucky to be on that committee. You guys do great work.

Mr. Delitto: Thank you very much. It's a group, good group of people. Their commitments to the purpose of the center is total, so it's a joy to work with them. Thank you.

Mr. Testa: I've just been working 31½ years with the school district. I know the teacher center is a lot of help for teachers. Through the years of me working here I've seen how it helps teachers. I appreciate all you do.

Mr. Delitto: Thank you very much.

President Hobika, Jr.: Thank you.

Mr. Green presented a report from the Utica Teachers Association.

Questions from Board Members:

None

Superintendent's Remarks

None

Superintendent's Report

The Superintendent's Report dated May 23, 2023 was presented to the Board of Education for approval.

President Hobika, Jr. asked the Board Members if there were any items that needed clarification before a motion was made on the Consent Agenda. At this time, he polled Board Members:

Mr. Dawes	Page 2	Modification of the Utica City School District's Fund for Academics, the Arts, and Athletics with the Community Foundation
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FOR ACTION:**Volume LVII****Report No. S – 207****SUBJECT:****Modification of 2022-2023 Employee Pay Periods**

Authorization is requested of the Board of Education to modify 2022-2023 employee pay periods to align with the calendar.

FOR ACTION:**Volume LVII****Report No. S – 209****SUBJECT:****Abolishment of Position**

Authorization is requested of the Board of Education to approve the abolishment of one (1) Parent Advocate Coordinator (12-months) position, District-Wide, effective May 24, 2023.

FOR ACTION:**Volume LVII****Report No. S – 210****SUBJECT:****Creation of Positions**

Authorization is requested of the Board of Education to create one (1) Parent Advocate (12-months) position, District-Wide, effective July 1, 2023.

Authorization is requested of the Board of Education to create one (1) Assistant Custodian position, effective May 24, 2023.

Authorization is requested of the Board of Education to create four (4) Occupational Therapist positions, effective July 1, 2023.

Authorization is requested of the Board of Education to create one (1) Physical Therapist position, effective July 1, 2023.

Authorization is requested of the Board of Education to create one (1) Stock Clerk position, effective July 1, 2023.

FOR ACTION:**Volume LVII****Report No. S – 211****SUBJECT:****Memorandum of Agreement between the Utica City School District and the Utica School Secretaries' Unit**

Authorization is requested of the Board of Education to approve the Memorandum of Agreement between the Utica City School District and the Utica School Secretaries' Unit dated May 23, 2023.

FOR ACTION:**Volume LVII****Report No. S – 212****SUBJECT:****Addendum to Employment Agreement –
Michael V. Brigano, Superintendent's Hearing
Officer, District-Wide**

May 23, 2023 – 7:00 p.m.

Regular Meeting

Authorization is requested of the Board of Education to approve the Addendum to Employment Agreement between the Utica City School District and Michael V. Brigano, Superintendent's Hearing Officer, District-Wide dated May 23, 2023.

FOR ACTION:

Volume LVII

Report No. S – 213

SUBJECT:

Contract between the Utica City School District and The Adirondack Bank Center for the Proctor High School Graduation Ceremony

Authorization is requested of the Board of Education to approve the contract dated April 28, 2023 between the Utica City School District and The Adirondack Bank Center for the Proctor High School Graduation Ceremony not to exceed \$30,000.00.

FOR ACTION:

Volume LVII

Report No. S – 214

SUBJECT:

Summer Lunch Program

Authorization is requested of the Board of Education to approve the 2023 Summer Lunch Program sponsored by the Utica City School Food Service Department. The Program will be offered at several sites throughout the Utica Area.

FOR ACTION:

Volume LVII

Report No. S – 215

SUBJECT:

Intermunicipal Agreement between the Utica City School District and the Madison-Oneida BOCES for Labor Relations Services for the 2023-2024 School Year

Authorization is requested of the Board of Education to approve the Intermunicipal Agreement between the Utica City School District and the Madison-Oneida BOCES for the Labor Relations Services for the 2023-2024 school year.

FOR ACTION:

Volume LVII

Report No. S – 216

SUBJECT:

Memorandums of Understanding between the Utica City School District and The Arc, Oneida-Lewis Chapter

Authorization is requested of the Board of Education to approve the following Memorandums of Understanding between the Utica City School District and The Arc, Oneida-Lewis Chapter for School Year 2023-2024 to provide meaningful career exploration and vocational preparation for students with disabilities, as well as introduce and teach job readiness skills, emphasize appropriate workplace behaviors, and work/life skills in order to prepare them for a smooth transition from school to work:

- STRIDE CoSer206 Programs – Middle Schools & High School
- CoSer206 Mentoring Program – Middle Schools & High School
- Options Middle School CoSer206 Program – Middle Schools
- CoSer206 Options High School Program – (“Proctor Development”)
- Career Opportunity Programs (COPS)
- Proctor OPTIONS Programs

FOR ACTION:

Volume LVII

Report No. S – 217

SUBJECT:

**Utica City School District –
District-Wide Safety Plan and Individual Building
Level School Emergency Plans for 2023-2024**

Authorization is requested of the Board of Education to approve and adopt the Utica City School District District-Wide Safety Plan and the following individual Building Level School Emergency Plans for 2023-2024:

➤ Albany Elementary School
➤ Christopher Columbus Elementary School
➤ Roscoe Conkling Elementary School
➤ General Herkimer Elementary School
➤ John F. Hughes Elementary School
➤ Thomas Jefferson Elementary School
➤ Hugh R. Jones Elementary School
➤ Kernan Elementary School
➤ Dr. Martin Luther King, Jr. Elementary School
➤ Watson Williams Elementary School
➤ James H. Donovan Middle School
➤ John F. Kennedy Middle School
➤ Thomas R. Proctor High School

FOR ACTION:

Volume LVII

Report No. S – 218

SUBJECT:

Revised 2023-2024 Utica City School District School Calendar

Authorization is requested of the Board of Education to the approve the revised 2023-2024 Utica City School District School Calendar:

REVISED

**UTICA CITY SCHOOL DISTRICT
2023-2024 SCHOOL CALENDAR**

REVISED

JULY 2023							AUGUST 2023							SEPTEMBER 2023							
S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	
						1			1	2	3	4	5							1	2
2	3	4	5	6	7	8	6	7	8	9	10	11*	12	3	4	(5)	(6)	7	8*	9	
9	10	11	12	13	14*	15	13	14	15	16	17	18	19	10	11	12	13	14	15	16	
16	17	18	19	20	21	22	20	21	22	23	24	25*	26	17	18	19	20	21	22*	23	
23	24	25	26	27	28*	29	27	28	29	30	31			24	25	26	27	28	29	30	
30	31																				
OCTOBER 2023							NOVEMBER 2023							DECEMBER 2023							
S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	
1	2	3	4	5	6*	7				1	2	3*	4							1*	2
8	9	10	11	12	13	14	5	6	(7)	8	9	10	11	3	4	5	6	7	8	9	
15	16	17	18	19	20*	21	12	13	14	15	16	17*	18	10	11	12	13	14	15*	16	
22	23	24	25	26	27	28	19	20	21	22	23	24	25	17	18	19	20	21	22	23	
29	30	31					26	27	28	29	30			24	25	26	27	28	29*	30	
														31							
JANUARY 2024							FEBRUARY 2024							MARCH 2024							
S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	
	1	2	3	4	5	6					1	2	3							1	2
7	8	9	10	11	12*	13	4	5	6	7	8	9*	10	3	4	5	6	7	8*	9	
14	15	16	17	18	19	20	11	12	13	14	15	16	17	10	11	12	13	14	15	16	
21	22	23	24	25	26*	27	18	19	20	21	22	23*	24	17	18	19	20	21	22*	23	
28	29	30	31				25	26	27	28	29			24	25	26	27	28	29	30	
														31							
APRIL 2024							MAY 2024							JUNE 2024							
S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	S	M	T	W	TH	F	S	
	1	2	3	4	5*	6				1	2	3*	4								1
7	8	9	10	11	12	13	5	6	7	8	9	10	11	2	3	4	5	6	7	8	
14	15	16	17	18	19*	20	12	13	14	15	16	17*	18	9	10	11	12	13	14*	15	
21	22	23	24	25	26	27	19	20	(21)	22	23	24	25	16	17	18	19	20	21	22	
28	29	30					26	27	28	29	30	31*		23	24	25	26	27	28*	29	
														30							

12 MONTH EMPLOYEE		SCHOOL RECESS DAYS		SPECIAL DAYS	
July 4	Independence Day	Sept. 4	Labor Day	Sept. 5	Superintendent's Conference Day
Sept. 4	Labor Day	Oct. 9	Columbus Day	Sept. 6	Superintendent's Conference Day
Oct. 9	Columbus Day	Nov. 10	Veterans' Day	Sept. 7	First Day of School for Students
Nov. 10	Veterans' Day (Observed)	Nov. 22-24	Thanksgiving Recess	Oct. 11	PSAT/ SAT School Day
Nov. 22-24	Thanksgiving Recess	Dec. 22-Jan. 1	Winter Recess	Nov. 7	Superintendent's Conference Day
Dec. 22, 25; Jan. 1	Christmas Recess	Jan. 15	M.L. King, Jr. Day	Jan. 23-26	Regents Exams
Jan. 15	M.L. King, Jr. Day	Feb. 19-23	Mid-Winter Recess	Jan. 29	Second Semester Begins
Feb. 19	Presidents' Day	March 29	Good Friday	April 1	Easter Monday
March 29	Good Friday	April 10	Eid al-Fitr	May 21	Superintendent's Conference Day
May 27	Memorial Day	April 22-26	Spring Recess	June 4, 17-18	Regent Exams
June 19	Juneteenth	May 27	Memorial Day	June 20-26	Regents Exams
		June 19	Juneteenth	June 26	Regents Rating Day
				June 26	Last Day for All Students
				June 27	Last Day for Teachers
				June 28	High School Graduation

May 23, 2023 – 7:00 p.m.

Regular Meeting

REPORT CARD PERIOD ENDS	INSERVICE ½ DAYS Elementary K-6	STUDENT ATTENDANCE	
November 9	June 13 Rating Day	September 17	February 16
January 26	June 18 Rating Day	October 21	March 20
April 5		November 17	April 16
June 26		December 15	May 21
		January 21	June 17
		Total Student Days	181

LEGEND: * Pay Days Regents Exams (Supt. Conf. Days) 15 Minute Early Release

School Recess

½ Day In-service

Regents' Rating Day

APPROVED BY THE BOARD OF EDUCATION AT THE REGULAR MEETING ON: MAY 23, 2023

SCHOOL CALENDAR DIGEST: 2023-2024

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

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

Contingent School Closing Day:

If 0 inclement weather days are used, **April 19, May 17, 24, 28, and June 7** will become recess days.

If 1 inclement weather day is used **April 19, May 17, 24, and 28** will become recess days.

If 2 inclement weather days are used, **April 19, May 17 and 24** will become recess days.

If 3 inclement weather days are used, **April 19 and May 17** will become recess days.

If 4 inclement weather days are used, **April 19** will become a recess day.

If 5 inclement weather days are used, there will be no recess days **April 19, May 17, 24, 28, and June 7**.

If an emergency situation forces the Utica City School District's schools to close for more than four (4) days, school will be in session beginning **April 22, 23, 24, and 25** each day beyond four (4) and in that order.

All staff members are cautioned **NOT** to commit to any irrevocable plans for the Spring (**April 22-26**) Recess or any other recess days in the event that any or all of these days will be required to make up for lost student days due to emergency closings.

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

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

Minimum Required per School Year by Statute Including Conference Days.....	180
Scheduled Student Days.....	181
Add: Days Teachers are in Attendance for Staff conference days as authorized by the Commissioner of Education.....	4
Total Days School is in Session Including Staff Conference Days.....	186
Days Available for Emergency School Closings.....	5

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

FOR ACTION:

Volume LVII

Report No. S – 219

SUBJECT:

**Membership Dues – New York State
Association of Small City School Districts, Inc.**

Authorization is requested of the Board of Education to the approve membership dues to the New York State Association of Small City School Districts, Inc., (NYSASCSD) for the Utica City School District in the amount of \$10,800.00 for the period July 1, 2023 to June 30, 2024.

FOR ACTION:

Volume LVII

Report No. S – 220

SUBJECT:

Application for Extended Field Trip

Authorization is requested of the Board of Education to approve approximately forty-three (43) Kennedy Middle School Best Buddy and Student Council students to travel to Rosamond Gifford Zoo in Syracuse, NY on Wednesday, June 21, 2023. This trip will allow the students to experience and learn about various animals and conservation, as well as focus on social-emotional development.

Supervision of these students will be provided by Nichole Greene, Teacher/Student Council Advisor, Colleen Schreppel, Teacher, Kelly Hajdasz, Teacher/8th grade Advisor, Vanessa Kupelian, Teacher, Colleen Emond, Teacher, Vanessa Houck, Teacher, and Shamaya Hamell, Teacher Assistant.

This trip was reviewed and approved by Colin Clark, Principal of Kennedy Middle School, Steven Falchi, Chief Academic Officer, and Brian Nolan, Acting Superintendent of Schools.

FOR ACTION:

Volume LVII

Report No. S – 221

SUBJECT:

Application for Extended Field Trip

Authorization is requested of the Board of Education to approve approximately forty (40) Kennedy Middle School students to travel to the Great Escape in Lake George, NY on Friday, June 9, 2023. This trip will be attended by perfect attendance students and will be tied to Kennedy's School Improvement goals and SCEP Plan.

Supervision of these students will be provided by Colleen Schreppel, Teacher, Jerry Aiello, Teacher, Merritt Howard, Teacher, Nicole Greene, Teacher, Vanessa Houck, Teacher, Melissa Halpin, Counselor, Jennifer Roberts, Teacher, and Rebecca Brosemer, Teacher.

This trip was reviewed and approved by Colin Clark, Principal of Kennedy Middle School, Steven Falchi, Chief Academic Officer, and Brian Nolan, Acting Superintendent of Schools.

FOR ACTION:

Volume LVII

Report No. S – 222

SUBJECT:

Application for Extended Field Trip

Authorization is requested of the Board of Education to approve approximately twenty-nine (29) Proctor High School NJROTC students to travel to the National Purple Heart Museum located in New Windsor, New York on Wednesday, June 7, 2023. The purpose of this trip is to educate the NJROTC students about the stories of Purple Heart recipients.

Supervision of these students will be provided by Randie Hylton, NJROTC Instructor, Raquel Rios, Secretary, Tamara Egresits, Secretary, and Maria Felix, parent.

This trip was reviewed and approved by Kenneth Szczesniak, Principal of Proctor High School, Steven Falchi, Chief Academic Officer, and Brian Nolan, Acting Superintendent of Schools.

FOR ACTION:

SUBJECT:

Bid for Pavement Repair and Replacement

Authorization is requested of the Board of Education to award the bid for pavement repair and replacement to Central Paving with the most responsive, responsible bid.

Bid Opening
 May18 at 2:00 PM
 Facilitator: Utica City School District / AD Planning Management

NO.	CONTRACTOR	Full depth removal and replacement of "Heavy Duty Asphalt Paving"			Full depth removal and replacement of "Standard Duty Asphalt Paving"			Milling & replacement of existing top coat including striping			Full removal and replacement of sidewalks with 4" depth sidewalks & sub-base		Full removal and replacement of sidewalks with 8" depth at busloops & driveways w/sub-base		Full removal and replacement of sidewalks with integral curb including sub-base w/ashpalt patch		Full removal and replacement of sidewalks with granite curb including sub-base w/ashpalt patch	
		0-1,000 Square Feet	1,000-5,000 Square Feet	Over 5,000 Square Feet	0-1,000 Square Feet	1,000-5,000 Square Feet	Over 5,000 Square Feet	0-1,000 Square Feet	1,000-10,000 Square Feet	Over 10,000 Square Feet	100-500 Square Feet	500-1000 Square Feet	100-500 Square Feet	500-1000 Square Feet	100-500 Square Feet	500-1000 Square Feet	100-500 Square Feet	500-1000 Square Feet
1	Central Paving	\$10.00	\$9.75	\$9.00	\$7.00	\$8.25	\$7.50	\$3.50	\$2.25	\$2.00	\$23.00	\$21.00	\$29.00	\$27.00	\$37.00	\$36.00	\$50.00	\$45.00
2	Alliance	\$17.00	\$13.00	\$12.00	\$16.00	\$12.00	\$11.00	\$5.50	\$2.75	\$2.20	\$28.00	\$26.00	\$33.00	\$31.00	\$42.00	\$40.00	\$55.00	\$54.00

FOR ACTION:

Volume LVII

Report No. B – 35

SUBJECT:

Budget Transfer Request

Authorization is requested of the Board of Education to make Budget Transfers for the 2022-2023 Fiscal Year.

FOR ACTION:

Volume LVII

Report No. B – 36

SUBJECT:

**Update to Utica City School District Policy # 4502
Non-Bid Purchasing**

Authorization is requested of the Board of Education to update the Utica City School District Policy # 4502 Non-Bid Purchasing effective May 23, 2023.

FOR ACTION:

Volume LVII

Report No. P – 23

SUBJECT:

Retirements

Teacher

It is recommended that the following retirements be accepted:

Tammy DiMezzo

Elementary Teacher
Columbus Elementary School
Effective: June 30, 2023
Years of Service: 35

Susan J. Roberts

Reading Teacher
Columbus Elementary School
Effective: June 30, 2023
Years of Service: 34

Linda DeLuke

Elementary Teacher
Columbus Elementary School
Effective: July 1, 2023
Years of Service: 33

Laura Krauza

Elementary Teacher
Jones Elementary School
Effective: July 1, 2023
Years of Service: 33

Jeffrey S. Friedel

Elementary Teacher
Jones Elementary School
Effective: June 30, 2023
Years of Service: 32

Lori Thompson

Elementary Teacher
Columbus Elementary School
Effective: June 30, 2023
Years of Service: 32

Kelly J. Velardi

Social Studies Teacher
Proctor High School

Effective: June 30, 2023
Years of Service: 22

Laurie A. Porreca

School Social Worker
Proctor High School
Effective: June 30, 2023
Years of Service: 19

FOR ACTION:

Volume LVII

Report No. P – 23

SUBJECT:

Retirement

Confidential/Clerical

It is recommended that the following retirement be accepted:

Rebecca LaPorte

Secretary to Chief Financial Officer
Business Department
Effective: May 20, 2023
Years of Service: 7

FOR ACTION:

Volume LVII

Report No. P – 23

SUBJECT:

Retirements

Teacher Assistant

It is recommended that the following retirements be accepted:

Deborah Bilodeau

Teacher Assistant – Library
Columbus Elementary School
Effective: June 23, 2023
Years of Service: 28

Maryteresa Mezzanini

Teacher Assistant – Kindergarten
Columbus Elementary School
Effective: July 1, 2023
Years of Service: 28

FOR ACTION:

Volume LVII

Report No. P – 23

SUBJECT:

Retirement

Custodial

It is recommended that the following retirement be accepted:

John J. Fessia

Cleaner – King Elementary School
Effective: June 16, 2023
Years of Service: 25

FOR ACTION:

Volume LVII

Report No. P – 24

SUBJECT:

Change in Effective Date of Retirement

Custodial

May 23, 2023 – 7:00 p.m.

Regular Meeting

Guidance Counselor, New York Mills Union Free School District,
New York Mills, NY, 3/99 to 6/11; Guidance Counselor,
Rome Catholic High School, Rome, NY
2/96 to 3/99

FOR ACTION:

Volume LVII

Report No. P – 23

SUBJECT:

Appointments

Teacher

It is recommended that the following appointments be approved:

Sara L. Fairbairn

Special Education Teacher (Probationary)
Effective: July 1, 2023
Certification: Initial – Students with Disabilities
(Grades 1-6) pending;
Initial – Students with Disabilities (Birth-Grade 2) pending
Tenure Award Date: July 1, 2027
Education: M.S., Grand Canyon University, 4/19;
B.S., SUNY Empire State College, 10/17
Experience: Special Education Pre-School Teacher, Upstate
Cerebral Palsy – New Discoveries Preschool, Rome, NY
11/17 to present

Sarah A. Harter

Special Education Teacher (Probationary)
Effective: July 1, 2023
Certification: Initial – Students with Disabilities
(Grades 7-12) pending
Tenure Award Date: July 1, 2027
Education: M.S., SUNY Buffalo State College, 5/23;
B.S., SUNY Buffalo State College, 5/20
Experience: Special Education Teacher, Baker Hall Academy,
Lackawanna, NY
5/21 to present

Aubree D. Jabour

Social Studies Teacher (Probationary)
Effective: July 1, 2023
Certification: Initial – Social Studies 7-12 (pending)
Tenure Award Date: July 1, 2027
Education: B.A., Le Moyne College, 5/22
Experience: Long-Term Substitute Teacher (Social Studies),
Donovan Middle School, Utica City School District, Utica, NY
9/22 to present

Kaitlin Mahardy

Special Education Teacher (Probationary)
Effective: July 1, 2023
Certification: Initial – Students with Disabilities
(Grades 1-6) pending
Tenure Award Date: July 1, 2027
Education: M.S., Utica University, 5/23;
B.S., Utica College, 12/19
Experience: Teacher Assistant, Oneida-Herkimer-Madison
BOCES, New Hartford, NY
9/21 to present

May 23, 2023 – 7:00 p.m.

Regular Meeting

FOR ACTION:

Volume LVII

Report No. P – 23

SUBJECT:

Appointment

Teacher

It is recommended that the following appointment be approved:

Joseph Tarricone

Earth Science Teacher (Probationary)
Effective: July 1, 2023
Certification: Initial – Earth Science 7-12 (pending)
Tenure Award Date: July 1, 2027
Education: B.A., SUNY Oneonta, 5/23
Experience: Student Teaching, Cobleskill-Richmondville
Central School District, Cobleskill, NY
1/23 to 3/23

FOR ACTION:

Volume LVII

Report No. P – 23

SUBJECT:

Appointments

**Elementary Education Summer School Program
Kernan Elementary School**

It is recommended that the following appointment be approved for the School Impact Grant (SIG 1003a) and Title I, Title II, Title III, Title IV for the Extended Learning Time Program at Kernan Elementary School. All appointments are contingent on actual needs.

Effective Dates: June 26, 2023 – July 7, 2023
Funding: Title I, Title II, Title III, Title IV, SIG 1003a

Teacher: (Not to exceed 1,089 hours)

Sara Head

FOR ACTION:

Volume LVII

Report No. P – 23

SUBJECT:

Appointments

**Special Education Summer School
July 5, 2023 – August 15, 2023**

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

Special Education Teacher:

Sarah Harter

FOR ACTION:

Volume LVII

Report No. P – 23

SUBJECT:

Appointments

**Special Education Summer School
July 5, 2023 – August 15, 2023**

It is recommended that the following appointments be approved for the Special Education Summer School Program. All appointments are contingent on actual student enrollment and program needs. It is recommended that assistants with an asterisk (*) be encouraged to proceed with certification requirements in order to continue employment. Not to exceed four (4) hours per day x 30 days.

Teacher Assistant:

Elizabeth Gowans*

FOR ACTION:

Volume LVII

Report No. P – 23

SUBJECT:

Appointments

Teacher

INSS/Universal Detention Program

It is recommended that the following appointments for the INSS/Universal Detention Program be approved for the 2023-2024 school year:

Proctor High School

Dennis Hahn
John Keady
Richard Nicholas-Hahn

Kennedy Middle School

Melissa Mariotti

Donovan Middle School

Sarah Tuckerman-Kilian

Funding: Contract for Excellence (C4E) – (Not to exceed 600 hours per school)

FOR ACTION:

Volume LVII

Report No. P – 23

SUBJECT:

Appointments

Teacher

It is recommended that the following appointments be approved for the 2023-2024 school year:

MATH Academic Intervention Service (AIS) Specialists/Data Facilitator (High School):

Proctor High School (1.0) Kathleen Capozzella

MATH Academic Intervention Service (AIS) Specialists/Data Facilitator (Middle School):

Kennedy Middle School (1.0) Catherine Nimey

Christina Hopkins

Fine Arts Department Chair
Proctor High School
Effective: 2023-2024 School Year

Richard Nicholas-Hahn

World Languages Department Chair
Proctor High School
Effective: 2023-2024 School Year

FOR ACTION:

Volume LVII

Report No. P – 23

SUBJECT:

Appointments

Department Chairs

It is recommended that the following Department Chair appointments be approved:

Alexis McKerrow

Guidance Counselor Department Chair
Proctor High School
Effective: 2023-2024 School Year

Michael Zaloom

Mathematics Department Chair
Proctor High School
Effective: 2023-2024 School Year

Carly Calogero

Career & Technical Education Department Chair
Proctor High School
Effective: 2023-2024 School Year

Jason Anguish

Physical Education Department Chair
Proctor High School
Effective: 2023-2024 School Year

Charlene Mazur

Science Department Chair
Proctor High School
Effective: 2023-2024 School Year

Nicole Wurz

Social Studies Department Chair
Proctor High School
Effective: 2023-2024 School Year

John Lamb

Special Education Department Chair
Proctor High School
Effective: 2023-2024 School Year

FOR ACTION:

Volume LVII

Report No. P – 23

SUBJECT:

Appointments

Team Leaders

It is recommended that the following Team Leader appointments be approved:

Colleen Egresits

Team Leader

May 23, 2023 – 7:00 p.m.

Regular Meeting

	Donovan Middle School Effective: 2023-2024 School Year
Gina Costantine	Team Leader Donovan Middle School Effective: 2023-2024 School Year
Ryan Fagan	Team Leader Donovan Middle School Effective: 2023-2024 School Year
Jessica Kokoszki	Team Leader Donovan Middle School Effective: 2023-2024 School Year
Marc Leo	Team Leader Donovan Middle School Effective: 2023-2024 School Year
Rebecca Brosemer	Team Leader Kennedy Middle School Effective: 2023-2024 School Year
Jamie DePerno	Team Leader Kennedy Middle School Effective: 2023-2024 School Year
Kelly Hajdasz	Team Leader Kennedy Middle School Effective: 2023-2024 School Year
Amy Hansen	Team Leader Kennedy Middle School Effective: 2023-2024 School Year
Oalaa Sallam	Team Leader Kennedy Middle School Effective: 2023-2024 School Year

FOR ACTION:

Volume LVII

Report No. P – 23

SUBJECT:

Appointments

Extra-Curricular

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

David Schiavi	Sr. High Forensics Advisor Proctor High School Effective: 2023-2024 School Year
Lacey Stevens	Sr. High Drama Advisor Proctor High School Effective: 2023-2024 School Year

May 23, 2023 – 7:00 p.m.

Regular Meeting

Julie Adasek	Sr. High Yearbook Co-Advisor (with Karrie Kehoe) Proctor High School Effective: 2023-2024 School Year
Karrie Kehoe	Sr. High Yearbook Co-Advisor (with Julie Adasek) Proctor High School Effective: 2023-2024 School Year
Kathryn Ranieri-Lawless	Student Council Advisor Proctor High School Effective: 2023-2024 School Year
Lorraine Griffiths	National Honor Society Advisor Proctor High School Effective: 2023-2024 School Year
Kerrie Kehoe	12 th Grade Class Advisor Proctor High School Effective: 2023-2024 School Year
Jaclyn Pallas	11 th Grade Class Advisor Proctor High School Effective: 2023-2024 School Year
Amy Barok	Key Club Co-Advisor (with Christine Golden) Proctor High School Effective: 2023-2024 School Year

FOR ACTION:

Volume LVII

Report No. P – 23

SUBJECT:

Appointments

Extra-Curricular

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

Andrew Boyd	Environmental Science Club Advisor Proctor High School Effective: 2023-2024 School Year
Lisa Millner	Mathletics Club Advisor Proctor High School Effective: 2023-2024 School Year
Jessica Sklarz	Sr. High Newspaper Advisor Proctor High School Effective: 2023-2024 School Year
Louis Parrotta	Utica Local History Club Advisor Proctor High School Effective: 2023-2024 School Year

May 23, 2023 – 7:00 p.m.

Regular Meeting

Margaret Tahan	Magnetic Mondays Co-Advisor (with Christine Golden) Proctor High School Effective: 2023-2024 School Year
Christine Golden	Magnetic Mondays Co-Advisor (with Margaret Tahan) Proctor High School Effective: 2023-2024 School Year
Nathan DeBan	Jr. National Honor Society Advisor Donovan Middle School Effective: 2023-2024 School Year
Tabitha Broadbent	Student Council Advisor Donovan Middle School Effective: 2023-2024 School Year
Jennifer Tillotson	Middle School Drama Advisor Donovan Middle School Effective: 2023-2024 School Year

FOR ACTION:

Volume LVII

Report No. P – 23

SUBJECT:

Appointments

Extra-Curricular

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

Brianna O’Herien	Middle School Newspaper Advisor Donovan Middle School Effective: 2023-2024 School Year
Marc Leo	Middle School Yearbook Advisor Donovan Middle School Effective: 2023-2024 School Year
Jessica Pasqualicchio	Art Club Advisor Donovan Middle School Effective: 2023-2024 School Year
Colleen Egresits	8 th Grade Class Advisor Donovan Middle School Effective: 2023-2024 School Year
Jacquelyn Starsiak	Jr. National Honor Society Co-Advisor (with Melissa Halpin) Kennedy Middle School Effective: 2023-2024 School Year
Melissa Halpin	Jr. National Honor Society Co-Advisor (with Jacquelyn Starsiak) Kennedy Middle School

May 23, 2023 – 7:00 p.m.

Regular Meeting

Effective: 2023-2024 School Year

Nicole Greene

Student Council Advisor
Kennedy Middle School
Effective: 2023-2024 School Year

Colleen Campbell

Middle School Drama Advisor
Kennedy Middle School
Effective: 2023-2024 School Year

Stacey Bennett

Middle School Newspaper Advisor
Kennedy Middle School
Effective: 2023-2024 School Year

FOR ACTION:

Volume LVII

Report No. P – 23

SUBJECT:

Appointments

Extra-Curricular

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

Jennifer Roberts

Middle School Yearbook Advisor
Kennedy Middle School
Effective: 2023-2024 School Year

Linda Bailey

Art Club Advisor
Kennedy Middle School
Effective: 2023-2024 School Year

Jennifer Roberts

8th Grade Class Co-Advisor
(with Andrea Carney)
Kennedy Middle School
Effective: 2023-2024 School Year

Andrea Carney

8th Grade Class Co-Advisor
(with Jennifer Roberts)
Kennedy Middle School
Effective: 2023-2024 School Year

FOR ACTION:

Volume LVII

Report No. P – 23

SUBJECT:

Appointments

Coaching – Fall 2023

It is recommended that the following coaching appointments be approved:

George Garrett

Boys Asst. Jr. Varsity Football
Proctor High School
Effective: Fall 2023

LaSharr Hamell

Boys Asst. Jr. Varsity Football
Proctor High School
Effective: Fall 2023

May 23, 2023 – 7:00 p.m.

Regular Meeting

Robert Heinrich

Boys Modified Football
Donovan/Kennedy Middle Schools Combined
Effective: Fall 2023

FOR ACTION:

Volume LVII

Report No. P – 23

SUBJECT:

Appointments

Coaching – Fall 2023

It is recommended that the following coaching appointments be approved:

Alexis Holmer

Boys/Girls Modified Cross Country
Donovan Middle School
Effective: Fall 2023

Courtney Siciliano

Boys/Girls Modified Cross Country
Kennedy Middle School
Effective: Fall 2023

FOR ACTION:

Volume LVII

Report No. P – 23

SUBJECT:

Appointments

Mentor/Mentee

It is recommended that the following Mentor/Mentee appointments be approved for the 2022-2023 school year:

Mentee/New Teacher	Position	School	Mentor
Audriana Molina	Social Worker	Albany	Tom Joslyn

FOR ACTION:

Volume LVII

Report No. P – 23

SUBJECT:

Appointments

Homebound Instruction

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

Victor Gerace
Christina Hopkins
David Ross

Secondary Instruction – Minimum two (2) hours per day
Elementary Instruction – Minimum one (1) hour per day
Hourly Rate: Per Collective Bargaining Unit

FOR ACTION:

Volume LVII

Report No. P – 23

SUBJECT:

Appointment

Clerical

It is recommended that the following appointment be approved:

Joanne Demma

Office Specialist I (12-months), *Probationary
Early Childhood Education Department
Effective: May 24, 2023
Education: Graduate of Proctor High School
Experience: Office Specialist I, Oneida-Herkimer-Madison
BOCES, New Hartford, NY
12/15 to present

FOR ACTION:

Volume LVII

Report No. P – 23

SUBJECT:

Appointments

Teacher Assistant

It is recommended that the following appointments be approved:

Elizabeth R. Gowans

Teacher Assistant – Special Education
District-Wide
Effective: Retroactively on May 17, 2023
Education: Graduate of Vernon-Verona-Sherill High School
Experience: Baker, Nothing Bundt Cakes, New Hartford, NY
10/20 to present

Meghan Shaffer

Teacher Assistant – Special Education
District-Wide
Effective: Retroactively on May 8, 2023
Education: B.S., SUNY Buffalo
Experience: Substitute Teacher, Liverpool Central School
District, Liverpool, NY, 1/22 to present; Teacher Assistant,
Childtime of Baldwinsville, Baldwinsville, NY
1/19 to 8/20

FOR ACTION:

Volume LVII

Report No. P – 23

SUBJECT:

Appointments

Food Service/Monitor

It is recommended that the following appointments be approved:

Eli Reyes-Rosario

Monitor-Breakfast and Lunch Program
District-Wide
Effective: May 30, 2023
Education: Graduated Dominican Republic, 2012
Experience: Chef, Cleaner, 2013 to 2015; Sub Monitor-Breakfast
and Lunch Program, Utica City School District, Utica, NY,
3/6/23 to present

Anel Eusebio-Canario

Monitor-Breakfast and Lunch Program
District-Wide

May 23, 2023 – 7:00 p.m.

Regular Meeting

Effective: May 30, 2023
Education: Graduated Ramon Villa Mayo, Puerto Rico, 2013
Experience: Bus Driver/Cleaner, Johnson Park, Utica, NY, 2019 to 2023; Sub Monitor-Breakfast and Lunch Program, Utica City School, District, Utica, NY 3/6/23 to present

Omar Eusebio

Monitor-Breakfast and Lunch Program
District-Wide
Effective: May 30, 2023
Education: Graduated Cesario Rosa Noeves, Puerto Rico, 2012
Experience: Assembler, Joe Tehan's, Utica, NY, 2020-2021; Sub Monitor-Breakfast and Lunch Program, Utica City School District, Utica, NY 3/17/23 to present

Johanny Molina-Blanco

Food Service Worker-Breakfast and Lunch Program
District Wide
Effective: May 30, 2023
Education: Graduated Dominican Republic, 1991
Experience: Day Care Provider, Johnny Day Care, 2019-2022; Line Production, Deloria Foods, 2022 to current; Sub Food Service Worker-Breakfast and Lunch Program, Utica City School District, Utica, NY 2/27/2 to present

Alice Moore

Food Service Worker-Breakfast and Lunch Program
District Wide
Effective: May 30, 2023
Education: Graduated Proctor High School, 1981
Experience: Prep Cook, St. Elizabeth Hospital, Utica, NY, 2004 to 2010; Cook/Teacher Assistant, Academics First, Utica, NY, 2020 to current; Sub Food Service Worker-Breakfast and Lunch Program, Utica City School District, Utica, NY 3/13/23 to present

FOR ACTION:

Volume LVII

Report No. P – 23

SUBJECT:

Appointments

Custodial/Maintenance

It is recommended that the following appointments be approved:

Ryon Bengough

Cleaner
District-Wide (Probationary)
Effective: June 12, 2023
Education: Graduate of Waterville High School
Experience: Driver, Joe Tehan's Furniture Distribution Center Utica, NY 4/21 to present

David Mankad

Cleaner
District-Wide (Probationary)
Effective: June 12, 2023

May 23, 2023 – 7:00 p.m.

Regular Meeting

Education: B.A., The College of Saint Rose
 Experience: Security Officer, The College of Saint Rose
 Albany, NY
 1/03 to present

Kyle J. Rightmier

Cleaner
 District-Wide (Probationary)
 Effective: May 30, 2023
 Education: Graduate of Proctor High School
 Experience: Kitchen Staff, The Mill, Old Forge, NY
 8/22 to present

Miguel I. Rosado

Cleaner
 District-Wide (Probationary)
 Effective: June 12, 2023
 Education: Graduate of Whitesboro High School
 Experience: Baker, Ramon's Bakery, Utica, NY
 2/22 to 3/23

FOR ACTION:

Volume LVII

Report No. P – 23

SUBJECT:

Conferences

It is recommended that the following conferences be approved:

<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>
Heather Galinski	National Institute for Urban School Leaders at Harvard University Boston, MA Approved by: S. Falchi & S. Klimek Allotted: \$7,245.00 from Budget Code: A2070-400-00-0000 Substitute Required	July 24 – July 28, 2023

<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>
Rebecca Guerrero	National Institute for Urban School Leaders at Harvard University Boston, MA Approved by: S. Falchi & S. Klimek Allotted: \$7,095.00 from Budget Code: A2070-400-00-0000 Substitute Required	July 24 – July 28, 2023

<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>
Jennie Sikora	National Institute for Urban School Leaders at Harvard University Boston, MA Approved by: S. Falchi & S. Klimek Allotted: \$7,949.00 from Budget Code: A2070-400-00-0000	July 24 – July 28, 2023

	Substitute Required	
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<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>
Brent Dodge	National Institute for Urban School Leaders at Harvard University Boston, MA Approved by: S. Falchi & S. Klimek Allotted: \$7,949.00 from Budget Code: A2070-400-00-0000 Substitute Required	July 24 – July 28, 2023

<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>
Amy Eddy	The 7 th Annual Conference of the Reading League Syracuse, NY Approved by: M. Cotter & S. Falchi Allotted: \$499.00 from Budget Code: A2070-400-00-0000 Substitute Required	October 3-4, 2023

FOR INFORMATION:

Volume LVII

Report No. P – 24

SUBJECT:

Resignation

Security

It is recommended that the following resignation be accepted:

Danielle Morrissey

Security Monitor
District-Wide
Effective: May 17, 2023
Reason: Personal
Notification Received: May 5, 2023

FOR INFORMATION:

Volume LVII

Report No. P – 24

SUBJECT:

Resignation

Transportation

It is recommended that the following resignation be accepted:

Miguel Ortega

Bus Driver
Effective: May 20, 2023
Reason: Personal
Notification Received: May 9, 2023

FOR INFORMATION:

Volume LVII

Report No. P – 24

SUBJECT:

Resignation

Custodial/Maintenance

It is recommended that the following resignation be accepted:

May 23, 2023 – 7:00 p.m.

Regular Meeting

Michael Caputo

Cleaner
Watson Williams Elementary School
Effective: May 22, 2023
Reason: Personal
Notification Received: May 17, 2023

FOR INFORMATION:

Volume LVII

Report No. P – 24

SUBJECT:

Resignation

Food Service/Monitor

It is recommended that the following resignation be accepted:

Shirell Gamble

Monitor-Breakfast and Lunch Program
District-Wide
Effective: May 2, 2023
Reason: Relocating
Notification Received: April 7, 2023

FOR INFORMATION:

Volume LVII

Report No. P – 24

SUBJECT:

Resignation

Teacher Assistant

It is recommended that the following resignation be accepted:

Meghan Shaffer

Teacher Assistant – Special Education
Jefferson Elementary School
Effective: May 16, 2023
Reason: Personal
Notification Received: May 16, 2023

FOR INFORMATION:

Volume LVII

Report No. P – 24

SUBJECT:

Rescindment of Appointment

It is recommended that the following appointment be rescinded for the Elementary Education Summer School Program at Jefferson Elementary School from June 26, 2023 – July 7, 2023.

Mary Lou Kallies

Teacher – Jefferson Elementary School Summer Program
Effective: May 12, 2023
Reason: Personal
Notification Received: May 12, 2023

FOR INFORMATION:

Volume LVII

Report No. P – 24

SUBJECT:

Unpaid Leave of Absence

Teacher

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

Courtney Picente

Reading Teacher – Conkling Elementary
From: May 22, 2023
To: June 30, 2023
Reason: Personal
Notification Received: May 5, 2023

May 23, 2023 – 7:00 p.m.

Regular Meeting

FOR INFORMATION:

Volume LVII

Report No. P – 24

SUBJECT:

Unpaid Leaves of Absence Teacher Assistant

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

DeWanda Brooks

Teacher Assistant – Special Education
Hughes Elementary School
From: May 8, 2023
To: June 8, 2023
Reason: Medical
Notification Received: May 9, 2023

Savanna Magyar

Teacher Assistant – Special Education
Jefferson Elementary School
From: March 8, 2023
To: June 30, 2023
Reason: Medical
Notification Received: March 10, 2023

Candace Rizzo

Teacher Assistant – In House Suspension
General Herkimer Elementary School
From: April 19, 2023
To: June 8, 2023
Reason: Medical
Notification Received: May 11, 2023

Nicole Yaghy

Teacher Assistant – Library
General Herkimer Elementary School
From: May 8, 2023
To: June 30, 2023
Reason: Medical
Notification Received: May 3, 2023

FOR INFORMATION:

Volume LVII

Report No. P – 24

SUBJECT:

Unpaid Leave of Absence Food Service/Monitor

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

Delores Jadon

Monitor-Breakfast Program
Jones Elementary School – 5 hours per week
From: April 18, 2023
To: July 11, 2023
Reason: Medical
Notification Received: April 19, 2023

FOR INFORMATION:

Volume LVII

Report No. P – 24

SUBJECT:

Extension of Unpaid Leave of Absence Teacher

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

Kristen Joy

Special Education Teacher – Albany Elementary School
From: May 8, 2023
To: June 30, 2023
Reason: Personal
Notification Received: May 5, 2023

FOR INFORMATION:

Volume LVII

Report No. P – 24

SUBJECT:

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

It is recommended that the dates of the following unpaid leave of absence be changed as follows:

Vanessa Dingle

Teacher Assistant – Special Education
Jones Elementary School
From: December 12, 2022 – June 9, 2023
To: December 12, 2022 – May 5, 2023
Reason: Medical
Notification Received: April 24, 2023

FOR INFORMATION:

Volume LVII

Report No. CSE – 24

SUBJECT:**RECOMMENDATIONS OF THE COMMITTEE ON
SPECIAL EDUCATION**

The Board of Education approves the recommendations of the Committee on Special Education for placement and related services in the Utica City School District and/or other approved programs as follows:

IR = Initial Eligibility Determination

TR = Triennial (Re-evaluation) Review

AR = Annual Review

RR = Requested Review

AP = Administrative Placement

PR = Program Review

AMN = Amendment No Meeting

PR = Program Review

Y = Yes

N = No

Student code	Type of Meeting	Handicapping Condition	Recommended Program	Related Services	Results
Committee on Special Education Meeting Date: October 3, 2022					
ML9/6/2013MM	IR	LD	5:1/10 mo.	Y	Order a Sp./Lang. Eval.
BE11/23/2012EM	IR	LD	5:1/10 mo.	N	New Entry
Committee on Special Education Meeting Date: October 11, 2022					
WL8/16/2012OF	PR	LD	5:1/10mo.	Y	Add OT 1x30 wk.
Committee on Special Education Meeting Date: October 12, 2022					
HJ5/1/2016ZM	IR	LD	5:1/10 mo.	Y	Order an OT Eval.
MA11/19/2014SF	IR	LD	5:1/10 mo.	N	New Entry
HA10/7//2015GM	IR	LD	15:1/12mo.	Y	New Entry
MM8/20/2013WF	IR	LD	5:1/10 mo.	Y	New Entry
HM1/19/2015GM	IR	LD	5:1/10 mo.	Y	New Entry
BN12/8/2020	IR	LD	5:1/10 mo.	N	New Entry
Committee on Special Education Meeting Date: October 17, 2022					
BC12/8/2013AF	PR	OHI	12:1:1 mo.	Y	Ongoing
Committee on Special Education Meeting Date: November 14, 2022					
BJ4/17/2015FM	IR	OHI	5:1/10 mo.	Y	Order a Sp./Lang. Eval.
Committee on Special Education Meeting Date: December 7, 2022					
WD8/07/17HM	AR	SLI	15:1, 10 mo.	Y	Change Program
Committee on Special Education Meeting Date: December 12, 2022					
WZ6/8/2015DF	IR	LD	5:1/10 mo.	Y	New Entry
BT6/14/2016FM	IR	None	Sect. 504	N	New Entry
ML8/25/2012GF	IR				Ineligible
Committee on Special Education Meeting Date: December 15, 2022					
SB1/27/08JF	AP	LD	ICT MATH/ENG	Y	Transfer
Committee on Special Education Meeting Date: December 19, 2022					
AA6/21/16TM	AR	SLI	RS, 10 mo.	Y	Discontinue OT
AE11/22/14TM	AR	SLI	5:1, 10 mo.	Y	Ongoing
WM6/14/17TM	AR	SLI	RS, 10 mo.	Y	Order OT Eval.
Committee on Special Education Meeting Date: December 20, 2022					
HA12/1/2014IF	IR				Ineligible
MJ11/4/2013JM	IR	LD	5:1/10 mo.	N	Order: OT Eval./Sp. Screen
Committee on Special Education Meeting Date: December 20, 2022					
HN10/10/08TM	AR	AUT	12:1(3:1), 12 mo.	N	Change Program
Committee on Special Education Meeting Date: January 9, 2023					
WJ7/01/13AM	AR	LD	15:1, 10 mo.	Y	Ongoing

May 23, 2023 – 7:00 p.m.

Regular Meeting

HJ5/10/13BM	AR	SLI	15:1, 10 mo.	Y	Ongoing
HS10/22/12OF	AR	OHI	15:1, 10 mo.	Y	Ongoing

Committee on Special Education Meeting Date: January 10, 2023

AA5/16/12SM	AR	SLI	15:1, 10 mo.	Y	Ongoing
AT3/18/12SM	AR	OHI	15:1, 10 mo.	Y	Ongoing
HG5/12/13ZM	AR	OHI	15:1, 10 mo.	Y	Ongoing

Committee on Special Education Meeting Date: January 11, 2023

AY6/08/11WM	AR	SLI	12:1:1, 12 mo.	Y	Change Program
WA2/04/11OF	TR	OHI	15:1, 10 mo.	Y	Ongoing

Committee on Special Education Meeting Date: January 17, 2023

AAE09/12/06LM	TR/AR	LD	15:1, 10 mo.	Y	Add res.
WH05/03/06PM	TR/AR	LD	12:1:1, 10 mo.	N	Ongoing
MD12/12/05UM	TR/AR	LD	12:1:1, 10 mo.	N	Ongoing
WZ04/08/05CM	TR/AR	OHI	12:1:1, 10 mo.	N	Ongoing
AAD06/14/05JM	TR/AR	LD	12:1:1, 10 mo.	N	Ongoing
HI03/02/06MF	AR	LD	12:1:1, 10 mo.	N	Ongoing

Committee on Special Education Meeting Date: January 18, 2023

AAK10/18/07BM	AR	OHI	12:1:1, 10 mo.	N	Ongoing
AAM12/18/06JF	TR/AR	LD	12:1:1, 10 mo.	N	Ongoing
AAA06/03/06MM	AR	OHI	12:1:1, 10 mo.	N	Ongoing
AAK11/14/05BM	TR/AR	LD	15:1, 10 mo.	N	Ongoing
HT03/28/06FM	TR/AR	LD	15:1, 10 mo.	N	Drop Sp.

Committee on Special Education Meeting Date: January 18, 2023

WB2/13/15SF	AR	SLI	None	Y	Ongoing
WD3/02/12AM	AR	SLI	None	Y	Ongoing

Committee on Special Education Meeting Date: January 24, 2023

HR1/24/13ZF	IR	LD	15:1, 10 mo.	N	New Entry
AT4/28/17YM	AR	SLI	15:1, 10 mo.	Y	Ongoing
MZ5/16/14KF	AR	OHI	15:1, 12 mo.	Y	Added ESY
WA9/03/13AF	AR	AUT	15:1, 12 mo.	Y	Added ESY
AH9/19/14BM	AR	SLI	15:1, 12 mo.	Y	Ongoing
HJ9/02/14RM	AR	OHI	15:1, 12 mo.	Y	Ongoing
AN7/23/13KM	AR	OHI	15:1, 12 mo.	Y	Ongoing
BH12/21/12MM	TR	SLI	15:1, 12 mo.	Y	Added ESY

Committee on Special Education Meeting Date: January 24, 2023

BK4/1/213BF	IR	LD	5:1/10 mo.	Y	Order: OT Eval.
AM12/6/2011NF	IR	LD	5:1/10 mo.	N	Order: OT Screening

Committee on Special Education Meeting Date: January 25, 2023

HC3/31/23MF	AR	LD	15:1, 10 mo.	Y	Added ESY
HI4/16/14SF	AR	SLI	15:1, 10 mo.	Y	Added ESY
HD9/22/12SM	AR	LD	15:1, 10 mo.	Y	Ongoing

Committee on Special Education Meeting Date: January 27, 2023

AE5/12/2014NM	IR	LD	15:1/12 mo.	N	Order: Sp./Lang. Eval.
MT3/4/2014SM	IR	OHI	5:1/10 mo.	Y	
BS6/23/2013MM	IR	LD	5:1/10 mo.	Y	ESL/ENL Student
AE10/12/2013WM	IR	LD	5:1/10 mo.	Y	ESL
BK11/12/2015DM	IR	SLI	12:1:1/12 mo.	Y	Moved out of district

Committee on Special Education Meeting Date: February 1, 2023

AAD06/19/08BM	AR	OHI	15:1	N	Ongoing
HJ04/03/06CM	AR	LD	15:1	Y	Add res. room

Committee on Special Education Meeting Date: February 6, 2023

AB10/6/16WM	AR	AUT	SC 12:1:1	Y	Ongoing
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Committee on Special Education Meeting Date: February 10, 2023

BJ5/24/2013MM	TI	ID	5:1/mo.	Y	Ongoing
HBT 2/20/11WM	TI	OHI	5:1/mo.	Y	Ongoing
BC9/5/12TM	TI	OHI	15:1/2mo.	N	Ongoing

Committee on Special Education Meeting Date: February 14, 2023

GW5/15/17	AR	AUT	5:1, 10 mo.	Y	ADD 1:1 Aide
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Committee on Special Education Meeting Date: February 15, 2023

HP10/09/15LM	IR	SLI	None	Y	Change Program
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Committee on Special Education Meeting Date: February 28, 2023

CB12/8/13AF	AR	OHI	12:1:1	Y	Change Program
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Committee on Special Education Meeting Date: March 1, 2023

MM5/3/2012BF	RA	LD	5:1/mo.	N	Ongoing
MR12/8/2012HM	AR	LD	5:1/mo.	N	Ongoing
AE12/10/2010HF	AR	LD	5:1/mo.	N	Ongoing

Committee on Special Education Meeting Date: March 3, 2023

BN11/12/13PM	AR	LD	15:1, 12 mo.	Y	Ongoing
AJ9/22/16MM	AR	SLI	RS, 10 m.	Y	Ongoing

Committee on Special Education Meeting Date: March 10, 2023

AW1/27/08SM	IR	LD	ICT MATH	N	New Entry
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Committee on Special Education Meeting Date: March 13, 2023

NM2/16/12PF	IR	LD	5:1, 10 mo.	N	New Entry
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Committee on Special Education Meeting Date: March 23, 2023

JW6/3/05RM	AR	LD	SC 15:1 Eng./SS	N	Ongoing
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Committee on Special Education Meeting Date: March 23, 2023

HJ12/24/12SM	TR	SLI	5:1, 10 mo.	Y	New Entry
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Committee on Special Education Meeting Date: March 24, 2023

GW9/1/15GF	IR	LD	5:1, 10 mo.	Y	New Entry
GW9/1/15GF	AR	LD	5:1, 10 mo.	Y	Ongoing

Committee on Special Education Meeting Date: April 5, 2023

AS7/14/16WM	AR	SLI	15:1, 10 mo.	Y	Ongoing
WL9/10/12PM	AR	OHI	15:1, 10 mo.	Y	Ongoing

Committee on Special Education Meeting Date: April 17, 2023

AAO06/13/05BM	MD	LD	15:1, 10 mo.	Y	3-5 Program
HA09/13/06LF	MD	LD	15:1, 10 mo.	Y	3-5 Program
AAL08/31/07BF	MD	SLI	15:1, 10 mo.	Y	3-5 Program
AAJ05/18/08PF	MD	LD	12:1:1, 10 mo.	Y	3-5 Program
AAS10/02/08PF	MD	LD	12:1:1, 10 mo.	Y	3-5 Program

Committee on Special Education Meeting Date: April 18, 2023

WK02/06/09RM	MD	ED	8:1:1, 10 mo.	Y	HTUT
AAE03/11/09BM	MD	AU	15:1, 10 mo.	Y	HTUT

Committee on Special Education Meeting Date: April 19, 2023

AW5/4/18LM	CSE Trans				Ineligible
WJ10/30/18HF	CSE Trans				Ineligible
BA5/8/18WF	CSE Trans	SLI	RS, 10 mo.	Y	Sp. 2x30 min./wk.
BM6/1/18AM	CSE Trans	SLI	RS, 10 mo.	Y	Sp. 2x30 min./wk.; order OT & PT Evals.
HJC4/23/18RM	CSE Trans	AUT	RS, 10 mo.	Y	Sp. 2x30 min./wk.; OT 2x30 min./wk.; Order

					updated Psycho-educational Eval.
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Committee on Special Education Meeting Date: April 20, 2023

WA11/26/02CM	AR	ID	6:1:3.5, 12 mo.	N	Change Program
AD7/25/06LM	AR	AUT	6:1:3.5, 12 mo.	Y	Ongoing
WN9/23/10EM	AR	AUT	6:1:3.5, 12 mo.	Y	Ongoing
WH8/02/06AM	AR	OHI	6:1:3.5, 12 mo.	N	Ongoing
WS5/17/23TM	AR	ID	6:1:3.5, 12 mo.	Y	Ongoing
HA5/27/10GF	AR	AUT	6:1:3.5, 12 mo.	Y	Ongoing

Committee on Special Education Meeting Date: April 21, 2023

AAD08/15/05AF	MD	LD	5:1, 10 mo.	N	Ongoing
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Committee on Special Education Meeting Date: April 24, 2023

AAF08/18/09JM	MD	OHI	6:1:2, 10 mo.	N	Ongoing
AAN08/10/20MM	MD	LD	15:1, 10 mo.	N	Ongoing
HK07/20/10CM	MD	LD	15:1, 10 mo.	N	Chg. 15:1 to 8:1+1
WC10/07/10RM	MD	OHI	12:1:1 STEP, 10 mo.	Y	Add Couns. 2x30, mo.

Committee on Special Education Meeting Date: April 24, 2023

MA05/26/08JM	Pre-Pins	LD	15:1, 10 mo.	N	Ongoing
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Committee on Special Education Meeting Date: April 24, 2023

WN12/12/17CM	CSE Trans				Ineligible
WK7/30/18HM	CSE Trans	SLI	12:1(3:1), 10 mo.	Y	Sp. 2x30 min./wk.; OT 2x30 min./wk.; Couns. 2x30 min/mo.
HG4/11/18PM	CSE Trans	SLI	15:1, 10 mo.	Y	Sp. 3x30 min./wk.; OT x30 min./wk.; Small Bus
BS10/22/18BYM	CSE Trans	AUT	12:1(3:1), 10 mo.	Y	Sp. 3x30 min./wk.; OT 2x30 min./wk.; PT 2x30 min./wk.; Small Bus

Committee on Special Education Meeting Date: April 25, 2023

WD1/30/18VM	CSE Trans	SLI	RS, 10 mo.	Y	Sp. 1x30 min./wk.
HWR10/23/18OF	CSE Trans	SLI	15:1, 10 mo.	Y	Sp. 2x30 min./wk.; OT 2x30 min./wk.
WT9/4/18MM	CSE Trans	SLI	RS, 10 mo.	Y	Sp. 2x30 min./wk.; Parent indicated intent to home school for 23-24
BK10/30/18SM	CSE Trans	OHI	8:1:1, 10 mo.	N	Small Bus
WA7/11/18FF	CSE Trans	SLI	12:1(3:1), 10 mo.	Y	Sp. 2x30 min./wk.; OT 2x30 min./wk.; PT 2x30 min./wk.; Small Bus w/harness

Committee on Special Education Meeting Date: April 26, 2023

HC04/29/05CM	MD	LD	12:1:1, 10 mo.	N	Ongoing
HE07/20/08TM	MD	LD	5:1, 10 mo.	Y	3-5 Program
WA03/05/06CF	MD	LD	15:1, 10 mo.	Y	3-5 Program
HA03/23/09SM	MD	AU	12:1:1, 10 mo.	N	Ongoing

Committee on Special Education Meeting Date: April 27, 2023

BZ12/22/15MM	IR/AR	OHI	5:1, 10 mo.	Y	New Entry
WD12/26/11AM	IR				Ineligible

Committee on Special Education Meeting Date: May 1, 2023

AAY05/21/05LM	MD	OHI	12:1:1, 10 mo.	Y	Add 3-5 Program
WJ07/13/06BM	MD	LD	15:1, 10 mo.	Y	Add 3-5 Program

WN05/11/10KF	MD	OHI	15:1, 10 mo.	N	Ongoing
MA12/09/09PM	MD	LD	15:1, 10 mo.	Y	Add Couns. 2x30 min./mo.
HK08/08/05HF	MD	LD	15:1, 10 mo.	N	Discontinue 15:1 soc. studies
HD11/12/13MF	IR	LD	15:1, 10 mo.	N	Ongoing

Committee on Special Education Meeting Date: May 3, 2023

AAJ09/26/07FM	MD	LD	15:1	Y	Add Home Tutoring
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Committee on Special Education Meeting Date: May 3, 2023

BD6/4/18BM	CSE Trans	SLI	12:1(3:1), 10 mo.	Y	App. to BOCES 8:1+2; Sp. 2x30 min./wk.; OT 2x30 min./wk.; Couns. 2x30 min./mo.; Small Bus
HJ8/18/18GM	CSE Trans	SLI	12:1:1, 10 mo.	Y	Sp. 3x30 min./wk.; OT 2x30 min./wk.; Small Bus
BA9/13/18MAM	CSE Trans	OHI	12:1(3:1), 10 mo.	Y	Sp. 3x30 min./wk.; OT 2x30 min./wk.; PT 2x30 min./wk.; Small Bus
BJ7/6/18JM	CSE Trans	SLI	15:1, 10 mo.	Y	Sp. 2x30 min./wk.; Couns. 2x30 min./mo.
BA4/24/18RF	CSE Trans	SLI	15:1, 10 mo.	Y	Sp. 2x30 min./wk.; PT 2x30 min./wk.; Couns. 2x30 min./mo.; Small Bus

Committee on Special Education Meeting Date: May 4, 2023

AAD03/11/23RM	MD	None	Sect. 504	N	Ongoing
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Committee on Special Education Meeting Date: May 9, 2023

AAE05/08/09GF	MD	ID	12:1:1 STEP, 10 mo.	N	Ongoing
AAJ02/20/09WM	MD	ED	BOCES 6:1:2	N	Ongoing
AAJ03/24/10AM	PR	OHI	15:1, 10 mo.	Y	Add Couns. 1x30 min./mo.

Committee on Special Education Meeting Date: May 10, 2023

AAA11/25/07PF	MD	LD	12:1:1	Y	Add 3-5 Program
WB01/10/07CM	MD	LD	15:1	Y	Add 3-5 Program

FOR INFORMATION:

Volume LVII

Report No. CPSE – 25

SUBJECT:**RECOMMENDATIONS OF THE COMMITTEE ON
PRESCHOOL SPECIAL EDUCATION**

The Board of Education approves the recommendations of the Committee on Preschool Special Education for placement and related services in the Utica City School District and/or other approved programs as follows:

IR = Initial Eligibility Determination TR = Triennial (Re-evaluation) Review AR = Annual Review
 AP = Administrative Placement RR = Requested Review/Program Review
 AMN = Amendment No Meeting MD = Manifestation Determination Y = Yes
 Transfer – PSWD w/current IEP entering from another District N = No

Student code	Type of Meeting	Handicapping Condition	Recommended Program	Related Services	Results
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Committee on Preschool Special Education Meeting Date: April 19, 2023

AW5/4/18LM	CPSE/CSE	PSWD	SEIS, 10 mo.	Y	Refer to CSE
WJ10/30/18HF	CPSE/CSE	PSWD	SEIS, 10 mo.	Y	Refer to CSE
BA5/8/18WF	CPSE/CSE	PSWD	SEIS, 10 mo.	Y	Refer to CSE
BM6/1/18AM	CPSE/CSE	PSWD	SEIS, 10 mo.	Y	Refer to CSE
HJC4/23/18RM	CPSE/CSE	PSWD	SEIS, 10 mo.	Y	Refer to CSE

Committee on Preschool Special Education Meeting Date: April 24, 2023

WN12/12/17CM	CPSE/CSE	PSWD	SEIS, 10 mo.	Y	Refer to CSE
WK7/30/18HM	CPSE/CSE	PSWD	SEIS, 12 mo.	Y	Add ESY; Refer to CSE
HG4/11/18PM	CPSE/CSE	PSWD	RS, 10 mo.	Y	Refer to CSE
BS10/22/18BYM	CPSE/CSE	PSWD	SEIS, 10 mo.	Y	Refer to CSE

Committee on Preschool Special Education Meeting Date: April 25, 2023

WD1/30/18VM	CPSE/CSE	PSWD	RS, 12 mo.	Y	Add ESY; Refer to CSE
HWR10/23/18OF	CPSE/CSE	PSWD	RS, 12 mo.	Y	Add ESY; Refer to CSE
WT9/4/18MM	CPSE/CSE	PSWD	RS, 12 mo.	Y	Add ESY; Refer to CSE
BK10/30/18SM	CPSE/CSE	PSWD	SEIS, 12 mo.	N	Add ESY; Refer to CSE
WA7/11/18FF	CPSE/CSE	PSWD	SEIS, 12 mo.	Y	Add ESY; Refer to CSE

Committee on Preschool Special Education Meeting Date: April 26, 2023

WH1/21/19HF	PR	PSWD	6:1+3, 12 mo.	Y	Add ESY
BHH4/19/18DGM	IR				Ineligible
HWL5/25/19MM	IR	PSWD	SEIS, 12 mo.	Y	New Entry; Add ESY; on 9:1+3 wait list for summer & Fall
BHK7/18/19HM	PR	PSWD	RS, 12 mo.	Y	Add ESY
HG9/15/18LM	IR	PSWD	RS, 12 mo.	Y	New Entry; Add ESY
BD6/28/18SM	IR				Ineligible
BC1/13/19MM	PR	PSWD	9:1+3, 10 mo.	Y	Add OT 2x30 min./wk. ind. and add PT 2x30 min./wk. ind.
HM12/7/18AF	IR	PSWD	SEIS, 12 mo.	Y	New Entry; Add ESY; on 6:1+3 wait list for summer & Fall

Committee on Preschool Special Education Meeting Date: May 2, 2023

BJ11/19/19PM	PR	PSWD	SEIS, 12 mo.	Y	Add ESY; remains on 9:1+3 wait list
WE12/15/19CF	PR	PSWD	SEIS, 12 mo.	Y	Add ESY; 6:1+3 program starts Summer

May 23, 2023 – 7:00 p.m.

Regular Meeting

BS4/24/19MF	PR	PSWD	9:1+3, 12 mo.	Y	Add ESY
WR6/11/20CM	IR	PSWD	6:1+3, 10 mo.	Y	New Entry; Add ESY
BM5/5/20HM	IR	PSWD	SEIS, 10 mo.	Y	New Entry; on 9:1+3 wait list
WA5/13/20TF	IR	PSWD	RS, 10 mo.	Y	New Entry
HL11/21/18PM	IR	PSWD	SEIS, 12 mo.	Y	New Entry; Add ESY

Committee on Preschool Special Education Meeting Date: May 3, 2023

BD6/4/18BM	CPSE/CSE	PSWD	9:1+3, 12 mo.	Y	Add ESY; Refer to CSE
HJ8/18/18GM	CPSE/CSE	PSWD	9:1+3, 12 mo.	Y	Add ESY; Refer to CSE
BA9/13/18MAM	CPSE/CSE	PSWD	9:1+3, 12 mo.	Y	Add ESY; Refer to CSE
BJ7/6/18JM	CPSE/CSE	PSWD	9:1+3, 12 mo.	Y	Add ESY; Refer to CSE
BA4/24/18RF	CPSE/CSE	PSWD	9:1+3, 12 mo.	Y	Add ESY; Refer to CSE

Committee on Preschool Special Education Meeting Date: May 9, 2023

WB9/6/19CM	AR	PSWD	9:1+3, 10 mo.	Y	Ongoing
AS9/4/19GM	AR	PSWD	9:1+3, 10 mo.	Y	ESY was recommended – parent declined
BH3/13/19HM	AR	PSWD	9:1+3, 10 mo.	Y	Ongoing
HM8/14/19LF	AR	PSWD	9:1+3, 10 mo.	Y	Ongoing
WH6/6/20MM	IR	PSWD	9:1+3, 10 mo.	Y	New Entry; EI continues through 8/31/23
BI5/27/20NF	IR	PSWD	9:1+3, 10 mo.	Y	New Entry; EI continues through 8/31/23
BHB11/4/19OM	PR	PSWD	SEIS, 10 mo.	Y	Add OT 2x30 min./wk. ind.
BS5/19/20AF	IR	PSWD	SEIS, 10 mo.	Y	New Entry; EI continues through 8/31/23; on 9:1+3 wait list
BWH12/18/18RF	PR	PSWD	RS, 12 mo.	Y	Add ESY

Mr. Cardillo made a motion to approve the Consent Agenda and seconded by Mr. Testa.

There being no further discussion, **motion approved 7-0.**

THIS CONCLUDES THE CONSENT AGENDA.

FOR ACTION:

Volume LVII

Report No. S – 208

SUBJECT:

Modification of the Utica City School District's Fund for Academics, the Arts, and Athletics with the Community Foundation

Authorization is requested of the Board of Education to approve and adopt the Utica City School District's request to modify the investment option of the Utica City School District's Fund for Academics, the Arts, and Athletics with the Community Foundation.

Mr. Testa made a motion and it was seconded by Mrs. Padula.

Mr. Dawes: Yea I just need some clarification I read it I read in the packet I am not sure I understood it. Can it be explained?

President Hobika, Jr.: Sure, so we had a meeting with the Community Foundation we had five hundred and something thousand dollars sitting in an account. It wasn't invested for oh I don't know 7 or 8 years maybe longer. Was it longer than that Heather? Yeah, a really long time. So instead of having a couple million dollars in there we had the same amount basically with a half of percent or one percent or so. We're making an adjustment and Heather maybe you could address that.

Ms. Mowat: So, Haley, our treasurer is here. Haley, do you want address that?

Ms. Lallier: Hello, I am sorry, can you guys repeat the question?

Mr. Dawes: Yes, Haley I just need clarification on what we're doing with that fund.

Ms. Lallier: Yeah, so it was sitting in a money market. It just wasn't making as much money as it could be. So, we had a meeting with the Community Foundation, Heather sat in on that, their CFO, President and Strategy Instructor. We talked about what the goals were for the school district with that money. Based on that, we picked the safest investment pool and that's what's in the packet right now.

Mr. Dawes: Ok my concern with that is that money, if I'm not mistaken, was the money from Mr. D'Alessandro and money from Pepsi. Those funds were designated for athletics and Mr. D'Alessandro's for the stadium specifically. We aren't changing any of that right?

Ms. Lallier: No, we still have to show proof when we want to spend that money that that's what we spent it on and at that time they will hand that money over to us.

Mr. Dawes: Ok, that was my concern in reading this I wasn't sure if you were changing any of that.

Ms. Lallier: No, none of that has changed.

Mr. Dawes: My reason for that is because down the road, the stadium's going to need a new field again.

President Hobika, Jr: Sign?

Mr. Paul: A new sign?

Mr. Dawes: We can do a new sign. I'd be happy to do a new sign

President Hobika, Jr.: We just did one last year.

Mr. Dawes: We got a scoreboard with the D'Alessandro name on it.

President Hobika, Jr.: It also includes art that you can use that money for.

Ms. Lallier: Yes, that is correct.

Mr. Dawes: The what? I am sorry.

Ms. Lallier: Art and it includes money for the Athletics. It's up to the Board how to spend that.

Ms. Padula: Well right now we are just investing it.

President Hobika, Jr.: Any other questions if not, do we need a roll call vote?

Mr. Dawes: No.

May 23, 2023 – 7:00 p.m.

Regular Meeting

There being no further discussion, **motion approved 7-0.**

<u>FOR ACTION:</u>	Volume LVII	Report No. P – 23
SUBJECT:	Appointments	Teacher

It is recommended that the following appointments be approved for the 2023-2024 school year:

Elementary ELA AIS Facilitator/Instructional Data Coach:

Albany Elementary (1.0)	Teresa Lynch
Columbus Elementary (1.0)	Stephanie Graham
Conkling Elementary (1.0)	Savannah Leo
General Herkimer Elementary (1.0)	Heather Delia
Hughes Elementary (.5)	Cassidy Dobrzenski
Jefferson Elementary (1.0)	Joya Spina
Jones Elementary (1.0)	Melissa Sawanec
Kernan Elementary (1.0)	Erica Sbarra
Watson Williams Elementary (1.0)	Lisa Hyatt

Mr. Testa made a motion and it was seconded by Mrs. Padula.

There being no further discussion; motion passes 6-0. (Mr. Dawes – Abstain)

<u>FOR ACTION:</u>	Volume LVII	Report No. P – 23
SUBJECT:	Appointments	Extra-Curricular

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

Christine Golden	Key Club Co-Advisor (with Amy Barok) Proctor High School Effective: 2023-2024 School Year
Karen Gavigan	Mock Trial Advisor Proctor High School Effective: 2023-2024 School Year
Frank Robertello	Model U.N. Advisor Proctor High School

Effective: 2023-2024 School Year

Brandy Cubino

Future Educators of America Advisor
Proctor High School
Effective: 2023-2024 School Year

Deborah Pedersen

Future Business Leaders of America Advisor
Proctor High School
Effective: 2023-2024 School Year

Christina Hopkins

Art Advisor
Proctor High School
Effective: 2023-2024 School Year

Kylie Marraffa

Best Buddies Club Advisor
Proctor High School
Effective: 2023-2024 School Year

Stacy Dawes

Colgate Seminar Advisor
Proctor High School
Effective: 2023-2024 School Year

Mr. Testa made a motion and it was seconded by Mrs. Padula.

There being no further discussion; motion passes 6-0. (Mr. Dawes – Abstain)

THIS CONCLUDED THE SUPERINTENDENT’S REPORT.

Reports of the Special Committees

BOCES Report – President Joseph Hobika, Jr.

Nothing to report this month.

Audit/Finance/Grant/Insurance Committee – Donald Dawes/Joseph Hobika, Jr./Tennille Knoop

President Hobika, Jr.: We had a meeting last week. Maybe Heather can touch on a few things that we are adjusting now.

Ms. Mowat: Yes, so I got you a memo on the purchasing policy, we had to make a little bit of change on that from what you approved at your last meeting. It was just a clerical error. So that's one of the things you're looking at tonight. We talked a little bit where the District stands with their fund balance, what might be expected coming up this year for next year. Just apprising the committee that one of the findings in your previous audit that a corrective action plan is pretty much necessary due to your excessive fund balance. We did a little discussion on that. We also discussed and Andre was unable to be there, but some of the federal awards that you have received all their past couple of years and how we need to make sure those awards are spent timely. We talked a little bit about something else that was in your packet, a memo on the 26 versus 27 payroll periods the Gregorian calendar every eleven years. We had a little problem with that, and since there's been so much transition, one of our payroll clerks actually brought it up. I'm very proud of her. She saw it, she noticed it before that became a real issue for a lot of our employees. So, I'm very proud of her. We talked about budget transfers.

President Hobika, Jr.: You're talking about budget transfers? What do you mean?

Ms. Mowat: What do I mean? Well so, part of what I've been doing is taking a look at where your current state is. Your current state is the first thing you want to do when you start a new job. Before you start applying any kind of opinion or analysis. One of the things I was surprised by was the amount of overages in budget lines, some by quite a bit. I went back through some of your Board minutes to see when was the last time you had approved any transfers. You may be aware that any transfer over \$2,500 is required to come to this Board prior to approval, or prior to spending that money, prior. A lot of school districts, they wait till the end of the year and clear up overages. But that's not what your policy says. So, in the next couple of months I'll be coming to you with quite a few budget transfers. But I'm not just going to come to you and ask you to move money. I want to understand why that event took place. Why did those accounts go over? Some of them are very explainable. I'm not sure why budget transfers didn't happen. I know that at the end of last year there were several million dollars in budget transfers that took place within the system but were not brought to your attention. Tonight, is the first budget transfer that I think many of you have seen or will be voting on. It's a prospective, not respective budget transfer. This is one; our Buildings and Grounds department requires some equipment and some bleachers, I believe, at Donovan. We have the funds available in our health care account. So, I'm asking your consideration on that tonight. I did work with Mike on that to make sure and Vinny to make sure that that was done appropriately. Also, I brought to the committee's attention that appears that you haven't actually officially hired an auditor over the past couple of years, that is a Board requirement. It's usually done at your organizational meeting in July. I went back through the past couple of years of minutes and did not see where you appointed your external financial statement auditor. So, I did bring that to the committee's attention. I talked to the committee about going out to RFP. It's rather late in the season to do that. But I was surprised that I don't know that that has happened in recent memory. So, the committee concurred that we should go out for RFP. It took me a little bit to get it written. It's kind of a complicated RFP to write. There aren't huge amount of firms that do this kind of work, especially for school districts our size. So, we want to make sure we get someone who's credentialed appropriately and has the background to meet our regulations. That's something I did talk to the committee about. Part of my goal is to make sure that I meet your expectations, I meet your regulations and all your policies. Last, we'll be meeting again as a committee to talk about that budget transfer policy we have if \$2,500 is too low, as we know, we legislate basically here once a month. So, what happens in those cases where there's a \$10,000 emergency purchase, you know do we not make it? I don't think that's necessarily your goal, but how do we go about that procedure and follow policy? It's been quite a three weeks here. It's been great. The staff has been warm and welcoming. I'm just going to continue working along. I don't know if you have any questions for me.

President Hobika, Jr.: So, Heather you're going to come back to us with the budget transfers that have to be made correct?

Ms. Mowat: Yes.

President Hobika, Jr.: And you'll identify the ones from 21-22 as well so we know?

Ms. Mowat: I can do that. I looked at it the other day. So, I saw a big entry that was made at the end of the year.

President Hobika, Jr.: And then the other thing at some point is we have our purchasing agent now, right? So, I know you have so many things on your plate, but at some point, we're going to be dealing with the purchasing process and inventory control, correct?

Ms. Mowat: Yes, we've already started, as I did an e-mail. I'm sure you've all read it. It's the first time we're posting RFP's on our website, which is pretty exciting for transparency and accountability for the public. Of course, we always have legal notices, but this just gives an extra layer of the people that may be able to participate. We do have a new purchasing agent. So, she did her first memo, it's in your packet this month. So, she was pretty excited. She's kind of learning her job. We're isolating anything that comes across my desk we're taking a look at. Mike and I worked on a couple of things today that hadn't been looked at in the past, I think by our office and so we're going to continue to do that, just try to be as efficient as we can and as economical as we can and make sure that there's transparency and accountability for every dollar that leaves this building.

President Hobika, Jr.: Was there some adjustment that was made to time and attendance to the system itself?

Ms. Mowat: So, payroll last week became very critical that we almost couldn't make payroll and not make payroll that there wasn't money to make payroll, but because the proper approvals weren't being done within the system. We found that no fraud, while at least you don't think there was any fraud, but what we found was that certain people were signing off when they didn't have the rights to sign off to certain payroll, hours and time and attendance. We take that very seriously. We're working with MORIC and BOCES to make sure that we do this properly, that the right people have the right approvals. Often people that when they clock in or clock out the fingers don't work or they just forget, we are all humans. But that's all part of our job is to make sure that things are done correctly. So, we're going to continue on that path to make sure that people are paid appropriately and timely and we followed the system.

President Hobika, Jr.: Well, I just want to say I'm very thankful for your diligence and your efforts along with all of the chiefs that have been working on stuff with you, thank you.

Mr. Testa: I just want to thank you and I know you'll do a great job.

Capital Projects/Buildings & Grounds/Health & Safety Committee – Danielle Padula/Donald Dawes/David Testa

Nothing to report this month.

PEAC Committee – Donald Dawes/Robert Cardillo/James Paul

Nothing to report this month.

Channel 3/Communications/Fine Arts – Tennille Knoop/David Testa/Danielle Padula

Nothing to report this month.

Policy Committee – Tennille Knoop/Robert Cardillo/Joseph Hobika, Jr.

Nothing to report this month.

Diversity/Community Outreach – Danielle Padula/James Paul/Robert Cardillo

Nothing to report this month.

Personnel/Instruction & Professional Development – Joseph Hobika, Jr./Tennille Knoop/James Paul

Nothing to report this month.

Citizen Advisory/Code of Conduct – James Paul/Danielle Padula/Robert Cardillo

Nothing to report this month.

Financial Report

Budget Status Report – Haylee Lallier, Treasurer

Ms. Lallier: No change this month with the city tax payment, we haven't received it yet. For the payments received through the end of April, the current amounts for tax collection are for the 20-21 school year around \$312,000, for the 21-22 school year around \$837,000, and for the 22-23 school year around \$1,765,000. Are there any questions?

President Hobika, Jr.: I think my questions were addressed previously. Thank you.

Internal Auditor Report – Paris Rich, Internal Auditor

Mr. Rich: Good evening. Congratulations to Mr. Cooper and Mr. Hobika. Looking at the report, I balanced all three extra classroom checking accounts. I made sure all the checks that came in through the mail were applied to the accounting system. I started to work on a New York State sales tax. I audited the May 5th payroll, not the last one, which she said had problems. And with that I had substitutes and teachers. Teachers I got cards. Substitutes. there's a sheet. There was buildings and grounds, a few special education, bus drivers, bus monitors, securities, TA's and few trades. All cards had correct hours, code, and signature. I found no problems.

President Hobika, Jr.: Excellent. Thank you. Thanks for your fine work, Paris.

Approval of Minutes

Mr. Cardillo made a motion to approve the following minutes; seconded by Mr. Testa

- April 25, 2023 – Special Meeting
- April 25, 2023 – Regular Meeting

There being no further discussion; **motion carried 7-0.**

Adjournment

Mr. Testa made a motion to adjourn the May 23, 2023, Regular Meeting; seconded by Mrs. Padula.

The May Meeting was adjourned at 8:04 p.m.

There being no further discussion; **motion carried 7-0.**

Respectfully transcribed and submitted,

STEPHANIE LYNESS
Assistant Board Clerk