

**BOARD OF EDUCATION
UTICA CITY SCHOOL DISTRICT
REGULAR MEETING – APRIL 15, 2024 – 7:00 P.M.
Administration Building – 929 York Street – Kernan School**

BOARD MEMBERS PRESENT: Joseph H. Hobika Jr, Presiding; Danielle Padula, Tennille Knoop, James Paul, Jason Cooper

BOARD MEMBERS ABSENT: Donald Dawes and Robert Cardillo

STUDENT REPRESENTATIVE: Kler Kler Gay Moo

ADMINISTRATORS PRESENT: Dr. Kathleen Davis, Interim Superintendent, Joseph Shields, Esq., Steve Falchi, Mike Ferraro, Sara Klimek, Rex Gremer, Pam Smoulcey, Judeanne Rockford, Heather Mowat, Kathy Hughes



**Public Comment to the Board of Education
None**



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

President Hobika, Jr: Is Andre here? Why don't you step up to the podium for a minute? I know you're not prepared for this but a little birdie told me today was a momentous day and I was wondering if you could enlighten us a little bit. What was today by the way?

Mr. Paradis: Today was my first day at school. It was a great day. I think Proctor has a lot to be proud of and I think that's one of the biggest reasons I walked into Dr Davis's office one day and I said let's have a conversation, I think I want to go to Proctor and she thought I was joking. She's like you can't, why are you doing this to me, don't do this to me. I said no I think it's with reason and you're going to see that tonight. We have several of our clubs presenting. Our youth in Utica do a lot of amazing things. I think the district and the building has been through a lot. Mr. Szczesniak has done a phenomenal job caring for what was supposed to have been 2 months turned into 16 months of caring for the building and staff. I think Proctor, our students, our staff, they deserve consistency. They deserve people that want to be there and support them, that staff wants to be there, kids want to be there. I'm just happy and lucky enough to be the one that gets to lead them through it. Tonight, when they do their presentations you'll see all the great things that we actually go through and do. It's a phenomenal place and I couldn't be happier where I am right now.



Presentations

Andre Paradis, Proctor Principal, High School Clubs – Drama Club, Key Club, Art Club, and Environmental Science Club

Mr. Paradis introduced representatives from each of the clubs.

Questions from the Board Members:

Mrs. Knoop: You guys do a phenomenal job. Thank you for everything that you do.

President Hobika, Jr.: I know this is hard to believe but I was a member of the drama club at UFA when I was in high school. Not only that, but I was the stage manager for actually a performance that was held at the Concorde Hotel, when we sang a rock opera that was written by the students down there, it is a true story.

Mr. Paradis: Two things you need to know right now; Utica City School Districts art is being displayed at the Utica Public Library for the month of April. The reception is Thursday but you can see our students in Utica, all their artwork is at the public library for this month. The Annual Art Show is Saturday, May 18th 11:00 to 3:00 at Proctor.

Mrs. Knoop: I just wanted to add one thing too. I just want to piggyback on what our new principal at Proctor said to why we have these every month and why the Board wants to highlight it. It's because there's so many different and unique clubs and organizations that go on in our high schools and our middle schools and our elementary schools. We have 10,000 students, so the amount of endeavors that go on, it's really hard to always stay on top of that. We can be on communication 24/7 and you still can't show everything that goes on in this district and the way that it touches the students. So, I think that's the point so everybody knows why we try to bring everybody here and let them highlight somethings is because even if we brought you guys here twice a month for all our Board meetings and for everything we still wouldn't get it all in because there's so many great things that happen. It wouldn't happen without all of our students being excited, without all the staff that goes out and recruit all these students, with students, with the presidents of these clubs that have continued to go to the next generation that's coming up. I just want to say thank you all for everything that you do and for bringing in the students and to all our district and staff that continually help and support these clubs and comes up with new ideas. Thank you to the Board for always wanting to highlight these things so everybody else out there can get an opportunity to see what goes on inside of our schools.

Patrick Longo, Member Relations Manager, New York State School Boards Association – “Champions of Change” banner awarded to the Utica City School District by NYSSBA in recognition of the school district’s Homeless Student Initiatives

Mr. Longo presented the district with a banner in recognition of the school district’s homeless student initiatives.

Questions from the Board Members:

None.



Announcements/Reports

Student Representative Report – Kler Kler Gay Moo

Kler Kler Gay Moo presented a Student Representative Report to the Board of Education for April 2024.

Questions from the Board Members:

Mrs. Padula: Thank you. Kler does so much. He is always at Cinderella’s Closet, then he goes to work and finds a way to come back. He is just everywhere, so we really appreciate you taking time to give us an update and checking in.

President Hobika, Jr.: Thank you very much Kler.

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

Mr. Rogowski from the UTA presented an update for April 2024.

Questions from the Board Members:

None.

Superintendent Update

Dr. Davis: Just a couple things, we have a budget hearing coming up on May 7th which we’ll be going over our three-part budget. The newsletter has gone out, it's on our website and we encourage everybody to visit the website. I'd also like to welcome Rex Gremer to the table. For those of you have not met him, Rex will be the new Chief Accountability Officer, taking Andre's position in central office, so welcome aboard. I do want to put a shout out to Gary Harvey. I met with him upon my arrival and he promised to come and meet with students and really provide a comprehensive option for students in the career options for DOT, and he had done a wonderful job. I also want to thank the UPD for taking time out of their busy schedule to come and play. It was an exciting game to see. There were wonderful shots, Mr. Cooper kept us on the edge of our chair, so thank you for that.



Student Discipline

Student #1

WHEREAS, an appeal of the decision of the Superintendent of Schools regarding student discipline was made to the Board of Education in accordance with Section 3214 of the NY Education Law; and

WHEREAS, the Board of Education duly considered the arguments made in support of the appeal and fully reviewed the record of the matter in light of said arguments.

NOW, THEREFORE, IT IS HERBY RESOLVED THAT, the disciplinary action imposed by the Superintendent of Schools is upheld: the Board finds competent and substantial evidence the student engaged in the charged misconduct, and deems the penalty imposed appropriate given the nature of the misconduct and the anecdotal evidenced in the record.

Mr. Cooper made a motion and it was seconded by Mr. Paul

President Hobika, Jr. asked for a voice vote.

President Hobika, Jr.	YES
Danielle Padula	YES
Tennille Knoop	YES
James Paul	NO
Jason Cooper	YES

There being no further discussion; **motion passes 4-1.**

Superintendent's Report

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:

Mrs. Knoop	S – 344 Application for Extended Field Trip Proctor High School
Mrs. Knoop	P – 37 Involuntary Transfer

Dr. Davis, Interim Superintendent presented the Superintendent's Report dated April 15, 2024 to the Board of Education for approval with the following modification:

B – 72 Budget Transfer – Outside Legal Services – CORRECTION

FOR ACTION

S – 325	Resolution for Kimberly Adorino	3
S – 326	Resolution – Bid for Lease of Student Transportation Vehicles	4
S – 327	Resolution – RFPs for General Student Transportation Services	5
S – 328	Resolution Approving Inspection and Testing Services – Capital Improvement Projects	6 – 7
S – 329	Creation of Position – Office Specialist	
S – 330	Employment Agreement between the Utica City School District and Lisa Putnam, Part-time CSE Chairperson	8
S – 331	Appointment of Additional Election Stand-By Inspectors	8
S – 332	Service Agreement between the Utica City School District and First Consulting, Inc.	8
S – 333	Agreement for Third Party Administration Services between the Utica City School District and NCAComp, Inc.	8
S – 334	Agreement between the Utica City School District and SUNY Polytechnic Institute for Use of Facilities	9
S – 335	Affiliation Agreement between the Utica City School District and University of Buffalo	9
S – 336	Affiliation Agreement between the Utica City School District and Mohawk Valley Community College	9
S – 337	Agreement between the Utica City School District and the City of Utica (Pixley Park)	9
S – 338	Agreement between the Utica City School District and the American Institutes for Research (AIR)	9
S – 339	Application for Grant – 2024 Title III ELL Amendment	10
S – 340	Application for Grant – 2024 Title I School Improvement Grant (SIG) Planning	10
S – 341	Request for Funding from the Community Foundation of Herkimer and Oneida Counties, Inc.	11
S – 342	Donation of CPR Kits from the American Heath Association in partnership with Adirondack Bank	11
S – 343	Donation from A&P Images	11
S – 344	Extended Field Trip – Proctor	11

FOR ACTION

B – 70	Budget Transfer – Internal Risk Assessment	12
B – 71	Budget Transfer – External Audit	13
B – 72	Budget Transfer – Outside Legal Services - CORRECTION	14
B – 73	Budget Transfer – Architectural/Engineering	15
B – 74	Budget Transfer – Special Aid Transfer	16
B – 75	Disposal of Obsolete Vehicles	17
B – 76	Disposal of Obsolete Technology Equipment	17

FOR ACTION

P – 36	Abandonment of Position	18
	Resignation	18
	Changes of Assignment	18 – 19
	Unpaid Leave of Absence	19
	Resolution for Probationary Appointments	20 – 23
	Resolution for Per Diem Substitutes	23
	Appointments	24 – 27
	Conferences	28

FOR INFORMATION

P – 37	Resignations	29
	Involuntary Transfer	29
	Changes of Status	30 – 31
	Unpaid Leaves of Absence	32

MOTION FROM THE FLOOR

S – 345	Resolution – Ratifying Collective Bargaining Agreement	33
---------	--	----

DRAFT

FOR ACTION:

Volume LVIII

Report No. S – 325

SUBJECT:

Resolution for Kimberly Adorino

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

**RESOLUTION FOR KIMBERLY ADORINO
FORMER UTICA CITY SCHOOL DISTRICT EMPLOYEE**

The Board of Education of the Utica City School District records with sorrow the passing of former employee Kimberly Adorino. Ms. Adorino was a teacher in the Utica City School District for over 15 years. She enthusiastically expressed a profound fondness for her students, passionately nurturing their self-esteem both inside and outside the classroom before retiring in 2019.

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

Date: April 15, 2024

Kathy Hughes, District Clerk
Utica City School District

FOR ACTION:

Volume LVIII

Report No. S – 326

SUBJECT:

Resolution

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

RESOLUTION

At a meeting of the Board of Education of the Utica City School District, held on April 15, 2024;

The meeting was called to order by Joseph Hobika, Jr., President of the Board of Education, and upon roll call, the following members were:

PRESENT:

ABSENT:

OTHERS ALSO PRESENT:

The following Resolution was offered by _____, and seconded by _____.

WHEREAS, the School District issued a competitive bid for the lease of student transportation vehicles for the 2024-25 school year ("2024-25 Vehicle Lease Bid") on or about January 18, 2024; and

WHEREAS, Durham School Services was the lowest responsive and responsible bidder for said 2024-25 Vehicle Lease Bid; and

WHEREAS, the Board of Education desires to contract with Durham School Services for the lease of vehicles pursuant to the 2024-25 Vehicle Lease Bid.

NOW, THEREFORE, BE IT RESOLVED that:

1. Durham School Services is hereby awarded the 2024-25 Vehicle Lease Bid. The Interim Superintendent or her designee is authorized and directed to execute an agreement in connection with said bid in a form approved by the School District's legal counsel and Administration.
2. This Resolution shall take effect immediately.

The question of the adoption of the foregoing Resolution was duly put to a vote, which resulted as follows:

AYES: _____ NAYS: _____

The Resolution was thereupon declared adopted.

Dated: April 15, 2024

Kathy Hughes, District Clerk
Utica City School District

FOR ACTION:

Volume LVIII

Report No. S – 327

SUBJECT:

Resolution

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

RESOLUTION

WHEREAS, the Utica City School District (the "School District") is authorized by Section 305(14) of the Education Law to award transportation contracts through Request for Proposals ("RFP") procedures considering criteria set forth in Section 156.12 of the Commissioner's Regulations; and

WHEREAS, the School District elected to utilize an RFP process for procurement of transportation services, and distributed RFPs on or about January 17, 2024 as follows:

- RFP #2024-001 General Student Transportation Services Agreement - September 1, 2024 – June 30, 2027;
- RFP #2024-002 Athletic and Field Trip Transportation Services Agreement - September 1, 2024 – June 30, 2027
- RFP #2024-003 Summer School Student Transportation Services Agreement - July 1, 2024 – August 31, 2026 (collectively the "RFPs")

WHEREAS, following the RFP process, the School District's transportation committee evaluated proposals from two (2) transportation vendors in accordance with the scoring criteria set forth in the RFPs, and recommended the School District award the contracts to the highest scoring vendors, as follows:

- General Student Transportation Services:
 - Durham School Services and First Student, Inc.
- Athletic and Field Trip Transportation Services:
 - Durham School Services and First Student, Inc.
- Summer School Student Transportation Services:
 - Durham School Services; and

WHEREAS, in accordance with the recommendation of the School District's transportation committee, the Board of Education wishes to award the contracts for the student transportation services set forth in the RFPs;

NOW, THEREFORE, BE IT RESOLVED, the Board approves award of the RFPs for General Student Transportation Services to Durham School Services and First Student, Inc., Summer School Student Transportation Services to Durham School Services, and Athletic and Field Trip Transportation Services to Durham School Services and First Student, Inc., pursuant to contract terms to be negotiated by legal counsel in substantially the same form as the contracts attached to the RFPs. The Interim Superintendent of Schools is hereby authorized to execute the contracts for said transportation services. The School District's Administration is further authorized and directed to take all steps necessary to carry out the terms of such contracts. This resolution shall take effect immediately.

Date: April 15, 2024

Kathy Hughes, District Clerk
Utica City School District

FOR ACTION:

Volume LVIII

Report No. S – 328

SUBJECT:

**Resolution – Approving Inspection and Testing Services
Capital Improvement Projects**

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

**RESOLUTION
APPROVING INSPECTION AND TESTING SERVICES
Capital Improvement Projects**

WHEREAS, the Board of Education of the Utica City School District (the "Board of Education") has determined that it is in the best interest of the School District to retain a qualified inspection and testing service to provide the required inspections, testing, and related professional services in connection with its ESSER-3 funded Capital Improvement Projects and its CTE Capital Improvement Projects (the "Projects"); and

WHEREAS, the Project Construction Manager solicited proposals to provide inspection and testing services in connection with the Projects; and

WHEREAS, the School District received proposals in response to the solicitation and, in conjunction with the Project Construction Manager, diligently analyzed the proposals; and

WHEREAS, the Interim Superintendent of Schools recommends acceptance of the proposal for services submitted by Atlantic Testing Laboratories, Ltd. ("Atlantic") dated March 22, 2024 (the "Proposal for Services");

WHEREAS, the Board of Education, as a result of the review process has selected Atlantic to provide the services described in the Proposal for Services for the Projects; and

WHEREAS, the Board of Education desires to authorize the President of the Board and/or the Interim Superintendent of Schools to negotiate and enter into one or more contracts with Atlantic for services in connection with the Projects as described in and in compliance with its Proposal for Services; and

NOW, THEREFORE, be it resolved as follows:

1. Based on the recommendation of the Project Construction Manager, the Board of Education hereby approves the retention of Atlantic to provide services in accordance with the terms and conditions of its Proposal for Services.
2. The Board of Education hereby authorizes the President of the Board or the Interim Superintendent of Schools to enter into a contract with Atlantic on behalf of the Board of Education in compliance with the Proposal for Services with such modifications, additions, and revisions (other than a change to the scope of the work, the unit fees, or reimbursable expenses) as may be approved by the Interim Superintendent of Schools and legal counsel, which approval shall be conclusively shown by the execution thereof.
3. Upon Board of Education approval, this resolution shall take effect immediately.

CERTIFICATION

A regularly scheduled meeting of the Board of Education of the Utica City School District held on April 15, 2024, was called to order by its President and upon roll being called, the following members were:

PRESENT:

ABSENT:

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

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

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

Member Name:

Aye/Nay/Absent:

_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

Dated: April 15, 2024

Kathy Hughes, District Clerk
Utica City School District

FOR ACTION:

Volume LVIII

Report No. S – 329

SUBJECT:

Creation of Position

Authorization is requested of the Board of Education to create one (1) Office Specialist (12-months) position for Special Education Department, effective April 16, 2024.

FOR ACTION:

Volume LVIII

Report No. S – 330

SUBJECT:

Employment Agreement between the Utica City School District and Lisa Putnam, Part-time CSE Chairperson

Authorization is requested by the Board of Education to approve the Employment Agreement between the Utica City School District and Lisa Putnam, Part-time CSE Chairperson, effective August 21, 2024 – June 30, 2025 at a rate of \$432.00 per diem.

FOR ACTION:

Volume LVIII

Report No. S – 331

SUBJECT:

Appointment of Additional Election Stand-By Inspectors

Authorization is requested of the Board of Education to approve the appointment of the following additional Election Stand-By Inspectors at a salary of \$250.00 (only if called/needed to work):

Election Stand-by Inspectors:

Daniels	James
Ellis	Ebony
McNeil	Sandra

FOR ACTION:

Volume LVIII

Report No. S – 332

SUBJECT:

Service Agreement between the Utica City School and First Consulting, Inc.,

Authorization is requested of the Board of Education to approve the Service Agreement between the Utica City School District and First Consulting, Inc., effective April 15, 2024.

FOR ACTION:

Volume LVIII

Report No. S – 333

SUBJECT:

Agreement for Third Party Administration Services between the Utica City School District and NCAComp, Inc.

Authorization is requested of the Board of Education to approve the Agreement for Third Party Administration between

the Utica City School District and NCAComp, Inc., for a three-year period beginning July 1, 2024 and ending June 30 2027.

FOR ACTION: Volume LVIII Report No. S – 334

SUBJECT: Agreement between the Utica City School District and SUNY Polytechnic Institute for Use of Facilities

Authorization is requested of the Board of Education to approve the Agreement between the Utica City School District and SUNY Polytechnic.

FOR ACTION: Volume LVIII Report No. S – 335

SUBJECT: Affiliation Agreement between the Utica City School District and University at Buffalo

Authorization is requested of the Board of Education to approve the Affiliation Agreement between the Utica City School District and the University at Buffalo for a five-year period beginning July 1, 2024 and ending June 30, 2029.

FOR ACTION: Volume LVIII Report No. S – 336

SUBJECT: Affiliation Agreement between the Utica City School District and Mohawk Valley Community College

Authorization is requested of the Board of Education to approve the Affiliation Agreement between the Utica City School District and Mohawk Valley Community College beginning April 9, 2024 and ending March 31, 2025

FOR ACTION: Volume LVIII Report No. S – 337

SUBJECT: Agreement between the Utica City School District and the City of Utica (Pixley Park)

Authorization is requested of the Board of Education to approve the Agreement between the Utica City School District and the City of Utica (Pixley Park) for student athletic and educational purposes for its Boys Lacrosse and other extracurricular events.

FOR ACTION: Volume LVIII Report No. S – 338

SUBJECT: Agreement between the Utica City School District and American Institutes for Research (AIR)

Authorization is requested of the Board of Education to approve the Agreement between the Utica City School District and the City of Utica and American Institutes for Research (AIR)

FOR ACTION:

Volume LVIII

Report No. S – 339

SUBJECT:

**Application for Grant –
2024 Title III ELL Amendment**

Authorization is requested of the Board of Education to approve the application for additional funding in the amount of \$22,058 through the New York State Education Department to continue funding for the Title III ELL Grant:

BUDGET:

PERSONNEL:	\$12,000
• Summer ELT – 300 teacher hours x \$40/hour	12,000
Purchased Service:	\$4,250
• Compass Interpreters (The Center) Translation services – 85 hours x \$50	4,250
FRINGE:	\$2,173
• Including FICA, and Retirement	2,173
Travel:	\$3,635
• Summer ELT Bussing – 10 days x 5 hours x \$72.70/hour	3,635
TOTAL	\$22,058

This budget is contingent on the approval from NYSED Grant Finance and may be changed based on their recommendations.

FOR ACTION:

Volume LVIII

Report No. S – 340

SUBJECT:

**Application for Grant –
2024 Title 1 School Improvement Grant (SIG) Planning**

Authorization is requested of the Board of Education to approve the application for funding in the amount of \$20,000 through the New York State Education Department to continue funding for 2024 Title I School Improvement Grant (SIG) Planning.

BUDGET:

PERSONNEL:	\$11,600
• Teacher/Administration participation, facilitation, and development of SCEP Plan (Kernan)	11,600
SUPPLIES AND MATERIALS:	\$319
• Meeting materials such as chart paper, markers, post its, pens etc.	319

FRINGE:		\$2,081
• Including FICA, and Retirement		2,081
BOCES:		\$6,000
• MORIC consultation – Amy Kunz		6,000
	TOTAL	\$20,000

This budget is contingent on the approval from NYSED Grant Finance and may be change based on their recommendations.

FOR ACTION: Volume LVIII Report No. S – 341

SUBJECT: Request of Funding from the Community Foundation of Herkimer and Oneida Counties, Inc.

Authorization is requested of the Board of Education to approve the request of funding from the Community Foundation of Herkimer and Oneida Counties, Inc., for services rendered during the Proctor High School Musical in the amount of \$6,000.

FOR ACTION: Volume LVIII Report No. S – 342

SUBJECT: Donation of CPR Kits from the American Heart Association in Partnership with Adirondack Bank

Authorization is requested of the Board of Education to approve and accept the donation of two (2) cardiopulmonary resuscitation (CPR) kits from the American Heart Association in partnership with Adirondack Bank.

FOR ACTION: Volume LVIII Report No. S – 343

SUBJECT: Donation from A&P Master Images

Authorization is requested of the Board of Education to approve and accept a \$200.00 donation from A&P Master Images to pay for the first 100 students to attend the 2nd Annual Cops and Raiders Basketball Game.

FOR ACTION: Volume LVIII Report No. B – 70

SUBJECT: Budget Transfer – Internal Risk Assessment

Authorization is requested of the Board of Education to approve the following Budget Transfer – Internal Risk Assessment for Fiscal Year 2023-2024:

	<u>Account</u>	<u>Description</u>		<u>Amount</u>
From:	A9770.700-00-0000	Ran – Interest	\$	25,000
To:	A1320.400-00-0000	Auditing – Internal Audit	\$	25,000

Explanation: To increase due to unanticipated outsourcing of internal risk assessment and encompassing 2 years – 2023 and 2024.

	A9770.700-00-0000	Original Budget	\$	200,000
--	-------------------	-----------------	----	---------

	Revised Budget with Transfer	\$	114,000
	Transfers In	\$	-
	Transfers Out	\$	61,000
	Expended & Encumbered	\$	-
	Balance before Transfer	\$	139,000
	Percent Used (Original Budget)		0.00%
	Percent Used (Revised Budget)		0.00%
A1320.400-00-0000	Original Budget	\$	7,500
	Revised Budget with Transfer	\$	32,500
	Transfers In	\$	-
	Transfers Out	\$	-
	Expended & Encumbered	\$	30,670
	Balance before Transfer	\$	(23,170)
	Percent Used (Original Budget)		408.93%
	Percent Used (Revised Budget)		94.37%

FOR ACTION:

Volume LVIII

Report No. B – 71

SUBJECT:

Budget Transfer – External Audit

Authorization is requested of the Board of Education to approve the following Budget Transfer – External Audit for Fiscal Year 2023-2024:

	<u>Account</u>	<u>Description</u>		<u>Amount</u>
From:	A9770.700-00-0000	Ran – Interest	\$	16,500
To:	A1320.442-00-0000	Auditing – Internal Auditing Fees	\$	16,500

Explanation: To increase for additional work performed by external financial statement auditors and contract with new audit firm – Bonadio in 2023.

A9770.700-00-0000	Original Budget	\$	200,000
	Revised Budget with Transfer	\$	97,500
	Transfers In	\$	-
	Transfers Out	\$	86,000
	Expended & Encumbered	\$	-
	Balance before Transfer	\$	114,000
	Percent Used (Original Budget)		0.00%
	Percent Used (Revised Budget)		0.00%
A1320.442-00-0000	Original Budget	\$	50,000
	Revised Budget with Transfer	\$	66,500
	Transfers In	\$	-
	Transfers Out	\$	-
	Expended & Encumbered	\$	60,000
	Balance before Transfer	\$	(10,000)
	Percent Used (Original Budget)		120.00%
	Percent Used (Revised Budget)		90.23%

FOR ACTION:

Volume LVIII

Report No. B – 72

CORRECTION

SUBJECT:

Budget Transfer – Outside Legal Services

Authorization is requested of the Board of Education to approve the following Budget Transfer – Outside Legal Services for Fiscal Year 2023-2024:

	<u>Account</u>	<u>Description</u>		<u>Amount</u>
From:	A9060.800-00-0000	Health Insurance	\$	200,000
To:	A1420.400-00-0000	Legal – Contractual	\$	200,000

Explanation: To increase for utilization of outside legal counsel.

A9060.800-00-0000	Original Budget	\$	26,413,500
	Revised Budget with Transfer	\$	25,415,501
	Transfers In	\$	-
	Transfers Out	\$	797,999
	Expended & Encumbered	\$	24,655,929
	Balance before Transfer	\$	959,572
	Percent Used (Original Budget)		93.35%
	Percent Used (Revised Budget)		97.01%
A1420.400-00-0000	Original Budget	\$	150,000
	Revised Budget with Transfer	\$	655,554
	Transfers In	\$	305,554
	Transfers Out	\$	-
	Expended & Encumbered	\$	544,242
	Balance before Transfer	\$	(88,055)
	Percent Used (Original Budget)		362.83%
	Percent Used (Revised Budget)		83.02%

FOR ACTION:

Volume LVIII

Report No. B – 73

SUBJECT:

Budget Transfer – Architectural/Engineering

Authorization is requested of the Board of Education to approve the following Budget Transfer – Architectural/Engineering Services for Fiscal Year 2023-2024:

	<u>Account</u>	<u>Description</u>		<u>Amount</u>
From:	A9770.700-00-0000	RAN - Interest	\$	75,360
To:	A1621.436-00-0000	Plant – Architectural/Engineering	\$	75,360

Explanation: To increase for the updating of abstracts and property surveys of buildings.

A9770.700-00-0000	Original Budget	\$	200,000
	Revised Budget with Transfer	\$	22,140
	Transfers In	\$	-
	Transfers Out	\$	102,500
	Expended & Encumbered	\$	-
	Balance before Transfer	\$	97,500
	Percent Used (Original Budget)		0.00%
	Percent Used (Revised Budget)		0.00%

A1621.436-00-0000	Original Budget	\$	100,000
	Revised Budget with Transfer	\$	175,360
	Transfers In	\$	-
	Transfers Out	\$	-
	Expended & Encumbered	\$	33,029
	Balance before Transfer	\$	66,971
	Percent Used (Original Budget)		33.03%
	Percent Used (Revised Budget)		18.83%

FOR ACTION:

Volume LVIII

Report No. B – 74

SUBJECT:

Budget Transfer – Special Aid Transfer

Authorization is requested of the Board of Education to approve the following Budget Transfer – Special Aid Transfer for Fiscal Year 2023-2024:

	<u>Account</u>	<u>Description</u>		<u>Amount</u>
From:	A5510.409-00-0000	Transportation – Summer School	\$	50,081
To:	A9901.950-00-0000	Transfer to Special Aid	\$	50,081

Explanation: To adjust for unanticipated increase in District match to federal funds for summer school.

A5510.409-00-0000	Original Budget	\$	220,000
	Revised Budget with Transfer	\$	169,919
	Transfers In	\$	-
	Transfers Out	\$	-
	Expended & Encumbered	\$	62,947
	Balance before Transfer	\$	157,053
	Percent Used (Original Budget)		28.61%
	Percent Used (Revised Budget)		37.05%
A9901.950-00-0000	Original Budget	\$	100,000
	Revised Budget with Transfer	\$	150,081
	Transfers In	\$	-
	Transfers Out	\$	-
	Expended & Encumbered	\$	33,029
	Balance before Transfer	\$	66,971
	Percent Used (Original Budget)		33.03%
	Percent Used (Revised Budget)		22.01%

FOR ACTION:

Volume LVIII

Report No. B – 75

SUBJECT:

Disposal of Obsolete Vehicles

Authorization is requested of the Board of Education to dispose of obsolete vehicles located at the Maintenance Shop.

FOR ACTION:

Volume LVIII

Report No. B - 76

SUBJECT: Disposal of Obsolete Technology Equipment

Authorization is requested of the Board of Education to dispose of obsolete technology equipment form Proctor High school.

FOR ACTION: Volume LVIII Report No. P – 36

SUBJECT: Abandonment of Position Teacher Assistant

It is recommended that the following abandonment of position be approved:

Vanessa Dingle
Teacher Assistant – Special Education
District-Wide – 29 hours per week
Effective: April 16, 2024

FOR ACTION: Volume LVIII Report No. P – 36

SUBJECT: Resignation Teacher

It is recommended that the following resignation be accepted:

Anthony Coccia
Elementary Teacher
Hughes Elementary School
Effective: May 5, 2024
Reason: Accepted position outside the
Utica City School District
Notification Received: April 4, 2024

FOR ACTION: Volume LVIII Report No. P – 36

SUBJECT: Change of Assignment

It is recommended that the following change of assignment be approved:

Nicole Brown
From: School Monitor (Security)
Columbus Elementary School
To: Clerk (12-months) * Provisional
Columbus Elementary School
Salary: \$43,226.40
Effective: July 1, 2024

FOR ACTION: Volume LVIII Report No. P – 36

SUBJECT: Change of Assignment Custodial/Maintenance

It is recommended that the following change of assignment be approved:

John Mudrie
From: Cleaner
Jefferson Elementary School
To: Athletic Caretaker (Probationary)
Salary: \$27.30 per hour
Effective: April 22, 2024

FOR ACTION: Volume LVIII Report No. P – 36
SUBJECT: Change of Assignment Transportation

It is recommended that the following change of assignment be approved:

Winnie Martinez From: Bus Monitor
To: Bus Driver
Salary: \$22.44 per hour
Effective: April 17, 2024

FOR ACTION: Volume LVIII Report No. P – 36
SUBJECT: Change of Assignment Transportation

It is recommended that the following change of assignment be approved:

Gabriel Campos From: Substitute Bus Driver
To: Substitute Bus Monitor
Salary: \$15.00 per hour
Effective: April 17, 2024

FOR ACTION: Volume LVIII Report No. P – 36
SUBJECT: Unpaid Leave of Absence Security

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

Duhamel Morales-Mercado Security Monitor
Donovan Middle School
From: May 20, 2024
To: June 5, 2024
Reason: Military duties
Notification Received: March 27, 2024

FOR ACTION: Volume LVIII Report No. P – 36
SUBJECT: Resolution for Probationary Appointment
Nikiya Pomponi – ENL Teacher

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

RESOLUTION FOR PROBATIONARY APPOINTMENT

RESOLVED, upon the recommendation of the Superintendent of Schools, that Nikiya Pomponi, who possesses English to Speakers of Other Languages, Professional Certificate; Childhood Education Grades 1-6, Professional Certificate issued by the Commissioner of Education, is appointed to the position of ENL Teacher in the tenure area of ENL, to a three-year probationary term commencing April 17, 2024 and expiring April 17, 2027 unless extended in accordance with the law. The expiration date is tentative and conditional only. To the extent required by the applicable provisions of the Education Law, in order to be granted tenure, Nikiya Pomponi must receive composite or overall annual professional performance review ratings of either effective or highly effective in at least three (3) of the four (4) years, and if she receives an ineffective composite or overall rating in the final year of the probationary period she shall not be eligible for tenure at

that time. Nikiya Pomponi's salary shall be \$89,076 prorated as set forth in Step MA+84, O1-15 of the collective bargaining agreement.

FOR ACTION:

Volume LVIII

Report No. P – 36

SUBJECT:

**Resolution for Probationary Appointment
Bobbie Schultz – Special Education Teacher**

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

RESOLUTION FOR PROBATIONARY APPOINTMENT

RESOLVED, upon the recommendation of the Superintendent of Schools, that Bobbie Schultz, who possesses Students with Disabilities Grades 1-6, Initial Reissuance Certificate issued by the Commissioner of Education, is appointed to the position of Special Education Teacher in the tenure area of Special Education, to a four-year probationary term commencing May 1, 2024 and expiring May 1, 2028 unless extended in accordance with the law. The expiration date is tentative and conditional only. To the extent required by the applicable provisions of the Education Law, in order to be granted tenure, Bobbie Schultz must receive composite or overall annual professional performance review ratings of either effective or highly effective in at least three (3) of the four (4) years, and if she receives an ineffective composite or overall rating in the final year of the probationary period she shall not be eligible for tenure at that time. Bobbie Schultz's salary shall be \$44,212 prorated as set forth in Step MA+36, D-4 of the collective bargaining agreement.

FOR ACTION:

Volume LVIII

Report No. P – 36

SUBJECT:

**Resolution for Probationary Appointment
Ewa Koscinski – General Science Teacher**

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

RESOLUTION FOR PROBATIONARY APPOINTMENT

RESOLVED, upon the recommendation of the Superintendent of Schools, that Ewa Koscinski, who possesses Biology 7-12, Initial Certificate issued by the Commissioner of Education, is appointed to the position of General Science Teacher in the tenure area of General Science, to a four-year probationary term commencing April 16, 2024 and expiring April 16, 2028 unless extended in accordance with the law. The expiration date is tentative and conditional only. To the extent required by the applicable provisions of the Education Law, in order to be granted tenure, Ewa Koscinski must receive composite or overall annual professional performance review ratings of either effective or highly effective in at least three (3) of the four (4) years, and if she receives an ineffective composite or overall rating in the final year of the probationary period she shall not be eligible for tenure at that time. Ewa Koscinski's salary shall be \$44,728 prorated as set forth in Step MA+42, D-4 of the collective bargaining agreement.

FOR ACTION:

Volume LVIII

Report No. P – 36

SUBJECT:

**Resolution for Probationary Appointment
Jacob Sperling – General Science Teacher**

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

RESOLUTION FOR PROBATIONARY APPOINTMENT

RESOLVED, upon the recommendation of the Superintendent of Schools, that Jacob Sperling, who possesses Biology 7-12, Initial Certificate issued by the Commissioner of Education, is appointed to the position of General Science Teacher in

the tenure area of General Science, to a four-year probationary term commencing July 1, 2024 and expiring July 1, 2028 unless extended in accordance with the law. The expiration date is tentative and conditional only. To the extent required by the applicable provisions of the Education Law, in order to be granted tenure, Jacob Sperling must receive composite or overall annual professional performance review ratings of either effective or highly effective in at least three (3) of the four (4) years, and if he receives an ineffective composite or overall rating in the final year of the probationary period he shall not be eligible for tenure at that time. Jacob Sperling's salary shall be \$45,539 prorated as set forth in Step MA+36, D-4 of the collective bargaining agreement.

FOR ACTION:

Volume LVIII

Report No. P – 36

SUBJECT:

**Resolution for Probationary Appointment
Sarah Colone – School Social Worker**

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

RESOLUTION FOR PROBATIONARY APPOINTMENT

RESOLVED, upon the recommendation of the Superintendent of Schools, that Sarah Colone, who possesses Biology 7-12, Initial Certificate issued by the Commissioner of Education, is appointed to the position of School Social Worker in the tenure area of School Social Worker, to a four-year probationary term commencing May 1, 2024 and expiring May 1, 2028 unless extended in accordance with the law. The expiration date is tentative and conditional only. To the extent required by the applicable provisions of the Education Law, in order to be granted tenure, Sarah Colone must receive composite or overall annual professional performance review ratings of either effective or highly effective in at least three (3) of the four (4) years, and if she receives an ineffective composite or overall rating in the final year of the probationary period she shall not be eligible for tenure at that time. Sarah Colone's salary shall be \$44,834 prorated as set forth in Step BA+48, D-4 of the collective bargaining agreement.

FOR ACTION:

Volume LVIII

Report No. P – 36

SUBJECT:

**Resolution for Probationary Appointment
Gennaro Spina – Elementary Teacher**

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

RESOLUTION FOR PROBATIONARY APPOINTMENT

RESOLVED, upon the recommendation of the Superintendent of Schools, that Gennaro Spina, who possesses Childhood Education Grades 1-6, Initial Certificate issued by the Commissioner of Education, is appointed to the position of Elementary Teacher in the tenure area of Elementary, to a four-year probationary term commencing April 29, 2024 and expiring April 29, 2028 unless extended in accordance with the law. The expiration date is tentative and conditional only. To the extent required by the applicable provisions of the Education Law, in order to be granted tenure, Gennaro Spina must receive composite or overall annual professional performance review ratings of either effective or highly effective in at least three (3) of the four (4) years, and if he receives an ineffective composite or overall rating in the final year of the probationary period he shall not be eligible for tenure at that time. Gennaro Spina's salary shall be \$40,861 prorated as set forth in Step BA, D-4 of the collective bargaining agreement.

FOR ACTION:

Volume LVIII

Report No. P – 36

SUBJECT:

**Resolution for Probationary Appointment
Yunyoung Lee – Teacher Assistant**

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

Proctor High School

Kerry Calogero
Monica Bravo
Mitchell Duncan
Meghan Wright
Stacy Kleber

Salary: \$40.00 per hour, Funding – C4E (Not to exceed 600 hours per school)

FOR ACTION:

Volume LVIII

Report No. P – 36

SUBJECT:

Appointments

**Special Education Summer School
July 1, 2024 – August 9, 2024**

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

Teacher Assistants:

Joseph Gentile, Jr.	Christine Mathis
Jashawn Darrell	Sharine Newman
Melissa DeBiase	Adam Jacobs
Kerry Lockwood	Danielle Weaver
Sami Peralta	Krissy Moynihan
Fransuas Ortiz	Michele Wyborski
Desiree Rivera	Laura Yager
Rebecca Piper	Lance DeCarlo
Phung Hoang	Yulissa Lindsey
Christina Feliciano	Ashley Wnuk-Frank
Rachel Olds	Michelle Fabbio
Aalisah Aponte	Heather Mauro
Jennifer Vazquez	Christopher Morin
Jane Ruffing	Eileen Angelico
Elham Wassel	Wilhemina Davis
Shantai Lockwood	Christina Connor Carpenter
Diane Butler	Katrel Troutman
Immani Patterson	Darlene Shelton
O'Neal Esty	Krystle Galarza

Salary: Hourly rate per hour per SEIU contract

FOR ACTION:

Volume LVIII

Report No. P – 36

SUBJECT:

Appointments

Special Education Summer School

July 1, 2024 – August 9, 2024

It is recommended that the following appointments be approved for the Special Education Summer School (Extended School Year) 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 Teachers:

Melissa Sperry
Jeneva Taylor
Nancy Collins
DeAnne Dow
Donna LaPorte
Roxanne Irizarry
Jacques LaReaux
Julie Acquaviva
John Lamb
Nicole DelVecchio
Caroline Clowes
William Eccleston
Alexis Holmer
Bobbie Schultz

Substitute Teachers:

Sara Greene
LeighAnn Artessa
Edwin Guzman
Suzanne Gazzilli
David Luciano
Shari Williams

Physical Education:

Nicholas Galiulo

Music:

Christopher DeMauro

Occupational Therapist:

Carolyn Copeland
Michele Roberts
Sara Totaro
Rachael Zielinski

Physical Therapist:

Marissa Hajec
Kimberly Page

Social Worker:

Audriana Molina

Salary: \$40.00 per hour per UTA contract

Security:

Debra Chandler – hourly rate per contract

Clerical:

Latonya Gaffey – hourly rate per contract

Registered Nurse:

Pauline Murray – hourly rate per contract

FOR ACTION:

Volume LVIII

Report No. P – 36

SUBJECT:

Appointments

Homebound Instruction

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

- Frank Calhoun
- Michele Campola
- Alexis Holmer
- Donna LaPorte
- Leslie Milazzo

Secondary Instruction – Minimum three (3) hours per day
Elementary Instruction – Minimum two (2) hours per day

Salary: \$40.00 per hour per UTA Contract

FOR ACTION: **Volume LVIII** **Report No. P – 36**

SUBJECT: **Appointments** **Security**

It is recommended that the following appointments be approved:

Millery Melendez
427 Deland Drive
Utica, NY 13502

School Monitor (Security)
District-Wide
Effective: April 17, 2024
Salary: \$18.08 per hour
Education: Graduate of Penn Foster High School
Experience: Cook, Franco’s Pizza, Utica, NY
6/23 to present

Tarell Smith
16 Pleasant Street, Apt. 1
Whitesboro, NY 13492

School Monitor (Security)
District-Wide
Effective: April 17, 2024
Salary: \$18.08 per hour
Education: Graduate of Paul Robeson High School
Experience: Delivery Driver, Amazon, Syracuse, NY
11/23 to present

FOR ACTION: **Volume LVIII** **Report No. P – 36**

SUBJECT: **Appointments** **Transportation**

It is recommended that the following appointments be approved:

Paola De La Cruz
715 Elizabeth Street, Apt. 1
Utica, NY 13501

Substitute Bus Monitor
35 hours per week
Salary: \$15.00 per hour
Effective: April 17, 2024

Angel Gomez Alcantara
742 South Street
Utica, NY 13501

Substitute Bus Monitor
35 hours per week
Salary: \$15.00 per hour
Effective: April 16, 2024

FOR ACTION: **Volume LVIII** **Report No. P – 36**

SUBJECT: **Appointments** **Food Service/Monitor**

It is recommended that the following appointments be approved:

Mirsada Dasic
1610 Rutger Street
Utica NY 13501

Food Service Worker-Breakfast and Lunch Program
District-Wide – not to exceed 35 hours per week
Effective: April 29, 2024

April 15, 2024 – Regular Meeting

Salary: \$16.32 per hour
 Education: Graduated 1991, Bosnia
 Experience: Technician, Omnicare, 2006 to 2021; Production Operator, Danfoss, 2021; Caregiver, Freedom Care, 2021-2023; Sub Food Service Worker-Breakfast and Lunch Program, Utica City School District
 February 14, 2024 to present

Sejla Cufurovic
 1815 Monroe Street
 Utica NY 13501

Monitor-Breakfast and Lunch Program
 District-Wide – not to exceed 35 hours per week
 Effective: April 29, 2024

Salary: \$16.32 per hour
 Education: Graduated 2012, Proctor High School
 Experience: Secretary, Mustang Express, 2013 to 2015; Surgery Tech, Mohawk Valley Hospital Services
 February 12, 2024 to present

Eh Mwela Paw
 1577 Brinckerhoff Avenue
 Utica NY 13501

Food Service Worker-Breakfast and Lunch Program
 District-Wide – not to exceed 35 hours per week
 Effective: April 29, 2024
 Salary: \$16.32 per hour
 Education: Graduated 1987, Thailand
 Experience: Housekeeping, Turning Stone, 2008-2010; Home Care for Family, 2014 to 2017; Sub Food Service Worker-Breakfast and Lunch Program, Utica City School District
 February 12, 2024 to present

FOR ACTION:

Volume LVIII

Report No. P – 36

SUBJECT:

Conferences

It is recommended that the following conferences be approved:

<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>
Judeanne Rockford	McKinney Vento Grantees Annual Mandatory Meeting NYSTEACHS Albany, NY Approved by: A. Paradis & S. Falchi Allotted: \$260.00 from Budget Code: F304-2110-460-00 No Substitute Required	May 1, 2024

<u>NAME</u>	<u>CONFERENCE</u>	<u>DATE</u>
Judeanne Rockford	2024 Annual Conference New York Association for the Education of Young Children Oneida, NY Approved by: A. Paradis & S. Falchi Allotted: \$420.00 from Budget Code: F424-2010-404-00 No Substitute Required	May 16-18, 2024

FOR INFORMATION:

Volume LVIII

Report No. P – 37

SUBJECT: Changes of Status Occupational Therapist

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

Alison Alberico Occupational Therapist
From: Provisional
To: Permanent
Effective: February 2, 2024

Danielle Manolescu Occupational Therapist
From: Provisional
To: Permanent
Effective: February 2, 2024

Shawn McQueeney Occupational Therapist
From: Provisional
To: Permanent
Effective: February 2, 2024

Michelle C. Roberts Occupational Therapist
From: Provisional
To: Permanent
Effective: February 2, 2024

Lori Sieffert Occupational Therapist
From: Provisional
To: Permanent
Effective: February 2, 2024

Sara Totaro Occupational Therapist
From: Provisional
To: Permanent
Effective: February 2, 2024

Rachel Zielinski Occupational Therapist
From: Provisional
To: Permanent
Effective: February 2, 2024

The above individuals have successfully passed their Civil Service examination for Occupational Therapist.

FOR INFORMATION: Volume LVIII Report No. P – 37

SUBJECT: Changes of Status Physical Therapist

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

Joseph DeCondo Physical Therapist
From: Provisional
To: Permanent
Effective: February 2, 2024

Jessica Dodge Physical Therapist
From: Provisional

To: Permanent
Effective: February 2, 2024

Shannon Kopcza

Physical Therapist
From: Provisional
To: Permanent
Effective: February 2, 2024

Lauren Kozak

Physical Therapist
From: Provisional
To: Permanent
Effective: February 2, 2024

The above individuals have successfully passed their Civil Service examination for Physical Therapist.

FOR INFORMATION:

Volume LVIII

Report No. P – 37

SUBJECT:

Changes of Status

Clerical

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

Jessica Ciccolella

Typist (12-months)
Donovan Middle School
From: Provisional
To: Permanent
Effective: February 2, 2024

Alysha Mann

Typist (12-months)
Proctor High School
From: Provisional
To: Permanent
Effective: February 2, 2024

Delaney McIntyre

Typist (12-months)
Proctor High School
From: Provisional
To: Permanent
Effective: February 2, 2024

*Ms. Ciccolella, Ms. Mann and Ms. McIntyre has successfully passed their Civil Service examination for Typist.

Moved by Mrs. Knoop; seconded by Mr. Cooper.

No further discussion; **motion passes 5-0**

THIS CONCLUDED THE CONSENT AGENDA.

MOTION FROM THE FLOOR:

FOR ACTION:

Volume LVIII

Report No. S – 345

SUBJECT:

Resolution – Ratifying Collective Bargaining Agreement

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

RESOLUTION

RATIFYING COLLECTIVE BARGAINING AGREEMENT

WHEREAS, the Utica City School District ("District") and the Central and Northern New York Building and Trades Council, AFL-CIO ("Union") reached a tentative agreement concerning a successor collective bargaining agreement covering the period of July 1, 2023 through June 30, 2025;

NOW, THEREFORE, BE IT RESOLVED, that this Board hereby ratifies the terms of said tentative agreement and authorizes the Interim Superintendent of Schools to execute the Agreement on behalf of the District; and

BE IT FURTHER RESOLVED, that this Board hereby approves the appropriation of any additional funds necessary to implement the terms of said agreement.

Dated: April 15, 2024

Kathy Hughes, District Clerk
Utica City School District

Mrs. Knoop made a motion; seconded by Mrs. Padula.

No further discussion; **motion passes 5-0.**

FOR ACTION:

Volume LVIII

Report No. S – 344

SUBJECT:

**Application for Extended Field Trip
Proctor High School**

Authorization is requested of the Board of Education to approve approximately twenty-four (24) Proctor High School NJROTC students to travel to the Rochester Institute of Technology (RIT), the Susan B. Anthony Museum, Fort Niagara and the Museum of Science from Friday, May 3, 2024 to Sunday, May 5, 2024. The purpose of this trip is for these students to visit the college and various museums, as well as experience life on board a navy ship and battle fields.

Supervision of these students will be provided by Master Chief Mark Williamson, Chief Randi Hylton, Raquel Rios, and Tamara Egresits.

This trip was reviewed and approved by Kenneth Szczesniak, Acting Principal at Proctor High School, Dr. Kathleen Davis, Interim Superintendent of Schools, and Steven Falchi, Assistant Superintendent of Curriculum, Instruction and Assessment.

Moved by Mr. Cooper; seconded by Mrs. Padula.

Mrs. Knoop: The discussion is, I believe this is a Friday through a Sunday and we have 2 of Proctor's secretaries both attending. So how does that leave Proctor's main office? Are they gone all day Friday, or are they leaving Friday night?

So, the question is just with new people coming in and we've got 2 of the secretaries coming from the high school how does that leave our office?

Mr. Paradis: That is something that we will check into. Typically, when a secretary is out we do transfer around and move people.

Mrs. Knoop: So that won't be a conflict with 2 secretaries gone?

Mr. Paradis: They have done the ROTC trip regularly as the female chaperones for that group in the past. So, we should be ok.

Mrs. Knoop: We have done lots of things one way in the past. I want to make sure it is done properly and us taking 2 secretaries from Proctor is not a conflict.

Mr. Paradis: I will look into it too.

Mrs. Knoop: Thank you.

No further discussion; **motion passes 5-0**

FOR INFORMATION:

Volume LVIII

Report No. P – 37

SUBJECT:

Resignation

Substitute Teacher

It is recommended that the following resignation be accepted:

Maurice Williams

Substitute Teacher
Effective: April 11, 2024
Reason: Personal
Notification Received: March 28, 2024

FOR INFORMATION:

Volume LVIII

Report No. P – 37

SUBJECT:

Resignation

Security

It is recommended that the following resignation be accepted:

Muhamed Merdanovic

Security Monitor
District-Wide
Effective: April 15, 2024
Reason: Accepted a position with Utica Police Department
Notification Received: April 1, 2024

FOR INFORMATION:

Volume LVIII

Report No. P – 37

SUBJECT:

Resignation

Food Service/Monitor

It is recommended that the following resignation be accepted:

D'Angelo Thomas

Substitute Food Monitor
District-Wide
Effective: March 28, 2024
Reason: Personal
Notification Received: March 28, 2024

FOR INFORMATION:

Volume LVIII

Report No. P – 37

SUBJECT:

Involuntary Transfer

Clerical

It is recommended that the following involuntary transfer be approved:

Alysha Mann

From: Typist (12-months)
Proctor High School
To: Typist (12-months)
Donovan Middle School
Effective: April 11, 2024

Mrs. Knoop requested to enter into Executive Session to discuss further.

Mr. Paul made a motion to go into executive session; seconded by Mr. Cooper.

The Board of Education entered into Executive Session at 7:48 p.m.

Mrs. Knoop made a motion to exit executive session; seconded by Mrs. Padula

The Board of Education exited Executive Session at 8:00 p.m.

Mrs. Knoop made a motion to adopt P – 37; seconded by Mr. Cooper.

No further discussion; **motion passes 5-0.**

THIS CONCLUDED THE CONSENT AGENDA AND THE SUPERINTENDENTS REPORT IN ITS ENTIRETY.

Reports of the Special Committees

BOCES Report – President Joseph Hobika, Jr.

President Hobika, Jr.: I attended, along with the rest of us, the BOCES meeting and dinner, two Wednesdays ago. It was great. We heard our students perform. We sat with some of our students and had conversations with a number of students that participate in the culinary program. They were outstanding, the students we have there, as well at the other districts. We got to go and view different parts of BOCES. I was there for welding, actually one of our students was doing TIG welding, which is different than MIG welding, it was very interesting.

Mrs. Padula: I was early child education.

Mrs. Knoop: I went to construction, carpentry. They were building little mini houses in there, which was so cool. We had 2 students in there, one was a female student. She was there sawing and drilling and she had her nails done and her little earrings in. She is one of the two females in the program. So that was awesome to see, just to watch them and this is what they get to do for a half a day. They're hammering and sawing and building and making these little houses it was very, very impressive.

Mr. Cooper: I attended cosmetology. I will say it was very educational and I truthfully learned things that I had no idea about. I even brought some stuff home knowledge wise being a girl dad, so it was good. I will say to the community the class there offers walk-ins and by appointment. I believe, don't quote me, it's on Thursdays if you want to go over there make an appointment. Something very interesting especially for the gentleman, the mannequin heads they have you know once you shave them they're gone, they don't grow back, so getting real live people in there in their chairs to let them; I don't want to say practice, really just do what they do would be greatly appreciated. That is one of the big asks so any gentleman out there who needs a haircut and it's extremely reasonable it's like \$3.

Mrs. Knoop: Ladies, he is talking for gentlemen, Mrs. Padula, and I and Dr. D, were looking at the brochure and it was like blow out with \$4 and get a manicure for \$3.

Mrs. Padula: I told my husband this is what I want for Mother's Day.

Mrs. Knoop: It's awesome, it's super cost effective like \$2 for a haircut you can't beat it!

Mr. Paul: I attended education. I don't know how I got that but I loved it. Our young people are student teaching are getting that experience in high school. I had four students there, two from Sauquoit one from Whitesboro and I believe the last one was from New Hartford. They were able to get into the schools they rotate so they're on their second or third rotation into different schools to learn about the education system and become a part of it so I was pleased to see it.

President Hobika, Jr.: Outstanding I know Dr Davis was there as well

Dr Davis I was busy putting our students on the bus. Our wonderful Senior Choir was there. So, after they ate I was staying with them until they boarded the bus. They lost power at the high school and they came anyway so I give them so much credit. We picked him up with a bus drove them over they had dinner with us they were very appreciative, we were appreciative We were appreciative because they represented us regionally and they did a beautiful job. The we boarded them back up. They loved the desserts, so all of our students that are the pastry chefs for that night that are here in Utica thank you because we had four different types of desserts they were all amazing. I stayed with the students until they got on the bus to make sure that they got home while you folks were enjoying the presentations, it was great.

President Hobika, Jr.: I look forward to that every year.

BOCES Executive Board – Jason Cooper

Nothing to report this month

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

President Hobika, Jr.: We do have a meeting scheduled at some point.

Capital Projects/Buildings & Grounds/Health & Safety Committee – Danielle Padula/Donald Dawes/Robert Cardillo

Mrs. Padula: We have a meeting Wednesday 3:00 for secondary 3:30 for elementary. We encourage everybody to come that will probably be our last one of the year. We will go over the surveys and any needs in the buildings for the summertime to get ready for next school year.

Career & Technical Education (CTE) – Danielle Padula/Tennille Knoop/Jason Cooper

Nothing to report this month.

PEAC Committee – Donald Dawes /James Paul/ Jason Cooper

Mrs. Padula: We need to have a meeting.

Mrs. Knoop: Yes, when is the next meeting PEAC meeting scheduled? Who is the chair?

Dr. Davis: Mr. Dawes

Mrs. Knoop: At some point and I am not sure, Joe let me know if this is inappropriate and out of line, but at some point, we need to look harder at our committees and we have people that are chairs of committees and the committees aren't getting together because that is a very important committee because they don't come.

President Hobika, Jr.: Just call a meeting.

Mrs. Knoop: They don't come.

Mrs. Padula: There are some things that we need to get done by the end of the school year.

President Hobika, Jr.: There's some things that need to be done.

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

President Hobika, Jr.: We do have a meeting coming up where we will be addressing a number of issues, which I find very exciting. There is nothing better than discussing policy.

Code of Conduct – James Paul/Danielle Padula/Jason Cooper

Mr. Paul: We did meet last week. It is going pretty well. We are almost through the actual code of conduct, we have like 8 pages left to finally go through. Our next meeting is going to be May 14th at 5:00 p.m. right here.

President Hobika, Jr: I just want to make sure of that because our next Board meeting is the 15th, May 15th, so we are not displacing your meeting again.

Mr. Paul: No

President Hobika, Jr.: Thank you.

Communications, Equity and Outreach – Danielle Padula/Tennille Knoop/James Paul

Mrs. Knoop: We just had a meeting last Thursday. We have a special project that we've worked on with everybody on the committee that we will launch at the art show that we are really excited about, so stay tuned for the unveiling. We discussed Special Olympics that are coming up. Mrs. Joy at Albany Elementary every year puts together a Special Olympics event for her students. We discussed exactly what goes on and possibly doing something a bit larger with that. We talked about wrapping up the communications for the end of the year. We are getting close to that time where graduations are going to be starting and kind of everything that we need to do for the end of the year, videos, pictures, the parent communications that goes out.

Mrs. Padula: I think the biggest thing was Parent Square. Just reiterating to parents how to use it a just coming up with a place again, reminding people to download the app, especially with all the afterschool activities and extracurricular activities going on. Then the calendars being up to date on the website. So, any principals or administrators that work closely with the schools I think the biggest thing especially its such a busy time of year from now until the end of the year with state testing and graduations, is just making sure that all forms of communication are up to date on all platforms.

President Hobika, Jr.: You brought up the art show, I have to say I love that art show. I don't know if you have not been to that art show, you really want to go. Its open to the public and we'll make sure that we publicize it, but I have to tell you there are so many things there I want to take home with me. There's some beautiful works of art, very clever stuff as well. Are they doing the thing like last year, the murals, you know what I am talking about?

Mrs. Knoop: Yes, you have to stay tuned! The unveiling will be at the art show.



Approval of Minutes

Mr. Knoop made a motion to approve the following minutes; seconded by Mr. Paul.

- March 26, 2024 – Special Meeting
- March 26, 2024 – Special Meeting

No further discussion; motion passes 5-0.



Continuing Business

None



New Business

Special BOE Meeting – BOCES Annual Meeting, Tuesday, April 16, 2024 at 4:00 p.m.



Communication

None



Adjournment

Mrs. Knoop made a motion to adjourn the April 15, 2024, Regular Meeting; seconded by Mr. Paul.

The April Meeting was adjourned at 8:13 p.m.

There being no further discussion; **motion carried 5-0.**

Respectfully transcribed and submitted,

STEPHANIE LYNESS
Assistant Board Clerk

DRAFT