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SUBJECT:

Utica City School District 2024-2025 School Calendar

Authorization is requested of the Board of Education to adopt the Utica City School District 2024-2025 School Calendar:

JULY 2024						
S	M	T	W	TH	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			
OCTOBER 2024						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		
JANUARY 2025						
S	M	T	W	TH	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	
APRIL 2025						
S	M	T	W	TH	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
1	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30			

AUGUST 2024						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	20	21	22	23	24
25	26	27	28	(29)	30	31
NOVEMBER 2024						
S	M	T	W	TH	F	S
					1	2
3	4	(5)	6	7	8	9
10	11	12	1	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
FEBRUARY 2025						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	
MAY 2025						
S	M	T	W	TH	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	17
18	19	(20)	21	22	23	24
25	26	27	28	29	30	31

SEPTEMBER 2024						
S	M	T	W	TH	F	S
1	2	(3)	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					
DECEMBER 2024						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				
MARCH 2025						
S	M	T	W	TH	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30	31					
JUNE 2025						
S	M	T	W	TH	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30					

12 MONTH EMPLOYEE		SCHOOL RECESS DAYS		SPECIAL DAYS	
July 4	Independence Day	Sept. 2	Labor Day	Aug. 29	Superintendent's Conference Day
Sept. 2	Labor Day	Oct. 14	Columbus Day	Sept. 3	Superintendent's Conference Day
Oct. 14	Columbus Day	Nov. 11	Veterans' Day (Observed)	Sept. 4	First Day of School for Students
Nov. 11	Veterans' Day (Observed)	Nov. 27-29	Thanksgiving Recess	Nov. 5	Superintendent's Conference Day
Nov. 27-29	Thanksgiving Recess	Dec. 23-Jan. 3	Winter Recess	Nov. 26	Go Home Early Drill
Dec. 24,25; Jan. 1	Christmas Recess	Jan. 20	M.L. King, Jr. Day	Jan. 21-24	Regents Exams
Jan. 20	M.L. King, Jr. Day	Jan. 29	Lunar New Year	Jan. 27	Second Semester Begins
Jan. 29	Lunar New Year	Feb. 17-21	Mid-Winter Recess	May 20	Superintendent's Conference Day
Feb. 17	Presidents' Day	April 18	Good Friday	June 4, 10, 17-18, 20, 23-25	Regents Exam
April 18	Good Friday	April 21-25	Spring Recess	June 26-27	Regents Rating Days
May 26	Memorial Day	May 26	Memorial Day	June 27	Last Day for All Students
June 19	Juneteenth	June 19	Juneteenth	June 27	High School Graduation

REPORT CARD PERIOD ENDS	INSERVICE ½ DAYS Elementary K-6	NUMBER OF STUDENT ATTENDANCE DAYS	
November 8	June 12 Rating Day	September-19	February-15
January 27	June 17 Rating Day	October-22	March-21
April 4		November-16	April-16
June 27		December-15	May-20
		January-18	June-19
		Total Student Days	181

LEGEND: * Pay Days

Regents Exams

(Supt. Conf. Days)

15 Minute Early Release

School Recess

Elementary ½ Day In-service

Regents' Rating Day

APPROVED BY THE BOARD OF EDUCATION AT THE REGULAR MEETING ON:

SCHOOL CALENDAR DIGEST: 2024-2025

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 28, May 23, 27, 16 and June 6** will become recess days.

If 1 inclement weather day is used, **April 28, May 23, 27 and May 16** will become recess days.

If 2 inclement weather days are used, **April 28, May 23, and May 27** become recess days.

If 3 inclement weather days are used, **April 28 and May 23** will become recess days.

If 4 inclement weather days are used, **April 28** will become a recess day

If 5 inclement weather days are used, there will be **no** recess days on **April 28, May 23, 27, 16 and June 6**

If an emergency situation forces the Utica City School District's schools to close for more than four (5) days, school will be in session beginning April **21, 22, 23, 24 and 25** each day beyond five (5) and in that order.

All staff members are cautioned **NOT** to commit to any irrevocable plans for the Spring Recess (**April 18-25**) 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.....	185
Days Available for Emergency School Closings.....	5

SUBJECT:

**American Rescue Plan Elementary and Secondary School
Emergency Relief (ARP ESSER) Part 2 –
Fund Amendment #3**

Authorization is requested to approve the New York State American Rescue Plan Elementary and Secondary School Emergency Relief (ARP ESSER) Part 2 – Fund Amendment #3 with the following changes below with a total budget remaining at \$58,254,402.

BUDGET: American Rescue Plan Elementary and Secondary School Emergency Relief (ARP ESSER Part 2 - Funding Period: March 13, 2020 - September 30, 2024)

Code	Amend 2 Budget January 2024	Difference	Amend 3 Budget February 2024
15	\$6,796,928	-\$1,756,876	\$5,040,052
16	\$19,725	\$0	\$19,725
40	\$23,480,582	-\$9,690,000	\$13,790,582
45	\$18,681,299	\$670,000	\$19,351,299
46	\$90,947	\$0	\$90,947
49	\$0	\$10,776,876	\$10,776,876
80	\$2,378,626	\$0	\$2,378,626
20	\$6,806,295	\$0	\$6,806,295
	\$58,254,402	\$0	\$58,254,402

Description of Item	Amend 2 Expenditure	Cost Calculation	Difference	Amend 3 Expenditure
CODE 15: Teacher Salaries				
Teacher Salaries	\$5,546,575	Salaries for Reading/AIS Teachers, ENL Teachers, Classroom Teachers, and Guidance Counselors	-\$1,756,876	\$3,789,699
		Total	-\$1,756,876	
CODE 40: Purchase Services				
School-Based Health and Mental Wellness services [Activity 14]	\$2,700,000	Reclassification to code 49	-\$2,100,000	\$600,000
Social-Emotional Support	\$6,000,000	Reclassification to code 49	-\$6,000,000	\$0
Social- Emotional Support	\$2,380,000	Reclassification to code 49	-\$2,380,000	\$0

Cont'd

College Preparation and Social-Emotional Learning	\$210,000	Reclassification to code 49	-\$210,000	\$0
District-Wide Security Upgrade Installation. Costs include materials, installation, and labor. [Activity 20]	\$1,215,000	Security monitoring system upgrades (358 units x \$2,793.30). This is the increased cost calculation for additional work over the original approved FS-10's.	\$1,000,000	\$2,215,000
		Total	-\$9,690,000	
CODE 45: Supplies and Materials				
Additional Learning Materials for Learning Loss	\$80,000	9,760 students x \$15.37. Total cost of all additional learning materials.	\$70,000	\$150,000
Special Education Learning Material	\$45,000	300 students x \$333 = \$100,000. Demonstrates increased cost from Amendment 2.	\$100,000	\$145,000
Classroom flexible seating	\$680,000	13 buildings x 1,200 x \$75.64. Represents total cost of all classroom flexible seating.	\$500,000	\$1,180,000
		Total	\$670,000	
CODE 49: BOCES Services				
OHM BOCES-Safe Schools Mohawk Valley	\$0	\$900,000 x 3 years	\$2,100,000	\$2,100,000
OHM BOCES-iCAN	\$0	9,600 students x \$625 for 1 year	\$6,000,000	\$6,000,000
OHM BOCES-Hillside Community Agency	\$0	4,800 students x \$496 for 1 year	\$2,380,000	\$2,380,000
OHM BOCES-OnPoint for College	\$0	1,400 students x \$150 for 1 year	\$210,000	\$210,000
OHM BOCES-Teachers Assistance	\$0	10 elementary buildings x \$8,687.60 per building	\$86,876	\$86,876
		Total	\$10,776,876	

This budget is predicated on New York State Education Department's program approval and may be modified based on NYSED Grants Finance review.

FOR ACTION:

Volume LVIII

Report No. S – 268

SUBJECT:

**Resolution to Nominate Joseph Hobika, Jr. for the Office
on the Oneida-Herkimer-Madison BOCES Board of
Cooperative Educational Services (BOCES)**

Authorization is requested of the Board of Education to approve the resolution to nominate Joseph Hobika, Jr., for the Office on the Oneida-Herkimer-Madison BOCES Board of Cooperative Educational Services (BOCES).

Date: March 5, 2024

Kathy Hughes, Board Clerk
Utica City School District

MARCH 5, 2024

FOR ACTION:

Volume LVIII

Report No. S – 269

SUBJECT:

Agreement between the Utica City School District and Paragon Environmental Construction, Inc.

Authorization is requested of the Board of Education to approve the agreement dated February 14, 2024 between the Utica City School District and Paragon Environmental Construction, Inc., for Soil Remediation Services at Kernan Elementary School.

FOR ACTION:

Volume LVIII

Report No. S – 270

SUBJECT:

Agreement between the Utica City School District and LaBella Associates, DPC

Authorization is requested of the Board of Education to approve the agreement dated February 13, 2024 between the Utica City School District and LaBella Associates, DPC for the district's 2024 Building Condition Survey (BCS) and five-year plan.

FOR ACTION:

Volume LVIII

Report No. S – 271

SUBJECT:

Resolution Awarding Contract for Capital Construction Project – John F. Kennedy Field Storage Building

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

RESOLUTION
AWARDING CONTRACT FOR CAPITAL CONSTRUCTION PROJECT

WHEREAS, the Board of Education of the Utica City School District (the "Board of Education") solicited bids from prime contractors for construction services in conjunction with its John F. Kennedy Field Storage Building, Reconstruction SED #41-23-00-01-7-006-001 (the "Project"); and

WHEREAS, bids were received and publicly opened on February 22, 2024; and

WHEREAS, the Project Construction Manager reviewed the bids and bidders' qualifications for the Project, discussed the Project with the lowest responsible bidder and by letter dated February 28, 2024, recommends award of a contract to the following lowest responsible bidder: Beebe Construction Services, Inc.; and

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

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

1. Award of contract to the low bidder, Beebe Construction Services, Inc., in the following amount \$73,000.00.
2. The Board hereby authorizes its President or the Superintendent of Schools to execute a contract and related documents in compliance with this Resolution with such provisions other than a material increase in the scope of the work or the approved amount as may be approved by the Superintendent of Schools and the District's legal counsel, which approval shall be conclusively shown by the execution thereof and take all actions necessary or convenient to proceed under the contract in connection with the Project and comply with all applicable laws, regulations, and executive orders relating to the contract or the Project, and do all other acts as may be necessary, or in the opinion of the District's legal counsel, desirable or proper to effectuate the purposes of the foregoing Resolution.
3. Upon approval by the Board of Education, this Resolution shall take effect immediately.

MARCH 5, 2024

CERTIFICATION

A regularly scheduled meeting of the Board of Education of the Utica City School District held on March 5, 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 Board of Education.

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

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

Member Name:

Aye/Nay/Absent:

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

Dated: March 5, 2024

Kathy Hughes, District Clerk
Utica City School District

MARCH 5, 2024

FOR ACTION:

Volume LVIII

Report No. S – 272

SUBJECT:

Resolution Awarding Contract for Capital Construction Project – Donovan Middle School Storage Building Addition

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

RESOLUTION
AWARDING CONTRACT FOR CAPITAL CONSTRUCTION PROJECT

WHEREAS, the Board of Education of the Utica City School District (the "Board of Education") solicited bids from prime contractors for construction services in conjunction with its Donovan Middle School Storage Building Addition - SED #41-23-00-01-0-031-011 (the "Project"); and

WHEREAS, bids were received and publicly opened on February 22, 2024; and

WHEREAS, the Project Construction Manager reviewed the bids and bidders' qualifications for the Project, discussed the Project with the lowest responsible bidder and by letter dated February 28, 2024, recommends award of a contract to the following lowest responsible bidder: Beebe Construction Services, Inc.; and

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

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

1. Award of contract to the low bidder, Beebe Construction Services, Inc., in the following amount \$244,500.00.
2. The Board hereby authorizes its President or the Superintendent of Schools to execute a contract and related documents in compliance with this Resolution with such provisions other than a material increase in the scope of the work or the approved amount as may be approved by the Superintendent of Schools and the District's legal counsel, which approval shall be conclusively shown by the execution thereof and take all actions necessary or convenient to proceed under the contract in connection with the Project and comply with all applicable laws, regulations, and executive orders relating to the contract or the Project, and do all other acts as may be necessary, or in the opinion of the District's legal counsel, desirable or proper to effectuate the purposes of the foregoing Resolution.
3. Upon approval by the Board of Education, this Resolution shall take effect immediately.

MARCH 5, 2024

CERTIFICATION

A regularly scheduled meeting of the Board of Education of the Utica City School District held on March 5, 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 Board of Education.

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

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

Member Name:

Aye/Nay/Absent:

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

Dated: March 5, 2024

Kathy Hughes, District Clerk
Utica City School District

FOR ACTION:

Volume LVIII

Report No. S – 273

SUBJECT:

Resolution Awarding Contract for Capital Construction Project – Donovan Middle School Roof Reconstruction

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

RESOLUTION
AWARDING CONTRACT FOR CAPITAL CONSTRUCTION PROJECT

WHEREAS, the Board of Education of the Utica City School District (the "Board of Education") solicited bids from prime contractors for construction services in conjunction with its Donovan Middle School Roof Reconstruction Project SED #41-23-00-01-0-031-009 (the "Project"); and

WHEREAS, bids were received and publicly opened on February 22, 2024; and

WHEREAS, the Project Construction Manager reviewed the bids and bidders' qualifications for the Project, discussed the Project with the lowest responsible bidder and by letter dated February 28, 2024, recommends award of a contract to the following lowest responsible bidder: Mid-State Industries, Ltd.; and

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

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

1. Award of contract to the low bidder, Mid-State Industries, Ltd., in the following amount of \$978,811.00.
2. The Board hereby authorizes its President or the Superintendent of Schools to execute a contract and related documents in compliance with this Resolution with such provisions other than a material increase in the scope of the work or the approved amount as may be approved by the Superintendent of Schools and the District's legal counsel, which approval shall be conclusively shown by the execution thereof and take all actions necessary or convenient to proceed under the contract in connection with the Project and comply with all applicable laws, regulations, and executive orders relating to the contract or the Project, and do all other acts as may be necessary, or in the opinion of the District's legal counsel, desirable or proper to effectuate the purposes of the foregoing Resolution.
3. Upon approval by the Board of Education, this Resolution shall take effect immediately.

MARCH 5, 2024

CERTIFICATION

A regularly scheduled meeting of the Board of Education of the Utica City School District held on March 5, 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 Board of Education.

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

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

Member Name:

Aye/Nay/Absent:

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

Dated: March 5, 2024

Kathy Hughes, District Clerk
Utica City School District

FOR ACTION:

Volume LVIII

Report No. S – 274

SUBJECT:

Resolution Awarding Contract for Capital Construction Project – Conkling Elementary School, Kernan Elementary School, Donovan Middle School, and Columbus Elementary School – Paving

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

RESOLUTION
AWARDING CONTRACT FOR CAPITAL CONSTRUCTION PROJECT

WHEREAS, the Board of Education of the Utica City School District (the "Board of Education") solicited bids from prime contractors for construction services in conjunction with its Conkling Elementary School, Kernan Elementary School, Donovan Middle School, Columbus Elementary School Project (the "Project"); and

WHEREAS, bids were received and publicly opened on February 27, 2024; and

WHEREAS, the Project Construction Manager reviewed the bids and bidders' qualifications for the Project, discussed the Project with the lowest responsible bidder and by letter dated March 1, 2024, recommends award of a contract to the following lowest responsible bidder: Central Paving, Inc.; and

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

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

1. Award of contract to the low bidder, Central Paving, Inc., in the following amount: \$465,860.00.
2. The Board hereby authorizes its President or the Superintendent of Schools to execute a contract and related documents in compliance with this Resolution with such provisions other than a material increase in the scope of the work or the approved amount as may be approved by the Superintendent of Schools and the District's legal counsel, which approval shall be conclusively shown by the execution thereof and take all actions necessary or convenient to proceed under the contract in connection with the Project and to comply with all applicable laws, regulations, and executive orders relating to the contract or the Project, and to do all other acts as may be necessary, or in the opinion of the District's legal counsel, desirable or proper to effectuate the purposes of the foregoing Resolution.
3. Upon approval by the Board of Education, this Resolution shall take effect immediately.

MARCH 5, 2024

CERTIFICATION

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PRESENT:

ABSENT:

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

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

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

Member Name:

Aye/Nay/Absent:

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

Dated: March 5, 2024

Kathy Hughes, District Clerk
Utica City School District

FOR ACTION:

Volume LVIII

Report No. S – 275

SUBJECT:

**Resolution Awarding Contract for Capital
Construction Project – Hughes Elementary School and
Jones Elementary School – Paving**

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

RESOLUTION
AWARDING CONTRACT FOR CAPITAL CONSTRUCTION PROJECT

WHEREAS, the Board of Education of the Utica City School District (the "Board of Education") solicited bids from prime contractors for construction services in conjunction with its Hughes Elementary School and Jones Elementary School Project (the "Project"); and

WHEREAS, bids were received and publicly opened on February 27, 2024; and

WHEREAS, the Project Construction Manager reviewed the bids and bidders' qualifications for the Project, discussed the Project with the lowest responsible bidder and by letter dated March 1, 2024, recommends award of a contract to the following lowest responsible bidder: Costello Blacktop Paving, Inc.; and

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

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

1. Award of contract to the low bidder, Costello Blacktop Paving, Inc., in the following amount: \$583,466.00.
2. The Board hereby authorizes its President or the Superintendent of Schools to execute a contract and related documents in compliance with this Resolution with such provisions other than a material increase in the scope of the work or the approved amount as may be approved by the Superintendent of Schools and the District's legal counsel, which approval shall be conclusively shown by the execution thereof and take all actions necessary or convenient to proceed under the contract in connection with the Project and to comply with all applicable laws, regulations, and executive orders relating to the contract or the Project, and to do all other acts as may be necessary, or in the opinion of the District's legal counsel, desirable or proper to effectuate the purposes of the foregoing Resolution.
3. Upon approval by the Board of Education, this Resolution shall take effect immediately.

MARCH 5, 2024

CERTIFICATION

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PRESENT:

ABSENT:

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

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

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

Member Name:

Aye/Nay/Absent:

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

Dated: March 5, 2024

Kathy Hughes, District Clerk
Utica City School District

MARCH 5, 2024

FOR ACTION:

Volume LVIII

Report No. S – 276

SUBJECT:

**Resolution Awarding Contract for Capital
Construction Project – Jefferson Elementary School
and John F. Kennedy Middle School – Paving**

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

RESOLUTION
AWARDING CONTRACT FOR CAPITAL CONSTRUCTION PROJECT

WHEREAS, the Board of Education of the Utica City School District (the "Board of Education") solicited bids from prime contractors for construction services in conjunction with its Jefferson Elementary School and John F. Kennedy Middle School Project (the "Project"); and

WHEREAS, bids were received and publicly opened on February 27, 2024; and

WHEREAS, the Project Construction Manager reviewed the bids and bidders' qualifications for the Project, discussed the Project with the lowest responsible bidder and by letter dated March 1, 2024, recommends award of a contract to the following lowest responsible bidder: Costello Blacktop Paving, Inc.; and

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

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

1. Award of contract to the low bidder, Costello Blacktop Paving, Inc., in the following amount: \$451,489.00.
2. The Board hereby authorizes its President or the Superintendent of Schools to execute a contract and related documents in compliance with this Resolution with such provisions other than a material increase in the scope of the work or the approved amount as may be approved by the Superintendent of Schools and the District's legal counsel, which approval shall be conclusively shown by the execution thereof and take all actions necessary or convenient to proceed under the contract in connection with the Project and to comply with all applicable laws, regulations, and executive orders relating to the contract or the Project, and to do all other acts as may be necessary, or in the opinion of the District's legal counsel, desirable or proper to effectuate the purposes of the foregoing Resolution.
3. Upon approval by the Board of Education, this Resolution shall take effect immediately.

MARCH 5, 2024

CERTIFICATION

A regularly scheduled meeting of the Board of Education of the Utica City School District held on March 5, 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 Board of Education.

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

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

Member Name:

Aye/Nay/Absent:

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

Dated: March 5, 2024

Kathy Hughes, District Clerk
Utica City School District

FOR ACTION:

Volume LVIII

Report No. S – 277

SUBJECT:

**Resolution Regarding State Environmental
Quality Review (SEQRA)**

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

**RESOLUTION REGARDING
STATE ENVIRONMENTAL QUALITY REVIEW (SEQRA)**

WHEREAS, the Board of Education of the Utica City School District (the "Board") has considered the effect upon the environment of a District-wide Playground/Building Project, which will include, but is not limited to the following:

District-wide playground renovations and replacement, as well as installation of ultraviolet lighting at the District Elementary Schools.

WHEREAS, the Board has reviewed the scope of the project and has further received and considered the advice of its architects with respect to the potential for environmental impacts resulting from the proposed action; and

WHEREAS, the Board has reviewed the Proposed Action with respect to the Type II criteria set forth in 6 NYCRR Part 617.5(c), now therefore;

BE IT RESOLVED, by the Board of Education as follows:

1. The Proposed Action does not exceed thresholds established under 6 NYCRR Part 617, the State Environmental Quality Review Act, (SEQRA).
2. The Board hereby determines the Proposed Action as a Type II action in accordance with the SEQRA regulations.
3. No further review of the Proposed Action is required under SEQRA.
4. This resolution shall be effective immediately.

Dated: March 5, 2024

Kathy Hughes, Board Clerk
Utica City School District

MARCH 5, 2024

FOR ACTION:

Volume LVIII

Report No. S – 278

SUBJECT:

Approval of Single Audit and Corrective Action Plan (CAP)

Authorization is requested of the Board of Education to approve the Single Audit and Corrective Action Plan (CAP), effective March 5, 2024.

FOR ACTION:

Volume LVIII

Report No. S – 279

SUBJECT:

Approval of Risk Assessment and Corrective Action Plan (CAP)

Authorization is requested of the Board of Education to approve the Risk Assessment and Corrective Action Plan (CAP), effective March 5, 2024.

FOR ACTION:

Volume LVIII

Report No. S – 280

SUBJECT:

Approval and Adoption of Policies

Authorization is requested of the Board of Education to approve and adopt the following Utica City School District policies, effective March 5, 2024:

Policy #

Policy

0011	Code of Ethics
0020 (revised to 6402)	Drug Free Workplace
0021	Tobacco, Nicotine, and E-Cigarette Use Prohibited
1201	Parent and Family Engagement in Title I Programs
1201.1	Annual Notification Teacher Qualifications
1201.2	Parent and Family Engagement Plan

FOR ACTION:

Volume LVIII

Report No. S – 281

SUBJECT:

Amended Field Use Agreement between the Utica City School District and the Oneida County Sports Facility Authority

Authorization is requested of the Board of Education to approve the amended Field Use Agreement between the Utica City School District and the Oneida County Sports Facility Authority for the 2024 Spring baseball season.

FOR ACTION:

Volume LVIII

Report No. S – 282

SUBJECT:

Data Sharing and Confidentiality Agreement between the Utica City School District and the State University of New System Administration (SUNY)

Authorization is requested of the Board of Education to approve the Data Sharing and Confidentiality Agreement between the Utica City School District and the State University of New York State System Administration (SUNY), effective March 5, 2024.

MARCH 5, 2024

FOR ACTION:**Volume LVIII****Report No. S – 283****SUBJECT:****Application for Extended Field Trip –
Kennedy Middle School**

Authorization is requested of the Board of Education to approve approximately thirty-five (35) Kennedy Middle School student council students to travel to Boston, Massachusetts on Monday, May 20, 2024. The students will be touring the Museum of Science, the New England Aquarium and Quincy Market. These student council students will experience, explore, and learn hands-on about STEM, culture, environment, conservation, and history through this social trip.

Supervision of these students will be provided by Nicole Greene, Teacher/Student Council Advisor, Kelly Hajdasz, Teacher, Vanessa Houck, Teacher, Vanessa Kupelian, Teacher, Lisa Marashian, Teacher, Kenisha Morrison, Chaperone, Lisa Kopie, Chaperone, Hanka Grabovica, Chaperone, and Cara Greer, Chaperone.

This trip was reviewed and approved by Colin Clark, Principal at Kennedy Middle School, Steven Falchi, Assistant Superintendent of Curriculum, Instruction & Assessment, and Dr. Kathleen Davis, Interim Superintendent of Schools.

FOR ACTION:**Volume LVIII****Report No. S – 284****SUBJECT:****Application for Extended Field Trip –
Proctor High School**

Authorization is requested of the Board of Education to approve approximately forty-seven (47) Proctor High School Physics students to travel to Six Flags-New England in Massachusetts on Friday, May 31, 2024. This trip will allow these Physics students to apply content knowledge to real-world phenomena through hands-on lab experiences.

Supervision of these students will be provided by Adam Lovecchio, Teacher, Jonathan Levine, Teacher, Kristin Sydoriv, Teacher, Jessica Dubois, Teacher, Cameron Jennings, Teacher, Trisha Bobowski, Teacher, Amy Barok, Teacher, and Mitchell Duncan, Teacher.

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

FOR ACTION:**Volume LVIII****Report No. S – 285****SUBJECT:****Application for Extended Field Trip –
Proctor High School**

Authorization is requested of the Board of Education to approve approximately four (4) Proctor High School Puerto Rican/Hispanic Youth Leadership Institute (PR/HYLI) students to attend the 3-day Statewide Puerto Rican/Hispanic Youth Leadership Institute in Albany, NY. This trip will be held on March 9-11, 2024. The purpose of this trip is for the students to develop leadership skills, introduce the students to Latino/Hispanic political leaders, and to develop an in-depth knowledge of the State Legislative process. Students from across New York State will also be attending.

Supervision of these students will be provided by Monica Bravo, Teacher.

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

MARCH 5, 2024

FOR ACTION:

Volume LVIII

Report No. S – 286

SUBJECT:

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

Authorization is requested of the Board of Education to approve approximately thirty-three (33) Proctor High School students to travel to Boston, Massachusetts on Tuesday, June 1, 2024. These students will be touring the Boston/New England Aquarium to inspire protection and conservation of our planet, as well as attend a musical to foster an appreciate of the Arts.

Supervision of these students will be provided by Lorraine Griffiths, Teacher/Advisor, Keith Brown, Teacher, Jason Anguish, Physical Education Department Chair, and Carvon Brazier, Teacher.

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

FOR ACTION:

Volume LVIII

Report No. S – 287

SUBJECT:

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

Authorization is requested of the Board of Education to approve approximately forty (40) Proctor High School students to travel to Nazareth University in Rochester, New York on Friday, April 12, 2024. Students will be exposed to a day full of Italian and Hispanic culture with native Italian and Spanish professors from Nazareth University, as well as be involved in discussions about the importance of continuing language study post-high school.

Supervision of these students will be provided by Richard Nicholas-Hahn, Dual-Credit Italian Teacher/World Languages Department Chair, JoEllen Sampson, Italian Teacher, Marna Solete, Dual-Credit Spanish Teacher, Dennis Hahn, English Teacher/English Department Chair, Lauren Brown, Special Education Teacher, and Alexis Holmer, Special Education Teacher.

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

FOR ACTION:

Volume LVIII

Report No. S – 288

SUBJECT:

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

Authorization is requested of the Board of Education to approve approximately thirteen (13) Proctor High School Future Business Leaders of America (FBLA) Club members to attend the FBLA State Leadership Conference in Rochester, New York on April 10-12, 2024 at the Joseph R. Floreano Rochester Riverside Convention Center. This conference will provide student members the opportunity to test their business knowledge and career skills in competitive events with fellow members across New York State; complete for the opportunity to advance to the National Leadership Conference held in different cities across the nation; earn recognition and attend leadership sessions; campaign for State Office and elect State Leaders; and meet and network with fellow members and advisors, along with business and community leaders.

Supervision of these students will be provided by Deborah Pedersen, Business Teacher/FBLA Advisor, and Cassandra Carpenter, Business Teacher.

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

MARCH 5, 2024

FOR ACTION:

Volume LVIII

Report No. B – 57

SUBJECT:

Disposal of Technology Resource Items

Authorization is requested of the Board of Education to dispose of obsolete technology resource items located at Proctor High School, Donovan Middle School, General Herkimer Elementary School, Jefferson Elementary School, the Automotive Shop, and the Administration Building.

FOR ACTION:

Volume LVIII

Report No. B – 58

SUBJECT:

Budget Transfer – Teacher, BOCES

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

	<u>Account</u>	<u>Description</u>		<u>Amount</u>
From:	A2110.490-00-2148	Teaching – BOCES – Students Today	\$	37,137
To:	A2110.490-00-2147	Teaching – BOCES – Performing Arts	\$	37,137

Explanation: To re-allocate BOCES commitments between applicable cost centers.

A2110.490-00-2148	Original Budget	\$	64,394
	Revised Budget with Transfer	\$	27,257
	Transfers In	\$	-
	Transfers Out	\$	-
	Expended & Encumbered	\$	-
	Balance before Transfer	\$	64,394
	Percent Used (Original Budget)		0.00%
	Percent Used (Revised Budget)		0.00%
A2110.490-00-2147	Original Budget	\$	1,605
	Revised Budget with Transfer	\$	38,742
	Transfers In	\$	-
	Transfers Out	\$	-
	Expended & Encumbered	\$	38,742
	Balance before Transfer	\$	(37,137)
	Percent Used (Original Budget)		2413.83%
	Percent Used (Revised Budget)		100.00%

FOR ACTION:

Volume LVIII

Report No. B – 59

SUBJECT:

Budget Transfer – Curriculum Development, Salaries

Authorization is requested of the Board of Education to approve the following Budget Transfer – Curriculum Development, Salaries for Fiscal Year 2023-2024:

	<u>Account</u>	<u>Description</u>		<u>Amount</u>
From:	A2010.160-00-0000	Curriculum Development – Secretaries	\$	330,000
To:	A2010.150-00-0000	Curriculum Development – Salaries	\$	330,000

Explanation: To re-allocate salary within the Curriculum Development cost center relating to CTE.

A2010.160-00-0000	Original Budget	\$	517,418
	Revised Budget with Transfer	\$	187,418
	Transfers In	\$	-
	Transfers Out	\$	-
	Expended & Encumbered	\$	63,732
	Balance before Transfer	\$	453,686
	Percent Used (Original Budget)		12.32%
	Percent Used (Revised Budget)		34.01%
A2010.150-00-0000	Original Budget	\$	510,125
	Revised Budget with Transfer	\$	840,125
	Transfers In	\$	-
	Transfers Out	\$	-
	Expended & Encumbered	\$	536,468
	Balance before Transfer	\$	(326,343)
	Percent Used (Original Budget)		105.16%
	Percent Used (Revised Budget)		63.86%

FOR ACTION:

Volume LVIII

Report No. B – 60

SUBJECT:

Budget Transfer – Custodial Operations

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

	<u>Account</u>	<u>Description</u>		<u>Amount</u>
From:	A1620.161-00-0000	Custodial Operations - Salaries	\$	71,410
To:	A1620.160-00-0000	Custodial Operations - Supervisor	\$	71,410

Explanation: To re-allocate salary within the Custodial Operations cost center.

A1620.161-00-0000	Original Budget	\$	5,564,165
	Revised Budget with Transfer	\$	5,492,755
	Transfers In	\$	-
	Transfers Out	\$	-
	Expended & Encumbered	\$	5,096,094
	Balance before Transfer	\$	468,071
	Percent Used (Original Budget)		91.59%
	Percent Used (Revised Budget)		92.78%
A1620.160-00-0000	Original Budget	\$	-
	Revised Budget with Transfer	\$	71,410
	Transfers In	\$	-
	Transfers Out	\$	-
	Expended & Encumbered	\$	71,410
	Balance before Transfer	\$	(71,410)
	Percent Used (Original Budget)		0.00%
	Percent Used (Revised Budget)		100.00%

FOR ACTION:

Volume LVIII

Report No. B – 61

SUBJECT:

**Budget Transfer – Maintenance of Plant –
Building Repairs**

Authorization is requested of the Board of Education to approve the following Budget Transfer – Maintenance of Plant – Building Repairs for Fiscal Year 2023-2024:

	<u>Account</u>	<u>Description</u>		<u>Amount</u>
From:	A9060.800-00-0000	Health Insurance	\$	50,000
To:	A1621.551-00-0000	Maintenance of Plant – Building Repairs	\$	50,000

Explanation: To adjust for account being underfunded compared to prior periods.

A9060.800-00-0000	Original Budget	\$	26,413,500
	Revised Budget with Transfer	\$	25,832,543
	Transfers In	\$	-
	Transfers Out	\$	530,957
	Expended & Encumbered	\$	24,676,556
	Balance before Transfer	\$	1,205,987
	Percent Used (Original Budget)		93.42%
	Percent Used (Revised Budget)		95.53%
A1621.551-00-0000	Original Budget	\$	297,370
	Revised Budget with Transfer	\$	347,370
	Transfers In	\$	-
	Transfers Out	\$	-
	Expended & Encumbered	\$	337,307
	Balance before Transfer	\$	(39,937)
	Percent Used (Original Budget)		113,43%
	Percent Used (Revised Budget)		97.10%

FOR ACTION:

Volume LVIII

Report No. B – 62

SUBJECT:

**Budget Transfer – Business Administration –
Postage**

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

	<u>Account</u>	<u>Description</u>		<u>Amount</u>
From:	A9060.800-00-0000	Health Insurance	\$	50,000
To:	A1310.401-00-0000	Business Administration – Postage	\$	50,000
Explanation: To adjust for increase in mass mailings.				
	A9060.800-00-0000	Original Budget	\$	26,413,500
		Revised Budget with Transfer	\$	25,882,543
		Transfers In	\$	-
		Transfers Out	\$	480,957
		Expended & Encumbered	\$	24,676,556
		Balance before Transfer	\$	1,255,987
		Percent Used (Original Budget)		93.42%
		Percent Used (Revised Budget)		95.34%
	A1310.401-00-0000	Original Budget	\$	120,000
		Revised Budget with Transfer	\$	170,000
		Transfers In	\$	-
		Transfers Out	\$	-
		Expended & Encumbered	\$	167,581
		Balance before Transfer	\$	1,608
		Percent Used (Original Budget)		139.65%
		Percent Used (Revised Budget)		98.58%

FOR ACTION:

Volume LVIII

Report No. P – 31

SUBJECT:

Unpaid Leave of Absence

Clerical

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

Tracy Esposito

Secretary – Jones Elementary School

From: May 3, 2024

To: May 17, 2024

Reason: Family

Notification Received: February 27, 2024

FOR ACTION:

Volume LVIII

Report No. P – 31

SUBJECT:

Change of Assignment

Transportation

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

Jorge Guerrero

From: Substitute Bus Driver

To: Bus Driver

Salary: \$22.44 per hour

Effective: March 6, 2024

FOR ACTION:

Volume LVIII

Report No. P – 31

SUBJECT:

Changes of Assignment

Transportation

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

Gabriel Campos

From: Substitute Bus Monitor

To: Substitute Bus Driver

Salary: \$20.50 per hour

Effective: March 6, 2024

Gloriana Munoz

From: Substitute Bus Driver

To: Bus Driver

Salary: \$22.44 per hour

Effective: March 6, 2024

FOR ACTION:

Volume LVIII

Report No. P – 31

SUBJECT:

**Resolution for Probationary Appointment
Alicia Guarascio – Teacher Assistant**

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

RESOLVED, upon the recommendation of the Interim Superintendent of Schools, that Alicia Guarascio, who possesses Level I - Renewal Teaching Assistant certification issued by the Commissioner of Education, is appointed to the position of Teacher Assistant effective March 6, 2024. Alicia Guarascio's salary shall be \$18.36 per hour as set by the collective bargaining agreement between the Utica City School District and SEIU.

FOR ACTION:

Volume LVIII

Report No. P – 31

SUBJECT:

**Resolution for Probationary Appointment
Charice Drake – Teacher Assistant**

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

RESOLVED, upon the recommendation of the Interim Superintendent of Schools, that Charice Drake, who possesses Level I Teaching Assistant certification issued by the Commissioner of Education, is appointed to the position of Teacher Assistant effective March 6, 2024. Charice Drake's salary shall be \$18.36 per hour as set by the collective bargaining agreement between the Utica City School District and SEIU.

FOR ACTION:

Volume LVIII

Report No. P – 31

SUBJECT:

**Resolution for Probationary Appointment
Lisa Ellis – Teacher Assistant**

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

RESOLVED, upon the recommendation of the Interim Superintendent of Schools, that Lisa Ellis, who possesses Level I Teaching Assistant certification issued by the Commissioner of Education, is appointed to the position of Teacher Assistant effective March 6, 2024. Lisa Ellis's salary shall be \$18.36 per hour as set by the collective bargaining agreement between the Utica City School District and SEIU.

FOR ACTION:

Volume LVIII

Report No. P – 31

SUBJECT:

Resolution for Substitute Teaching Assistant

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

RESOLVED, upon the recommendation of the Interim Superintendent of Schools, that the following individual is appointed to serve as substitute Teaching Assistant at \$15.00 per hour, effective immediately:

- Chezerae Howard

FOR ACTION:

Volume LVIII

Report No. P – 31

SUBJECT:

Resolution for Substitute Teaching Assistant

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

RESOLVED, upon the recommendation of the Interim Superintendent of Schools, that the following individual is appointed to serve as substitute Teaching Assistant at \$15.00 per hour, effective retroactively on March 4, 2024:

- Maria Cruz

FOR ACTION:

Volume LVIII

Report No. P – 31

SUBJECT:

Resolution for Per Diem Substitutes

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

RESOLVED, upon the recommendation of the Interim Superintendent of Schools, that the following individuals are appointed to serve as per diem Substitute Teachers at \$100.00 per day, effective immediately:

- Abdullah Al Suwaeid
- Yasmine Bowens
- Greg McReynolds
- Jeremy Pantoni

FOR ACTION:

Volume LVIII

Report No. P – 31

SUBJECT:

Appointments

Teacher

**Refugee School Impact Grant Mini Academy
Conkling Elementary School**

It is recommended that the following appointments be approved for the Refugee School Impact Grant (RSIG) Mini Academy as required by the Refugee School Impact Grant:

Effective Dates: March 23, March 30, and April 6, 2024
Funding: Refugee School Impact Grant

Teachers: \$40.00 per hour per UTA Contract

- Sharon Eghigian (E.N.L.)
- Nina Marollo (E.N.L.)

FOR ACTION:**Volume LVIII****Report No. P – 31****SUBJECT:****Appointments****Homebound Instruction**

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

- Rocco R. Giruzzi
- Jennifer Knopic
- Melissa Marris
- Josephine Oliver
- Danielle Rauscher

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 – 31****SUBJECT:****Appointment****Custodial/Maintenance**

It is recommended that the following appointment be approved:

Kyle Frazier
136 Boyce Avenue, Apt. 2
Utica, NY 13501

Cleaner
District-Wide (Probationary)
Effective: March 11, 2024
Salary: \$16.02 per hour
Education: Graduate of Proctor High School
Experience: Cleaner, iCAN
Utica, NY
4/23 to 11/23

FOR ACTION:**Volume LVIII****Report No. P – 31****SUBJECT:****Mentors/Mentees for 2023-2024**

It is recommended that the following Mentors/Mentees for school year 2023-2024 be approved:

Mentee/New Teacher	Position	School	Mentor
Marina Aceto	Elementary, Grade 5	Jones	Lisa Zaniewski
Corey Colmey	Music	Conkling	Krystal Lasher
Katrina Hall	Elementary, Grade 6	Kernan	Jessica Woolheater
Arianna Granza	Elementary, Grade 2	Watson-Williams	Courtney Bellinger
Madina Haji	Elementary, Grade 6	Kernan	Jessica Woolheater
Lily Corathers	Music	Hughes/Jefferson	Alla Kudelich

Salary: Prorated at \$700.00 per school year.

MARCH 5, 2024

FOR INFORMATION:

Volume LVIII

Report No. P – 32

SUBJECT:

Resignation

It is recommended that the following resignation be accepted:

Pamela Backman

Interim Treasurer (per diem)
Effective: March 1, 2024
Reason: Return to retired status
Notification Received: March 1, 2024

FOR INFORMATION:

Volume LVIII

Report No. P – 32

SUBJECT:

Resignation

Custodial/Maintenance

It is recommended that the following resignation be accepted:

Jason Piccione

Cleaner
Proctor High School
Effective: February 16, 2024
Reason: Personal
Notification Received: February 23, 2024

FOR INFORMATION:

Volume LVIII

Report No. P – 32

SUBJECT:

Unpaid Leaves of Absence

Teacher

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

Debra L. Hughes

Literacy Teacher
Kernan Elementary School
From: February 26, 2024
To: April 1, 2024
Reason: Medical
Notification Received: February 12, 2024

Brittany Rudnitski

Grade 2 Teacher
Watson Williams Elementary School
From: February 15, 2024
To: April 17, 2024
Reason: Medical
Notification Received: February 29, 2024

MARCH 5, 2024

FOR INFORMATION:

Volume LVIII

Report No. P – 32

SUBJECT:

Change in Effective Dates of an Unpaid Leave of Absence Teacher

It is recommended that the following change of effective dates of an unpaid leave of absence be approved:

Laura M. Crabb

Special Education Teacher
Jefferson Elementary School
From: February 6, 2024 to March 8, 2024
To: February 6, 2024 to February 12, 2024
Notification Received: February 12, 2024

MARCH 5, 2024