

**BOARD OF EDUCATION
 UTICA CITY SCHOOL DISTRICT
 SPECIAL MEETING – September 18, 2023 – 5:00 P.M.
 Administration Building – 929 York Street – Kernan School**

BOARD MEMBERS PRESENT: Joseph H. Hobika Jr, Presiding; Donald Dawes, Robert Cardillo, Tennille Knoop, James Paul, Jason Cooper

BOARD MEMBERS ABSENT: Danielle Padula

ADMINISTRATORS PRESENT: Dr. Kathleen Davis, Acting Superintendent, Steven Falchi, Joseph Shields, Esq., Sara Klimek, Mike Ferraro, Trina Falchi, Shawna Fleck, Andre Paradis, Pam Smoulcey, Heather Mowat, Kathy Hughes



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



President Hobika, Jr. called the Special Meeting to order at 6:04 p.m. After the Pledge of Allegiance, Board Clerk Kathy Hughes conducted roll call. All members of the Board of Education were present with the exception of Danielle Padula.



Superintendent’s Report

Dr. Davis, Acting Superintendent presented the Superintendent’s Report dated September 18, 2023 to the Board of Education for approval.

President Hobika, Jr. asked the Board Members if there were any items that needed clarification before a motion was made on the Consent Agenda. At this time, he polled Board Members – **None**

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FOR ACTION:

Volume LVIII

Report No. S – 115

SUBJECT:

**NYSPHSAA Section III Combining Contract
between Notre Dame Jr. Sr. High School and the
Utica City School District in the sport of Varsity
Boys Ice Hockey**

Authorization is requested of the Board of Education to approve the NYSPHSAA Section III Combining Contract between Notre Dame Jr. Sr. High School and the Utica City School District (Proctor High School for the 2023-2204 school year in the sport of Varsity Boys Ice Hockey.

FOR ACTION:

Volume LVIII

Report No. S – 116

SUBJECT:

**Agreement between the Utica City School District and
Russell Sage College**

Authorization is requested of the Board of Education to approve the Unpaid Student Teaching Agreement between the Utica City School District and Russell Sage College, effective September 2023.

FOR ACTION:

Volume LVIII

Report No. P – 11

SUBJECT:

Retirement

Teacher

It is recommended that the following retirement be accepted:

Steven P. Esford

Technology Teacher
Donovan Middle School
Effective: November 1, 2023
Years of Service: 22

FOR ACTION:

Volume LVIII

Report No. P – 11

SUBJECT:

Resignation

Security Officer

It is recommended that the following resignation be accepted:

Colin Madia

Security Officer
District-Wide
Effective: September 28, 2023
Reason: Primary position with Utica Police Department
Notification Received: September 15, 2023

FOR ACTION:

Volume LVIII

Report No. P – 11

SUBJECT:

Change of Assignment

Custodial/Maintenance

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

Joseph Tartaglia

From: Cleaner
Donovan Middle School
To: Athletic Caretaker (Probationary)
Salary: \$27.30 per hour
Effective: September 25, 2023

FOR ACTION:

Volume LVIII

Report No. P – 11

SUBJECT:

Change of Assignment

Food Service/Monitor

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

Elli Casey

From: Monitor-Lunch Program
Albany Elementary School – 11.25 hours per week
To: Monitor-Breakfast and Lunch Program
District-Wide – not to exceed 35 hours per week
Effective: October 2, 2023
Salary: \$17.34 per hour

FOR ACTION:

Volume LVIII

Report No. P – 11

SUBJECT:

Changes of Status

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

Marissa A. Hajec

Physical Therapist
From: Probationary (26 weeks)
To: Permanent
Effective: August 30, 2023

Kimberly Page

Physical Therapist
From: Probationary (26 weeks)
To: Permanent
Effective: August 30, 2023

Christiana R. Rowlands

Occupational Therapist
From: Probationary (26 weeks)
To: Permanent
Effective: August 30, 2023

The above have completed their probationary period.

FOR ACTION:

Volume LVIII

Report No. P – 11

SUBJECT:

Unpaid Leave of Absence

Teacher

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

Christina Marcantonio

Grade 4 Teacher – Hughes Elementary School
From: October 10, 2023
To: November 21, 2023
Reason: Personal
Notification Received: September 5, 2023

FOR ACTION:

Volume LVIII

Report No. P – 11

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

- Donna Ciufio
- Ismail Kucevic

FOR ACTION:

Volume LVIII

Report No. P – 11

SUBJECT:

Resolution for Probationary Appointment Teacher – Physical Education

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 Trey Szatko, who possesses Physical Education, Initial Certificate issued by the Commissioner of Education, is appointed to the position of Physical Education Teacher in the tenure area of Physical Education, to a four-year probationary term commencing September 7, 2023 and expiring June 30, 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, Trey Szatko 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. Trey Szatko's salary shall be \$43,700.00, as set forth in Step MA+30, D-4 of the collective bargaining agreement.

FOR ACTION:

Volume LVIII

Report No. P – 11

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 Acting Superintendent of Schools, that the following individuals are appointed to serve as per diem Teaching Assistant at \$14.20 per hour, effective immediately:

- Maria Donlon
- Carina Felix

FOR ACTION:

Volume LVIII

Report No. P – 11

SUBJECT:

**Resolution for Probationary Appointment
Kyle Bixler – Teacher Assistant**

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

RESOLVED, upon the recommendation of the Acting Superintendent of Schools, that Kyle Bixler, who possesses Level I Teaching Assistant certification issued by the Commissioner of Education, is appointed to the position of Teacher Assistant commencing retroactively on September 14, 2023. Kyle Bixler'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 – 11

SUBJECT:

**Resolution for Probationary Appointment
Christina Connor-Carpenter – Teacher Assistant**

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

RESOLVED, upon the recommendation of the Superintendent of Schools, that Christina Connor-Carpenter, who possesses Level I Teaching Assistant certification issued by the Commissioner of Education, is appointed to the position of Teacher Assistant commencing September 20, 2023. Christina Connor-Carpenter’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 – 11

SUBJECT:

**Resolution for Probationary Appointment
Nora Waterbury – Teacher Assistant**

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

RESOLVED, upon the recommendation of the Superintendent of Schools, that Nora Waterbury, who possesses Level I Teaching Assistant certification issued by the Commissioner of Education, is appointed to the position of Teacher Assistant commencing September 20, 2023. Nora Waterbury’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 – 11

SUBJECT:

**Resolution for Probationary Appointment
Jennifer Vazquez – Teacher Assistant**

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

RESOLVED, upon the recommendation of the Superintendent of Schools, that Jennifer Vasquez, who possesses Level I Teaching Assistant certification issued by the Commissioner of Education, is appointed to the position of Teacher Assistant commencing September 20, 2023. Jennifer Vasquez’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 – 11

SUBJECT:

**Resolution for Probationary Appointment
Camryn Dwyer – Teacher Assistant**

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

RESOLVED, upon the recommendation of the Acting Superintendent of Schools, that Camryn Dwyer, who possesses Level I Teaching Assistant certification issued by the Commissioner of Education, is appointed to the position of Teacher Assistant commencing September 5, 2023. Camryn Dwyer’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 – 11

SUBJECT:

Resolution for Provisional Appointment Typist

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

RESOLUTION FOR PROVISIONAL APPOINTMENT

RESOLVED, upon the recommendation of the Superintendent of Schools, that Delaney McIntyre, who possesses provisional pre-approval issued by the City of Utica department of Civil Service, is appointed to the position of Typist at Proctor High School commencing September 19, 2023. Delaney McIntyre’s salary shall be \$41,168 (prorated) as set forth in the collective bargaining agreement between the Utica School Secretaries’ Unit of Teamsters Local 294 and the Utica City School District.

FOR ACTION:

Volume LVIII

Report No. P – 11

SUBJECT:

Appointment

Custodial/Maintenance

It is recommended that the following appointment be approved:

Rahshad Young
2304 Sunset Avenue
Utica, NY 13502

Cleaner
District-Wide (Probationary)
Effective: October 2, 2023
Salary: \$16.02 per hour
Education: Graduate of Thomas Jefferson High School
Experience: Machine Operator, Indium Corporation
Clinton, NY
9/22 to present

FOR ACTION:

Volume LVIII

Report No. P – 11

SUBJECT:

Appointments

Homebound Instruction

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

Carissa Asaro	Matt Waldron
Lawrence Cracchiolo	Mike Winker
Joseph Gentile, Jr.	
Kerry Maya	
Jessica Przybyla	

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

FOR INFORMATION:

Volume LVIII

Report No. P – 12

SUBJECT:

Abandonment of Positions

Food Service/Monitor

It is recommended that the following abandonment of positions be accepted:

Michael Ortiz

Senior Food Service Worker 3-Breakfast Program
7.5 hours per week and Monitor-Lunch Program
13.75 hours per week – Kennedy Middle School
Effective: September 6, 2023

Carmel Tedesco

Monitor-Breakfast and Lunch Program
District-Wide – not to exceed 29 hours per week
Effective: September 6, 2023

Rasim Hodzic

Monitor-Breakfast and Lunch Program
District-Wide – not to exceed 29 hours per week
Effective: September 6, 2023

FOR INFORMATION:

Volume LVIII

Report No. P – 12

SUBJECT:

Resignation

Extra-Curricular

It is recommended that the following Extra-Curricular resignation be accepted:

Colleen Campbell

Middle School Drama Club Advisor
Kennedy Middle School
Effective: September 12, 2023
Reason: Personal
Notification Received: September 12, 2023

FOR INFORMATION:

Volume LVIII

Report No. P – 12

SUBJECT:

Resignation

Security

It is recommended that the following resignation be accepted:

Jerriann Calenzo

Security Monitor
District-Wide
Effective: September 1, 2023
Reason: Personal
Notification Received: September 8, 2023

FOR INFORMATION:

Volume LVIII

Report No. P – 12

SUBJECT:

Resignations

Security Officer

It is recommended that the following resignations be accepted:

Michael Curley

Security Officer
District-Wide
Effective: September 7, 2023
Reason: Primary position with Utica Police Department
Notification Received: September 7, 2023

Paul Dewey Security Officer
District-Wide
Effective: September 6, 2023
Reason: Primary position with Utica Police Department
Notification Received: September 6, 2023

Dino Jukic Security Officer
District-Wide
Effective: September 6, 2023
Reason: Primary position with Utica Police Department
Notification Received: September 6, 2023

Wesley Jackson Security Officer
District-Wide
Effective: September 6, 2023
Reason: Primary position with Utica Police Department
Notification Received: September 6, 2023

Jariel Rodriguez Security Officer
District-Wide
Effective: September 7, 2023
Reason: Primary position with Utica Police Department
Notification Received: September 7, 2023

FOR INFORMATION:

Volume LVIII

Report No. P – 12

SUBJECT:

Resignation

Clerical

It is recommended that the following resignation be accepted:

Koliel Parker Secretary to Administrator for Student Registration
Central Registration
Effective: September 6, 2023
Reason: Accepted position outside the
Utica City School District
Notification Received: September 7, 2023

FOR INFORMATION:

Volume LVIII

Report No. P – 12

SUBJECT:

Resignation

Food Service/Monitor

It is recommended that the following resignation be accepted:

Maria Flores DeVentura Food Service Lunch Program
District-Wide – not to exceed 29 hours per week
Reason: Accepted position outside the
Utica City School District
Notification Received: September 1, 2023

FOR INFORMATION:

Volume LVIII

Report No. P – 12

SUBJECT:

Rescindment

It is recommended that the following rescindment of employment be accepted:

Nicole Temple

Per Diem Substitute Teacher
Effective: September 5, 2023
Reason: Personal
Notification Received: September 5, 2023

FOR INFORMATION:

Volume LVIII

Report No. P – 12

SUBJECT:

Rescindment

It is recommended that the following rescindment of employment be accepted:

Michael Johnson

Community/Parent Liaison
Effective: September 6, 2023
Reason: Personal
Notification Received: September 6, 2023

FOR INFORMATION:

Volume LVIII

Report No. P – 12

SUBJECT:

Unpaid Leave of Absence Teacher

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

Jacques LaReaux

Special Education Teacher – Kernan School
From: September 5, 2023
To: September 29, 2023
Reason: Family
Notification Received: September 2, 2023

FOR INFORMATION:

Volume LVIII

Report No. P – 12

SUBJECT:

Unpaid Leave of Absence Teacher Assistant

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

Joanne Aughe

Teacher Assistant – Special Education
Kennedy Middle School
From: September 13, 2023
To: October 13, 2023
Reason: Medical
Notification Received: September 7, 2023

FOR INFORMATION:

Volume LVIII

Report No. P – 12

SUBJECT:

Unpaid Leave of Absence

Security

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

Kelvin Haden

Security Monitor
Donovan Middle School
From: September 11, 2023
To: October 6, 2023
Reason: Personal
Notification Received: September 11, 2023

Mr. Dawes made a motion to approve the Consent Agenda and seconded by Mr. Paul.

There being no further discussion, **motion approved 6-0.**

THIS CONCLUDED THE CONSENT AGENDA.

THIS CONCLUDES THE SUPERINTENDENTS REPORT IN ITS ENTIRETY.

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**Continuing Business
None**

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**New Business
None**

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**Communication
None**

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Adjournment

Mrs. Knoop made a motion to adjourn the September 18, 2023, Special Meeting; seconded by Mr. Cooper.

The September Special Meeting was adjourned at 6:04 p.m.

There being no further discussion; **motion carried 6-0.**

Respectfully transcribed and submitted,

STEPHANIE LYNESS
Assistant Board Clerk