

**BOARD OF EDUCATION  
UTICA CITY SCHOOL DISTRICT  
REGULAR MEETING – SEPTEMBER 23, 2025 – 6:30 P.M.  
Administration Building – 929 York Street**

BOARD MEMBERS PRESENT:	Joseph H. Hobika Jr.; Presiding, Danielle Padula, Donald Dawes, Tennille Knoop, James Paul, Jason Cooper, Braedon Nanna
ADMINISTRATORS PRESENT:	Dr. Christopher Spence, Superintendent, Katherine Gavett, Esq., Mike Ferraro, Heather Mowat, Jeff Jalonack, Dave Langone, Kathy Hughes, Stephanie Lyness

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President Hobika, Jr called the Regular Meeting to order at 6:44 p.m. The NJROTC presented the colors and Pledge of Allegiance. Board Clerk Kathy Hughes conducted roll call. All members of the Board of Education were present.

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**Public Comment**

Niemah Wallace, 9 Cromwell Pl. – 2025-2026 SCEP & DCIP, transportation and bussing concerns

Brodice Lawson, 1634 Taylor Ave. – Student safety & education

Shawnta Thompson, 1005 Lenox Ave. – Student education, safety & transportation

Joe Perrotta, 2007 Baker Ave. – Teacher retention/shortage solution

Olivia Paul, 933 Armory Dr. – Traffic concerns

Ismar Omeragic, 1600 Rutger St. – Procter safety & traffic

Faris Omeragic, 1600 Rutger St. – Procter pedestrian safety

Howard Potter, 1138 Hilton Ave. – Safety

Charee Dunkentell, 1017 Dudley Ave. – Effects of cell phone policy

President Hobika: I agree. One of the things we addressed early in the year was improving the reading scores. Our kids should not be in 5<sup>th</sup> grade with a 2<sup>nd</sup> grade reading level. We are taking steps and Dr. Spence has been implementing things. He'll talk about that. I agree. I agree, and we are taking steps to address that.

Mr. Nanna: Mr. President if I might, a point of information. The public comment policy for the Board of Education is that public comments are three minutes long. They are comments directed to the body of the Board of Education. It is not a Q&A back and forth. Generally, it has been the practice of the Board of Education that responses are not given on the floor. Instead, if there are questions they're considered and an administrator gets back to them so that they can have a considered answer to their question. I thought that might be helpful for everyone who might be their first public comment period to just outline what the policy is.

President Hobika, Jr.: Thank you.



## Announcements/Reports

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

Brandon Long from the UTA presented a report for September.

#### Questions from Board Members:

None



### Student Representative Report – Heather Concepcion

Heather presented her report for September.

#### Questions from Board Members

President Hobika, Jr.: That was excellent.

Mr. Nanna: Dr. Spence I just wanted to follow up on that. I think that the student polls and meetings are a fantastic idea and if you could try to help make that happen, I think that that would be a fantastic way to utilize a student voice as an ex-officio member on this Board. I think it's completely within the spirit of the state law that was passed. I also think that we have, or we, I think we moved to have student councils in every single building. Having connections between our student representative and those student councils to give that holistic view of the district, I think would also go a long way.

Dr. Spence: I'm sure that building principal will help to support that idea. It's something that we had discussed previously, I know in our one-on-one. So, we like student voice. We want to raise our next generation of civic leaders in this community and beyond. So, it's not too tall of a task, but I'm sure it'll work with the building administration where appropriate.

President Hobika, Jr.: Our Board's had a, I think, a fine history of student representatives and I can see already that Heather is also carrying the mantle. So, thank you.



## Treasurer's Report

### Budget Status Report – Iain Conley – Treasurer

Mr. Conley: Good evening everyone. For this meeting we have our tax report back. We're starting to receive our tax collection from the city. At the time I created this report we'd received tax payments through August 31<sup>st</sup>. The remaining balance at the time was \$27,674,437.05. We've since been receiving weekly payments from the city, similar to last year. The process is going smoothly, so hopefully we'll stay on track. Also, regarding tax payments, one of the big projects I worked on at the end of August was our pilot billing. We got our pilot bills out and we're about 66% of pilot bills payments have been received, so we're doing well on that. I've also enclosed the general fund budget status report, cafeteria fund budget status report, and cash balance reports for all district bank accounts for the month ending June 30, 2025.

#### Questions from Board Members:

None



## Presentations/Discussions

### Security Update – Jeff Jalonack & Utica Police Department

Mr. Jalonack & Police Chief Williams provided a security update.

#### Questions from Board Members:

Dr. Spence: I just want to thank the Utica Police Department for their help. We've had some incidents as Jeff just stated that occurred around the perimeter of the school. They responded swiftly quickly, and were great partners in this work securing the perimeter and providing relevant information in a timely manner. I know that we can call on them to help with this work.

Chief Williams if you would just talk a little bit about the night game and what you plan to do there to provide some additional coverage.

Police Chief Williams: Sure. Good evening. As far as the Proctor football games, we instituted a security plan was put in place a couple years ago. That plan has worked well. It's a mixture of both red shirts and Utica police officers to include not only security at the venue itself, but once students let out afterwards to make sure that there's no problems in the neighborhood. So, it's a plan that's been devised by Captain Jim Holt who has done a great job with it. I think the key with any security with the school district and we have seen the over the past several years is that good communication between us, Superintendent and the security staff is critical and the principals. We've had that. I know early on from talking to Superintendent Spence you know any issues that come up are addressed right away. I understand some of the frustrations of the parents. We're finding that what's driving a lot of these disputes and fights is social media. These kids get into these beefs and they carry the same beefs that start outside the school, inside the school. Unfortunately, most of the instances we are seeing are happening just after dismissal once they let out. Sometimes away from the school district as well. We are doing our best based on our own staffing to make sure we have patrols in those areas. Just to let you know, I have my own staffing issues. I'm down about 25 police officers than I was a year ago. So, it's been very difficult, try to keep staffing in place. Like I told Superintendent Spence, you need something, just give me a call. We'll do our best to give it to you.

Dr. Spence: Thank you Chief.

President Hobika, Jr.: Thank you and I just want to, this is my personal perspective, not the perspective of the Board. I've been on this Board for, this is my eighth year, and I am at the end of my rope in terms of the fights that are occurring in the schools and around the schools. If they occur in the school obviously we have security there. Sometimes we have to get police involved. There's disciplinary process involved and we also have \$10 million, which we're spending for emotional and social, mental health support. If the altercations are occurring near the school, then the range that our staff and our red shirts can go, it's just basically to the edge of the property, correct? They don't have any authority once we leave the radius of our school, correct?

Police Chief Williams: Correct. The best they could do is just be the best reporter so that if the incident does occur, that they notify the police so we can take action.

President Hobika, Jr.: That creates a situation where the department has to step in and sometimes that means that they're going to have to come from other places. Obviously, we're aware that the department is shorthanded. My understanding is that the sheriff's department is shorthanded, the state police are shorthanded. Everybody seems to be shorthanded. It's not just Utica, Oneida, Rome everywhere. My main concern is inside our buildings and the radius of our schools. I have had it with the altercations and I don't think zero tolerance works either, but something has to be done because we can't have 98% of the students concerned, even if it's just a little bit and 2% creating the problem. On the flip side, we can't pull everybody out of school and just expel them and then have them roaming the neighborhoods because that doesn't work either. So, do you have any suggestions on how with the manpower you have, how we can do a little better to expand safety from the radius of the school?

Police Chief Williams: If I did have an answer, I'd be selling it nationwide to other school districts as well. The reality is there is no simple answer to that. It's kind of interesting, every year based on our security contract, I have to provide stats for police involvement in the school district. What I'm finding more and more, and you brought this up earlier in your discussion, is the amount of mental health related calls we are responding to in the schools. Some of the students as early as the age of six, we're doing some type of crisis and invention. Now we do have a crisis response team. A dedicated officer who is well-trained that works with a clinician from the neighborhood center. They've done a fantastic job in dealing with a lot of these things. But we're seeing that a lot of these problems are definitely involved in mental health. On top of that, let's face it, a lot of these problems start at home. If you don't have parental involvement with these kids it's one of the major causes for these problems.

President Hobika, Jr.: Anybody else have any questions for the Chief? We appreciate it Chief, thank you very much.

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**Recess**

The Board of Education took a brief recess from 7:45 p.m. to 7:49 p.m.

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President Hobika, Jr.: Just to get this on record there have been ongoing discussions between the city and the school district regarding the safety, off ground safety, of our students. There are people that are calling for us to make modifications to streets or to add street signs and change the direction or make something a one-way street or change the way the streets are handled. Even putting speed bumps in on city streets. That's a city issue, but we are in communication and we do have discussions with the mayor's office and the police department to try to address whatever concerns are coming up. So, it's not something that we can control in terms of the streets surrounding our schools. We can control our school grounds but not the, the actual streets, the public streets. Obviously, they're owned by the city. So, I just wanted to be clear about that. That's not a cop out. Obviously, we're trying to do what we can to keep everyone safe but it's an effort that requires a lot more assistance.

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### **Superintendent's Presentation – Dr. Christopher Spence**

Dr. Spence presented a Superintendents update for September.

#### **Questions from Board Members:**

None

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#### **Recognition of Mike Ferraro**

The Board of Education recognized and presented a plaque to Mr. Ferraro for his dedication, leadership, and work on the CTE Wing at T.R. Proctor High School.

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#### **Superintendent's Report**

Dr. Spence presented the Superintendent Report with the following modifications:

WITHDRAW

S- 66 Creation of Position  
S – 68 Authorization of Agreement between the Utica City School District and Townsquare Media

MOTIONS FROM THE FLOOR

P – 27 Appointments

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

Mr. Nanna

S – 67 Authorization of Agreement between the Utica City School District and Hale Transportation  
B – 12 Budget Transfers End of Year 2025

#### **FOR ACTION**

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**FOR ACTION**

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**FOR ACTION:**

**VOLUME LX**

**Report No. S - 58**

**SUBJECT: Resolution for Rochelle M. Fredsell**

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

**Resolution for Rochelle M. Fredsell**  
**Former Employee of the Utica City School District**

The Board of Education of the Utica City School District records with sorrow the passing of former employee Rochelle M. Fredsell. Mrs. Fredsell was employed by the Utica City School District for approximately 30 years in Special Education. She also spent time as a Facility Coach at Thomas R. Proctor High School.

Mrs. Fredsell's dedication left a lasting impact on everyone she met. She was loved by her students, their parents and the entire teaching staff wherever she taught.

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

Dated: September 23, 2025

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Kathy Hughes, District Clerk  
Utica City School District

**ACTION:**

**VOLUME LX**

**Report No. S - 59**

**SUBJECT: Resolution for Ann P. Coriale**

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

**Resolution for Ann P. Coriale  
Former Employee of the Utica City School District**

The Board of Education of the Utica City School District records with sorrow the passing of former employee Ann P. Coriale. Mrs. Coriale was employed by the Utica City School District for 30.85 years as an English teacher. She also spent time teaching summer school, tutored homebound students in the evening, and night school for a time.

Mrs. Coriale's dedication left a lasting impact on everyone she met. She believed in their potential and nurtured their ability to learn and find meaning in literature.

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

Dated: September 23, 2025

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Kathy Hughes, District Clerk  
Utica City School District

**FOR ACTION:**

**VOLUME LX**

**Report No. S - 60**

**SUBJECT: Resolution for Norman Basil Stamboly**

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

**Resolution for Norman Basil Stamboly  
Former Employee of the Utica City School District**

The Board of Education of the Utica City School District records with sorrow the passing of former employee Norman Basil Stamboly. Mr. Stamboly was employed by the Utica City School District for approximately 39 years as a Physical Education Teacher. He also spent 20 years as a Basketball Coach.

To his family, he was Dad and Husband, but to the community he was "Coach". Norm was much more than a coach though, he provided for all of his players, shoes, clothes, laundry, and a bed when needed. He never let a player go without.

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

Dated: September 23, 2025

Kathy Hughes, District Clerk  
Utica City School District

**FOR ACTION:**

**VOLUME LX**

**Report No. S - 61**

**SUBJECT: Acceptance of Hygiene Products from the United Way**

Authorization is requested of the Board of Education to approve and accept the donation of hygiene products from the United Way.

**FOR ACTION:**

**VOLUME LX**

**Report No. S - 62**

**SUBJECT: Authorization of Agreement between the Utica City School District and Syracuse Regional Airport Authority**

Authorization is requested of the Board of Education to approve the agreement between the Utica City School District and Syracuse Regional Airport Authority.

**FOR ACTION:**

**VOLUME LX**

**Report No. S - 63**

**SUBJECT: Authorization of Agreement between the Utica City School District and the Southern Regional Education Board/School Improvement**

Authorization is requested of the Board of Education to approve the agreement between the Utica City School District and the Southern Regional Education Board/School Improvement.

**FOR ACTION:**

**VOLUME LX**

**Report No. S - 64**

**SUBJECT: Authorization of Agreement between the Utica City School District and James Delitto**

Authorization is requested of the Board of Education to approve the agreement between the Utica City School District and James Delitto.

**FOR ACTION:**

**VOLUME LX**

**Report No. S - 65**

**SUBJECT: Corrected Resolution of Transfer of Function to BOCES**

**CORRECTED RESOLUTION**  
**TRANSFER OF FUNCTION TO BOCES**

**WHEREAS**, the District is presently performing certain administrative duties via employment of an individual in the Civil Service title of "Communications and Media Coordinator"; and

**WHEREAS**, the District has evaluated its needs with regards to certain administrative office functions, including those performed by the Communications and Media Coordinator, and has determined that the services currently can be efficiently performed by the Oneida-Herkimer-Madison Board of Cooperative Educational Services (the "BOCES") via a Cooperative Services ("Co-Ser") Agreement; and

**WHEREAS**, the BOCES has offered to provide the necessary services to the District via a Co-Ser Agreement; and

**WHEREAS**, the District is aware of certain requirements under the New York State Civil Service Law relative to a transfer of function from one agency to another; and

**WHEREAS**, the District wishes to effectuate a transfer of function to the BOCES from the District effective September 16, 2025.

**NOW, THEREFORE, IT IS RESOLVED:**

1. The following functions are to be transferred from the District to the BOCES, effective September 16, 2025: work performed by a Communications and Media Coordinator, such as Jennifer Dougherty.
2. The Superintendent of Schools, or his designee, shall provide a copy of this resolution to the BOCES, together with a list of the names and titles of the employees substantially engaged in the performance of the functions being transferred, and shall post the same in appropriate locations at the District with a copy of Civil Service Law Section 70(2).
3. The Superintendent of Schools, or his designee, shall provide a copy of this resolution to the local Civil Service Commission, and shall liaise with, and provide information to, the Civil Service Commission and the BOCES as is necessary in order to effectuate the transfer of function.

**FOR ACTION:**

**VOLUME LX**

**Report No. S - 66**

**SUBJECT: Creation of Position (WITHDRAWN)**

Authorization is requested of the Board of Education to create one (1) Assistant Superintendent for School Leadership position (12-months), effective September 24, 2025.

**FOR ACTION:**

**VOLUME LX**

**Report No. S - 68**

**SUBJECT: Authorization of Agreement between the Utica City School District and Townsquare Media of Utica (WITHDRAWN)**

Authorization is requested of the Board of Education to approve the agreement between the Utica City School District and Townsquare Media of Utica.

**FOR ACTION:**

**VOLUME LX**

**Report No. S - 69**

**SUBJECT: Memorandum of Understanding between the Utica City School District and Safe Schools Mohawk Valley for Title I Grant Funding**

Authorization is requested of the Board of Education to approve the Agreement between the Utica City School District and Safe Schools Mohawk Valley.

Funding for this contract will be provided through Title I Homeless Reserve funding (or similar grant funding).

This memorandum is for the purposes of providing additional support to our students who are identified as being "homeless". Safe Schools Mohawk Valley will provide mentoring services; distribute hygiene supplies; distribute household goods, clothing, and food; make referrals to outside agencies.

The cost for implementation of the services is \$71,500 billed quarterly on October 24, December 19, March 20, and June 19 for 12 months, July 2025 through June 2026.

**FOR ACTION:**

**VOLUME LX**

**Report No. S - 70**

**SUBJECT: Memorandum of Understanding between the Utica City School District and Safe Schools Mohawk Valley for McKinney-Vento Grant Funding**

Authorization is requested of the Board of Education to approve the Agreement between the Utica City School District and Safe Schools Mohawk Valley.

Funding for this contract will be provided through McKinney-Vento Homeless Grant funding (or similar grant funding).

This memorandum is for the purposes of providing additional support to our students who are identified as being "homeless". Safe Schools Mohawk Valley will provide mentoring services; distribute hygiene supplies; distribute household goods, clothing, and food; make referrals to outside agencies.

The cost for implementation of the services is \$62,636 billed on October 24, and June 19 for 12 months, July 2025 through June 2026

**FOR ACTION:**

**VOLUME LX**

**Report No. S - 71**

**SUBJECT: Resolution Approving Settlement Agreement & Release**

**WHEREAS**, the Utica City School District is a party to litigation pending in Oneida County State Supreme Court and assigned Index No.: EFCA2023-001683 ("the Lawsuit"); and

**WHEREAS**, the parties in the Lawsuit wish to resolve the Lawsuit through a settlement agreement; and

**WHEREAS**, the Board of Education has considered the terms of a proposed settlement agreement and seeks to approve the same.

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

1. The Board hereby approves of the proposed settlement agreement pertaining to the Lawsuit and authorizes the Superintendent of the School District, or his designee, to take all necessary actions and to execute any necessary documents on behalf of the Board of Education upon the recommendation of legal counsel necessary to effectuate/finalize the same.
2. This Resolution shall take effect immediately.

**Dated:** September 23, 2025

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Kathy Hughes, District Clerk  
Utica City School District

**FOR ACTION:**

**VOLUME LX**

**Report No. P - 27**

**SUBJECT: Revised Resolution for Probationary Appointment - Mallory Faffley – Elementary (Math AIS) Teacher**

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

Regular Meeting – September 23, 2025

## **RESOLUTION FOR PROBATIONARY APPOINTMENT**

**RESOLVED**, upon the recommendation of the Superintendent of Schools, that Mallory Faffley, who possesses Childhood Education (Grades 1-6), Professional Certificate issued by the Commissioner of Education, is appointed to the position of Elementary (Math AIS) Teacher in the tenure area of Elementary effective September 8, 2025, with a four-year probationary term commencing September 8, 2025 and expiring September 7, 2029 unless extended in accordance with the law. Mallory Faffley's salary shall be \$80,111 as set forth in Step MA+30, N-14 of the collective bargaining agreement.

**FOR ACTION:**

**VOLUME LX**

**Report No. P - 27**

**SUBJECT: Resolution for Probationary Appointment - Nina Savasta – Music 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 Nina Savasta, who possesses Music, Professional Certificate issued by the Commissioner of Education, is appointed to the position of Music Teacher in the tenure area of Music effective retroactively on September 11, 2025, with a four-year probationary term commencing September 11, 2025 and expiring September 10, 2029 unless extended in accordance with the law. Nina Savasta's salary shall be \$67,743 as set forth in Step MA+30, L-12 of the UTA collective bargaining agreement.

**FOR ACTION:**

**VOLUME LX**

**Report No. P - 27**

**SUBJECT: Resolution for Probationary Appointment - Mercedes Jackson – Teaching Assistant**

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 Mercedes Jackson, who possesses Level I Teaching Assistant certification issued by the Commissioner of Education, is appointed to the position of Teaching Assistant in the tenure area of Teaching Assistant effective retroactively on September 8, 2025, with a four-year probationary term commencing September 8, 2025 and expiring September 7, 2029 unless extended in accordance with the law. Mercedes Jackson's salary shall be \$19.10 per hour as set by the collective bargaining agreement between the Utica City School District and SEIU.

**FOR ACTION:**

**VOLUME LX**

**Report No. P - 27**

**SUBJECT: Resolution for Probationary Appointment – Jashawn Darrell – Teaching Assistant**

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 Jashawn Darrell, who possesses Level I Teaching Assistant certification issued by the Commissioner of Education, is appointed to the position of Teaching Assistant in the tenure area of Teaching Assistant effective retroactively on September 15, 2025, with a four-year probationary term commencing September 15, 2025 and expiring September 14, 2029 unless extended in accordance with the law. Jashawn Darrell's salary shall be \$19.10 per hour as set by the collective bargaining agreement between the Utica City School District and SEIU.

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

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

**RESOLVED**, upon the recommendation of the Superintendent of Schools, that Minka Kudic, who possesses Level I Teaching Assistant certification issued by the Commissioner of Education, is appointed to the position of Teaching Assistant in the tenure area of Teaching Assistant effective retroactively on September 11, 2025, with a four-year probationary term commencing September 11, 2025 and expiring September 10, 2029 unless extended in accordance with the law. Minka Kudic's salary shall be \$19.10 per hour as set by the collective bargaining agreement between the Utica City School District and SEIU.

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

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

**RESOLVED**, upon the recommendation of the Superintendent of Schools, that the following individuals are appointed to serve as **Substitute Teaching Assistant** at **\$15.50 per hour**, effective retroactively on September 2, 2025:

Maria Acevedo  
Lauren Almy  
Jashawn Darrell  
Peter Stenson

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

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

**RESOLVED**, upon the recommendation of the Superintendent of Schools, that the following individual is appointed to serve as Substitute Teaching Assistant at \$15.50 per hour, effective September 26, 2025:

Erisawe Briere

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

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

**RESOLVED**, upon the recommendation of the Superintendent of Schools, that the following individual is appointed to serve as Substitute Teaching Assistant at \$15.50 per hour, effective immediately:

Christina Casella

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

Regular Meeting – September 23, 2025

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

**RESOLVED**, upon the recommendation of the Superintendent of Schools, that the following individual is appointed to serve as per diem **Substitute Teacher** at **\$100.00 per day**, effective retroactively on September 5, 2025:

Abriana Wadley

**FOR ACTION:**

**VOLUME LX**

**Report No. P - 27**

**SUBJECT: Resolution for Per Diem Substitute**

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

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

Brooke Camello (pending NYS fingerprint clearance)  
Byamungu Mugushu  
Emily Nunes  
Ava Post

**FOR ACTION:**

**VOLUME LX**

**Report No. P - 27**

**SUBJECT: Resolution for Substitute Teaching Assistant**

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

**RESOLVED**, upon the recommendation of the Superintendent of Schools, that the following individual is appointed to serve as Substitute Teaching Assistant at \$15.50 per hour, effective retroactively on September 16, 2025:

Melinda Liggins

**FOR ACTION:**

**VOLUME LX**

**Report No. P - 27**

**SUBJECT: Resolution for Per Diem Certified Substitute**

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

**RESOLVED**, upon the recommendation of the Superintendent of Schools, that the following individual is appointed to serve as per diem **Certified Substitute Teacher** at **\$130.00 per day**, effective immediately:

Katherine Murphy  
Richelle VanVolkenburg

**FOR ACTION:**

**VOLUME LX**

**Report No. P - 27**

**SUBJECT: Resolution for Substitute Nurse**

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

**RESOLVED**, upon the recommendation of the Superintendent of Schools, that the following individual is appointed to serve as **Substitute License Practical Nurse (LPN)** at **\$20.00 per hour**, effective immediately:

Jennifer Romano

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

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

**RESOLVED**, upon the recommendation of the Superintendent of Schools, that the following individual is appointed to serve as per diem **Substitute Registered Nurse (RN)** at **\$115.00 per day**, effective retroactively on September 2, 2025:

Deborah Wurz

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

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

**RESOLVED**, upon the recommendation of the Superintendent of Schools, that the following individual is appointed to serve as per diem **Substitute Registered Nurse (RN)** at **\$115.00 per day**, effective retroactively on September 5, 2025:

Lynn Crowley

**FOR ACTION:****VOLUME LX****Report No. P - 27****SUBJECT: Resolution for Lifeguard**

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

**RESOLVED**, upon the recommendation of the Superintendent of Schools, that the following individual is appointed to serve as a Lifeguard for Fall and Winter Swim Seasons at **\$19.10 per hour**, effective immediately:

Corey Hameline

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

It is recommended that the following coaching appointments be approved:

Joseph Stever

Girls Varsity Wrestling  
Proctor High School  
Effective: Winter 2025  
Index: \$10,129

**FOR ACTION:****VOLUME LX****Report No. P - 27****SUBJECT: Appointments - Sub Food Service/Monitors**

It is recommended that the following sub monitors appointments be approved:

Vanessa Stacks

District-Wide

Sub Food Service/Monitor-Breakfast and Lunch Program  
Effective: September 29, 2025  
Salary: \$15.50 per hour  
Education: Graduate of Proctor High School  
Experience: Allstate and State Farm Insurance Agent

(9/2002 – 4/2017); Stay at home mom (2017 to present)

Doreen Carcone

Sub Food Service/Monitor-Breakfast and Lunch Program  
District-Wide

Effective: September 29, 2025

Salary: \$15.50 per hour

Education: Graduate of JFK High School

Experience: Feast & Festivities - Caterer (2017 to present)

Dayvonna Hampton

Sub Food Service/Monitor-Breakfast and Lunch Program  
District-Wide

Effective: September 29, 2025

Salary: \$15.50 per hour

Education: Graduate of K455 Boys & Girls High School

Experience: Bus Driver, Oriskany Central School District (4/2024-6/2025)

**FOR ACTION:**

**VOLUME LX**

**Report No. P - 27**

**SUBJECT: Appointments - Sub Food Service/Monitors**

It is recommended that the following sub appointments be approved:

Asya Dedic\*

Sub FS/Monitor Breakfast and Lunch Program  
District-Wide

Effective: September 29, 2025

Salary: \$15.50 per hour

Education: Graduated High School in Sou Satovcha, Bulgaria

Experience: Public Partnership Home Care/RCIL, 2021-2025

Miriam Irizarry

Sub FS/Monitor Breakfast and Lunch Program  
District-Wide

Effective: September 29, 2025

Salary: \$15.50 per hour

Education: Graduate of Proctor High School

Experience: Utica First Insurance 2007-2016; Utica City School District Monitor Breakfast and Lunch Program, 2016-2020

Amberly Valdivieso\*

Sub FS/Monitor Breakfast and Lunch Program  
District-Wide

Effective: September 29, 2025

Salary: \$15.50 per hour

Education: Graduate of John Adams High School

Experience: UCP Food Service, 2024-2025

Carmela Nistico\*

Sub FS/Monitor Breakfast and Lunch Program  
District-Wide

Effective: September 29, 2025

Salary: \$15.50 per hour

Education: Graduated High School in Italy

Experience: Oneida County Board of Elections 2010 to present; Utica City School District Lunch Monitor, 2005

Jessica Sandoval\*

Sub FS/Monitor Breakfast and Lunch Program  
District-Wide  
Effective: September 29, 2025  
Salary: \$15.50 per hour  
Education: Graduated High School in El Salvador  
Experience: MVCAA-classroom aid, April 2021

Nicole Colangelo\*

Sub FS/Monitor Breakfast and Lunch Program  
District-Wide  
Effective: September 29 2025  
Salary: \$15.50 per hour  
Education: Graduate of Proctor High School  
Experience: Turning Stone Casino 2001-2008

\*Pending NYS Fingerprint Clearance

**FOR ACTION:**

**VOLUME LX**

**Report No. P - 27**

**SUBJECT: Appointments - Sub Food Service/Monitors**

It is recommended that the following sub appointments be approved:

Maha Altabookhi\*

Sub FS/Monitor Breakfast and Lunch Program  
District-Wide  
Effective: September 29, 2025  
Salary: \$15.50 per hour  
Education: Graduated High School in Baghdad, Iraq  
Experience: Volunteer Fidelis Care Daycare Center 2018

Carlos Joseph\*

Sub FS/Monitor Breakfast and Lunch Program  
District-Wide  
Effective: September 29, 2025  
Salary: \$15.50 per hour  
Education: Graduate of Sheepshead Bay High School  
Experience: Caregiver, Public Partnership, Utica, NY 2024 to present

\*Pending NYS Fingerprint Clearance

**FOR ACTION:**

**VOLUME LX**

**Report No. P - 27**

**SUBJECT: Appointment - Security**

It is recommended that the following appointment be approved:

Natalie Kelley

School Monitor (Security), Probationary  
District-Wide  
Effective: September 29, 2025  
Salary: \$18.82 per hour  
Education: Graduate of BOCES  
Experience: Security, ASM Global  
11/10 - 7/25

**FOR ACTION:**

**VOLUME LX**

**Report No. P - 27**

**SUBJECT: Appointments - Home Instruction Tutoring 2025 - 2026**

Regular Meeting – September 23, 2025

It is recommended that the following appointments be approved for the 2025-2026 Home Instruction Tutoring:

Joanne Ambrose
Lawrence Cracchiolo
Concetta Forte
Victor Gerace
Joseph Leo
Ralph Leo
Jessica Nassar
Holly Sroka
Frederick Stellato
Mike Winkler
Josh Wisheart

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 LX**

**Report No. P - 27**

**SUBJECT: Involuntary Transfer - Teacher**

It is recommended that the following involuntary transfer be approved:

Roxanne Irizarry

From: Kindergarten Teacher  
Conkling Elementary  
To: Grade 2 Classroom Teacher  
Conkling Elementary School  
Effective: September 15, 2025

**FOR ACTION:**

**VOLUME LX**

**Report No. P - 27**

**SUBJECT: Involuntary Transfer - Teacher**

It is recommended that the following involuntary transfer be approved:

Robyn Gaffney

From: Grade 2 Teacher  
Conkling Elementary  
To: Kindergarten Teacher  
Hughes Elementary School  
Effective: September 15, 2025

**FOR ACTION:**

**VOLUME LX**

**Report No. P - 27**

**SUBJECT: Paid Administrative Leave**

It is hereby resolved that the Board of Education hereby approves paid administrative leave for an employee effective September 4, 2025.

**FOR ACTION:**

**VOLUME LX**

**Report No. P - 27**

**SUBJECT: Corrected Index for Coaching – Winter 24-25**

It is recommended that the following corrected index for Winter Coaching appointments be approved:

Cortlan Manning

Boys Varsity Volleyball  
Proctor High School  
Effective: Winter 2024-2025  
Index: \$6,445

Christopher Edick

Girls Varsity Basketball  
Proctor High School  
Effective: Winter 2024-2025  
Index: \$10,129

Courtney Siciliano

Girls Assistant Varsity Basketball  
Proctor High School  
Effective: Winter 2024-2025  
Index: \$7,367

**FOR ACTION:**

**VOLUME LX**

**Report No. P - 27**

**SUBJECT: Mentors/Mentees for 2025-2026**

It is recommended that the following Mentors/Mentees for school year 2025-2026 be approved:

Mentee/New Teacher	Position	School	Mentor
Elgar Sykes	Special Education	Watson Williams	DeAnne Dow
Karen Carbone	Psychologist	Donovan	Michael O. Brigano
Holly Sroka	Reading (Elem.)	King	Rebecca VanDyk
Sarah Parker	Special Education	Kennedy	Jamie DePerno
Allison Corigliano	Elementary	Albany	Michele Cook
Jennifer Elahi	Special Education	Columbus	Andrea Bansner
Paul Hance	Biology	Proctor	Shauna Douglass
Kari Whitney	Special Education	General Herkimer	Carson Cunningham
Brianne Parent	Reading (Elem.)	Kernan	Barbara Costello
Dennis Prior	CTE	Proctor	James Raymer
Martin Comstock	CTE	Proctor	James Raymer
Avery Erwin-McGuire	CTE	Proctor	Cassandra Carpenter
Colin Douglass	CTE	Proctor	Judith DeFina
Olivia Guarino	CTE	Proctor	Judith DeFina
Westbrook Shortell	CTE	Proctor	Jessica Collis
Matthew Netzband	CTE	Proctor	Deborah Pedersen
Michael Briggs	Technology	Donovan	Adam Colone
Ann Prior	Library	Kernan	Carole Rahme
Stephanie Conley	Library	Watson Williams	Meredith Bruno
Olivia Amzallag	French	Kennedy/Proctor	Carole Ethier
Kayla Ward	Elementary (Gr. K)	Albany	Caitlin DeMauro

Felicia Medici	Elementary	Kernan	Kara Carcone
Danielle Flack	Elementary	Jones	Melissa Sawanec
Benjamin Fovel	Elementary (AIS)	Columbus	Lynda Lloyd
Dominick Fasolo	Physical Education	Albany/Columbus	Kimberly Philo
Michael Billins	Special Education	Kennedy	Alexis Holmer
Julie Shelp	Reading (Elem.)	Conkling	Bonnie Dawes
Robyn Gaffney	Elementary (Gr. 2)	Hughes	Maria Post
Shannon Dailey	English	Donovan	Megan Sutherland
Kylie Vienneau	Special Education	Kernan	Michele Campola
Bailey Bach	Special Education	Kernan	Jacques LaReaux
Mallory Faffley	Elementary (AIS)	Jefferson	Courtney Walter
Andrea Cordero	Guidance Counselor	Proctor	Alexis McKerrow
Forest Stewart	Social Studies	Proctor	Christine Golden

Salary: Prorated at \$700.00 per school year.

**FOR ACTION:**

**VOLUME LX**

**Report No. P - 27**

**SUBJECT: Unpaid Leave of Absence – Parent/Community Liaison**

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

Natasha Muniz

Parent/Community Liaison  
Conkling Elementary School  
From: September 26, 2025  
To: October 3, 2025  
Reason: Personal  
Notification Received: September 3, 2025

**FOR INFORMATION:**

**VOLUME LX**

**Report No. P - 28**

**SUBJECT: Change of Status**

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

Mark Bono

Accountant  
From: Probationary (26 weeks)  
To: Permanent  
Effective: August 27, 2025

The above has completed their probationary period of 26 weeks.

**FOR INFORMATION:**

**VOLUME LX**

**Report No. P - 28**

**SUBJECT: Rescindment of Appointment - Teaching Assistant**

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

Christina Casella

Teacher Assistant  
Effective: September 10, 2025  
Reason: Personal  
Notification Received: September 10, 2025

**FOR INFORMATION:****VOLUME LX****Report No. P - 28****SUBJECT: Rescindment of Appointment – Substitute Teacher**

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

Nocyia Logan

Substitute Teacher

Effective: August 11, 2025

Reason: Personal

Notification Received: August 11, 2025

**FOR INFORMATION:****VOLUME LX****Report No. P - 28****SUBJECT: Rescindment of Appointment – School Nurse**

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

Stacey Mazurowski

Licensed Practical Nurse (LPN)

Effective: August 15, 2025

Reason: Remained with current employer

Notification Received: August 15, 2025

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

It is recommended that the following resignation be accepted:

Corey Colmey

Music Teacher

Conkling Elementary School

Effective: August 29, 2025

Reason: Personal

Notification Received: September 1, 2025

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

It is recommended that the following resignation be accepted:

Jaiden Baker

Substitute Teacher

Effective: August 21, 2025

Reason: Personal

Notification Received: August 21, 2025

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

It is recommended that the following resignation be accepted:

Linda Lantos

Teaching Assistant

Jefferson Elementary School

Effective: September 15, 2025

Reason: Personal

Notification Received: August 29, 2025

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

It is recommended that the following resignation be accepted:

Aalisah Aponte

Teaching Assistant  
Jefferson Elementary School  
Effective: September 8, 2025  
Reason: Personal  
Notification Received: August 26, 2025

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

It is recommended that the following resignation be accepted:

Cara Greer

Teaching Assistant  
General Herkimer Elementary School  
Effective: August 13, 2025  
Reason: Accepted a position outside the  
Utica City School District  
Notification Received: August 13, 2025

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

It is recommended that the following resignation be accepted:

Andra Tilbe

Teaching Assistant  
Effective: September 3, 2025  
Reason: Personal  
Notification Received: September 3, 2025

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

It is recommended that the following resignation be accepted:

Yunyoung Lee

Teaching Assistant  
Jones Elementary School  
Effective: September 19, 2025  
Reason: Personal  
Notification Received: September 8, 2025

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

It is recommended that the following resignation be accepted:

Jashawn Darrell

Substitute Teacher and Substitute Teaching  
Assistant

Effective: September 12, 2025  
Reason: Accepted Teaching Assistant position  
with Utica City School District  
Notification Received: September 12, 2025

**FOR INFORMATION:** **VOLUME LX** **Report No. P - 28**

**SUBJECT: Resignation - Transportation**

It is recommended that the following resignation be accepted:

Yury Guivas  
School Monitor (Transportation)  
Effective: August 25, 2025  
Reason: Personal  
Notification Received: August 26, 2025

**FOR INFORMATION:** **VOLUME LX** **Report No. P - 28**

**SUBJECT: Resignation - Winter Coach**

It is recommended that the following resignation be accepted:

Carmela Cancelmo  
Winter Coach – Varsity/JV/Modified Girls  
Wrestling  
Effective: August 22, 2025  
Reason: Personal  
Notification Received: August 22, 2025

**FOR INFORMATION:** **VOLUME LX** **Report No. P - 28**

**SUBJECT: Resignation - Winter Coach**

It is recommended that the following resignation be accepted:

Michael Scotellaro  
Boys Assistant Varsity Basketball  
Proctor High School  
Effective: September 8, 2025  
Reason: Personal  
Received notification: September 8, 2025

**FOR INFORMATION:** **VOLUME LX** **Report No. P - 28**

**SUBJECT: Resignation - Social Worker**

It is recommended that the following resignation be accepted:

Meghan Kidd  
School Social Worker  
Proctor High School  
Effective: September 20, 2025  
Reason: Accepted a position outside the  
Utica City School District  
Notification Received: August 18, 2025

**FOR INFORMATION:** **VOLUME LX** **Report No. P - 28**

**SUBJECT: Resignations - Food Service/Monitor**

It is recommended that the following resignations be accepted:

Suada Bosnic	Food Service Worker 1 Monitor-Breakfast and Lunch Program, District-Wide Effective: August 11, 2025 Reason: Medical Notification Received: August 11, 2025
Win Htet	Food Service Worker Monitor Breakfast and Lunch Program, District-Wide Effective: August 25, 2025 Reason: Opened up new restaurant business Notification Received: August 25, 2025
Awilda Rodriguez	Monitor Breakfast and Lunch Program District-Wide Effective: August 21, 2025 Reason: Personal Notification Received: August 25, 2025
Wilkauri Rosario	Food Service Worker 1 Breakfast and Lunch Program District-Wide Effective: August 25, 2025 Reason: Medical Notification Received: August 25, 2025
Juana Alcantara	Sub Monitor Breakfast and Lunch Program District-Wide Effective: August 28, 2025 Reason: Medical Notification Received: August 28, 2025
Margie Clark	Sub Monitor Breakfast and Lunch Program District-Wide Effective: August 28, 2025 Reason: Personal Notification Received: August 28, 2025
Carla Alcantara	Monitor Breakfast and Lunch Program District-Wide Effective: August 27, 2025 Reason: Medical Notification Received: August 27, 2025
Minka Kudic	Monitor Breakfast and Lunch Program District-Wide Effective: September 10, 2025 Reason: Accepted Teaching Assistant Position within Utica City School District Notification Received: September 10, 2025

**FOR INFORMATION:**

**VOLUME LX**

**Report No. P - 28**

**SUBJECT: Unpaid Leave of Absences - Various**

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

Cassidy Cascella

5th Grade Teacher

Hughes Elementary School  
From: August 27, 2025  
To: June 26, 2026  
Reason: Personal  
Notification Received: July 30, 2025

Esmeralda Huskic

CTA – Special Education  
MLK Elementary School  
From: September 12, 2025  
To: May 20, 2026  
Reason: Medical  
Notification Received: August 13, 2025

Danielle LaClair

Typist  
JFK Middle School  
From: August 18, 2025  
To: September 12, 2025  
Reason: Medical  
Notification Received: August 19, 2025  
Teacher (other)  
Watson Williams Elementary School  
From: August 27, 2027  
To: June 26, 2026  
Reason: Personal  
Notification Received: July 27, 2025

Elaina Fisk

Food Service  
Proctor High School  
From: September 17, 2025  
To: TBD – Waiting Medical Advice  
Reason: Medical  
Notification Received: September 3, 2025

Martha Carry

Hall Monitor  
Proctor High School  
From: September 4, 2025  
To: October 6, 2025  
Reason: Medical  
Notification: September 3, 2025

Kenya Linen

CTA – Kindergarten Language Development  
Kernan Elementary School  
From: August 28, 2025  
To: February 27, 2026  
Reason: Personal  
Notification Received: September 1, 2025

Rosa Longo

Foreign Language Teacher  
Donovan Middle School  
From: September 9, 2025  
To: October 10, 2025  
Reason: Medical  
Notification Received: July 30, 2025

Syreeta Thompson

1<sup>st</sup> Grade Teacher  
Kernan Elementary School

From: September 2, 2025  
To: October 29, 2025  
Reason: Shorten the Length of Leave  
Notification Received: August 14, 2025

**FOR INFORMATION:**

**VOLUME LX**

**Report No. P - 28**

**SUBJECT: Unpaid Leave of Absence - Security**

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

Eric Bruns

Assistant Director of Safety & Security  
From: August 20, 2025  
To: September 15, 2025  
Reason: Personal  
Notification received: September 2, 2025

**FOR INFORMATION:**

**VOLUME LX**

**Report No. P - 28**

**SUBJECT: Unpaid Leave of Absence – Registered Nurse**

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

Patricia DePerno

Registered Nurse  
Donovan Middle School  
From: September 5, 2025  
To: November 17, 2025  
Reason: Medical  
Notification received: August 27, 2025

**FOR ACTION:**

**VOLUME LX**

**Report No. P - 27**

**SUBJECT: Retirement - School Guidance Counselor**

It is recommended that the following retirement be approved:

Erin Scalise

School Guidance Counselor  
Donovan Middle School  
Effective: October 7, 2025  
Years of Service: 27  
Notification Received: August 19, 2025

**FOR ACTION:**

**VOLUME LX**

**Report No. P - 27**

**SUBJECT: Retirement - Nurse**

It is recommended that the following retirement be approved:

Patricia DePerno

Registered Nurse  
Kennedy Middle School  
Effective: November 18, 2025  
Years of Service: 15  
Notification Received: September 9, 2025

**Board of Education Meeting**

**September 23, 2025**  
**MOTION FROM THE FLOOR**

**FOR ACTION:**

**Volume LX**

**Report No. P - 27**

**SUBJECT: Appointment - Team Leader**

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

Sarah Pedulla

Team Leader  
Donovan Middle School  
Effective: 2025-2026 School Year  
Index: \$3,000

**FOR ACTION:**

**Volume LX**

**Report No. P - 27**

**SUBJECT: Appointment - Coaching – FALL 2025**

It is recommended that the following coaching appointment be approved:

Evan Gohringer

Boys Assistant Varsity Football  
Proctor High School  
Effective: September 24, 2025  
Index: \$3,866 (prorated)

**Mrs. Padula made a motion to accept the consent agenda; seconded by Mr. Paul.**

Mr. Nanna: General HR questions. So, I'm just going through HR pages here, and I see we're hiring 5 full-time staff. We're losing 19 to retirements, rescindments or resignations. What is the strategy, long-term strategy, to recruit and retain qualified personnel?

Dr. Spence: So that strategy is being developed. That's more part of a comprehensive strategic planning strategy. I think it'll be something good for us to also talk about on the 18<sup>th</sup>. But there's a scarcity in the market and we have to get creative about how we are going to retain, recruit and attract people to this city and in this system. So, that's more comprehensive, but that's in the works.

**No further discussion; motion passes 7-0.**

**THIS CONCLUDES THE CONSENT AGENDA**

**FOR ACTION:**

**VOLUME LX**

**Report No. S - 67**

**SUBJECT: Authorization of Agreement between the Utica City School District and Hale Transportation. (PULLED, MOTION PASSED)**

Authorization is requested of the Board of Education to approve the agreement between the Utica City School District and Hale Transportation.

**Mrs. Padula made a motion; seconded by Mr. Cooper.**

Mr. Nanna: There seemed to be one spot on the contract called for one bus, another called for two. I believe it is supposed to be two. I just wanted to make it known that before that was executed for there to be a check on that for the consistency.

Dr. Spence: There are two buses.

Regular Meeting – September 23, 2025

President Hobika, Jr.: Then so we're adopting that provided there are two buses?

Dr. Spence: Yes.

President Hobika, Jr.: Okay. Any other discussion?

**No further discussion; motion passes 7-0.**

**VOLUME LX**

**Report No. B - 12**

**FOR ACTION:**

**SUBJECT: Budget Transfers – End of Year 2025 (PULLED, MOTION PASSED)**

Authorization is requested of the Board of Education to approve the 2024-2025 year-end closing budget transfers.

**Mr. Paul made a motion; seconded by Mrs. Padula.**

Mr. Nanna: I'll ask the procedural question first, which was, and I could not see because the way Board Docs shows up sometimes with the public versus private view, was there public notice of the budget transfers between what are we calling those account areas? Not the individual accounts, but the sort of usages?

President Hobika, Jr.: I saw something in the documents that we received. We discussed this at the agenda plan, right?

Mr. Nanna: Yes, I saw it, it doesn't show up during the public section. I'm just asking if it was publicly available or not because of the fact that Board Docs, we see more information shows up.

Dr. Spence: I'll have to confirm.

Mr. Nanna: Well, I would like to have a confirmation that's public before we vote on it.

Dr. Spence: Just building off the conversation at agenda planning I understand why we want that to be public and transparency but again, just reminding that the voters approve the overall budget and the transfers occur just based on need within the organization.

Mr. Nanna: I understand that. This does not have to do with the budgetary requirements under the education law. This has to do with public officers' law and open meetings, law requirements. That's why I'm asking the question. I appreciate your point. It goes to a different area.

Dr. Spence: Understood.

Mr. Nanna: That does bring up a substantive point of if the voters approve the overall budget, looking through the sheets, I see that we have large balances in a bunch of the account areas remaining. I believe that in response to a question that President Hobika had asked previously about spending that money on student supplies, there is an issue that it couldn't exceed the amount that the voters authorized. If there's a balance left over from the amount that the voters authorized, what does that money get used for? Can that money, that is a balance left over from the maximum amount, be used for those items?

Ms. Mowat: So just addressing the 24-25 budget that the Board passed and subsequently the voters passed. The key element is there was an appropriation of fund balance of a little over \$11 million. So, you had expenses, you minus your revenues and there was that appropriation of fund balance. For the most part, you didn't have to use that, though it's built into the expense portion, right? So that's what helps pivot throughout the year, as Dr. Spence has mentioned, we look at the data we look at the programs that are ongoing. You could expend everything up to that point. But the question is, are you just expending to expending or are you making the investment? So, throughout the year, Dr. Spence and his administrative team looked at those expense lines and tried to make decisions based on the needs of the district.

Mr. Nanna: So Just a follow up to that, to be a little clearer. So that \$11 million or whatever the balance is, can that be used for items still?

Ms. Mowat: No, because your year has ended.

Mr. Nanna: Okay.

Ms. Mowat: You could have encumbered it, right? Which is placing an order for an item by the end of June, but past that, you cannot roll it over to the next year. Theoretically it rolls, well, it's rolled into your fund balance, right, that you can so choose to then appropriate not in 25-26 because your budget had already been passed, but it's there in fund balance to be appropriated in 26-27.

Mr. Nanna: Okay. Thank you.

**No further discussion; motion passes 7-0.**

**THIS CONCLUDES THE CONSENT AGENDA AND SUPERINTENDENTS REPORT IN ITS ENTIRETY.**

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#### Reports of the Special Committees

##### **BOCES Report – President Joseph Hobika, Jr**

Nothing to report this month.

##### **BOCES Executive Board – Braedon Nanna**

Mr. Nanna: The School Board Institute Executive Board met on September 8<sup>th</sup> for its meeting. We met with various representative from all the school districts in the institute. We had a legal update last Thursday right after the CTE ribbon cutting ceremony that was led by Heather Cole from Ferrara, which was a great update for all of the school districts on all the law changes. There is a list that I think was already sent out to everyone of all the general meetings of the School Board Institute that are open to everyone. If not, I will send that out again.

##### **Audit/Finance/Grant/Insurance Committee – Donald Dawes/ Joseph Hobika, Jr./Jason Cooper**

President Hobika, Jr.: We had a meeting and we discussed the closeout of the audit, which we are hopeful is going to be outstanding this year. We are going to have to hold a special meeting date to adopt the audit, October 7<sup>th</sup> at 5:30 p.m.

##### **Capital Projects/Buildings & Grounds/Health & Safety Committee – Danielle Padula/Donald Dawes/Jason Cooper**

Mrs. Padula: Nothing to report this month.

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

Mrs. Padula: We had a great ribbon cutting. I want to encourage, I know people want to see it within the district, in the community and I just want to keep those tours up. I know Michelle Hall and Carly said they are working on just getting our teachers in there first in different buildings. It is beautiful.

President Hobika, Jr.: At minimum we should have a virtual tour.

##### **PEAC Committee – Joseph Hobika, Jr./ Danielle Padula/James Paul**

President Hobika, Jr.: We are working tirelessly to schedule a date. I am waiting for my list of basic equipment and other items needed for our sports teams. I would like to see that sooner rather than later.

##### **Policy Committee –Braedon Nanna/Tennille Knoop/ James Paul**

Mr. Nanna: We are recommending 3 policies to be amended or adopted today in new business. The details of some of those changes were sent to the Board. The next meeting is October 8<sup>th</sup>. So back to back days here. I think that's it from us. Anything to add Tennille?

Mrs. Knoop: I'm just going break in really quick and just want to say that we already started the policy committee with vigor and under Nanna's leadership as the chair of that committee. We've orchestrated a great plan already, which really has worked out beautifully. We're auditing all the 800's of all of the policies. So, we've been able, we've passed 4, we got 4 through already, which is a record 3 with a 4<sup>th</sup> coming which is a record number for policy. So, I think the committee has been extremely effective and I think we're going see a lot of growth and a lot of change. A lot of new policies coming forward this year. So, it's going to be really exciting.

Mr. Nanna: I think next month we do have 10 policies up for consideration at the next meeting. So, if we get through all those, we'll be approaching.

Mrs. Knoop: Also, we are in policy with Nanna. Do you know what that means? We are line by line. This is not just like, yep, looks good. This is, it is detailed.

President Hobika, Jr.: I think it's fantastic that you 3 are doing that. Keep up the good work.

Mrs. Knoop: It's also James' new to policy so welcome. It's a lot of fun.

**Code of Conduct – James Paul/Jason Cooper/Braedon Nanna**

Mr. Paul: We are going to be doing the Code of Conduct quarterly. We are going to meet in December.

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

Mrs. Knoop: That meeting is scheduled for tomorrow at 5:15. We are really excited. We have already got plans for communication this year and a lot of ideas when it come forth to equity. So, you are going to see a lot of changes happening this year as well.

♦♦♦♦♦

**Approval of Minutes**

• August 26, 2025 – Regular Meeting

**Mrs. Padula made a motion to approve the following minutes; seconded by Mr. Paul.**

**No further discussion; motion carried 7-0.**

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**Continuing Business**

**None**

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**New Business**

President Hobika, Jr.: The new business is the adoption of Policy 8008, Policy 5012 and Policy 0015.

**Mrs. Knoop made a motion to adopt the policies; seconded by Mrs. Padula.**

**No further discussion; motion passes 7-0.**

♦♦♦♦♦

**Communication**

President Hobika, Jr.: Our next Regular meeting is October 21<sup>st</sup>.

Mr. Nanna: From policy, thank you to the clerks and BOCES policy service who worked really tirelessly back and forth to get those policies updated and here tonight, it was a really quick turnaround. They were on top of it and they would not have been adopted tonight if it were not for their very hard work.

President Hobika, Jr.: Braedon I think its great, I really do.

Mrs. Knoop: One extra thing that we can bring to attention when looking forward to our meetings that we are scheduling. Can we make sure that we are also looking into holidays and making sure that we are aware of all holidays that are happening and really try not to schedule meetings on religious holidays. I know that we do have a member here tonight that is sacrificing his time with his family.

President Hobika, Jr.: Its Tuesday,, its Rosh Hashanah, sorry about that.

Mrs. Knoop: Yes, and if we can do the same thing too when looking at our open houses just to make sure that we are aware and that is something that we will talk about in the equity committee tomorrow.

President Hobika, Jr.: That is an outstanding point Tennille.

Regular Meeting – September 23, 2025



**Adjournment**

Mrs. Knoop made a motion to adjourn the September 23, 2025, Regular Meeting; seconded by Mr. Paul.

The September Meeting was adjourned at 8:42 p.m.

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

Respectfully transcribed and submitted,

STEPHANIE LYNNESS

District Clerk

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