

**BOARD OF EDUCATION
UTICA CITY SCHOOL DISTRICT
ANNUAL ORGANIZATIONAL MEETING – THURSDAY JULY 6, 2023 – 6:00 P.M.
Administration Building – 929 York Street – Kernan School**

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

ADMINISTRATORS PRESENT: Steven Falchi, Acting Superintendent, Andre Paradis, Pam Smoulcey, Heather Mowat, Kathy Hughes

Kathy Hughes, Board Clerk, welcomed all to the Utica City School District Annual Organizational Meeting for today, July 6, 2023. Pursuant to Section 2504 of the Education Law, the Board of Education must organize for the ensuing of the 2023 – 2024 school year. After the Pledge of Allegiance, Mrs. Hughes conducted Roll Call. All members of the Board of Education were present.



New Board Members sign the Oath of Office

Joseph H. Hobika, Jr., re-elected Board Member, signed the Oath of Office Book.

Jason Cooper, newly elected Board Member, signed the Oath of Office Book.



Board Clerk Calls for the Nominations for the Office of President

Board Clerk, Kathy Hughes, called for nominations for the Office of President for the 2023 – 2024 school year.

Mr. Paul made a motion nominating Mr. Joseph H. Hobika, Jr. as the President of the Board; seconded by Mrs. Knoop.

Roll call for the nomination of Mr. Hobika, Jr. as the President of the Board:

Mr. Cardillo – Yes
Mr. Dawes – Yes
Mr. Hobika, Jr. – Yes
Mrs. Knoop – Yes
Mrs. Padula – Yes
Mr. Paul – Yes
Mr. Cooper – Yes

With a unanimous vote of 7-0 Mr. Hobika, Jr. was appointed President of the Board of Education for the 2023 – 2024 school year.

President takes Chair, Signs Oath of Office Book

Mr. Hobika, Jr. signs Oath of Office book.



Board Clerk Calls for the Nominations for the Office of Vice President

Board Clerk, Kathy Hughes called for nominations for the Office of Vice President for the 2023 – 2024 school year.

Mrs. Knoop made a motion nominating Mrs. Danielle Padula as the Vice President; seconded by Mr. Cardillo.

With a unanimous vote of 7-0 Mrs. Padula was appointed Vice President of the Board of Education for the 2023 – 2024 school year.

Vice-President Signs Oath of Office Book

Mrs. Padula signs the Oath of Office Book.



Acting Superintendent Signs the Oath of Office Book

Mr. Falchi signs the Oath of Office Book.



President Hobika, Jr. addresses the Board

President Hobika, Jr.: As part of the agenda I have the opportunity to address the Board. The first thing, I would like to thank everybody who supported me when I ran for re-election. It was kind of thrown together at the last minute because I had originally intended when I ran five years ago that I was only going to serve five years. I felt it was necessary to continue on the Board to achieve the continued progress that we started achieving last year. I want to thank the Board for the support that it's provided me and especially the District this year in very turbulent and trying times. I also want to thank the staff. They have risen to the occasion. They have really overcome a lot of difficult issues. I think we've had the best school year that we've had in as far back as I can remember recollect. I think it was evidenced by the graduation at Proctor this year. I really felt like a family. I think that the administrators participating in the graduation and really, being relaxed and receptive really made a difference, especially for the kids. I want to thank the teachers as well. They really did a great job this year. I loved the graduation where everyone was wearing their academic regalia. We're going to do that again next year and the Board's going to have their opportunity to put theirs on as well, so I'm looking forward to that. We have a number of tasks that we have to accomplish this year. I know we're all harnessed and ready to work hard. I want to thank Mr. Falchi for stepping up and working hard and really providing some stabilizing influences in the last month or so of the year. Anybody that closely observed him could really see that he really loves the students and works hard and exhibits a positive attitude. He will do what anybody asks him to do and his continued connection with the District is important. So, I wanted to thank you for stepping into this position as Acting Superintendent and doing a very good job. I don't think at this point identifying all the things that we want to do other than improving the communication, improving transparency. Making sure that there's accountability, accomplishing the projects in a timely manner, making sure that we have good processes in place. That this staff supports each other and works together to move the District forward. In a couple of weeks; is it a week or so, Dr. Davis will be officially working here. I think that we're all going to be in good hands. So again, I wanted to thank everybody. We're really looking forward to having a very productive year. I'd like to try to make sure that we're all working in the same direction, because I think that when you have people not necessarily working in the same direction, it makes it a little bit more difficult to navigate the choppy waters, so thank you.

Authorization is requested of the Board of Education to approve the following appointments and their Individual Employment Agreements:

APPOINTMENT	NAME
School District Board Clerk	Kathy L. Hughes
Assistant Board Clerk	Stephanie Lyness
School Board Attorney	Ferrara Fiorenza PC
Internal Auditor	Paris Rich
Treasurer	Haylee Lallier
Internal Claims Auditor	Kristina Trociuk

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

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



New Business

A. Set date and time for monthly Regular Board Meetings for the 4th Tuesday of each month at 7:00 p.m. unless interfered with by the holidays.

Moved by Mr. Cardillo, seconded by Mr. Padula.

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

B. Authorization is requested to approve Bond Amounts as follows:

- Clerk at \$145,000
- Treasurer at \$220,000
- Tax Collector at \$170,000
- Internal Auditor at \$170,000

Moved by Mr. Paul; seconded by Mr. Padula.

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

C. Designate the depositories for school district funds as follows:

- Bank of Utica
- BNY Mellon
- J.P. Morgan Chase Bank
- Adirondack Bank
- Key Bank

Moved by Mr. Paul seconded by Mr. Cooper.

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

D. Authorization is requested for extra classroom activity accounts.

Moved by Mr. Paul and seconded by Mr. Knoop.

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

E. Designate Key Bank as depository for extra classroom activity funds.

Moved by Mr. Paul and seconded by Mrs. Padula.

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

F. Designate the Daily Sentinel as the official newspaper for the Utica City School District.

Mrs. Knoop made a motion to designate the Sentinel as the official newspaper for the Utica City School District; seconded by Mr. Cooper.

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

G. Designate Paul W. Reichel of Bond, Schoeneck & King, PLLC as Bond Counsel.

Mrs. Knoop made a motion to designate Paul W. Reichel of Bond, Schoeneck & King, PLLC as Bond Counsel; seconded by Mrs. Padula.

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

H. Designate Donald R. Gerace, Attorney at Law for Special Projects/Matters.

Mr. Cardillo made a motion to designate Donald R. Gerace, Attorney at Law for Special Projects/Matters; seconded by Mrs. Padula.

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

I. Grant authorization for the Acting Superintendent of Schools to make budget transfers in compliance with Section 170.2(1) of the Commissioner's Regulations

Moved by Mr. Paul and seconded by Mr. Cooper.

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

J. Grant authorization for the Acting Superintendent of Schools to apply for Grants in Aid (State and Federal) as appropriate.

Moved by Mrs. Knoop and seconded by Mr. Paul.

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

K. Grant authorization for the Acting Superintendent of Schools to approve attendance at conferences in accordance with Section 77-b of the General Municipal Law.

Moved by Mr. Paul and seconded by Mrs. Knoop.

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

L. Authorization is requested for the re-establishment of Petty Cash Funds as follows:

LOCATION	CUSTODIAN	AMOUNT
Proctor High School – Main Office	Ken Szczesniak	\$ 100.00
Donovan Middle School – Main Office	Ann Marie Palladino	\$ 75.00
Kennedy Middle School – Main Office	Colin Clark	\$ 75.00
School Lunch Fund	Mike Ferraro	\$ 50.00
Business Office	Heather Mowat	\$ 350.00
School Maintenance Shop	Tiffany A. Service	\$ 50.00

Moved by Mr. Cardillo and seconded by Mrs. Knoop.

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

M. Designate the Treasurer as the Official Tax Collector for the District.

Moved by Mrs. Padula and seconded by Mr. Paul.

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

N. Authorization is requested to designate the Treasurer or Secretary to Chief Financial Officer as the persons authorized to sign checks.

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

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

O. Authorization is requested to designate the Chief Financial Officer as the person authorized to use district-owned credit cards.

Moved by Mr. Paul and seconded by Mrs. Padula.

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

P. Authorization is requested to adopt the rotational list of Impartial Hearing Officers for the district as provided by the State Education Department.

Moved by Mr. Cooper and seconded by Mr. Paul.

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

Q. Designate the Clerk of the Board as the Official Records Access Officer

Moved by Mr. Cardillo and seconded by Mr. Paul.

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

R. Designate the School Attorney as the Official Records Appeal Officer.

Moved by Mrs. Padula and seconded by Mr. Paul.

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

S. Reaffirm the Student Code of Conduct.

Moved by Mrs. Knoop and seconded by Mrs. Padula.

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

T. Designate a Board Member who will serve on the Executive Committee of the Oneida-Madison-Herkimer Counties School Boards Institute.

President Hobika, Jr. made a motion to nominate Mr. Jason Cooper to serve on the Executive Committee of the Oneida-Madison-Herkimer Counties School Boards Institute. This motion was seconded by Mrs. Padula.

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

U. Authorization is requested for Board Members to attend upcoming conferences/seminars with expenses for the 2023 – 2024 year.

Moved by Mr. Paul and seconded by Mr. Cardillo.

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

V. Reaffirm all existing Board Policies.

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

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

W. Approve the Audit & Finance Committee Charter.

Moved by Mr. Paul and seconded by Mr. Cooper.

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

X. Designate the Maintenance Foreman as the School Pesticide Representative.

Moved by Mr. Paul seconded by Mrs. Padula.

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

Y. Designate the Chief Academic Officer as the Educational Official designated to receive court notification regarding a student's sentence/adjudication in certain criminal cases and juvenile delinquency proceedings.

Moved by Mrs. Padula and seconded by Mr. Cardillo.

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

Z. Designate the mileage reimbursement rate at .65.5 cents per mile or such rate as designated by the Internal Revenue Code.

Mr. Paul: It's a federal rate and if changes do we change with that federal rate or do we just change is so that it says we follow the federal rate guidelines?

President Hobika, Jr.: We can amend it, if someone wants to amend that motion we can amend it to say .62.5 cents per mile or such rate as prescribed by the Internal Revenue Code.

Mr. Shields: It's actually .65.5.

President Hobika, Jr.: Ok does someone want to amend it to .65.5 cents per mile or such rate as designated by the Internal Revenue Code?

Moved by Mrs. Padula and seconded by Mr. Dawes.

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



Adjournment

President Hobika, Jr. asked for a motion to adjourn the Annual Organizational Meeting of 2023.

Mrs. Padula made a motion to adjourn the Annual Organizational Meeting of 2023; it was seconded by Mr. Dawes.

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

The Annual Organizational Meeting was adjourned at 6:24 p.m.

Respectfully transcribed and submitted,

STEPHANIE LYNESS
Assistant Board Clerk