



HARTFORD

CENTRAL SCHOOL DISTRICT

In This Issue

General Information..... 2 & 3
 Cafeteria Information..... 4
 Required Notices 5
 Elementary School Supply List..6
 Grade 6 School Supply List7
 Backpack Program7
 Letter from Mr. George8
 Communication Tools8
 Free & Reduced Meal Info.....insert
 Forms to Return to District..... 13
 Agriculture Science News 14
 Alumni Spotlight 15
 Letter from Mrs. Mannix..... 16
 Summer Reading Program 17
 2018-2019 Calendar 18
 Spud Run Registration Form... 19
 Class of 2018 Graduatesback

Upcoming Events

U Pre-K Meet & Greet8/28
 Open Hours (all grades)8/28
 Labor Day 9/3
 Kindergarten Meet & Greet.... 9/4
 First day of school 9/5
 Board of Education Mtg.....9/17
 Open House.....9/20
 Columbus Day 10/8
 Hartford Spud Run..... 10/13
 Superintendent Con. Day.. 10/19
 Emergency Early Release..... 11/8

Message from the Superintendent

I hope everyone is enjoying the summer season and all the wonderful opportunities the warmer weather and region provides!

I would like to extend another offer of congratulations to the members of the Class of 2018 on their graduation. Graduating from Hartford Central School District is an important life event and one each graduate should be incredibly proud of. I encourage each of our graduates to use the lessons they have learned throughout their educational experience to help shape and mold their future. Each of our graduates have shown the ability to be successful, and I wish them only the best as they enter the next stage of their lives.

I would also like to congratulate Ms. Andrea Stoddard and Nurse Janet Rock on their retirement. Combined, these two remarkable individuals have dedicated over 40 years of service to the Hartford Central School District. Both Ms. Stoddard and Nurse Rock are two of the most caring and compassionate people that I have ever met, and they will be greatly missed by the students and their colleagues.

It is my honor to serve the community, faculty, staff, and students of Hartford as the Superintendent of Schools. I will do my best to maintain the tradition of academic achievement while working with all interested parties to ensure success - academic, social, and athletic - for all of our students. I will always strive for an open door policy and make myself available for comments, questions, and/or concerns. I welcome feedback, and it is my hope everyone is comfortable approaching me with ideas or thoughts on how we can work together to ensure the success of our student population.

I am very excited to welcome our students back on Wednesday, September 5, and look forward to working with our faculty, staff, and students on reaching their full potential. If at any point you have a question regarding your child's education, please do not hesitate to contact the appropriate office or your student's teacher(s).

I hope that everyone enjoys the remainder of the summer recess, including visiting the Washington County Fair. Members of our FFA will be hosting the FFA barn on Wednesday, August 22. If you are there please be sure to stop by and say hello.

I look forward to working with you and your child(ren) throughout the 2018-2019 school year.

Attention Students and Families - Open Hours!

On Tuesday, August 28 from 11:00 a.m. - 2:00 p.m. the school will be open to students in all grades and their families to prepare for the first day of the 2018-2019 school year. This is an opportunity to learn where classrooms are located, test locker combinations, locate cubbies, and do a schedule test run. Superintendent Cook will be grilling hot dogs for all.

GENERAL INFORMATION

Administration

Andrew Cook Superintendent
Bethellen Mannix Elem. Principal/Spec. Ed. Chairperson
Brian George Middle/High School Principal

General

Wendy Harrington Guidance Counselor, Grades 8-12
Trisha Shaw Guidance Counselor, Grades K-7
Barbara Miner School Psychologist
Joann Searles District Treasurer
Alyssa Arlen School Nurse
Melanie Howe Cafeteria Manager
Kevin Lovely Building & Grounds Supervisor
Michael Rogers Director of Transportation

Telephone Directory

(Voice Mail is available for all staff members)

District Office 518-632-5931 ext. 508 or 507
School Nurse 518-632-5222 ext. 398
Elem. Principal/Spec. Ed. Chairperson 518-632-5222
.....ext. 120
Middle/High School Principal 518-632-5922 ext. 307
Guidance/General 518-632-5222 ext. 306
Business Office 518-632-5931 ext. 508
Transportation/Bus Garage 518-632-5191

Board of Education Meeting Dates

All meetings begin at 7 p.m.

August 20, 2018	January 28, 2019
September 17, 2018	February 25, 2019
October 15, 2018	March 18, 2019
November 19, 2018	April 15, 2019
December 10, 2018	May 20, 2019
	June 17, 2019

Tools for Schools

Price Chopper is sponsoring the “Tools for Schools” program to offer schools educational, technological, and extracurricular equipment. Every time you use your Advantage Card you will earn points for our school at no extra cost to you. You must register by visiting www.pricechopper.com/tools-schools. Our school code is 16331. Ask your neighbors and family to sign up too!

Box Tops for Education

Please save and send the school your box tops and used ink cartridges. The school receives various educational products. The drop-off boxes are located in/near the elementary office.

Code of Conduct

The Hartford Central School District Board of Education is committed to providing a safe and orderly school environment where students may receive, and district personnel may deliver, a quality education without disruption. In order to achieve this goal, responsible behavior by students, faculty and staff, parents, and other visitors is essential. The Board of Education recognizes the need to clearly define these expectations for acceptable conduct on school property, to identify the possible consequences of unacceptable conduct, and to ensure that discipline, when necessary, is administered in a timely, and respectful manner. A student version of the district’s Code of Conduct is included within the issued student agenda books at the start of the year. A full version of the Code of Conduct is available on the district’s website or can be requested through the Elementary or Middle/High School Office.

School Safety

Parking Lot – Parents are reminded that the front traffic circle is closed to traffic from 7:50-8:30 a.m. and again from 2-4 p.m., due to buses entering to drop off and/or pick up students. In addition, the traffic pattern of the circle is one way only and the center driveway entrance is for buses only.

Entering the Building – All entrance doors to the building will be locked for security and safety after the arrival of students in the morning. All visitors will need to be buzzed into the building through the Elementary or Middle/High School office and then sign in and out at the respective office.

Book Bags – Students are not allowed to carry book bags during the school day. Students may use book bags to bring books and other school supplies in and out of the building. However, once inside the building, the book bags must remain inside the student’s locker.

Student Parking – Parking permits for students will be given out on a “first come, first served basis” for senior students. If, after the senior students have received their spaces, there are any parking spaces remaining, they will be given to juniors on a “first come, first served” basis. Once all of the spaces designated for students are assigned, no other permits will be issued. During the first week of school, seniors are to report to the Middle/High School Office for a Student Vehicle Registration form to obtain a permit (parent signature mandatory).

NYSED Fire and Emergency Drills - The New York State Education Department requires all school districts to conduct eight evacuation (fire) drills and four (4) “Lockdown” drills each school year, with eight drills being conducted prior to December 31, 2018. Four of the drills must be conducted using a fire escape (if applicable) or a secondary means of egress, and one drill must be conducted during a lunch or assembly period, unless instruction is provided on how to evacuate during these periods. In addition, at the start of each after school program, event, or performance, the person in charge must notify attendees of the emergency procedure. The Hartford Central School District is committed to ensuring the safety of everyone entering the building. If you have any questions regarding the District’s safety plans or the required safety drills, please contact the District Office at 518-632-5222.

GENERAL INFORMATION

Attendance

When your child is absent, please call the school before 9 a.m. to report their absence. A written excuse for the absence should also be sent in with the student on the day of their return. For safety reasons, parents are called each morning, either at home or work, for every child's absence.

Middle school/High school students who are late to school must sign in at the Guidance Office and should bring a written excuse for the tardiness.

Elementary students who are late arriving must sign in at the Elementary Office and should bring a written excuse for the tardiness.

Early Dismissals – Please send a note to school with the student on the morning of the early dismissal providing the time of pick-up and the reason (phone calls for Early Dismissal are acceptable, but notes are preferred).

Student Sign-In/Sign-Out – Parents/Guardians should report to the Elementary or Middle/High school office, depending on the age of your student, to sign students in and out of school.

When the need arises for you or someone else to pick up your child at the end of the school day, or to change the destination and/or bus your child will take, please try to make these arrangements early in the day or send a note in with your child explaining the changes. It can be difficult to make all the appropriate notifications regarding dismissal or bus route changes if the district is not notified until the end of the day. Your cooperation is most appreciated.

Attendance Awards

Attendance awards are presented at awards assembly at the conclusion of the school year. Each year the district presents awards to those students who qualify for "Perfect Attendance" or "Excellent Attendance."

Perfect Attendance = a student does not miss a minute of instruction time due to absence, early dismissal or late arrival.

Excellent Attendance = fewer than five absences, late arrivals, and early dismissals.



Academic Grading Calendar

All Five-Week Reports and Report Cards will be mailed to parents and guardians. Anyone who does not receive a Five-Week Report or a Report Card within the expected time is asked to contact Mrs. Parrott-Fuller in the Guidance Office at 518-632-5222 ext. 306.

Please note: Regular font indicates the Middle/High School. Bold font indicates the Elementary School.

Five-Week Marking Period Ends October 5, 2018
Quarter One Marking Period Ends..... November 9, 2018
Trimester One Ends December 5, 2018
Report cards distributed at Parent/Teacher Conferences . TBA
Fifteen Week Marking Period Ends December 14, 2018
Quarter Two Marking Period Ends January 25, 2019
Twenty-Five Week Marking Period Ends..... March 8, 2019
Trimester Two Ends March 13, 2019
Report Cards Sent Home March 15, 2019
Quarter Three Marking Period Ends April 5, 2019
Thirty-Five Week Marking Period Ends May 17, 2019
Trimester Three Ends June 26, 2019
Quarter Four Marking Period Ends..... June 26, 2019

K-5 Report cards will be distributed the last day of Elementary School.

6-12 Report cards will be mailed home June 26, 2019.

Student Photographs/Images

The Hartford Central School District may, on occasion, use photographs or video recordings of students on the district's website, social media and/or in district and community publications. If you do not wish for your child's image to be published during the 2018-2019 school year, please indicate this in writing to your child's principal by September 14, 2018. This request must be renewed each year.

Important Note: The district will honor all written requests by parents who do not want their child's picture or name published in any way. However, the district is not responsible for any media coverage of athletic or special events that are open to the public.

**Consent to Release Free or Reduced Price Eligibility
Information on Other Side**

School Lunch Program

Hartford Central School District has a computerized Point of Sale (POS) system for all school meals purchased in the cafeteria. Every student has his/her own personal lunchroom account based on a unique personal identification number (PIN). This number will stay with the student until he/she graduates. Students can access their account on the keypad located at the cash register. While it is recommended that students remember their numbers, the cashier can also retrieve it. We encourage parents/guardians to deposit money into their child's account, however, students may still pay cash daily. When sending in money for pre-payment of meals under the POS system, please include your child's PIN on the check or envelope so it is deposited into the correct account. Please call for information regarding a secure online pre-payment service to deposit money into the meal account at any time.

If your child qualifies for free or reduced price meals, this information will be securely contained in the computer system; the meal will be processed just as it is for all the other students. Applications for free and reduced meals will continue to be used to verify eligibility.

Menus will be sent home with K-5 students. Students in Grades 6-12 may pick up a menu in the cafeteria. Please contact the Cafeteria Manager with any concerns at 632-5222 ext. 273.

September Menu

		9/5 Cereal w/toast	9/6 Cereal w/toast	9/7 Breakfast wrap Tanager Pizza Day
		Hot Dog(s)	Brunch for Lunch	
9/10 Bagel w/cream cheese	9/11 Cereal w/toast	9/12 Cereal w/toast	9/13 Cereal w/toast	9/14 Breakfast wrap Tanager Pizza Day
Chicken or Buffalo Patty Sandwich	Taco Tuesday	Gilled cheese & tomato soup	Pasta w/meatballs	Tanager Pizza Day
9/17 Bagel w/cream cheese	9/18 Cereal w/toast	9/19 Cereal w/toast	9/20 Breakfast Sandwich	9/21 Breakfast wrap Tanager Pizza Day
Hamburger or cheeseburger	Taco Tuesday	Rotini w/meat sauce	Chicken nuggets	Tanager Pizza Day
9/24 Bagel w/cream cheese	9/25 Cereal w/toast	9/26 Cereal w/toast	9/27 Breakfast Sandwich	9/28 Breakfast wrap Tanager Pizza Day
Hot Dog(s)	Taco Tuesday	Fish Fry	Chicken parm w/ rotini	

Breakfast Hours

Middle School and High School 7:50–8:10 a.m.

Kindergarten–5th grade 8:10–8:20 a.m.

Meal Prices

Breakfast K-12 \$0.85
 Main Dish \$0.55
 Milk \$0.30
 Toast \$0.10
 Snacks \$0.50

Lunch K-12 \$1.70
 Main Dish \$1.00
 Milk \$0.30
 Vegetable \$0.50
 Dessert \$0.50

“Charge” Policy

In accordance with the 2018-2019 amended New York State Education Law 908, and Section 2 of Part B of Chapter 56, when a student charges a meal, parents/guardians will be notified that a student's account balance is exhausted and has accrued unpaid meal charges within 5 days of the initial charge and then every week thereafter. The cafeteria staff will communicate with parents/guardians with five or more unpaid meal charges to determine eligibility for free or reduced price meals and will make at least two documented attempts to reach out to parents/guardians to complete a meal application in addition to the application and instructions provided in the school enrollment packet. While a student has a negative balance, that child is prohibited from purchasing snacks or a-la-carte items.

Food Allergies and/or Restrictions

If your child has a food allergy or diet restriction, the USDA now requires the following documentation from the student's doctor:

- The child's disability (the allergy)
- An explanation of why the child's diet is restricted
- How the disability affects major life activities
- Which food(s) should be eliminated for the child's meals

Consent to Release Free or Reduced Price Eligibility Information

School officials may release information that shows that my child/children are eligible for free or reduced price meals or free milk. I understand the information will only be provided to the program(s) I check below, and I understand that I give up my right to confidentiality for these programs:

- Federal health programs such as Medicaid or Children's Health Insurance Program (CHIP).
- State or federal programs such as the Youth Summer Work program or the Educational Talent Search Program.
- Local health and education programs and other local programs that provide benefits such as free textbooks or school supplies, free band instruments, or reduced fees or summer school or driver education.
- Community programs such as holiday baskets, summer arts and playground programs.

Name(s) of Child/Children: _____

I certify that I am the parent/guardian for the child/children for whom the application was made.

Signature of Parent/Guardian: _____

Print Name: _____

Address: _____

Phone Number: _____ Date: _____

Required Notices

Dignity for All Students (DASA)

In July of 2012, New York State implemented the Dignity for All Students Act (DASA) which reads: It is hereby declared to be a policy of the State to afford all students in public schools an environment free of discrimination and harassment. The purpose of this article is to foster civility in public schools and to prevent and prohibit conduct that is inconsistent with the school's educational mission.

No student shall be subjected to harassment by school employees or students on school property or at a school function; nor shall any student be subjected to discrimination based on a person's actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender or sex.

The Hartford Central School District is committed to creating a safe and caring learning environment where all students can succeed. If bullying or harassment is occurring to you or someone you know, please report the incident to administration, guidance, or an adult. Any questions or concerns regarding bullying should be directed to the District's DASA Coordinator, Mrs. Trisha Shaw at 518-632-5222 ext. 513.

Homeless Students

Homeless students have certain rights and protections afforded to them under the McKinney-Vento Act. If you or someone you know is homeless and would like additional information, contact Mrs. Harrington, Homeless Coordinator, 518-632-5222 ext. 515.

A homeless student is one who lacks a "fixed, regular, and adequate nighttime residence." This can include:

- Sharing a home due to economic hardship or loss of housing
- Living in a hotel, motel, car, campground, or trailer park due to the lack of alternative adequate accommodations
- Living in emergency or transitional shelters
- Are abandoned in hospitals
- Are awaiting foster care placement

Annual Fire Inspection

In accordance with Educational Law, Section 807-a 5 (b) and (c), notice is hereby given that the annual fire inspection for the year 2018-2019 of the Hartford Central School District, including: the main building, the A.E.P. building, the Technology building, and the Bus Garage, for fire hazards which might endanger the lives

of students, teachers, and employees therein, has been completed and the report is available at the District Office for inspection of all interested persons. The annual visual inspection was also completed and is on file in the District Office.

Asbestos Management Plan

In accordance with the EPS Asbestos Hazard Emergency Response Act of 1987 (40 CFR, part 763), the Asbestos Management Plan for this school building is available for review week-days from 7:30 a.m. - 3:30 p.m. For more information, please contact Andrew Cook, Superintendent, at 518-632-5222 ext. 507.

Use of Surveillance Notice

For the security and safety of our students, staff and visitors, this facility employs camera surveillance equipment for security purposes on school grounds and in school buses. This equipment may or may not be monitored at any given time, but can be recorded.

Title VI, Title IX and Section 504 Public Notice

The Hartford Central School District is in compliance with the provisions of Title VI, Title IX, Section 504 and the Age Discrimination Act of 1975. The Hartford Central School District does not discriminate due to race, national origin, sex, age or disability. If you have any questions or concerns regarding Title IX and Section 504 please contact Andrew Cook, Superintendent, at 518-632-5222 ext. 507.

Notice for Directory Information Under FERPA

The Family Educational Rights and Privacy Act (FERPA) is a Federal law that requires the Hartford Central School District, with certain exceptions, to obtain parent/guardian's written consent prior to the disclosure of personally identifiable information from your child's education records. However, the Hartford Central School District may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary, in accordance with District procedures. The primary purpose of directory information is to allow the Hartford Central School District to include this type of information from your child's education records in certain school publications. Examples include:

- The yearbook
- Principal's list, Honor roll, Merit roll, or other recognition lists

Directory information, which is information that is typically not considered harmful or an invasion of personal privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with the following information: name, address, and telephone numbers; unless a parent/guardian has advised the District that they do not want their child's information disclosed without their prior written consent (Section 9528 of the Elementary and Secondary Education Act (20 U.S.C. § 7908) and 10 U.S.C. § 503 (c)).

If you do not want the Hartford Central School District to disclose directory information from your child's education records without your prior written consent, you may submit a written request to the building principal that the district not disclose student information.

Title I: Parents-Right-To-Know

In accordance with ESEA, Section 1111(h)(6), PARENTS RIGHT-TO-KNOW, the Hartford Central School District is notifying every parent of a student in a Title I school that you have the right, and may request, information regarding the professional qualifications of your child's classroom teacher. This information regarding the professional qualifications of your child's classroom teacher(s) can include the following:

1. Whether the teacher has met the NYS qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
2. Whether the teacher is teaching under emergency or other provisional status through which NYS qualification or licensing criteria have been waived.
3. The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree.
4. Whether the child is provided services by paraprofessionals and, if so, their qualifications.

At the present time, all faculty members employed by the Hartford Central School District within the Title I programs meet the qualifications of "highly qualified," as defined by the Federal Government.

If you have questions, please feel free to call 518-632-5222.

Elementary Supply List

Kindergarten - Mrs. Simmons & Mrs. Genevick

- Art smock (an old shirt works great!)
- 1 plastic pencil box
- 3 boxes of 24 crayons
- 4 large glue sticks
- Scissors (Child's Fiskars)
- (5) #2 pencils
- Erasers (not pencil top)
- 1 adult tube sock (to be used as an eraser)
- 1 package of *fine tip* dry erase markers
- \$6.00 for F.I.S.H. Folder (if not already paid for at K Round-Up)
- \$4.00 monthly fee for daily nutritious snack provided by our cafeteria staff

First Grade - Mr. MacDougall & Mrs. Thomas

- 1 two-pocket folder
- Eraser
- 1 box of crayons (24 or less)
- 1 highlighter
- Art smock (an old shirt works great!)
- 1 package #2 pencils
- Pencil box or crayon box
- 1 pair of "child size" headphones
- 1 box of Zip Lock *sandwich* bags (**Boys only**)
- 1 box of Zip Lock *snack* bags (**Girls only**)
- 2 glue sticks
- 1 dry erase marker
- 2 packages of Post-It notes

Second Grade - Mrs. Lawrence & Mrs. Talmage

- #2 pencils sharpened (not mechanical)
- Crayons
- Glue sticks
- Erasers
- 1 plastic homework folder
- 2 highlighters
- 1 small pencil box
- 1 pencil sharpener with shaving container
- 1 pair of scissors
- Headphones
- Art smock (an old shirt works great!)
- 1 two-pocket folder any color (for music)

Please label all items

Please be advised that items for grades K-5 are requests from each teacher and are not intended to cause any kind of financial hardship. If you need assistance in supplying these items, please contact Mrs. Mannix so she can make confidential arrangements to do so. We typically have some backpacks and supplies donated by retired teachers and outside agencies. Please call Mrs. Getty at 518-632-5222 x101 to check on the availability of these school supplies. Also, Staples has great deals throughout the summer - watch for their sales fliers!

Please note that Book Lists/Media Lists are available upon request from each classroom teacher.

Third Grade - Mrs. Mobley & Mrs. Vanier

- #2 pencils
- 1 package of pencil top erasers
- 1 pencil bag
- 1 box of colored pencils
- 1 box of crayons (24 count)
- 2 glue sticks
- 2 composition notebooks
- 1 pair of scissors
- 3 pocket folders (1 red, 1 blue, 1 yellow)
- 1 vinyl pocket folder
- 1 package of dry erase markers
- Art smock (an old shirt works great!)
- 1 two-pocket folder (for music)
- Please bring \$6 to Mrs. Dougher in September to purchase a Yamaha Recorder through the Music Department (**if not paid for in June of 2nd Grade**). **Please label all items** and NO large binders/trapper keepers due to limited desk space.

Fourth Grade - Mrs. Babson & Ms. Lazore

- 5 pocket folders (1 blue, 1 red, 1 yellow, 1 green, 1 any color)
- 1 - 1" plastic binder (any color)
- 1 package 5-subject dividers
- 1 pair of scissors
- Colored pencils
- 1 small pencil bag or box
- #2 pencils (not mechanical)
- Erasers
- 2 composition notebooks (1 blue, 1 any color)
- Liquid Glue
- 1 highlighter
- 1 package dry erase markers
- Headphones (if not already sent from 4th grade from 3rd grade)
- Recorder for Music; \$6 to purchase one if you do not have one from 3rd grade

*Please **NO** 3-ring binders/trapper-keepers due to limited desk space.*

*Please **do not label** any folders or notebooks - this will be done together in class.*

Fifth Grade - Ms. LoCascio & Mrs. Scott

- Colored pencils
- 2 packages of #2 pencils
- Set of markers
- 2 packages of wide-ruled loose leaf paper
- 5 two-pocket folders (1 blue, 1 red, 1 green, 1 orange, 1 any color)
- 1 sturdy homework folder
- 2 packages of dry erase markers
- 3 Marble Composition notebooks (1 red, 1 blue, 1 black)
- 1 set of sticky notes
- 1 one-subject spiral notebook
- 1 handheld pencil sharpener
- Crayons
- Art smock (an old shirt works great!)
- For Music: 1 two-pocket folder and your reorder from 4th grade (or \$6 to purchase a new one)

6th Grade Supply List

Home & Careers - Mrs. Barnard

- 1 notebook

Science - Mrs. Harke

- At least (2) packs of pencils
- 1 RED two-pocket folder
- 1 small, personal pencil sharpener
- 1 three-ring binder (preferably RED, but black accepted)
- 5 dividers
- 1 package of loose-leaf paper
- 1 RED composition notebook

English/Social Studies - Mrs. Burch

- 1 package lined paper (1 ream of 500 sheets)
- 16 BLUE or BLACK pens
- 2 highlighters
- 1 pack or 100 cards - 3 x 5 lined index cards
- 1 BLUE three-ring (1 1/2 in) notebook
- 1 black and white composition notebook

The pens, pencils and highlighters should be divided in half for September and January

Technology Class - Ms. Stewart

- 1 three-ring binder
- 1 one gallon zip lock bags (to hold technology projects) and pen or pencil

Junior Chorus Concert Dress Clothes - Mrs. Dougher

Men

- Black pants
- White shirt
- Tie
- Dark dress shoes

Women

- Black skirt or dress pants
- White blouse (no spaghetti straps)
- Dark dress shoes

Junior Band Concert Dress Clothes

Men

- Black pants
- Black socks
- Black dress shoes
- White dress shirt

Women

- Black pants or skirt (skirts no higher than the knee)
- Black socks or stockings
- Black dress shoes (closed toe preferably)
- White dress shirt (no spaghetti straps)

BACK PACK PROGRAM

The school is entering its third full year participating in the BackPack Program. The program is run in conjunction with the Regional Food Bank of Northeastern New York, and provides students from food-insecure homes with nutritious, child friendly meals on weekends, when other supplemental food programs are not available.

The need for this program was recognized by faculty and staff who took action and sought sponsors to launch the program. There has been a generous outpouring of support for the initiative that includes numerous donations from faculty and staff, community members, the Hartford Faculty Association, Hartford Food Pantry, What's Cookin', the Hartford United Methodist Church, Herschel-

Argyle Lodge, Yoked Parish Church, Foothills ATV, Hartford Ridge Riders, Smith Equipment, many Hartford Central school student clubs, Hartford PTA, Glens Falls National Bank, and the Adirondack League.

The food for the backpacks is picked up and packed on Thursdays with the help of Mrs. Shaw, Mrs. Harrington and a senior volunteer. On Fridays, members of Key Club and the Jr. National Honor Society help deliver the bags.

Each bag contains approximately ten different purchased foods designed to provide nutrition and calories for the children over the weekend. These are kid-friendly, shelf-stable foods that require no preparation or refrigeration. Children

can just "open and eat" without adult supervision.

The BackPack Program at Hartford Central School currently assists over 20 students. Since the program's implementation, teachers noticed a significant improvement in the well-being of participating students.

If you would like to make a monetary donation to support the BackPack program at Hartford Central School, please make all checks payable to the Regional Food Bank of Northeastern NY and write Hartford BackPack Program in the memo. Checks can be mailed to: Regional Food Bank, 965 Albany- Shaker Road, Latham, NY 12110

Middle/High School

Communication Tools

Dear Parents and Guardians,

I hope this newsletter finds you relaxing on a beach enjoying your summer! August is already upon us and the beginning of school is right around the corner.

Again, congratulations to the graduating class of 2018. They worked extremely hard throughout their entire school career. Parents, community, faculty and staff extremely proud of them.

All incoming 6th graders are invited to attend **6th Grade Orientation on Tuesday, August 28, from 6:00 p.m. to 7:00 p.m.** This is a wonderful opportunity for students and their parents to meet their teachers and learn a little about the transition from elementary to middle school.

The Hartford Central School District is always looking to provide our students with as many educational opportunities as possible. During the 2018-2019 school year the district is offering:

- **13 Distance Learning Classes**
 - Hosting three courses - English 101/108, and AP US History
 - Receiving ten courses - Sociology, Psychology, Principles of Business, Developmental Psychology, Anatomy/Physiology, Current Events, History of the Holocaust, History of Sport and Programming.
 - The district is partnering with three area Colleges (SUNY Adirondack, HVCC, and FMCC) to offer 10 College Courses and receive up to 30 College Credits – Spanish 201/208, English 101/108, Math 121/125, Sociology, Psychology, Developmental Psychology, and Principles of Business
 - One Advanced Placement Course – AP US History,
 - Four Early College High School Programs through SUNY Adirondack – IT Computer Networking, Advanced Manufacturing, New Media and Business and Entrepreneurship.

The district is always seeking opportunities to increase our communication with parents and provide them with information to help their children reach their full potential. SchoolTool Parent Portal is an internet based program that allows parents and guardians to access their children's schedule, attendance, and academic information. To gain access to this wonderful program, parents find an application on page 13 of this newsletter or download a copy from our website at www.hartfordcsd.org.

While it is always sad to say good-bye to summer, I am excited for the upcoming school year. If you have any questions please contact me. Enjoy the rest of your summer. I look forward to seeing your children on Wednesday, September 5.

Brian George

Middle/High School Principal
bgeorge@hartfordcsd.org

SchoolTool Parent Portal

Parents/Guardians have the ability to view their child's information online anytime. Please see page 13 for the registration form so you can view your child's:

- Schedule
- Grades
- Attendance
- Report Cards
- 3-8 Assessment Results
- Emergency Contacts



School Messenger System

In order to help facilitate timely notices, the district is using an automated notification system that has the ability to call parents and guardians with important information and opportune reminders. To ensure you are receiving all messages, please update the district whenever you change your home and/or cell phone numbers.

Please note: this system is only available for parents and guardians. However, in emergency situations, messages will be sent to everyone listed in the student's emergency contact list.

State Education Monthly Newsletter

Parents are invited to sign up to receive the latest updates from the State Education Department. Updates include the "News and Notes" monthly newsletter and other important updates from Commissioner Elia and the State Department of Education. Follow these instructions to subscribe to listserv:

- Send an e-mail message to LISTSERV@LISTSERV.NYSED.GOV
- The body of the message must read:
SUBSCRIBE PARENTS <Your Name>
- Example: SUBSCRIBE PARENTS Jane Smith
You will receive an e-mail confirming your subscription.

Website and Social Media

Hartford Central School District's website: www.hartfordcsd.org

Twitter: @HartfordCSD

Facebook: Hartford Central School

District Newsletter

The school district newsletter is compiled in November and May (budget newsletter). If the need arises, a single page flyer may be produced in-house to provide you with specific information. If you know of someone in the district who is not currently receiving the newsletter, please have them contact the district office at 518-632-5931 with name and address.

School Meal Programs 2018-2019

Children need healthy meals to learn. **Hartford Central School District** offers healthy meals every school day. Breakfast costs **\$0.85**; lunch costs **\$1.70**. Your children may qualify for free meals or for reduced price meals. Reduced price is **\$0.25** for breakfast and **\$0.25** for lunch. To apply for free or reduced meals, submit a Direct Certification letter from the NYS Office of Temporary and Disability Assistance OR complete the enclosed application, sign it, and return it to the school as soon as possible. We cannot approve an application that is not complete, so be sure to fill out all required information.

- 1. DO I NEED TO FILL OUT AN APPLICATION FOR EACH CHILD?** No. Complete the application to apply for free or reduced price meals. *Use one Free and Reduced Price School Meals Application for all students in your household.*
- 2. WHO CAN GET FREE MEALS?** All children in households receiving benefits from SNAP, the Food Distribution Program on Indian Reservations or TANF, can get free meals regardless of your income. Also, your children can get free meals if your household's gross income is within the free limits on the Federal Income Eligibility Guidelines.
- 3. CAN FOSTER CHILDREN GET FREE MEALS?** Yes, foster children that are under the legal responsibility of a foster care agency or court, are eligible for free meals. Any foster child in the household is eligible for free meals regardless of income.
- 4. CAN HOMELESS, RUNAWAY, AND MIGRANT CHILDREN GET FREE MEALS?** Yes, children who meet the definition of homeless, runaway, or migrant qualify for free meals. If you haven't been told your children will get free meals, please call or e-mail the school homeless liaison or migrant coordinator to see if they qualify.
- 5. WHO CAN GET REDUCED PRICE MEALS?** Your children can get low cost meals if your household income is within the reduced price limits on the Federal Eligibility Income Chart, shown on this application.
- 6. SHOULD I FILL OUT AN APPLICATION IF I RECEIVED A LETTER THIS SCHOOL YEAR SAYING MY CHILDREN ARE APPROVED FOR FREE MEALS?** Please read the letter you got carefully and follow the instructions. Call school at 632-5222, ext. 273 if you have questions.
- 7. MY CHILD'S APPLICATION WAS APPROVED LAST YEAR. DO I NEED TO FILL OUT ANOTHER ONE?** Yes. Your child's application is only good for that school year and for the first 30 days of this school year. You must send in a new application unless the school told you that your child is eligible for the new school year.
- 8. I GET WIC. CAN MY CHILD(REN) GET FREE MEALS?** Children in households participating in WIC may be eligible for free or reduced price meals. Please fill out a FREE/REDUCED PRICE MEAL application.
- 9. WILL THE INFORMATION I GIVE BE CHECKED?** Yes, and we may also ask you to send written proof.
- 10. IF I DON'T QUALIFY NOW, MAY I APPLY LATER?** Yes, you may apply at any time during the school year. For example, children with a parent or guardian who becomes unemployed may become eligible for free and reduced price meals if the household income drops below the income limit.
- 11. WHAT IF I DISAGREE WITH THE SCHOOL'S DECISION ABOUT MY APPLICATION?** You should talk to school officials. You also may ask for a hearing by calling or writing to: Andrew Cook, Superintendent of Hartford Central School, PO Box 79, Hartford, NY 12838, phone 632-5222.
- 12. MAY I APPLY IF SOMEONE IN MY HOUSEHOLD IS NOT A U.S. CITIZEN?** Yes. You or your child(ren) do not have to be U.S. citizens to qualify for free or reduced price meals.
- 13. WHO SHOULD I INCLUDE AS MEMBERS OF MY HOUSEHOLD?** You must include all people living in your household, related or not (such as grandparents, other relatives, or friends) who share income and expenses. You must include yourself and all children living with you.
- 14. WHAT IF MY INCOME IS NOT ALWAYS THE SAME?** List the amount that you normally receive. For example, if you normally make \$1000 each month, but you missed some work last month and only made \$900, put down that you made \$1000 per month. If you normally get overtime, include it, but do not include it if you only work overtime sometimes. If you have lost a job or had your hours or wages reduced, use your current income.
- 15. WE ARE IN THE MILITARY.** Do we include our housing allowance as income? If you get an off-base housing allowance, it must be included as income. However, if your housing is part of the Military Housing Privatization Initiative, do not include your housing allowance as income.
- 16. MY SPOUSE IS DEPLOYED TO A COMBAT ZONE. IS HER COMBAT PAY COUNTED AS INCOME?** No, if the combat pay is received in addition to her basic pay because of her deployment and it wasn't received before she was deployed, combat pay is not counted as income. Contact your school for more information.
- 17. MY FAMILY NEEDS MORE HELP. ARE THERE OTHER PROGRAMS WE MIGHT APPLY FOR?** To find out how to apply for **SNAP** or other assistance benefits, contact your local assistance office or call **1-800-342-3009**.

How to Apply: To get free or reduced price meals for your children you may submit an Eligibility Letter for Free Meals/Milk (formerly Direct Certification Letter) received from the NYS Office of Temporary and Disability Assistance, OR carefully complete one application for your household and return it to the designated office. If you now receive Supplemental Nutrition Assistance Program (SNAP), Temporary Assistance to Needy Families (TANF) for any children, or participate in the Food Distribution Program on Indian Reservations (FDPIR), the application must include the children's names, the household SNAP, TANF or FDPIR case number and the signature of an adult household member. All children should be listed on the same application. If you do not list a food stamp, TANF or FDPIR case number for all the children for whom you are applying, the application must include the names of everyone in the household, the amount of income each household member, and how often it is received and where it comes from. It must include the signature of an adult household member and the last four digits of that adult's social security number, or check the box if the adult does not have a social security number. An application that is not complete cannot be approved. Contact your local Department of Social Services for your food stamp or TANF case number or complete the income portion of the application.

2018-2019 Application for Free and Reduced Price School Meals/Milk

To apply for free and reduced price meals for your children, read the instructions on the back, complete **only one** form for your household, sign your name and turn it to: Melanie Howe, 4704 State Route 149, Hartford, NY 12838. Call 632-5222, ext. 273 if you need help. Additional names may be listed on a separate paper.

1. List all children in your household who attend school:

Student Name	School	Grade/Teacher	Foster Child	Homeless Migrant, Runaway
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>

2. SNAP/TANF/FDPIR Benefits:

If anyone in your household receives either SNAP, TANF or FDPIR benefits, list their name and CASE # here. Skip to Part 4, and sign the application.

Name: _____ CASE # _____

3. Report all income for ALL Household Members (Skip this step if you answered 'yes' to step 2)

All Household Members (including yourself and all children that have income).

List all Household members not listed in Step 1 (including yourself) **even if they do not receive income**. For each Household Member listed, if they do receive income, report total income for each source in whole dollars only. If they do not receive income from any other source, write '0'. If you enter '0' or leave any fields blank, you are certifying (promising) that there is no income to report.

Name of household member	Earnings from work before deductions <i>Amount / How Often</i>	Child Support, Alimony <i>Amount / How Often</i>	Pensions, Retirement Payments <i>Amount / How Often</i>	Other Income, Social Security <i>Amount / How Often</i>	No Income
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>

Total Household Members (Children and Adults)

--	--

Last Four Digits of Social Security Number: XXX-XX-__ __ __ __

I do not have a SS# <input type="checkbox"/>
--

4. Signature: An adult household member must sign this application and provide the last four digits of their Social Security Number (SS#), or mark the "I do not have a SS# box" before it can be approved.

I certify (promise) that all of the information on this application is true and that all income is reported. I understand that the information is being given so the school will get federal funds; the school officials may verify the information and if I purposely give false information, I may be prosecuted under applicable State and federal laws, and my children may lose meal benefits.

Signature: _____ Date: _____
 Email Address: _____
 Home Phone: _____ Work Phone: _____ Home Address: _____

DO NOT WRITE BELOW THIS LINE – FOR SCHOOL USE ONLY

Annual Income Conversion (Only convert when multiple income frequencies are reported on application)
 Weekly X 52; Every Two Weeks (bi-weekly) X 26; Twice Per Month X 24; Monthly X 12

SNAP/TANF/Foster
 Income Household: Total Household Income/How Often: _____ / _____ Household Size: _____
 Free Meals Reduced Price Meals Denied/Paid

Signature of Reviewing Official _____ Date Notice Sent: _____

APPLICATION INSTRUCTIONS

To apply for free and reduced price meals, submit a Free Meals/Milk Eligibility Letter received from the Office of Temporary and Disability Assistance OR complete only one application for your household using the instructions. Sign the application and return the application to the Cafeteria Manager. If you have a foster child in your household, you may include them on your application. A separate application is no longer needed. Call the school if you need help. Ensure that all information is provided. Failure to do so may result in denial of benefits for your child or unnecessary delay in approval of your application.

PART 1 ALL HOUSEHOLDS MUST COMPLETE STUDENT INFORMATION. DO NOT FILL OUT MORE THAN ONE APPLICATION FOR YOUR HOUSEHOLD.

1. Print the names of the children, including foster children, for whom you are applying on one application.
2. List their grade and school.
3. Check the box to indicate a foster child is living in your household, and check the box for each child with no income.

PART 2 HOUSEHOLDS RECEIVING FOOD STAMPS, TANF OR FDPIR SHOULD COMPLETE PART 2 AND SIGN PART

1. List a current Food Stamp, TANF, or FDPIR (Food Distribution Program on Indian Reservations) case number of anyone living in your household. Do not use the 16-digit number on your benefit card. The case number is provided on your benefit letter.
2. An adult household member must sign the application in PART 5. SKIP PART 4. Do not list names of household members or income if you list a food stamp case number, TANF or FDPIR number.

PART 3 Before completing an application for a child who may be homeless, a migrant education student, or runaway, please call your school's homeless liaison or migrant education coordinator: Mrs. Wendy Harrington at (518) 632-5222 ext. 505

PARTS 4 & 5 ALL OTHER HOUSEHOLDS MUST COMPLETE THESE PARTS AND ALL OF PART 5

(1) Write the names of everyone in your household, whether or not they receive income. Include yourself, the children you are applying for, all other children, your spouse, grandparents, and other related and unrelated people in your household. Use another piece of paper if additional space is needed.

(2) Write the amount of current income each household member receives, before taxes or anything else taken out, and indicate where it came from, such as earnings, welfare, pensions, and other income. If the current income was more or less than usual, write that person's usual income. **Specify how often this income amount is received; weekly, every other week (bi-weekly), 2 x per month, monthly. In no income, check the box.** The value of any child care provided or arranged, or any amount received as payment for such child care or reimbursement for costs incurred for such care under the Child Care and Developmental Block Grant; TANF; and At Risk Child Care Programs should not be considered as income for this program.

(3) The application must include the last four digits only of the social security number of the adult who is signing PART 5 if Part 4 is completed. If the adult does not have a social security number, check the box. If you listed a food stamp, TANF or FDPIR number, a social security number is not needed.

OTHER BENEFITS: Your child may be eligible for benefits such as Medicaid or Children Health Insurance Program (CHIP). In order to determine if your child is eligible, program officials need information from your free and reduced price meal application. Your written consent is required before any information may be released. Please refer to the attached parent Disclosure Letter and Consent Statement for information about other benefits.

PRIVACY ACT STATEMENT

Privacy Act Statement: This explains how we will use the information you provide us.

The Richard B. Russell National School Lunch Act requires the information on this application. You do not have to provide the information, but if you do not, we cannot approve your child for free or reduced meals. You must include the last four digits of the social security numbers of the adult household member signing the application. The last four digits of the social security number are not required when you apply on behalf of a foster child or you list a Food Stamp, Temporary Assistance, of Needy Families (TANF) Program or Food Distribution Program on Indian Reservations (FDPIR) case number or other FDPIR identifier for your child or when you indicate that the adult household member signing the application does not have a social security number. We will use your information to determine if your child is eligible for free or reduced price meals, and for administration and enforcement of the lunch and breakfast programs. We MAY share your eligibility information with education, health, and nutrition programs to help them evaluate, fund, or determine benefits for their programs, auditors for program reviews, and law enforcement officials to help them look into violations of program rules.

DISCRIMINATION COMPLAINTS

The U.S. Department of Agriculture (USA) prohibits discrimination against its customers, employees, and applicants for employment on the basis of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, family or parental status, sexual orientation, or all or part of an individual's income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the Department. (Not all prohibited basis will apply to all programs and/or employment).

If you wish to file a Civil Rights complaint or discrimination, complete the USDA Program Complaint Form (PDF), found online at www.usda.gov/complaint; at any USA office; or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form: Send your completed complaint form or letter by mail to U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Ave., S.W. Washington, D.C. 20250-9410, by fax at (202) 690-7442 or e-mail at program.intake@usda.gov.

2018-2019 INCOME ELIGIBILITY GUIDELINES FOR FREE AND REDUCED MEALS OR FREE MILK

Total Family Size	Annual	Monthly	Twice per Month	Every Two Weeks	Weekly
1	\$ 15,782	\$1,316	\$658	\$607	\$304
2	\$21,398	\$1,784	\$892	\$823	\$412
3	\$27,014	\$2,252	\$1,126	\$1,039	\$520
4	\$32,630	\$2,720	\$1,360	\$1,255	\$628
5	\$38,246	\$3,188	\$1,594	\$1,471	\$736
6	\$43,862	\$3,656	\$1,828	\$1,687	\$844
7	\$49,478	\$4,124	\$2,062	\$1,903	\$952
8	\$55,094	\$4,592	\$2,296	\$2,119	\$1,060
Each add'l person add....	\$5,616	\$468	\$234	\$216	\$108

Reporting Changes: The benefits that you are approved for at the time of application are effective for the entire school year. You no longer need to report changes for an increase in income or decrease in household size, or if you no longer receive SNAP.

Income Exclusions: The value of any child care provided or arranged, or any amount received as payment for such child care or reimbursement for costs incurred for such care under the Child Care Development (Block Grant) Fund should not be considered as income for this program.

Nondiscrimination Statement: This explains what to do if you believe you have been treated unfairly.

The U.S. Department of Agriculture (USDA) prohibits discrimination against its customers, employees, and applicants for employment on the basis of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an individual's income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the Department. (Not all prohibited basis will apply to all programs and/or employment activities.)

If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form (PDF), found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov.

Individuals who are deaf, hard of hearing, or have speech disabilities and wish to file either an EEO or program complaint please contact USDA through the Federal Relay Service at (800) 877-8339 or (800) 845-6136 (in Spanish).

Persons with disabilities who wish to file a program complaint, please see information above on how to contact us by mail directly or by email. If you require alternative means of communication for program information (e.g. Braille, large print, audiotape, etc.) please contact USDA's TARGET Center at (202)720-2600 (voice and TDD).

Meal Service to Children With Disabilities: Federal regulations require schools and institutions to serve meals at no extra charge to children with a disability which may restrict their diet. A student with a disability is defined in 7CFR Part 15b.3 of Federal regulations, as one who has a physical or mental impairment which substantially limits one or more major life activities. Major life activities are defined to include functions such as caring for one's self, performing manual tasks, walking, seeing, hearing, speaking, breathing, learning, and working. You must request the special meals from the school and provide the school with medical certification from a medical doctor. If you believe your child needs substitutions because of a disability, please get in touch with us for further information, as there is specific information that the medical certification must contain.

Confidentiality: The United States Department of Agriculture has approved the release of students names and eligibility status, without parent/guardian consent, to persons directly connected with the administration or enforcement of federal education programs such as Title I and the National Assessment of Educational Progress (NAEP), which are United States Department of Education programs used to determine areas such as the allocation of funds to schools, to evaluate socioeconomic status of the school's attendance area, and to assess educational progress. Information may also be released to State health or State education programs administered by the State agency or local education agency, provided the State or local education agency administers the program, and federal State or local nutrition programs similar to the National School Lunch Program. Additionally, all information contained in the free and reduced price application may be released to persons directly connected with the administration or enforcement of programs authorized under the National School Lunch Act (NSLA) or Child Nutrition Act (CNA); including the National School Lunch and School Breakfast Programs, the Special Milk Program, the Child and Adult Care Food Program, Summer Food Service Program and the Special Supplemental Nutrition Program for Women Infants and Children (WIC); the Comptroller General of the United States for audit purposes, and federal, State or local law enforcement officials investigating alleged violation of the programs under the NSLA or CNA.

Reapplication: You may apply for benefits any time during the school year. Also, if you are not eligible now, but during the school year become unemployed, have a decrease in household income, or an increase in family size, you may request and complete an application at that time. The disclosure of eligibility information not specifically authorized by the NSLA requires a written consent statement from the parent/guardian. We will let you know when your application is approved or denied.

Potential Use of Pesticides

The Hartford Central School District is required to maintain a list of persons in parental relation, faculty, and staff who wish to receive 48-hour prior written notification of certain pesticide applications. The following pesticide applications are not subject to prior notification requirements:

- a school remains unoccupied for a continuous 72-hours following an application
- anti-microbial products
- nonvolatile rodenticides in tamper resistant bait stations in areas inaccessible to children
- silica gels and other nonvolatile ready-to-use pastes, foams, or gels in areas inaccessible to children
- boric acid and disodium octaborate tetra hydrate
- the application of EPA designated biopesticides
- the application of EPA designated exempt materials under 40CFR 152.25
- the use of aerosol products with a directed spray in containers of 18 fluid ounces or less when used to protect individuals from an imminent threat from stinging and biting insects including venomous spiders, bees, wasps, and hornets

In the event of an emergency application necessary to protect against an imminent threat to human health, a good faith effort will be made to supply written notification to those on the 48-hour prior notification list. If you would like to receive 48-hour prior notification of pesticide applications that are scheduled to occur in the school, please complete the form below and return it to Kevin Lovely, Head of Building Maintenance, Hartford Central School District. Mr. Lovely, the school pesticide representative, can be reached at 518-632-5222.

Request for Pesticide Application Notification Form

If you are a person in parental relation list the school(s) your child(ren) attend(s): _____

If you are a school employee list the school(s) or building(s) regularly worked in: _____

Name: _____

Address: _____

Day Phone: _____ Evening Phone: _____

E-Mail Address: _____

The Hartford Central School District uses an integrated pest management (IPM) approach to pests, which is recommended by the NYS Education Department and the US EPA.



SchoolTool Parent Portal Access Request Form

In order to protect the privacy and confidentiality of our students' records, all parents/guardians who would like to gain access to the SchoolTool Parent Portal are required to complete this form and return it in person to the Guidance Office. For security purposes, a photo ID is required when returning this form. Parents/Guardians are required to adhere to the following SchoolTool Parent Portal guidelines:

- Parents/Guardians will access data solely in regard to their child(ren)
- Parents/Guardians will not access any account assigned to another user
- Please do not share your password with anyone, including your children
- Please do not allow your computer to "remember" your Parent Portal password

Parent/Guardian Name (one per form): _____

Parent/Guardian Home Address: _____

Parent/Guardian Email Address (Required): _____

Only one email per application. Your email address will be your user name.

List all children who are/will be enrolled within Hartford Central School District	Your relationship to the student	Reside with the student? (yes or no)	Grade

You only need to complete this form once. New children will be automatically entered.

I have read the SchoolTool Parent Access Form and agree to abide by and support the guidelines. I certify that all of the above information is true and I have legal authority to access the records of the student(s) listed above.

Signature: _____ **Date:** _____

Important: Once the information on this form is received and processed, you will receive notification via email that your SchoolTool Parent Portal account has been created. The email will also contain instructions to complete the registration process.

For Office Use Only

Date Received: _____

Account Created Date: _____

ID Verified: by Whom? _____

By: _____

AG SCIENCE STUDENTS “GET A LEG UP” WITH EDUCATIONAL EQUIPMENT

When agriculture science students return in September they will discover a whole new world of technology and tools available to them. A grant in the amount \$500,000 for shared agriculture science learning equipment was awarded to Washington-Saratoga County school districts including Argyle, Granville, Greenwich, Hartford, Salem, and Schuylerville Central Schools. The grant was secured by Assemblywoman Carrie Woerner and the New York State Technology and Development Program School. Through the grant, participating school districts have purchased and shared over 39 pieces of equipment, each designed to enhance the student learning process and prepare for potential careers in the agriculture science industry. The shared resources have given teachers the opportunity to collaborate on curriculum ideas and strengthen their science and agriculture programs on a county-wide level. “We are pleased to be able to provide these tools,” said Assemblywoman Carrie Woerner. “They will step up Washington County’s game and give our students a leg-up.”

In May, Assemblywoman Woerner spent the afternoon in Greenwich visiting with agricultural science teachers, including Hartford’s Ms. Tricia Stewart, as they explained how they use the new equipment in class and how these items are preparing them for future careers in science and agriculture.

Items purchased through the grant include a single axle enclosed trailer to transport shareable equipment between districts and promote the Ag Cooperative Venture at community events; a “Green Super Grow Systems” that can grow fresh produce from seed to harvest in 18 days, year-round. Once grown, produce is given to school cafeterias for students and staff to enjoy.

Other items purchased through the grant include:

- Portable vet ultrasound.
- IV training leg to train students for blood draw or injection.
- Reverse osmosis unit.
- Anatomically correct cow, horse, pig, and chicken models designed to study internal organs and the digestive and reproductive systems.
- Full sized canine model for learning practical lab skills and advanced bandaging techniques as well as mouth-to-snout resuscitation.
- Pro-digital USB incubator that allows students to set the temperature, humidity, and turning time of an egg. The USB computer connection stores egg data recordings used to interpret growth trends during the incubation period.
- PIX4D mapping software for high accuracy land measurement and surveying.
- Phantom 4 advanced drone used for data collection for the PIX4D software.
- Compost bins to recharge essential nutrients in the growth medium required for the Super Grow System.
- Breath and heart sounds simulator that simulates both heart and breath sounds and allows the determination of these by plugging in one of seven different menus, each containing 16 different sounds.

- Student suture training kit.
- Nail trimmers to use on small animals.
- Dual head stethoscope for instructor and student to listen to vital signs simultaneously.
- Scat replicas of various common North American animals.
- Wild, domestic, and exotic animal tracks and molds.
- Disarticulated cat skeleton used for bone identification and study of the joints.
- Muscled knee model designed to study joints.
- Roylco real broken bone X-rays that reveal a detailed look at common breaks to a variety of bones.
- Wolfe DigiVu and Wolfe Advanced Microscopes.

Hartford’s agricultural science teacher Ms. Tricia Stewart said, “I am really excited for our students. This equipment will allow them for a hands-on experience as realistic as possible in a classroom.”



Salem agricultural science teacher Mrs. Amy Maxwell and Hartford’s agricultural science teacher Ms. Tricia Stewart demonstrate an equine model for Assemblywoman Carrie Woerner.



Hartford’s agricultural science teacher Ms. Tricia Stewart and Assemblywoman Carrie Woerner.

ALUMNI SPOTLIGHT - MS. HEIDE BURCH

Heide Burch, M.S., LMHC, is a class of 2004 graduate. Upon graduating from the Hartford Central School District, she attended Siena College where she earned a bachelor of arts in psychology with a minor in philosophy. She then earned a master's degree in clinical psychology from the College of St. Joseph in 2010. She is currently completing her dissertation to receive a doctorate in psychology through Northcentral University.

Heide is a licensed mental health counselor and owns and operates her own practice in downtown Glens Falls, conducting business under Heide Burch, LMHC. She said her decision to be self-employed has given her the freedom to make her own schedule, the opportunity to earn more, be closer to home, have a work life balance that allows her to pursue her numerous hobbies, and take care of her family.

Heide continues to reside in Hartford with her husband of three years, Michael Maiolo. They enjoy traveling, spending time their with friends and their pets, trying new places to eat, and making each other laugh. She has extended family all over the country whom she enjoys visiting, as well as spending time with her father, Larry, who resides in Hartford. She and her husband have two dogs; one is a therapy dog she uses for work, and the other competes in agility trials. They also have three cats, some ducks, and three horses. Heide continues to horseback ride and competes on a regular basis. She also gives riding



Heide and her husband, Michael, visiting Mayan ruins in Chichen Itza, Mexico.

lessons to keep herself balanced and connected to the horse world.

One of Heide's fondest memories of Hartford CSD was participating in the donkey basketball fund raiser. "I remember it being hilarious. So many people would attend as it was a unique event. I also have fond memories of many of the teachers, some of whom I'm still connected and in contact with," Heide said.

As a therapist Heide would like people who are struggling to know they are not alone. Although some might hide it, many people suffer from depression, battle anxiety, feel insecure, wonder, and over think everything. "One should never hesitate to tell family and trusted friends that you need some support. Advocate to see a therapist. There is help available," she said.

Heide's advice to students is to choose their own path in life. "So many young people feel pressure from family, friends, or themselves to follow a certain path. It doesn't matter if you stay local, move far away, attend college, or enter the service or workforce right away, as long as it is the right choice for you. Pick the path that's right for you, and things will fall into place."

To learn more about Heide's practice visit HeideBurchLMHC.com.



Heide and her horse, Joy, compete in various disciplines as well as enjoy hacking the countryside.



Heide and her dog, Finn, compete in agility trials.

Floyd Harwood Elementary School

Dear Parents and Guardians,

I hope everyone is enjoying their summer and looking forward to another wonderful school year! Having students in the building for our Summer Success Program and visiting our library this summer on Wednesday mornings and evenings has been exciting! Thank you to Mrs. Pollack for providing students with activities, guest readers and an opportunity to sign out books throughout the summer. The Summer Success Program included 39 students who worked to enhance their reading and math skills, ultimately preventing summer learning loss. It is always nice to have students in the building!

For those students entering Pre-K, Mrs. Ward will hold a Meet and Greet on Tuesday, August 28 from 11:00 a.m. - 2:00 p.m. Also, the district will also be sponsoring a BBQ for all students on Tuesday, August 28 from 11:00 a.m. - 2:00 p.m. Students are welcome to come explore the building, find their classroom(s) and secondary students can practice opening their locker. For students entering kindergarten, Mrs. Genevick and Mrs. Simmons will hold a Meet and Greet on Tuesday, September 4 from 1:00 p.m. - 3:00 p.m. in their classrooms. I hope you will have the opportunity to stop by during those times to visit the Pre-K and Kindergarten classrooms, as well as meet the teachers and their classroom aides, Mrs. Jones, Ms. Howe and Mrs. Howard. The first day of school for all students (Pre-K - Grade 12) is Wednesday, September 5. Morning Pre-K is from 8:00 a.m. - 10:45 a.m., and the afternoon session is 11:30 a.m. - 2:15 p.m. Mrs. Jones and Mrs. Ward will meet all Pre-K students each day at the elementary entrance door and walk them to their classroom, which is located right next to the Elementary Office.

Kindergarten teachers will be providing parents with more information about a typical kindergarten day, their daily schedule, snacks, and cafeteria and school procedures at Open House on Thursday, September 20. You will receive a schedule for that evening at the beginning of the school year. I hope you will make every effort to attend this informational session. Open House for Pre-K - Grade 12 is the same evening from 5:30-7:00.

Please be advised that the Hartford Central School District Transportation Policy 705.04 prohibits our drivers from releasing a student in grades K-3 without a parent/guardian or sitter visible. If you would like a Request for Exception form for this policy, please contact Mrs. Getty at 518-632-5222 ext. 101. Please note that exception forms on file expire on the last day of each school year. Thank you for your cooperation and understanding this policy is designed for the safety and welfare of your child/children.

Involvement in your child's education is encouraged and necessary. I urge you to become active in our PTA. A schedule of meeting dates will be available in September. There is a PTA mailbox in the Elementary Office for any correspondence. In the past, the PTA has provided several educational programs and field trips for our students. In order for this to continue, volunteers are needed throughout the school year!

Please take time to check your child's backpack each night. It is important you receive all letters/notes from school and your child's

teacher. Please remove items that have not been provided or required by the teacher. Classroom supply lists have been distributed. They can also be found on pages 6 and 16 of this newsletter.

Please be reminded that students are not permitted in classrooms until 8:00 a.m. If you are transporting your child to school they should arrive at 8:00 a.m. Students in grades 1-5 may go to breakfast immediately upon unloading the bus. Kindergartners may go to breakfast at 8:10 a.m. after they have checked into their classroom. Students who do not eat breakfast at school have the advantage of getting their morning work started and will benefit from the smaller student to teacher ratio if they have questions or are having difficulty with a particular skill or concept. If a student is late (after 8:15 a.m.) they need to report to the Elementary Office. By 8:30 a.m. formal instruction begins and teachers need to focus on the children. Please arrange classroom visits for a time when teachers are not responsible for instruction. During instructional time, the office staff will gladly deliver messages and items to the appropriate classrooms. To ensure the safety of our students and staff, a visitor's pass must be obtained by signing in at one of the Main Office's before proceeding through the building at all times. Dismissal for students being picked up is 2:25 p.m. Any changes to your child's dismissal procedure must occur prior to 2:00 p.m., preferably by a written note in the morning.

All students starting Pre-K are required to meet higher expectations through Common Core Learning Standards. State testing includes grades 3-8, with English Language Arts and Math testing in the spring. Fourth graders will take the State Science Test in May and June. It is important to realize that Pre-K, Kindergarten, Grade 1 and Grade 2 provide a foundation for these tests. The State Education website (nysed.gov) and Engage NY (engage.org) are great on-line resources for parents and teachers and will help you better understand what New York State is expecting of your child.

I encourage communication between school and home. Please feel free to contact teachers and myself via phone, written notes, or e-mail throughout the school year. E-mail addresses are the teacher's first initial followed by their last name @ hartfordcsd.org (bmennix@hartfordcsd.org). I feel confident that together we can make 2018-19 a very successful year. I cannot stress enough the importance of being involved in your child's education, making sure homework is completed, that students are reading daily and practicing math facts with your child/children. It is our goal to provide all students with a quality education, rich in experiences. Some students need more time to master skills and your support and time at home are essential. Remember...your time is the best gift you can give your child/children! If you have any questions as the year progresses, please do not hesitate to contact me. Enjoy the remainder of summer vacation and I look forward to seeing our students return on Wednesday, September 5!

Sincerely,

Bethellen C. Mannix

Elementary Principal/Special Education Chairperson
bmennix@hartfordcsd.org

SUMMER READING PROGRAM

This summer's reading program was held each Wednesday beginning July 11 through August 15, with a morning and an evening session held. Each date featured a guest reader from Washington County followed with an activity that complemented the book read aloud. Students and their families were invited to participate. Books could also be checked out of the library.

On July 11, Town of Hartford Supervisor Dana Haff read, "Me on the Map," written by Joan Sweeney and illustrated by Annette Cable. Supervisor Haff also shared Washington County maps with the students. The students then completed a project in which they cut out and colored in various geographical areas ranging from the continent to the county.



On July 17, Officer Goodrich of the NYS Department of Environmental Conservation read, "Lost in the Woods," by Carl R. Sams II and Jean Stoick. The students then created bird feeder kabobs.



On July 25, Linda Law-Saunders of Cornell Cooperative Extension read, "More Cheese, Please" by Sue Kueffner. The students made English muffin pizzas with extra cheese.



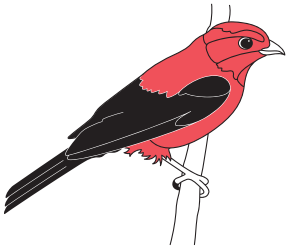
On August 1, the guest reader was Washington County Alternate Dairy Princess Hannah Monroe. Hannah is entering her junior year at Hartford. She read "Kiss the Cow" by Phyllis Root, illustrated by Will Hillenbrand. Hannah then taught the students how to make butter from heavy cream.



NOTE: Cathy Sweet, Community Educator of Cornell Cooperative Extension was a guest reader for August 8, and Hartford resident Barbara Beecher on August 15. This newsletter went to print prior to those dates.

A big thank you to our special guest readers and to our School Library Media Specialist, Monica Pollack, for promoting summer reading and coordinating the guest readers.





2018-2019

SCHOOL YEAR

Calendar

July 18

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

August 18

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

- 7/4 Independence Day
- 9/3 Labor Day
- 9/4 Superintendent Conference Day
- 9/5 Classes Begin
- 9/20 Open House
- 10/8 Columbus Day
- 10/19 Superintendent Conference Day
- 11/8 Emergency Release Day
- 11/9 Superintendent Conference Day
- 11/12 Veterans Day Observed
- 11/21-23... Thanksgiving Recess
- 12/21 Holiday Recess Begins
- 1/2 Classes Resume
- 1/21 Martin Luther King, Jr. Day
- 1/22-1/25.. New York State Regents Exams
- 1/25 Superintendent Conference Day
- 2/18-2/22.. Mid-Winter Recess
- 4/19 Good Friday
- 4/22-4/26.. Spring Recess
- 5/27 Memorial Day
- 6/3 New York State Regents Exams
- 6/18-6/26.. New York State Regents Exams
- 7/4 Independence Day

September 18

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

October 18

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

November 18

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

December 18

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

January 19

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

February 19

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	

March 19

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

April 19

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

May 19

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

June 19

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

July 19

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

LEGEND

- Building closed; no school for faculty, staff, office personnel, students
- Recess; no school for faculty or students; building and offices open
- Emergency Early Release Day
- Regents Testing Days **Bold**
- Superintendent's Conference Day (no school for students)

A Note About Absences

On a day when your child is absent from school, please notify the attendance office at your earliest convenience at 518-632-5222.

HARTFORD

CENTRAL SCHOOL DISTRICT

4704 State Route 149, Hartford, NY 12838
518-632-5222 • www.hartfordcso.org
@HartfordCSD



Administration

Andrew Cook, Superintendent
Brian George, Middle/High School Principal
Bethellen Mannix, Elementary Principal

Board of Education

Brian Getty, President
Janine Thomas, Vice-President
Philip Jessen
Adam Fish
Ron Smith

NON-PROFIT ORG.
U.S. POSTAGE

PAID

Glens Falls, NY 12801
PERMIT #511



Please join us in congratulating our recent graduates. We wish them all the best in their future endeavors!

Jordan S. Barrett, SUNY Adirondack; **Alexandria Boucher**, Castleton University; **Christian Chaney**, SUNY Adirondack; **Dakoka J. Clippinger**, U.S. Army; **Kaitlin Cochran**, SUNY Adirondack; **Britnee R. Euber**, University of Northwestern Ohio; **Cailyn R. Harrington**, Siena College; **Audra Harrold**, Fashion Institute of Technology; **Alidia Hoard**, employment; **Julia M. Howard**, SUNY Adirondack; **Robert J. Lawrence IV**, Alfred State College; **Quintessa Litchfield**, employment; **Austin Mandigo**, SUNY Adirondack; **Donald Martindale**, Lincoln Technical Institute; **Austin T. McKittrick**, SUNY Adirondack; **Adam Mitchell**, Castleton University; **Alondra Nims**, Castleton University; **Sophia Olsen**, SUNY Adirondack (online); **Alexis M. Peterson**, SUNY Adirondack; **Collin Pope**, employment; **Abigail Robbins**, University of Vermont; **Austin J. Sesselman**, SUNY Adirondack; **Tyler L. Smith**, SUNY Adirondack; **Reagan Steves**, SUNY Adirondack; **Britany J. Tyler**, SUNY Cobleskill; **Samantha Whitney**, University of Northwestern Ohio; **Rachel Yattaw**, SUNY Adirondack