

HARTFORD

CENTRAL SCHOOL DISTRICT

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 Columbus Day 10/12
 Hartford Spud Run..... 10/17
 K-6 Parent-Teacher
 Conferences11/16, 23 & 24
 Tanager Voices Concert 12/17

Hartford Central School, a community of educators, students, parents, and friends, dedicated itself to developing citizens who are productive and compassionate, and who, through their creativity and responsibility, will be assets to the greater community.

Message from the Superintendent

I hope that everyone has been able to enjoy the summer season and all the opportunities that the warmer weather provides! While the faculty and students were not in the buildings over the summer months, the district has been preparing for the start of the 2015-16 school year.

First, I would like to extend another offer of congratulations to the members of the class of 2015 on their recent high school graduation. I am very proud of every single one of you and wish you the best in life. Although you are no longer students, you are still a very important part of the Hartford Central School community, and if there is anything that we can do to help you, please do not hesitate to ask.

This time of year is bittersweet, as we say good-bye to graduates and retirees and welcome new students and staff. At the end of the 2014-2015 school year, the district congratulated three staff members on their retirements: Mrs. Roxanne Peck, Mrs. Gayle Smith, and Mr. Gary Jones. Combined, Mrs. Peck and Mrs. Smith provided more than 60 years of dedicated service to the students and community of Hartford, and their level of commitment to our students will be missed. Mr. Jones served the district for over 30 years and did a wonderful job leading our custodial staff. We will also miss Mrs. Karen Keefe, who was recalled to the Salem Central School District, and Mrs. Stephanie Chadwick, who resigned as a Teacher Aide in order to spend more time with her family. Throughout the summer, we reviewed applications and conducted interviews to identify potential replacements for these positions.

To re-establish Mr. Jones' position, the district signed a shared service agreement with the Fort Ann Central School District for the position of Head of Building Maintenance and hired Mr. Kevin Lovely. Mr. Lovely has extensive experience with building maintenance and will be splitting his time between Hartford and Fort Ann. He will be responsible for all aspects of building maintenance. At the same time, Mr. Gary Burch Jr. was offered the position of Day Shift Supervisor; he will be the point of contact for any maintenance or custodial questions in the absence of Mr. Lovely. Lastly, although not new to the district, Mrs. Maggie Kelly will be transitioning from teaching fourth-grade to become a Title Math specialist. On behalf of the Board of Education and administration, I would like to welcome all our new staff members and wish them the best of the luck for the future.

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 attempt to keep an open door and make myself available for comments, questions, and/or concerns. I welcome feedback, and it is my hope that everyone feels comfortable approaching me with ideas or thoughts on how we can work together to ensure the success of our students.

I am very excited to welcome our students back on Tuesday, September 8, and I am looking 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 the Washington County Fair. I look forward to working with you and your children throughout the 2015-2016 school year.

Arch Cook

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
Janet Rock School Nurse
Melanie Howe Cafeteria Manager
Kevin Lovely Building & Grounds
Michael Rogers Director of Transportation

Telephone Directory

(Voice Mail is available for all staff members)

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

Board of Education Meeting Dates

All meetings begin at 7 p.m.

August 17, 2015
September 21, 2015
October 19, 2015
November 16, 2015
December 21, 2015
January 11, 2016
February 8, 2016
March 21, 2016
April 18, 2016
May 16, 2016
June 20, 2016

District Newsletter

The school district newsletter will be 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 632-5931 with name and address.

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).

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.

Soup UPC Labels Program

The Campbell's For Education Program will once again be up and running. This program provides us with an excellent opportunity to earn free merchandise for our school. Go to www.labelsforeducation.com for more information on this program. You may forward any Campbell's soup labels to the school – attention Roxanne Peck, Program Coordinator.

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/toolsforschools. Our school code is 16331.

Ask your neighbors and family to sign-up too!

Important Reminders

Attendance

When your child is out, 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 please 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 routes 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.

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.

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 632-5222 ext. 306.

Five-Week Marking Period Ends October 9, 2015

Quarter One Marking Period Ends..... November 6, 2015

Fifteen Week Marking Period Ends December 11, 2015

Quarter Two Marking Period Ends January 29, 2016

Twenty-Five Week Marking Period Ends..... March 4, 2016

Quarter Three Marking Period Ends April 1, 2016

Thirty-Five Week Marking Period Ends May 13, 2016

Quarter Four Marking Period Ends..... June 23, 2016

K-5 Report cards will be distributed the last day of Elementary School. 6-12 Report cards will be mailed home June 23, 2016.

SchoolTool Parent Portal

Parents/Guardians have the ability to view their child's information online anytime. Please see page 8 for the registration form so you can view your child's:

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

Student Photographs

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 2015-2016 school year, please indicate this in writing to your child's principal by September 18, 2015. 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.

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.

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 \$1.60
 Main Dish \$1.00
 Milk \$0.30
 Vegetable \$0.50
 Dessert \$0.50

September Menu

	9/8	9/9	9/10	9/11
	Bagel w/cream cheese Hot Dog(s)	Cinnamon Toast Chicken Nuggets	Hashbrown & sausage Macho Nachos	French Toast Sticks Tanager Pizza Day
9/14	9/15	9/16	9/17	9/18
Mini Maple Pancakes Create Your Own Burger	Breakfast Sandwich Chicken Fajita	Cinnamon Toast Rotini w/Meat sauce	Breakfast Burrito Roast Turkey Gravy over Mashed Potato	French Toast Sticks Tanager Pizza Day
9/21	9/22	9/23	9/24	9/25
Mini Maple Pancakes Chicken Patty Your Way	Breakfast Sandwich Hot Meatball Sub	Cinnamon Toast Grilled Cheese Sandwich w/Soup	Hashbrown & sausage Fun Fish w/Rice	French Toast Sticks Tanager Pizza Day
9/28	9/29	9/30		
Mini Maple Pancakes Hot Dog(s)	Breakfast Sandwich Beef Gravy over Mashed Potato	Cinnamon Toast Chicken Nuggets		

“Charge” Policy

1. There is a \$5.00 limit on charges for each student's account. No snacks or a-la-carte items may be charged.
2. After the \$5.00 limit is charged, a PB&J sandwich and milk will be offered at lunch. There will be an alternative to PB&J if there is an allergy.
3. If you charge, you may not buy extras.
4. The student's name and amount charged will be recorded the day charged. A negative balance slip will be sent home the next day.
5. Charges should be paid as soon as possible
6. No charging in June. All charges must be paid the first week in June.

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: _____

Floyd Harwood Elementary School

Dear Parents and Guardians,

I hope you are enjoying summer and looking forward to another wonderful school year! You will see many familiar faces returning in September, but many classrooms have moved to allow for more teacher and grade-level collaboration. I am so proud of the teachers and custodial staff for all of their efforts for the benefit of students. The willingness of the faculty and staff to go above and beyond is just one of the reasons I love Hartford School!

After many years of service, Mrs. Gayle Smith retired in June. Her position in AIS Math will now be filled by Mrs. Maggie Kelly, who taught 4th grade last year. I am confident Mrs. Kelly will be a wonderful asset to our students in her new position. The new 4th grade teacher will be formally appointed at the August 17 Board of Education Meeting.

In the Special Education Department, Mrs. Roxanne Peck retired in June, and Mrs. Karen Keefe was recalled to Salem Central School District. We have been interviewing candidates to fill these two positions, and we are also in the process of hiring a teacher's aide. I am confident we will fill all of these positions with high-quality individuals who will be an asset to our community.

For those parents with children entering Pre-K and Kindergarten, Mrs. Ward, Mrs. Genevick, and Mrs. Simmons will each hold a *Meet and Greet* on Thursday, September 3 from 1-3 p.m. I hope you have the opportunity to stop by school during that time to visit the Pre-K and Kindergarten classrooms, as well as meet the teachers and classroom aides, Mrs. Jones, Mrs. Breault, and Mrs. Howard.

Please note the change in Pre-K times from previous years – morning Pre-K is from 8-10:45 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 at the elementary entrance door every day and walk the children to their classrooms. Please note, starting Monday, September 14, parents will *not* be permitted to walk their children to the classroom. By this time, children are comfortable and capable of getting to their class, and we always have aides available to assist if necessary.

Kindergarten teachers will provide parents with more information about a typical kindergarten day, daily schedule, snacks, and cafeteria

and school procedures at Open House. You will receive a schedule for that evening at the beginning of the school year. I hope you make every effort to attend. Open House for Pre-K-12 is on Tuesday, September 29 from 5:30-7 p.m.

The first day of school for all students (Pre-K – Grade 12) is Tuesday, September 8.

Please be reminded that students are not permitted in classrooms until 8 a.m. Students in grades 2-5 may go to breakfast immediately upon exiting the bus. Kindergartners and first graders may go to breakfast at 8:10 a.m., after they have checked into their classrooms. Students who do not eat breakfast at school can get their morning work started and benefit from the smaller student-to-teacher ratio. If a student is late (after 8:15 a.m.) he/she needs to report to the Elementary Office.

Formal instruction needs to begin by 8:30 a.m., and teachers need to focus on the children. We ask that you 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.

I encourage communication between school and home. Please feel free to contact teachers and myself by phone, email, or written notes sent by backpack. Please check your child's backpack every night. It is important that 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. Please be advised that toys are not appropriate for the classroom unless the teacher has specifically requested them. Thank you for using your child's backpack for its intended purpose – to transport materials to and from school that are used in your child's classroom.

I urge you to stay involved in your child's education. One way to do this is to become active in our PTA. In the past, the PTA provided several educational programs and field trips for our students. In order for this to continue, volunteers are needed throughout the school year! Please look for a schedule of meeting dates in September. It is our goal to provide all students with a quality education that is rich in experiences. Jennifer Nims is the PTA President, and Stephanie Barker is the Vice President; they can answer any questions you may have. There is a PTA mailbox in the

Elementary Office for any correspondence.

All students, starting at the Pre-K level, are required to meet higher expectations through Common Core Learning Standards. It is important to realize that Pre-K, Kindergarten, Grade 1 and Grade 2 provide a foundation for the NYS Assessments in grades 3-8. The State Education Department website (nysed.gov) and Engage NY (engage.org) are great online resources that will help you better understand what New York State is expecting of your child.

Safety Items

Please be advised that the Hartford Central School District Transportation Policy 705.04 prohibits bus 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 632-5222 x101. Please note that Exception forms on file expire on the last day of the school year. Thank you for your cooperation and understanding that this policy was designed for the safety of your child/children.

To ensure the safety of our students and staff, a visitor's pass must be obtained by signing in at one of the Main Offices before proceeding through the building, and the pass must be worn at all times.

Additional Items

Classroom supply lists have been distributed. If you need an additional copy, please call Mrs. Getty at 632-5222 ext. 101.

We collect Campbell's Soup Labels, Box Tops For Education, and used ink cartridges in order to receive free educational products. Drop-off boxes are located near the Elementary Office.

I feel confident that together we can make 2015-16 a very successful year. If you have any questions as the year progresses, please contact me. Your support and time at home are greatly appreciated and a wonderful gift you can give your child/children.

Enjoy the remainder of summer vacation and I look forward to seeing students return on Tuesday, September 8!

Bethellen C. Mannix

Elementary Principal/Special Education Chairperson
bmmanix@hartfordcsd.org

Elementary Supply List

Kindergarten

Mrs. Simmons & Mrs. Genevick

- Art Shirt
- 1 plastic pencil box
- 1 box of 24 crayons
- 1 box of 8 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 broad tip dry erase markers
- \$5.00 for F.I.S.H. Folder (if not already paid for at K Round-Up)

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!)
- #2 pencils (basic yellow sharpens best)
- 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

Second Grade

Mrs. Lawrence & Mrs. Talmadge

- #2 pencils sharpened (not mechanical)
- Crayons
- Glue sticks
- Erasers
- 1 plastic homework folder (**NOT RED**)
- 2 highlighters
- 1 small pencil box
- 1 pencil sharpener with shaving container
- 1 red two-pocket folder (for ELA)
- 1 pair of scissors

Please label all items

Please be advised that items for grades K-5 are requests from each teacher, but are not meant 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.

Community Action Angels typically donates some backpacks and supplies in August. Please call Mrs. Getty at 632-5222 x101 to check on the availability of these school supplies. Also, Staples has great deals throughout the summer - watch for their sale 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
- 1 two-pocket folder (for music)
- Please bring \$5 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 avoid large binders/trapper keepers due to limited desk space.

Fourth Grade

Mrs. Babson & TBD

- 4 pocket folders (1 blue, 1 red, 1 Yellow, 1 green - SOLID COLORS PLEASE, plastic is preferred)
- 1 pair of scissors
- 1 plastic homework folder (any color or pattern)
- Colored pencils
- 1 small pencil bag or box
- #2 pencils (not mechanical)
- Erasers
- 1 composition notebook

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 on the first day of school.

Fifth Grade

Mrs. Cosh and Ms. Mahardy

- Colored pencils
- 3 packages of #2 pencils
- Set of markers
- 3 packages of wide-ruled loose leaf paper
- 3 two-pocket folders (1 blue, 1 red, 1 green)
- 1 sturdy homework folder
- 1 package of fine tip dry erase markers
- 3 marble composition notebooks (1 red, 1 blue, 1 black)
- 1 one-inch 3 ring binder
- 1 set of Post-It sticky notes
- 1 package of pencil top erasers
- 2 packets of index cards (ruled)

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

2015-2016 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	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"/>	<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 5, and sign the application.

Name: _____ CASE # _____

3. If any child you are applying for is homeless, migrant or a runaway, please call this number: _____

Homeless Migrant Runaway (Homeless Liaison/Migrant Education Coordinator)

4. Household Gross Income: List all people living in your household, how much and how often they are paid (weekly, every other week, twice per month, monthly). Do not leave income blank. If no income, check box. If you have listed a foster child above, you must report their personal income.

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"/>

5. 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: _____ Last Four Digits of Social Security Number: ***-**-__-__

Home Phone _____ Work Phone _____ Home Address _____

I do not have a SS#

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: _____

School Meal Programs 2015-2016

Children need healthy meals to learn. **Hartford Central School District** offers healthy meals every school day. Breakfast costs **\$0.85**; lunch costs **\$1.60**. 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.

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 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: 632-5222, ext. 273 Ensure that all information is provided. Failure to do so may result in denial of benefits for your child or unnecessary delay in approving 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 living in your household, and check the box for each child with no income.

PART 2 HOUSEHOLDS GETTING FOOD STAMPS, TANF OR FDPIR SHOULD COMPLETE PART 2 AND SIGN PART 5.

- (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 a runaway, please call your school's homeless liaison or migrant education coordinator

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 get 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 you need more space.
- (2) Write the amount of current income each household member receives, before taxes or anything else is 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. If 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 Development 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 signs **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's 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 give us.

The Richard B. Russell National School Lunch Act requires the information on this application. You do not have to give the information, but if you do not, we cannot approve your child for free or reduced price meals. You must include the last four digits of the social security number of the adult household member who signs 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 for 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 (USDA) prohibits discrimination against its customers, employees, and applicants for employment on the bases 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 bases 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

**2015-2016 INCOME ELIGIBILITY GUIDELINES
FOR FREE AND REDUCED PRICE MEALS OR FREE MILK
REDUCED PRICE ELIGIBILITY INCOME CHART**

Total Family Size	Annual	Monthly	Twice per Month	Every Two Weeks	Weekly
1	\$ 21,590	\$ 1,800	\$ 900	\$ 831	\$ 416
2	\$ 29,101	\$ 2,426	\$ 1,213	\$ 1,120	\$ 560
3	\$ 36,612	\$ 3,051	\$ 1,526	\$ 1,409	\$ 705
4	\$ 44,123	\$ 3,677	\$ 1,839	\$ 1,698	\$ 849
5	\$ 51,634	\$ 4,303	\$ 2,152	\$ 1,986	\$ 993
6	\$ 59,145	\$ 4,929	\$ 2,465	\$ 2,275	\$ 1,138
7	\$ 66,656	\$ 5,555	\$ 2,778	\$ 2,564	\$ 1,282
8	\$ 74,167	\$ 6,181	\$ 3,091	\$ 2,853	\$ 1,427
Each add'l person add....	\$ 7,511	\$ 626	\$ 313	\$ 289	\$ 145

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, audiotope, 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.

Middle/High School

Dear Parents and Guardians,

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

First, I would like to congratulate the graduating class of 2015. Through all of your hard work and dedication you have acquired knowledge and skills which will provide you with a foundation for continued success. We are all extremely proud of all your accomplishments and wish you the best of luck on all your future endeavors!

All incoming 6th graders are invited to attend 6th grade orientation on Tuesday, September 1, 2015 from 6-7 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 2015-2016 the district will be offering:

- **7 Distance Learning Classes**
 - Hosting 2 - Computer Science and English 101/108
 - Receiving 5- Career & Financial Management, Business Law, Sociology/Psychology, Calculus, and Health
- **9 College Courses** – Spanish 201/208, English 101/108, Math 121/125 (through SUNY Adirondack), LAS (through SUNY Plattsburgh), and Sociology/Psychology (through HVCC)
- **1 Advanced Placement Course** – AP US History
- **2 Early College High School Programs** through SUNY Adirondack – IT Computer Networking and Advanced Manufacturing.

The Hartford Central School District is always looking for opportunities to increase our communication with parents and provide them with information to help their children reach their full potential. Parent Portal is an Internet based program that allows parents and guardians to access their children's schedule, attendance, and academic information. **To sign up for this important tool, please fill out the form on page 12 and return it to the Guidance Office.**



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 and I look forward to seeing your children on Tuesday, September 8.

Brian George

Middle/High School Principal
bgeorge@hartfordcsd.org

Transportation Notices

Safety Reminders

In the interest of safety for children, please remind your child of the following safety measures:

1. The school bus will pick students up and drop them off only at the designated stops. Under no circumstances should a student chase after, either on foot or in a vehicle, a missed school bus.
2. Once on a school bus, students should remain seated, talk quietly and refrain from any horseplay.
3. Hands should be kept to yourself at all times while riding on the bus.
4. Children need to follow the driver's instructions. This includes entering and exiting the bus.
5. In order for the buses to arrive to school on time, students must be ready for pick up.
6. Students should stand approximately 25-30 feet from the bus stop.
7. When younger children are dropped off at their home, please have a parent or guardian visible from the house so the driver can see them.

Winter School Bus Safety Tips

1. Allow extra time to get to your bus stop.
2. Wear bright clothing so the bus can see you in the early morning and late evening.
3. Stand away from where the bus stops. Buses need extra room to stop when there is snow and ice.
4. Dress properly. Winter clothing, hats, and boots will keep you warm.

Waiting at the Bus Stop

1. Don't play in the snow while waiting for the bus. Don't throw snowballs at the bus or anyone else.
2. Don't slide on the snow or ice patches in driveways or on the street.
3. Don't push or shove around the bus. Someone could fall down on the ice and get hurt.

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 appropriate sitter visible. If you would like a Request for Exception form for this policy, please contact Mrs. Getty at 632-5222 x101. Thank you for your cooperation and for understanding that this policy was designed for the safety of your child/children.

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 40CFR152.25
- 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: _____	ID Verified: by Whom? _____
<input type="checkbox"/> Account Created Date: _____	By: _____

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 632-5222.

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, please contact Mrs. Harrington, Homeless Coordinator, at 518-632-5222.

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 2015-2016 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 632-5222.

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 632-5931.

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
- Graduation programs

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.

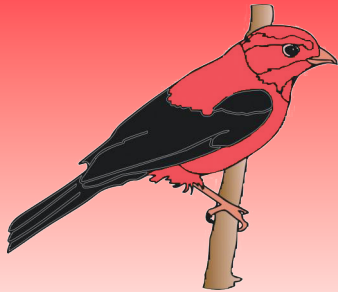
Title I: Parents-Right-To-Know

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 teachers 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.



2015-2016 SCHOOL YEAR Calendar

July 15						
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	

Marking Periods		
	Week	Quarter
End 1st Marking Period	10/9/15	11/6/15
End 2nd Marking Period	12/11/15	1/29/16
End 3rd Marking Period	3/4/16	4/1/16
End 4th Marking Period	5/13/16	6/23/16

August 15						
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					

9/2	Superintendent Conference Day
9/3	Superintendent Conference Day
9/7	Labor Day
9/8	Classes Begin
9/29	Open House
10/12	Columbus Day
11/6	Emergency Release Day
11/11	Veteran's Day
11/25-27	Thanksgiving Recess
1/4	Classes Resume
1/18	Martin Luther King Day
1/26-1/29	New York State Regents Exams
2/16	President's Day; building closed
2/15-19	Mid-Winter Recess
3/25	Good Friday
4/25-29	Spring Recess
5/30	Memorial Day
6/1	New York State Regents Exams
6/14-6/23	New York State Regents Exams
6/23	Regents Rating Day/Last Day of School
6/24	High School Graduation

September 15						
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 15						
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 15						
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 15						
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 16						
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 16						
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				

March 16						
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		

April 16						
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 16						
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 16						
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 16						
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 16						
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		

Building closed; no school for faculty, staff, office personnel, students	X
Recess; no school for faculty or students; building and offices open	/
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 632-5222.

"THE TOUGHEST 5K YOU'LL EVER LOVE"

Hartford Spud Run

Sponsored by Hartford



5 K AND 1 MILE FUN RUN
Saturday, October 17th, 2015
1 MILE - 9AM & 5k - 10AM

*Featuring The
 Giant Spud Run
 Birthday Cake*



- REGISTRATION:** Until 8:30 A.M.(1 Mile) & 9:00 A.M.(5K) at Hartford Central School, Routes 40 & 149, Hartford, N.Y. (15 Miles east of Glens Falls)
- ENTRY FEES:** \$15.00 Pre-Registration Fee 5k (\$20.00 Race Day)
NO FEE - One Mile Fun Run
- RACE INFORMATION:** Phone: Phil Jessen- (518) 632-5922 evenings
 (518) 792-3421 days or email gfab@mybluelight.com
- COURSE:** 1 mile has one hill - 5k has rolling hills (one is BIG)
- RESULTS:** Posted & Published, No ties! Decisions of the Race Director are Final!
- T-SHIRTS:** Special Spud Run Shirts for all pre-registered 5k entrants
- FACILITIES:** Arrive dressed to run. Restrooms available. H²O at Start. **NO SHOWERS**
- FABULOUS REFRESHMENTS:** including Phil's "Almost Famous Five-Alarm Chili"
- TO BENEFIT:** The Hartford Senior Class of 2016

AWARDS!

At 11 AM

Male & Female

Overall Prizes

50 LB Sack of Spuds

1st Place

5 LB - *2nd Place*

5 LB - *3rd Place*

Ten Age Groups

1st, 2nd and 3rd

Places

No Duplicates



Detach Here

Spud Run 2015

Shirt Size

LAST NAME										FIRST NAME										MI	SM	MED	LG	XL
ADDRESS															PHONE									
CITY										STATE/PROVINCE		ZIP/POSTAL CODE												
Age Groups										Wheel Chair		1 mile	5K	AGE (Race Day)		Male	Female							
<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"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						

In consideration of the opportunity to participate in this race I hereby remiss release and forever discharge the sponsoring agents their members & any other persons staffing this race in any claims & demands as a result of participating in this event I also certify that I am in good physical shape. Further, I hereby grant full permission to any and all the foregoing to use any photographs, video tapes, motion pictures, recordings, or any other record o; this event for any legitimate purposes. I realize there are dangers associated with distance running. I hereby for myself, heirs, executors, or assigns waive & release any and all claims I may have against USAT&F, the above listed sponsors, Hartford Road Race Committee. Town of Hartford, Hartford Central School, its officers and any race official for any injury, illness or property loss which might occur to me while competing in, traveling to, or returning from the events on October 17, 2015.

Signature _____ Date _____

Signature of Parent (if under 18) _____

ENTRY	\$	_____
ADDITIONAL DONATION	\$	_____
AMOUNT ENCLOSED	\$	_____

Official Use Area
Date Rec. _____
Race # _____

Make Checks Payable To: **HARTFORD ROAD RACE COMMITTEE**
 MAIL ENTRIES: **PHIL JESSEN - RACE DIRECTOR**
74 GILCHRIST HILL EXT, HARTFORD, NY 12838

HARTFORD

CENTRAL SCHOOL DISTRICT

4704 State Route 149, Hartford, NY 12838
518-632-5222 • www.hartfordcsd.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
Hartford, NY 12838
PERMIT #1

Congratulations to the Class of 2015

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

Sarah Bowen, SUNY Adirondack
Bridget Burch, Military/Castleton State
Emily Butler, HVCC
Kurt Clauder, Clarkson University (Air Force ROTC)
Tyler Corey, HVCC
Michaela Crum, Employment
Alicia Drozdoski, SUNY Adirondack
Emily Eastman, Military/SUNY Adirondack
Victoria Euber, Employment
Robert Fioretti, Employment
Elias Gayton-Sawatzky, SUNY Polytechnic
Robert Gibson, Employment
Chelsea Kingsley, SUNY Adirondack
Michael Klobnock, SUNY Adirondack
Shawn Lunt, HVCC
Kyle McCarthy, SUNY Adirondack
Olivia McFarren, SUNY Adirondack
Brian McKittrick, Employment
Jenifer Morgan-Aubin, SUNY Canton
Maria-Faith Olsen, SUNY Adirondack
Ethan Pike, Clarkson University
Sylvester Rivers, SUNY Adirondack
Sarah Relyea-Allen, SUNY Adirondack
Trevor Robinson, Employment
Nathaniel Rogers, Modern Welding School
David Ross, Clarkson University
Katelyn Smith, SUNY Adirondack
Kyle VanRiper, Catawba Community College (NC)
Ean Ward, University of Utah
Scott White, SUNY Adirondack
Ashley Yarter, SUNY Canton

