

Superintendent – Thomas W. Abraham
Elementary Principal – Bethellen Mannix
High School Principal – Andrew Cook

HARTFORD CENTRAL SCHOOL DISTRICT
Hartford, New York

Minutes of Regular Board of Education Meeting February 14, 2011

Board Members Present: – Vice-President Mrs. Janine Thomas, Mrs. Beth Steves, Mr. Philip Jessen and Mr. Adam Fish

Board Members Absent: – Mr. Brian Getty

Guests: – Mr. Farley and members of Mr. Farley's history class, 30-35 members of the community, Mr. Dana Haff, Town Supervisor, Ms. Naumann, Mr. Frampton, Mr. Capone, Ms. Barbone, Mrs. Lawrence, Ms. Stewart, Ms. Welch, ,several students from middle school

1.0 Call to Order – Mrs. Thomas, Board of Education Vice-President at 7:00 PM followed by the Pledge of Allegiance

2.0 Prayer – Mrs. Thomas

3.0 Welcome – Mrs. Thomas

3.1 Public to be Heard – Mr. Haff inquired about insurance obligation on the teachers part and could that be readdressed, also, was Pre-K mandatory? Jim Keeley inquired about looking into option of combining Argyle, Ft. Ann and Hartford's business' offices and if teachers could renegotiate their contract midyear? Ray Yarter wanted to know why the cuts at the JV level, he thought that it would be better for children to cut at the Modify level. Also, he would like the BOE to look at having only one principal and not disbanding the science club. Ethan Pike and Scott White addressed the Board regarding saving the Science Club because: raised over \$2,100 for charity, donated food to the Food Bank, helped clean up Town of Hartford campaign, paid for their own educational trips during the year and had the largest number of students in clubs. Ethan wanted to know what the deciding factor was for cutting the Science Club? Regarding sports, Ethan and Scott emphasized that students kept their grades up so that they could play sports. Candace Combs asked if the teachers union could do a *Memorandum of Understanding* like Salem school did a number of years ago.

4.0 Review and Approval of Minutes

***4.1 Minutes from the January 17, 2011 Regular Board of Education Meeting** – The Board of Education approved the minutes from the January 17, 2011 Board of Education Meeting. Motion made by Mr. Jessen and seconded by Mrs. Steves. Approved 4-0

5.0 Review and Approval of Financial Reports

***5.1 Treasurer's Report**

***5.2 Warrants**

***5.3 Cafeteria Report** – The Board of Education approved the financial reports. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 4-0

***5.4 Budget Transfers** – There are a few budget transfers this month to deal with some deficit areas and to enable the District to make future purchases from some of the codes indicated. Mrs. Searles will explain each of the transfers. – The Board of Education approved the transfers being recommended. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 4-0

***5.5 Budget Status** – This budget status is provided for your information and inquiry. – No Action Necessary

6.0 Superintendent's Report

***6.1 Health Insurance Consortium Trends** – I have included in your packet insurance trends for the consortium. As you can see the trends are positive for the consortium and should be helpful when we enter into negotiations with Empire for next year's rates. It is anticipated that the increase in premiums will be in the five to six percent range.

***6.2 Informational Packet** – There are several items for your review this month.

Item #1 – Letter Regarding Special Education Review by SED – The State Education Department conducted a review of our procedures in two areas: suspension of special education students and compliance with setting up meetings for pre-school student placements. After reviewing the data regarding suspensions and our procedures, the state found no irregularities. As for the time issue with pre-school, the state is aware the problem of exceeding the 30 day limit is tied to providers being timely with their information; however, they still feel it is the school's responsibility to figure out a way to come into compliance.

Item #2 – Legal Notes for Education

Item #3 – School Law Bulletin (2) and Index

Item #4 – NYSSMA Announcement – On March 7th, the NYSSMA Jazz Ensemble will be playing in Albany. The time and location are in the announcement. Hartford CSD will be represented by Charles Cornell.

Item #5 – Fund Balance Guidelines – The state has sent out guidelines regarding fund balance designations. If any of you can make sense of the document, I would appreciate your translating it for me.

Item #6 – BOCES Service Guide

6.3 Board of Education Questions, Comments and/or Concerns

7.0 Principals' Reports

7.1 Secondary Report – Mr. Cook - I would like to wish everyone a Happy Valentine's Day. Last week was National School Counselor Appreciation Week. I would like to take a moment and publically thank Mrs. Harrington and Mrs. Shaw for all their hard work and dedication to the students and community of HCS. The "Team Up to Fight Hunger" Campaign was able to collect - 199 lbs. from Junior High & High School - 253 lbs. from Elementary - 25 lbs from games. For a grand total of 477 lbs which will be donated to the Hartford Food Pantry. Congratulations to the 4th graders who collected over 80 lbs. and to Mr. Cook who was the Junior High-High School winner since his donation box collected over 65 lbs. of food. Thank you to everyone for making this campaign a huge success! The January issue of The Tanager Times (and all old issues) can be read online on Ms. Naumann's faculty page. Students are currently writing letters to the editors of local newspapers regarding state budget cuts and the cost of higher education. Mrs. Burch and Ms. Naumann are hosting a Grant Writing Workshop for faculty/staff afterschool on Tuesdays this month in the secondary computer lab. Six teachers, including Mike McDougall, Melissa Hemsing, Roxanne Peck, Paul Cournoyer, Rebecca Harke and Tricia Stewart, attended the first session. The second semester (third quarter) began on January 31st. As a result of our second quarter grades we had 115 students qualify for academic honors: Principal's List: 28 Students - Honor Roll: 45 Students - Merit Roll: 42 Students. Last week we held our Honor Society induction ceremonies: National Honor Society: 11 Students - National Junior Honor Society: 18 Students. Tomorrow is our Middle School Stive-4-Five event. 89 middle school students have qualified to attend. This afternoon we are playing our JV and Varsity basketball cross-over games. Sectional pairing will be released on Wednesday. Upcoming events: March 24th - Alumni Volleyball game March 25th - Senior Play March 26th - Tip-a-Teacher fundraiser for the sophomore class at Pizzeria Uno. Middle School Gov't made 90 Valentine's Day cards for The Orchard.

7.2 Elementary Report – Mrs. Mannix – We continue to have monthly assemblies to recognize students. Bus Riders of the month for Dec. and Jan. Feb. 2nd and 3rd – Parents' Breakfast. PTA sponsored Slim Body Assembly – focus: health eating and importance of exercise. Tomorrow 2/15/11 is the

100th day of school. 2/17 and 2/18 Mr. Murray (Martial Arts Instructor) to discuss/demonstrate self defense & bullying – coming into PE classes. Language Club, at Christmas time, made apple cinnamon ornaments for a local adult assisted living home (Indian River) Adult Home. Book Fair will be this week during library time. Monies go towards March Reading Month, prizes, kick-off assembly (Theme is sports).

8.0 Old Business – No Old Business to Conduct

9.0 New Business

***9.1 CPSE/CSE Recommendations** – There are a few recommendations for your consideration. As always, if there are any questions regarding any of the recommendation, the item or items should be tabled for discussion in Executive Session. – The Board of Education accepted the recommendations from the CPSE/CSE Committee. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 4-0

***9.2 Tenure Recommendations** – There are a number of individuals up for tenure this month. Each individual is listed with the tenure area indicated. – The Board of Education approved tenure for the individuals listed in the tenure area indicated. Tenure will be effective September 1, 2011. Motion made by Mr. Jessen and seconded by Mrs. Steves. Approved 4-0

<u>Faculty Member</u>	<u>Tenure Area</u>
Kerry Babson	Elementary Education
Kristilyn Barbone	K-12 Physical Education (February)
Steve Frampton	Secondary English
Bonnie Naumann	Secondary English
Tricia Stewart	Tech and Agriculture

***9.3 Family Medical Leave Act Request** – My office has received a request for leave of absence under the Family Medical Leave Act. The request is in compliance with the regulations. – The Board of Education granted the request of Mrs. Trisha Shaw for a leave of absence under the Family Medical Leave Act. The leave is to commence on or about May 24, 2011 and terminate on or about June 30, 2011. (As indicated in her letter, Mrs. Shaw does anticipate working over the summer). Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 4-0

***9.4 Extra-Curricular Activity Appointments** – The individuals listed were appointed to the extra-curricular activity as indicated for the 2010-11 School Year: Motion made by Mr. Jessen and seconded by Mrs. Steves. Approved 4-0

Boy's Modified Baseball	Caleb Sutliff
Boy's J.V. Baseball	Bill Venner
Boy's Varsity Baseball	Ken Whitney (Justin Brown & Jeff Rescott unpaid assist)
Girl's Varsity Softball, co-coaches	Duane Flower and Brian Petteys
Girl's JV Softball, co-coaches	Kristilyn Barbone and Michael Breault

***9.5 Approval of the 2011-12 School Calendar** – A proposed 2011-12 School Calendar has been provided for your review. – The Board of Education approved the calendar as presented. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 4-0

***9.6 Appointment of Long-Term Substitute – Math** – As the board is aware, Mrs. Capone was granted a leave under FMLA commencing on or about March 3, 2011 and ending on or about May 31, 2011. Mr. Cook conducted a series of interviews in order to find a substitute to fill the leave. He is recommending Brittany Welch to fill the leave. Ms. Welch did her student teaching with Mrs. Capone and is familiar with the courses and students. – The Board of Education appointed Ms. Brittany Welch as a long-term substitute for secondary math. Salary will be Step 1 (\$36,048) with 42 graduate hours (\$2,100) and a Master's Degree (\$1,000) for a total salary of \$39,148 pro rated to reflect the start date and termination date. The appointment is to commence on or about March 3,

2011 and terminate on or about May 31, 2011 or upon the return of Mrs. Capone. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 4-0

9.7 Reduction In-Force – As a result of discussions at the recent budget workshop, the Board of Education agreed to reduce three instructional positions from 1.0 FTE to 0.8 FTE. The reduction will become effective July 1, 2011. I have met with the individuals who will be affected by the reductions. – The Board of Education reduced the following instructional positions from 1.0 FTE to 0.8 FTE effective July 1, 2011. Motion made by Mr. Jessen and seconded by Mrs. Steves. Approved 4-0

- 1.0 FTE in Secondary Science to 0.8 FTE Secondary Science (Mr. Jeffery LaVoie)
- 1.0 FTE in K-12 Art to 0.8 FTE K-12 Art (Ms. Sarah Bean)
- 1.0 FTE in Foreign Language to 0.08 FTE Foreign Language (Mrs. Elizabeth Emblidge).

9.8 Elimination of Extra-Curricular Activities for 2011-12 – As a result of discussions at the recent budget workshop a decision was made to eliminate a number of extra-curricular activities for the 2011-12 School Year. These cuts, as well as the reduction in-force, were difficult, but necessary due to the loss of a significant amount of state aid. – The Board of Education tabled the following extra-curricular activities effective July 1, 2011:

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| Music Honor Society (HS) | Cheerleading |
| Music Honor Society (MS) | Special Education Department |
| Outing Club | Chairperson |
| Language Club | In-House Gifted and Talented |
| History Club | Program |
| Art Club | Gifted and Talented Coordinator |
| Color Guard | Intramurals Director |
| Middle School Science Club | Elementary Student Government |
- In addition, the District will not participate in Young Scholars for the 2011-12 School Year.

There was quite a bit of discussion involving the eliminations of JV sports and science club. Most of the discussion was a reiteration from what was voiced at the beginning of the meeting. Mr. Capone spoke to the JV sports issue in regards to the overhead costs that the school does not have control over. Additional comments came from Coach Thomas asking if the League was aware of the problem with Districts and the extra costs associated with putting on games. Mr. Cook addressed this concern as the president of the League and he said that the League was aware of the problem and they were working on this. Mrs. Chadwick wanted to know if outside clubs such as PTA or Booster clubs could volunteer instead of using the League. It was relayed that because of the rules and laws only the League can be used as officials. Mr. Abraham tossed out an idea to have a proposition at the May vote. Mrs. Combs felt that a proposition would split the community. Other comments were as follows: Put it on the parents, Youth Commission, fund raisers.

***9.9 Resolution on Cooperative Bidding** – Each year the board reviews opportunities for cooperative bidding through our local BOCES. The attached resolution indicates the areas that Mrs. Howe wishes to cooperatively bid through this process. – The Board of Education approved the Cooperative Bid resolution for the items listed (*voice vote required*). Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 4-0. Voice Vote – Mr. Fish – Yea, Mr. Jessen – Yea, Mrs. Steves – Yea, Mrs. Thomas – Yea.

9.10 Appointment of Interim Board of Education President – With the injury to Mr. Getty, he may not be able to return to the board for some time; in addition, Mrs. Thomas will be leaving for Florida shortly and will miss at least the March Board of Education Meeting. It is therefore necessary to appoint an interim president in the event Mr. Getty and Mrs. Thomas are not present. – Mr. Fish made a motion to have Mr. Jessen run the meeting if needed. Motion made by Mrs. Thomas and seconded by Mr. Fish. Approved 4-0

***9.11 Senior Class Itinerary** – The Senior Class Advisor has submitted for your review an itinerary for the proposed Senior Class Trip. – The Board granted tentative approval for the trip. Final approval

will be contingent upon final plans being submitted for final approval by the March BOE meeting.
Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 4-0

***9.12 Awarding of Surplus Property Bid** – At the last board meeting, the board declared a school tractor as surplus property. We received a number of bids on the tractor. – The Board of Education accepted the bid for the Mitsubishi Tractor from Mrs. Jane McFarlane in the amount of \$2,540.
Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 4-0

10.0 Executive Session – Recommend the Board of Education adjourn to Executive Session to discuss personnel matters. Motion made by Mr. Fish and seconded by Mrs. Steves. Approved 4-0 at 8:43 pm.

11.0 Adjournment – Board returned to open session at 9:20 pm on a motion from Mr. Jessen second by Mrs. Steves. Approved 4-0. Mrs. Thomas announced the board discussed matter pertaining to on-going litigation. No further action taken by the board. Board adjourned at 9:21 pm on a motion from Mr. Jessen seconded by Mr. Fish. Approved 4-0.

Respectfully submitted,

Marjorie M. Durling
District Clerk