

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 August 20, 2012

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

Board Members Absent – none

Guests – Ron Smith and Andy Kubricky

1.0 Call to Order and Pledge– Mr. Getty, Board of Education President at 7:03 pm

2.0 Prayer – Mr. Getty

3.0 Welcome – Mr. Getty

3.1 Public to be Heard – Ron Smith told the BOE that the “Hill Project” is moving along with no problems. There may have to be top soil brought in, he will know better later. No fields have been mapped out until they know how much space will be available and then professionals will lay out the fields.

4.0 Review and Approval of Minutes

***4.1 Minutes from the July 9, 2012 Re-organizational Meeting** – The Board of Education approved the minutes from the Re-organizational Meeting. Motion made by Mrs. Thomas and seconded by Mr. Jessen. Approved 5-0

***4.2 Minutes from the July 9, 2012 Regular Board of Education Meeting** – The Board of Education approved the minutes from the July 9, 2012 Regular Board of Education Meeting with one minor change. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 5-0

***4.3 Minutes from the August 13, 2012 Special BOCES Election Meeting** – The Board of Education approved the minutes from the Special BOCES Election Meeting. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 5-0

5.0 Review and Approval of Financial Reports

***5.1 Treasurer’s Report**

***5.2 Warrants**

***5.3 Cafeteria Fund**

The Board of Education approved the financial reports as presented. Motion made by Mr. Jessen and seconded by Mrs. Thomas. Approved 5-0

***5.4 Disbursement of Student Activity Account Interest and Funds from Discontinued Organizations** – Each year at this time, the Board of Education has the responsibility of disbursing interest from the student activity account. This past year has generated a total \$362.08. In addition, the board must disburse funds from activities that were eliminated during the budget development process. These accounts include: the History Club (\$778.97), Cheerleading (\$125.10) and Elementary Student Government (\$1,617.09). – The Board of Education disbursed the indicated funds in the following manner: the \$778.97 from the History Club to the Middle School and High School Student Governments (\$389.97 to the Middle School Student Government and \$389 to the High School Student Government); \$125.10 from Cheerleading to the Varsity H Club and the \$1,617.09 from the

Elementary Government to the High School Student Government (however, the funds should be accounted for separately from the HS activities in order for the elementary school to draw on the account when necessary). In addition the interest of \$362.08 will be equally divided between the Middle School Student Government and the Yearbook (\$181.04 each). Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 5-0

***5.5 Budget Transfers June 2012** – There are a number of transfers from various budget codes to close out the 2011-12 School Year. – The Board of Education approved the budget transfers as presented. Motion made by Mr. Jessen and seconded by Mrs. Steves. Approved 5-0

***5.6 Final Budget Summary 2011-12** – This summary is presented for your perusal. – No Action Necessary.

6.0 Superintendent's Report

6.1 Groundbreaking Ceremony for Fields – On July 28th, there was a brief groundbreaking ceremony on the new fields. The event was covered by the *Chronicle* and the *Sentinel*. Work on the area is ongoing with the hope that the majority of the leveling of the area will be completed by the end of summer.

***6.2 Grades 3-8 Testing Results** – In your packet is a printout of the state assessment results in ELA and Math for grades 3-8. While we compare favorably with districts within Warren and Washington Counties, I have some concerns over the results. In the ELA Assessments, the percentage of students not considered proficient is high for many of the grade levels (remember levels 3 and 4 indicated proficiency and mastery). At Grade 3 48% of our students were below proficiency, 49% at grade 4, 55% at grade 7 and 44% at grade 8. Grade 5 results were exceptional with 92% of the students scoring at proficiency or better and sixth grade had 69% of the students at proficiency or better. Contrary to the ELA results, Math Assessment results were somewhat higher. At Grade 3, 77% of students were proficient or higher, 77% at Grade 4, 84% at Grade 5, 88% for Grade 6, 70% for Grade 7 and 62% for Grade 8.

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

Item #1 – School Law Bulletin (4)

Item #2 – NYSCOSS Announcement Regarding August Conference Days – One of the issues dogging schools in NY has been the requirement that all conference days related to the required 180 days had to be held between September 1 and June 30 in order for credit to be awarded for attendance. This regulation has changed to allow conference days to be held in August (agreed to through negotiations with the various associations). While it is too late to effect this year, it is something that can be looked at for next year and in years to come.

Item #3 – Graduate Profile for Hartford – This item is a profile compiled by an outside organization on the plans of the graduates from the Class of 2012.

Item #4 – Commissioner's Decisions

Item #5 – Adirondack Area School Boards Association Announcement – This announcement outlines the dates, times and locations of the AASBA meetings for 2012-13.

6.4 Board of Education Questions, Comments, and/or Concerns

7.0 Principals' Reports

7.1 Secondary Report – Mr. Cook – I would like to publically thank Ms. Reardon for her work during the 2011-2012 school year and wish her well in her new position. I would like to thank Mrs. Burch, Ms. McGuirk, and Ms. Naumann for their help in interview potential ELA candidates this morning. We had a good group of candidates and I am looking forward to selecting one within the next couple of days. Today was the first day for JV and Varsity sports. All of our coaches are now required to take a concussion management course and should be doing this by next Monday. Sixth grade orientation is scheduled for Tuesday, August 28th

7.2 Elementary Report – Mrs. Mannix – Summer *Chronicle* writing entries: Kate Osborne, Brittany White, Alicen Barker (all just finished grade 5). Kindergarten Orientation was August 16th from 6-7pm - 75% attendance (21 out of 29 students). Thank you to Kristy Genevick and Wendy Simmons for making this possible. Thank you to Linda Breault, Hollie Sutliff, Amber Lynch, Misty Smith, Gayle Smith, Donna Cater, and Janet Rock for their time in meeting parents and students and being available to answer questions. Pre-K

Meet and Greet. Thursday, August 30th between 9 and 11 am. Class Rosters: Pre-K =21, K=28, 1=32, 2=36, 3=33, 4=33, 5=32.

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 this month. As always, should there be any questions regarding any of the recommendations the item or items should be tabled for discussion in Executive Session. – The Board of Education accepted the recommendations of the CPSE/CSE Committee. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 5-0
- *9.2 Approval of Revised Code of Conduct** – The code was revised last year, but is subject to annual review. In addition, with the new DASA regulations, specific language had to be added to the code. – The Board of Education accepted the revised Code of Conduct (only one reading required). Motion made by Mrs. Thomas and seconded by Mr. Jessen. Approved 5-0
- *9.3 Appointment of Modified Soccer Coach** – The Board of Education appointed Mr. Duane Flower as the modified soccer coach for the 2012-13 School Year. Stipend is per Contract of Agreement. Motion made by Mrs. Thomas and seconded by Mr. Jessen. Approved 5-0
- *9.4 Leave of Absence Under FMLA** – Megan Capone has submitted a request under FMLA for a leave of absence commencing on or about October 11, 2012 and terminating on or about January 2, 2013. – The Board of Education approved the FMLA request of Mrs. Capone per the stipulations of the leave request. Motion made by Mr. Jessen and seconded by Mrs. Thomas. Approved 5-0
- *9.5 Appointment of CPSE/CSE/504 Committee** – Annually the Board is required to appoint members to this committee. Mrs. Mannix has submitted a list of the individuals for appointment to the committee. – The Board of Education appointed the individuals to the CPSE/CSE/504 Committee as per the memo from Mrs. Mannix. Motion made by Mr. Jessen and seconded by Mrs. Thomas. Approved 5-0
- *9.6 MOA – Secretary to the Superintendent** – The MOA is intended to address the issue of accumulated sick day remuneration upon retirement or reduction in force (should it occur). – The Board of Education approved the MOA with the Secretary to the Superintendent. Motion made by Mrs. Thomas and seconded by Mr. Jessen. Approved 5-0
- *9.7 Revised Facility Use Form** – Do to changes in policies and procedures, the Facility Use Form was again revised to meet the needs of the District. – The Board of Education approved the revised Facility Use Form to be used effective September 1, 2012. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 5-0
- *9.8 Board Certification of Lead Evaluators** – As per NY State requirements, the superintendent and building principals have to be certified as lead evaluators of classroom teachers and/or building administrators. I have placed the appropriate certification materials in your packet. This information is to the confirmation of the completion of the required courses to be certified as lead evaluators. – The Board of Education verified the certification documentation as required. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 5-0
- *9.9 Resignation – Secondary English Language Arts** – Mrs. Susan Reardon has submitted her resignation in order to take a full-time position with the Fort Edward School District. – The Board of Education accepted the resignation of Mrs. Reardon effective August 15, 2012. Motion made by Mrs. Thomas and seconded by Mr. Jessen. Approved 5-0
- *9.10 Establishment of 2012-13 Tax Levy** – As the board is aware, voters approved the 2012-13 Budget that carried a 2.93% increase in the tax levy. It is a requirement the board formally adopts the tax levy associated with the budget. – The Board of Education formally approved a tax levy of

\$3,260,156, for the 2012-13 School Year. Motion made by Mrs. Thomas and seconded by Mr. Jessen. Approved 5-0

10.0 Executive Session – Recommend the Board of Education adjourn to Executive Session to discuss personnel matters. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 5-0 at 7:45 pm.

11.0 Adjournment – Board returned to open session at 8:25 pm on a motion from Mr. Jessen and seconded by Mrs. Thomas Approved 5-0. Mr. Getty indicated the board discussed specific issues related to a personnel issue and negotiations.

9.11 Memorandum of Agreement – Memorandum of Agreement with the HFA. – The Board of Education approved the MOA with the Hartford Faculty Association. Motion made by Mr. Jessen and seconded by Mrs. Thomas. Approved 5-0

Board adjourned at 8:18 pm on a motion from Mr. Jessen and seconded by Mrs. Thomas. Approved 5-0

Respectfully submitted,

Marjorie M. Durling
District Clerk