

Elementary Principal – Bethellen Mannix
Middle/High School Principal – Brian George

HARTFORD CENTRAL SCHOOL DISTRICT
Hartford, New York

Minutes of Regular Board of Education Meeting October 21, 2013

Board Members Present –Mrs. Janine Thomas, Vice-President, Mr. Adam Fish and Mr. Ronald Smith

Board Members Absent – Mr. Brian Getty, President and Mr. Philip Jessen

Guests – Sean Farley, Russell Wade, Janet Rock, Lori Fleming, Megan Goldsmith and students from Mr. Farley’s history class.

1. Call to Order and Pledge of Allegiance

➤ Vice-President, Board of Education

2. Prayer

➤ Mrs. Thomas

3. Welcome

3.1 Public to be Heard – Lori Fleming addressed the BOE in regards to reestablishing the Cheerleader squad. She had met with Mr. Cook earlier in the month with a proposal. Lori presented the proposal to the board – the squad would had several fundraisers to make the squad self sufficient. She said that by lowering the stipend the squad would not have to raise as much money. Mr. Cook said that the stipend could not be lowered contractually, but she could donate part of it back to the club. Mr. Cook said that he did in fact send an email to staff to see if there was any interest in leading the squad, because staff has the right to have the position first before it can be opened to the public. The main concern from the board was that if the club was reestablished that they understand the club must be self sufficient year after year and if a staff member had interest they would be the first to take the lead with the knowledge that they also must have the club self sufficient. Mr. Cook said that he would send out an official email to staff inquiring if there was any interest in heading the Cheerleader Club, within a time limit for response. Mr. Fish made a motion to reestablish the Cheerleading Club with the stipulation that it must be self sufficient whether or not a staff member heads the club. Mr. Smith seconded. Approved 3-0

4. Review and Approval of Minutes

4.1 Minutes from the Regular Meeting of the Board of Education held on September 16, 2013 – The Board of Education approved the minutes from the September 16, 2013 Regular Meeting of the Board of Education. Motion made by Mr. Smith and seconded by Mr. Fish. Approved 3-0.

4.2 Minutes from the Special Meeting of Board of Education held September 23, 2013 – The Board of Education approved the minutes from the September 23, 2013 Special Meeting of the Board of Education. Motion made by Mr. Smith and seconded by Mr. Fish. Approved 3-0.

5. Review and Approval of the District’s Financial Reports

5.1 Treasurer’s Report

5.2 Warrants

5.3 Cafeteria Report

The Board of Education approved the financial reports as presented. Motion made by Mr. Fish and seconded by Mr. Smith. Approved 3-0.

6. Superintendent’s Report

Enrollment: As of Wednesday, October 16th, our enrollment in grades UPK through 12 was 498. Last year at the same time our enrollment was 472. Affordable Health Care Act: Mrs. Searles and I attended an informational meeting two weeks ago on the Affordable Health Care Act and its affect on school districts. From this meeting, there were a few major points of emphasis: Companies must offer a health care plan to 95% of FTE employees; FTE equates to working 30 hours per week (average) or 130 hours a month (average). There is a cap as to level of payment that employers can require their employees to pay. This is a mathematical formula in relationship to the federal poverty level and individual’s income. For HCS, it actually might be less expensive to not offer health insurance and pay the penalty for everyone. Financial Advocacy Event: tomorrow evening Queensbury CSD is hosting Rick Timbs, who is an expert on financial equity and lobbyist for school districts. Dr. Timbs will be presenting on the inequity of financial aid for

districts. Everyone is invited to attend. The event will begin at 6:30p.m. This morning Senator Little and Assemblyman Stec were in attendance for a meeting with CSOs. From this meeting, there were several points discussed: Senator Little is proposing a bill that would allow districts to have their administered 3-8 tests returned. As of right now, we are not allowed to see the results of the exams. The reason for this is the cost. Pearson is looking to charge the state to release the exams. Other states, i.e. Kentucky, write their own exams and do not pay private enterprise for this service. Senator Little is also working on creating a "TRS Reserve"; however, she does not feel that this will be allowed given the "wealth" in Long Island. Senator Little is in favor of "standardizing" the high school diploma – i.e. recreating the "local diploma" to move away from the "one size fits all" category. Senator Little was unaware that the state is investing \$60 million in a portal initiative. This initiative is required by RTTT and requires districts to select a portal that will allow parents access to view student reports. This system is currently in place in most districts through their student management system and we produce more up-to-date and accurate information. The portal requirement is a three-year initiative, the first two years are "free" for the districts, but the third year, when we would have to pay, we can opt out. Last week Mr. Fish and I attended a CASDA meeting with the other participating Washington County Schools. This is the committee that spearheaded the Distance learning program and we are now looking at additional sharing of positions.

7. Building Principals and Department Supervisor Reports

- 7.1 Data Integrity Report: Mrs. Diane Quick – Diane gave a presentation regarding the data that the state requires. The data is for each and every student enrolled in Hartford Central School. This data is uploaded to the State of NY on a weekly base. The information (data) collected includes all personal information from when a student enters the school system until they graduates, including test scores, diplomas, etc.
- 7.2 Elementary Report: Mrs. Bethellen Mannix
 Open House - 78% overall attendance grades K-5 (individual class ranges from 76% to 94%) -
 Grade 4 format - Hartford Fire Department - October 11th volunteers for fire prevention
 presentation: Harrison Cornell, Michelle Morrow, Chuck Abbott, Nate Rogers, Jason Harrington -
 Student Recognition - Bus Riders of the Month (September) - Citizens' of the Month (September)
 Chronicle Entries: Emma Wade, Raymond Harrington, Kaylin Holcomb, Xavier Potts - Crandall
 Public Library summer reading program participants: Audrey and Nate Fiske, Mia Amato, Will
 Bartos, Grace and Nicholas Barber, Abby and Alex Holcomb, Thomas MacDuff, Tim and Kayla
 Livingston, Reid Robbins, Kassie McNall, Mason White, Brett Webster - HCS Summer Reading
 Program Participants - Classroom News: Janet Rock - free NYS Fluoride Swish program in grades
 1-5; 100+ students are enrolled in program - Allison Ward - Pre-K Newsletter - Amy Thomas -
 "Techie Tuesday" - Student apology letter to BOE - Hannah Lawrence - made red, white and
 black bracelets for all faculty and staff. - Upcoming Events:
- Tuesday, October 22nd: Grade 1 Pumpkin Decorating after school with Tricia Stewart
 - Thursday, October 24th: PTA Halloween Party 2:30-4:00
 - October 23-31: Red Ribbon Week
 - October: School Bus Safety Week
 - Wednesday, October 31st: Citizens' Assembly and Sing-a-long starting at 8:45
 - Friday, November 8th: Emergency Release Day (dismissal 15 minutes early)
 - Monday, November 11th: No School
 - Tuesday, November 12th: PTA Meeting at 5:00
 - Friday, November 15th: Harvest Fest
 - Monday, November 18th: SUNY Adirondack performance
 - Tuesday, November 19th: Tanager Pride Party grades 3-5
 - Tuesday, November 20th: Tanager Pride Party grades K-2
 - November 11-15: National Young Readers Week
 - Turkey Trot- date 11/12/13
 - Half Days: 11/22, 11/25 (evening conference), 11/26
- 7.3 Middle/High School Report: Mr. Brian George – Thank You to Faculty and Staff - Pre-assessments & SLO's. Congratulations to Pat Ross for receiving - Office Professional of the Year Award. Distance Learning – Argyle Spanish exchange students and Mrs. Barnard's Spanish III class conversed one afternoon. Open House - Was a success. Mrs. Shaw set up a table for parents to register for Parent Portal - 19 parents signed up thus far. Crayola Color Cycle - 7th Grade class is collecting used markers that they will send to a facility where they will convert them into clean fuel used to heat homes and power vehicles. Drop-off boxes located in each classroom. Key Club - 7 students and Mr. Farley volunteered their time to help out during this year's Taste of the North Country held in Glens Falls. FFA Chicken BBQ was a success and sold approx. 196 dinners. SPUD Run to benefit the Senior Class had approximately 55 participants. Thank you to Mr. Jessen for organizing it and to Ms. Stoddard and the seniors who volunteered their time to help

out. HS Student Government Joining Hearts and Hands - Annual Coin Drive this week. FFA Fruit Sale Fundraiser – going on now. Granville Sentinel - Tyler King has had 3 articles published thus far and will cover basketball in the winter and softball in the spring. 5 Students attending the National FFA Convention in Louisville, KY Oct. 27th – Nov. 3rd. Upcoming Dates:

October 22 & 23	School Pictures
October 24 th	Dimes-a-Dip
November 1 st	Day of the Dead” Dance grades 6 th – 8 th
November 4 th – 8 th	Spirit Week
November 9 th	Home Coming Dance grades 9 th – 12 th
November 12 th	Turkey Trot grades 3 rd – 8 th
November 15 th	6 th Grade Pig Roast

Turn Markers Into Energy! I'm excited to tell you about a very special program our current 7th grade class is coordinating at our school in conjunction with Crayola. It's called Crayola Color Cycle - an amazing new program devised to turn used markers into energy! Starting November 1st and continuing until April 30th, students and teachers will be collecting used markers that are ready to be discarded. The markers will be sent to a facility where they will be converted into clean fuel. This fuel can be used to power vehicles, heat homes, cook meals and more! Please help support our efforts by sending your kids in with any used markers you may have around the house - even non-Crayola brands. Drop-off boxes will be located in each classroom for your child to deposit the markers. Thank you in advance for participating! With the help of parents like you across the country, the Crayola Color Cycle program can keep tons of plastic out of landfills each year. Remember, don't throw out that used marker— *Color Cycle it!*

8. Old Business: *There is no old business to conduct*

9. New Business

9.1 CPSE/CSE/504 Recommendations – The Board of Education accepted the recommendations of the CPSE/CSE/504 Committee. Motion made by Mr. Fish and seconded by Mr. Smith. Approved 3-0.

9.2 Disbursement of interest from the student activity account: At the conclusion of the 2012-2013 school year, the student activities account had generated a total of \$127.95 in interest. – The Board of Education divided the \$127.95 equally into the existing 3 student government accounts. Motion made by Mr. Fish and seconded by Mr. Smith. Approved 3-0.

9.3 Faculty Appointment of Key Club Advisors: Mr. Farley, Mr. Flower, and Mrs. Barnard have jointly submitted a letter of interest for the position of Key Club Advisor. – The Board of Education appointed Mr. Farley, Mr. Flower, and Mrs. Barnard as Tri-Advisors for the Key Club for the 2013-2014 school year. Motion made by Mr. Smith and seconded by Mr. Fish. Approved 3-0.

9.4 Surplus Property: Ms. McGuirk has submitted a list of books that are no longer used within the English department. (*Some of the books are outdated, damaged, and/or do not fit with the transition to the Common Core curriculum*). – The Board of Education designated the identified items as surplus property and authorizes their proper disposal (recycling). Motion made by Mr. Fish and seconded by Mr. Smith. Approved 3-0.

9.5 Establishment of Financial Reserves: New York State allows for Districts to establish financial reserves for the purposes of saving monies for specific accounts. As part of the District office's initial long-term fiscal planning strategy, we are proposing to establish reserves in two fiscal categories that can handcuff the budget in any given year. – The Board of Education created the following financial reserves:

- Unemployment Insurance Reserve
- Reserve For Retirement Contribution

Motion made by Mr. Fish and seconded by Mr. Smith. Approved 3-0.

9.6 Faculty Appointment: Mrs. Mannix conducted a thorough search for the available literacy specialist position within the district. With the assistance of the interview committee, including Mrs. Lynch, Mrs. Thomas, and Mrs. Cosh, Mrs. Mannix has recommended Ms. Megan Goldsmith to the Board of Education for approval. – The Board of Education appointed Ms. Megan Goldsmith to a probationary position in the certification area of Literacy (Birth –Grade 6) and the tenure area of Elementary Education. The probationary position will begin on October 7, 2013 and terminate on

June 30, 2016. Ms. Goldsmith will be placed on Step 1 with a Masters and 30 graduate credit hours for a starting salary of \$39,836; pro-rated to reflect the October 7th start date. Motion made by Mr. Smith and seconded by Mr. Fish. Approved 3-0.

- 9.7 Faculty Mentor: As a new teacher in the District, Ms. Goldsmith is provided the opportunity for a faculty mentor. Mrs. Mannix has submitted a recommendation that Mrs. Gwynne Cosh serve as the faculty mentor for Ms. Goldsmith for the 2013-2014 school year. – The Board of Education appointed Mrs. Gwynne Cosh as the faculty mentor for Ms. Goldsmith for the 2013-2014 school year. Per the contract of agreement with the Hartford Faculty Association, Mrs. Cosh will be paid a stipend of \$1,700. Motion made by Mr. Fish and seconded by Mr. Smith. Approved 3-0.
- 9.8 Acceptance of Van Bid (VIN #1C4GP45R65B199009): During the September Regular Board of Education meeting, the members of the Board of Education deemed a 2005 Chrysler Mini-van as excess surplus property and put the van out for bid. The district received four bids by the stated deadline of October 4th at noon. The highest bid was from Mike Rogers in the amount of \$1,525. Mr. Smith suggested that when we have a vehicle to go for bid that we show the latest repairs/improvements list in the window. – The Board of Education accepted the bid of \$1,525 from Mike Rogers for the surplus Chrysler Mini-van. Motion made by Mr. Fish and seconded by Mr. Smith. Approved 3-0.
- 9.9 Approval of the Yearly External Audit: Included within the board packet is a copy of the independent audit report conduct by the firm of Jenkins, Beecher, and Bethel, LLP. The report provided a positive report for the District's financial practices and policies. – The Board of Education approved the audit report. Motion made by Mr. Fish and seconded by Mr. Smith. Approved 3-0.
- 9.10 Appointment of a Modified Baseball Coach: Mr. Chuck Petit has submitted a letter of interest for the vacant modified baseball coach position for the 2013-2014 school year and comes with the recommendation of Coach Whitney, the Varsity baseball coach. – The Board of Education appointed Mr. Chuck Petit to the position of Modified Baseball Coach for the 2013-2014 school year. The appointment is contingent upon the successful completion of the New York State coaching requirements. The stipend will be per the contract of agreement with the Hartford Faculty Association. Motion made by Mr. Fish and seconded by Mr. Smith. Approved 3-0.
- 9.11 The district presented an RFP for supplying wood chips to be used in the alternative energy plant. The district received three bids and the lowest bid was submitted by Galusha and Sons, LLC. – The Board of Education accepted the bid of Galusha and Sons, LLC for the supplying of wood chips at a rate of \$56 a ton. Motion made by Mr. Smith and seconded by Mr. Fish. Approved 3-0.
- 9.12 Faculty Resignation: Mr. Andrew Capone has submitted a letter of resignation as the modified girls' basketball coach – The Board of Education accepted Mr. Capone's letter of resignation as modified girls' basketball coach. Motion made by Mr. Smith and seconded by Mr. Fish. Approved 3-0.
- 9.13 Surplus Property: Mrs. Mannix has submitted a list of books that are no longer used. (*Some of the books are outdated, damaged, and/or do not fit with the transition to the Common Core curriculum*). – The Board of Education designated the identified items as surplus property and authorizes their proper disposal (recycling). Motion made by Mr. Smith and seconded by Mr. Fish. Approved 3-0.
- 10.0 Executive Session – Recommend the Board of Education adjourn at 8:34 pm to Executive Session to discuss matters of personnel. Motion made by Mr. Fish and seconded by Mr. Smith. Approved 3-0
- 11.0 Adjournment – 9:25 pm motion by Mr. Fish and second by Mr. Smith to return to open session. No further action would be taken by the Board of Education Board adjourned at 9:26 pm on a motion from Mr. Fish and seconded by Mr. Smith. Approved 3-0

Respectfully submitted,

Marjorie M. Durling
District Clerk