

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

*HARTFORD CENTRAL SCHOOL DISTRICT*  
Hartford, New York

Minutes of Regular Board of Education Meeting December 16, 2013

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

Board Members Absent

Guests – Mr./Mrs. Bowen, Mr./Mrs. Burch, Farley boys, Mr./Mrs. Aubin, Mrs. Burch, Jessica Lourie, Tricia Stewart, Linda Parrott-Fuller, Alison Getty, Russell Wade, Mr./Mrs. Mullins, Volleyball Team, Soccer Team, Bridget Burch, Brianna Getty and Kristina Eastman.

1. Call to Order and Pledge of Allegiance

- Vice President, Board of Education opened the meeting at 7:05 pm

2. Prayer

- Mrs. Thomas

3. Welcome

3.1 Student Recognition: As a result of the Fall Sports season, there are a number of students that the Board of Education would like to formally recognize:

- Alison Parrott: Alison was recognized as WNTY's "Scholar Athlete of the Week" for the week of December 2<sup>nd</sup>.
- Volleyball
  - Jen Morgan-Aubin – Adirondack League, First Team
  - Sarah Bowen – Adirondack League, First Team
  - Jaclyn Lavin – Adirondack League, Second Team
  - Alison Parrott – Adirondack League, Second Team
  - Ashley Yarter - Adirondack League, Honorable Mention
  - Jessica Getty – Adirondack League, Honorable Mention
  - Cailyn Harrington – Adirondack League, Honorable Mention
- Soccer
  - Cameron Farley – Adirondack League, First Team
  - Nate Rogers – Adirondack League, First Team
  - Denis Mullins – Adirondack League, Honorable Mention
  - Tad Jones – Adirondack League, Honorable Mention
  - Donovan Farley – Adirondack League, Honorable Mention
- The soccer team was also a scholar athlete team. This means that the team had an overall average of at least 90%. The selected members of the team for this recognition are:
  - Jay Lawrence
  - Ethan Pike
  - Denis Mullins
  - Tad Jones
  - Cameron Farley
  - Ean Ward
  - David Ross
  - Scott White
  - Bridget Burch
  - Olivia McFarren
  - Kurt Clauder
  - Donovan Farley
  - Ethan Tyler
  - Ryan Kibling

3.2 Public to be Heard – A group of FFA students, (Bridget Burch, Brianna Getty and Kristina Eastman) presented a snap shot of their trip to the National FFA Convention. Each of the three students told a bit of what the group had done and what they themselves enjoyed. Side trips to a Welding Company, Grape Learning Center, Seed Company, Corvette Plant, Soy Sauce Plant, Finley University, Turkey and Swine farm. There were about 60,000 students at the convention. Several motivational speakers were heard and a career fair was set up to provide students with options for the future.

Mrs. Jen Livingston from the PTA was present for the drawing of an iPad fund raiser for the PTA. The winning ticket was drawn by Mr. Cook and the winner was Maureen Curran.

#### 4. Review and Approval of Minutes

- 4.1 Minutes from the Regular Meeting of Board of Education held on November 18, 2013. The Board of Education approved the minutes from the November 18, 2013 Regular Meeting of the Board of Education. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 5-0.

#### 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. Jessen and seconded by Mr. Fish. Approved 5-0.

#### 6. Superintendent's Report

1. State Aid: At the end of last month, I received three separate letters from NYSED regarding owed state aid to the district. In total, the letters indicated that the state owes the district \$320,300; which equates to an increase, approximately, of 11% on the tax levy. This owed money is in addition to monies NYSED has previously stated that the district is owed and we will receive the monies when, "they become available."
2. STLE Grant: As part of the Washington County Consortium, CASDA submitted a Strengthening Teacher and Leadership Effectiveness Grant. If approved this grant would provide the consortium upwards of \$650,000 to help provide additional teacher and principal professional development, including the establishment of professional learning communities, and create a "Curriculum Coach" position which would be shared among the districts and provide training and additional support for the Common Core Learning Standards.
3. New York State Senator John Flannigan, who is the Education Committee Chair, issued a report last week entitled "The Regents Reform Agenda: "Assessing" Our Progress." Within this report, Senator Flannigan called on the Board of Regents and the Commissioner of Education to:
  - Expediting waivers from the Federal government (US Department of Education) to relax onerous and rigid testing restrictions placed on certain students, such as Students With Disabilities and English Language Learners (ELL);
  - Produce all missing or incomplete curriculum modules immediately;
  - Align assessments proportionally to curriculum actually implemented;
  - Delay the operation of the Education Data Portal (EDP) for one year; and
  - Increase funding for the professional development of teachers.

The report also included action that the State Legislature can take on several pieces of legislation, including:

- "P-2 Bill" – which would ban standardized testing on students in Pre-K through 2nd grade;
  - "Unnecessary Testing" Bill – which would require the Commissioner of Education to expedite a review of APPR plans solely to eliminate unnecessary student assessments;
  - Privacy Bill – which would strengthen protections of personal information stored on the state-wide data portal, establish significant civil and criminal penalties for unauthorized disclosure of personal information and create independent oversight within SED on matters related to privacy;
  - and Truth-In-Testing Bill – would require the Commissioner of Education to report on the effectiveness of common core tests and require an independent audit to review and evaluate the common core testing program.
4. Additional Waiver: NYSED is also seeking a waiver from the Federal Government for students who do not currently qualify for the alternative assessment, but are below grade level. NYSED is seeking for up to 2% of students who do not qualify the alternative assessment to be administered an exam that is up to two grade levels below their current grade.
  5. Math 8: NYSED has submitted a waiver for those students who take Algebra in 8<sup>th</sup> grade to be exempt from the Math 8 exam. However, the Federal Government is now stating that the Algebra Regents can be used for federal accountability purposes, but not for graduation requirements and those students will be required to take an additional math regents exam. *For our students, this should not pose an issue.*

#### 7. Building Principals and Department Supervisor Reports

##### 7.1 Cafeteria Report: Mrs. Melanie Howe

- The cafeteria is off to a great start this year. I am very happy to announce that our lunch sales have increased this school year over last school year sales. The breakfast sales are also on the increase from last school year. For lunch we are now offering a daily variety of fresh vegetables to all students in addition to the hot vegetable that is being served for the day. The fresh vegetables are more expensive

- to buy than the canned or frozen; however the students have seemed to prefer the fresh vegetables. Fresh fruits are also offered daily, each day there are fresh apples and each week I try to include another fresh fruit if the purchase price is reasonable enough.
- New York State Department of Health inspection was preformed October 21, 2013 and the kitchen was found to be in excellent performance. One note was made that there was paint chipping from the wall in the dish room and needed to be repaired. The milk is currently stored on wooden pallets in the walk in cooler; the inspector would like to see these pallets changed to pallets constructed from non-composite boards. A work order has been submitted to Head Custodian Gary Jones and the work to repair the dish room paint will be completed over a school break.
  - As mentioned at the spring board of education meeting a survey was given to students in middle and high school to complete in regards to the cafeteria food and menu options. The survey was handed out and completed during the month of June. The feedback that was received from the students was not very serious replies. A handful of the students did take the survey serious and provided some positive feedback. I have tried to accommodate some of the student's requests example: Pizza Day on Fridays, Chicken offered at least once a week. Several of the requests that they wanted were not financially possible with our lunch price of \$1.50. There are several different options available as far as daily choices for the students, but please keep in mind that I try to keep the menu cost effective for the school district.
  - During the month of October we opened our new HCS Mini Subway. On Wednesday's students in middle and high school now have the option of a fresh deli bar. The students can order fresh made salads or sandwiches. This new deli bar has been a very popular lunch choice for the students, I have talked with several of the high school students and discussed the possibility of offering it more than one day a week the students were very excited about this option. The only drawback to offering the deli bar is of course the financial burden that comes along with it example: labor hours, and extra grocery cost. I do feel that the deli bar is bringing in extra student sales and is offsetting the financial cost. For me to make this option available another day during the week it would require that I hire on an additional staff member at least part-time.
  - I would like to take just a moment to give a very big thank you to Mr. Cook for coming down November 20<sup>th</sup> and helping to assist with the deli bar during our middle and high school lunch periods it was a great big help to myself and the students really enjoyed having him prepare their lunch for them. Also a very big thank you goes to Mr. Fish for attending our Thanksgiving Feast. It is very welcoming to have visitors stop by to see the cafeteria in action and enjoy our delicious meals that we prepare.

## 7.2 Elementary Report: Mrs. Bethellen Mannix

- Chronicle Entries: Gianna Heinemann, Dagan Schult and Kailey Gayton
- Winter Concert (12/12) – Tanager Voices performance of the Nutcracker, Logan Smith piano solo and 5<sup>th</sup> grade recorders (Thank you to Lynnette Dougher and Barbara Miner)
- Classroom News:
- Kristy Genevick – The 5 Senses of Fall student created book
- Wendy Simmons – Buddy readers with 3<sup>rd</sup> grade and making gingerbread houses.
- Mike MacDougall – “Snap Shots” – Our first grade class has really enjoyed working with the new ELA Common Core Curriculum materials. At the end of October we finished our first book/unit called "Snap Shots." The book is about two kids who meet at summer camp and become good friends. Later, one character moves away to the United Kingdom. Beth takes a trip to the UK to see her friend Nat and the story is told through snap shot photographs of the places they go and the things they do. It's obvious to see that Nat is very proud of his new home town and enjoys showing Beth around. During November, as a culminating activity, first graders took a picture of themselves somewhere important in their community. Rebecca had her snap shot taken in front of the Veteran's Wall at school. Etta sent in a snap shot other in her backyard gathering sap from sugar maple trees. Joshua's snap shot was taken at What's Cookin and Lily's snap shot was taken in front of Stewart's. The students then wrote about their snap shots. The pictures and writing pieces were exchanged with Ms. Morrissey's first grade class in Glens Falls who also were doing the same project. Our class spent a week looking at and reading about important places to kids in Glens Falls. Such places included the YMCA, the hospital, Crandall Park and the Civic Center. Both classes generated a list of I Likes and I Wonders and will be sharing them with each other later this week during an interactive lesson via Skype.
- Victoria Vanier – Currently learning about continents and reading maps, students are enjoying finding places around the world; parent volunteers coming in to read during December
- Third graders continue to work with the ELA Modules and presently are learning about continents and reading maps. Students are also learning about landforms and how landforms of the world can affect the populations' ability to gain the Power of Reading and Education. Students are enjoying learning

about the world and have a lot of questions about reading maps, as well as finding places around the world. The cultures of foreign lands also intrigue students.

- In Math, students are working on working on reading and understanding word problems to solve with multiplication and division. After vacation third grade classes will do review groups in afternoon once or twice a week. This will allow students to maintain concepts we learn at the beginning of the year as we are introducing new concepts.
- This December we ask for parent volunteers to come and read to the third grade classes and some parents have offered to come and read to their child's class.
- Kerry Babson and Maggie Kelly– Making Christmas cards, field trip and Learning Club – Next week, 4<sup>th</sup> graders will be making Christmas cards for all of the residents at the Stanton Nursing Home in Glens Falls. There are approximately 150 residents and each one will receive a personalized card from a 4 grade student. I will be delivering those cards on December 21<sup>st</sup>.
- 4<sup>th</sup> grade went on an exciting field trip to the NYS Museum in Albany. We went November 20<sup>th</sup> to look at the Iroquois exhibit. We had an hour guided tour and then an hour self guided tour. We got to see what a real longhouse looked like, learn how the Iroquois hunted and gathered for survival. It was truly a great experience to see firsthand what we have been studying in ELA since the beginning of school. The students did a wonderful job of representing Hartford Central School. We were lucky enough to have great chaperones too.
- In Learning Club the students wanted to collecting items for the soldiers. We contacted Adopt a Soldier and got a list of what the soldiers needed. The outpouring of support for this project from the Hartford Community was amazing! I delivered these supplies to the organization on Saturday. They were packing up their last orders and mailing them out that day. This was a project that the Learning Club students voted to do. We normally do ornaments for the elderly but they wanted to do the soldiers. I am very proud of their hard work.
- Kristilyn Breault – To coincide with our annual Harvest Fest, Kristilyn organized some Harvest Olympics
- Heather Holl – HS Art Club organized a small fundraiser/holiday activity for grades 2 and 3. 24 students stayed after school on 12/10 to make salt dough candy canes and provided students with a recipe for home. We had a great group at both levels and will plan on doing another activity.
- Middle School art students are making paper and will be creating collages with this paper for the "Horsing Around with the Arts" Juried competition at the National Museum/of Racing in Saratoga. This collage work was inspired by the art of San Diego artist, Laurie Kmen. She is actually a Saratoga native and a college friend!
- Sarah and I attended the NYSATA conference the weekend before Thanksgiving. We went to many interesting and informative workshops, sampled new products and shared ideas with teachers from across the state.
- Upcoming Events:
  - Thursday, December 19<sup>th</sup> – HS Language Club fundraiser is a movie afternoon for grades 3-5

### 7.3 Middle/High School Report: Mr. Brian George

- Congratulations to Alison Parrot and Cameron Farley for being recognized in the Chronicle as the Student Athlete of the Week.
- Congratulations to Alison Parrot for being featured as New Channel 13, MVP Health Care Athlete of the Week. (December 3, 2013)
- Congratulations to Tad Jones for breaking the school single game scoring record, Tad finished with 47 points.
- Nanotechnology Field Trip- Students in our Distance Learning Nanotechnology class attended a field trip at Argyle Central School to participate in a lab in which students would participate in the production of a Nano Ferrofluid. Mrs. Cater chaperoned the field trip.
- The Hartford Holiday Helper Program - Was able to help a total of 73 Hartford Central School students (30 families) have a brighter holiday. Clothes, toys and food were provided to the students with the help of faculty/ staff, local parishioners, Operation Santa Claus, community members, and Regional Radio (who does the toy drive from our students and many other school districts). The Hartford Central School Key Club also helped organize a food drive for our families.
- Key Club- Helped the Salvation Army distribute food to charitable agencies in the Warren and Washington counties as well as hundreds of residents from both counties on Nov. 26<sup>th</sup>. More than ten students attended and participated in this community activity. On December 6<sup>th</sup> and 8<sup>th</sup> Key Club members assisted with setting up and cleaning up after the concert for the Glens Falls Symphony Orchestra Holiday Concert. On Wednesday, December 18<sup>th</sup> Key Club students will be ringing the bell for the Salvation Army outside of Kmart.
- High School Life Skills Class- Hosted a Thanksgiving Luncheon for their parents on November 20<sup>th</sup>.

- Economic Forum- 12<sup>th</sup> Grades students hosted an economic Forum in our Library on Friday December 6<sup>th</sup>. Mr. Keeley, Mr. Wade, Mr. Smith, Mr. Burch, and Mr. Eastman attended and answered questions posed by our students.
- Upcoming Events:
  - December 13, 2013           5 Week Marking Period Ends- Progress Reports Mailed out this week.
  - December 19, 2013        Language Club Movie Night
  - December 19, 2013        Dime-a-Dip
  - December 19, 2013        Winter Concert
  - December 20, 2013        Assembly Game against Salem 1:10 start

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. Jessen and seconded by Mr. Fish. Approved 5-0.

9.2 Surplus Equipment: Mrs. Leslie Abraham has submitted a list of five (5) laptop computers that are irreparable or do not meet technology standards and is asking to have the machines excised. The Board of Education identified the listed items as surplus equipment and authorizes their proper disposal (*e-cycling through BOCES*). Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 5-0.

9.3 Budget Workshops: In December, the Board of Education establishes dates for the purposes of developing the school budget for the following year. Mr. Cook is proposing the following dates:

- February 3<sup>rd</sup> – Community Budget Forum
- February 24<sup>th</sup> – Workshop #1
- March 3<sup>rd</sup> – Workshop #2
- March 10<sup>th</sup> – Workshop #3
- March 17<sup>th</sup> – BOE Meeting: vote on the proposed budget

The Board of Education approved the proposed budget workshop dates. Motion made by Mr. Jessen and seconded by Mrs. Thomas. Approved 5-0.

9.4 Overnight Field-trip Request: Ms. Stewart has submitted a request for members of the F.F.A. to attend the New York State Agricultural Society and Forum in Syracuse, NY on Wednesday, January 8<sup>th</sup> and Thursday, January 9<sup>th</sup>. The Board of Education approved the FFA field trip request contingent upon the compliance with all Board of Education policies and procedures related to overnight fieldtrips. Motion made by Mr. Jessen and seconded by Mrs. Thomas. Approved 5-0.

9.5 Part-time Custodian: With the retirement of Bill Barnes, the district conducted an internal review to determine if a replacement was warranted. Upon the recommendation of Gary Jones, it was determined that a part-time position (three or four hours a day) was needed. Mr. Chip Baker has submitted a letter of interest and has met with Mr. Jones and myself regarding the position. The Board of Education appointed Chip Baker to the position of Part-time custodian, effective December 17, 2013. Terms and conditions of employment are per the Memorandum of Agreement with the Custodial/Cleaning staff. Motion made by Mr. Jessen and seconded by Mrs. Thomas. Approved 5-0.

10.0 Executive Session – Recommend the Board of Education adjourn at 7:50 pm to Executive Session to discuss matters of personnel. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 5-0

11.0 Adjournment – 8:50 pm motion by Mr. Jessen and second by Mr. Fish to return to open session. No further action would be taken by the Board of Education Board adjourned at 8:51 pm on a motion from by Mr. Jessen and second by Mr. Fish. Approved 5-0

Respectfully submitted,

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Marjorie M. Durling  
District Clerk