

Elementary Principal – Bethellen Mannix
Interim Middle/High School Principal – James Polunci

HARTFORD CENTRAL SCHOOL DISTRICT
Hartford, New York

Minutes of Special Board of Education Meeting March 18, 2013

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

Board Members Absent – Mrs. Janine Thomas, Vice-President

Guests – Sean Farley, Thomas Yarter, Louise McGuirk, Jacob Whiting, Bonnie Naumann, Jennifer Livingston, Andrea Stoddard, Candace Combs, Tiffany Cenate, Kristine Eastman, Ronald Smith, Jennifer Nims, Russell Wade, Jaime Thomas, Andy Sipowicz, Delos Jackson, Brent McCarthy, Alanna Clapp, Shane Rogers, Tricia Stewart, Jessica Lourie, Dana Haff and Roxanne Peck

1. Call to Order and Pledge of Allegiance at 7:00 pm
 - Mr. Getty, Board of Education President

2. Prayer
 - Mr. Fish

3. Welcome
 - 3.1 Student Recognition – The Varsity Girls’ Basketball Team has been recognized as a “Scholar Athlete Team” with an overall team GPA of 92.5%. The members of the team being recognized tonight: Rebecca Clearwater, Jenee Smith, Hannah Clearwater, Alison Parrott, Abbigail Whitney, Jaclyn Lavin, Morgan Wicks and Molly Spear.

 - 3.2 Public to be Heard – Mr. Haff and Mr. Smith informed the board as to what the plans for the new field or fields would look like. There were two plans – Plan 1 would be one large Regulation field and Plan 2 would be 3 Rec. Soccer Fields, they will have to go down 3 more feet in order to gain the area. The youth commission is going to resurface the ball fields that border Route 40. Some of the field will encroach into the youth soccer field. A count of the number of children that participate in the Youth program is about 178 children. Mr. Getty asked if there would be enough room for a basketball court. Mr. Smith said that if they went with Plan 2 there would be room to put a basketball court next to Route 149.

4. Review and Approval of Minutes
 - 4.1 Minutes from the Regular Board of Education Meeting held on February 11, 2013 – The Board of Education approved the minutes from the February 11, 2013, Regular Board of Education Meeting. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 4-0

 - 4.2 Minutes from the Special Board of Education Meeting held on March 4, 2013 – The Board of Education approved the minutes from the Special Board of Education Meeting held on March 4, 2013. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 4-0

5. Review and Approval of the District’s Financial Reports
 - 5.1 Classroom Activity Account
 - 5.2 Treasurer’s Report
 - 5.3 Warrants
 - 5.4 Cafeteria Report

The Board of Education tabled the financial reports until all BOE members could review bills. Motion to table made by Mr. Jessen and seconded by Mr. Fish. Approved 4-0

6. Superintendent's Report

- 6.1 Transition – I would like to thank the faculty and staff; especially Mrs. Durling, Mrs. Searles, and Mr. Kilmartin for the help, patience, and support during this transitional period.
- 6.2 Card Access Doors – We are currently waiting for a revised quote from Mahoney to install key-swipes access boxes for the two offices and by the cafeteria vending machines.
- 6.3 Budget Process – The budget process to create a budget for the 2013-2014 school year was a long process in trying to balance the state requirements, needs of the students, and resources of the community. I would like to thank the BOE for their attention and Mrs. Searles' for her hard work. I think that we have a strong budget for next year.
- 6.4 Capital Region Business and Education Partnership Scholars' Recognition – Congratulations to Rachel as the Capital Region Business and Education Partnership Scholars' Recognition; I will invite her to the next meeting to be recognized by the board.
- 6.5 Adirondack Area School Boards – Community Service Award Dinner (reservation required by March 22nd).
- 6.6 Approval of Bus Purchase – Included within the packet is a copy of the bus purchase agreement.
- 6.7 Estimate for Bus Repairs – The bus is back at the garage and on the road. Also included is a copy of the estimate to repair bus 69.
- 6.8 Letter from Department of Social Services
- 6.9 BOCES Annual Meeting – BOCES Annual Meeting: April 10th is “Meet the candidate's night” for the BOCES BOE and then we will need to meet on April 22nd.
- 6.10 Principal Search – The Shared Decision Making Committee interviewed 8 candidates and has selected two to bring in for final interviews.
- 6.11 Board of Education Questions, Comments, and/or Concerns

7. Building Principals and Department Supervisor Reports

- 7.1 Elementary Report **Mrs. Mannix** – Tanager Pride Parties, Feb 12 - Grades 3-5, Feb 13 - Grades K-2, approximately 80% attendance for positive behavior. Thank you to teachers for making this event possible, Parents' Breakfast - Thank you to PTA and Melanie for their support - 160 parents attended, Family photos were taken. Staff Recognition - Sheryl Norton made a bulletin board for Kerry Babson's room. Student Recognition - Bus Riders' of the Month (February) Citizens' of the Month (February) *Chronicle* Entries. Pre-K news from Allison Ward Leprechaun Traps - grade 4 - Upcoming Events - Talent Show - March 22nd 7pm - Ball Caps for Babies to support the March of Dimes - March 27th - Elementary Movie Night sponsored by PTA - March 28th 6pm - "Tools for Tanagers Days" – April 11th and 12th to provide ELA and Math review before state testing
- 7.2 Secondary Report – **Mr. Cook** – I would like to welcome Mr. Polunci as our "Interim" Middle/High School Principal. - I would like to congratulate our Girls' Varsity Basketball team for the accomplishment of being designated a scholar athlete team. I would also like to congratulate both the boys' and girls' teams for their successful seasons. - Spring sports started on March 3rd and baseball has been outside for a few practices; although that appears to be ending with tonight's weather. - The Math department is currently participating in the areas' "Math League" competition. - The National Honor Society assisted the Auxiliary with the annual pancake breakfast and is hosting a poster contest for grades 6-12 on "What a Fireman Means to Me". - The LAS 110 Class took a trip to Washington D.C. last week and met with the Jamaican consulate in preparation for their OLAS meeting later this year. - The Senior class attending the "Law Forum" held at Glens Falls High School last week. - A big thank you to Mr. Capone for organizing the winter sports awards evening. - Congratulations to all our winter Olympics teams - 14 in all. The faculty team represented well, and we should have won, but Mr. Whitney's volleyball skills were lacking. Upcoming Events: Talent Show - Friday April 29th and 30th: NJHS and NHS Induction Ceremonies – **Mr. Polunci** – He is happy to be in such a nice school. I feels that the school is safe; the staff has pride in the school and works as a team. There is good communication throughout the whole school. Teacher to student contact is good. The ninth grade visited BOCES to see what they have to offer. The Outing Club will be going to see a movie. The Key Club will be going to a leadership conference. The Senior Class will be going to NYC.

- 7.3 Buildings and Grounds – **Mr. Jones** – In December we shut down the chip plant to clean. The auger was shutting down intermittently and we needed to find out what was causing it. It was determined that the variable speed controller was not working properly. The repair will cost about \$2,000. The emergency lights have been fitted with temporary circuit board until the new ones are available. There are about 105 lights.
8. Old Business – There is no old business to conduct
9. New Business
- 9.1 CPSE/CSE Recommendations – There a few recommendations for the Board’s consideration. As is required, should there be any questions or concerns about a recommendation, 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 4-0
- 9.2 Appointment of a Modified Baseball Coach – The Board of Education appointed Mr. Duane Flower as the Modified Baseball Coach for the 2012-2013 season. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 4-0
- 9.3 Resignation of the JV Baseball Coach – The District has received a letter from Mr. William Venner indicating that he is unable to coach the JV baseball team. (There will not be a JV team anyways) – The Board of Education regretfully accepted the resignation of Mr. William Venner as the JV Baseball Coach for the 2012-2013 season. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 4-0
- 9.4 Appointment of a Volunteer Softball Coach – The Board of Education appointed Mr. Richard Young as a Volunteer Softball Coach the 2012-2013 season. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 4-0
- 9.5 Appointment of an Interim Middle/High School Principal – With Mr. Cook being named the “Acting Superintendent”, the District is in need of an Interim Middle/High School Principal for the remainder of the 2012-2013 academic year. – The Board of Education appointed Mr. James Polunci as the Interim Middle/High School Principal effective March 11, 2013 through June 25, 2013. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 4-0
- 9.6 Approval of the 2013-2014 School Calendar – Within the Board packet is a copy of the proposed academic calendar for the 2013-2014 school year; which is accurate as of today. You will notice that the Board of Education Meeting dates for the months of January and April are proposed to be adjusted in order to avoid conflicts with Martin Luther King Jr. Day (January) and the Spring Recess (April). In addition, modifications to the calendar may be needed due to state regulations and/or required professional development. – The Board of Education accepted the proposed school calendar for the 2013-2014 school year. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 4-0
- 9.7 Memorandum of Agreement with the Non-Instructional Staff Association – Included within the Board packet is a copy of the tentative agreement that the District reached with the Union Representation for the Non-Instructional Staff Association. – The Board of Education accepted the proposed Memorandum of Agreement with the Non-Instructional Staff Association contingent upon a successful vote from the association. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 4-0
- 9.8 Withdrawn from Agenda

- 9.9 Approval of the revised Teachers Aide Performance Evaluation Report – Mrs. Mannix, working with Mrs. Jones, has developed a revised performance evaluation report for the District’s Teacher Aides. – The Board of Education accepted the proposed Teacher Aide Performance Evaluation Report. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 4-0
- 9.10 Approval of the Senior Class Trip – Ms. Stoddard has provided the Board of Education with an itinerary for the Senior Class Trip. – The Board of Education accepted the proposed itinerary for the Senior Class Trip, provided that all policy and procedures regarding District field trips are followed. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 4-0
- 9.11 Non-District Resident Enrollment Request – Mrs. Carrie Bryant has submitted a request to allow her children: Hanna and Emma (Grade 7) and Keegan (Grade 1) to enroll in the District per the HFA Contract. – The Board of Education accepted Mrs. Bryant’s request to allow Hanna, Emma, and Keegan to enroll in the Hartford Central School District for the 2013-2014 school year. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 4-0
- 9.12 Overnight Field-Trip Request – The FFA has requested an overnight field-trip to Batavia, NY (Albion Central School) for leadership contests, workshops, and tours. – The Board of Education approved the FFA trip. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 4-0
- 9.13 Approval of the 2013-2014 School Budget – As a result of the budget works, the Board of Education gave tentative approval to the 2013-2014 budget of \$10,548,823. – There was a question regarding the budget meeting dates not posted in the paper or the web site. Mrs. Durling said that it was an oversight on her part that it was not in the paper, although it was posted in January on the Minutes web page from the December meeting, as to the dates. Mr. Cook said that this was not done intentionally and in the future it would be posted on the website. Mr. Getty suggested that the board hold off the approval until next month. This was thought by the audience to be unnecessary as the BOE had already planned the budget. The Board of Education approved a budget of \$10,548,823 for the 2013-2014 school year and to be presented for voter referendum on May 21, 2013. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 3-1-0
- 5.0 Review and Approval of Financial Reports – The Board of Education un-tabled approval of the financial reports. Motion to un- table made by Mr. Jessen and seconded by Mr. Fish. Approved 4-0. Motion to approve made by Mr. Jessen and seconded by Mr. Fish. Approved 4-0
- 10.0 Executive Session – Recommend the Board of Education adjourn at 8:10 pm to Executive Session to discuss contract negotiations and matters of personnel. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 4-0
- 11.0 Adjournment – 9:10 pm motion by Mr. Jessen and second by Mrs. Steves to return to open session. Approved 4-0. Mr. Getty indicated the Board of Education discussed negotiations and matters of personnel. No further action would be taken by the Board of Education Board adjourned at 9:11 pm on a motion from Mr. Jessen and seconded by Mrs. Steves. Approved 4-0

Respectfully submitted,

Marjorie M. Durling
District Clerk