

Hartford Central School District  
Board of Education Meeting

AGENDA

Date: April 7, 2025  
Time: 6:30pm  
Type: Regular Meeting  
Location(s): Distance Learning Room #1 | Virtually via Webex  
Hartford Central School District  
4704 State Route 149  
Hartford, New York 12832

---

Board Members Present: Mr. Phil Jessen, Mrs. Janine Thomas, Mr. Ronald Smith, and Mrs. Ashley Happy  
Absent: Mr. Adam Fish

1. Meeting Call to Order

Mr. Jessen called the meeting to order at 6:30pm.

2. Presentation: Students from WSWHE BOCES shared highlights from the Career and Technical Education (CTE) programs they attend. The students shared their experiences, discussed the skills they are developing, and spoke about how the programs are preparing them for future career opportunities.

Additionally, Turina Parker, District Superintendent of Schools for WSWHE BOCES, provided an update on the new BOCES building project. The new facility, which will combine multiple campuses into a single location, is scheduled to be completed and ready for use by September 2027.

3. Construction Update - The district was pleased to welcome Scott Wolfe from CS Arch and Associates, the district's architectural and construction management firm. Mr. Wolfe provided an update on the ongoing septic system issues, including details about the wastewater treatment plant feasibility study and the anticipated next steps in addressing the issue.

4. Public To Be Heard

4.1 None.

5. Consent Agenda

Upon the motion made by Mr. Smith and seconded by Mrs. Happy, the Board of Education approved:

5.1 Minutes from the Regular Board of Education Meeting, held on March 10, 2025;

5.2 The District's Financial Reports; and

5.3 The District's CSE/CPSE Recommendations.

Motion Carried: 4 – 0

6. Superintendent's Report

Mr. Cook:

- Reported on the delay of the New York State Budget;
- Thanked Board members for attending the BOCES Annual Meeting;
- Informed the Board that the District has received the 2024–2025 school tax “make-whole payment,” concluding this year’s tax collection process;
- Provided an update regarding the return of unused snow days in the 2024–2025 school calendar;
- Announced that the District has been selected for a data security audit by the New York State Education Department’s Information Security Office, for compliance with Education Law § 2-d.

7. Building Principals Reports

7.1 Secondary Report: Mr. Mark Doody (report enclosed):

- Music Department Events;
- AASBA Student Community Service Award; and
- Upcoming Events.

7.2 Elementary Report: Mrs. Shelley Dupuis (report enclosed):

- Student Recognition;
- Teacher Recognition;
- Academic/Classroom Highlights;
- Club News; and
- Upcoming Events.

8. Action Items

8.1 Upon the motion made by Mrs. Happy and seconded by Mr. Smith, the Board of Education approved the personnel consent items as presented:

8.1.1 Placed Mrs. Meri Liebig on Family Medical Leave, effective Monday March 10, 2025 through on or about March 19, 2025;

8.1.2 Adjusted Mrs. Melissa Hemsing’s FMLA return date to on or about March 23, 2025; and

8.1.3 Accepted the letter of resignation for the purpose of retirement from Jerry Kilmartin, effective July 31, 2025.

Motion Carried: 4 – 0

8.2 Upon the motion made by Mrs. Happy and seconded by Mr. Smith, the Board of Education approved the purposed modifications to the 2024-2025 school calendar.

Motion Carried: 4 – 0

8.3 Upon the motion made by Mrs. Happy and seconded by Mr. Smith, the Board of Education:

8.3.1 Approved the District’s proposed property tax report card; and

8.3.2 Adopted the proposed 2025-2026 budget in the amount of \$14,450,000 to be presented for the voter referendum on May 20, 2025.

Motion Carried: 4 – 0

- 8.4 Upon the motion made by Mrs. Happy and seconded by Mr. Smith, the Board of Education identified the Iwatsu Phone System power supply as surplus inventory and authorized for the District to donate the item to the North Warren School District.  
Motion Carried: 4 – 0
- 8.5 Upon the motion made by Mrs. Happy and seconded by Mr. Smith, the Board of Education approved the transportation requests for the 2025-2026 school year to the St. Mary's St. Alphonsus Regional Catholic School and the Truthville Christian Academy.  
Motion Carried: 4 – 0
- 8.6 Upon the motion made by Mrs. Happy and seconded by Mr. Smith, the Board of Education approved the professional service contract from Suozzo, Doty & Associates and authorized for the Superintendent to sign on behalf of the district.  
Motion Carried: 4 – 0
- 8.7 Upon the motion made by Mrs. Happy and seconded by Mr. Smith, the Board of Education approved the proposed budget transfers.  
Motion Carried: 4 – 0
- 8.8.1 Upon the motion made by Mr. Smith and seconded by Mrs. Happy, the Board of Education tabled the approval of the proposed service agreement with Washington County, for the continuation of Special Patrol Officer services for the District for the 2025-2026 school year.  
Motion Carried: 4 – 0
- 8.8.2 Upon the motion made by Mr. Smith and seconded by Mrs. Happy, the Board of Education approved the proposed service agreement with Denise Petteys, to serve as the District's Claim Auditor for the 2025-2026 school year.  
Motion Carried: 4 – 0
9. Executive Session: Upon the motion made by Mrs. Happy and seconded by Mr. Smith, the Board of Education adjourned to Executive Session at 7:39pm to discuss matters of personnel.  
Motion Carried: 4 – 0

Upon the motion made by Mr. Smith and seconded by Mrs. Happy, the Board of Education returned to open session at 8:09pm.  
Motion Carried: 4 – 0

- 8.8.1 Upon the motion by Mr. Smith and seconded by Mrs. Happy, the Board of Education untabled the approval of the proposed service agreement with Washington County.  
Motion Carried: 4 – 0

8.8.1 Upon the motion by Mr. Smith and seconded by Mrs. Happy, the Board of Education approved the proposed service agreement with Washington County, for the continuation of Special Patrol Officer services for the District for the 2025-2026 school year.

Motion Carried: 4 – 0

10. Adjournment: Upon the motion made by Mr. Smith and seconded by Mrs. Happy, the Board of Education adjourned at 8:11pm.

Motion Carried: 4 – 0