

Hartford Central School District  
Board of Education Meeting

Minutes

Date: August 18, 2014  
Time: 7:00p.m.  
Type: Regular Meeting  
Location: District Library

---

Minutes of Regular Board of Education Meeting August 18, 2014

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

Board Members Absent: Mr. Brian Getty, President

Guests: Tracy Fish, Jen Livingston, Sean Farley, Russell Wade

1. Call to Order and Pledge of Allegiance
  - Vice President, Board of Education at 7:00 am
2. Prayer
  - Mr. Fish
3. Welcome
  - 3.1 Public to be Heard – Mrs. Livingston and Mrs. Fish addressed the board with a request to have a place for the PTA stuff (stationary, supplies for events, etc.), either, in a closet that locks or possibly a shed, no more than 10 x 10 that locks on school property. Mr. Cook addressed the drawbacks of having a shed – the problem would be that the school would have to have sole ownership of the shed. There might be other problems involving lights, insurance, etc. This issue would have to be researched and discussed with the BOE. Mr. Cook suggested that Mrs. Livingston come in sometime and investigate finding a secure place in the school to house their supplies. Mrs. Thomas thanked the PTA for all of their hard work. Russell Wade wanted to thank the school for all of their help with the use of the school and grounds for the Youth Commission.
4. Review and Approval of Minutes
  - 4.1 Minutes from the Re-Organizational Meeting held on Monday, July 14, 2014. The Board of Education approved the minutes from the Re-Organizational Meeting of the Board of Education held on July 14, 2014. Motion made by Mr. Jessen and seconded by Mr. Smith. Approved 4-0.
  - 4.2 Minutes from the Regular Meeting of the Board of Education held on Monday, July 14, 2014. The Board of Education approved the minutes from the Regular Meeting of the Board of Education held on July 14, 2014. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 4-0.
  - 4.3 Minutes from the Special Meeting of the Board of Education held on Thursday, July 24, 2014. The Board of Education approved the minutes from the Special Meeting of the Board of Education held on July 24, 2014. 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 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 4-0. Also approved was the Insurance bill could be paid when it comes in.
6. Superintendent's Report
  - Lobbyist: Members of the BOCES' Advocacy Committee met with two lobbyist firms this afternoon. I am on the committee, but was unable to participate this afternoon. The committee will now provide a recommendation to the entire Superintendent's Cabinet for a recommendation moving forward.

- Solar Panel Project: Included with the BOE packet is a SEQRA Resolution. This is one of the final documents needed for our application to NYSED for the Solar Panel Project. USLE is hopeful that once our full application is submitted, the turnaround time for approval should be short.
- 3-8 State Test Scores: As you may beware, NYSED released the results of the 3-8 ELA and Math Scores. As expected, the scores across the state were still very low; especially in ELA. Across all exams, Hartford was approximately in the 50% percentile of schools in Washington County and the 44% percentile of schools in Warren County. Some of the highlights of our scores took place in ELA 3, ELA 7, ELA 8, Math 5, Math 7; which were all in the top 30% percentile of the County.
- To help our students, the following changes were already in place prior to the release of the scores: ELA/Math lab for all students in grades 6-8 and our fourth and fifth grade teachers are splitting the ELA and Math assignments so that one fourth grade teacher will be solely responsible for ELA instruction and the other teacher will focus on Math. Tomorrow, the administrative team has a meeting in which we will further discuss the scores and what the district can do to help our students succeed.
- Enrollment: As of today we have 469 students enrolled UPK – grade 12. On this date last year, we had 450 students and in 2012 we had 461. Therefore, our enrollment has increased.
- Opening Day: Tuesday, September 2<sup>nd</sup> is our first Superintendent’s Conference day. I would like to invite the members of the BOE to attend the opening remarks.

7. Building Principals and Department Supervisor Reports

7.1 Elementary Report: Mrs. Bethellen Mannix

- Student Recognition
  - Chronicle Entries from over the summer
- Upcoming Events:
  - August 26<sup>th</sup> - Pre-K Open House 9:00-10:30 (currently there are 21 students enrolled; letters are ready to be mailed tomorrow to let parents know if their child is in the AM or PM class)
  - August 27<sup>th</sup> - Kindergarten Orientation (6:00-7:00pm)

7.2 Middle/High School Report: Mr. Brian George

- Summer School - 7 Students taking courses, 9 students retaking exams (some more than 1) One student passed her ELA and will be able to graduate 18 exams taken -13 passed, 15 improved their scores
- AP US History Results- 8 students sat the exam (6/8 received a 3 or higher; 3 received a 5, 1 - 4, 2 - 3's)
- Virtual AP Program - collaborating with Ulster county BOCES- students can choose from 6 online AP courses - Art History, Comparative Government and Politics, Computer Science, Human Geography, Psychology and Statistics. Students are issued a Dell Latitude 3300 laptop preloaded with course software and provided with wireless internet access if necessary. The program is free and as of right now we have 3 students interested in registering for classes.
- CTE-19 students total, 15 attending CTE program, 4 New Visions (3 Engineering, 1 Health), 2 students on waiting list.
- Upcoming Events:
  - August 18<sup>th</sup> - Fall Sports begin (32 students for Soccer, Volleyball)
  - August 25<sup>th</sup> - 6<sup>th</sup> Grade Orientation
  - Sept. 3<sup>rd</sup> - First Day of School
  - Sept. 9<sup>th</sup> & 10<sup>th</sup> - Rich Johns - Act With Respect Assembly Grades 6-12
  - Sept. 18<sup>th</sup> - Open House

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 Committee. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 4-0.

9.2 Disbursement of Interest from the Student Activities Account: Throughout the year, the student activities account earns a small amount of interest. Prior to the start of the new school year, the district has traditionally divided the accumulated interest into the Student Governments accounts. The Board of Education distributed the interest earned within the Student Activities Account equally among the Student Governments:

- High School Student Government: \$54.84
- Middle School Student Government: \$27.43

*[the HS student government amount is higher as it currently holds funds from the Elementary Student Government]* Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 4-0.

- 9.3 Establishment of the 2014-2015 Tax Levy: As the board is aware, on May 19, 2014, voters approved the proposed 2014-2015 budget that carried a 1.3% increase in the tax levy. It is a requirement that the board formally adopts the tax levy associated with the budget. The Board of Education formally approved the total tax levy amount of \$3,399,408. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 4-0.
- 9.4 Unpaid Leave of Absence: Mrs. Stephanie Chadwick has submitted a letter to the district requesting an unpaid leave of absence for one-year; commencing on September 2, 2014. The Board of Education approved Mrs. Chadwick's request for an unpaid leave of absence for one-year, commencing on September 2, 2014 and ended on or about June 30, 2015. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 4-0.
- 9.5 Faculty Appointment: Long-term Substitute: With Mrs. Shelley Dupuis accepting the position of Curriculum Coordinator / Coach for the Washington County Consortium through the STLE 3 Grant, the district has a need for a long-term substitute in fifth grade for the 2014-2015 school year. After an extensive review, Mrs. Mannix, Mrs. Cosh, and Ms. Brown have recommended that the district hire Ms. Nicole Mahardy. The Board of Education appointed Ms. Nicole Mahardy as a long-term substitute in the certification area of Elementary Education. Ms. Mahardy will be placed on Step 1 of the Hartford Faculty Association contract with a salary of \$37,186. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 4-0.
- 9.6 Appointment: Faculty Mentor: Any first-year faculty member, tenure-track or year-long substitute, is provided with the opportunity to have a faculty mentor. Mrs. Mannix has recommended Mrs. Kerry Babson to serve as a mentor to Ms. Mahardy for the 2014-2015 school year. The Board of Education appointed Mrs. Kerry Babson as a mentor for Ms. Mahardy during the 2014-2015 school year. Per the contract of agreement with the Hartford Faculty Association, Mrs. Babson will be paid a stipend of \$1,700. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 4-0.
- 9.7 SEQRA Resolution: SEQRA (State Environmental Quality Review Act) requires that government agencies assess the environmental significance of all actions they have discretion to approve, fund, or directly undertake. As part of the district's application to NYSED for the proposed solar panel project, the BOE is required to pass a SEQRA resolution. Within the BOE packet is a proposed resolution drafted by the district's attorney. The Board of Education approved the proposed SEQRA resolution (Voice Vote required). Motion made by Mr. Jessen. Voice Vote: Mr. Smith – Yea, Mr. Fish – Yea, Mr. Jessen – Yea, Mrs. Thomas – Yea, Mr. Getty – Yea.
- 9.8 2014-2015 CPSE/CSE/504 Committee and Parent Members: Mrs. Mannix has forwarded her recommendations for the CPSE/CSE/504 Parent and Committee Members for the 2014-2015 school year. The Board of Education approved the proposed Parent and Committee Members for the CPSE/CSE/504 Committee for the 2014-2015 school year. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 4-0.
- 9.9 Cafeteria Appointment: Part-time Employee: Mrs. Melanie Howe is recommending Mrs. Kim Beecher to fill the position of part-time cafeteria employee. The Board of Education appointed Mrs. Kim Beecher as a part-time cafeteria employee. Rate of pay will be per the contract of agreement. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 4-0.
- 9.10 Retirement: Mrs. Rita Swezey has submitted her letter of retirement from the positions of Teacher Aide and Bus Driver in the district, effective August 30, 2014. With great appreciation for her over sixteen-years of service to the Hartford Central School District, the Board of Education accepted Mrs. Swezey's retirement. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 4-0.
10. Executive Session – There was no need for Executive Session
11. Adjournment – 4:40 pm motion by Mr. Smith and second by Mr. Jessen. Approved 4-0.

Respectfully submitted,

---

Marjorie M. Durling  
District Clerk