

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

*HARTFORD CENTRAL SCHOOL DISTRICT*  
Hartford, New York

Minutes of Regular Board of Education Meeting May 20, 2013

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

Board Members Absent – none

Guests – Sean Farley, Joe Rafferty, Thomas Yarter, Steven Veach, Dryer Bisson, Marcello Rivera, Abby Whitney, Trevor Bates, Zack Ward, Bonnie Naumann, Ronald Smith, Jessica Lourie, Tricia Stewart, Roger Clearwater, Andrea Stoddard, Brian George, Mel Howe, Mr. and Mrs. Godnick, Sarah Godnick, Mr. and Mrs. Liebig, Rachel Liebig

1. Call to Order and Pledge of Allegiance
  - Mr. Getty, Board of Education President at 7:00 pm
2. Prayer
  - Mr. Getty
3. Welcome
  - 3.1 Student Recognition – Each year, the Board of Education has the pleasure of recognizing and congratulating the Valedictorian and Salutatorian of the graduating class. It is my privilege this evening to recognize this Class of 2013 Salutatorian Sarah Godnick; and Valedictorian Rachel Liebig.
  - 3.2 Public to be Heard – Roger Clearwater wanted to know why the different class field trips are required to pay the cost of the bus ride. The board and Mr. Cook explained that a couple of years ago there were cuts to several extra classroom activities and a policy was implemented that the class field trips (not sports or mandatory class trips) would have to be paid for by the club and possibly supplemented by the parent. Mr. Clearwater asked if there were other ways that funding could be obtained? The answer was, yes, that the PTA helps with expenses; the different schools in the area were looking to sharing runs, etc. The board and Mr. Cook also said that they were going to look at the policy and come up with a reasonable guideline.
4. Review and Approval of Minutes
  - 4.1 Minutes from the Regular Board of Education Meeting held on April 15, 2013 – The Board of Education approved the minutes from the April 15, 2013, Regular Board of Education Meeting. Motion made by Mrs. Thomas and seconded by Mr. Jessen. 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 tabled the financial reports. Motion made by Mrs. Thomas and seconded by Mr. Fish. Approved 5-0.
6. Superintendent’s Report – Student Test Scores: As you are aware, over the past few weeks, students in grades 3-8 were administered state assessments in ELA and Math. This year, the assessments were based on the new Common Core Learning Standards. With the new standards, the state has projected a 30% decrease in proficiency (passing) rates. Budget Vote: Tomorrow is the annual budget vote. Polls will be open from noon to 9:00p.m. Special Meeting: if the two vehicle propositions are approved by the voters, the BOE will have to hold a special meeting to approve the Bond Resolution. Mahoney Alarms: our card-swipe access system in 90% complete. Mahoney representatives are working with BOCES to tie the system into our server. Appraisal: It is recommended that school districts complete a full appraisal every 5 years; for insurance purposes. The district has not completed an appraisal in over thirteen years. Last week, Mrs. Searles and I met with a representative from Industrial Appraisals for this purpose. In August, a

specific date has not been established; the district will be appraised, which includes any equipment valued at over \$500. This will then give the district direction on purchasing appropriate insurance coverage.

7. Building Principals and Department Supervisor Reports

7.1 Secondary Report – Mr. Polunci – 5/22 – Grade 8 Science performance test; 5/14 – Ms. Lourie – math trip to NYC Museum of Mathematic with 18 students; 4/26 – Foreign Language fair display project 7-11 grades > 100 students; 5/16 – Jr. & Sr. chorus and band concert; 5/23 – NH Sr. & HS Jr. Banquet will be at 5 pm; 5/24 – Grade 6-8 dance 6-8 pm; 6/8 – Jr./Sr. Prom; 6/2-4 – Mr. Farley’s LAS class field trip to Plattsburgh to present resolutions; 5/10 – Teacher Appreciation Day – teachers were treated to juice and bagels; 5/21 – Red Cross Blood Drive – Key Club; 6/10 – grades 7-12 dismissal at 11:30 am; 6/11 – 6/20 Regents Exam; 6/21 Graduation. CASDA – looking to meet with the Superintendent and BOE sometime in June to discuss the progress of the study and to create an “Advisory Committee”; There should be a press release developed to outline the district’s efforts; CASDA is meeting with the Deputy Secretary of State to see if we get additional funding for our Distance Learning classrooms from local Government Efficiency Grants.

7.2 Elementary Report – Mrs. Mannix - PARP Month – Pet theme - "Scurry Up and Read!"; A representative is coming in tomorrow from Dog Logic to talk about dog safety - how to be careful around dogs, avoiding bites, demonstrations, taking care of a dog; Pet Food and Toy drive May 1-June 1; Guest Readers' Day for staff was May 17<sup>th</sup>; Parents have also volunteered to read during the month – Student Recognition; Winter and Summer Haiku poetry that will be published in the 2013 Young Poetry Digest; Cassella Waste Management contest – Karlee Nims won, for the 2nd year in a row, for her art work representing recycling, reducing and reusing materials. The art classes entered a contest for Cassella Waste Management. Students had to show art work that represented recycling, reducing or reusing materials. – Local Spelling Bee – Today was Kindergarten Round-Up; 28 students went through Round-Up (30 anticipated for September as of today; Thank you to Wendy Simmons, Kristy Genevick, Laura Jones, Allison Ward, Mary Stewart, Ronda Parshall, Kim Patterson, Kristilyn Breault for their part in screening all students and Melanie Howe for providing refreshments – Grade 4 Science Exam on Wednesday – Grandparents' Breakfast on Friday starting at 7:30 – Bike Rodeo May 30<sup>th</sup> for grades 2-5 Bikes and volunteers needed; We recently completed our Math-a-thon program, America's largest education-based fundraiser, which was open to all volunteer students in grades K-6. Hartford has participated in this fundraiser since 1986, raising over \$72,000 for St. Jude Children's Research Hospital, the only pediatric cancer center where families never pay for treatments that are not covered by insurance. Unlike typical fundraisers the students do not sell products. Instead, they earn donations for solving various math problems. Sponsors can contribute a specific monetary amount per problem or can donate a flat rate for the entire math book. This year we had 43 participants raised a total of \$2,672. We held a closing ceremony on May 2<sup>nd</sup> to recognize our students' efforts, distribute prizes, and to select a day in which the students will wear their St. Jude t-shirt to school. The PARP Committee is pleased to announce a presentation from Dog Logic. This presentation will be about 1/2 hour long. Students will learn how to be careful around dogs, how to avoid dog bites, dog demonstrations, and at the end a meet the dogs session. The Following Students were chosen by the National School Projects for their Winter Haiku and will be published in the 2013 Young American Poetry Digest. (Luke La Rose, Justin Nix, Arianna Scott, Emma Wade, Kailey Gayton, Dakota Morrow, Jason Wade, Caroline Deyoe, Isabella French, Kayla Livingston, Jon Euber, Ethan Parker, Michael Pope, Dylan Mandigo, Emmaline Barker, Hannah Mitchell, Jonathan Martindale, Timothy Livingston, Camie Volpie, Patrick Cutter.) I am very proud to announce that Zoey Beaver, of Mrs. Babson's fourth grade class, had a Haiku poem selected for publication in the *Young American Poetry Digest*. Teachers and librarians throughout the United States submitted student's poetry that best represented young American's creative abilities. A selection panel of educators selected the best poems submitted by age level, creativity, age-appropriate language, sensory/figurative images, structure, and poetic techniques. Great job Zoey! As of right now Hannah and Joshua Wilson also won.

7.3 Cafeteria – Mrs. Howe – I had a meeting with Mr. Cook and Mrs. Searles and have decided that there would not be an increase in price – it will still be \$1.50 for lunch and .85¢ for breakfast; the old compartment trays are starting to look worn – a proposal was given to the board to purchase new compartment trays; if we went to trays and plates and silverware, by law, we would need to put 2 people in the dish washing room. The board would like me to see what other schools use for serving.

5.1-3 The Board of Education un-tabled the financial reports. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 5-0. The Board of Education accepted the financial reports. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 5-0.

8 Old Business - There is no old business to conduct

9 New Business

- 9.1 CPSE/CSE/504 Recommendations – There were several 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/504 Committee. Motion made by Mr. Jessen and seconded by Mrs. Thomas. Approved 5-0.
- 9.2 Nonresident Student Enrollment – Mrs. Hollie Sutliff has requested that her daughter, Mary (grade 4, 2013-2014) be enrolled in the Hartford Central School District as a non-resident student for the 2013-2014 school year. – The Board of Education approved Mrs. Sutliff’s request to have her daughter, Mary, enroll in the Hartford Central School District for the 2013-2014 school year. Motion made by Mr. Jessen and seconded by Ms. Thomas. Approved 5-0.
- 9.3 Request for FMLA – Mrs. Christina Talmadge has submitted a notice for a leave of absence request under the provisions of the Family Medical Leave Act. The leave is consistent with all the requirements as outlined in the FMLA process. – The Board of Education approved the leave request of Mrs. Christina Talmadge under the guidelines of FMLA. The leave is to commence on the birth of her child, during the summer months, with a termination date TBD. Motion made by Mr. Jessen and seconded by Mrs. Thomas. Approved 5-0.
- 9.4 Request for FMLA – Mrs. Suszyne Burch has submitted a notice for a leave of absence request under the provisions of the Family Medical Leave Act. The leave is consistent with all the requirements as outlined in the FMLA process. – The Board of Education approved the leave request of Mrs. Suszyne Burch under the guidelines of FMLA. The leave is scheduled to commence on or about August 6, 2013 and terminate approximately eight-weeks after birth. Motion made by Mr. Jessen and seconded by Mrs. Thomas. Approved 5-0.
- 9.5 Probationary Appointment Middle/High School Principal – After an extensive search that included interviews with the Shared Decision Making Committee, the Board of Education, and conducting a site visit, Mr. Cook is proud to recommend Mr. Brian George for probationary appointment as the new Middle/High School Principal, effective July 1, 2013. – The Board of Education approved Mr. Brian George for a probationary appointment to the position of Middle/High School Principal. This appointment is per the terms of agreement finalized between the Board of Education and Mr. George and is effective July 1, 2013 and scheduled to terminate on June 30, 2016. Motion made by Mr. Jessen and seconded by Mrs. Thomas. Approved 5-0.
- 9.6 Memorandums of Agreement with Non-Aligned Staff – There are a series of memorandums of agreement with staff that need to be approved for the 2013-2014 School Year. The MOAs were initiated by Mr. Abraham and finalized by Mr. Cook and fall within the parameters established by the Board of Education:
- Elementary Principal’s Secretary
  - Superintendent’s Secretary
  - Middle/High School Principal’s Secretary
  - Guidance Office Secretary
  - District Treasurer
  - Account Clerk
  - Head Bus Driver
  - Mechanic
  - Supervisor of Buildings and Grounds
  - Cafeteria Manager
  - Elementary Principal

The Board of Education approved the Memorandum of Agreements for the Elementary Principal’s Secretary, the Superintendent’s Secretary, the Middle/High School Principal’s Secretary, the Guidance Office Secretary, the District Treasurer, the Account Clerk, the Head Bus Driver, the District Mechanic, the Supervisor of Buildings and Grounds, the Cafeteria Manager, and the Elementary Principal. Motion

made by Mr. Jessen and seconded by Mrs. Thomas. Approved 5-0, with the exception of Elementary Principal's Secretary the vote was 4-1-0. Mr. Getty abstained.

- 9.7 Salary Agreement for the Custodial Staff – As with the non-aligned staff, Mr. Abraham initiated discussions with the members of the custodial staff regarding salaries for 2013-2014 and these discussions were finalized by Mr. Cook. – The Board of Education approved a 2% increase in salary for the custodial staff. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 5-0.
- 9.8 Certification of Graduates – Each year, the Board of Education is required to certify that all of the students receiving diplomas have successfully completed local and state requirements. Included in the packet is a list of the potential graduates for the Class of 2013. – The Board of Education certified the students on the provided list for graduation at the 2013 commencement ceremony. Please note: certification is contingent upon the students adhering to all state and local graduation requirements. Motion made by Mr. Jessen and seconded by Mrs. Thomas. Approved 5-0.
- 9.9 Overnight Field Trip Request – As part of the LAS 110 curriculum, the class is required to attend a mock “O.A.S.” meeting on the campus of SUNY Plattsburgh. The trip is scheduled for June 2<sup>nd</sup> through the 4<sup>th</sup>. – The Board of Education approved the requested overnight field trip, contingent upon 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.
- 9.10 MOA with the Cafeteria Employees – As with the non-aligned staff, Mr. Abraham initiated discussions with Mrs. Howe regarding salaries for cafeteria staff for the 2013-2014 school year. – The Board of Education approved a 2% increase in salary for the cafeteria staff. Motion made by Mr. Jessen and seconded by Mrs. Thomas. Approved 5-0.
- 9.11 Excess of Surplus Property – Mrs. Abraham has provided a list of eleven computers and two monitors that have been deemed excess surplus property (*no longer working*). – The Board of Education deemed the listed equipment as “Excess Surplus Property” and authorizes Mrs. Abraham to forward the items to BOCES for E-cycling. Motion made by Mrs. Thomas and seconded by Mr. Jessen. Approved 5-0.
- 10.0 Executive Session – Recommend the Board of Education adjourn at 8:15 pm to Executive Session to discuss matters of personnel. Motion made by Mr. Jessen and seconded by Mrs. Thomas. Approved 5-0
- 11.0 Adjournment – 9:14 pm motion by Mr. Jessen and second by Mrs. Thomas to return to open session. Approved 5-0. Mr. Getty indicated the Board of Education discussed matters of personnel. No further action would be taken by the Board of Education Board adjourned at 9:15 pm on a motion from Mr. Jessen and seconded by Mrs. Thomas. Approved 5-0

Respectfully submitted,

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Marjorie M. Durling  
District Clerk