

HARTFORD

CENTRAL SCHOOL DISTRICT

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Message from the Superintendent

I hope everyone is enjoying the summer recess!

As we prepare for the start of the 2023-2024 school year, I would like to extend one more offer of congratulations to the members of the Class of 2023 on their graduation. High school graduation is an important life event, and each of our graduates should be incredibly proud of their accomplishments. Graduates, as you transition into the next phase of your life, I encourage you to remember the phrase “Be curious, not judgmental.” Throughout your life there will be times when you will need to make judgements about people and situations. In these situations it is important to remember the judgements reached will always be better if we start by being curious, and asking questions, not by jumping to conclusions.

As a society, we are at our best when we are listening. Graduates, you have had to listen and be curious during your years at HCS, as you embark on your new journey, there is the opportunity for you to call on that capability and exercise it every day.

- Be curious, not judgmental, as you explore new opportunities
- Be curious, not judgmental, as you connect with new people
- Be curious, not judgmental, as you use your past experiences to connect with everything that is happening in the world around you

You have the resources necessary to take advantage of life’s opportunities and find success. I wish you the best as you begin this new journey.

It is my honor to serve the community, faculty, staff, and students of Hartford as Superintendent of Schools. I will continue to do my best to maintain the tradition of academic achievement, while working with all interested parties to ensure success – academic, social, athletic – for all of our students. I will always strive for an open door policy and make myself available to address comments, questions, and concerns. I welcome feedback, and it is my hope that everyone is comfortable approaching me with ideas or thoughts on how we can work together to ensure the success of our students.

I look forward to working with you and your child(ren) throughout the 2023-2024 school year.

An ice cream social will be held on Tuesday, August 29, from 1 p.m. - 3 p.m. The school will be open to students in all grades and their families to prepare for the first day of the 2023-2024 school year. This is an opportunity to learn where classrooms are located, test locker combinations, locate cubbies, and do a schedule test run. We hope to see you there!

MESSAGE FROM PRINCIPAL MANNIX

Dear Parents, Guardians, and Community Members,

It was exciting to have 17 elementary students participate in our Camp Tanager program during the month of July. This helped prevent summer learning loss and exposed students to new experiences. I hope all of our students have been reading and practicing math facts this summer too!

I hope students are excited about meeting their teachers and visiting their classrooms. Please take advantage of this opportunity on the afternoon of Tuesday, August 29, from 1 p.m. - 3 p.m. Students and their families are welcome to visit the school during this time. They may bring their school supplies or wait until the first day of school. I hope to see everyone at this Ice Cream Social! Additionally, Open House is Tuesday, September 12, from 5:30 p.m. - 7 p.m. for students, parents, and guardians.

There are some faculty changes for the upcoming school year as follows: Ms. LeBaron has moved from special education to first grade. Mr. MacDougall has moved from first grade to fifth grade. Mrs. Rehm has been rehired as a special education teacher. The district will also replace Ms. Ball, as she has accepted a special education position in another district. Ms. Headwell will return from her maternity leave in late November. All other faculty and staff members will remain in their current positions. I feel so fortunate to work with such an amazing group of professionals!

Involvement in your child's education is welcomed and encouraged. I urge you to join Class Dojo for each of your elementary children to ensure a reliable method of communication between teachers and parents. I can assure you our district will continue to provide your child/children with a rich educational experience, while maintaining a safe environment for everyone. Recess will continue to be an important component of students' instructional day, as it relates to their physical, social, and emotional well-being. Teachers will strive for consistency throughout elementary by using Class Dojo for communication, as well as Google Classroom. Elementary will continue trimester grading and will hold Parent-Teacher Conferences in November to share student progress before the trimester ends. Teachers and I will continue to recognize students for their accomplishments at our monthly Citizens' Assemblies, and students will continue to have Art, Music, Physical Education, and Library/Technology. All specials will rotate on a six day cycle.

I encourage communication between home and school. Please feel free to contact teachers and myself throughout the school year via Class Dojo, phone, written notes, through your child's agenda book, or via email. Faculty, staff, and administrators will continue to work together to meet the needs of all students and your continued support at home is so important. I am looking forward to the 2023-24 school year with optimism for a successful year. The first day of school is Wednesday, September 6. Thank you for sharing your children with us and enjoy the remainder of the summer!

Bethellen C. Mannix

Elementary Principal/Special Education Chairperson
bmannix@hartfordcsd.org



We look forward to recognizing our students' accomplishments at our monthly Citizens' Assemblies, which includes demonstrating the monthly character trait, being bucket fillers, safe bus riders, birthdays, and more!

HARTFORD STEWART'S SPUD RUN



Mark your calendar for the annual Hartford Stewart's Spud Run on Saturday, October 7, 2023. The one mile fun run begins at 9 a.m. sharp; with the 5K to follow at 10 a.m. Known as "The toughest 5K you'll ever love," this course features rolling hills and beautiful Hartford scenery. Proceeds benefit our class of 2024. Participants can look forward to our Board of Education President, Phil Jessen's "Almost Famous Five Alarm Chili" and Spud Run birthday cakelets!

The awards ceremony is at approximately 11 a.m. The overall male and female 5K winners will take home the coveted 10 pound sack of spuds, with the second and third place overall finishers taking home 5 pounds of spuds. There are also 10 age group divisions for male and female, and awards will be given to the first through third place finishers of each (no duplicate awards). All pre-registered 5K entrants receive a special Spud Run tee shirt. Register today at zippyreg.com. Please contact race director Andrew Cook with questions at 518-632-5222.

MESSAGE FROM PRINCIPAL DUPUIS

Dear Middle/High School Families,

On behalf of the Middle/High School staff, it is my pleasure to welcome you to the 2023-2024 school year. The start of a new school year is right around the corner. Soon our hallways, classrooms, and athletic fields and courts will be bursting with excitement and enthusiasm. I hope you are enjoying your summer vacation and have had time to relax and rejuvenate. We are all anxiously awaiting our students return to school on Wednesday, September 6.

Again, I would like to congratulate the graduating Class of 2023. We are extremely proud of their achievements and accomplishments. The faculty, staff, and community can't wait to see what the future holds for them. Thank you to the generous donors who provided our seniors with over \$28,000 in scholarships and awards at graduation.

I want to welcome our incoming sixth graders to the Middle/High School. One of the highlights each school year is the anticipation our newest students bring to the building. They remind us that each school year is new and exciting. Six grade students and families are invited to attend the Sixth Grade Orientation on Tuesday, August 29, at 6 p.m. in the cafeteria. Invitations with additional information will be mailed to all families.

Student schedules and supply lists for students in grades 6-12 were mailed and also posted on the district's website. Please reach out to the district if assistance is needed with school supplies. If you have any questions about your schedule or would like to drop or add courses, please contact Mrs. Shaw (grades 6-7) tshaw@hartfordcsd.org or Mrs. Harrington (grades 8-12) wharrington@hartfordcsd.org with your request or questions. Students may drop or add courses through Friday, September 15.

This school year we welcome Mrs. Gina Petrone to the Middle/High School in grades 7 and 8 ELA. We also look forward to the addition of the following courses: Lifelong PE, MS Science Discovery, HS Science Discovery, and Senior Seminar. This year we will also host a day of service for our students in grades 9-12. Juniors and seniors will spend a day in June volunteering in the community, while freshmen and sophomores will spend the day volunteering at HCS. This event will be organized by the High School National Honor Society.

If during the school year your child is absent or late to school, please contact Mrs. Connor in the Main Office at 518-632-5222 ext. 307. Encouraging consistent attendance helps students achieve better grades, develop healthy life habits, and have a better chance of graduating from high school. If your child is absent, please provide a written excuse when they return to school.

Late buses will run on Tuesday through Thursday again this year. Late buses will depart HCS at 3:10 p.m. Students should use this time to receive extra help and support from teachers. Students waiting for a sports practice to begin, but are not staying after with a teacher may stay in the cafeteria until 3:10 p.m.

I encourage all students to participate in a minimum of one club and/or sports team this school year. Research shows that students who are involved in extracurricular activities have higher grades, a more positive attitude toward school, and higher academic aspirations. Get involved!

Communication is key to student success. Students should be checking their school e-mail on a regular basis. Here are other ways for parents and students to stay informed on what is happening in the district.

Communication:

- SchoolTool Parent Portal for students and parents. Students and parents/guardians can access grades, attendance, schedule, etc. Parents/guardians should contact Mrs. Trisha Shaw at tshaw@hartfordcsd.org in the Guidance Office to set up an account. Students will use their HCS login.
- District website - www.hartfordcsd.org. Check the website regularly for the most up-to-date information.
- Hartford Central School District Facebook - see what is happening in the district.
- School Messenger - automated phone messages and e-mails with important information and reminders.
- Aktivite(formerly Schedule Galaxy). Find all the district events including sports, concerts, and ceremonies under the Events/Schedule Galaxy Tab on the district website.

Save the Dates:

- Tuesday, August 29 from 1 p.m. - 3 p.m. - Ice cream social
- Tuesday, August 29 at 6 p.m. - Sixth grade orientation in the cafeteria
- Wednesday, September 6 - First day of school
- Tuesday, September 12 from 5:30 p.m. - 7:30 p.m. - Open house

Please do not hesitate to contact me with questions, concerns or ideas. I am looking forward to seeing you soon for another successful school year. Go Tanagers!

Mrs. Shelley Dupuis
Middle/High School Principal
sdupuis@hartfordcsd.org
518-632-5222 ext. 307

GENERAL INFORMATION

Administration

Andrew Cook Superintendent
Shelley Dupuis..... Middle/High School Principal
Bethellen Mannix Elem. Principal/Spec. Ed. Chairperson

General

Wendy Harrington Guidance Counselor, Grades 8-12
Trisha Shaw Guidance Counselor, Grades K-7
Barbara Miner School Psychologist
Amanda Howard District Treasurer
Melody Sipowicz School Nurse
Patrick Kenneally School Lunch Director
Kevin Lovely Buildings & Grounds Supervisor
Susan Greene-Smith..... Director of Transportation
Michael Rogers Head Bus Driver

Telephone Directory

(Voice Mail is available for all staff members)

District Office..... 518-632-5222 ext. 508 or 507
School Nurse 518-632-5222 ext. 398
Elem. Principal/Spec. Ed. Chair. 518-632-5222 ext. 120
Middle/High School Principal..... 518-632-5922 ext. 307
Guidance/General 518-632-5222 ext. 306
Business Office 518- 632-5222 ext. 508
Transportation/Bus Garage 518-632-5191

Board of Education Meetings

All meetings begin at 6:30 p.m.

- September 18, 2023
- October 16, 2023
- November 13, 2023
- December 11, 2023
- January 8, 2024
- February 12, 2024
- March 11, 2024
- April 8, 2024
- May 13, 2024
- June 10, 2024

Tools For Schools

Price Chopper is sponsoring our “Tools for Schools” program to offer schools educational, technological, and extracurricular equipment. Every time you use your Advantage Card you will earn points for our school at no extra cost to you. You must register by visiting www.pricechopper.com/toolsforschools. Our school code is 16331. Ask your neighbors and family members to sign up too!

Box Tops For Education

Please save and send the school your box tops and used ink cartridges. The school receives various educational products. The drop-off boxes are located in/near the elementary office.

Code of Conduct

The Hartford Central School District Board of Education is committed to providing a safe and orderly school environment where students may receive, and district personnel may deliver, a quality education without disruption. In order to achieve this goal, responsible behavior by students, faculty and staff, parents, and other visitors is essential. The Board of Education recognizes the need to clearly define these expectations for acceptable conduct on school property, to identify the possible consequences of unacceptable conduct, and to ensure discipline, when necessary, is administered in a timely and respectful manner. A student version of the district’s Code of Conduct is included within the issued student agenda books at the start of the year. A full version of the Code of Conduct is available on the district’s website or can be requested through the Elementary or Middle/High School Office.

School Safety

Entering the Building – All entrance doors to the building will be locked for security and safety after the arrival of students in the morning. All visitors will need to be buzzed into the building through the Elementary or Middle/High School office entrances and then sign in and out at the respective office.

Book Bags – Students are not allowed to carry book bags during the school day. Students may use book bags to bring books and other school supplies in and out of the building. However, once inside the building, the book bags must remain inside the student’s locker.

Student Parking – Parking permits for students will be given out on a “first come, first served” basis for senior students. If, after the senior students have received their spaces, there are any parking spaces remaining, they will be given to juniors on a “first come, first served” basis. Once all of the spaces designated for students are assigned, no other permits will be issued. During the first week of school, seniors are to report to the Middle/High School Office for a Student Vehicle Registration form to obtain a permit (parent signature mandatory).

NYSED Fire and Emergency Drills - The New York State Education Department requires all school districts to conduct eight evacuation (fire) drills and four “Lockdown” drills each school year, with eight drills being conducted prior to December 31, 2023. Four of the drills must be conducted using a fire escape (if applicable) or a secondary means of egress, and one drill must be conducted during a lunch or assembly period, unless instruction is provided on how to evacuate during these periods. In addition, at the start of each after school program, event, or performance, the person in charge must notify attendees of the emergency procedure. The Hartford Central School District is committed to ensuring the safety of everyone entering the building. If you have any questions regarding the District’s safety plans or the required safety drills, please contact the District Office at 518-632-5222.

GENERAL INFORMATION

Attendance

When your child is absent, please call the school before 9 a.m. to report their absence. A written excuse for the absence should also be sent in with the student on the day of their return. For safety reasons, parents are called each morning, either at home or work, for every child's absence.

Middle School/High School students who are late to school must sign in at the Guidance Office and should bring a written excuse for the tardiness.

Elementary students who are late arriving must sign in at the Elementary Office and should bring a written excuse for the tardiness.

Early Dismissals – Please send a note to school with the student on the morning of the early dismissal providing the time of pick-up and the reason (phone calls for Early Dismissal are acceptable, but notes are preferred).

Student Sign-In/Sign-Out – Parents/Guardians should report to the Elementary or Middle School/High School office, depending on the age of your student, to sign students in and out of school.

When the need arises for you or someone else to pick up your child at the end of the school day, or to change the destination and/or bus your child will take, please try to make these arrangements early in the day or send a note in with your child explaining the changes. It can be difficult to make all the appropriate notifications regarding dismissal or bus routes changes if the district is not notified until the end of the day. Your cooperation is most appreciated.



A Note About Absences

On a day when your child is absent from school, please notify the attendance office at your earliest convenience at 518-632-5222.

Elementary Office ext. 101
Middle/High School Office ext. 307

Academic Grading Calendar

All Five-Week Reports and Report Cards will be mailed to parents and guardians. Anyone who does not receive a Five-Week Report or a Report Card within the expected time should contact Mrs. Jenn Nims in the Guidance Office at 632-5222 ext. 306.

Five-Week Marking Period Ends October 6, 2023

Quarter One Marking Period Ends..... November 9, 2023

Fifteen Week Marking Period Ends December 15, 2023

Quarter Two Marking Period Ends January 26, 2024

Twenty-Five Week Marking Period Ends..... March 11, 2024

Quarter Three Marking Period Ends April 12, 2024

Thirty-Five Week Marking Period Ends May 10, 2024

Quarter Four Marking Period Ends..... June 25, 2024

K-5 Report cards will be distributed the last day of Elementary School. 6-12 Report cards will be mailed home June 28, 2024.

Student Photographs/Images

The Hartford Central School District may, on occasion, use photographs or video recordings of students on the district's website, social media and/or in district and community publications. If you do not wish for your child's image to be published during the 2023-2024 school year, please indicate this in writing to your child's principal by September 15, 2023. This request must be renewed each year.

Important Note: The district will honor all written requests by parents who do not want their child's picture or name published in any way. However, the district is not responsible for any media coverage of athletic or special events that are open to the public.



Our students are great and we take pride in sharing their accomplishments and other student news with our community.

COMMUNITY ELIGIBILITY PROVISION (CEP)

Dear Parents and Guardians:

The district is pleased to announce that the Hartford Central School District, through our partnership with CapRegion BOCES, has been approved as a Community Eligibility Provision (CEP) district.

CEP is a federal program that allows those school districts with a certain poverty rate (greater than 40%) to provide free breakfast and lunch to all students.

What does this mean for your child(ren)?

- All students enrolled at Hartford Central Schools are eligible to receive a healthy breakfast and lunch at school at no charge to your household for each day of the 2023-2024 school year.
- All families are asked to complete and return a Household Income Eligibility Form located on page 7. This form is different from the traditional Free and Reduced Price Meal Application and does not qualify the students for free meals, but rather determines a student's eligibility to receive additional benefits, and also aids the district in funding for student learning.
- Your child(ren) will be able to participate in these meal programs without having to pay a fee.

Although all students are eligible to receive a free breakfast or lunch, every student will continue to have a personal lunchroom account with a unique personal identification number (PIN) so they may purchase snacks. This number will stay with the student until they graduate. Students can access their account on the keypad located at the cash register. While it is recommended that students remember their PIN number, the cashier can also retrieve it. We encourage parents and guardians to deposit money into their child's account. However,

students may still pay with cash. When sending in money for pre-payment of snacks, please include your child's PIN number on the check or envelope to ensure it is deposited into the correct account.

Menus will be sent home with K-5 students. Students in Grades 6-12 may pick up a menu in the cafeteria. Menus are also posted on the district's website www.hartfordcsd.org and shared on Facebook. Please contact School Lunch Director, Patrick Kenneally with questions or concerns at 518-598-8571.

Affordable Connectivity Program

The Affordable Connectivity Program (ACP), provides eligible households up to \$30/month (or \$75/month for households living on Tribal lands) toward their internet bills, as well as a one-time discount of up to \$100 to purchase a laptop, desktop computer, or tablet.

All households with a child who was approved to receive free or reduced price school meals under the National School Lunch Program or the School Breakfast Program, within the last 12 months, including children who attend schools participating in the Community Eligibility Provision, are eligible for ACP benefits. Households are also independently eligible if:

- Their income is at or below 200% of the Federal Poverty Level (\$55,500 for a family of four);
- OR
- A member of the household participates in certain other Federal benefit programs—including, among others, Supplemental Nutrition Assistance Program (SNAP), Special Supplemental Nutrition Program for Women, Infants, and Children (WIC), Medicaid, and Federal Public Housing Assistance.

Families can check their eligibility, sign up, and find fully covered plans at GetInternet.gov or by calling 877-384-2575.

Food Allergies and/or Restrictions

If your child has a food allergy or diet restriction, the USDA now requires the following documentation from the student's doctor:

- The child's disability (the allergy)
- An explanation of why the child's diet is restricted
- How the disability affects major life activities
- Which food(s) should be eliminated for the child's meals

BREAKFAST				
SEPTEMBER 2023 Hartford Central School District				
Monday	Tuesday	Wednesday	Thursday	Friday
LABOR DAY NO SCHOOL	SUPERINTENDENT'S CONFERENCE DAY NO SCHOOL	Muffin Yogurt or Cheese Slice Fruit of The Day 100% Juice NYS Milk	Bagel Cream Cheese Fruit of The Day 100% Juice NYS Milk	Donut Yogurt or Cheese Slice Fruit of The Day 100% Juice NYS Milk
Zee Zee Breakfast Item Assorted Cereal Fruit of The Day 100% Juice NYS Milk	Hot Breakfast Item Fruit of The Day 100% Juice NYS Milk	Muffin Yogurt or Cheese Slice Fruit of The Day 100% Juice NYS Milk	Bagel Cream Cheese Fruit of The Day 100% Juice NYS Milk	Cinnamon Bun Yogurt or Cheese Slice Fruit of The Day 100% Juice NYS Milk
Zee Zee Breakfast Item Assorted Cereal Fruit of The Day 100% Juice NYS Milk	Hot Breakfast Item Fruit of The Day 100% Juice NYS Milk	Muffin Yogurt or Cheese Slice Fruit of The Day 100% Juice NYS Milk	Bagel Cream Cheese Fruit of The Day 100% Juice NYS Milk	Donut Yogurt or Cheese Slice Fruit of The Day 100% Juice NYS Milk
Zee Zee Breakfast Item Assorted Cereal Fruit of The Day 100% Juice NYS Milk	Hot Breakfast Item Fruit of The Day 100% Juice NYS Milk	Muffin Yogurt or Cheese Slice Fruit of The Day 100% Juice NYS Milk	Bagel Cream Cheese Fruit of The Day 100% Juice NYS Milk	Cinnamon Bun Yogurt or Cheese Slice Fruit of The Day 100% Juice NYS Milk

LUNCH				
SEPTEMBER 2023 Hartford Central School District				
Monday	Tuesday	Wednesday	Thursday	Friday
LABOR DAY NO SCHOOL	SUPERINTENDENT'S CONFERENCE DAY NO SCHOOL	Crispy Chicken Sandwich Seasoned Curly Fries Fresh Veggie Cup w/Dip Assorted Fruit NYS Milk	Corndog Baked Potato Chips Yogurt & Fresh Veggie Cup Assorted Fruit NYS Milk	Assorted Pizza Steamed Mixed Veggie Garden Salad Assorted Fruit NYS Milk
French Toast Sticks Sausage Links & Home Fries 100% Orange Juice Assorted Fruit & Syrup Cup NYS Milk	Ultimate Nachos (no meat, cheese, black bean) Rainbow Pepper Sticks Salsa & Sour Cream Assorted Fruit NYS Milk	Popcorn Chicken Mashed Potatoes w/Cheese & Gravy Dinner Roll & Corn Assorted Fruit NYS Milk	Pineapple Teriyaki Chicken White Rice & Egg Roll NYS Green Beans Assorted Fruit NYS Milk	Assorted Pizza Steamed Mixed Veggie Garden Salad Assorted Fruit NYS Milk
Philly Cheesesteak St NYS Potato Wedges Peppers & Onions Fresh Veggie Cup w/Dip Assorted Fruit NYS Milk	Chicken & Waffles Sweet Potato Wedges Cucumber Slices/Fruit, Juice & Syrup Cup Assorted Fruit NYS Milk	Double Hot Dog Day Pasta Salad / String Cheese Corn on the Cob Baked Beans Assorted Fruit NYS Milk	NYS Macaroni & Cheese w/ Buffalo Chicken Steamed Broccoli Fresh Grape Tomatoes/Assorted Fruit NYS Milk	Assorted Pizza Steamed Mixed Veggie Garden Salad Assorted Fruit NYS Milk
Ham & Cheese on a Pretzel Roll Tome Made Tomato Soup Fresh Veggie Cup w/Dip Assorted Fruit NYS Milk	Rollini & Meat Sauce Garlic Knot NYS Carrots Assorted Fruit NYS Milk	Chicken Patty Sandwich Sun Chips & Pasta Salad Roasted Broccoli Fruit Choice NYS Milk	NYS Cheeseburger French Fries Cucumber Sticks & Dip Fruit Choice NYS Milk	Assorted Pizza Steamed Mixed Veggie Garden Salad Assorted Fruit NYS Milk

**Community Eligibility Provision (CEP)/Provision 2 non-base year
Household Income Eligibility Form**

Hartford Central School District is participating in the Community Eligibility Provision (CEP) or Provision 2 in a non-base year. All children in the school will receive meals/milk at no charge regardless of household income or completion of this form. This form is to determine eligibility for additional State and federal program benefits that your child(ren) may qualify for. Read the instructions on the back, complete **only one** form for your household, sign your name and return it to the school named above. Call **Erin Wright, (518) 464-3945** if you need help.

1. List all children in your household who attend school:

Student Name	School	Grade/Teacher	Foster Child	No Income
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>
			<input type="checkbox"/>	<input type="checkbox"/>

2. SNAP/TANF/FDPIR Benefits:

If anyone in your household receives either SNAP, TANF or FDPIR benefits, list their name and CASE # here. Skip to Part 5, and sign the application.

Name: _____ CASE # _____

3. Household Gross Income: List all people living in your household, how much and how often they are paid (weekly, every other week, twice per month, monthly). Do not leave income blank. If no income, check box. If you have listed a foster child above, you must report their personal income.

Name of household member	Earnings from work before deductions <i>Amount / How Often</i>	Child Support, Alimony <i>Amount / How Often</i>	Pensions, Retirement Payments <i>Amount / How Often</i>	Other Income, Social Security <i>Amount / How Often</i>	No Income
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>
	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	\$ _____ / _____	<input type="checkbox"/>

4. Signature: An adult household member must sign this application.

I certify (promise) that all the information on this application is true and that all income is reported. I understand that the information is being given so the school may receive federal funds. The school officials may verify the information and if I purposely give false information, I may be prosecuted under applicable State and federal laws, and my children may lose meal benefits.

Signature: _____ Date: _____

Email Address: _____

Home Phone _____

Work Phone _____

DO NOT WRITE BELOW THIS LINE – FOR SCHOOL USE ONLY		
Annual Income Conversion (Only convert when multiple income frequencies are reported on application)		
Weekly X 52; Every Two Weeks (bi-weekly) X 26; Twice Per Month X 24; Monthly X 12		
SNAP/TANF/Foster Income:	Total Household Income/How Often:	Household Size:
Free Eligibility	Reduced Eligibility	Denied Eligibility

PART 1 ALL HOUSEHOLDS MUST COMPLETE STUDENT INFORMATION. DO NOT FILL OUT MORE THAN ONE FORM FOR YOUR HOUSEHOLD.

- Print the names of the children, including foster children, for whom you are applying on one form.
- List their grade and school.
- Check the box to indicate a foster child living in your household, and check the box for each child with no income.

PART 2 HOUSEHOLDS GETTING SNAP, TANF OR FDPIR SHOULD COMPLETE PART 2 AND SIGN PART 4.

- List a current SNAP (Supplemental Nutrition Assistance Program), TANF (Temporary Assistance for Needy Families) or FDPIR (Food Distribution Program on Indian Reservations) case number of anyone living in your household. Do not use the 16-digit number on your benefit card. The case number is provided on your benefit letter.
- An adult household member must sign the form in PART 4. **SKIP PART 3** - Do not list names of household members or income if you list a SNAP, TANF or FDPIR number.

PARTS 3 & 4 ALL OTHER HOUSEHOLDS MUST COMPLETE ALL OF PARTS 3 AND 4.

- Write the names of everyone in your household, whether or not they get income. Include yourself, the children you are completing the form for, all other children, your spouse, grandparents, and other related and unrelated people living in your household. Use another piece of paper if you need more space.
- Write the amount of current income each household member receives, before taxes or anything else is taken out, and indicate where it came from, such as earnings, welfare, pensions and other income. If the current income was more or less than usual, write that person's usual income. **Specify how often this income amount is received: weekly, every other week (bi-weekly), 2 x per month, monthly. If no income, check the box.** The value of any child care provided or arranged, or any amount received as payment for such child care or reimbursement for costs incurred for such care under the Child Care and Development Block Grant, TANF and At Risk Child Care Programs should **not** be considered as income for this program.

PRIVACY AND SECURITY FOR STUDENT DATA AND TEACHER AND PRINCIPAL DATA

The District is committed to maintaining the privacy and security of student data and teacher and principal data and will follow all applicable laws and regulations for the handling and storage of this data in the District and when disclosing or releasing it to others, including, but not limited to, third-party contractors. The District adopts this policy to implement the requirements of Education Law Section 2-d and its implementing regulations, as well as to align the District's data privacy and security practices with the National Institute for Standards and Technology Framework for Improving Critical Infrastructure Cybersecurity (Version 1.1).

Definitions: As provided in Education Law Section 2-d and/or its implementing regulations, the following terms, as used in this policy, will mean:

- "Breach" means the unauthorized acquisition, access, use, or disclosure of student data and/or teacher or principal data by or to a person not authorized to acquire, access, use, or receive the student data and/or teacher or principal data.
- "Building principal" means a building principal subject to annual performance evaluation review under the provisions of Education Law Section 3012-c.
- "Classroom teacher" means a teacher subject to annual performance evaluation review under the provisions of Education Law Section 3012-c.
- "Commercial or marketing purpose" means the sale of student data, or its use or disclosure for purposes of receiving remuneration, whether directly or indirectly; the use of student data for advertising purposes, or to develop, improve, or market products or services to students.
- "Contract or other written agreement" means a binding agreement between an educational agency and a third-party, which includes, but is not limited to, an agreement created in electronic form and signed with an electronic or digital signature or a click-wrap agreement that is used with software licenses, downloaded, and/or online applications and transactions for educational technologies and other technologies in which a user must agree to terms and conditions prior to using the product or service.
- "Disclosure" or "disclosure" means to permit access to, or the release, transfer, or other communication of personally identifiable information by any means, including oral, written, or electronic, whether intended or unintended.
- "Education records" means an education record as defined in the Family Educational Rights and Privacy Act and its implementing regulations, 20 USC Section 1232g and 34 CFR Part 99, respectively.
- "Educational agency" means a school district, board of cooperative educational services (BOCES), school, or the New York State Education Department (NYSED).
- "Eligible student" means a student who is eighteen years or older.
- "Encryption" means methods of rendering personally identifiable information unusable, unreadable, or indecipherable to unauthorized persons through the use of a technology or methodology specified or permitted by the Secretary of the United States Department of Health and Human Services in guidance issued under 42 USC Section 17932(h)(2).
- "FERPA" means the Family Educational Rights and Privacy Act and its implementing regulations, 20 USC Section 1232g and 34 CFR Part 99, respectively.
- "NIST Cybersecurity Framework" means the U.S. Department of Commerce National Institute for Standards and Technology Framework for Improving Critical Infrastructure Cybersecurity (Version 1.1). A copy of the NIST Cybersecurity Framework is available at the Office of Counsel, State Education Department, State Education Building, Room 148, 89 Washington Avenue, Albany, New York 12244.
- "Parent" means a parent, legal guardian, or person in parental relation to a student.
- "Personally identifiable information (PII)" as applied to student data, means personally identifiable information as defined in 34 CFR Section 99.3 implementing the Family Educational Rights and Privacy Act, 20 USC Section 1232g, and, as applied to teacher or principal data, means personally identifying information as this term is defined in Education Law Section 3012-c(10).
- "Release" has the same meaning as disclosure or disclosure.
- "Student" means any person attending or seeking to enroll in an educational agency.
- "Student data" means personally identifiable information from the student records of an educational agency.
- "Teacher or principal data" means personally identifiable information from the records of an educational agency relating to the annual professional performance reviews of classroom teachers or principals that is confidential and not subject to release under the provisions of Education Law Sections 3012-c and 3012-d.
- "Third-party contractor" means any person or entity, other than an educational agency, that receives student data or teacher or principal data from an educational agency pursuant to a contract or other written agreement for purposes of providing services to the educational agency, including but not limited to data management or storage services, conducting studies for or on behalf of the educational agency, or audit or evaluation of publicly funded programs. This term will include an educational partnership organization that receives student and/or teacher or principal data from a school district to carry out its responsibilities pursuant to Education Law Section 211-e and is not an educational agency, and a not-for-profit corporation or other nonprofit organization, other than an educational agency.
- "Unauthorized disclosure" or "unauthorized release" means any disclosure or release not permitted by federal or state statute or regulation, any lawful contract or written agreement, or that does not respond to a law or court or tribunal or other lawful order.

Data Collection Transparency and Restrictions

As part of its commitment to maintaining the privacy and security of student data and teacher and principal data, the District will take steps to minimize its collection, processing, and transmission of PII. Additionally, the District will:

- Not sell PII nor use or disclose it for any marketing or commercial purpose or facilitate its use or disclosure by any other party for any marketing or commercial purpose or permit another party to do so.
 - Ensure that it has provisions in its contracts with third-party contractors or in separate data sharing and confidentiality agreements that require the confidentiality of shared student data or teacher or principal data be maintained in accordance with law, regulation, and District policy. Except as required by law or in the case of educational enrollment data, the District will not report to NYSED the following student data elements: a) Juvenile delinquency records; b) Criminal records; c) Medical and health records; and d) Student biometric information.
- Nothing in Education Law Section 2-d or this policy should be construed as limiting the administrative use of student data or teacher or principal data by a person acting exclusively in the person's capacity as an employee of the District.

STUDENT TRANSPORTATION EXPECTATIONS



The school bus is an extension of the classroom, and every effort is made by the District to ensure a safe and convenient mode of transportation for students. The exercise of caution, consideration for others, and proper conduct by each student is essential to ensure the safety of all passengers.

To ensure the safety of all passengers and to avoid distracting the bus driver, it is essential for students to behave appropriately while riding on the school bus. Students are expected to conduct themselves in a manner consistent with established standards for classroom behavior as outlined in the District's Code of Conduct.

TRANSPORTATION RULES

1. In order to maintain the established schedule, drivers cannot wait for students. Students should be ready and on time for boarding the bus each morning.
2. Students will wait until the bus comes to a full stop before entering the roadway to board the bus or before leaving their seat to get off the bus.
3. Students should use extreme caution when getting on or off the bus. When crossing the highway, wait for the driver to signal to do so and cross 10 feet in front of the bus.
4. Students will take a seat upon boarding a bus and remain seated at all times while the bus is in motion.
5. Students are to keep all extremities inside of the bus at all times.
6. The use of drugs, alcohol, smoking, the use of tobacco, or any illegal substance by students on the bus is strictly prohibited at all times. Eating of food, drinking of beverages, and taking medication is not permitted on the bus.
7. Students will refrain from shouting, yelling, or creating other loud noises which can be distracting to the driver. Conversations should be conducted using "indoor voices."
8. Buses must be kept clean at all times. Each student has the duty, and responsibility, to see that he or she does not litter.
9. Students shall remain on the bus until it arrives at school or at the designated drop-off location. Drivers will not allow students off upon request unless a pass is obtained from the Main Office.
10. Students are not permitted to engage in telephone calls, take photos, or record videos while on the bus. Music may be listened to, but only with the use of headphones.
11. The school bus driver is completely in charge when transporting students. All instructions given shall be followed and students should cooperate with the driver in any way they can.

These rules are made for the safety and benefit of all students. Unfortunately, there may be a time when a student does not abide by the rules. In the event of violations, the following disciplinary steps have been established:

- Verbal warning by the bus driver
- Written referral to the school principal for possible disciplinary action
- Parent conference with the school principal to determine eligibility for continued transportation
- School authorities may remove a student from bus privileges at any time if the offense is serious enough to warrant such action regardless of the number of violations

 **If you SEE something**

If you HEAR something 

SAY something 

REPORT SUSPICIOUS ACTIVITY 

CALL OR TEXT 518-600-1002

OR E-MAIL tips@hartfordcsd.org

FOR EMERGENCIES DIAL 911

The Hartford Central School District is committed to creating a learning environment that is safe and supportive of every student and condemns, and prohibits, all forms of violence, harassment, bullying and/or discrimination of students, faculty, staff, and visitors. The district takes this responsibility seriously and is seeking everyone's partnership in maintaining a healthy school environment. If you see suspicious activity or any act of bullying, harassment, or discrimination please let us know by utilizing our Tip Hotline:

- Phone Number: 518-600-1002
- Email: tips@hartfordcsd.org

The Tip Hotline can also be used as a resource to contact the district if you, or someone you know, is in need of mental health services.

REQUIRED NOTICES

Dignity for All Students (DASA)

In July of 2012, New York State implemented the Dignity for All Students Act (DASA) which reads: It is hereby declared to be a policy of the State to afford all students in public schools an environment free of discrimination and harassment. The purpose of this article is to foster civility in public schools and to prevent and prohibit conduct that is inconsistent with the school's educational mission.

No student shall be subjected to harassment by school employees or students on school property or at a school function; nor shall any student be subjected to discrimination based on a person's actual or perceived race, color, weight, national origin, ethnic group, religion, religious practice, disability, sexual orientation, gender or sex.

The Hartford Central School District is committed to creating a safe and caring learning environment where all students can succeed. If bullying or harassment is occurring to you or someone you know, please report the incident to administration, guidance, or an adult. Any questions or concerns regarding bullying should be directed to the District's DASA Coordinator, Mrs. Trisha Shaw at 518-632-5222.

Homeless Students

Homeless students have certain rights and protections afforded to them under the McKinney-Vento Act. If you or someone you know is homeless and would like additional information, please contact the District's Homeless Coordinator, Mrs. Wendy Harrington at 518-632-5222.

A homeless student is one who lacks a "fixed, regular, and adequate nighttime residence." This can include:

- Sharing a home due to economic hardship or loss of housing
- Living in a hotel, motel, car, campground, or trailer park due to the lack of alternative adequate accommodations
- Living in emergency or transitional shelters
- Are abandoned in hospitals
- Are awaiting foster care placement

Annual Fire Inspection

In accordance with Educational Law, Section 807-a 5 (b) and (c), notice is hereby given that the annual fire inspection for the year 2022-2023 of the Hartford Central School District, including: the main building, the A.E.P. building, the Technology building, and the Bus Garage, for fire hazards which might endanger the lives of students, teachers, and employees therein, has been completed and the report is available at the District Office for all

interested persons. The annual visual inspection was also completed and is on file in the District Office.

Asbestos Management Plan

The school district is responsible for inspecting its buildings, testing and identifying building materials that may contain asbestos, and for developing a plan for the proper management of those materials. The school district must also appoint a trained Asbestos Designee. The district has appointed Kevin Lovely, Head of Buildings and Grounds Maintenance, as the LEA Designee for the school buildings. The Designee ensures that inspections are conducted with the required schedule and that asbestos is only disturbed in compliance with New York State Code Rule 56 and the Commissioner of Education's Regulations. For more information, please contact Superintendent Andrew Cook at 518-632-5222.

Use of Surveillance Notice

For the security and safety of our students, staff and visitors, this facility employs camera surveillance equipment for security purposes on school grounds and in school buses. This equipment may or may not be monitored at any given time, but can be recorded.

Title VI, Title IX and Section 504 Public Notice

The Hartford Central School District is in compliance with the provisions of Title VI, Title IX, Section 504 and the Age Discrimination Act of 1975. The Hartford Central School District does not discriminate due to race, national origin, sex, age or disability. If you have any questions or concerns regarding Title IX and Section 504 please contact Andrew Cook, Superintendent, at 518-632-5222.

Notice for Directory Information Under FERPA

The Family Educational Rights and Privacy Act (FERPA) is a Federal law that requires the Hartford Central School District, with certain exceptions, to obtain parent/guardian's written consent prior to the disclosure of personally identifiable information from your child's education records. However, the Hartford Central School District may disclose appropriately designated "directory information" without written consent, unless you have advised the District to the contrary, in accordance with District procedures. The primary purpose of directory information is to allow the Hartford Central School District to include this type of information from your child's education records in certain school publications. Examples include:

- The yearbook
- Principal's list, Honor roll, Merit roll, or other recognition lists

- Graduation programs

Directory information, which is information that is typically not considered harmful or an invasion of personal privacy if released, can also be disclosed to outside organizations without a parent's prior written consent. In addition, two federal laws require local educational agencies (LEAs) receiving assistance under the Elementary and Secondary Education Act of 1965 (ESEA) to provide military recruiters, upon request, with the following information: name, address, and telephone numbers; unless a parent/guardian has advised the District that they do not want their child's information disclosed without their prior written consent (Section 9528 of the Elementary and Secondary Education Act (20 U.S.C. § 7908) and 10 U.S.C. § 503 (c)).

If you do not want the Hartford Central School District to disclose directory information from your child's education records without your prior written consent, you may submit a written request to the building principal that the district not disclose student information.

Title I: Parents-Right-To-Know

In accordance with ESEA, Section 1111(h)(6), PARENTS RIGHT-TO-KNOW, the Hartford Central School District is notifying every parent of a student in a Title I school that you have the right, and may request, information regarding the professional qualifications of your child's classroom teacher. This information regarding the professional qualifications of your child's classroom teachers can include the following:

1. Whether the teacher has met the NYS qualification and licensing criteria for the grade levels and subject areas in which the teacher provides instruction.
2. Whether the teacher is teaching under emergency or other provisional status through which NYS qualification or licensing criteria have been waived.
3. The baccalaureate degree major of the teacher and any other graduate certification or degree held by the teacher, and the field of discipline of the certification or degree.
4. Whether the child is provided services by paraprofessionals and, if so, their qualifications.

Currently, all faculty members employed by the Hartford Central School District within the Title I programs meet the qualifications of "highly qualified," as defined by the Federal Government.

Potential Use of Pesticides

The Hartford Central School District is required to maintain a list of persons in parental relation, faculty, and staff who wish to receive 48-hour prior written notification of certain pesticide applications. The following pesticide applications are not subject to prior notification requirements:

- a school remains unoccupied for a continuous 72-hours following an application
- anti-microbial products
- nonvolatile rodenticides in tamper resistant bait stations in areas inaccessible to children
- silica gels and other nonvolatile ready-to-use pastes, foams, or gels in areas inaccessible to children
- boric acid and disodium octaborate tetra hydrate
- the application of EPA designated biopesticides

- the application of EPA designated exempt materials under 40CFR152.25
- the use of aerosol products with a directed spray in containers of 18 fluid ounces or less when used to protect individuals from an imminent threat from stinging and biting insects including venomous spiders, bees, wasps, and hornets

In the event of an emergency application necessary to protect against an imminent threat to human health, a good faith effort will be made to supply written notification to those on the 48-hour prior notification list. If you would like to receive 48-hour prior notification of pesticide applications that are scheduled to occur in the school, please complete the form below and return it to Kevin Lovely, Head of Buildings and Grounds Maintenance, Hartford Central School District. Mr. Lovely, the school pesticide representative, can be reached at 518-632-5222.

Request for Pesticide Application Notification Form

If you are a person in parental relation list the school(s) your child(ren) attend(s): _____

If you are a school employee list the school(s) or building(s) regularly worked in: _____

Name: _____

Address: _____

Day Phone: _____ Evening Phone: _____

E-Mail Address: _____

The Hartford Central School District uses an integrated pest management (IPM) approach to pests, which is recommended by the NYS Education Department and the US EPA.

SchoolTool Parent Portal Access Request Form

In order to protect the privacy and confidentiality of our students' records, all parents/guardians who would like to gain access to the SchoolTool Parent Portal are required to complete this form and return it in person to the Guidance Office. For security purposes, a photo ID is required when returning this form. Parents/Guardians are required to adhere to the following SchoolTool Parent Portal guidelines:

- Parents/Guardians will access data solely in regard to their child(ren)
- Parents/Guardians will not access any account assigned to another user
- Please do not share your password with anyone, including your children
- Please do not allow your computer to "remember" your Parent Portal password

Parent/Guardian Name (one per form): _____

Parent/Guardian Home Address: _____

Parent/Guardian Email Address (Required): _____

Only one email per application. Your email address will be your user name.

List all children who are/will be enrolled within Hartford Central School District	Your relationship to the student	Reside with the student? (yes or no)	Grade

You only need to complete this form once. New children will be automatically entered.

I have read the SchoolTool Parent Access Form and agree to abide by and support the guidelines. I certify that all of the above information is true and I have legal authority to access the records of the student(s) listed above.

Signature: _____ **Date:** _____

Important: Once the information on this form is received and processed, you will receive notification via email that your SchoolTool Parent Portal account has been created. The email will also contain instructions to complete the registration process.

For Office Use Only

Date Received: _____ ID Verified: by Whom? _____

Account Created Date: _____ By: _____

BACK PACK PROGRAM AND COMFORT CLOSET

The school is entering its seventh full year participating in the Backpack Program. The program is run in conjunction with the Regional Food Bank of Northeastern New York, and provides students from food insecure homes with nutritious, child friendly meals on weekends, when other supplemental food programs are not available.

The need for this program was recognized by faculty and staff who took action and sought sponsors to launch the program. There continues to be a generous outpouring of support for the initiative that includes numerous donations from community members, HCS retired teachers, Hartford Food Pantry, Hartford United Presbyterian Church, First Baptist Church Thrift Shoppe, Hartford UMC, Hartford Ridge Riders, many of our school student clubs, and the Adirondack League.

The food for the backpacks is picked up

and packed on Thursdays with the help of Mrs. Shaw, Mrs. Harrington and Key Club members for Friday distribution. Each bag contains approximately ten different purchased foods designed to provide nutrition and calories for the children over the weekend. These are kid-friendly, shelf-stable foods that require no preparation or refrigeration. Children can just “open and eat” without adult supervision.

The Backpack Program at Hartford Central School currently assists over 25 students. There is never a waiting list to receive this service as students can be added at any time. Since the program’s implementation, teachers noticed a significant improvement in the well-being of participating students. If you would like to make a monetary donation to support the Backpack program at Hartford Central School, please make all checks payable to the Regional Food Bank of Northeastern NY

and write Hartford Backpack Program in the memo. Checks can be mailed to: Regional Food Bank, 965 Albany- Shaker Road, Latham, NY 12110



In addition to the Backpack program, we also have the Comfort Closet, which offers free toiletries for any student (UPK-12) that might find themselves in need of items (shampoo, soap, deodorant, toothpaste, toothbrushes, etc). The Comfort Closet is located in the Guidance Office, and students are available to stop in and take what they need during their free periods. The Comfort Closet was established by the National Junior Honor Society in 2022 and is sustained through donations.

6TH GRADE SUPPLY LISTS

Home & Careers - Mrs. Barnard

- 1 notebook
- Pen or pencils

Math/Science - Mrs. Sutliff

- 1 small pencil sharpener
- 2 packages of pencils
- 1 highlighter of any color

Social Studies & ELA - Mrs. Burch

- 1 BLUE 2-inch binder
- 10 dividers for binder
- 1 package lined paper
- 16 blue and black pens (8 for home and 8 for school)
- 1 package of 100 lines 3x5 index cards
- 1 BLUE spiral subject notebook
- 1 set of headphones

Technology Class - Ms. Stewart

- (1) 1” three-ring binder
- (1) one gallon zip lock bags
- Pens/Pencils

Junior Chorus Concert Dress Clothes - Mrs. Dougher

Boys

- Black pants
- White shirt
- Dark dress shoes

Girls

- Black skirt or dress pants
- White blouse (no spaghetti straps)
- Dark dress shoes

Junior Band Concert Dress Clothes - Mrs. Schultz

Boys

- Black pants
- Dark dress shoes
- White dress shirt

Girls

- Black pants or skirt (below the knee)
- Dark dress shoes (closed toe)
- White dress shirt (no spaghetti straps)

DISTRICT-WIDE COMMUNICATION TOOLS

National Federation of High School Sports (NFHS)

The district is pleased to continue its partnership with the National Federation of High School Sports (NFHS) and have the ability to stream our indoor interscholastic events through their online platform.

The NFHS Network is the leading online streaming platform for high school sports throughout the country. All NFHS Network events are available to watch online at www.NFHSnetwork.com and through the NFHS Network Mobile Apps for iOS and Android, and our TV Apps for ROKU, Amazon Fire, Google TV and Apple TV.

A NFHS membership is needed to access our games and the district has negotiated a discounted rate for our families. Memberships will cost \$40 for the year and include:

- All home Varsity, JV, and modified volleyball, boys' basketball, and girls' basketball games
- Viewing rights to all NFHS Network supported content throughout the country, including:
 - Any streamed sectional level contents
 - All NYS Championship level contents

For additional information about the features and benefits please visit nfhsnetwork.com.

To purchase a membership, please contact the Middle/High School Office at 518-632-5222.



SchoolTool Parent Portal

Parents/Guardians have the ability to view their child's information online anytime. Please see page 10 for the registration form to view your child's:

- Schedule
- Grades
- Attendance
- Report Cards
- 3-8 Assessment Results
- Emergency Contacts



School Messenger System

In order to help facilitate timely notices, the district is using an automated notification system that has the ability to call parents and guardians with important information and opportune reminders. To ensure you are receiving all messages, please update the district whenever you change your home and/or cell phone numbers.

Please note: This system is only available for parents and guardians. However, in emergency situations, messages will be sent to everyone listed in the student's emergency contact list.

State Education Monthly Newsletter

Parents are invited to sign up to receive the latest updates from the State Education Department. Updates include the "News and Notes" monthly newsletter and other important updates from Commissioner Rosa and the State Department of Education. Follow these instructions to subscribe to listserv:

- Send an e-mail message to LISTSERV@LISTSERV.NYSED.GOV
 - The body of the message must read:
SUBSCRIBE PARENTS <Your Name>
 - Example: SUBSCRIBE PARENTS Jane Smith
- You will receive an e-mail confirming your subscription.

Website and Social Media Accounts

- Hartford Central School District's website: www.hartfordcsd.org
- Twitter: @HartfordCSD
- Facebook: Hartford Central School
- YouTube: Hartford Central School District Media Account

District Newsletter

The school district newsletter is compiled in November and May (budget newsletter). If the need arises, a single page flyer may be produced in-house to provide you with specific information. If you know of someone in the district who is not currently receiving the newsletter, please have them contact the district office at 518-632-5222 with name and address.



HARTFORD

CENTRAL SCHOOL DISTRICT

TANAGER PRIDE DAYS

Show your Tanager Pride by wearing your Tanager apparel, or other black and red apparel on the dates below. Have fun! Be creative!

September 22

October 27

November 21

December 21

January 25

March 1

March 28

April 26

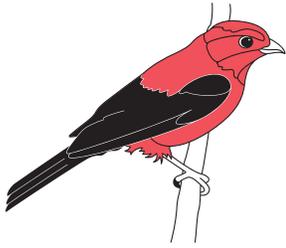
May 31

June 21



Keep up with the latest school news at hartfordcsd.org





SCHOOL YEAR Calendar

Marking Periods

	Week	Quarter
End 1 st Marking Period	10/06/23	11/09/23
End 2 nd Marking Period	12/15/23	1/26/24
End 3 rd Marking Period	3/08/24	4/12/24

September 23

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30

October 23

S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

November 23

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30		

December 23

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

January 24

S	M	T	W	T	F	S
1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30	31			

February 24

S	M	T	W	T	F	S
				1	2	3
4	5	6	7	8	9	10
11	12	13	14	15	16	16
18	19	20	21	22	23	24
25	26	27	28	29		

March 24

S	M	T	W	T	F	S
					1	2
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

April 24

S	M	T	W	T	F	S
1	2	3	4	5	6	
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May 24

S	M	T	W	T	F	S
			1	2	3	4
5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

June 24

S	M	T	W	T	F	S
						1
2	3	4	5	6	7	8
9	10	11	12	13	14	15
16	17	18	19	20	21	22
23	24	25	26	27	28	29
30						

July 24

S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

- 7/4 Independence Day
- 9/4 Labor Day
- 9/5 Superintendent's Conference Day
- 9/6 Classes Begin
- 10/9 Columbus Day
- 11/9 Emergency Early Release Day
- 11/10 Veterans Day Observed
- 11/22-24... Thanksgiving Recess
- 12/22 Holiday Recess Begins
- 1/2 Classes Resume
- 1/15 Martin Luther King, Jr. Day
- 1/23-1/26.. New York State Regents Exams
- 1/26 Superintendent's Conference Day
- 2/19-2/23.. Mid-Winter Recess
- 3/29 Good Friday
- 4/1 - 4/5 ... Spring Recess
- 5/3 Superintendent's Conference Day
- 5/27 Memorial Day
- 6/4 New York State Regents Test Day
- 6/14 -6/26. New York State Regents Test Days
- 6/19 Juneteenth
- 6/25 Last Day of Classes
- 6/26 Superintendent's Conference Day
- 6/28 Graduation
- 7/4 Independence Day

LEGEND

- No school for students and faculty
- Emergency Early Release Day
- Regents Testing Days **Bold**
- Superintendent's Conference Day (no school for students)

A Note About Absences

On a day when your child is absent from school, please notify the attendance office at your earliest convenience at 518-632-5222.

Elementary Office ext. 101
Middle/High School Office ext. 307

ELEMENTARY SUPPLY LISTS

Kindergarten - Mrs. Genevick & Ms. Anderson

- Art shirt
- 1 plastic pencil box
- 3 boxes of 24 crayons
- 4 large glue sticks
- Scissors (Child's Fiskars)
- (5) #2 pencils
- Erasers (not pencil top)
- 1 adult tube sock (to be used as an eraser)
- 1 package of *fine tip* dry erase markers
- Headphones*
- \$4.00 for F.I.S.H. Folder

First Grade - Ms. LeBaron & Mrs. Thomas

- 2 plastic two-pocket folders (not red)
- Eraser
- 1 box of crayons (24 or less)
- 2 different color highlighters
- Approximately (15) #2 pencils - not mechanical
- 1 pencil box (not zipper closure)
- 1 pair of "child size" headphones
- 1 box of Zip Lock *sandwich* bags (**Boys only**)
- 1 box of Zip Lock *snack* bags (**Girls only**)
- 1 glue sticks
- 2 dry erase markers (fine tip)
- 2 packages of Post-It notes
- Scissors (Child's Fiskars)

Second Grade - Mrs. Lawrence & Mrs. Talmadge

- #2 pencils sharpened (not mechanical)
- 2 boxes of Crayons
- Glue sticks
- Erasers
- 1 plastic homework folder
- 2 highlighters
- 1 small pencil box
- 1 pencil pouch
- 1 pencil sharpener with shaving container
- 2 pairs of scissors
- Headphones
- 1 box of Zip Lock sandwich bags
- 1 pad of 3" x 3" Post-It notes

Please label all items

Please be advised that items for grades K-5 are requests from each teacher and are not intended to cause any kind of financial hardship. If you need assistance in supplying these items, please contact Mrs. Mannix so she can make confidential arrangements to do so. We typically have some backpacks and supplies donated by retired teachers and outside agencies. Please call Mrs. Livingston at 518-632-5222 extension 101 to check on the availability of these school supplies. Also, Staples has great deals throughout the summer - watch for their sales fliers!

Please note that Book Lists/Media Lists are available upon request from each classroom teacher.

Third Grade - Mrs. Vanier & Mrs. Simmons

- #2 pencils
- 1 pencil bag or crayon box
- 1 box of crayons or colored pencils
- 4 large glue sticks
- 1 two subject spiral notebook
- 1 pair of scissors
- 3 pocket folders (1 red, 1 blue, 1 yellow)
- 1 vinyl pocket folder
- 1 package of dry erase markers
- 1 pair of headphones for computer use
- 1 two-pocket folder (for music)
- Please bring \$6.00 to Mrs. Dougher in September to purchase a Yamaha Recorder through the Music Department
Please label all items

Fourth Grade - Mrs. Lynch & Ms. Pedone

- 6 plastic pocket folders (1 blue, 1 red, 1 yellow, 1 green, 2 any color)
- 1 pair of scissors
- 2 packages of Colored pencils (24 pack)
- 1 pencil pouch
- #2 pencils (not mechanical and at least 24 pencils)
- Erasers
- 1 blue Composition notebook (at least 80 pages)
- 1 blue one-subject spiral notebook
- 4 packages of glue sticks
- 1 highlighter
- Headphones* (if not sent to 4th grade from 3rd grade)
- 1 package dry erase markers
- 1 package of loose leaf paper
- Headphones (if not already sent from 4th grade from 3rd grade)
- Recorder for Music; \$6.00 to purchase one if you do not have one from 3rd grade

Please do not label any folders or notebooks - this will be done together in class.

Fifth Grade - Mrs. Headwell & Mr. MacDougall

- Colored pencils
- 2 packages of #2 pencils
- 1 package of wide-ruled loose leaf lined paper
- 4 two-pocket folders (1 blue, 1 red, 1 green, 1 orange)
- 1 sturdy plastic homework folder
- 1 package of dry erase markers
- 3 marble Composition notebooks (1 red, 1 blue, 1 black)
- 1 set of sticky notes
- 1 pair of scissors
- 1 handheld pencil sharpener
- 2 packages of glue sticks
- 1 pencil pouch (no pencil boxes)
- Headphones (if not sent from 4th to 5th grade)
- 1 package of index cards
- 1 package of highlighters

Please do not label any folders or notebooks - this will be done together in class.

ATTENTION: All Grades K-5

Elementary Art with Mrs. Holl

Art smock (an adult large old t-shirt works well)

HARTFORD

CENTRAL SCHOOL DISTRICT

4704 State Route 149, Hartford, NY 12838
518-632-5222 • www.hartfordcsd.org

Administration

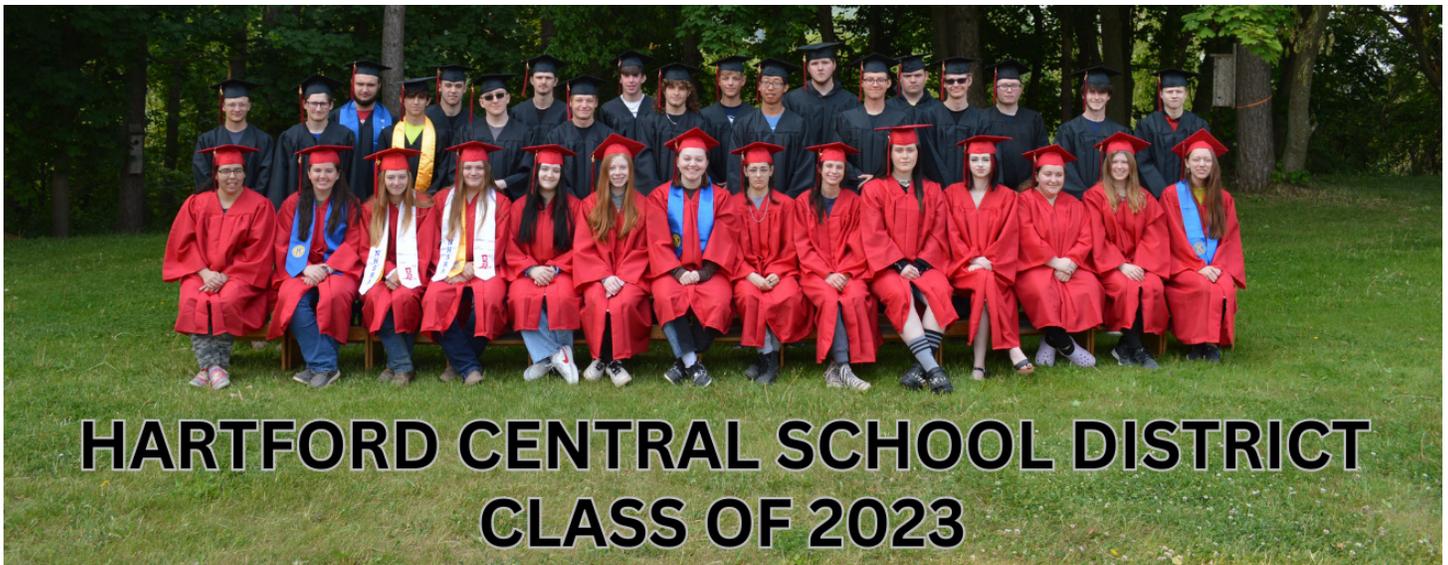
Andrew Cook, Superintendent
Shelley Dupuis, Middle/High School Principal
Bethellen Mannix, Elementary Principal

Board of Education

Philip Jessen, President
Janine Thomas, Vice-President
Adam Fish
Ron Smith
Ashley Happy

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Please join us in congratulating our recent graduates. We wish them all the best in their future endeavors!

Sophia Anderson, SUNY Adirondack
Zachary Backus, SUNY Adirondack
Cody Baker, employment
Jayden Benoit, employment
Brandon Benson, employment
Brett Birkheimer, employment
Joe Charland, Jr., undecided
Mason Forbes, University of New England
Raymond Harrington, SUNY Adirondack
Madison Hitchcock, Kentucky Horseshoeing School
Kaylin Holcomb, SUNY Purchase
Douglas Holcomb, Jr., employment
Tarina Hunt, SUNY Adirondack
Marissa Jones, SUNY Oswego
Tyler Jones, SUNY Polytechnic Institute
Natalie Keeley, SUNY Adirondack
Soleia Lamoureux, Syracuse University
Taylor Moore, SUNY Adirondack

Ryan Morrow, SUNY Cobleskill
Jeffrey Panoushek, University of Northwestern Ohio
Addison Potts, SUNY Adirondack
Hongxu Qian, University of Connecticut
Hannah Rogers, SUNY Adirondack
Javen Rozelle, CTE/employment
Secora Saunders, SUNY Adirondack
Dagan Schult, SUNY Adirondack
Timothy Shields, Jr., United States Air Force
Drake Stewart, employment
Carson Strainer, University at Albany
Lily Vadnais, Hudson Valley Community College
Robert Veach, SUNY Adirondack
Colin Wamer, SUNY Adirondack
Caden West-Venner, employment
Mariah Willette, employment
Taylor Wooddell, SUNY Morrisville