

Superintendent – Thomas W. Abraham  
Elementary Principal – Bethellen Mannix  
High School Principal – Andrew Cook

*HARTFORD CENTRAL SCHOOL DISTRICT*  
**Hartford, New York**

Minutes of Regular Board of Education Meeting May 16, 2011

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

**Board Members Absent:** – none

**Guests:** – Mr. Farley and members of Mr. Farley's history class, Mrs. Combs, Mr. Keeley, Mr. and Mrs. Eastman, Mr. Haff, Mr. Gibson, Ms. Petit, Ms. Stewart

**1.0 Call to Order** – Mr. Brian Getty, Board of Education President at 7:00 PM

**2.0 Prayer** – Mr. Jessen – followed by the Pledge of Allegiance

**3.0 Welcome** – Mr. Getty

**3.1 Student Recognition** – The Crandall Library sponsored an art competition entitled Friends of Crandall Library for a logo design. I am pleased to announce that *Kristina Eastman* won the competition for the design.

**3.2 Public to be Heard**

**4.0 Review and Approval of Minutes**

**\*4.1 Minutes from the April 11, 2011 Regular Board of Education Meeting** – The Board of Education approved the minutes from the April 11, 2011 Regular Board of Education Meeting. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 5-0

**\*4.2 Minutes from the April 25, 2011 Special Board of Education Meeting** – The special meeting was held at 7am in the morning to vote on the BOCES Administrative Budget and BOCES Board of Education members. – The Board of Education approved the minutes from the April 25, 2011 Special Board of Education Meeting. Motion made by Mr. Jessen and seconded by Mrs. Thomas. Approved 5-0

**5.0 Financial Reports**

**\*5.1 Treasurer's Report**

**\*5.2 Warrants**

**\*5.3 Cafeteria Report** – The Board of Education approved the financial reports. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 5-0. Dana Haff asked what the calendar year for the school was – answer was July 1 – June 30<sup>th</sup>. Mr. Fish inquired about the Adult Ed account – answer was this account goes up and down depending on when ACC bills us.

**6.0 Superintendent's Report**

**\*6.1 Notification from SED Regarding Compliance Issues** – Earlier this year, the State Education Department reviewed documentation regarding suspension of students with disabilities and our processes for scheduling pre-school special education meetings to insure we are in compliance. As you can see from the response letter, the District is in compliance.

**\*6.2 Notification of 2003-04 Audit Completion** – As I have mentioned in the past, the State Education Department conducts audits of all of our financial records and reports to insure they have state aid is accurate. The department just completed the audit for the 2003-04 School Year regarding STAC forms (Special Education Data) and determined the state did not meet its fiscal obligation regarding state aid claims. Therefore, the state owes the District another \$23,000+. The amount indicated will be payable when the funds become available. This amount brings the total owed by the state to the District to approximately \$210,000. I would anticipate that as the state continues to move forward with their audits that number will increase.

Please remember that when they complete audits and owe us, they will pay only when the funds become available (usually 7 to 10 years out) and if they determine they have overpaid us, the funds are deducted from current aid payments.

**6.3 Boy's State Cooperation** – Earlier this month, I received a request from the American Legion to provide a bus to transport boy's state participants to Morrisville. The American Legion will pay for the cost of the driver and for the bus. This is a worthwhile endeavor for the students involved so I approved the request since it is at no cost to the District. Once the bus has arrived in Morrisville, it will be parked in a secure area. The legion will then transport the driver home. At the end of the conference, the driver will be transported back to Morrisville to pick up the bus and bring all of the participants back to the area. Our bus will not be used while parked in Morrisville.

**\*6.4 Informational Packet** – There are several items of interest for your review this month.

**Item #1 – Science Grades 4 and 8 and Social Studies Grades 5 and 8 State Assessment Results** – In your packet you will find a breakdown of our state assessment results for the grade levels and subjects indicated. When compared with the area schools, we fair very well. For example, our Science 4 results indicated that 94% of our students scored at levels 3 and 4; while 89% of our 8<sup>th</sup> graders scored at levels 3 and 4 on the science assessments. Social Studies at grade 5 were excellent with 96% of our students scoring at levels three and four.

**Item #2 – Response from SED Nutrition Audit** – At the last board meeting, I shared with you the Nutrition Audit results and my response to the audit. As you can see, the auditor has indicated we are in compliance. Mrs. Thomas wanted to know if the cafeteria served wholegrain products and could there be a chance that students could taste (sample) food for future menus.

**Item #3 – School Law Bulletin (3)**

**Item #4 – NYSIR Newsletter**

**Item #5 – Notification Regarding Special Interest Rate Status** – This is a notification regarding the District's qualifications for a reduced percentage rate on future building and renovation projects. The special rates are directly related to district income levels. As you can see from the report, we do not qualify for the special rates.

**Item #6 – Commissioner's Decisions** – There are three sustained decisions this month for your review.

**Item #7 – NERIC Contact Information** – The Northeast Regional Information Center has gone through some restructuring due to the new testing requirements. I have provided an informational list of the various contacts.

**Item #8 – New York Times Article** – This article deals with the issue of mandates faced by school districts.

**Item #9 – NYSCOSS Response to APPR Regulations** – As the board is aware, Districts will face new requirements regarding Annual Professional Performance Review Regulations on all staff. The public comment period is coming to a close and I have attached a copy of a document reflecting five areas of concern not only for the New York State Council of Superintendents, but the New York State School Boards Association.

## **6.5 Board of Education Questions, Comments, and/or Concerns**

## 7.0 Principals' Reports

7.1 Elementary Report – **Mrs. Mannix** - Elementary Principal's Report BOE Meeting May 16, 2011 - April Bus Riders of the Month, April 28<sup>th</sup>: Elementary students joined the MS/HS students in raising money for March of Dimes by paying \$1 to wear a baseball cap - \$185 was raised, May 1<sup>st</sup> – 7<sup>th</sup> Teacher and Staff Appreciation Week-Thank you to PTA for bringing in the treats for everyone! May 6<sup>th</sup>: Local Spelling Bee Grades 4-8 - Anna Ward (grade 6)-winner, Kevin Cass (grade 6) - runner-up PTA donations: Stewart's ice cream certificates and savings bonds for the winner and runner-up. Anna will represent Hartford at the Regional Spelling Bee on June 1<sup>st</sup>, May 9<sup>th</sup> through June 6<sup>th</sup>: 4 Spring Enrichment Classes for grades 3-6, 4<sup>th</sup> grade newsletter, April Young Scholars news, 4<sup>th</sup> grade science (Maggie): they are incubating/hatching chicken eggs again this year from the Wicks' Family. Five chicks hatched today and the rest maybe tomorrow. 2<sup>nd</sup> grade butterflies (Jenn) Grandparents' Breakfast is this week: May 17<sup>th</sup>, 18<sup>th</sup> and 19<sup>th</sup> (sponsored by Elementary Student Government and the cafeteria) PTA Basket Raffle, Open House, Scoops for Scholars, Budget Vote: May 17th in the evening, May 18th: Dax (from the Phantoms Hockey Team) will present a Healthy Living Assembly, May 23rd: Spring Fun Run after school, May 26th: Tanager Voices Concert 6:00, as well as students on the recorders and piano, State Testing update (ELA, Math, Field Test, Science), June 1st: Kindergarten Round-Up, May 24th: Bike Rodeo (rain date May 25th) The Hartford Star Spring Edition, Star Reporters Math-a-Thon, June 5th: Family Fun Day sponsored by PTA from 10:00-4:00, June 14th: Elementary Awards Ceremony, 9:00am Academic Awards 1:00pm Special Area Awards Local Spelling Bee Participants May 6, 2011 Grade 4 (Mrs. Ward) Brendan Petit, Kyle Eastman, Alternate: Alexandria Wade, Grade 4 (Ms. Donohue) Andrew Euber, Bradley Burch, Alternate: Rosemary Huntington, Grade 5 (Mrs. Cosh) Tyler Smith, Rachel Yattaw, Alternate: Adam Mitchell Grade 5 (Mrs. Dupuis) Jared Nix, Sophia Olsen Alternate: Patricia Fioretti, Grade 6 (Mrs. Burch) Anna Ward – 1<sup>st</sup> place, Jeffrey Bard, Alternate: Jessica Getty, Grade 6 (Ms. Harke) Kevin Taylor Cass – runner up, Winston Getty, Alternate; Ryan Kibling, Grade 7 (Mr. Frampton) Brianna Getty, Jacob Nix, Bianca Martin, Grade 8 (Mr. Frampton) Kurt Clauder, Kyle McCarthy, Bridget Burch. Regional Spelling Bee will be held in Saratoga Springs June 1<sup>st</sup> at 7 pm. During April, grades 4-8 classroom teachers conducted Classroom Spelling Bees. Two winners from each classroom participated in the Local Spelling Bee on Friday, May 6<sup>th</sup>. I am writing to congratulate you and Anna Ward for a job well done! PTA will be giving her a Savings Bond for her accomplishment. She will do a fine job representing Hartford at the Regional Spelling Bee sponsored by BOCES. The Regional Spelling Bee will include students from several school districts in grades 4-8 and will be held on Wednesday, June 1<sup>st</sup> at 7:00pm in the Lake Avenue Elementary School Auditorium in Saratoga Springs. What are the Hartford Gifted and Talented Students up to? The Fort Ann/Hartford Young Scholars will examine the events leading up to, and including the 1770 Boston Massacre, or as it is known by the British, "The Incident on King Street." A detailed mock trial will include student portrayals of actual witnesses in the case, copies of period illustrations by Paul Revere, and the judgment as to which side was ultimately responsible for the shooting of five civilians. They will also be reading and discussing Reginald Rose's play *Twelve Angry Men* which will form the basis of their May original trial writing assignments. The second grade classes have been studying the life cycles of butterflies and today got to release approximately 30 painted lady butterflies into their natural environment. They received the caterpillars and got to watch them develop into their chrysalises and then hatch into butterflies. It is a great project and the kids really enjoy watching the whole process! *The Hartford Star* The Star Reporter award will be awarded at the end of each newspaper. This edition the award goes to two students who work very well together. They came up with their own topic and completed their article in a timely manner. I am very impressed with their creativity and hard work. This edition the STAR REPORTER award goes to Rylie Liebig and Valerie Keeley. Honorable Mention goes to: Gavon Darfler, Thomas MacDuff, Diahjanae Walker Madelynn Lanphear We recently completed our Math-a-thon program, America's largest education-based fundraiser, which was open to all volunteers in grades K-6. Hartford has participated in this fundraiser since 1986 and has helped raise over \$65,000 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. All Math-a-thon participants receive a Certificate of Participation. Students who have raised \$35 or more will also receive a t-shirt and a free day pass to the Great Escape or any of the Six Flags theme parks. There are additional prizes for those students who earn more than \$75. This year we had 57 participants raise a total of \$3,615. A culmination ceremony has been scheduled for the end of May 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.

**7.2 Secondary Report** – Mr. Cook - Hartford Central School District Board of Education Meeting - 5/16/11 - I would first like to thank Mrs. Whitney for all her hard work organizing the state testing. With the Math and ELA exams in back-to-back weeks in May, along with state field tests to immediately follow, this was a huge undertaking and I really appreciated all her hard work. Also, I would like to recognize Mrs. Darlene McCane and all her efforts in assisting Mrs. Whitney. On April 12<sup>th</sup> we held our middle school "Strive-4-Five" event in which over 80 middle school students were invited to attend. I would like to thank Mrs. Harrington and Mrs. Shaw for all their hard work in organizing this wonderful event. April 14<sup>th</sup> was the Junior/Senior Band and Chorus Spring Concert. Congratulations to all our student performers on a wonderful evening. April 28<sup>th</sup> was the Language Fair - this was the first time that we held the event in the evening, and the feedback has been very positive. Congratulations to all our students on their wonderful projects. Over the past two weeks we have issued our first-ever A.P. exams - congratulations to Mr. Flower and Mrs. Phillips on surviving the first year of A.P. Our students should know their results in July. Friday, May 6<sup>th</sup> was the annual spelling bee. Congratulations to Anna Ward for winning the event and to Kevin Cass for his second place finish. Mrs. Burch asked me to announce that this is the third year in a row that a member of the 6<sup>th</sup> grade class has won the bee! Hartford staff and students participated in the "Ball Caps for Babies" on April 28<sup>th</sup>. Participants paid one dollar to wear a hat for the day and raised \$187 for the March of Dimes. This is an extremely busy time for the Middle/High School and to try and save some time I have attached a listing of upcoming events - Hartford Central School District Middle/High School: *Upcoming Events* May 17<sup>th</sup> Budget Vote, Hartford Faculty Association "Scoops for Scholarships" and Open House Event, Red Cross Blood Drive - Sponsored by the Key Club, May 19<sup>th</sup> Adirondack Area School Boards Association Dinner, May 21<sup>st</sup> Coronation and Prom, May 23<sup>rd</sup> Spring Fun Run June 3<sup>rd</sup> FFA Banquet June 6<sup>th</sup> 8<sup>th</sup> Grade Science Exam June 7<sup>th</sup> Spring Sports Awards Night June 9<sup>th</sup> "Broadway Memories" - Music Department Fundraiser June 13<sup>th</sup> Middle/High School Academic Awards Assembly Middle School Field Day Hypnotist Event - Yearbook Fundraiser June 14<sup>th</sup> Last Day of Classes for Grades 7-12 June 15<sup>th</sup> Regents Exams Begin June 19<sup>th</sup> Baccalaureate Ceremony June 24<sup>th</sup> Graduation

## **8.0 Old Business** – No Old Business to Conduct

## **9.0 New Business**

**\*9.1 CPSE/CSE Recommendations** – There are several recommendations for your consideration this month. As always, should there be a question regarding any of the recommendations the item or items in question should be tabled for discussion in Executive Session. – The Board of Education accepted the recommendations from the CPSE/CSE Committee. Motion made by Mr. Jessen and seconded by Mrs. Thomas. Approved 5-0

**\*9.2 Appointment of New Internal Auditor** – Earlier this year, the Board of Education appointed Greg Deffenback as an internal auditor as required by regulations. Mr. Deffenback has since accepted a position as a School Business Official in the Albany area. Therefore, it is necessary to appoint a new Internal Auditor. The individual that is being recommended worked for the comptroller's office and has expertise in auditing. (As you can also see, contractually he will be less expensive than the previous auditor). – The Board of Education appointed Mr. Alan Prindle as the District's Internal Auditor for the 2011-12 School Year. Stipend for Mr. Prindle will be consistent with his letter of application. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 5-0

**9.3 Rescinding of February Board of Education Action** – At the February Board of Education Meeting, the board voted to reduce three instructional positions by .2FTE. The three positions were in Foreign Language, Science, and Art. Due to the Memorandum of Agreement with the Faculty Association, and the additional budget work for 2011-12 it is now possible to reinstate those positions. – The Board of Education rescinded its action of February 2011 reducing three instructional positions to part-time and reinstates each staff member to full time status. Motion made by Mrs. Thomas and seconded by Mrs. Steves. Approved 5-0

**\*9.4 Surplus Excess Property** – I have enclosed a copy of a memo from Ryan Nerp regarding old musical instruments. As you can see from the memo, the instruments are no longer useable and he wishes to use them to practice repair. – The Board of Education declared the instruments listed as excess

surplus property and grant permission that they be used for practice repair. Motion made by Mr. Jessen and seconded by Mrs. Steves. Approved 5-0

**\*9.5 Review and Approval of Disaster Recovery Plan** – Several months ago, the State Comptroller's Office audited Hartford Central School District. As the board may remember, one of the areas audited was the District's technology program. One of the deficient areas was the lack of a Disaster Recovery Plan. The computer coordinator and district's technician have been working on putting such a plan together using a template supplied by the state (it did take some time for the template to be sent). The plan was finalized and is ready for your review and approval. Please note the area that mentions the District's Website will be changed in the next few months as we move forward with redesign. – The Board of Education approved the Disaster Recovery Plan. Motion made by Mr. Jessen and seconded by Mr. Fish. Approved 5-0

**\*9.6 Overnight Fieldtrip Request** – The 12<sup>th</sup> Grade L.A.S. class will attend a "Mock O.A.S." at Plattsburgh University June 5-7, 2011. – The Board of Education approved the field-trip request of the 12<sup>th</sup> Grade L.A.S. class 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

**10.0 Executive Session** – Recommend the Board of Education adjourn to Executive Session to discuss personnel matters. Motion made by Mr. Jessen and seconded by Mrs. Thomas. Approved 5-0 at 7:45 pm.

**11.0 Adjournment** – Board returned to open session at 8:38 pm on a motion from Mr. Jessen second by Mrs. Thomas. Approved 5-0. Mr. Getty announced the board discussed specific personnel issues and matters pertaining to litigation.

No further action taken by the board. Board adjourned at 8:39 pm on a motion from Mr. Jessen seconded by Mrs. Thomas. Approved 5-0.

Respectfully submitted,

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Marjorie M. Durling  
District Clerk