

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 September 19, 2011

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

**Board Members Absent:** – Mr. Brian Getty, President arrived at 7:20 pm

**Guests:** – Sean Farley, Phil Gibson, Shelly Dupuis, Renee Smith, Maggie Cosey, Elizabeth Emblidge, Lynette Dougher

**1.0 Call to Order** – Vice-President Mrs. Janine Thomas at 7:00 PM followed by the Pledge of Allegiance

**2.0 Prayer** – Mr. Jessen

**3.0 Welcome** – Mrs. Thomas

**3.1 Public to be Heard** – Mr. Gibson asked if the school was going to take student to the Civil War Museum – Mr. Abraham said that we try to bring a group there every year.

**4.0 Review and Approval of Minutes**

**\*4.1 Minutes from the August 15, 2011 Regular Board of Education Meeting** – The Board of Education approved the minutes of the August 15, 2011 Board of Education Meeting. Motion made by Mr. Jessen and seconded by Mr. Fish Approved 4-0

**5.0 Review and Approval of Financial Reports**

**\*5.1 Treasurer’s Report** – The external auditor has not completed the final audit of the 2010-11 School Year, nor has he returned any of the filed documentation. Therefore, a treasurer’s report cannot be given at this time.

**\*5.2 Warrants**

**\*5.3 Cafeteria Report** – The board approved the financial reports as presented. Motion made by Mr. Jessen and seconded by Mr. Fish Approved 4-0

**\*5.4 Budget Summary** – This is the first budget summary for the year presented for your review and inquiry. – No Action Necessary

**6.0 Superintendent’s Report**

**6.1 Opening Day Enrollment** – Tuesday, September 6<sup>th</sup> was the first day of school for students. The day went smoothly with the usual – help me find my locker; help me open my locker, etc. Enrollment for the opening was 486 K-12 with an additional 19 in our Pre-K Program.

**\*6.2 NYSUT v State Education Department** – As you are aware, the State Education Department/Board of Regent enacted new regulations regarding the Annual Professional Performance Evaluation (APPR) process for all teachers statewide. Due to some of the language in the regulations the New York State United Teachers filed a lawsuit to prevent some of the pieces of the regulation from going into effect. NYSUT won its lawsuit with the judge ruling that portions of the regulations related to the use of state assessments as a means of evaluation not legal.

Oddly enough, the Department was informed prior to regulations being enacted that there would be a legal challenge to the specific provisions associated with assessments and that in all likelihood the department would lose. They refused to listen, which is nothing new, and lost as expected.

The department plans to appeal the judge's decision – expect them to lose again.

**\*6.3 Adirondack Area School Boards Association Meeting** – AASBA will be holding its first meeting of the school year on Thursday September 29<sup>th</sup>. As per the earlier announcement, they will not be holding the meeting as a full dinner meeting; instead, there will be a light buffet. Registration is due by September 23<sup>rd</sup>. The featured speaker will be Senator Little. Adam and I will be attending the meeting.

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

**Item #1 – Legal Notes for Education**

**Item #2 – Risk Management Audit** – Each year our insurance company, Utica National, visits to do a walk through to develop a risk assessment of the school property. As you can from the enclosed letter, the individual who did the assessment found no issues with the district.

**Item #3 – Letter from Judge and Duffy** – Last month, I gave the board a copy of an appeal a resident was filing with the courts against their current assessment. Because it has no direct impact the district, our legal counsel is advising she not be present for the proceedings – apparently, the legal fees would exceed what the district would have to pay should the individual win the case against the town and county.

**Item #4 – Letter from State FFA** – This is a letter thanking the school for sending FFA students to the leadership training this past summer.

**Item #5 – Commissioner's Decisions** – The new commissioner is picking up where the last one left off in dismissing appeals. There were thirty-three appeals to the commissioner (most dealing with residency or transportation) only three were sustained.

**Item #6 – ERS Notification from Comptroller** – The state comptroller has released a report that indicates the Employee Retirement System contribution will increase from 16.3 this year to 18.9 for the 2012-13 School Year. As you can see from the report, only a small portion of this increase will be exempt from the 2% tax cap. We can expect a similar increase in the TRS contribution rate as well.

**Item #7 – Board of Regent Announcement on Testing Protocols** – Apparently, it is beginning to dawn on the Board of Regent and Commissioner with the state assessments now being higher stakes for teachers and districts, there may be some security issues. The board is contemplating and discussing a change in protocols and security that would have an effect on smaller schools in particular. It should be of interest that they announce the possible changes with the introduction of the issues that occurred in Atlanta and Philadelphia – both large cities. It would appear small schools are going to have constraints put upon them due to bigger city problems.

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

**7.0 Principals' Reports**

**7.1 Secondary Report** – Mr. Cook – The Middle/High School had a very smooth opening of the school year. I would like to thank all the faculty, staff, and students for their hard work and cooperation to make this year's opening a success. In addition, I would like to thank the custodial staff for all of their hard work over the summer preparing the facilities for our students. The sophomores will be selling apples & cider from Borden's Orchard in Valley Falls this fall. Please email Ms. Naumann at bnaumann@hartfordcsd.org or contact a sophomore for details. Delivery will be the first week in October. This Friday, September 23<sup>rd</sup>, the FFA will be attending SUNY Cobleskill's High School Days with approximately 35 students touring the campus and competing in various contests. Upcoming Events: September 21<sup>st</sup> - QSP Fundraiser kick-off September 30<sup>th</sup> - FFA Chicken BBQ October 6<sup>th</sup> - Open House; October 7<sup>th</sup> - MS Activity Night (Science Club) October 9<sup>th</sup> - Senior Class Car Show October 15<sup>th</sup> - SPUD Run

**7.2 Elementary Report** – Mrs. Mannix – 8/24: Kindergarten Orientation was attended by the majority of Kindergartners and their parents. I would like to thank Mrs. Genevick, Mrs. Simmons, Mrs. Breault, Mrs. Sutliff, Mrs. Rock, Mrs. Howe, and Mrs. Smith (formerly Ms. Poirier) for attending and making this night possible. 8/29: Amy Thomas, new 1<sup>st</sup> grade teacher, had a *Meet and Greet* morning for her students. Most attended. 8/30: Allison Ward held a *Meet and Greet* for Pre-K students. Many attended. 9/6: First week of school went well. Mrs. Ward. Mrs. Jones and yes, Mrs. Stewart assisted Kindergartners for the first two days of school. 9/12: We have contracted with CWI this year in Mrs. Peck's Life Skills classroom. Brittany, CWI worker, will be presenting 80 minutes every other week, as well as taking the students on monthly tours to expose them to possible employment/career opportunities. 9/19: Phil Jackson came again this year to inflate his hot air balloon for the students. Mr. MacDougall

and I were the lucky ones who got a tethered ride! 9/20: I will start visiting classrooms to review the Code of Conduct with students, using the book. Have You Filled a Bucket Today? Important Dates: 10/6: Open House K-12 5:30-7:00 (Parents may go directly to classrooms) 10/21: 11:30 dismissal for Superintendent's Conference Half day 10/28: PTA Halloween Dance (\*\*PTA Meetings at 5:00 on 2<sup>nd</sup> Tuesday of each month)

## **8.0 Old Business**

- \***8.1 Second Reading – Revised Board of Education #700 – Transportation** – At the August meeting the Board of Education approved revisions to transportation policy. No other revisions are being proposed. – The Board of Education approved the second reading of the proposed revisions. Once approved, the policy will supersede all previous policies. Motion made by Mr. Jessen and seconded by Mr. Fish Approved 5-0

## **9.0 New Business**

- \***9.1 CPSE/CSE Recommendations** – There are a number of recommendations for your consideration this month. As always should there be a question regarding any of the recommendations, the item(s) should be tabled for discussion in Executive Session. – The Board of Education accepted the recommendations of the CPSE/CSE Committee. Motion made by Mr. Jessen and seconded by Mr. Getty Approved 5-0
- \***9.2 Resignation – Extra-Curricular Activity Class Advisor** – The Board of Education accepted the resignation of Ms. Sarah Bean as Junior Class Advisor, effective immediately. Motion made by Mr. Getty and seconded by Mr. Jessen Approved 5-0
- \***9.3 Extra-Curricular Appointments** – The Board of Education appointed the individuals listed to the positions indicated for the 2011-12 School Year. Stipends will be per Contract of Agreement.  
Jessica Lourie – Math League Co-Advisor  
Bonnie Naumann – Junior Grade Class Advisor  
Andrew Capone – Modified Softball  
Motion made by Mr. Fish and seconded by Mr. Jessen Approved 5-0
- \***9.4 Awarding of Woodchip Bid** – The District put out a request for proposals for woodchips. The District received two bids: one from Galusha the other from Gallivan LLC. Galusha only responded with a one year contract. Gallivan submitted proposal for five years. The final year listing (2015-16) is less per ton than Galusha's bid for the current year. – The Board of Education accepted the five year bid for woodchips from Gallivan LLC. Motion made by Mr. Getty and seconded by Mr. Fish Approved 5-0
- \***9.5 Retirement Resignation** – Mrs. Christine Jones began working for the District in 1980 and after a long career with the District has decided to retire effective December 31, 2011. – The Board of Education accepted the resignation of Mrs. Jones with regret and appreciation for years of service to the district. Motion made by Mr. Jessen and seconded by Mr. Fish Approved 5-0
- \***9.6 Approval of Internship** – Mrs. Tammy Rescott is in the process of doing an internship with the District at the High School. As the board is aware, Mrs. Rescott is a former employee who is completing her administrative degree work. There is no cost to the District for the internship. – The Board of Education approved Mrs. Rescott as an intern from September through December 2011. Motion made by Mr. Jessen and seconded by Mr. Getty Approved 5-0
- \***9.7 Resignation – Title I Reading** – The Board of Education accepted the resignation of Ms. Susan Matthews from her position as Title I Reading Teacher effective September 30, 2011. Motion made by Mr. Jessen and seconded by Mr. Fish Approved 5-0
- \***9.8 Excess Textbooks** – Mr. Cook has submitted a list of textbooks that are outdated and no longer used and has requested they be declared excess for disposal. – The Board of Education declared the textbooks listed as excess and obsolete and authorize for appropriate disposal. Motion made by Mr. Fish and seconded by Mr. Jessen Approved 5-0
- \***9.9 Disbursement of Funds** – As the board is aware, if a club or organization is inactive for more than a year, the board has the authority to disburse the funds from that organization. The Tri M Music

Society has not been in existence for two years. I have spoken with a representative of the department and there is no interest in reviving the organization. Therefore, I am recommending the funds in the activity fund be disbursed. – The Board of Education authorized the \$143.54 in the Tri M Music Fund be disbursed to the Color Guard Student Activity line item. Motion made by Mr. Jessen and seconded by. Mr. Getty Approved 5-0

- \*9.10 First Reading Proposed Revised Policy #605 – School Facility Use By Non-School Organizations** – There is a need to make some revisions to this policy due to insurance issues and use by outside organizations. – The Board of Education approved the first reading of the revised policy without further revisions. Motion made by Mr. Getty and seconded by. Mrs. Steves Approved 5-0
- \*9.11 First Reading Proposed Board of Education Policy #128 – Social Networking Sites Guidelines** – The Board of Education approved the first reading of the proposed Board of Education Policy #128 – Social Networking Guidelines. Motion made by Mr. Jessen and seconded by. Mr. Fish Approved 5-0
- \*9.12 First Reading Proposed Board of Education Policy #129 – Email** – The Board of Education approved as a first reading the proposed policy on Policy #129 – Email. Motion made by Mr. Getty and seconded by. Mrs. Thomas Approved 5-0
- 9.13 Addition to CPSE/CSE/504 Committee** – The Board of Education added Mrs. Margaret Quirk to the CPSE/CSE/504 Committee as a parent member. Motion made by Mr. Fish and seconded by. Mr. Getty Approved 5-0
- \*9.14 Approval of Overnight Field Trip** – The FFA has submitted a field trip request to attend the FFA National Convention in Indiana. – The Board of Education approved the request from the FFA Advisor to allow FFA members to attend the FFA National Convention in Indiana October 16th thru October 23rd. Approval is contingent upon all board policies and procedures being followed. Motion made by Mr. Getty and seconded by. Mr. Jessen 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 Mr. Fish. Approved 5-0 at 7:42 pm.
- 11.0 Adjournment** – Board returned to open session at 8:50 pm on a motion from Mr. Jessen second by Mr. Getty. Approved 5-0. Mr. Getty indicated the board had discussions regarding two specific personnel issues and a possible issue on litigation. No further action taken by the board. Board adjourned at 8:51 pm on a motion from Mr. Jessen seconded by Mr. Getty. Approved 5-0.

Respectfully submitted,

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Marjorie M. Durling  
District Clerk