

Hartford Central School District  
Board of Education Meeting

AGENDA

Date:	March 10, 2025	
Time:	6:30pm	
Type:	Regular Meeting	
Location(s):	Distance Learning Room #1 Hartford Central School District 4704 State Route 149 Hartford, New York 12832	Virtually via Webex

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Board Members Present: Mr. Phil Jessen, Mrs. Janine Thomas, Mr. Adam Fish, Mr. Ronald Smith, and Mrs. Ashley Happy

1. Meeting Call to Order

Mr. Jessen called the meeting to order at 6:30pm.

2. Public To Be Heard

2.1 None.

3. Consent Agenda

Upon the motion made by Mr. Fish and seconded by Mr. Smith, the Board of Education approved:

3.1 Minutes from the Regular Board of Education Meeting, held on February 10, 2025;

3.2 The District's Financial Reports; and

3.3 The District's CSE/CPSE Recommendations.

Motion Carried: 5 – 0

4. Superintendent's Report

Mr. Cook:

- Congratulated winter athletes for their achievements this season;
- Discussed CSO advocacy efforts and legislative priorities this season;
- Provided an update on holidays and snow days in the 24-25 school calendar;
- Extended an invitation to the Board for upcoming meetings with AASB and BOCES;
- Shared updates on various construction projects and the upcoming Building Condition Survey; and
- Announced important upcoming dates.

5. Building Principals Reports

5.1 Secondary Report: Mr. Mark Doody (report enclosed):

- Student Recognition;
- Scholar Athletes; and
- Upcoming Events.

5.2 Elementary Report: Mrs. Shelley Dupuis (report enclosed):

- Student Recognition;
- Academic/Classroom Highlights;
- Club News; and
- Upcoming Events.

6. Old Business

6.1 None.

7. New Business

7.1 Upon the motion made by Mrs. Happy and seconded by Mr. Fish, the Board of Education approved the personnel consent items as presented:

- 7.1.1 Placed Mrs. Renee Connor on Intermittent Family Medical Leave, effective February 11, 2025
  - 7.1.2 Accepted the letter of resignation for the purpose of retirement from Mrs. Melissa Howard from her position of Teacher Aide, effective June 30, 2025;
  - 7.1.3 Appointed Gavin Darfler as a non-paid Assistant Coach for the baseball program for the 2024-2025 school year;
  - 7.1.4 Placed Mrs. Melissa Hemsing on Family Medical Leave, effective February 24, 2025 through on or about March 18, 2025; and
  - 7.1.5 Mrs. Kathy Fullerton as a substitute bus driver, effective March 10, 2025.
- Motion Carried: 5 – 0

7.2 Upon the motion made by Mrs. Happy and seconded by Mr. Smith, the Board of Education adopted the proposed 2025-2026 school calendar.  
Motion Carried: 5 – 0

7.3 Upon the motion made by Mr. Smith and seconded by Mr. Fish, the Board of Education:

- 7.3.1 Approved the proposed District Legal Notice;
- 7.3.2 Established the polling hours for the 2025-2026 budget vote and Board of Education election for 11am to 8pm;
- 7.3.3 Established the polling location at the Middle/High School;
- 7.3.4 Appointed Mrs. Amanda Howard and Mr. Jerry Kilmartin as poll clerks;
- 7.3.5 Approved the District's vehicle purchase proposition and authorized for the proposition to be included on the ballot for the 2025-2026 school budget vote;

Motion Carried: 5 – 0

7.4 Upon the motion made by Mrs. Happy and seconded by Mr. Fish, the Board of Education authorize the District to participate in the Cooperative Purchasing Program coordinated by the Washington-Saratoga-Warren-Hamilton-Essex Counties BOCES for bids awarded in the 2025-2026 school year for the following commodities: custodial / janitorial products, copy paper, and envelopes.

Motion Carried: 4 – 0

Abstention: 1 (Fish)

- 7.5 Upon the motion made by Mrs. Happy and seconded by Mr. Fish, the Board of Education approved the proposed professional service agreement with CSArch for the completion of the 2025 Building Condition Survey and authorized for the Superintendent to sign on behalf of the District.  
Motion Carried: 5 – 0
- 7.6 Upon the motion made by Mrs. Happy and seconded by Mr. Smith, the Board of Education identified the listed items as surplus property and authorized for their proper disposal.  
Motion Carried: 5 – 0
- 7.7 Upon the motion made by Mrs. Happy and seconded by Mr. Fish, the Board of Education approved the proposed independent contract agreement with Bethellen Mannix and authorized the Superintendent to sign on behalf of the district.  
Motion Carried: 5 – 0
- 7.8 Upon the motion made by Mrs. Happy and seconded by Mr. Fish, the Board of Education approved the overnight field trip request by Ms. Stewart and the FFA to Syracuse, New York on May 7, 2025 through May 9, 2025.  
Motion Carried: 5 – 0
- 7.9 Upon the motion made by Mrs. Happy and seconded by Mr. Fish, the Board of Education approved the proposed budget transfers.  
Motion Carried: 5 – 0
8. Adjournment: Upon the motion made by Mr. Fish and seconded by Mrs. Happy, the Board of Education adjourned at 6:52pm.  
Motion Carried: 5 – 0