

Hartford Central School District
Board of Education Meeting

Date: July 8, 2019
 Time: 7:00pm
 Type: Reorganizational Meeting
 Location: District Library

AGENDA

1. Meeting was called to order at 7:00 by the Superintendent Andrew Cook
2. Motion to appoint Mrs. Searles as Acting Clerk was made by Mr. Getty and seconded by Mr. Jessen

Motion Carried: Ayes 5 , Nays 0 , Abstention 0

Oath of Allegiance was given to Mrs. Searles by Mr. Cook.

3. Election of Board Officers

- Election of Board of Education President

Brian Getty	Mrs. Thomas	Mr. Jessen
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Name	Motion	Second
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- Election of Vice President

Janine Thomas	Mr. Jessen	Mr. Getty
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Name	Motion	Second
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Motion Carried: Ayes 5 , Nays 0 , Abstention 0

Oath of Allegiance was given by Mrs. Searles to Mr. Cook, Mr. Getty and Mrs. Thomas in front of the Board of Education and audience.

4. Public Hearings: There were two public hearings the Board of Education held.

- The first hearing was for the district’s Code of conduct
- The second was on the “District Level Safety Plan”

After no additional comments the district closed the public hearing on both the Code of Conduct and the “District Level Safety Plan”.

5. Upon the motion made by Mr. Jessen and seconded by Mrs. Thomas, the Board of Education appointed the following officers for the 2019-2020 school year:

<u>Position</u>	<u>Recommended Motion</u>
District Clerk	Joann Searles
District Clerk Pro-Tem for conducting business after reconvening to Regular Session from Executive Session, unless otherwise specified for the 2019-2020 school year	Andrew Cook

Substance Abuse Resource Designee	Wendy Harrington
Homeless Liaison	Wendy Harrington
Records Access Officer	Andrew Cook
Records Management Officer	Andrew Cook
Treasurer	Joann Searles
Tax Collector	Town of Hartford
Official Spokesperson for the district	Andrew Cook
Purchasing Agent	Andrew Cook
School Medical Officer	Dr. Joel Solomon
School Attorney	Bartlett, Pontiff, Stewart & Rhodes, PC
External Auditor	Jenkin, Beecher Bethel, LLP
Financial Advisor	Bernard P. Donegan Inc.
Insurance Providers	Loomis and LaPann (Associates of Glens Falls)
Attendance Officer	Linda Parrott-Fuller
Extra Classroom Treasurer	Joann Searles
Asbestos Designee	Kevin Lovely
Chemical Hygiene Officer	Shinobu Baier
Pesticide Notification Officer	Kevin Lovely
Title IX Compliance Officer	Andrew Cook
DASA Coordinator	Melanie Howe

Free and Reduced Lunch Review Official	Sarah Duffy
Free and Reduced Lunch Verification Official	Andrew Cook TBD – Middle/High School Principal Bethellen Mannix
Free and Reduced Lunch Hearing Official	Andrew Cook
Lead Teacher Evaluators	Andrew Cook TBD – Middle/High School Principal Bethellen Mannix
Lead Principal Evaluator	Andrew Cook
Designated Education Official to receive court records and coordinate student participation in programs, SAVE Legislation, Uniform Violence Reporting, and NCLB	Andrew Cook
Chief Emergency Officer	Andrew Cook
Claims Auditor	Denise Petteys
Heat Coordinator	Brian Case

Motion Carried: Ayes 5 , Nays 0 , Abstention 0

6. Action Items

Upon the motion made by Mr. Jessen and seconded by Mrs. Thomas, the Board of Education approved the proposed reorganizational action items.

<u>Action Items</u>	<u>Recommended Motion</u>
Depository	Glens Falls National Bank and Trust Co. - All Accounts, with exceptions per BOE Policy on Investments and BANS /BONDS
Depository	New York State Cooperative Liquid Assets Securities System (NYCLASS) be designated as school monies depository, and that the Superintendent and Treasurer be authorized and directed to deposit proceeds of all loans, and monies of the District.
Regular Meeting of Board of Education	<ul style="list-style-type: none"> • August 19, 2019 • September 16, 2019 • October 21, 2019 • November 18, 2019 • December 16, 2019

	<ul style="list-style-type: none"> • January 27, 2020 • February 24, 2020 • March 16, 2020 • April 20, 2020 • May 18, 2020 • June 15, 2020
Petty Cash Fund	<p>\$100 to District Office \$100 to Principal's Office \$35 to the Cafeteria Office</p>
Authorization to advertise and open sealed bids	Superintendent of Schools or District Clerk
Official newspaper of district	<ul style="list-style-type: none"> • The Post Star, Glens Falls, New York • The Granville Sentinel, Granville, NY
Superintendent and District Treasurer bonded	Board authorize bond of \$200,000
Account Clerk and Extra-Classroom Treasurer bonded	Board authorize bond in amount of \$50,000
Certification of payrolls	Andrew Cook, Superintendent
Official mileage reimbursement rate	As per IRS Adjustments
Authorization to sign federal grants	Andrew Cook, Superintendent
Authorization for Budget Code transfers up to \$1000	Andrew Cook, Superintendent
Authorization to approve use of building and grounds	TBD - Middle/High School Principal
Authorization to approve tax refunds in an amount of \$2,500 or less, and additional authority to approve tax corrections where the change in taxes for the respective property is less than \$2,500	Andrew Cook Superintendent
Review and Approval of the district's Student Code of Conduct	
Review and Approval of the district's "District-wide School Safety Plan"	
Review and Approval of the district's Comprehensive Attendance Policy"	
Review and Approval of the resolution for multi-year lease purchase agreements with the WSWHE BOCES	
Allow the Superintendent to offer authorized positions to new personnel, such offers to be confirmed by the Board of Education at its next meeting.	
Authorization to suspend students during the 2019-2020 school year, in accordance with appropriate Education Law	<p>Andrew Cook TBD – Middle/High School Principal Bethellen Mannix</p>
Establish Substitute Pay-rate	<ul style="list-style-type: none"> • Certified teachers: \$110 • Non-Certified Teachers: \$95 • HSSA Staff: \$11.10 per hour (<i>not including bus drivers</i>)

	<ul style="list-style-type: none"> • Teacher Assistants/Nurse: \$85 • Teacher Aides: \$80
Appointment of “Emergency Coaches” for the 2019-2020 school year.	Andrew Capone Caleb Sutliff Kristilyn Breault

Motion Carried: Ayes 5 , Nays 0 , Abstention 0

7. Board of Education Committees:

Transportation Sub Committee of B.O.E.	Mr. Getty and Mr. Fish
Building and Grounds Sub-Committee of B.O.E.	Mrs. Thomas, Mr. Smith and Mr. Fish
Education and Curriculum Sub-Committee of B.O.E.	Mr. Jessen, Mrs. Thomas
Policy Committee	Mr. Jessen and Mr. Fish
Audit Committee (<i>Needs at least 3 members</i>)	Mr. Fish, Mr. Getty, Mr. Smith, Mr. Jessen

8. Adjournment: Upon the motion by Mr. Jessen and seconded by Mrs. Thomas the reorganizational meeting was adjourned at 7:06pm.

Motion Carried: Ayes 5 , Nays 0 , Abstention 0