RECOMMENDATIONS

Annual Reorganization Meeting/Business Agenda

Tuesday, July 7, 2015

Immediately Following Annual Reorganization Meeting
Which Begins at 5:00 p.m.

1. Approval of minutes of the June 16, 2015 Regular Meeting

2. Recognition of Visitors and Delegations
   - Section III Championship Presentations:
     - Boys Varsity Golf
     - Boys Varsity Track

3. Correspondence and Communications

4. Board Committee Reports
   - Policy Committee – 6/30/15

5. New Business
   A. Policies
      It is recommended that the first and second readings be waived and the following regulation be adopted following the third and final reading:

      #6100.2 – Interscholastic Athletic Regulations

   B. Personnel
      1. Retirement Resignation/Resignation
         a. It is recommended that the retirement resignation of Roger Rose from the position of senior cleaner, nights be accepted, with deep regret, effective June 26, 2015.
5. New Business – Personnel (cont’d.)

b. It is recommended that the resignation of Anthony Ricco from the positon of head varsity football coach be accepted, effective June 19, 2015.

2. Appointments

a. Special Education Teacher

Upon the recommendation of Robert J. Nole, Superintendent of Schools, Jennifer Cameron is hereby appointed on probation to the special subject tenure area of special education. The service shall begin on September 1, 2015 and end on August 31, 2018. The appointee is certified in Childhood Education (1-6), Students with Disabilities (1-6 & 7-12) and Mathematics (7-12).

b. School Counselor

Upon the recommendation of Robert J. Nole, Superintendent of Schools, Kathleen Sendzuk is hereby appointed on probation to the special subject tenure area of school counselor. The service shall begin on September 1, 2015 and end on August 31, 2019. The appointee is certified as a School Counselor.

c. Music Teacher

Upon the recommendation of Robert J. Nole, Superintendent of Schools, Christine Krumbach is hereby appointed on probation to the special subject tenure area of music. The service shall begin on September 1, 2015 and end on August 31, 2019. The appointee is certified in Music.

d. Elementary Teacher

Upon the recommendation of Robert J. Nole, Superintendent of Schools, Brianne Slatton is hereby appointed on probation to the elementary tenure area. The service shall begin on September 1, 2015 and end on August 31, 2019. The appointee is certified in Early Childhood Education (B-2) and Childhood Education (1-6).
5. New Business – Personnel – Appointments (cont’d.)

e. Permanent Substitute Reading Teacher

Upon the recommendation of Robert J. Nole, Superintendent of Schools, Rachel Culver is hereby re-appointed to the position of permanent substitute reading teacher. The service shall begin on September 1, 2015 and end on January 29, 2016, pursuant to the agreement with the collective bargaining unit. The appointee is certified in Early Childhood Education (B-2), Childhood Education (1-6) and Literacy (B-6).

f. Permanent Substitute Teacher

Upon the recommendation of Robert J. Nole, Superintendent of Schools, Allison Paravati is hereby appointed to the position of permanent substitute elementary teacher. The service shall begin on September 1, 2015 and end on January 29, 2016, pursuant to the agreement with the collective bargaining unit. The appointee is certified in Early Childhood Education (B-2) and Childhood Education (1-6).

g. Substitute Teacher List

It is recommended that the following be appointed to the per diem substitute teacher list:

<table>
<thead>
<tr>
<th>Name</th>
<th>Certification</th>
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<tbody>
<tr>
<td>Jordan Faro</td>
<td>Uncertified</td>
</tr>
<tr>
<td>Ann Bieganowski</td>
<td>Nursery, Kindergarten &amp; Grades 1-6</td>
</tr>
<tr>
<td>Carolyn Buckley</td>
<td>English 7-12 and Reading</td>
</tr>
<tr>
<td>Claire Wilcox</td>
<td>Uncertified</td>
</tr>
</tbody>
</table>
5. **New Business – Personnel – Appointments (cont’d.)**

   h. **Coaches**

   It is recommended that the following coaches be appointed for the fall 2015 sports season:

   **Girls Varsity Tennis**
   
   Jim Lutz, Head  
   Tom Snizek, Assistant

   **Varsity Football**
   
   Kyle Hutchinson, Head  
   Jerry Pitarresi, Assistant

   **JV Field Hockey**
   
   Kayla Smith, Head

   **Girls Modified Swimming**
   
   Anne O’Connor, Head

   **Varsity Gymnastics**
   
   Danielle (McQueary) Cerinaro, Head

   i. **Substitute School Monitor/Teacher Aide I/Office Specialist I**

   It is recommended that Suzanne Gerling be appointed to the substitute positions of school monitor, teacher aide I and office specialist I, effective July 8, 2015.

   j. **Student Helpers**

   It is recommended that the following be appointed to the temporary positions of student helper, effective July 8, 2015:

   Zachary Johnson  
   Kyle Nordstrom
5. New Business – Personnel (cont’d.)

3. Reclassifications

a. It is recommended that James Hannigan be reclassified from the position of cleaner/nights to the position of cleaner/3rd shift, effective August 17, 2015.

b. It is recommended that Robert Moore be reclassified from the position of cleaner nights/pool to the position of senior cleaner/nights, effective July 8, 2015.

c. It is recommended that Sam Ingro be reclassified from the position of night watchperson to the position of cleaner/nights, effective August 17, 2015.

4. Leave of Absence

It is recommended that JoeyAnne Sherman’s request for a voluntary layoff under the terms of Article X (C) (8) of the New Hartford Teachers’ Agreement for the six consecutive year period of July 1, 2015 through June 30, 2021 be approved.

5. Amendment of Retirement Resignation Resolution

It is recommended that the resolution dated March 17, 2015 accepting the retirement resignation of Ann Slattery from the position of school counselor be amended with a new effective date of August 1, 2015 (original effective date was September 1, 2015).

6. Approval of Administrative Internship Extension

It is recommended that an extension to Melissa Curtis’ administrative internship through Drexel University be approved through May 31, 2016.
5. New Business (cont’d.)

C. District Committee Appointments for 2015-2016

1. New Hartford Central School District Committee on Special Education

   a. CSE Chair/LEA Representative – Ashraf Allam

   b. School Physician – Dr. Christopher Alinea

   c. Alyssa Lewis, Psychologist
      Scott Phelps, Psychologist

   d. Student’s Parent(s) or Guardian(s)

   e. Student’s Regular Education Teacher

   f. Special Education Teacher

2. New Hartford Central School District Committee on Pre-School Special Education

   a. CPSE/LEA Representative Chair – Ashraf Allam

   b. BOCES CPSE Coordinator – Pamela Smoulcey

   c. County Representatives

   d. Student’s Parent(s) or Guardian(s)

   e. Regular Education Teacher (Pre-School)

   f. Special Education Teacher (Pre-School)

3. Wellness Committee

   It is recommended that the attached list of Wellness Committee members for the 2015-2016 school year be approved.

D. Committee on Pre-School Special Education (CPSE)

   The recommendations from the Committee on Pre-School Special Education's meetings of June 5, 2015 (9), June 12, 2015 (5), and June 19, 2015 (1) are presented for approval.
5. New Business (cont’d.)

E. Committee on Special Education (CSE)

The recommendations from the Committee on Special Education’s meetings of June 5, 2015 (5), June 11, 2015 (6), June 15, 2015 (8), June 17, 2015 (1), and June 19, 2015 (1) are presented for approval.

F. 504 Committee

The recommendations from the 504 Committee’s meetings of June 11, 2015 (2), and June 15, 2015 (1) are presented for approval.

G. Annual Reports for the Committee on Special Education and the Committee on Pre-School Special Education

1. It is recommended that the annual report to the Board of Education (2014-2015 school year) from the Committee on Special Education be accepted.

2. It is recommended that the annual report to the Board of Education (2014-2015 school year) from the Committee on Pre-School Special Education be accepted.

H. Appointment of Law Firms

It is recommended that the law firms of Hancock and Estabrook, LLP, Ferrara, Fiorenza, P.C., Bond Schoeneck, and King, and Timothy R. McGill be retained for legal services.

I. Recommendation to Establish Club

It is recommended that a Students for Justice and Equality Club be established at Perry Jr. High School, in accordance with Policy #6101 – Introduction of Extra-Curricular Activities in the School System.

J. Insight House – Service Agreement

It is recommended that the 2015-2016 Service Agreement with the Insight House be approved.

K. Surplus Technology Equipment

It is recommended that the list of technology equipment as submitted by the Information Technology Department be declared as surplus items for disposal.
5. **New Business (cont'd.)**

**L. Resolutions of Condolence**

It is recommended that the following resolutions be adopted:

1. "The Board of Education of the New Hartford Central School District records with sorrow the passing of former Board of Education Member and President, Bruno Petruccione.

   RESOLVED, that the Board of Education express its sincere sympathy to the family of Bruno Petruccione and that this resolution be spread upon the records of the district and a copy sent to the family".

2. "The Board of Education of the New Hartford Central School District records with sorrow the passing of former School Physician, Theodore Mehalic, M.D.

   RESOLVED, that the Board of Education express its sincere sympathy to the family of Theodore Mehalic, M.D. and that this resolution be spread upon the records of the district and a copy sent to the family".

**M. Resolution Regarding Board of Education and Superintendent of Schools Professional Development**

WHEREAS, the Board of Education and Superintendent of Schools are better able to perform their responsibilities of being well informed regarding current educational methods and the legal obligations of the District, and

WHEREAS, the most reliable and most cost-effective way for members of the Board and Superintendent of Schools to be well informed is to attend the meetings and conferences of those groups organized to support, and to represent the interests of, school boards and school districts,

BE IT THEREFORE RESOLVED, that the Board of Education hereby authorizes for the 2015-2016 fiscal year, the attendance of Board members and Superintendent of Schools at conferences and educational programs and the reimbursement of any actual and necessary expenses incurred by any of its members attending those conferences or educational programs.
5. **New Business (cont'd.)**

N. **Physical Therapy Services**

   It is recommended that the contract with Developmental Therapy Associates for physical therapy services for the 2015-2016 school year be approved.

O. **BOCES Questar Inter-Municipal Agreement**

   It is recommended that the Inter-Municipal Agreement between the New Hartford Central School District and Questar III BOCES be approved.

P. **Treasurer's Report**

   It is recommended that the May 31, 2015 Treasurer's Report be accepted.

Q. **Budget Transfers**

   It is recommended that the May 31, 2015 Budget Transfers be approved.

6. **Other Business**

   - Legislative Update and Ongoing Board Strategy

7. **Adjournment**
Regular Meeting of the Board of Education  
Bradley Elementary School Library  
Tuesday, June 16, 2015 – 7:00 p.m.

Members Present: Ms. Coombs (arrived at 7:20 p.m.), Mr. Flemma, Mr. Jadhon, Ms. King, Ms. Philipson, Mr. Piotrowski, Mr. Stephens

Others Present: Mr. Nole, Mr. Hyde, Ms. Mandel, Ms. Heil

The meeting was called to order at 7:01 p.m. by Board President Jadhon.

Pledge of Allegiance

Recognition of Visitors and Delegations

Mr. Ed Wiatr, 2 Sylvan Glen Road, Utica, New York addressed the Board with a request that Board and staff members speak louder at the Board of Education meetings and also that the Open Meetings Law be complied with by having meeting information made available to the public.

Approval of Minutes

- Revised from Regular Meeting of May 18, 2015

  Mr. Stephens moved and Ms. Philipson seconded that the revised minutes from the regular meeting of May 18, 2015 be approved. During the discussion segment, Mr. Flemma pointed out that the revision was still incorrect and that it should read that Mr. Jadhon (not Mr. Nole) Nole confirmed will confirm that the process and procedure that the Board follows to enter into Executive Session is correct. With that second revision, the minutes were approved.

  Ayes 6, nays 0, motion carried.

- Regular Meeting of June 2, 2015

  Mr. Stephens moved and Ms. Philipson seconded that the minutes of the regular meeting of June 2, 2015 be approved.

  Ayes 6, nays 0, motion carried.

Correspondence and Communications

Mr. Nole distributed copies of the Sr. High School Yearbook to the Board members. He also distributed some information from the Occupational Education Department regarding the program. Lastly, he pointed out that there is an addendum to the agenda containing coaching recommendations.

Mr. Flemma referenced the FOIL requests that the Board members received in their most recent Friday Letter. Mr. Jadhon commented that they would be treated in the same fashion as all other FOIL requests.
Board Committee Reports

- Staffing & Curriculum Committee – June 8, 2015

Ms. Philipson reported: The committee received the following: Occupational Education: Business and Technology Curriculum Cycle Report, World Language (LOTE) Curriculum Cycle Report, and an Updated Transition from 6-7 Grade Report. In addition the upcoming summer curriculum work was discussed as well as an update on common core.

- Buildings, Grounds & Transportation Committee – June 3, 2015

Ms. Coombs reported: The committee received a report from the Foundation. The new annual fire inspection report process was reviewed as was the school safety officer survey. The final report from the independent air quality testing conducted in a science classroom at Perry Jr. High was discussed. The New York State Department of Transportation Bus Inspection report was distributed and reviewed. The committee also reviewed the 2014-2015 goals update and an update on the potential use of Myles Elementary property as a cell tower site was provided.

New Business

A. Personnel

1. Appointments

   a. Substitute Teacher List

   Mr. Stephens moved and Mr. Piotrowski seconded that the following be appointed to the per diem substitute teacher list:

<table>
<thead>
<tr>
<th>Name</th>
<th>Certification</th>
</tr>
</thead>
<tbody>
<tr>
<td>James Caswell</td>
<td>Uncertified</td>
</tr>
<tr>
<td>Samantha DiPietro</td>
<td>Early Childhood Ed. (B-2), Childhood Ed. (1-6) and Dance</td>
</tr>
</tbody>
</table>

Ayes 7, nays 0, motion carried.
b. **Coaches**

Prior to a motion being made, the Board agreed to table acting on the list of coaches in order to discuss in Executive Session and present for action following the return to open session.

c. ** Substitute Bus Driver**

Ms. Philipson moved and Mr. Piotrowski seconded that **Scott Kelley** be appointed to the position of substitute bus driver, effective June 17, 2015, pending satisfactory clearance for employment by the State Education Department.

Ayes 7, nays 0, motion carried.

d. ** Summer School Bus Drivers**

Mr. Flemma moved and Mr. Piotrowski seconded that the following be appointed to the summer school bus driver list: **Brian Mathews, David White, Bill Welch, Barb Kivela, Linda Mundrick, Paul Lux, Fred Tedesco, Keith Hanna, Sandra DeSarro, Gary Fountain, David Green, Robin Wheatley, Kirstin Abbe, and Mike Wehrle.**

Ayes 7, nays 0, motion carried.

e. ** Summer School Bus Aides**

Ms. Coombs moved and Ms. King seconded that the following be appointed to the summer school bus aide list: **Karen White, Mary Smith, Marlene Bailey, Melody Pickett, Dana Mackie, Lori Dunn, Sue Odin, Robin Wheatley, Tammy Matys, Mike Wehrle, and Kirstin Abbe.**

Ayes 7, nays 0, motion carried.
B. Bus Parts Bid

Ms. Philipson moved and Ms. Coombs seconded that the **bus parts bid for the 2015-2016 school year** be awarded on a per group basis to each vendor as listed.

Information: Invitations to bid were mailed to sixteen companies. Sealed bids were received from nine vendors for consideration.

Ayes 7, nays 0, motion carried.

C. Musical Instruments Bid

Ms. Coombs moved and Ms. King seconded that the **bid for musical instruments for the 2015-2016 school year** be awarded on a per group basis to each vendor as listed.

Information: Invitations to bid were mailed to nine companies. Sealed bids were received from seven vendors for consideration.

Ayes 7, nays 0, motion carried.

D. Surplus Vehicles

Ms. Coombs moved and Ms. Philipson seconded that the following three vehicles be declared **surplus items for disposal**:

- 2002 Ford 350 Van VIN#1FDWE45FX2HA28033
- 1999 Chevrolet Suburban VIN#1GNGK26R4XJ552137
- 1980 Chevrolet ¾ Ton Pick-Up VIN#CKM24A1143473

Ayes 7, nays 0, motion carried.

E. Inter-Municipal Agreement

Ms. Coombs moved and Ms. King seconded that the **Inter-municipal Agreement** between the New Hartford Central School District and the Madison-Oneida BOCES for the term of July 1, 2015 through June 30, 2016 be approved.

Ayes 7, nays 0, motion carried.
F. **Bus Bond Resolution**

Mr. Stephens moved and Ms. King seconded that the **Bond Resolution** for the purchase of school buses be approved.

Ayes 7, nays 0, motion carried.

G. **Amendment to Agreement**

Mr. Stephens moved and Ms. Coombs seconded that the Board of Education approve the **Amendment to the Agreement** between the district and **Mary Mandel, Assistant Superintendent for Business**.

Ayes 7, nays 0, motion carried.

H. **Resolution of Condolence**

Ms. King moved and Mr. Piotrowski seconded that the following resolution be passed:


RESOLVED, that the Board of Education express its sincere sympathy to the family of Robert Tamm and that this resolution be spread upon the records of the district and a copy sent to the family.”

Ayes 7, nays 0, motion carried.

I. **Committee on Pre-School Special Education (CPSE)**

Ms. Coombs moved and Ms. King seconded that the recommendations from the **Committee on Pre-School Special Education’s** meeting of **May 29, 2015 (7)** be approved.

Ayes 7, nays 0, motion carried.
J. Committee on Special Education (CSE)

Ms. Coombs moved and Ms. King seconded that the recommendations from the Committee on Special Education’s meetings of May 14, 2015 (9), May 27, 2015 (8), May 28, 2015 (10), June 3, 2015 (10), June 4, 2015 (14), June 8, 2015 (10), June 9, 2015 (8), and June 10, 2015 (12) be approved.

Ayes 6, nays 0, abstain 1 (Mr. Fieemma), motion carried.

K. 504 Committee

Ms. Coombs moved and Ms. King seconded that the recommendations from the 504 Committee’s meetings of May 14, 2015 (3), May 27, 2015 (1), June 8, 2015 (1), and June 9, 2015 (1) be approved.

Ayes 6, nays 0, abstain 1 (Mr. Fieemma), motion carried.

Other Business

- Legislative Update and Ongoing Board Strategy

No report given.

- Mr. Piotrowski had several questions/comments regarding a Friday Letter item. Several other Board members had suggestions regarding students’ involvement with the Board of Education at meetings.

Executive Session

Ms. Coombs moved and Mr. Piotrowski seconded that the Board go into Executive Session at 7:56 p.m. for the purpose of discussing several items regarding the employment history of particular persons and to discuss a student’s records which is made confidential by federal law.

Ayes 7, nays 0, motion carried.

The Board unanimously agreed to go out of Executive Session at 10:06 p.m.
Board of Education Minutes
Regular Meeting
June 16, 2015
Page Seven

New Business

A. Personnel

1. Appointments

   b. Coaches

      Ms. Coombs moved and Ms. King seconded that the following coaches be approved for the 2015-2016 winter sports season:

      **Girls' Volleyball**
      Bill Gardinier, Head Varsity

      **Girls' Basketball**
      Mike Callan, Head Varsity

      Ayes 5, nays 0, abstain 2 (Mr. Piotrowski and Mr. Fleemma), motion carried

   b. Coaches (Addendum)

      Mr. Fleemma moved and Ms. King seconded that the following coaches be approved for the 2015 fall sports season:

      **Football**
      Anthony Ricco, Head Varsity
      Thomas Powers, Head JV
      Ed Prue, Head Modified
      Bill Gardinier, Asst. Modified

      Ayes 7, nays 0, motion carried.

L. 2015/2016 Confidential/Managerial Salaries

Ms. Coombs moved and Ms. King seconded that the amount of $23,256 be allocated for the 2015-016 Confidential/ Managerial salary pool increase.

Ayes 7, nays 0, motion carried.
Adjournment

Ms. King moved and Ms. Coombs seconded that the meeting be adjourned at 10:09 p.m.

Ayes 7, nays 0, motion carried.

Respectfully submitted

Betty Heil, Clerk
New Hartford Central School District  
33 Oxford Road  
New Hartford, NY 13413

Minutes of the Policy Committee Meeting  
Tuesday, June 30, 2015  
12:00 p.m.  
District Office

Present: Jim Stephens, Chair  
Pam King  
Beth Coombs

Others Present: Robert Nole  
John Banek  
Betty Heil

Call to Order:

Mr. Stephens called the meeting to order at 12:05 p.m.

Review of the Following Regulation:

Mr. Banek informed the committee that in order to be in compliance with new commissioner regulations, Regulation #6100.2 requires some minor revisions with regards to seventh and eighth grades students moving up to play at the JV or varsity level. He explained the changes to the committee members noting that “selective classification” will no longer be the process and that now the process is referred to as the “athletic placement process”.

In addition to the wording changes as noted above, the committee members asked that a few other minor wording changes be made to the regulation. Following those changes, the committee recommends that the regulation be presented to the Board of Education at their July 7, 2015 meeting with the request that the first two readings be waived and that the regulation be adopted on July 7, 2015.

Adjournment:

The meeting was adjourned at 12:40 p.m.
INTERSCHOLASTIC ATHLETIC REGULATIONS

I. Coaches Responsibilities

The coach assumes a very important and responsible position in the education and guidance of youth. He/she directs and instructs activities in which young people are extremely interested, emotionally involved and highly motivated. The results of the coach's influence are immediately apparent. His/her personal conduct should reflect the dignity, integrity and high principles of the profession. Coaches should be aware of this influence, which they wield in the lives of the young persons who look to them for example. To be successful and to win is highly desirable, but high ideals and the safety and welfare of the players are not to be sacrificed for winning.

A. The coach must abide by all rules and regulations established for the conduct of interscholastic sports by the Commissioner of Education, the Board of Education and Leagues with which the District is affiliated. The coach's loyalty and support of these rules and regulations is expected.

B. The head coach will act as an advisor to the other coaches in a particular sport in order to unify and make for orderly progress in the program.

C. Scouting is a responsibility of all coaches when requested to do so by the head coach.

D. The coach is responsible for keeping an accurate and alphabetized list of his/her team members for eligibility purposes. The list will include the players' name, date of birth, year in school, years of experience and date of physical.

E. The coach is to supervise his/her team from the time they report (to practice, matches, etc.) until they have left the building. This responsibility cannot be delegated to non-teaching personnel.

F. The coach is responsible for his/her team at all games. Coaches must never permit or condone unsportsmanship-like play or behavior. His/her attitude toward opponents, other coaches and officials should be friendly, helpful and sportsmanlike.

G. Coaches must concern themselves with how school athletes care for their equipment. There is to be no misuse of or player exchange of equipment. The coach is responsible with the issuing and collecting of equipment and uniforms assigned to his/her team.
INTERSCHOLASTIC ATHLETIC REGULATIONS

H. At the first team meeting, the coach should advise all candidates about the rules and regulations pertaining to the sport and point out all of the obligations which they assume as team members. This must include reporting of injuries to the coach to obtain necessary treatment and file accident report. Forward all accident reports to the nurse.

I. It is advisable that parent(s)/guardian(s) be informed about practice hours, schedules and especially about team obligations.

J. The coach will show the visiting team and officials to their dressing quarters and see to it that their needs are cared for.

K. The coach will have the officials sign the school voucher for payment of their services. The signed vouchers should be returned to the office of the Coordinator of Athletics.

L. The coach should call in all game results to the local newspapers and local television stations.

M. At the end of the season, the coach should complete the "End of the Season Report" and "Year End Questionnaire" and return these reports to the Coordinator of Athletics.

N. Transactions pertaining to the following situations should be processed through the Coordinator of Athletics.

1) Schedules
2) Scrimmage Games
3) Cancellations and Rescheduling of Games
4) Early Dismissal from School
5) Transportation Requests
6) Facility Use
   (a) Practice Times
   (b) Holiday Practices

O. Each coach will publish and hand out criteria for students who are trying out for their team. This criterion is to be handed to the Coordinator of Athletics to be reviewed in advance of the start of the season.

P. Each coach will be responsible for following the New Hartford Central School Athletic Matrix. This matrix applies to all modified, junior varsity and varsity athletics. Specifically:
REGULATION

STUDENTS

INTERSCHOLASTIC ATHLETIC REGULATIONS

1) Mission Statement
2) General Objectives/Responsibilities of New Hartford Central School Athletics Programs and Staff
3) Educational Goals of a Quality Interscholastic Athletic Program
4) Grade Eligibility
5) Playing Time Guidelines
6) Missing Practices/Competitions
7) Coach’s Meeting

II. Coaches Responsibilities - Specifics to Sports Physicals

A. No student may participate in sports or cheerleading without the proper completion of the parents’ statements on the "Athletic Eligibility Rules" (which requires a student's and parent(s)/guardian(s) signature), nor may any student participate on a team prior to the completion of the required physical examination and health history. The coach is ultimately responsible to ensure that parental permission is granted and that the physical examination is completed. Should there be any question in the coaches’ mind about any student, he/she should check immediately with the School Nurse, etc.

Note: The parent(s)/guardian(s) signed statement on the "Athletic Eligibility Rules Form" and Emergency Medical Card should be kept in the custody of the coach.

B. Follow the procedures for student physicals that have been approved by the Superintendent.

III. Player Responsibilities

A. General Behavior

As a member of a New Hartford Interscholastic Athletic team, the student athlete will be well groomed, respectful and responsible and exhibit good sportsmanship and school citizenship at all times. Student athletes should remember that they are representatives of their school and community.

B. Practice

1. Attend all practices and games, unless excused by the coach.
2. Be punctual for practices.
3. Be mentally ready to make a 100% effort at all times.
4. Work on weak skill areas.
5. Keep locker rooms clean.
REGULATION

STUDENTS

INTERSCHOLASTIC ATHLETIC REGULATIONS

6. Observe all safety rules.
7. Be responsible for all equipment. All issued equipment must be returned or the athlete must pay for missing equipment and uniforms.

C. Accidents

1. Always report any kind of injury to the coach. Fill out accident report.
2. Report the injury and treatment obtained to the school nurse the next school day.
3. In the case of injury resulting in medical treatment, any student whose safe return to competition is in question as a result of an injury or prolonged absence due to injury or illness must file a statement of release from a physician with the school nurse prior to participation. The extent of injury and nature of illness will determine the need for re-qualification. This determination will be assessed on an individual basis in conjunction with school health personnel and a private health care provider, if appropriate. When re-qualification is determined to be necessary, the final decision must be made by the school physician.

IV. Awards

A. High School

1. The letter award is an eight (8) inch block royal and scarlet New Hartford monogram which is awarded in all varsity sports. The first letter which a player earns is awarded to him/her at the Athletic Banquet. Subsequent letters which he/she may earn are designated by an insignia which is awarded in place of the letter.

2. All athletes who participate on a varsity team and are in good standing and have met all their responsibilities stated in II will receive a block letter. This includes the varsity team manager.

V. Complimentary Admission to Home Athletic Contests

A. There have been an increasing number of requests to admit our various athletic groups to home contests free of charge. Due to the expanding sports program at the New Hartford Central School District, the resulting large number of participants who would qualify for complimentary admittance, if the requests were granted, makes necessary the establishment of a policy in this regard. The following individuals/groups will be admitted free of charge. When passes are presented at the gate, the name of persons to be admitted must appear thereon.
INTERSCHOLASTIC ATHLETIC REGULATIONS

1. Team members of a junior-senior high school team may be admitted to the varsity game in the same sport in which they are participants. Their coach will submit, at the gate, an alphabetized list of players and managers. The coach will adjust the list whenever players are added or dropped.

2. Members of the varsity and junior varsity cheerleading squads. (List submitted at gate.)

3. Members of the band, when performing.

4. Managers, scorers, timers and other student helpers designated by the coach.

5. Members of the Board of Education and their families.

6. Full-time school employees and their families.

7. Individuals who have been issued gold card passes.

B. An advance notice will be issued if a home game is to be sold out. Before game time:

1. Faculty will be notified through mailboxes.

2. If admittance is desired, the faculty member must contact the office of department chairman in person or by phone, by the day before the anticipated sell-out--this will assure that the pass will be honored at the gate.

3. Absolutely no school passes will be honored for sell-out games without prior contact with the department chairman.

VI. Facilities

A. Use of the Physical Education facilities is scheduled in advance for all after school activities by the Building Principal, Coordinator Director of Athletics and Business Office. Schedules, once arranged, are not to be altered without permission. Special events which might affect other departments should be entered on the school calendar. The instructor has the responsibility for complete supervision of the area which is being used by his/her group. Students are to be restricted to the physical education facilities and are to leave the school via the locker room exits.
INTERSCHOLASTIC ATHLETIC REGULATIONS

Groups using the facilities on Saturdays and school holidays must inform the Building Principal, Coordinator Director of Athletics and Business Office concerning the time which it will be used.

Students will enter and are to leave the school via the locker room exits. The instructor is responsible for the tidiness of the locker room, turning off of lights and securing all doors.

B. Out of season coaching activities may occur according to the New York State Public High School Athletic Association Rules and according to the following parameters:

1. Participation is voluntary and has not bearing on whether or not a student makes a team.

2. Students meet the physical requirement for interscholastic athletics.

3. Use of school facilities may occur at the following times according to part A of this article. Use of school facilities cannot interfere with seasonal activities, school programs, or scheduled community activities.
   a. Summer (end of school to start of fall sports practice)
   b. Weekends during the school year according to Board of Education Policy 1001 Community Use of Facilities

4. Equipment must be checked out with the Coordinator Director of Athletics’ approval and used according to NYSPHSAA regulations.

5. A standard letter informing parents/guardians about this policy will be issued by the Athletic Department.

VII. Insurance

All school related accidents must be reported to the school nurse. This is true regardless of whether or not the District provides for an insurance plan within the school budget.

VIII. Transportation

The school will furnish transportation for practices and games which occur away from District facilities. Students will be returned to the school where the trip originated after such practices and games. A written request given directly to and in the presence of the coach by a parent or legal guardian to transport his/her child home in their vehicle at an
INTERSCHOLASTIC ATHLETIC REGULATIONS

away game or practice will be honored. A careful check should be made by the instructor to ascertain that all students are on the bus before it returns from an away activity.

IX. Tryouts and Team Placement

A. All bona-fide students of the New Hartford Central School District who meet the eligibility requirements according to the New York State Public High School Athletic Association are welcome to try out for New Hartford Central School District athletic teams.

B. Tryouts are offered with the understanding that cuts may be made by the coach according to the pre-season criteria, the ability level of the athlete and the nature of the sport or the facility. Interscholastic athletics is both an extra curricular and an elective activity.

C. It is our belief that teams below the varsity level are for the purpose of preparing underclass athletes for competition at the varsity level when they are ready for it.

D. Seventh and eighth grade students who try out for a junior varsity or varsity team must have a recommendation from a district coach or a physical education staff member in order to participate in the New York State selective classification program.

X. Athletic Placement: Process

A. The Board permits pupils in grades no lower than seventh to compete on any senior high school team, provided the pupils are placed at levels of competition appropriate to their physiological maturity, physical fitness and skills in relationship to other pupils on those teams in accordance with standards established by the commissioner.

B. The Board directs the Superintendent to implement the procedures and maintain a file of those students deemed eligible as a result of those procedures.

XI. Sport Physicals

A physical examination must be completed and passed prior to tryouts for the first sports season that the student enters.

Medical examinations may be scheduled prior to each sport season during the school year. The passing of the physical examination shall be valid for qualifying a student's participation for a period of twelve (12) continuous months, except for the following reasons:
A. Any student whose safe participation is in question as a result of the sports questionnaire.

B. Any injury that may have taken place.

If a physical is necessary, this procedure will be followed:

1. Announcements will be made daily for at least two (2) weeks prior to tryouts so that students will have ample time to sign up for a physical with the School Nurse.

2. It is the student's responsibility to:
   a. Sign up for the necessary physical in the Nurse's office. Obtain the required forms from the nurse.
   b. Return required form, signed by a parent/guardian and the student. Health history must be complete.
   c. To show up for his/her scheduled physical at the specified date and time.

3. If a student is sick or has a legal excuse for being absent on the day of the scheduled physical, an alternate date and time will be arranged by the School Nurse.

4. At the end of June, each student's name, and last physical date will be provided to the Coordinator Director of Athletics' office. All summer physicals must be sent to the Coordinator Director of Athletics' office. Additions will be made to the fall sports lists. It is the responsibility of the coach to make sure that all student athletes have the required physicals before participation. Coaches can refer to this list to check last physical dates. If a notation is made next to a student's name, specifying medical clearance is needed the student must submit written clearance from their own physician to participate. Forward these notes to the school nurse.

5. Should any student neglect to sign up or to show up for a scheduled physical for any reason other than illness or legal absence, it will become the responsibility of the parent/guardian to arrange for the student to have the sports physical completed by his/her own doctor at parental expense. This must be done prior to tryouts for a student to be eligible to participate.

6. Sports Questionnaire
INTERSCHOLASTIC ATHLETIC REGULATIONS

All students shall complete this health history questionnaire at the beginning of each sport season. It must be filled in and signed by a parent/guardian and returned to the coach of that particular sport within a one (1) week period.

Independent athletic participation may be approved by the Board of Education, according to the Section III Independent Athlete Policy & Procedures. The Superintendent will promulgate regulations to carry out this policy and to ensure equity among students.

XII. Cheerleaders

A. Regulations

1. The Varsity Squad will consist of sophomore/junior/senior students. The JV Squad will consist of junior and sophomore students.

2. Cheerleaders must ride to and from all games on the school bus. If the parent(s)/guardian(s) are present at a game and personally request in writing that their child return with them, permission will be given.

3. All cheerleaders and substitutes must attend all games unless student is absent from school or has prior permission from coach (Rules number 9 & 10 New Hartford Central School District Athletic Code of Conduct).

4. All cheerleaders must adhere to calendar arrival times for all home and away games.

5. Cheerleaders must arrive dressed in uniform/warm-up attire.

6. Duties of the Captains:

   a) Teach the cheers.
   b) Organize pep rallies and practices.
   c) Decide cheers and chants to be used; subject to the advisors' approval.

7. No jewelry should be worn and hair must be pulled back.

8. Cheerleaders should realize that they are representing the school and act accordingly.

B. Tryouts--Criteria for Judgment:
INTERSCHOLASTIC ATHLETIC REGULATIONS

1. Ability Test:
   Cheerleading candidates will be selected for the cheerleading squads on the basis of their ability in the following seven categories:
   
a. Jumps (Required jumps to be performed in cheers; 2 consecutive toe touches, herky, double nine, tuck)
   b. Cheers (Projection of voice & expression, spirit, motion/technique)
   c. Gymnastic ability (tumbling, split held for 5 seconds)
   d. Partner Stunts
   e. Appearance
   f. Overall Execution/Appeal
   g. Attitude

2. Squad Size:
   In accordance with Tri-Valley Regulations, both JV and Varsity Squads must not exceed 14 girls.

C Selection of Cheerleaders

A. The cheerleader coach, with the assistance of the selection committee, will select the cheerleading squad.

B. The cheerleader coach and Director of Athletics will determine the selection committee.
NEW HARTFORD CENTRAL SCHOOL DISTRICT

Name: Jennifer Cameron

Address: 

Position: Probationary 15:1 Special Education Teacher

Educational Background:
Master of Science in Special Education, Utica College - 2009
Bachelor of Science Elementary Education, Plattsburgh State University - 2006

Experience:
Special Education Teacher - Sherburne- Earlville CSD - 2006 - Present
Substitute Teacher - Oneida City School - 2004 - 2006

Certification Status:

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<th>Certification Status</th>
<th>Issue Date</th>
<th>End Date</th>
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<td>Students with Disabilities - (Grades 1-6) Professional Cert.</td>
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Appointment will begin September 1, 2015 and end on August 31, 2018.

Salary Justification: 2015-16
Step: 11 $ 47,952
Graduate/Inservice Hours: 42 x 84 3,528
Masters: Y 700
Total Salary: $ 52,180

Information: This is a new position at Perry Junior High School.

June 29, 2015
NEW HARTFORD CENTRAL SCHOOL DISTRICT

Name: Kathleen Sendzuk

Address:

Position: Probationary School Counselor

Educational Background:
Master of Science in School Counseling, Syracuse University, June 2012
Bachelor of Science in Psychology Child Life Development, Utica College, May 2009

Experience:
Substitute School Counselor, Liverpool Central School District 3/15 - 6/15
Long Term Substitute, School Counselor, Liverpool Central School District 8/13-12/13

Certification Status:

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<td>School Counselor Provisional Certificate</td>
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Appointment will begin **September 1, 2015** and end on **August 31, 2019**.

Salary Justification: 2015-16
Step: 4 $42,114
Graduate/Inservice Hours: 60 x 84 5,040
Masters: Y 700
Total Salary: $ 47,854

Information: The recommendation is to fill the vacancy created by the transfer of Bethany Truax from Bradley to fill the vacancy at the Junior High due to the retirement of Miss Slattery.

June 30, 2015
Name: Christine Krumbach

Position: Probationary Elementary Music Teacher

Educational Background:
Master of Science in Music Education, Syracuse University, May 2014
Bachelor of Music in Music Education, Syracuse University, May 2013

Experience:
Long term substitute music teacher 5-8 vocal, Fayetteville-Manlius 2014
Marching Band Woodwind Instructor 7-12, Phoenix Central School District 2013-2014

Certification Status:

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Appointment will begin September 1, 2015 and end on August 31, 2019.

Salary Justification: 2015-16
Step: 4  $42,114
Graduate/Inservice Hours: 35 x 84  2,940
Masters: Y  700
Total Salary:  $45,754

Information: The recommendation is to fill the vacancy created by the transfer of Susan Gleeson from elementary to secondary music.

June 29, 2015
NEW HARTFORD CENTRAL SCHOOL DISTRICT

Name: Brianne Slatton

Address:

Position: Probationary Elementary Teacher

Educational Background:
Master of Science in Broadcast Journalism, Syracuse University, June 2002
Bachelor of Arts in Communication Arts/Childhood Education, Utica College, May 2001

Experience:
Long term substitute 1st grade teacher, Dolgeville CSD - 9/14 - 6/15
Adjunct Instructor - Utica College 2003 - Present
SUNYIT, Utica - 2007 - 2010

Certification Status:

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Appointment will begin September 1, 2015 and end on August 31, 2019.

Salary Justification: 2015-16
Step: 4 $42,114
Graduate/Inservice Hours: 39 x 84 3,276
Masters: Y 700
Total Salary: $46,090

Information: The recommendation is to fill the vacancy of an added section of kindergarten due to the enrollment numbers.

June 30, 2015
Name: Rachel Culyer

Address:

Position: Permanent Substitute in Reading - Bradley Elementary

Educational Background:
Masters of Science in Education - SUNY Cortland
BS in Early Childhood - Utica College

Education Experience:
Permanent Substitute New Hartford Central School - January 2015-June 2015
Substitute in New Hartford Central School District - K-6/present
Substitute in Utica City School District - K-6/2013-present
Substitute in Whitesboro School District - K-6/2013-present

Certification Status:

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Appointment Recommendation:
Appointment will begin on September 1, 2015 and end on January 29, 2016

Salary Justification:
Step 5: $42,965
Grad. Hours 33 x 84 2,772
Masters - Yes 700
Total Salary 1.0 FTE: $46,437

PRO RATED FOR ONE SEMESTER From September 1, 2015 through January 29, 2016

Information: Rachel will be filling the vacancy left by Judeanne Rockford due to a maternity leave.

June 22, 2015
NEW HARTFORD CENTRAL SCHOOL DISTRICT

Name: Allison Paravati

Address:

Position: Permanent Substitute Elementary Teacher

Education Background:
Bachelor of Arts in Early Childhood/Childhood Education, Hobart and William Smith College

Experience:
Long term substitute 3rd grade teacher, Hughes Elementary New Hartford - 12/14 - 4/15

Certification Status:

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<td>2/01/2012</td>
<td>1/31/2017</td>
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Appointment will begin September 1, 2015 and end on January 29, 2016.

Salary Justification: 2015-16
Step: 4   $42,114
Graduate/Inservice Hours: 18 x 84  1,512
Masters:
Total Salary:  $ 43,626 (Pro-Rated for one semester)

Information: Ms. Paravati will fill the vacancy of Kacie Lalonde due to a maternity leave.

June 30, 2015