AGENDA

1. Call to Order

2. Pledge of Allegiance

3. Recognition of Visitors and Delegations
   - Common Core Update - Vince Condro
   - Assistant Superintendent for Curriculum & Instruction Transition Plan Update - Allen Hyde

4. Approval of Minutes
   - Regular Meeting of 1/14/14

5. Correspondence and Communications

6. Board Committee Reports
   - Building, Grounds & Transportation Committee - 1/13/14
   - Policy Committee Meeting - 1/24/14

7. Old Business

   It is recommended that the following regulation be presented for the second reading:

   #6100.2 Interscholastic Athletic Regulations

8. New Business

   A. Personnel

      1. Retirement Resignations/Resignation

         a. It is recommended that the retirement resignation of Debra Baldwin from the position of special education teacher be accepted, with deep regret, effective July 1, 2014.
8. New Business - Personnel - Retirement Resignations/Resignation (cont'd.)

b. It is recommended that the retirement resignation of Kathryn Schabert from the position of elementary (computer technology) teacher be accepted, with deep regret, effective June 30, 2014.

c. It is recommended that the retirement resignation of Christine Porter from the position of social worker be accepted, with deep regret, effective June 30, 2014.

d. It is recommended that the retirement resignation of Cynthia Curri from the position of special education teacher be accepted, with regret, effective June 30, 2014.

e. It is recommended that the retirement resignation of Jerrilyn Smith from the position of elementary teacher be accepted, with deep regret, effective June 30, 2014.

f. It is recommended that the resignation of Donna Deep from the position of co-advisor of Mock Trial be accepted, effective January 9, 2014.

2. Leave of Absence

a. Teacher Assistant

   It is recommended that an unpaid leave of absence be granted to Trisha Peckham for child rearing, effective at the end of her disability period through June 30, 2014.

3. Appointments

a. Permanent Substitute Teacher Assistant

   Upon the recommendation of Robert J. Nole, Superintendent of Schools, Kevin Byrd is hereby appointed to the position of permanent substitute teacher assistant. The service shall begin on February 5, 2014 and end on June 30, 2014, pursuant to the agreement with the collective bargaining unit. The appointee is certified (initial) in Earth Science (7-12).
8. New Business – Appointments (cont’d.)

b. 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 Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Christopher Cooley</td>
<td>Childhood Ed. 1-6 &amp; Students w/ Disab. 1-6</td>
</tr>
<tr>
<td>Hilary George</td>
<td>ELA 7-12</td>
</tr>
</tbody>
</table>

c. Coaches

It is recommended that the list of coaches for the spring 2014 sports season be approved as submitted.

d. Substitute Teacher Aide I

It is recommended that Elizabeth Baldwin be appointed to the position of substitute teacher aide I, effective February 5, 2014, pending satisfactory clearance for employment by the State Education Department.

e. Substitute Office Specialist I

It is recommended that Courtney Hibbard be appointed to the position of substitute office specialist I, effective February 5, 2014, pending satisfactory clearance for employment by the State Education Department.
8. New Business – Personnel (cont’d.)

4. Reclassifications

a. It is recommended that Rose DelMedico be reclassified from the position of DP aide – class J to the position of cleaner – nights, effective February 5, 2014.

b. It is recommended that Lisa Shahoud be reclassified from the position of teacher aide I to the position of DP aide, effective February 5, 2014.

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

The recommendations from the Committee on Pre-School Special Education’s meetings of January 17, 2014 (1) and January 24, 2014 (3) are presented for approval.

C. Committee on Special Education (CSE)

The recommendations from the Committee on Special Education’s meetings of January 14, 2014 (3), January 24, 2014 (3), and January 28, 2014 (3) are presented for approval.

D. 504 Committee

The recommendations from the 504 Committee’s meetings of January 14, 2014 (1) and January 28, 2014 (1) are presented for approval.

9. Other Business

10. Adjournment
Regular Meeting of the Board of Education
Bradley Elementary School Library
Tuesday, January 14, 2014
7:00 P.M.

MEMBERS PRESENT: Mr. Flemma, Mrs. Luker, Mrs. Philipson, Mr. Piotrowski, Mrs. Soggs, Mr. Stephens
Excused: Mr. Jadhon

OTHERS PRESENT: Mr. Nole, Mr. Condro, Mrs. Mandel, Mrs. Greico
Staff Members, Students, Parents

The meeting was called to order at 7:00 p.m.

Pledge of Allegiance

Recognition of Visitors and Delegations

- Presentation of the Award for the Most Student Participation in the Alexandra Kogut Memorial 5K Run/Walk – Jenifer Bowman, Race Director

- Presentation to Students Recognized for National Achievement Scholarship Program and NYSSMA All State Conference

- High School Students representing the Spartan 4 Life: the Project Purple Club, showed the Board a video highlighting the Club’s purpose.

- Hughes Elementary parent, Mrs. Tracy Moger expressed her concerns about the Common Core Curriculum to the Board. NHTA President, Deb Dowling, on behalf of the NHTA, expressed their concerns and steps they are taking to bring them to the State Education Department.

Approval of Minutes

Mrs. Philipson moved Mrs. Soggs seconded that the minutes of the Regular Meetings of December 13, 2013 and December 17, 2013 be approved.

Ayes 6, nays 0, motion carried.

Correspondence and Communications

Mr. Nole extended an invitation to the Board to attend the Project Lead the Way demonstration of the surgical robot by Oneida Heath Care on January 15 at the high school. The Board was also given information on the upcoming Tri-County School Board’s Association legislative forum.
Board Committee Reports

- Budget & Finance Committee – 12/11/13
  
  Mrs. Soggs reported for Mr. Jadhon – the Committee received a report from Mrs. Mandel on the forecast on major factors affecting the school budget. Mrs. Mandel a property tax cap review.

- Buildings, Grounds & Transportation Committee – 12/17/13
  
  Mrs. Soggs reported – the Committee received and reviewed the Facilities Advisory Committee-Long Range Plan-Final Report.

- Policy Committee – 1/9/14
  
  Mr. Stephens reported – the Committee reviewed Regulation #6100.2 Interscholastic Regulations to be presented to the Board for the first reading.

  **First Reading – Regulation #6100.2**

  It is recommended that the following regulation be presented for the first reading:

  #6100.2 Interscholastic Athletic Regulations

New Business

A. Recommendations to Establish Clubs

1. French Club

   Mr. Stephens moved Mrs. Philipson seconded that a French Club be established at the Senior High School, according to Policy #6101 – Introduction of Extra-Curricular Activities in the School System.

   Ayes 6, nays 0, motion carried.

2. Spartans 4 Life; the Project Purple Club

   Mrs. Soggs moved Mr. Stephens seconded that Spartans 4 Life; the Project Purple Club be established at the Senior High School, according to Policy #6101 – Introduction of Extra-Curricular Activities in the School System.

   Ayes 6, nays 0, motion carried.
B. Personnel

1. Resignation

Mr. Stephens moved Mr. Piotrowski seconded that the resignation of Mark Santomassino from the position of cleaner be accepted, effective December 27, 2013.

Ayes 6, nays 0, motion carried.

2. Retirement Resignations

a. Mrs. Soggs moved Mrs. Philipson seconded that the retirement resignation of Sarah Chetnik from the position of teacher aide II be accepted, with deep regret, effective June 30, 2014.

Ayes 6, nays 0, motion carried.

b. Mrs. Soggs moved Mr. Stephens seconded that the retirement resignation of Aurelia Greico from the position of office specialist I be accepted, with deep regret, effective June 30, 2014.

Ayes 6, nays 0, motion carried.

c. Mrs. Philipson moved Mr. Piotrowski seconded that the retirement resignation of Victoria Angell from the position of elementary teacher be accepted, with deep regret, effective July 1, 2014.

Ayes 6, nays 0, motion carried.

3. Leaves of Absence

a. Mrs. Soggs moved Mrs. Philipson seconded that the request for an extension to an unpaid leave of absence be granted to Josette Lasher from January 31, 2014 through June 30, 2014.

Ayes 6, nays 0, motion carried.

b. Mr. Stephens moved Mr. Piotrowski seconded that the request for an extension to an unpaid leave of absence be granted to JoeyAnn Sherman from January 31, 2014 through June 30, 2014.

Ayes 6, nays 0, motion carried.
4. Appointments

a. Permanent Substitute Elementary Teacher

Mr. Piotrowski moved Mr. Stephens seconded that upon the recommendation of Robert J. Nole, Superintendent of Schools, Megan Alsheimer is hereby re-appointed to the position of permanent substitute elementary teacher. The service shall begin on January 31, 2014 and end on June 30, 2014, pursuant to the agreement with the collective bargaining unit. The appointee is certified (initial) in Childhood Education (1-6), Students with Disabilities (B-2), Early Childhood Education (B-2), and Students with Disabilities (1-6).

Ayes 6, nays 0, motion carried.

b. Permanent Substitute Teacher Assistant

Mrs. Philipson moved Mrs. Soggs seconded that upon the recommendation of Robert J. Nole, Superintendent of Schools, Caitlin Kerr is hereby re-appointed to the position of permanent substitute teacher assistant. The service shall begin on January 31, 2014 and end on June 30, 2014, pursuant to the agreement with the collective bargaining unit. The appointee is certified (initial) in Students with Disabilities (1-6) and Childhood Education (1-6).

Ayes 6, nays 0, motion carried.

c. Substitute Teacher List

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

<table>
<thead>
<tr>
<th>Name</th>
<th>Certification Area</th>
</tr>
</thead>
<tbody>
<tr>
<td>Maryanne Krasinski</td>
<td>Mathematics</td>
</tr>
<tr>
<td>Jean Morris</td>
<td>Social Work</td>
</tr>
<tr>
<td>Rachel Culver</td>
<td>Childhood Ed. (1-6), Early Childhood Ed. (B-2), and Literacy (B-6)</td>
</tr>
</tbody>
</table>
e. Faculty Club Advisors

1. Mrs. Philipson moved Mr. Flemma seconded that Mary Campbell be appointed to the position of faculty club advisor for the French Club at the Senior High School for the 2013-2014 school year.

Ayes 6, nays 0, motion carried.

2. Mr. Flemma moved Mr. Piotrowski seconded that Tricia Zupan be appointed to the position of faculty club advisor for the Spartans 4 Life; the Project Purple Club at the Senior High School for the 2013-2014 school year.

Ayes 6, nays 0, motion carried.

f. Substitute Bus Driver

Mrs. Soggs moved Mrs. Philipson seconded that Harold Martin be appointed to the position of substitute bus driver, effective January 15, 2014, pending satisfactory clearance for employment by the State Education Department.

Ayes 6, nays 0, motion carried.

g. Coaches – Spring 2014

Mr. Stephens moved Mr. Piotrowski seconded that the list of coaches for the spring 2014 sports season be approved as submitted.

After inquiry from Mr. Flemma and discussion about the certification of the boys' JV lacrosse assistant coach:

Mr. Stephens moved Mrs. Philipson seconded that the list of coaches be approved with the exception of the boys' assistant JV lacrosse coach.

Ayes 3, nays 1(Mr. Flemma), Abstain 2 (Mr. Piotrowski, Mrs. Soggs), motion failed.
Mrs. Luker moved, Mrs. Philipson seconded that the list of coaches be approved pending proof of the certification of the boys' JV lacrosse assistant coach.

Ayes 2, nays 2 (Mr. Flemma, Mr. Stephens) abstain
2 (Mrs. Soggs, Mrs. Philipson) motion failed.

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

Mrs. Soggs moved Mrs. Philipson seconded that the recommendations from the Committee on Pre-School Special Education's meeting of December 20, 2013 (4) be approved.

Ayes 6, nays 0, motion carried.

**C. Committee on Special Education (CSE)**

Mrs. Philipson moved Mrs. Philipson seconded that the recommendations from the Committee on Special Education's meeting of December 17, 2013 (6) be approved.

Ayes 6, nays 0, motion carried.

**D. 504 Committee**

Mr. Stephens moved Mr. Piotrowski seconded that the recommendation from the 504 Committee's meeting of December 17, 2013 (1) be approved.

Ayes 6, nays 0, motion carried.

**Adjournment**

Mrs. Soggs moved Mr. Stephens seconded that the meeting be adjourned at 8:10 p.m.

Ayes 6, nays 0, motion carried.

Respectfully submitted,

Aurelia R. Greico, Clerk
BUILDING, GROUNDS & TRANSPORTATION COMMITTEE
MEETING MINUTES
January 13, 2014
12:00 noon

Members Present:  
Mrs. Beth Soggs
Mr. Ed Flemma
Mrs. Lisa Philipson

Others Present:  
Mrs. Mary Mandel
Mr. Robert Nole
Mr. Andrew Morgan
Mr. Peter Gagliano

Mrs. Soggs called the meeting to order at 12:05 p.m.

**Bus Proposition 2014-2015 Budget:**
Mr. Gagliano presented the bus replacement proposal for 2014-2015. This was followed by a committee discussion on the bus replacement schedule including financial planning and state aid associated with bus purchasing. Mrs. Mandel indicated that the buses are on a ten to eleven year replacement cycle. Mr. Gagliano indicated that there has been a decrease in the trade-in values allowed for the retired buses. He is exploring alternative options for the sale of the vehicles. Mr. Gagliano is researching the cost of maintaining buses after seven and ten years.

**Operations and Maintenance Equipment requests 2014-2015 Budget:**
Mr. Morgan presented an analysis of the Buildings and Grounds Equipment Replacement Costs reviewing replacement values and the associated life cycle expectancies of the equipment. In addition he presented an update of the department’s current motor vehicle and grounds equipment inventory and condition report. The document demonstrated the annual expenditure needed to support an average blended life expectancy of 9.5 to 12.5 years respectively, for both vehicles and equipment. Mrs. Mandel and Mr. Morgan discussed with the committee future sales, current year vehicle purchase, upgrades, and replacement of equipment including use of retired transportation vehicles.

**Review Long Range Facilities Plan:**
Mrs. Mandel reviewed the Board of Education charge, committee goals, meeting discussions and findings that the Facilities Advisory Committee has made during the past year regarding a Long Range Plan for the District. The Buildings, Grounds and Transportation Committee was provided updates throughout the planning process during the months of January 2013, March 2013, June 2013, and October 2013 including a review of the final report draft in June 2013. Motion was made by Mrs. Soggs, seconded by Mrs. Philipson to accept the Long Range Facilities Plan. (Vote: 2 yes, 1 no). Mr. Nole, Mrs. Mandel, Mr. Morgan, Mr. Gagliano, and the District appointed architects and consultants will proceed with providing The Board of Education with options for potential capital improvement projects to address needs of the district, incorporating items from the Long Range Facilities Plan. This plan will be submitted to the Board of Education in early 2014.

**Adjournment:**
The meeting was adjourned at 12:55 p.m.
Minutes of the Policy Committee Meeting
Thursday, January 23, 2014
12:00 p.m.
District Office

Present: Jim Stephens, Chair
        Ed Flemma
        John Jadhon

Others Present: Robert Nole
               Paul Piotrowski
               Peter Alvanos
               Kevin Bovi
               Keith Levatino
               Kyle Maring
               Dan Pope
               Jennifer Spring

Call to Order:

Mr. Stephens called the meeting to order at 12:00 p.m.

The committee again reviewed the following regulation:

#6100.2 Interscholastic Athletic Regulations

At its last meeting, the Policy Committee requested that the sub-committee of the Advisory Committee to Review the Interscholastic Athletic Program reconvene to further discuss Regulation #6100.2. Specifically, the committee requested that further review be taken of the section of the matrix titled “Missing Practices/Competitions” stressing that more consistency should be applied.

After discussion, some suggested changes were made to the wording of the matrix and the decision was made to amend the regulation to remove the matrix from within the policy. The matrix will be kept as a separate document to be shared with the coaches, student athletes and parents/guardians. The document will also be placed on the district website under the “Athletics” link. The revised matrix is attached to these minutes.

In addition, some minor changes were made to the regulation under Section XI – Cheerleaders.
With the above changes made to Regulation 6100.2 it will be resubmitted to the Board of Education for the second reading at its meeting of February 4, 2014. The goal is to have the third and final reading done by the Board at its February 25, 2014 meeting, the regulation adopted and then piloted for the spring sports season.

Section 3000 – Administration – Due to time constraints this section of policies was not discussed.

**Adjournment:**

The meeting was adjourned at 1:00 p.m. The Policy Committee members thanked the members of the sub-committee who reviewed the regulation for their time and effort.

The next meeting of the Policy Committee will be held on Wednesday, February 12, 2014 at 12:00 p.m. in the District Office.
<table>
<thead>
<tr>
<th>Mission Statement</th>
</tr>
</thead>
<tbody>
<tr>
<td>The Mission of the New York State interscholastic athletic programs is to foster the quest for excellence by creating an educational and competitive experience within an atmosphere of sportsmanship. Successful programs develop individual and team potential by promoting high standards of competence, character, civility, and citizenship.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>General Objectives/Responsibilities of New Hartford Central School Athletics Program and Staff</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Encourage as many students as possible to participate in athletics</td>
</tr>
<tr>
<td>- Promote sportsmanlike conduct in all athletic contests</td>
</tr>
<tr>
<td>- Maintain essential minimum standards of eligibility</td>
</tr>
<tr>
<td>- Coaches should set forth team and individual expectations for conduct and skill</td>
</tr>
<tr>
<td>- Coaches should enforce consequences for student athletes not meeting behavior expectations</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Educational Goals of a Quality Interscholastic Athletic Program</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Teach fundamentals and basic skills of particular sport.</td>
</tr>
<tr>
<td>- Continue to teach and develop fundamentals and basic skills of all players</td>
</tr>
<tr>
<td>- Compete at a high level with the goal to win</td>
</tr>
<tr>
<td>- Continue to teach and develop fundamentals and basic skills of all players</td>
</tr>
<tr>
<td>- Compete at a high level with the goal to win</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Competence</th>
</tr>
</thead>
<tbody>
<tr>
<td>A student athlete in a quality program is competent in terms of:</td>
</tr>
<tr>
<td>- Skill development</td>
</tr>
<tr>
<td>- Knowledge of the game and strategies</td>
</tr>
<tr>
<td>- Fitness, conditioning, healthy behavior</td>
</tr>
<tr>
<td>- Compete at a high level with the goal to win</td>
</tr>
<tr>
<td>- Continue to teach and develop fundamentals and basic skills of all players</td>
</tr>
<tr>
<td>- Compete at a high level with the goal to win</td>
</tr>
<tr>
<td>- Compete at a high level with the goal to win</td>
</tr>
<tr>
<td>- Compete at a high level with the goal to win</td>
</tr>
<tr>
<td>Educational Goals of a Quality Interscholastic Athletic Program (continued)</td>
</tr>
<tr>
<td>---</td>
</tr>
<tr>
<td><strong>Character</strong></td>
</tr>
<tr>
<td>A student athlete in a quality program demonstrates:</td>
</tr>
<tr>
<td>- Responsibility</td>
</tr>
<tr>
<td>- Accountability</td>
</tr>
<tr>
<td>- Dedication</td>
</tr>
<tr>
<td>- Trustworthiness &amp; fair play</td>
</tr>
<tr>
<td>- Self control</td>
</tr>
<tr>
<td><strong>Civility</strong></td>
</tr>
<tr>
<td>A student athlete in a quality program demonstrates civility towards others, showing:</td>
</tr>
<tr>
<td>- Respect</td>
</tr>
<tr>
<td>- Fairness</td>
</tr>
<tr>
<td>- Caring</td>
</tr>
<tr>
<td><strong>Citizenship</strong></td>
</tr>
<tr>
<td>A student athlete in a quality program demonstrates citizenship through actions showing evidence of:</td>
</tr>
<tr>
<td>- Loyalty and commitment</td>
</tr>
<tr>
<td>- Teamwork</td>
</tr>
<tr>
<td>- Role modeling</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Grade Eligibility</th>
</tr>
</thead>
<tbody>
<tr>
<td>- Grades 7 and 8</td>
</tr>
<tr>
<td>- Grades 7 - 11</td>
</tr>
<tr>
<td>- 7th &amp; 8th grades need to go through selective classification test as recommended by coach.</td>
</tr>
<tr>
<td>- Coaches may request the Coordinator of Athletics to process a student through the Select/Classification screening procedure, per the New York State Select/Classification program for interscholastic Athletic Programs.</td>
</tr>
<tr>
<td>- Grades 7 - 12</td>
</tr>
<tr>
<td>- 7th &amp; 8th grades need to go through selective classification test as recommended by coach</td>
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<td>- Coaches may request the Coordinator of Athletics to process a student through the Select/Classification screening procedure, per the New York State Select/Classification program for interscholastic Athletic Programs.</td>
</tr>
<tr>
<td>Playing Time Guidelines</td>
</tr>
<tr>
<td>-------------------------</td>
</tr>
<tr>
<td>• Rules governing playing times are covered by the Section III, the Tri Valley League and other leagues where appropriate.</td>
</tr>
<tr>
<td>• The purpose of a junior varsity team is to further develop players for the varsity team. Playing time will be earned based on skill level, attitude, knowledge or strategies conditioning and practice performance.</td>
</tr>
<tr>
<td>• The purpose of a varsity team is to compete at the highest level. Playing time will be earned based on skill level, attitude, knowledge of strategies, conditioning and practice performance.</td>
</tr>
</tbody>
</table>
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.
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 Director of Physical Education.

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 Chairman of Physical Education.

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

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 Director 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:
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.
INTERSCHOLASTIC ATHLETIC REGULATIONS

5. Keep locker rooms clean.
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.

B. Booster

New Hartford Boosters furnish awards (usually a plaque or small trophy) to team members of any championship varsity team at the appropriate athletic banquet(s). The "Most Valuable" and "Most Improved" player awards in all varsity sports are also furnished by the Boosters and presented at these banquets. Team members select the recipients of these awards.

C. Physical Education Award (Donated by New Hartford Boosters)
INTERSCHOLASTIC ATHLETIC REGULATIONS

The basis for selection are:

1) Senior Boy/Senior Girl;
2) Broad participation in physical education program, including athletics;
3) Exemplary in attitude, character and scholastic achievement;
4) Working to full extent of his/her capability.

The selection is made by the coaching staff. A monetary donation and a trophy are given to the winner at the annual sports banquet.

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.

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:
STUDENTS

INTERSCHOLASTIC ATHLETIC REGULATIONS

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 of Athletics and Business Office Chairman of the Physical Education Department. Schedules, once arranged, are not to be altered without permission. Special events which might affect other departments should be also be cleared with the Building Principal and 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.

Groups using the facilities on Saturdays and school holidays must inform the Building Principal, Coordinator of Athletics and Business Office Chairman of the Physical Education Department 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.
STUDENTS

INTER SCHOLASTIC ATHLETIC REGULATIONS

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 #4011

4. Equipment must be checked out with the Coordinator of Athletic’s 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 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. 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 of Athletics' office. All summer physicals must be sent to the Coordinator 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
INTERSchOLASTIC ATHLETIC REGULATIONS

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

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.

XI. 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). They have a legal excuse which has been accepted by the advisor. Legal excuses include sickness, religious observance or death in family and others at discretion of the advisor. Any violation will equal one (1) cut.

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.
INTERSCHOLASTIC ATHLETIC REGULATIONS

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:

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 and Coordinator of Athletics advisor, with the assistance of the selection committee, will select the cheerleading squad.
INTERScholastic AThletic REGulations

B. The selection committee will consist of the cheerleading advisor and three (3) people from outside the school system.

B. The cheerleader coach and Coordinator of Athletics advisor and the Chairperson of Physical Education will determine the selection committee.

New Hartford Central School District
Legal Ref: State Education Guidelines, 1992
Revised: 09/17/91, 06/06/95, 12/02/97, 11/17/98, 03/16/99, 03/21/00, 06/18/02, 03/15/05, 07/07/10, _____
Name: Kevin Byrd

Position: Permanent Sub -Teaching Assistant in 12:1:1 - High School

Educational Background:
SUNY Oneonta - BS in Adolescent Education and Earth Science

Education Experience:
Student teaching - Spring 2013 in Proctor High School - 9th & 10th grade earth science
Student teaching - Spring 2013 in Waterville Junior/Senior High School - 7th & 8th grade science

Certification Status:

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Appointment Recommendation:
Appointment will begin on Feb. 5 and end on June 30, 2014.

Salary Justification:
Step: 1                                          $21,120.00 (based on 2013-14 salary schedule)
Certification                                         500.00
Total Salary 1.0 FTE:                                   $21,620.00 PRO-RATED From Feb. 5 - June 30

Information: Kevin will be replacing Mrs. Trisha Peckham who is out on maternity leave.
NEW HARTFORD SPRING COACHES RECOMMENDATIONS
2014

I have reviewed the following list of coaches, they are deemed compliant (certified) in accordance with New York State coaching license requirements.

Coordinator of Athletics

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NEW HARTFORD CENTRAL SCHOOL DISTRICT
NEW HARTFORD, NEW YORK 13413
Business Office
Phone: 315/624-1280
Fax: 1-315/624-1265

NAME: Elizabeth Baldwin

EFFECTIVE DATE OF PROVISIONAL APPOINTMENT: February 5, 2014

HOURLY RATE: $9.08

JOB TITLE: substitute teacher aide I

OLD TITLE:

OLD RATE:

CIVIL SERVICE TITLE:

SCHOOL TITLE (if different):

SCHOOL BUILDING ASSIGNMENT: District

REPLACEMENT FOR:

HOURS PER DAY: per diem

BACKGROUND: Ms. Baldwin is pursuing an education degree at SUNY Plattsburgh and has experience with children in a supervisory role.

C: Sharie Arnold
NEW HARTFORD CENTRAL SCHOOL DISTRICT
NEW HARTFORD, NEW YORK 13413
Business Office
Phone: 315/624-1280
Fax: 1-315/624-1265

NAME: Courtney Hibbard

EFFECTIVE DATE OF PROBATIONARY APPOINTMENT: February 5, 2014

HOURLY RATE: $10.08

JOB TITLE: substitute Office Specialist I

OLD TITLE:

OLD RATE:

CIVIL SERVICE TITLE:

SCHOOL TITLE (if different):

SCHOOL BUILDING ASSIGNMENT: District

REPLACEMENT FOR:

HOURS PER DAY: per diem

BACKGROUND: Ms. Hibbard has a bachelors degree in Sport Management from Cazenovia and is currently employed at Allstate Insurance.

C: Sharie Arnold
NAME: Rose DelMedico

EFFECTIVE DATE OF PROBATIONARY APPOINTMENT: February 5, 2014

HOURLY RATE: $14.94

JOB TITLE: Cleaner / Nights

OLD RATE: $11.46

OLD TITLE: DP aide – Class J

CIVIL SERVICE TITLE: cleaner

SCHOOL TITLE (if different): 

SCHOOL BUILDING ASSIGNMENT: Hughes

REPLACEMENT FOR: Mike Getz who transferred to Myles to replace Mark Santomassino

HOURS PER DAY: 7.5 hours

BACKGROUND: Ms. DelMedico was the most senior bidder who was interested in this position.

C: Sharie Arnold
NAME: Lisa Shahoud

EFFECTIVE DATE OF PERMANENT APPOINTMENT: February 5, 2014

HOURLY RATE: $11.57

JOB TITLE: DP Aide

OLD TITLE: Teacher aide I

OLD RATE: $11.58

SCHOOL TITLE (if different):

SCHOOL BUILDING ASSIGNMENT: Bradley

REPLACEMENT FOR: Rose DelMedico

HOURS PER DAY: 6 hours

BACKGROUND: Mrs. Shahoud was the most senior bidder who accepted this position

C: Sharie Arnold

NEW HARTFORD CENTRAL SCHOOL DISTRICT