

Annual Notices

Hartford Public Schools is required to provide notice annually regarding the following:

Section 504/ADA Compliance Officers. Lynn Buchkowski and Joel Messenger are our district's Section 504/ADA Compliance officers. Ms. Buchkowski may be reached at 621-7144, and Joel Messenger at 621-7201.

Civil Rights Coordinators. Nancy Larsson and Bradley Geesaman are our district's Civil Rights Coordinators. Ms. Larsson may be reached at 621-7421, and Bradley Geesaman at 621-7301.

Equal Educational Opportunity. The Hartford Board of Education declares it to be the policy of this District to provide an equal opportunity for all students, regardless of race, color, creed, disability, religion, gender, ancestry, national origin, place of residence within the boundaries of the District, or social or economic background to learn through the curriculum offered in this District.

Directory Information on Students. Each student's record is kept in a confidential file located at the student's school office. The information in a student's record is available for review only by the parents or legal guardian of the student, adult student (eighteen (18) years of age or older), and those designated by Federal Law or District regulations.

A parent, guardian, or adult student has the right to request a change or addition to a student's records and to either obtain a hearing with District officials or file a complaint with the U.S. Office of Education if not satisfied with the records or with the District's compliance with the Federal Rights and Privacy Act.

A parent, guardian, or adult student has the following rights:

1. Inspect and review the student's education records;
2. Request amendments if the parent believes the record is inaccurate, misleading, or otherwise in violation of the student's rights;
3. Consent to disclosures of personally-identifiable information contained in the student's education records, except to those disclosures allowed by law;
4. Challenge District noncompliance with a parent's request to amend the records through a hearing;
5. File a complaint with the Department of Education;
6. Obtain a copy of the District's policy and administrative guidelines on student records.

The following information about each student is considered "directory information" and will be made available upon a legitimate request unless a parent, guardian, or adult student notifies the Records Control Office in writing within ten days from the date of this notification that she/he will not permit distribution of any or all of such information: name, address and telephone number; date and place of birth; photograph; major field of study; participation in officially recognized activities and sports; height and weight, if a member of an athletic team; dates of attendance; date of graduation and awards received; and any other information the district considers would not be harmful or an invasion of privacy, if disclosed.

If you have questions regarding school records, please contact the building principal.

Drug-Free Schools. In accordance with Federal Law, the Board of Education prohibits the use, possession, concealment, or distribution of drugs by students on school grounds, in school or school-approved vehicles, or at any school-related event. Drugs includes any alcoholic beverage, anabolic steroid, dangerous controlled substance as defined by State statute, or substance that could be considered a "look-a-like" controlled substance. Compliance with this policy is mandatory for all students. Any student who violates this policy will be subject to disciplinary action, in accordance with due process and as specified in the student handbooks, up to and including expulsion from school. When required by State law, the District will also notify law enforcement officials.

We are concerned about any student who is a victim of alcohol or drug abuse and will facilitate the process by which she/he receives help through programs and services available in the community. Students and their parents should contact the principal, counselor, or social worker whenever such help is needed.

Health and Reproductive Education. The Board of Education has adopted a comprehensive health education program which includes education on human sexuality and venereal and other non-casual contact communication diseases such as AIDS. It is designed to provide an appropriate means for students to acquire the knowledge, skills and attitudes necessary to maintain good health.

In compliance with State law and with its desire to maintain effective communication with parents and the community, the board has made arrangements for the programs and instructional materials to be available for review by any parent or interested member of this community.

Students are required to participate in these courses, but the law allows parents the right to have a child excused from participating in classes which include instruction in sex education, reproductive health and AIDS education. The Board's policy is to honor parents' written requests that their child be excused from certain classes in any course.

Please contact the building principal if you have any questions or concerns regarding this matter.

Bloodborne Pathogens. The District is subject to regulations from the Occupational Safety and Health Administration (OSHA) to restrict the spread of Hepatitis B Virus (HBV) and human immune deficiency Virus (HIV) in the workplace. These regulations are designed to protect employees of the District who are, or could be, exposed to blood or other contaminated bodily fluids while performing their job duties.

Because of the very serious consequences of contracting HBV or HIV, the District is committed to taking the necessary precautions to protect both students and staff from its spread in the school environment.

Part of the federally mandated procedures include a requirement that the District request the person who was bleeding to consent to be tested for HBV and HIV. This information would then be provided both to the exposed employee and the treating physician to determine proper medical treatment.

The law does not require parents or guardians to grant permission for the examination of their child's blood, but it does require the District to request that consent. Although we expect the incidents of exposure will be few, we want to notify parents of these requirements ahead of time. That way, if the situation does develop you will understand the reason for our request and will have had an opportunity to consider it in advance. These are serious diseases, and we sincerely hope that through proper precautions and cooperation we can prevent them from spreading.

Free/Reduced Priced Lunches. Hartford Public Schools participates in the Federal School Lunch Program. Certain persons are eligible for free or reduced priced lunches. A letter regarding the Federal School Lunch Program and an application for free and reduced priced meals will be sent home with each student the first day of school. Additional application blanks may be obtained in any of the building offices.

Asbestos Information. Several years ago, Hartford Public Schools contracted to remove nearly all asbestos materials in our buildings. Asbestos in public areas was removed. Some asbestos in non-public areas was treated and secured rather than being removed in accordance with the Asbestos Hazard Emergency Act (AHERA). Hartford Public Schools completes six month inspections of all facilities. Following is an update:

*Hartford Public Schools contracted for a three-year Asbestos Re-Inspection Management Plan as required by the Asbestos Hazard Emergency Response Act (AHERA). The re-inspection was completed July, 2013. This three-year Asbestos Re-Inspection Management Plan is currently available for review in all school offices in the district."

*The Management Plan contains information regarding the location of asbestos-containing materials in school buildings, the condition of the asbestos, and a plan for dealing with any remaining asbestos. The following activities relating to asbestos are currently planned for the District: None

Re-Inspection. A re-inspection of all district buildings is required by law every three years. Our next re-inspection is tentatively scheduled to be completed by July, 2016.

Notification of Pesticide Applications. As part of Hartford Public Schools pest management program pesticides are occasionally applied. Under the new regulations you have the right to be informed prior to any pesticide application made to school grounds and buildings. Hartford Public Schools has arranged to have our pesticide treatment of buildings after school on the fourth Friday of every month during the school year. If a vacation day falls during the school year on a Friday, the treatment may occur during the day on that Friday. During the summer months when school is not in session pesticide treatment could occur during the day on the fourth Friday of the month. This article is intended to serve as prior notification of pesticide applications to Hartford Public Schools building and grounds.

In certain emergencies pesticides may be applied without prior notice, but you will be provided notice following such applications. If you have any questions, please contact your building principal or Michael Hallgren at the central office at 621-7002. Any district parent, guardian, or care provider desiring information regarding these pesticides or who wishes to be notified prior to scheduled applications may complete the following request and mail it to Mike Hallgren at 115 School Street, Hartford, MI 49057.

Pesticide Prior Notification Request	
School: _____	Parent/Guardian: _____
Student Name: _____	Address: _____
City: _____	State: _____
Home Phone: _____	Work Phone: _____