

PUTNAM BOARD OF EDUCATION

SECRETARY'S REPORT

April 24, 2018

The Putnam Board of Education met in regular session on Tuesday, April 24, 2018 in the Joseph V. Pempek Memorial Conference Room at Putnam High School.

Attendance: Carrie Blackmar, Marieanne Viens, James Purdon, Michael Morrill (7:40), Jeannie Dodd, Edward Perron, Lauren Konicki, Jill Zangerl

Absent: Mary Kozlowski

Others: William Hull, Superintendent of Schools; Nancy T. Cole, Business Administrator

Jeannie Dodd called the meeting to order at 7:03 PM.

Pledge of Allegiance

Student Representative – No report

1. APPROVAL OF MINUTES

Edward Perron made a motion to approve the March 20, 2018, minutes as presented. The motion was seconded by Lauren Konicki and passed unanimously.

2. CORRESPONDENCE

There was no correspondence.

3. PRESENTATIONS

The students and advisors for the Robotics Club made a presentation to the Board on this year's contest. In attendance were advisors Caleb Warner and Gerry Mailhot. The students who presented were: Brett Perkins, Tyler Eddy, Hunter Roberts, Brooke Peloquin and Caillou Morin.

Dr. Teri Bruce provided a brief introduction on Invention Convention. Four students participated in a state competition. Guinevere Weiker, Enrico Ong and Devin Dupre presented their invention to the Board.

The Board took a brief recess.

4. CITIZENS' COMMENTS

There were no citizens' comments.

5. REPORTS OF OFFICERS AND STANDING COMMITTEES

a. Committee Reports

1) Policy Committee Report

- a) Jeannie Dodd reported the Policy Committee met on March 20, 2018. The minutes were included in the packet. The next committee meeting is May 15, 2018.

2) Facilities Committee Report

a) Building Committee Update

The committee continues to meet monthly and is working on closing out the project.

3) Curriculum Committee

a) Carrie Blackmar reported the committee met prior to the Board meeting. They reviewed elementary reading programs and are recommending Wonders, by McGraw Hill, be warned for adoption.

b) The committee also reviewed some high school math proposals and is recommending the University of Connecticut Early College Experience Proposal, AP Calculus AB, be warned for adoption.

The curriculum materials will be available in the Superintendent's Office for review.

4) CABE Events Update

Jeannie Dodd reported on CABE Activities. There is a legislative wrap-up scheduled for May 15, 2018 and a collective bargaining workshop on June 12, 2018.

b. Financial Reports, Nancy T. Cole

Nancy Cole updated the Board on the year-end expenditure report for 2017-2018. An excess cost report and Family Resource Center report were also presented. A quarterly School Facilities Account Report was also included in the packet.

c. Superintendent's Report, William J. Hull

Mr. Hull updated the Board and discussion took place on the following items:

- Staff Appreciation week is May 7 – 11, 2018. The dates are: PHS – May 8, 2018, PMS - May 10, 2018 and PES - May 11, 2018.
- The public hearing on the budget was April 11, 2018 at 7:00 PM in the middle school auditorium. There was only one question on the budget.
- The annual town meeting is May 9, 2018 at 7:30 PM in the middle school auditorium.
- The Wall of Honor Induction is May 5, 2018. Tickets are still available for this event.
- Marieanne Viens reported the Memorabilia Committee met to discuss the sports items, pictures and memorial items and how best to display them.
- The responses to the lawn maintenance request for proposals are due on May 3, 2018.
- The next Regional Collaboration meeting is April 26, 2018 at 5:30 at Eastconn.
- The Resilience Movie was shown on March 27, 2018.
- The district website work is underway.
- District Projects: new gutters and water fountains were installed at the elementary school over April vacation; the boiler loop at the elementary school was replaced; the oil tank replacement is scheduled for the summer; cafeteria work will also be done over the summer months.
- Several out-of-state field trips are being planned. Details will be provided in May.
- Memorial Park work is being planned.
- A proposal for athletic gate receipt purchases will be presented in May.
- Department quarterly reports and school monthly reports were included in the packet.

d. Mr. Michael Morrill, Board Chairperson

No report.

6. **BUSINESS**

a. **Approval of District Calendar for 2018-2019**

James Purdon made a motion to approve the district calendar for 2018-2019 as presented. The motion was seconded by Lauren Konicki and passed unanimously.

b. **Modification of 2017-2018 District Calendar**

Superintendent Hull recommended several modifications to the 2017-2018 calendar as follows: last day of school for students will be June 22, 2018; Putnam Middle School Moving Up Ceremony to be held on June 22, 2018 in the morning; Putnam High School Graduation to be held on June 21, 2018; and June 25, 2018 and June 26, 2018 to be full day professional development for staff. After a brief discussion, Jeannie Dodd made a motion the Putnam Middle School Moving Up Ceremony be held on June 20, 2018 in the evening with the understanding that the eighth grade students need to fulfill the 180-day statutory requirement, that the last day of school for students be June 22, 2018 and that June 25, 2018 and June 26, 2018 be full day professional development for staff. The motion was seconded by James Purdon and passed unanimously.

c. **2018 High School Graduation Date**

Jeannie Dodd made a motion to hold the Putnam High School graduation on Thursday, June 21, 2018 and noted that this does not set a precedent. The motion was seconded by Lauren Konicki and passed unanimously.

d. **Priority List 2018**

Superintendent Hull distributed a draft priority list. James Purdon made a motion to authorize the Superintendent to release a request for proposal for a school bus. The motion was seconded by Edward Perron and passed unanimously.

e. **Business Administrator's Contract**

Superintendent Hull informed the Board that the Business Administrator's contract will need to be discussed at a future meeting.

f. **Superintendent's Evaluation**

The Superintendent's Evaluation will be discussed in June.

g. **Healthy Food Certification**

Jeannie Dodd made a motion as follows:

1. **Healthy Food Option**

Pursuant to C.G.S. Section 10-215f, the Putnam Board of Education certifies that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2018, through June 30, 2019. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to, school stores, vending machines, school cafeterias, and any fundraising activities on school premises sponsored by the school or by non-school organizations and groups.

2. Exemption for Food Items

The Putnam Board of Education will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards provided that the following conditions are met:

- 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend;
- 2) the sale is at the location of the event; and
- 3) the food items are not sold from a vending machine or school store.

An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The “regular school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held.

3. Beverages

The Putnam Board of Education will allow the sale to students of beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met:

- 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend;
- 2) the sale is at the location of the event; and
- 3) the beverages are not sold from a vending machine or school store.

An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. The “school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held, and must be the same place as the food sales.

The motion was seconded by Edward Perron and passed unanimously.

h. Cafeteria Plan for Flexible Spending Accounts

James Purdon made a motion to increase the flexible spending account limit to \$2,650. The motion was seconded by Lauren Konicki and passed unanimously.

i. Citizens’ Comments

There were no citizens’ comments.

The Board took a brief recess at 8:25 PM.

Michael Morrill made a motion to go into Executive Session at 8:27 PM for the purpose of discussing AFSCME Negotiations and the Noncertified/Non-Affiliated Compensation Package. The motion was seconded by Jeannie Dodd and passed unanimously. Superintendent Hull and Ms. Cole were invited to attend.

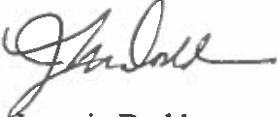
Edward Perron made a motion to exit Executive Session at 8:50 PM. The motion was seconded by James Purdon and passed unanimously.

- j. AFSCME Negotiations
No action was taken at this time.
- k. Noncertified/Non-Affiliated Compensation
No action was taken at this time.

ADJOURNMENT

James Purdon made a motion to adjourn. The motion was seconded by Lauren Konicki and passed unanimously. The meeting adjourned at 8:50 PM.

Respectfully submitted,



Jeannie Dodd
Board Secretary