

PUTNAM BOARD OF EDUCATION

SECRETARY'S REPORT

March 20, 2018

The Putnam Board of Education met in regular session on Tuesday, March 20, 2018 in the Joseph V. Pempek Memorial Conference Room at Putnam High School.

Attendance: Mary Kozlowski, Carrie Blackmar, Marieanne Viens, James Purdon (7:37 PM), Michael Morrill, Jeannie Dodd, Edward Perron

Absent: Lauren Konicki, Jill Zangerl

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

Michael Morrill called the meeting to order at 7:00 PM.

Pledge of Allegiance

Student Representative – Doria Daviau, Putnam High School student, updated the Board on the most current events at the high school.

1. APPROVAL OF MINUTES

Edward Perron made a motion to approve the February 27, 2018, minutes as presented. The motion was seconded by Carrie Blackmar and passed unanimously.

2. CORRESPONDENCE

- a. A letter dated February 26, 2018 from the State of Connecticut, Department of Education regarding Educator Certification Compliance Report was included in the packet.
- b. A letter dated March 15, 2018, from Dr. Dianna R. Wentzell, Commissioner of Education, concerning School Closures and the School Calendar was included in the packet.

3. PRESENTATIONS

Pride of Putnam awards were given to the following students and staff:

PES Students: Lacey Barnett, Katya Alvarez, Caitlin Racine

PES Teacher: Courtney Tanner-Bellows

PMS Students: Ella Schoppe, Abigail Fitts, Kylie McArthur, Hiba Zaidi, Emily St. Martin, Lauren Brule

The Board took a brief recess.

Dr. Teri Bruce, Putnam Middle School Principal, gave a presentation on "A Day in the Life of Putnam Middle Schoolers."

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 to review several policies that need to be revised. They include: Truancy, Facilities Use, Charging Policy, Bids and Quotations and Nondiscrimination. The policies will be brought to the Board once the committee has met to review proposed changes.

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

Carrie Blackmar reported the committee has not met but plans to meet sometime prior to the next Board meeting.

4) CABE Events Update

Jeannie Dodd distributed a document outlining Other CABE Activities.

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.

c. Superintendent's Report, William J. Hull

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

- Mr. Hull commended the building principals and staff on making March 14, 2018 such a wonderful civic experience for our students.
- Staff Appreciation week is May 7 – 11, 2018.
- The budget presentation to the Board of Finance is moved to March 26, 2018 at 6:00 PM.
- The public hearing on the budget is April 11, 2018 at 7:00 PM in the middle school auditorium.
- The annual town meeting is May 9, 2018 at 7:30 PM in the middle school auditorium.
- The 2017 Cohort Graduation Results for Final Review will be provided to the Board when they are finalized.
- There was an Americanism Assembly at the elementary school on Friday. Representatives from the American Legion were in attendance.
- Marieanne Viens reported that the Memorabilia Committee met to discuss the sports memorabilia as well as other historical memorabilia. Their first step is to identify all the items they currently have and develop a strategy for displaying them. Superintendent Hull stated the building committee has committed to providing display cases for the memorabilia.
- A Request for Proposal (RFP) for lawn maintenance needs to be developed for services to begin on July 1, 2018.
- There was a Regional Collaboration meeting recently. A second meeting is scheduled for April 5, 2018. It was pointed out that there are many things already in place.
- The Resilience Movie, The Biology of Stress and The Science of Hope, is scheduled for March 27, 2018 from 6:30 to 8:30 PM in the high school Black Box Theater.

- The first suggested AFSCME negotiations date is April 12, 2018.
- The district calendar for 2018-2019 has not yet been finalized. A calendar will be provided in April.
- The Board may need to discuss modifications to the 2017-2018 calendar. One of the considerations may be to move graduation from a Saturday to a Friday. Another consideration may be to decrease student days.
- School Monthly Reports were included in the packet.

d. Mr. Michael Morrill, Board Chairperson

Mr. Morrill commended the administrators for their work on March 14, 2018 and for teaching our students how to be active and play a role in their future. Mr. Morrill also spoke briefly on the projected future budget deficits for the State of Connecticut. He is suggesting conversations begin to take place with other towns on how to plan for more collaboration in the future.

6. **BUSINESS**

a. Continuation of Grants for 2018-2019

- 1) Family Resource Center
- 2) School Consolidated and Quality Enhancement
- 3) ESEA Consolidated Grant Application Package (includes Title I, IIA, III, IV, V, Perkins, IDEA Part A and B)
- 4) Priority, Alliance, School Accountability, Extended School Hours

James Purdon made a motion to authorize the Superintendent to apply for the above grants. The motion was seconded by Edward Perron and passed unanimously.

b. Approval of Stipend for Web Master Position

James Purdon made a motion to approve a stipend of \$2,400 for the web master position. The motion was seconded by Edward Perron and passed unanimously.

c. Approval of Bid for Middle School Cafeteria Serving Line

James Purdon made a motion to award the request for proposal for the middle school serving line to Kittredge Equipment Company at a cost of \$49,036. The motion was seconded by Carrie Blackmar and passed unanimously.

d. Authorization for Superintendent to Apply for All Grants

Edward Perron made a motion to authorize the Superintendent to apply for all grants. The motion was seconded by Jeannie Dodd and passed unanimously.

e. Legal Retainer

James Purdon made a motion to authorize a legal retainer of \$10,000 for negotiations. The motion was seconded by Marieanne Viens and passed unanimously.

f. Letter to State Legislators

Mr. Hull reported he is in the process of finalizing the letter to the legislators.

- g. Waive Bid Requirements for Replacement of PES Cafeteria Ceiling
Jeannie Dodd made a motion to waive the request for proposal requirements for the elementary cafeteria ceiling and secure quotations not to exceed \$9,999. The motion was seconded by James Purdon and passed unanimously.
- h. Citizens Comments
There were no citizens' comments.

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

Jeannie Dodd made a motion to go into Executive Session at 8:28 PM for the purpose of discussing the Noncertified/Non-Affiliated Compensation Package and AFSCME Negotiations. The motion was seconded by James Purdon and passed unanimously. Superintendent Hull and Ms. Cole were invited to attend.

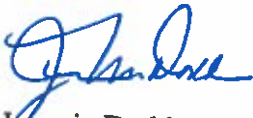
James Purdon made a motion to come out of Executive Session at 9:06 PM. The motion was seconded by Carrie Blackmar and passed unanimously.

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

ADJOURNMENT

Edward Perron made a motion to adjourn. The motion was seconded by Marieanne Viens and passed unanimously. The meeting adjourned at 9:06 PM.

Respectfully submitted,



Jeannie Dodd
Board Secretary