

# **PUTNAM BOARD OF EDUCATION**

## **SECRETARY'S REPORT**

**December 19, 2017**

The Putnam Board of Education met in regular session on Tuesday, December 19, 2017 at the Joseph V. Pempek Memorial Conference Room.

**Attendance:** Carrie Blackmar, Jeannie Dodd, Lauren Konicki, Mary Kozlowski, Michael Morrill, Edward Perron, Marieanne Viens

**Absent:** James Purdon and Jill Zangerl

**Others:** William J. Hull, Superintendent of Schools; Nancy T. Cole, School Business Administrator; Laura Santos, Recording Secretary

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

### **Pledge of Allegiance**

### **Election of Officers**

Mr. Hull called for nominations for Chairman of the Board. Edward Perron made a motion to nominate Michael Morrill as Board Chairman. The motion was seconded by Jeannie Dodd. Edward Perron moved to close the nomination and was seconded by Jeannie Dodd and passed unanimously. Mr. Hull called for a vote. Michael Morrill was elected as Board Chairman by a unanimous vote.

Michael Morrill called for nominations for Secretary of the Board. Edward Perron made a motion to nominate Jeannie Dodd as Board Secretary. The motion was seconded by Marieanne Viens. Edward Perron moved to close the nomination and was seconded by Carrie Blackmar and passed unanimously. Jeannie Dodd was elected as Board Secretary by a unanimous vote.

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

Mr. Hull and Mr. Morrill introduced and welcomed the new board member, Lauren Konicki.

### **1. APPROVAL OF MINUTES**

The minutes of the November 20, 2017 special meeting and the November 21, 2017 regular meeting were reviewed. Edward Perron made a motion to approve the minutes. The motion was seconded by Marieanne Viens and passed unanimously.

### **2. CORRESPONDENCE**

There were two letters of correspondence. A letter, dated December 12, 2017, from Nutmeg Book Award, invited a middle school student to be a student reader. The second letter, dated, December 18, 2017, was from the Wall of Honor committee, requesting financial assistance in the amount of \$3,000. This item will be placed on the January Board meeting agenda.

### **3. PRESENTATIONS**

Pride of Putnam Awards were given to the following students for receiving the CAPSS Award:

PHS: Scott Davagian, Jr., Doria Daviau

PMS: Autumn Allard, Zachary Belleville

PES: Faye Battersby, Trinity Zamora

The Board took a brief recess.

Mayor Barney Seney addressed the Board regarding working collaboratively to mitigate the impact of the state budget on both the town and Board of Education budget.

A presentation regarding the Reconfiguration of the Town Athletic Fields was given by Town Manager, Mary Calorio, Recreation Director, Wilfred Bousquet and Janet Blanchette, Engineer for J & D Civil Engineers of North Grosvenordale, CT.

### **4. CITIZEN COMMENTS**

There were no citizen comments.

### **5. REPORTS OF OFFICERS AND STANDING COMMITTEES**

#### **a. Committee Meeting Reports**

##### **1) Policy Committee**

A meeting will need to be scheduled in January. Sub Committees need to be redone.

Adopted policies from last month were distributed to members.

##### **2) Facilities Committee**

Building Committee Update – Punchlist items continue to be worked on.

##### **3) Curriculum Committee**

Schools are working on curriculum writing. Newly adopted Math Textbooks have arrived and have been delivered.

##### **4) CABA Events Update**

No Report.

#### **b. Financial Reports, Nancy T. Cole**

Nancy Cole updated the Board on the year-end expenditure report for 2017/2018. An excess cost report, Family Resource Center report and transfer report were also presented.

#### **c. Superintendent's Report, William J. Hull**

Mr. Hull updated the board and discussion was presented on the following items:

- Holiday Giving Campaign distributed gifts to approximately 125 families beginning December 18<sup>th</sup>.
- Mr. Hull gave a report on the December 6<sup>th</sup> Legislative Breakfast; it was a productive conversation.
- Legislative Update – included in packet.
- Budget Meetings – Meetings are beginning with administrators and department heads to begin planning the budget for 2018/19.
- Budget Preparation for 2018/19 – The loss of priority grant funding will have an impact on the 2018/19 school budget.
- Regional Collaboration – Meetings have taken place with Thompson to begin collaboration regarding professional development, curriculum and summer school.

- Alliance/Priority Grant – Mr. Hull was informed that the district will be receiving Alliance and Priority Grant funds this year.
- Lawn Maintenance – Mr. Hull has reviewed the lawn maintenance account and may be revising how school grounds will be maintained.
- Policy: NARCAN – The district may be able to receive free NARCAN for the district. The policy committee will need to draft a policy.
- Information on State & FBI Background Checks – Fees have increased.
- School Monthly Reports were distributed with the Board packet.

d. Mr. Morrill, Board Chairperson  
No additional report.

## 6. **BUSINESS**

- a. Approval of Generations Family Health Center Contract  
Jeannie Dodd made a motion to approve the Generations Family Health Center Contract. The motion was seconded by Marieanne Viens and passed unanimously.
- b. Field Trip, Putnam High School, Six Flags New England, Science Adventure, Agawam, MA, May 29, 2018  
Mr. Hull advised the Board of the planned high school trip to Six Flags New England Science Adventure on May 29, 2018.
- c. Legislative Breakfast, January 22, 2018  
A legislative breakfast has been planned for January 22, 2018 at 7:00 AM at the Brooklyn Middle School.
- d. Designation of Memorial Park  
The grass base of the high school entrance on Woodstock Avenue can be designated as the location for the placement of memorial markers.
- e. Memorandum of Understanding, PES Assistant Principal  
This item will be tabled for the January meeting.
- f. Citizens Comments  
There were no citizens comments.

The Board took a brief recess at 8:55 PM.

Jeannie Dodd made a motion to go into Executive Session for the purpose of discussing the Superintendent's Evaluation and Negotiations for AFSCME. Superintendent Hull and Ms. Cole were invited to attend. Ms. Cole left the executive session after AFSCME Negotiations discussion.

Jeannie Dodd made a motion to exit executive session at 9:17 PM.

## **ADJOURNMENT**

Jeannie Dodd made a motion to adjourn. The motion was seconded by Edward Perron and passed unanimously. The meeting adjourned at 9:18 P.M.

Respectfully Submitted,



Jeannie Dodd, Board Secretary