

PUTNAM BOARD OF EDUCATION

SECRETARY'S REPORT

May 21, 2019

The Putnam Board of Education met in regular session on Tuesday, May 21, 2019 in the Joseph V. Pempek Memorial Conference Room at Putnam High School.

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

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

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

Pledge of Allegiance

Jill Zangerl made a motion to add to the agenda, hiring of new Superintendent of Schools. The motion was seconded by Edward Perron and passed unanimously.

Edward Perron made a motion to hire Mr. Daniel P. Sullivan, III as new Superintendent of Schools to begin July 29, 2019. The motion was seconded by Lauren Konicki and passed unanimously.

Mr. Morrill welcomed Mr. Sullivan and invited him to give an introductory speech. A welcome reception will be planned at a later date to be announced.

Student Representative – Kira Fontaine provided a report on high school news and activities.

1. APPROVAL OF MINUTES

Edward Perron made a motion to approve the minutes of the April 23, 2019 regular meeting and the May 16, 2019 special meeting as presented. The motion was seconded by Jill Zangerl and passed unanimously.

2. CORRESPONDENCE

A letter from the Putnam High School Wall of Honor Committee was received by the Board of Education.

3. PRESENTATIONS

The following students received the CABA Student Leadership Award:

PMS: Emily St. Martin, Guinevere Weiker

PHS: Morgan Blackmar, Kaitlyn Eddy

The Pride of Putnam Award was given to the following staff members and students of Putnam Middle and High School:

PMS Students: Melodie Anderson, Elysse Britt, Keegan Lyons, DeAnn Pringle, Amber Rogall, Hunter Salvas

PHS Students: Trinity Bailey, Michael Ionkin, Lexie Latendresse, Thomas Masso, Ellie Morissette, Christian Yorz

PHS Staff: John Peters

The Board recessed from 7:30 PM to 7:35 PM.

4. CITIZENS COMMENTS

There were no citizens' comments.

5. REPORTS OF OFFICERS AND STANDING COMMITTEES

a. Committee Reports

1) Policy Committee

a) Minutes of April 23, 2019

Adoption of Policy 3524.2 will be done under Business.

2) Facilities Committee

a) Building Committee Update

James Purdon reported that final projects are to be completed by the end of June. The next meeting will be June 11, 2019.

3) Curriculum Committee

The committee met prior to this meeting to discuss proposals for high school Life Skills I-IV Course. Carrie Blackmar made a motion to warn for adoption the high school Life Skills I-IV course with the following modification: It is recommended that the course be warned for adoption with the full materials necessary to provide the Life Skills course; this includes the purchasing of a refrigerator, microwave and stove, pending fire marshal approval. The motion was seconded by Jill Zangerl.

4) Communications Committee

The minutes of the May 6, 2019 communications committee were reviewed.

5) CABE Events Update

Jeannie Dodd distributed a CABE newsletter. A reminder of the CABE/CAPSS conference for 2019/2020 was included.

b. Financial Reports, Nancy T. Cole

Nancy Cole provided an updated Year-End Expenditure Report for FY 2018-19, an Excess Cost Report and a Family Resource Center Report.

c. Superintendent's Report, William Hull

1) The Annual Town Meeting was held on May 8, 2019. The budget passed.

2) This year's Wall of Honor Induction Ceremony in May was a great success. Six new inductees were awarded this honor.

3) Mr. Hull informed the Board that the Summer 2019 will be eventful with many construction projects to include: solar project, new PRI telephone system, Middle School Café renovation, new sound system in café and Blackbox theater, installation of a live screen tv in the Board of Education conference room, a valve replacement, hot water tank repair and a new boiler at the Elementary School.

4) The Middle School moving up ceremony will be held on June 13, 2019 at 6:00 PM, Middle School Auditorium.

5) The High School graduation ceremony will be held on June 15, 2019 at 12:00 PM, Middle School Auditorium.

6) The School Monthly Board Reports were included in the packet.

- d. Board Chairman Report, Michael Morrill
No report.

6. BUSINESS

- a. Adoption of Policy/Regulation 3524.2, Green Cleaning
Edward Perron made a motion to adopt Policy/Regulation 3524.2, Green Cleaning as presented. The motion was seconded by James Purdon and passed unanimously.
- b. Perpetual Plaques
Mr. Hull distributed information on placement of perpetual plaques in Putnam High School. The location of the plaques was discussed. James Purdon made a motion to relocate the building committee dedication plaques from the wall in the gymnasium foyer to the wall opposite the corridor of the workout room. The motion was seconded by Lauren Konicki and passed unanimously.
- c. Review Current Strategic Plan and Plan for 2019
The Board was given an update of the progress in fulfilling the current strategic plan. The Board had no further questions.
- d. Weather Early Dismissal 2019/2020 School Year
For the new school year, Mr. Hull is recommending moving early dismissal time an hour earlier for inclement weather only, for example (11:05 AM, PHS; 11:10 AM, PMS and 12:00 PM at PES). Lauren Konicki made a motion to grant the superintendent the authority to move the time of early dismissal for inclement weather for school year 2019/20. The motion was seconded by Carrie Blackmar and passed unanimously.
- e. Approval of Priority List
Mr. Hull distributed a priority list to the Board. Edward Perron made a motion to approve the priority list as presented. The motion was seconded by Jill Zangerl and passed unanimously.
- f. Presentation and Approval of Communication Plan
The Board discussed the communication plan. It was suggested to appoint a personal relations stipend position for the district to promote communication. A job description will be created by Mr. Hull and further discussion will occur at the June meeting. Jeannie Dodd made a motion to approve the Communication Plan with the public relations stipend position to be presented at the next board meeting to include the potential stipend amount. The motion was seconded by James Purdon and passed unanimously.
- g. Citizens Comments
There were no citizens' comments.

The Board took a brief recess at 8:15 PM.

Edward Perron made a motion to go into executive session at 8:17 PM for the purpose of discussing Negotiations for the Putnam Education Association, a Personnel Issue, the Superintendent's Evaluation and Business Administrator's Contract. The motion was seconded by Jill Zangerl and passed unanimously. Ms. Cole and Superintendent Hull were invited to attend. Ms. Cole exited executive session after the discussion of Putnam Education Association Negotiations and a Personnel Issue.

Lauren Konicki made a motion to come out of executive session at 8:58 PM. The motion was seconded by James Purdon and passed unanimously.

Edward Perron made a motion to approve the Addendum to the Agreement between the School Business Administrator and the Putnam Board of Education as discussed in executive session. The motion was seconded by James Purdon and passed unanimously.

7. ADJOURNMENT

James Purdon made a motion to adjourn. The motion was seconded by Edward Perron and passed unanimously. The meeting adjourned at 8:59 PM.

Respectfully submitted,

Jeannie Dodd
Board Secretary