

PUTNAM BOARD OF EDUCATION

SECRETARY'S REPORT

June 7, 2022

The Putnam Board of Education met in regular session on June 7, 2022, in the Joseph V. Pempek Memorial Conference Room at 7:00 PM.

Attendance: Tabetha Babcock, Kevin Davis, Jamie Heath, Laure LaBonte, Michael Morrill, Chad Neal, James Purdon (7:04), Christopher Steinbrick, and Jill Zangerl

Others: Daniel P. Sullivan, III, Superintendent of Schools; Nancy T. Cole, Business Administrator

Jill Zangerl called the meeting to order at 7:01 PM.

Pledge of Allegiance

Tabetha Babcock made a motion to add two items to the agenda; 1) a presentation about school safety and 2) Executive Session for the Superintendent's Contract. The motion was seconded by Jamie Heath and passed unanimously.

Student Representative

Enrico Ong and Guinevere Weiker reported on the current events happening at the Family Resource Center, Putnam Elementary School, Putnam Middle School, Putnam High School, and Helping Hands Transition Program.

1. APPROVAL OF MINUTES

Jamie Heath made a motion to approve the May 17, 2022, regular meeting minutes and the May 31, 2022 special meeting minutes. The motion was seconded by Christopher Steinbrick and passed unanimously.

2. CORRESPONDENCE

The Board received no correspondence.

3. PRESENTATIONS

- a. There was a presentation recognizing the former Board of Education members. Appreciation gifts were presented to Carrie Blackmar (2013-2021) and Lauren Konicki (2017-2022). Marieanne Viens (2005-2021) and Peggy McHugh (2020-2021) were not in attendance but were acknowledged for their time of service.
- b. There was a presentation recognizing the retiring staff members. Appreciation gifts were presented to Elaine Leyko (38 years), Rhonda Chenail (35 years), and Lisa Emmott (34 years). Nick Huston (38 years) was not in attendance but was acknowledged for his years of teaching.
- c. Superintendent Sullivan, Mayor Seney and Chief Ferace spoke with the Board of Education about the Town of Putnam providing school security. The Board of Selectmen tabled the motion to have a referendum for the citizens to vote on providing School Security Officers for Putnam Public Schools and whether they will be armed or unarmed. There will be a special meeting of the Board of Selectmen, Board of Finance, and Board of Education on Thursday, June 9, 2022 for the consideration of School Security Personnel.

4. CITIZEN'S COMMENTS

There were no citizens' comments.

5. REPORTS OF OFFICERS AND STANDING COMMITTEES

a. Committee Reports

1) Policy Committee Report

No report

2) Facilities Committee Report

a. May 16, 2022 Meeting Minutes

The minutes from the May 16, 2022 were reviewed.

3) Curriculum Committee

a. June 7, 2022 Meeting

The committee is recommending the adoption of two new courses at Putnam High School and eight new courses at Putnam Middle School.

The Putnam High School courses are English 1007: Seminar and Studio in Academic Writing and Multimodal Composition and Discrete Mathematics.

The Putnam Middle School courses are: Introductory Spanish, Guitar, Digital Music, Fitness for Life, Chorus, Theater/Public Speaking, World Cultures and Geography, and Film Studies.

4) Communications Committee

No report

5) CABE Events Update

The CABE Annual Convention will be November 18 & 19, 2022

b. Financial Reports, Nancy T. Cole

Nancy Cole updated the Board on the year-end expenditure report for 2021-2022. An Excess Cost Report and Family Resource Center Report were also included.

c. Superintendent's Report, Daniel P. Sullivan, III

1) District Update

Superintendent Sullivan informed the Board that there has been a decrease in COVID numbers.

2) Budget Update

Superintendent Sullivan reported that the Board of Education budget was adopted.

3) Personnel Report

An updated personnel report was included in the packet.

4) Quarterly Department Reports

Quarterly department reports were included in the packet.

5) School Monthly Board Reports

School monthly reports were included in the packet.

d. Board Chair Report, Jill Zangerl

6. BUSINESS

a. Transfer of Unexpended Funds to Non-Lapsing Account

Christopher Steinbrick made a motion to submit a request to the Board of Finance to transfer the unexpended funds from FY 2021-22 to the non-lapsing account. The motion was seconded by James Purdon and passed unanimously.

- b. Proposed Budget Reductions FY 2022-2023
James Purdon made a motion to approve the proposed budget reductions for FY 2022-2023. The motion was seconded by Christopher Steinbrick and passed unanimously. The final Board of Education adopted budget for FY 2022-23 is \$19,408,407 which represents a 2.35% increase.
- c. Rescind/Recall Non-Renewal of Teacher
Tabetha Babcock made a motion to rescind the second non-renewal notice. The motion was seconded by Christopher Steinbrick and passed unanimously.
- d. School Wellness Annual Progress Report 2021-2022
The 2021-2022 School Wellness Annual Progress Report was presented to the board and will be posted to the district website.
- e. Conditional Approval for the Purchase of a Vehicle for Specialized Transportation
Michael Morrill made a motion to approve the purchase of a vehicle for specialized transportation with the conditions of 1) if the funds exist, and 2) if a committee comprised of one or two board members meets with Nancy Cole to review and approve a vehicle. The motion was seconded by Kevin Davis. Tabetha Babcock, Kevin Davis, Laure LaBonte, Michael Morrill, Chad Neal, Christopher Steinbrick, and Jill Zangerl voted Aye. Jamie Heath and James Purdon voted Nay. The motion passed.
- f. Conditional Approval for Enhanced Security at the Board of Education Entrance
Jamie Heath made a motion to approve enhanced security at the Board of Education entrance at a cost not to exceed \$10,000 with the condition of approval by the facilities committee of the proposed plan. The motion was seconded by Chad Neal and passed unanimously.
- g. Warn for Adoption New Courses at PHS and PMS
Michael Morrill made a motion to approve the two new courses at Putnam High School and the eight new courses at Putnam Middle School as presented. The motion was seconded by Jamie Heath and passed unanimously.
- h. Board Retreat
The Board will plan a summer retreat and a winter retreat with dates to be decided in the future.
- i. Executive Session
Tabetha Babcock made a motion to enter Executive Session at 9:27 PM for the purpose of discussing the Superintendent's Contract. The motion was seconded by Jamie Heath and passed unanimously. Daniel Sullivan, Superintendent, was invited to attend.

Tabetha Babcock made a motion to exit Executive Session at 9:47 PM. The motion was seconded by Laure LaBonte and passed unanimously.

7. **ADJOURNMENT**

Tabetha Babcock made a motion to adjourn. The motion was seconded by Christopher Steinbrick and passed unanimously. The meeting adjourned at 9:47 PM.

Respectfully submitted,

Kevin Davis
Board Secretary