

# **PUTNAM BOARD OF EDUCATION**

## **SECRETARY'S REPORT**

**March 21, 2023**

The Putnam Board of Education met in regular session on March 21, 2023, in the Joseph V. Pempek Memorial Conference Room at 7:00 PM.

Attendance: Tabetha Babcock, Jamie Heath, Laure LaBonte, Michael Morrill, Chad Neal (7:22), James Purdon, Carolyn Riendeau, Christopher Steinbrick, and Jill Zangerl

Others: Kenneth R. DiPietro, Interim Superintendent of Schools; Nancy T. Cole, Business Administrator

Jill Zangerl called the meeting to order at 7:02 PM.

### **Pledge of Allegiance**

The National Anthem was performed by PHS A Capella. The Pride of Putnam Awards postponed from February were presented by the board. Putnam High School students Melodie Anderson, Rafaela Araujo, Lucas Benoit, Abigail Fitts, Melanie Garcia, Kaylee Goding, Yakelin Gomez Olivia Hetrick, Sara Lackey, Cameron Lowell, Isabelle Magalhaes, Kaya Pernini, Natalia Torres, and Jasmine Williams were recognized for sharing the Joy of Music through PHS A Capella. Putnam High School Teacher Skye Shogren and volunteer James Lazarou were also recognized for sharing the Joy of Music through PHS A Capella. The next PHS concert will be held on May 24, 2023 at 6:30 PM in the PMS Auditorium.

### **Student Representatives**

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

Tabetha Babcock made a motion to approve the February 28, 2023 regular meeting minutes with the amendment as discussed. The motion was seconded by Jamie Heath and passed. There were no nay votes and Carolyn Riendeau abstained from voting.

#### **2. CORRESPONDENCE**

There were video messages from the Secretary of Education and CT Commissioner of Education with words of appreciation to the board.

#### **3. PRESENTATIONS**

##### **a. Board of Education Appreciation**

Interim Superintendent Di Pietro and the Executive Assistant, Sheila Partlow recognized the Board of Education members for Board Appreciation month and thanked them for their service on behalf of the Putnam Public School staff.

Interim Superintendent Di Pietro recognized the Board of Education student representatives and thanked them for their service.

**b. Pride of Putnam Awards: Putnam High School**

The Pride of Putnam Awards for Putnam High School were presented after the Pledge of Allegiance.

**c. Pride of Putnam Awards: Putnam Elementary School**

The Pride of Putnam March Awards were presented by the board. Putnam Elementary School students Nathan Adams, Sean Adams, Keoni Ayau, Gretta Godzik, Olivia Gordon, and Charlotte Hill were recognized for exhibiting pride in their work and development as an artist. Their creativity and artistic expression brings joy to others in and beyond the school community.

**d. CAPSS Awards**

The board recognized the CAPSS Student Leadership Award nominees. The students recognized were Makenzi Bellows and Lillian Houliker from Putnam Elementary School, Trevor Lamothe and Emma Martineau from Putnam Middle School, and Emily St. Martin and Guivevere Weiker from Putnam High School. These students will receive their awards at the annual CAPSS Awards Ceremony on March 30, 2023.

**4. CITIZENS 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**

No report

**3) Curriculum Committee Report**

**a) February 28, 2023 Meeting Minutes**

**4) Communications Committee Report**

No report

**5) CAFE Events Update**

No upcoming events

Michael Morrill recommended discussing coordinating with EASTCONN for services and resources related to the Science of Reading and CTSEDS.

**b. Financial Report**

Nancy Cole updated the board on the projected year-end expenditure report for FY 2022-2023. An Excess Cost Report, the Family Resource Center Report, and the School Facilities Report were also included.

**c. Superintendent's Report, Kenneth R. Di Pietro**

**1) District Update – Alliance Monitoring**

Interim Superintendent Di Pietro and Jacqueline Vetrovec, Director of Curriculum and Instruction updated the board on their last alliance monitoring meeting with the representative from the Department of Education. It was reported that the representative was very impressed with their presentation, the review of the data, and the use of funds.

**2) Budget Update FY 2023-2024**

Interim Superintendent Di Pietro and Nancy Cole, Business Administrator will attend the Board of Finance meeting on Monday, March 27, 2023 for the review of the quarterly budget narrative.

**3) Public Hearing (April 12, 2023)**

**4) Annual Town Meeting (May 2, 2023)**

**5) Personnel Report**

An updated personnel report was included in the packet.

**6) Quarterly Reports from Department Heads**

Quarterly department reports were included in the packet.

**7) School Monthly Board Reports**

School monthly reports were included in the packet.

**d. Board Chair Report, Jill Zangerl**

Jamie Heath thanked Putnam Middle School for collecting 1492 pairs of socks for the Curt D. Heath Memorial Sock Drive and especially Putnam Middle School student Owen Abram who collected 290 pairs of socks.

Jill Zangerl thanked Kenneth Di Pietro for serving Putnam Public School as the Interim Superintendent.

**6. BUSINESS**

**a. Vote for New Board of Education Secretary**

Jamie Heath nominated Carolyn Riendeau for the Board of Education Secretary.

The duties of the Board of Education Secretary were explained by the board members.

Carolyn Riendeau accepted the nomination.

Christopher Steinbrick made a motion to close nominations for the Board of Education Secretary. The motion was seconded by Jamie Heath. Jill Zangerl called for a vote to appoint Carolyn Riendeau as the board secretary and the vote passed. There were no nay votes and Carolyn Riendeau abstained from voting.

**b. Non-Renewal of Staff**

The discontinuation of a staff member for reasons of program reductions was tabled.

Christopher Steinbrick made a motion to approve the discontinuation of service for lack of certification and the non-renewal due to a decrease in enrollment and budget constraints. The motion was seconded by Michael Morrill and passed unanimously.

**c. District Initiatives Under Consideration**

The discussion of district initiatives under consideration was tabled to a following meeting.

**d. Continuation of Grants for 2023-2024**

James Purdon made a motion to continue the grants as listed for the 2023-2024 school year:

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

The motion was seconded by Tabettha Babcock and passed unanimously.

**e. Authorization for the Superintendent (Steven R. Rioux) to Apply for Grants**

James Purdon made a motion to authorize the Superintendent to apply for grants throughout the school year. The motion was seconded by Jamie Heath and passed unanimously.

**f. Healthy Food Certification for FY 2023-2024**

James Purdon made a motion that “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, 2023, through June 30, 2024. 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, culinary programs, and any fundraising activities on school premises sponsored by the school or non-school organizations and groups.” The motion was seconded by Tabettha Babcock and passed unanimously.

James Purdon made a motion that “The Putnam Board of Education will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards and 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 food and beverage 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 and must be the same place as the food and beverage sales.”. The motion was seconded by Chad Neal and passed unanimously.

**g. Adoption of PHS Math Curriculum: CPM Educational Program Curriculum**

Michael Morrill made a motion to recommend adoption of the CPM Educational Program for the PHS Math Curriculum. The motion was seconded by Christopher Steinbrick and passed unanimously.

Michael Morrill recommended that board discuss piloting or the adoption of a new reading curriculum at Putnam Elementary School at the April meeting due to the new state requirements for the 2023-2024 school year.

**h. Executive Session for the Purpose of Litigation**

James Purdon made a motion to enter executive session at 8:58 PM for the purpose of litigation. The motion was seconded by Laure LaBonte and passed unanimously. Interim Superintendent Di Pietro, Nancy Cole, and Steven Rioux were invited to attend.

Before executive session started, Christopher Steinbrick made a motion to accept the request to rescind the resignation of Patrick Barrett included as a personnel item. The motion was seconded by Jamie Heath and passed unanimously.

Executive session ended at 9:23 PM.

**2. ADJOURNMENT**

Tabetha Babcock made a motion to adjourn. The motion was seconded by Christopher Steinbrick and passed unanimously. The meeting adjourned at 9:24 PM.

Respectfully submitted,

Carolyn Reindeau  
Board Secretary