

# PUTNAM BOARD OF EDUCATION

## SECRETARY'S REPORT

February 25, 2020

The Putnam Board of Education met for a regular meeting on Tuesday, February 25, 2020 in the Joseph V. Pempek Memorial Conference Room at 7:00 PM.

Attendance: Jeannie Dodd, Lauren Konicki, Michael Morrill, Edward Perron, Christopher Steinbrick, Marieanne Viens, Jill Zangerl

Absent: Carrie Blackmar, James Purdon

Others: Daniel P. Sullivan, III, Superintendent of Schools; Nancy T. Cole, Business Administrator; Laura L. Santos, Board Secretary

Michael Morrill called the meeting to order at 7:01 PM.

Pledge of Allegiance

There was not a student representative this evening.

### 1. APPROVAL OF MINUTES

Lauren Konicki made a motion to approve the January 21, 2020 regular meeting minutes as presented. The motion was seconded by Edward Perron and passed unanimously.

### 2. CORRESPONDENCE

There was no correspondence.

### 3. PRESENTATIONS

Pride of Putnam Awards were presented to students of Putnam Elementary and High School:  
PES Students: Sydney Barger, Leonela Burgos, Ayla Daniels, Kaytlyn Densmore, Alina Kamara, Jacob Lawrence, Emma Martineau, Aubrey Paquette, Emily Ratsakongsy, Bridgett Reidy, Jaida Rogers, Tessa Sheldon

The Board took a five-minute recess.

### 4. CITIZENS' COMMENTS

There were no citizens' comments.

### 5. REPORTS OF OFFICERS AND STANDING COMMITTEES

#### a. Committee Reports

##### 1) Policy Committee Report

Under the business section, there will be a regulation change to be approved. The committee met tonight prior to this meeting and reviewed several policies. There will be some policies warned for adoption under business. The next meeting will take place on April 21, 2020 at 6:00 PM.

- 2) Facilities Committee Report  
There was no report.
- 3) Curriculum Committee  
There will be a course approval warned for adoption course approval under the business section. The next meeting will take place when the need arises.
- 4) Communications Committee  
There was no report.
- 5) CABE Events Update  
A newsletter was included in the packet.

b. Financial Reports, Nancy T. Cole  
Nancy Cole updated the Board on the year-end expenditure report for 2019/2020. An excess cost report and Family Resource Center report were also presented.

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

- 1) Mr. Sullivan updated the Board on the solar project. Adam Teff, of Titan, Greenskies, informed Mr. Sullivan that the high school project is planned to be finished in May and the middle school project is planned to be finished in June.
- 2) A Personnel Report was included in the packet.
- 3) CABE's Day on the Hill is scheduled for March 11, 2020 at 8:30 am in Hartford at the Bushnell. Mr. Sullivan will be attending.
- 4) Presentation of the Budget to the Board of Finance will take place on March 18 at 6:00 PM, Town Hall. The public hearing will be held on April 9 at 7:00 PM and the annual town meeting will be held on May 13 at 7:00 PM, both at Putnam Middle School Auditorium.
- 5) The Board discussed parent notification and the need for more communication of emergency drills and other important events that occur in the buildings regularly for K-8 and annually for 9-12.
- 6) School Monthly Reports were included in the Board packet.

d. Board Chairman Report, Michael Morrill  
No Report.

## 6. BUSINESS

a. Healthy Food Option – Approval of the Board of Education to Implement the Healthy Food Option During the Period of July 1, 2020 through June 30, 2021 and Allow Food Exemptions

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, 2020, through June 30, 2021. 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 by non-school organizations and groups.

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.

Jeannie Dodd made a motion to adopt the Healthy Food Options as read. The motion was seconded by Jill Zangerl and passed unanimously.

b. Approval of the 2020/2021 District Budget

Christopher Steinbrick made a motion to approve the 2020/2021 district budget as presented in the amount of \$19,448,920. The motion was seconded by Jill Zangerl and passed unanimously.

c. Field Trip Advisement:

Mr. Sullivan advised the Board of the following out of state field trips:

- Putnam Elementary School – Grade 3 to Old Sturbridge Village, Sturbridge, MA – Social Studies Curriculum (86 students & 25 adults), May 28, 2020
- Putnam Elementary School – Kindergarten to Southwick’s Animal Zoo, Mendon, MA – Science and Language Arts Curriculum (85 students & 35 adults), May 27, 2020
- Putnam Elementary School – Grade 2 to Roger Williams Zoo, Providence, RI – Biodiversity of Humans – make observations of plants and animal habitats (100 students & 30 adults), May 29, 2020
- Putnam High School – Music Department (30 students), Music in the Parks Festival, May 1, 2020, 6:30 am – 9:30 pm, Holyoke & Agawam, MA
- Putnam Middle School – Grade 7 & 8 Band Students (20 students), Dunkin Donuts Center, Providence, RI, Hockey Game (Arena Performance), April 8, 2020, 5:30-8:30 PM

d. Warn for Adoption Policies/Regulations

Jeannie Dodd made a motion to recommend warning for adoption the following polices:

- P6141.3272 Electronic Resources
- P0200 Strategic Goals
- P4118.112/4218.112 Sex Discrimination and Sexual Harassment in the Workplace, R4118.112/R4218.112
- P5111 Admission/Placement
- P5118.1 Homeless Students
- P3516 Safety

The motion was seconded by Edward Perron and passed unanimously.

A motion was made to amend item e. on the agenda indicating the correct regulation is #3542.43.

e. Approval of Change in Regulation #3542.43 (charging policy)

Jeannie Dodd made a motion to approve the change to the Charging Policy regulation 3542.43 as presented. The motion was seconded by Christopher Steinbrick and passed unanimously.

f. Warn for Adoption the following PHS Course:

Marieanne Viens made a motion to warn for adoption the following PHS Course and the associated textbook from UCONN:

- UCONN ECE Course, Anthropology 1000, Other People's Worlds

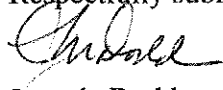
g. Citizen Comments

There were no citizen comments.

7. ADJOURNMENT

Edward Perron made a motion to adjourn. The motion was seconded by Christopher Steinbrick and passed unanimously. The meeting adjourned at 8:00 PM.

Respectfully submitted,



Jeannie Dodd  
Board Secretary