

PUTNAM BOARD OF EDUCATION

SECRETARY'S REPORT

May 16, 2017

The Putnam Board of Education met in regular session on Tuesday, May 16, 2017 at the Board of Education Conference Room #12.

Attendance: Carrie Blackmar, David Gaudreau, Michael Morrill, Edward Perron, James Purdon, Marieanne Viens

Absent: Joseph Deery, Jeannie Dodd, Mary Kozlowski

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

Student Representatives

No report.

1. APPROVAL OF MINUTES

The minutes of the April 25, 2017 regular meeting and April 25, 2017 special meeting were reviewed. David Gaudreau made a motion to approve the minutes as presented. The motion was seconded by Edward Perron and passed unanimously.

2. CORRESPONDENCE

There was no correspondence.

3. PRESENTATIONS

CABE Student Leadership Awards were presented to the following students:
Heather Terron, Andrew Simmons; Putnam High School
Alex Hutchins, Jack Lomax; Putnam Middle School

Pride of Putnam Awards were given to the following students/staff:
PHS Students: Morgan Blackmar, Alexa Steinbrick, Madison Toutant, Mariah Travisano
PHS Staff: Cecile Lee, Secretary and Nikolas Sezenias, Putnam Police

The Board took a brief recess.

A presentation was given by student Brooke Peloquin; Invention Convention, The Comfort Cube

4. CITIZEN COMMENTS

There were no citizen comments.

5. REPORTS OF OFFICERS AND STANDING COMMITTEES

a. Committee Meeting Reports

1) Policy Committee

The Board discussed Restraint and Seclusion Forms. The Board warned for adoption the following policies, pending review of the Policy Committee. A subcommittee meeting will be scheduled for May 24 at 6:00 PM.

- Wellness Policy P6142.101
- Meal Charging Policy P3542.43

2) Facilities Committee

Building Committee Update – The project is progressing.

Curriculum Committee

Minutes of the April 25, 2017 Sub Committee Meeting were reviewed.

Carrie Blackmar made a motion to adopt the following textbooks:

- ✓ Manufacturing Mathematics-*Mathematics for Machine Technology*, 7th Edition by John C. Peterson and Robert D. Smith, Cengage Learning.
- ✓ French I-IV-This will consist of three levels to cover four years. Book chosen was *Bien dit!* by Houghton Mifflin Harcourt Publishing.
- ✓ Middle School Language Arts-The comprehensive anthology that includes literature, writing and grammar will be *my Perspectives, English Language Arts* from Pearson Publishing.

The motion was seconded by James Purdon and passed unanimously.

3) CABE Events Update

CABE/CAPSS convention is November 17-18, 2017.

b. Financial Reports, Nancy T. Cole

Nancy Cole updated the Board on the year-end expenditure report for 2016/2017. An excess cost report and Family Resource Center report were also presented.

c. Superintendent's Report, William J. Hull

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

- High School Scholarship Night is June 1 at 7:00 PM
- PHSA AAA Banquet is June 6 at 6:30 PM
- Middle School Moving Up Ceremony is June 15 at 6:00 PM
- High School Graduation is June 17 at 1:00 PM
- Board of Education Meeting Retirement Reception will be held on June 20 at 7:00 PM
- End of the Year Staff Appreciation Cookout – June 20, 2017 at 12:00 PM
- Wall of Honor Update – The May 6th Wall of Honor Induction Ceremony was a wonderful event.
- Substitute/Attendance Report was reviewed.
- Facilities Grant Update – We received a verbal commitment for the grants that were submitted with the exception of the oil tank replacement.
- High School Athletic Conference – Putnam has applied and been accepted into the ECC beginning in 2018/19.
- School Monthly Board Reports were included in the Board packet.

d. Mr. Morrill, Board Chairperson

No additional report.

6. BUSINESS

a. Approval of Policy Statement Food Services

David Gaudreau made a motion to approve the Policy Statement for Free and Reduced Price Meals, Afterschool Snack Programs and/or Free Milk as presented. The motion was seconded by James Purdon and passed unanimously.

b. Budget Update

The Board discussed the ramifications of the State budget.

c. FRC Budget 2017/18

The Board reviewed two budget plans for the Family Resource Center for FY 2017/18.

d. Summer School

The anticipated cost for summer school programs is \$12,000. Currently there is \$5,000 in the FY 2017/18 budget. James Purdon made a motion to authorize an additional allocation of \$7,000 for summer school. The motion was seconded by David Gaudreau and passed unanimously.

e. Tuition for Out-of-District Students

James Purdon made a motion to increase regular education tuition to \$11,477 in 2017/18 and \$11,741 in 2018/19. The motion was seconded by Edward Perron and passed unanimously.

f. Approval of Job Descriptions for Team Leaders and Faculty Coordinators

A draft job description for Team Leaders and Faculty Coordinators were distributed. The Board will be asked to take action on them in June.

g. Citizens Comments (3 minutes allowed for each person)

There were no citizens comments.

The Board took a brief recess.

James Purdon made a motion to go into Executive Session at 8:10 PM for the purpose of discussing the Putnam Education Association Contract/Negotiations, the United Nurse and Allied Professional Negotiations, Non Certified/Non Affiliated Compensation Package, Business Administrator's Compensation and Superintendent's Evaluation. The motion was seconded by Carrie Blackmar and passed unanimously. Mr. Hull and Ms. Cole were invited to attend.

James Purdon made a motion to come out of Executive Session at 8:41 PM. The motion was seconded by David Gaudreau and passed unanimously.

ADJOURNMENT

James Purdon made a motion to adjourn. The motion was seconded by Marieanne Viens and passed unanimously. The meeting adjourned at 8:45 P.M.

Respectfully Submitted,
Michael Morrill, Board Chair



