

PUTNAM BOARD OF EDUCATION

SECRETARY'S REPORT

November 20, 2018

The Putnam Board of Education met in regular session on Tuesday, November 20, 2018 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

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 October 16, 2018 minutes as presented. The motion was seconded by James Purdon and passed unanimously.

2. CORRESPONDENCE

- a. Mr. Morrill mentioned that the Board had received a distinction award from CABA for the 7th year in a row and that Board members were honored at the CABA/CAPSS convention for 10 or more years of service.
- b. Pomfret has designated Putnam as a school of choice for their students.

3. PRESENTATIONS

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

PMS Students: Melodie Anderson, Lily Goyette, Rylee Houle, Jonathan Racine, Isabel Vergoni

PHS Students: Michael DiColella, Molly McKeon, Jack Rindge, Emma Rudman, Jenna Tatro

PHS Staff: Ruth Bosco, Alexandra Briden, Gerald Mailhot, Shea Ogle, Melissa Zablonksi

The Board took a brief recess.

Mary Calorio, Town Administrator, gave a presentation on the athletic field renovation. The Board will vote on this at the December meeting.

Kristine Drew, Special Education Director, gave a presentation on current special education enrollment.

4. CITIZENS' COMMENTS

There were no citizens' comments.

5. REPORTS OF OFFICERS AND STANDING COMMITTEES

a. Committee Reports

1) Policy Committee Report

- a) The policy committee met prior to this board meeting. The following discussion occurred: The committee discussed policies 4118.51 and 4128.51 Social Media. They also discussed a possible policy for memorials. In addition, the committee discussed the suspension/expulsion policy 5114. The committee will continue to look at these policies at their January 15, 2019 meeting.
- 2) Facilities Committee Report
 - a) Building Committee Update
The Courtyard at the high school continues to be worked on. Some other minor items need to be finished.
 - b) 3-Year Capital Plan
The facilities committee plans to meet with Mr. Coderre and Mr. Hull to prepare a 3-year capital plan.
- 3) Curriculum Committee
The minutes of October 16, 2018 were reviewed and approved. The next meeting is scheduled for December 18, 2018. Donna Maynard, Curriculum Director, updated the Board on science supplies that the district still needs.
- 4) CABE Events Update
 - a) CABE/CAPSS Convention Update – Jeannie Dodd said that the keynote speakers and break-out sessions were excellent and very relevant for district board members and superintendents. Jeannie thanked the entire Board for their cohesive team effort over the years.
- b. Financial Reports, Nancy T. Cole
Nancy Cole updated the Board on the year-end expenditure report for 2018/2019. An excess cost report, Family Resource Center report and Transfer report were also presented.
- c. Superintendent's Report, William J. Hull
Mr. Hull updated the Board and discussion took place on the following items:
 - 1. Holiday Giving Campaign is currently underway. The committee has already donated coats and boots. Many families will be provided with toys and gifts for the holiday.
 - 2. Teacher of the Year Ceremony will be on December 5, 2018 at the Bushnell in Hartford.
 - 3. CAPSS Student Award Ceremony will be on December 4, 2018 at 6:00 PM at Killingly High School.
 - 4. The Legislative Breakfast is scheduled for December 5, 2018 at 7:30 AM at EASTCONN for superintendents. A snow date is scheduled for December 6. There is a CABE Legislative Breakfast to be held on January 23, 2019 at 7:30 AM in Brooklyn.
 - 5. A report from the State of Connecticut on graduation rates was presented for 2016/17.
 - 6. ECHIP/Healthcare Update – November's utilization was very high.
 - 7. Driver Recruitment Incentive – Mr. Hull distributed a driver incentive plan to recruit new drivers.
 - 8. School Monthly Reports were included in the Board packet.
- d. Mr. Michael Morrill, Board Chairperson
No report.

6. BUSINESS

a. Approval of Title IV Grants

James Purdon made a motion to approve the Title IV Grants as presented. The motion was seconded by Lauren Konicki and passed unanimously.

b. Protocols for Memorial Park

The policy committee will continue to discuss a policy for Memorial Park.

c. Set Budget Dates

The Board scheduled a budget session for January 23, 2019 at 6:30, Board of Education conference room. Administrators and Department Heads will attend. Dinner will be served.

d. Field Trip Advisement

Mr. Hull advised the Board of field trips that Putnam High School has planned for:

- Science Day at Six Flags, Agawam, MA on May 28, 2019
 - Hershey Park for the Band, Music in the Parks Performance on May 10-12, 2019
- James Purdon made a motion to approve the overnight field trip to Hershey Park for the Band on May 10-12, 2019 as presented. The motion was seconded by Lauren Konicki and passed unanimously.

e. Agreement for Child Nutrition Programs ED-099

Jeannie Dodd made a motion to approve the Agreement for Child Nutrition Programs ED-099. The motion was seconded by Lauren Konicki and passed unanimously.

f. Communication Committee

The Board agreed to reinstate the Communication Committee. Mr. Hull will send out a list of committees that current board members are on.

g. Memorial, Florence Azzinaro, Putnam Elementary School

Jeannie Dodd made a motion to allow Putnam Elementary School to designate an area for a memorial in honor of teacher Florence Azzinaro, who currently passed away. The motion was seconded by James Purdon and passed unanimously.

h. DRAFT Contract with Pomfret Board of Education Designating Putnam High School as a School of Choice

Mr. Hull distributed a draft contract between the Pomfret Board of Education and Putnam Board of Education designating Putnam High School as a designated high school for Pomfret students.

i. School Based Health Clinic, Services and Expansion into Putnam High School

The expansion of the School Based Health Clinic has begun at Putnam High School. A report will be provided at the December meeting regarding this Generations collaboration.

j. Solar RFP

There is a bid opening on November 21, 2018.

k. Citizens' Comments

There were no citizens' comments.

1. Personnel Issues

The Board took a brief recess at 8:55 PM.

James Purdon made a motion to go into executive session at 8:58 PM for the purpose of discussing personnel issues. The motion was seconded by Jeannie Dodd and passed unanimously. Superintendent Hull was invited to attend.

7. ADJOURNMENT

Edward Perron made a motion to adjourn. The motion was seconded by James Purdon and passed unanimously. The meeting adjourned at 9:05 PM.

Respectfully submitted,

Jeannie Dodd
Board Secretary