

# **PUTNAM BOARD OF EDUCATION**

## **SECRETARY'S REPORT**

**February 27, 2018**

The Putnam Board of Education met in regular session on Tuesday, February 27, 2018 in the Joseph V. Pempek Memorial Conference Room at Putnam High School.

Attendance: Jeannie Dodd, Lauren Konicki, Michael Morrill, Edward Perron, James Purdon, Jill Zangerl

Absent: Carrie Blackmar, Mary Kozlowski, Marieanne Viens

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 Representative** – Doria Daviau, Putnam High School student, updated the Board on the most current events of the high school.

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

The minutes of the January 16, 2018 regular meeting and the January 18, 2018 budget workshop were reviewed. James Purdon made a motion to approve the minutes. The motion was seconded by Lauren Konicki and passed unanimously.

#### **2. CORRESPONDENCE**

A letter that was sent to AFSCME Council 4, dated February 5, 2018, was included in the packet.

#### **3. PRESENTATIONS**

Pride of Putnam Awards were given to the following students and staff:

PES Student: Jessie Williams

PHS Students: Jasper Coomey, Janete Morente Uz, Anthony Navedo, Charlotte Nichols, Noah Tomkins

PHS: Shane Donahue and Linda Rochefort

The Board took a brief recess.

Putnam High School Administrators, Suzanne Sansoucy, Jacqueline Vetovec and student, Doria Daviau, gave a presentation to the Board, "Harnessing 21<sup>st</sup> Century Learning Expectations Using Richer Picture.

#### **4. CITIZEN COMMENTS**

There were no citizen comments.

#### **5. REPORTS OF OFFICERS AND STANDING COMMITTEES**

##### **a. Committee Meeting Reports**

- 1) Policy Committee  
A meeting was scheduled for March 20, 2018 at 6:00 PM.
  - 2) Facilities Committee  
Building Committee Update – Mr. Purdon informed the Board that punch list items continue to be worked on and will hopefully be completed by the end of the summer.
  - 3) Curriculum Committee  
Jeannie Dodd made a motion to adopt *Go Math! (2018) by Houghton Mifflin Harcourt* for grades 7 and 8, seconded by Jill Zangerl. All members were in favor.
  - 4) CABE Events Update  
CABE Day on the Hill is March 7, 2018 at 8:30 AM at the Bushnell in Hartford. Jeannie Dodd, William Hull and Nancy Cole will attend. Jeannie Dodd distributed information on other upcoming events by CABE.
- b. Financial Reports, Nancy T. Cole  
Nancy Cole updated the Board on the year-end expenditure report for 2017/2018. An excess cost report and Family Resource Center report were also presented. The Medicare Account is currently \$266,843.
- c. Superintendent's Report, William J. Hull  
Mr. Hull updated the board and discussion was presented on the following items:
- Mr. Hull had a Budget Meeting with the Mayor and Town Administrator.
  - The Board of Education Budget will be presented to the Board of Finance on March 21, 2018 at 7:00 PM.
  - The Public Hearing will be on April 11, 2018 at 7:00 PM, PMS Auditorium.
  - The Annual Town Meeting will be on May 9, 2018 at 7:30 PM, PMS Auditorium.
  - A Report from the State of Connecticut on Next Generation Accountability was distributed and discussed.
  - The Memorabilia Committee has been formed; more information will follow in March.
  - Lawn Maintenance – The town has been maintaining the school lawns and willing to discontinue these services. An RFP will be developed in order to collect bids from outside vendors.
  - Regional Collaboration meeting will be held on March 1<sup>st</sup> at 5:30 PM, EASTCONN in Hampton.
  - The Resilience Movie, The Biology of Stress & The Science of Hope will be shown on March 27, 2018 from 6:30-8:30 PM in the PHS Black Box Theater at Putnam High School.
  - School Monthly Reports were distributed with the Board packet.
- d. Mr. Morrill, Board Chairperson  
Mr. Morrill asked about chronic absenteeism. The administrators have been reviewing the information and devising plans on how to deal with it better. Northeast Early Childhood Council has a Truancy Task Force in place which is also looking at absenteeism more deeply. The district is reviewing the district attendance protocols and procedures.

## 6. **BUSINESS**

a. Healthy Food Option

Jeannie Dodd made a motion to approve that the Board of Education implement the Healthy Food Option during the period of July 1, 2018 through June 30, 2019 and allow food exemptions. The motion was seconded by Lauren Konicki and passed unanimously.

b. Legislative Agenda 2018

A letter will be drafted by the Board to state legislators; the Board discussed the items that they would like to be addressed.

c. 2018/2019 District Budget

The Board reviewed the 2018/2019 district budget along with reviewing district substitutes, wattage usage and health insurance. This information was distributed. This discussion will continue in September.

d. Approval of 2018/19 District Budget

James Purdon made a motion to approve the 2018/2019 District Budget as presented in the amount of \$18,144,545. The motion was seconded by Jill Zangerl and passed unanimously.

e. Approval of Alliance/Priority Grant

James Purdon made a motion to approve the Alliance/Priority Grant as presented. The motion was seconded by Lauren Konicki and passed unanimously.

f. Curriculum Audit

As part of the Board packet, a curriculum audit was included and discussed.

g. Approval of Web Master Job Description

James Purdon made a motion to approve the Web Master Job Description as presented. The motion was seconded by Lauren Konicki and passed unanimously.

h. Field Trip, Putnam High School Performing Ensembles to Boston Symphony Hall, March 29

Mr. Hull advised the Board of the planned high school trip to Boston Symphony Hall, March 29

i. Field Trip, Putnam Middle School Grade 6 to New England Aquarium, Boston, MA, March 15

Mr. Hull advised the Board of the planned middle school trip to New England Aquarium, Boston, MA, March 15

j. Board Sub Committee Review

The Board reviewed the presented list of subcommittee members. James Purdon, Michael Morrill and Edward Perron volunteered to serve on upcoming negotiations committee.

k. Waive Bid Policy Alliance General Improvement Grant for PES Rain Gutters

James Purdon made a motion to waive the bid policy and allow the purchase of rain gutters from Eagle Rivet Roof Service Corporation, of Bloomfield, CT, for Putnam Elementary School with funds from the Alliance General Improvement Grant. The motion was seconded by Lauren Konicki and passed unanimously.

- l. Waive Bid Policy Alliance General Improvement Grant for PES/MS Sewer Ejector Pump  
James Purdon made a motion to waive the bid policy and allow the purchase of a sewer ejector pump from New England Pump & Valve of Niantic, CT, for Putnam Elementary/Middle School with funds from the Alliance General Improvement Grant. The motion was seconded by Edward Perron and passed unanimously.
- m. First Read of District Calendar for 2018/2019  
Mr. Hull presented the draft of the 2018/2019 School District Calendar to the Board. It will be brought back to the Board for approval in March.
- n. Modification of District Calendar for 2017/2018  
Mr. Hull reviewed the current district calendar with the Board and discussed the snow days that have been used. It was proposed to change the March 9<sup>th</sup> full day professional development to a half day for students and the staff will attend professional development in the afternoon. James Purdon made a motion to change March 9, 2018 from a full day professional development to a half day for students and professional development for staff in the afternoon. The motion was seconded by Edward Perron and passed unanimously.
- o. Citizens Comments  
There were no citizens comments.

The Board took a brief recess at 9:00 PM.

Jeannie Dodd made a motion to go into Executive Session at 9:03 P.M. for the purpose of discussing a Student Issue. The motion was seconded by Edward Perron and passed unanimously. Superintendent Hull was invited to attend.

Jeannie Dodd made a motion to exit executive session at 9:04 P.M. The motion was seconded by Edward Perron and passed unanimously.

#### **ADJOURNMENT**

Edward Perron made a motion to adjourn. The motion was seconded by James Purdon and passed unanimously. The meeting adjourned at 9:04 P.M.

Respectfully Submitted,

Jeannie Dodd, Board Secretary