

PUTNAM BOARD OF EDUCATION

SECRETARY'S REPORT

November 19, 2019

The Putnam Board of Education met in regular session on Tuesday, November 19, 2019 in the Joseph V. Pempek Memorial Conference Room at Putnam High School.

Attendance: Carrie Blackmar, Jeannie Dodd, Michael Morrill, Edward Perron, James Purdon, Christopher Steinbrick, Marieanne Viens, Jill Zangerl

Absent: Lauren Konicki

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 7:00 PM.

Student Representative Molly McKeon gave a monthly district update to the Board.

1. APPROVAL OF MINUTES

James Purdon made a motion to approve the October 15, 2019 regular meeting minutes as presented. The motion was seconded by Carrie Blackmar and passed unanimously.

2. CORRESPONDENCE

There was no correspondence.

3. PRESENTATIONS

Pride of Putnam Awards were presented to students of Putnam High School and Putnam Middle School:

PMS Students:

Melodie Anderson, Ahmyas Cardona, Lucas Carita, Gabriell Cerasiello, Giana Cinque, Brady Devlin, Nicholas Devlin, Lily Goyette, Kyle Howe-Barnett, Eliza Joslin, Savannah Loiselle, Miquel Morente Uz, Kathryn McArthur, Kasyn Robillard, Johnny Yater, Trinity Zamora

PHS Students and Staff:

Richard Douglas, Erin Doran – Staff
Grace Benoit, Halie Reidy, Ethan Gardner - Students

The Board took a five-minute recess.

Mr. Morrill presented Board Member, Edward Perron, with a gift honoring his retirement from the Board of Education. Mr. Perron served on the Board since December of 2007.

Donna Maynard, Melissa Zablonksi, Odena Lafreniere (Administrator and Teachers) and Haley Cutler (student) gave a presentation on Proposal of Portrait of a Putnam Learner. The presentation was well received.

4. CITIZENS' COMMENTS

There were no citizens' comments.

5. REPORTS OF OFFICERS AND STANDING COMMITTEES

a. Committee Reports

1) Policy Committee Report

Jeannie Dodd updated the Board on the committee meeting that was held on November 18, 2019 and minutes of the meeting were reviewed. Under the business section, there will be some policies adopted as well as warned for adoption.

2) Facilities Committee Report

James Purdon updated the Board on the completion of the renovation project and discussed the solar project.

3) Curriculum Committee

Carrie Blackmar updated the Board on the committee meeting that was held this evening. Three PHS courses will be warned for adoption under the business section.

4) Communications Committee

Marianne Viens updated the Board on the committee meeting that was held prior to this meeting. Many things have been put into place such as a Billboard on Grove Street and a modernized logo created by Jostens and Social Media exposure. Meetings will be scheduled as needed.

5) CABE Events Update

Jeannie Dodd updated the Board on the CABE/CAPSS convention that took place in Mystic last week. She distributed a summary of the events of the convention and the delegate assembly.

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) Holiday Giving Campaign has begun. A flyer has been distributed to staff for participation and fund raising.

2) Teacher of the Year Ceremony will take place on December 4, 2019 at the Bushnell in Hartford. Mr. Sullivan will accompany Tiffany Barnes.

3) The CAPSS Student Award Ceremony will take place on December 3, 2019 at the Brooklyn Middle School Auditorium, at 5:30 PM.

4) There will be a legislative breakfast on December 4, 2019 at EASTCONN in Hampton at 7:30 AM.

5) Plans for a Community Conversation Event were discussed for December 17, 2019 at 6:00 PM, Board of Education Conference Room. Parents and Community members will be invited to this event via advertisements, school messenger, flyers sent home with students, Putnam website and social media.

6) Mr. Sullivan presented his transition of leadership plan to the Board.

7) School Monthly Reports were included in the Board packet.

- d. Board Chairman Report, Michael Morrill
No report.

6. BUSINESS

a. Approval of Title IV Grants

Jeannie Dodd made a motion to approve Title IV Grants. The motion was seconded by James Purdon and passed unanimously.

b. Approval of Gate Receipt Purchases

Jeannie Dodd made a motion to approve the gate receipt purchases as presented. The motion was seconded by James Purdon and passed unanimously.

c. Approval of P-Card Program

Nancy Cole explained the purpose of the P-Card program and whom it would be assigned to. Strict policies and procedures will be established. Edward Perron made a motion to approve the P-Card Program as presented. The motion was seconded by Marieanne Viens and passed unanimously.

d. Approval of Arbiter Pay Program for Athletics

Nancy Cole explained the purpose of the Arbiter Pay Program for Athletics and its benefits to the district. James Purdon made a motion to approve the Arbiter Pay Program for Athletics as presented. The motion was seconded by Jill Zangerl and passed unanimously.

e. Approval of Alliance Grant 2019/2020

Jeannie Dodd made a motion to approve the Alliance Grant for 2019/2020 as presented. The motion was seconded by James Purdon and passed unanimously.

f. Set Budget Dates

Nancy Cole will contact the town to inquire as to whether the budget process will remain the same as in previous years. The Board agreed to January 14, 2020 as a budget workshop. A meeting will be posted.

g. Field Trip Advisement:

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

- Putnam High School Science Department, Boston Museum of Science, Body Worlds Exhibit (Anatomy Class, 8 students and 1 adult), January 3, 2020, Boston, MA
- Putnam High School, Upper Level English Classes (30 students), Trinity Repertory in Providence, RI, A Christmas Carol, December 17, 2019
- Putnam High School AP Literature Class (12 students), Trinity Repertory in Providence, RI, A Tale of Two Cities, March 19, 2020

h. Amendment to 403(b) Plan

Edward Perron made a motion to approve the amendment to the 403(b) Plan as presented. The motion was seconded by James Purdon and passed unanimously.

i. Warn for Adoption the following PHS Courses:

Carrie Blackmar made a motion to recommend to warn for adoption the following PHS courses:

1. PHS Course: AP Psychology

2. PHS course Human Rights
3. PHS course SLIFE Math (Academic Lab)

The motion was seconded by Jeannie Dodd and passed unanimously.

j. Adoption of the following Policies and corresponding regulations where applicable

Edward Perron made a motion to adopt the following policies and corresponding regulations and to rescind the current corresponding policies.

- P5114 – Suspension and Expulsion/Due Process
- P3410 – System of Accounts
- P3430 – Periodic Financial Reports
- P3432/3433 – Budget & Expense Report/Annual Financial Statement
- P4131/R4131 – Staff Development
- P5131.911 – Hazing/Bullying
- P5144.4 – Discipline/Physical Exercise & Discipline of Students

The motion was seconded by James Purdon and passed unanimously.

Warn for Adoption the following Policies was added to the agenda:

- P5131.81 – Cellular Phone/Electronic Communication Device and R5131.81
- P6146 – Graduation Requirements and R6146
- P6146.01 – High School Credit Earned in Grade 8
- R6146.1 – Weighted Grading

k. Citizens' Comments

There were no citizen comments.

The Board took a 5-minute recess at 8:42 PM.

Jeannie Dodd made a motion to go into Executive Session to discuss Putnam Education Association's negotiations, non certified/non affiliated fringe benefits and a Personnel Matter. Superintendent Sullivan was invited to attend and Nancy Cole was invited to attend for negotiations and fringe benefit discussion. The motion was seconded by Christopher Steinbrick and passed unanimously.

Jeannie Dodd made a motion to approve non certified/non affiliated fringe benefits as presented in executive session, and authorize administration to implement as discussed. The motion was seconded by James Purdon and passed unanimously.

Christopher Steinbrick made a motion to come out of Executive Session at 9:54 PM. The motion was seconded by Jill Zangerl and passed unanimously.

7. ADJOURNMENT

Jill Zangerl made a motion to adjourn. The motion was seconded by Christopher Steinbrick and passed unanimously. The meeting adjourned at 9:57 PM.

Respectfully submitted,



Jeannie Dodd
Board Secretary

November 19-2019

Board of Education Meeting

boe/minutes/19/20/November-19-19

to be approved by BOE