

# **PUTNAM BOARD OF EDUCATION**

## **SECRETARY'S REPORT**

**March 18, 2020**

The Putnam Board of Education met for a regular meeting on Tuesday, March 18, 2020 in the Joseph V. Pempek Memorial Conference Room at 7:00 PM.

Attendance: Carrie Blackmar, Lauren Konicki, Michael Morrill, Edward Perron, James Purdon, Christopher Steinbrick, Marianne Viens, Jill Zangerl

Absent: Jeannie Dodd

Others: Daniel P. Sullivan, III, Superintendent of Schools; Nancy T. Cole, Business Administrator

In honor of Board Appreciation Month, Mr. Sullivan presented the Board members with a token of appreciation for their dedicated service to Putnam Public Schools and the community.

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**

James Purdon made a motion to approve the February 25, 2020 regular meeting minutes and the March 13, 2020 emergency meeting minutes as presented. The motion was seconded by Jill Zangerl and passed unanimously.

### **2. CORRESPONDENCE**

There was no correspondence.

### **3. Update on COVID-19 and District Response**

Michael Morrill commented on COVID-19 and commended Superintendent Sullivan and Putnam on their efforts. Putnam was one of the first waivers approved by the state. Superintendent Sullivan publicly thanked Kevin Lamothe, Chris Horne, Jeanette LaPlume and the Putnam Education Association for their efforts to support student and staff needs through this crisis.

### **4. PRESENTATIONS**

Pride of Putnam Awards for the Putnam Food Service workers is being tabled.

### **5. CITIZENS' COMMENTS**

Jill Zangerl commented from a parent perspective and commended Putnam for their work. Troy Mayo thanked the Board for recognizing the custodial staff and asked about a timeframe for shutdown and what that may look like. Chris Horne asked that consideration be given to telecommuting. Kris Allard thanked the teachers and Superintendent Sullivan and indicated that it has been a partnership.

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

### a. Committee Reports

#### 1) Policy Committee Report

Chris Steinbrick made a motion to approve the minutes of the February 25, 2020 policy committee. The motion was seconded by Edward Perron and passed unanimously. Under the business section, there will be policies/regulations to be approved. The next meeting is scheduled to take place on April 21, 2020 at 6:00 PM.

#### 2) Facilities Committee Report

There was no report.

#### 3) Curriculum Committee

Marianne Viens noted there is a correction to the minutes and that she called the meeting to order. Jill Zangerl made a motion to approve the minutes of the February 25, 2020 curriculum committee as amended. The motion was seconded by Lauren Konicki and passed unanimously. There will be a course approval to be adopted 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 will obtain an update for the Board on the solar project.

2) A Personnel Report was included in the packet.

3) Update on COVID-19 and District Response – Superintendent Sullivan updated the Board on the steps the district has taken in response to COVID-19. He indicated he received a call from the state department about Putnam's efforts.

4) The town public hearing has been moved to May 6th at 7:00 PM and the annual town meeting has been moved to May 20th at 7:00 PM, both at Putnam Middle School Auditorium.

5) The discussion for Staff Appreciation Week, May 4-8, 2020 is tabled.

6) District Strategic Plan Review – the Board would like to defer this work until next fall.

7) CAPSS Alliance District Narrative was included in the Board packet.

8) Quarterly Reports from Department Heads were included in the Board packet.

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

### d. Board Chairman Report, Michael Morrill

No Report.

## 7. **BUSINESS**

### a. **Continuation of Grants for 2020/2021**

1. Family Resource Center
2. School Readiness and Quality Enhancement
3. ESEA Consolidated Grant Application Package (includes Title I, IIA, IID, III, IVA, V, Perkins, IDEA Part A & B)
4. Priority, Alliance, School Accountability, Extended School Hours

Edward Perron made a motion to give the superintendent the authority to continue to apply for the above mentioned grants for 2020/2021. The motion was seconded by James Purdon and passed unanimously.

### b. **Adoption of Policies/Regulations**

James Purdon made a motion to adopt the following policies and regulations:

- 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 Lauren Konicki and passed unanimously.

### c. **Adoption of the following PHS Course:**

Marianne Viens made a motion to adopt the following PHS Course and the associated textbook from UCONN:

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

The motion was seconded by Edward Perron and passed unanimously.

### d. **Community Eligibility Provision (CEP), District Certification – Meal Program**

Nancy Cole reported that she and Jeanette LaPlume will be reviewing the Community Eligibility Program to see if it will be possible to include the high school for the 2020-21 year.

### e. **Change of Start Time for Putnam Elementary School and Consistent Start/End Times for All Schools**

Jill Zangerl made a motion to approve the change of start time for Putnam Elementary School and Consistent Start/End Times for All Schools as presented. The motion was seconded by Carrie Blackmar and passed unanimously.

### f. **Possible Adjustments to the 2019/2020 and 2020/2021 District Academic Calendars**

Superintendent Sullivan is recommending the following changes to the 2019/2020 Academic Calendar: April 13 through April 17 will be work days, May 22 and May 26 will be vacation days, and June 12<sup>th</sup> will be the last day of school. James Purdon made a motion to approve the calendar changes as presented. The motion was seconded by Carrie Blackmar and passed unanimously.

Superintendent Sullivan is recommending the following changes to the 2020/2021 Academic Calendar: August 24, 25 and 26 will be professional development days, August 27<sup>th</sup> will be the first day for students, and June 9<sup>th</sup> will be the last day of school. James Purdon made a motion to approve the calendar changes as presented. The motion was seconded by Chris Steinbrick and passed unanimously.

g. Citizen Comments

There were no citizen comments.

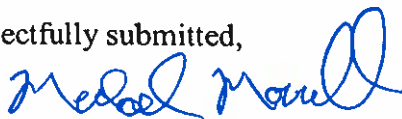
- h. Edward Perron made a motion to add Putnam High School graduation to the agenda. The motion was seconded by James Purdon and passed unanimously. The Board discussed the options for changing the high school graduation to Rotary Park on Wednesday evening. If there is inclement weather, the event could be moved to Thursday or Friday. James Purdon suggested the event be recorded and/or streamed live. This item will be on the April agenda.
- i. James Purdon made a motion to add Executive Session for Personnel Matters related to COVID-19 to the agenda. The motion was seconded by Jill Zangerl and passed unanimously.

The Board went into Executive Session at 8:48 PM and invited Superintendent Sullivan and Nancy Cole to attend. Carrie Blackmar made a motion to come out of Executive Session at 9:05 PM. The motion was seconded by James Purdon and passed unanimously.

8. ADJOURNMENT

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

Respectfully submitted,



~~Jeannie Dodd~~

~~Board Secretary~~

Michael Morrill

Board Chairperson