

PUTNAM BOARD OF EDUCATION

SECRETARY'S REPORT

April 23, 2019

The Putnam Board of Education met in regular session on Tuesday, April 23, 2019, in the Joseph V. Pempek Memorial Conference Room at Putnam High School.

Attendance: Carrie Blackmar, Jeannie Dodd, Michael Morrill (8:00 PM), Edward Perron, James Purdon, Christopher Steinbrick, Marieanne Viens, Jill Zangerl

Absent: Lauren Konicki

Others: William Hull, Superintendent of Schools; Nancy T. Cole, Business Administrator; Laura L. Santos, Board Recording Secretary

Jeannie Dodd 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

James Purdon made a motion to approve the minutes of the March 19, 2019 regular meeting and the March 25, 2019 special meeting as presented. The motion was seconded by Jill Zangerl and passed unanimously.

2. CORRESPONDENCE

There was no correspondence.

3. PRESENTATIONS

The Pride of Putnam Award was given to the following staff members and students of Putnam Elementary School:

PES students: Olivia Bedard, Alina Kamara, Kaydence Morris

PES Staff: Patricia Bryant-Beausoleil, Family Resource Center Director

The Board recessed from 7:10 PM to 7:17 PM.

4. CITIZENS COMMENTS

There were no citizen comments.

5. REPORTS OF OFFICERS AND STANDING COMMITTEES

a. Committee Reports

1) Policy Committee

The policy committee met prior to this meeting to review policy/regulation 3524.2, Green Cleaning. The committee is recommending this policy to be warned for adoption. It will be brought forward at the May Board meeting for adoption.

2) Facilities Committee

a) Building Committee Update

James Purdon reported that the courtyard was worked on over April vacation week. The project is not yet complete.

3) Curriculum Committee

The meeting that was scheduled for this evening was cancelled. It will be rescheduled to May 21, 2019 at 6:00 PM.

4) Communications Committee

Minutes of the March 25 and April 8, 2019 meetings were reviewed. The next meeting of the committee will be Monday, May 6, 2019 at 5:45 PM. The committee has drafted a communications plan and it will continue to be reviewed.

5) CABE Events Update

Jeannie Dodd distributed a CABE Liaison newsletter.

b. Financial Reports, Nancy T. Cole

Nancy Cole provided an updated Year-End Expenditure Report for FY 2018-19, an Excess Cost Report, Family Resource Center Report and School Facilities Account update were also presented.

c. Superintendent's Report, William Hull

1) Staff Appreciation Week (Breakfast Served in Building Staff Lounges) will be May 6-10 at the following schools:

PHS – Tuesday, May 7 – 6:50 AM

PES – Wednesday, May 8 – 7:15 AM

PMS – Thursday, May 9 – 7:00 AM

Board members will attend.

2) Annual Town Meeting will be held on May 8 at 7:30 PM, PMS Auditorium.

3) Regionalization was discussed.

4) Enrollment Projection from NESDEC was included in the packet. Discussion followed.

5) Department Quarterly Reports were included in the packet.

6) The School Monthly Board Reports were included in the packet.

d. Board Chairman Report, Michael Morrill

No report.

6. BUSINESS

a. Field Trip Advisement:

Mr. Hull informed the Board of the following out-of-district field trips:

1) May 3, 2019, Putnam Elementary School, Grade 4 to Ecotarium – Museum of Science and Nature, Worcester MA

2) May 15, 2019, Putnam Elementary School, PK to Providence Children's Museum, Providence, RI

3) May 14, 2019, Putnam Middle School, Grade 6 to Ecotarium – Museum of Science and Nature, Worcester, MA

4) May 29, 2019, Putnam Middle School, Grade 7 to John Chafee Nature Preserve, Rome Point, RI

5) June 10, 2019, Putnam Middle School, Grade 8 to Mt. Wachusett, Princeton, MA

- b. 2019 High School Graduation Date
James Purdon made a motion to approve the date of high school graduation for Saturday, June 15, 2019 at 12:00 PM, PMS Auditorium. The motion was seconded by Jeannie Dodd and passed unanimously. The middle school's moving up ceremony will be set for Thursday, June 13, 2019 at 6:00 PM, PMS Auditorium.
- c. Perpetual Plaques
The Facilities Committee scheduled a meeting for May 14, 2019 at 6:00 PM to further discuss the placement of the perpetual and dedication plaques.
- d. Review Current Strategic Plan and Plan for 2019
Jeannie Dodd made a motion to table this discussion until the May Board meeting. The motion was seconded by James Purdon and passed unanimously.
- e. District Certification – Meal Program
James Purdon made a motion for Putnam Elementary and Putnam Middle Schools to participate in the Community Eligibility Provision for Food Service. The motion was seconded by Jill Zangerl and passed unanimously.
- f. Cafeteria Plan for Flexible Spending Accounts
Jeannie Dodd made a motion to approve the resolution as presented. The motion was seconded by James Purdon and passed unanimously.
- g. Approval of MOU with AFSCME Union
Tabled until the May Board meeting.
- h. Compensation for Noncertified-Nonaffiliated Group
Mr. Hull distributed a document with suggestions and requests from the noncertified/non-affiliated employee group regarding compensation/benefits. The Board discussed the suggestions. The Board would like to see further details along with a cost analysis for the proposals. Mr. Hull and Ms. Cole will present this information at a future Board meeting.
- i. Award of RFP for PES Boiler Repair
James Purdon made a motion to award the PES Boiler Repair bid to Action Air of Manchester, CT in the amount of \$33,240 with an alternative bid cost of \$6,680 per section providing receipt of satisfactory references. The motion was seconded by Jill Zangerl and passed unanimously.
- j. Board of Education Member Resignation
A formal letter of resignation from Mary Kozlowski, former Board member, was included in the packet.
- k. 2017/18 Financial Audit
The district received an excellent report from the auditors. There were no citations and only a minor recommendation concerning student activity accounts.
- l. Business Administrator's Contract
A revised contract will be proposed at the May Board meeting.

m. Superintendent's Evaluation

Mr. Hull requested a written evaluation this year by the time of his retirement in August. Mr. Hull will work with the Board on this.

n. Citizens Comments

Frances Bousquet, of South Prospect Street, asked a question regarding the District Certification Meal Program.

The Board took a brief recess at 8:18 PM.

Jeannie Dodd made a motion to go into Executive Session at 8:21 PM for the purpose of discussing Negotiations for Putnam Education Association, a Personnel Issue and the Superintendent's Contract. The motion was seconded by Jill Zangerl and passed unanimously.

James Purdon made a motion to come out of Executive Session at 8:51 PM. The motion was seconded by Edward Perron and passed unanimously.

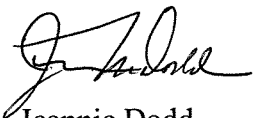
James Purdon made a motion to addend the Superintendent's contract as presented in Executive Session. The motion was seconded by Christopher Steinbrick and passed unanimously.

The Board discussed interview questions for the May 16th Special Meeting Interviews for Superintendent.

7. ADJOURNMENT

Jeannie Dodd made a motion to adjourn. The motion was seconded by Jill Zangerl and passed unanimously. The meeting adjourned at 8:55 PM.

Respectfully submitted,



Jeannie Dodd
Board Secretary