

# **PUTNAM BOARD OF EDUCATION**

## **SECRETARY'S REPORT**

**May 18, 2021**

The Putnam Board of Education met in regular session on Tuesday, May 18, 2021 in the Joseph V. Pempek Memorial Conference Room.

Attendance: Carrie Blackmar, Kevin Davis, Lauren Konicki, Margaret McHugh, Michael Morrill, James Purdon (7:25 PM), Christopher Steinbrick, Marieanne Viens, Jill Zangerl

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

Jill Zangerl called the meeting to order at 7:00 PM.

Pledge of Allegiance

### **Student Representative**

Connor Vassar gave the Board an update on activities being held at the elementary, middle, and high schools as well as the Family Resource Center.

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

Lauren Konicki made a motion to approve the April 27, 2021 regular meeting minutes and May 12, 2021 Special Meeting Minutes as presented. The motion was seconded by Carrie Blackmar and passed unanimously.

#### **2. CORRESPONDENCE**

Jill Zangerl reported there were several thank you notes from staff for the gifts they received on staff appreciation week.

#### **3. PRESENTATIONS**

Pride of Putnam Awards were presented to staff and students at Putnam Elementary School, Day Kimball Healthcare and the district's COVID-19 Team.

##### **PES Students:**

Emma Goyette, Liam Poliano, Aidan Sargent, Marijane Thibeault

##### **PES Staff:**

Paula Fahy, Nicole Fraga, Christy Gervais, Curt Prochowski, Michele Ryan, Janalee Salerno, Amy Ward

##### **Day Kimball Healthcare:**

Daniel Durand, Kyle Kramer, John O'Keefe, Bob Viens

##### **COVID-19 Team:**

Brittany Brett, Dean of Students

Marc Coderre, Director of Special Projects

Linda Roto, Nursing Coordinator

#### **4. CITIZENS' COMMENTS**

There were no citizens' comments.

Jill Zangerl asked for a motion to add the Putnam High School LED lighting project to the agenda under New Business. The motion was made by Margaret McHugh and seconded by Lauren Konicki. The motion passed unanimously.

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

### **a. Committee Reports**

#### **1) Policy Committee Report**

- The minutes from the April 27, 2021 meeting were included in the packet.
- Report of May 18, 2021 Meeting - The committee met this evening to discuss administrative regulations for the visitor management system. Marieanne Viens reported there will be an appeals committee comprised of one representative from the Board of Education, an administrator, a teacher, the Putnam Police Department and the chair of the Safety Committee. Chris Steinbrick made a motion to move forward with the administrative regulations. The motion was seconded by Michael Morrill and passed unanimously.

#### **2) Facilities Committee Report**

- The minutes from the April 26, 2021 meeting were included in the packet.
- Report of May 18, 2021 Meeting - The committee met this evening to review proposals for a Putnam High School LED lighting project. James Purdon provided an overview of the proposals. This item will be discussed under new business.

#### **3) Curriculum Committee**

- The minutes from the April 27, 2021 meeting were included in the packet.

#### **4) Communications Committee**

- The committee has not met.

#### **5) CABE Events Update**

Michael Morrill reported there will be a legislative wrap-up on June 14, 2021. He also reported Jason Altieri, a teacher at the elementary school, was quoted in an Eastconn publication regarding the Mindfulness Transformations Grant.

### **b. Financial Reports, Nancy T. Cole**

Nancy Cole updated the Board on the year-end expenditure report for 2020/2021. An excess cost report and Family Resource Center report were also presented.

### **c. Superintendent's Report, Daniel P. Sullivan, III**

#### **1) Personnel Report**

Superintendent Sullivan reviewed the personnel report.

#### **2) Update on COVID-19 and District Response**

Superintendent Sullivan gave a COVID update to the Board. He discussed the recent high school prom and indicated contact tracing was done and a communication was sent to parents. He also reported that masks must continue to be worn in schools and that the summer school programs will focus on learning loss.

3) ESSER II and American Rescue Spending Plan

Superintendent Sullivan reviewed the ESSER II and American Rescue Spending Plan that was included in the packet.

4) School Monthly Board Reports

The School Monthly Board Reports were included in the packet.

d. Board Chair Report, Jill Zangerl

Jill Zangerl thanked the administrators for their monthly reports and noted they keep the Board up to date on school activities.

**6. BUSINESS**

a. Warn for Adoption of a New Math Program

Carrie Blackmar informed the Board that the new math program is being warned for adoption. She explained that Ready Math will be used for Grades K through 4 only, and Go Math will continue to be used for Grade 5.

b. School Calendar 2021-22

Superintendent Sullivan reviewed the proposed changes to the school calendar and explained the 2-hour delay days will be used for professional development. Lauren Konicki made a motion to approve the revised school calendar for 2021-22. The motion was seconded by Chris Steinbrick and passed unanimously.

c. Proposed Budget Reductions for FY 2021-22

Margaret McHugh made a motion to approve the proposed budget reductions for FY 2021-22 totaling \$478,892 as presented. The motion was seconded by Chris Steinbrick and passed unanimously.

d. Approval of Contract for Positive Regard/SEL Curriculum

Kevin Davis made a motion to approve the contract for Positive Regard. The motion was seconded by Margaret McHugh and passed unanimously.

e. 100% In-Person Learning Program for the 2021-2022 School Year

James Purdon made a motion to direct the administration to implement an in-person learning program without a 100% remote learning option for the 2021-2022 school year, unless required by the State of Connecticut, or if deemed necessary by the Putnam Board of Education. This does not prohibit the implementation/use of remote learning for emergency situations as directed by the Superintendent. The motion was seconded by Margaret McHugh and passed unanimously.

f. Continuity of Operations Plan

A draft of the Continuity of Operations Plan was reviewed with the Board. Superintendent Sullivan reported the plan is required for the American Rescue Plan Grant. He also reviewed the timeline for stakeholder feedback. The plan will be presented to the Board for official adoption at a special meeting on May 24, 2021.

- g. Approval to Amend the 2020 Plan Document for 100% FSA Rollover and 365 DCA Grace Period
- h. Approval to Amend the 2021 Plan Document to Raise the DCA Maximum to \$10,500  
Chris Steinbrick made a motion to amend the 2020 plan document for 100% FSA rollover and 365 DCA grade period and to amend the 2021 plan document to raise the DCA maximum to \$10,500. The motion was seconded by Lauren Konicki and passed unanimously.
- l. Putnam High School LED Lighting Project  
James Purdon made a motion to award the Putnam High School LED Lighting Project to Titan Solutions. The motion was seconded by Kevin Davis and passed unanimously.

The Board took a recess at 8:28 PM.

- i. Superintendent's Contract
- j. Superintendent's Evaluation
- k. Personnel Matter  
Kevin Davis made a motion to go into Executive Session at 8:35 PM for the purpose of the Superintendent's Contract and Evaluation as well as a Personnel Matter. Superintendent Sullivan and Nancy Cole were invited to attend. Nancy Cole was invited for the Personnel Matter only. The motion was seconded by James Purdon and passed unanimously.

Lauren Konicki made a motion to come out of Executive Session at 9:33 PM. The motion was seconded by Kevin Davis and passed unanimously.

Michael Morrill made a motion to approve a one-time stipend in the amount of \$500 for the nurses for COVID contract tracing. The motion was seconded by James Purdon and passed unanimously.

## **7. ADJOURNMENT**

James Purdon made a motion to adjourn. The motion was seconded by Kevin Davis and passed unanimously. The meeting adjourned at 9:34 PM.

Respectfully submitted,

Carrie Blackmar  
Board Secretary