

PUTNAM BOARD OF EDUCATION

SECRETARY'S REPORT

April 27, 2021

The Putnam Board of Education met in regular session on Tuesday, April 27, 2021 in the Joseph V. Pempek Memorial Conference Room at 7:00 PM via Zoom.

Attendance: Carrie Blackmar, Kevin Davis, Margaret McHugh, Lauren Konicki, Michael Morrill, James Purdon (7:27 PM), Christopher Steinbrick, Marieanne Viens, Jill Zangerl

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

Jill Zangerl called the meeting to order at 7:05 PM.

Pledge of Allegiance

Michael Morrill made a motion to add the restructuring of Putnam Middle School to New Business. The motion was seconded by Lauren Konicki and passed unanimously.

Student Representative

Connor Vassar reported on the current events happening at the Family Resource Center, Putnam Elementary School, Putnam Middle School, and Putnam High School.

1. APPROVAL OF MINUTES

James Purdon made a motion to approve the March 16, 2021 regular meeting minutes and the April 14, 2021 special meeting minutes as presented. Kevin Davis noted a change to the April 14, 2021 special meeting minutes stating that Heather Taylor should be included in the attendance. Carrie Blackmar made a motion to accept the minutes with the noted change. The motion was seconded by Christopher Steinbrick and passed unanimously.

2. CORRESPONDENCE

There was no correspondence.

3. PRESENTATIONS

Pride of Putnam Awards were presented to students and staff at Putnam High School.

PHS Students: Kaylee Goding, Catherine LaForest, and Jordan Levesque

Staff Member: Courtney Prendergast

The CABE Student Leadership Awards were presented.

PMS Students: Edy Morente Mendez and Emily Olecki

PHS Students: Emma Rudman and Haley Syrjala

4. CITIZENS' COMMENTS

There were no citizen's comments.

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

a. Committee Reports

1) Policy Committee Report

Marieanne Viens reported that the committee met prior to this meeting and discussed the possibility of a policy on visitor management. They also discussed having a review committee including board members, members of facilities, and the Police Department for people entering the buildings. There will be more information to follow at the May or June meeting.

2) Facilities Committee Report

James Purdon reported that the committee met on April 26th via Zoom and discussed the gymnasium floor in the middle school and the stage floor in the middle school. This work will be done using the school facilities account. They also discussed the batting cage. It will be installed in the middle school gym, and the project will be covered with gate receipt funds. Another topic was the fuel tank at the town garage. Funds for this project will be from the school facilities account. Finally, they reviewed a proposal for a new location for the transition program. Colonial Plaza is the location and funding for renovations is being covered through donations.

3) Curriculum Committee

Carrie Blackmar reported the committee met tonight and discussed new math books and a new math program for Putnam Elementary School. Information on the programs were included in the packet, and the textbooks will be held in the Central Office if anyone would like to look at them.

4) Communications Committee

No report.

5) CABE Events Update

No report.

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. A copy of the quarterly report for the School Facilities Account was included in the packet.

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

1) Update on COVID-19 and District Response

- Superintendent Sullivan reported that all staff have had the opportunity to be vaccinated on two occasions by the district. He noted that we are thankful for the support of Day Kimball Hospital and their willingness to run a staff clinic. Staff who elected not to be vaccinated the first time had an opportunity to be vaccinated for the first time at the second dose clinic at the end of March. Superintendent Sullivan stated that he is also happy to say that the staff at Day Kimball Hospital ran a student vaccination clinic on April 27, 2021.
- Superintendent Sullivan reported that the State of Connecticut is not going to require school districts to offer a remote learning option next year.
- He further reported that the district has funds through grants to offer summer learning programs.

- 2) Annual Town Meeting – May 12 at 7:30 PM
Superintendent Sullivan reported that the Annual Town Meeting will be held on May 12th at 7:30 PM. He also mentioned that last night the Board of Education’s budget was advanced by the Board of Finance with a .90% increase.
 - 3) Staff Appreciation Week – May 3-7, 2021 (Goal 4)
Staff Appreciation Week will be held from May 3-7, 2021. Superintendent Sullivan reported that there is something planned for staff from the Central Office and the Board of Education. Superintendent Sullivan thanked all of the staff for their hard work.
 - 4) Personnel Report
Superintendent Sullivan noted a personnel report was included in the packet.
 - 5) Update on Putnam High School Graduation
The Putnam High School Graduation will be held on Monday, June 7th.
 - 6) Presentation from Effective School Solutions
A presentation was provided by Effective School Solutions, which is a company that provides clinical programs embedded in the school day for students with emotional or behavioral challenges.
 - 7) Proposed Restructuring of Academic Model at Putnam Middle School
Dr. Teri Bruce presented a plan for restructuring the academic model for Putnam Middle School to include Grades 5-8.
 - 8) School Monthly Board Reports
The school monthly board reports were included in the packet.
- d. Board Chair Report, Jill Zangerl
No report.

6. BUSINESS

- a. Approval of Tentative Agreements for Food Services and Paraprofessionals’ Union
Lauren Konicki made a motion to approve the Tentative Agreements for Food Services and Paraprofessionals. The motion was seconded by Margaret McHugh and passed unanimously.
- b. Warn for Adoption of New Math Program
This item has been tabled until the May Board of Education meeting.
- c. Recommendation of Non-Renewal of Two Elementary School Teachers’ Contracts
Michael Morrill made a motion to approve the non-renewal of two elementary school teachers’ contracts. The motion was seconded by James Purdon and passed unanimously.

- d. To Accept a Donation of \$12,000 from the Beggary Charitable Trust to Cover Material and Labor Expenses Associated with the Renovation of Unit #2 at 554 Liberty Highway in Putnam for the Helping Hands Transition Program

James Purdon made a motion to accept a donation of \$12,000 from the Beggary Charitable Trust to cover material labor expenses associated with the renovation of Unit #2 at 554 Liberty Highway in Putnam for the Helping Hands Transition program. The motion was seconded by Kevin Davis and passed unanimously.

- e. To Accept a Donation Valued at \$4,000 from Sean Sullivan. Mr. Sullivan is Donating Kitchen Cabinets and Counters in Unit #2 at 554 Liberty Highway in Putnam for the Helping Hands Transition Program

James Purdon made a motion to accept a donation valued at \$4,000 from Sean Sullivan. The motion was seconded by Kevin Davis and passed unanimously.

Michael Morrill made a motion to add adoption of the restructuring academic model at Putnam Middle School to the agenda. The motion was seconded by Lauren Konicki and passed unanimously.

Kevin Davis made a motion to approve the adoption of the restructuring academic model at Putnam Middle School. The motion was seconded by Carrie Blackmar and passed unanimously.

The Board took a brief recess.

- f. Superintendent's Contract

- g. Superintendent's Evaluation

Kevin Davis made a motion to go into Executive Session at 9:55 PM to discuss the Superintendent's contract and evaluation. The motion was seconded by Carrie Blackmar and passed unanimously. Superintendent Sullivan was invited to attend.

James Purdon made a motion to come out of Executive Session at 10:07 PM. The motion was seconded by Margaret McHugh and passed unanimously.

7. **ADJOURNMENT**

James Purdon made a motion to adjourn. The motion was seconded by Lauren Konicki and passed unanimously. The meeting adjourned at 10:08 PM.

Respectfully submitted,

Carrie Blackmar
Board Secretary