

PUTNAM BOARD OF EDUCATION

SECRETARY'S REPORT

November 16, 2021

The Putnam Board of Education met in regular session on November 16, 2021.

Attendance: Kevin Davis, Michael Morrill, James Purdon, Christopher Steinbrick, Jill Zangerl, Lauren Konicki, Tabettha Babcock (7:07 PM), Jamie Purdon (7:30 PM)

Absent: Carrie Blackmar

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

Jill Zangerl called the meeting to order at 7:02 PM.

Pledge of Allegiance

Student Representative

Alternate Student Representative Enrico Ong reported on the success of the November 6, 2021 fundraiser. Proceeds will go to Daily Bread. He also provided a report on other school activities.

1. APPROVAL OF MINUTES

Lauren Konicki made a motion to approve the October 19, 2021 regular meeting minutes and the November 3, 2021 special meeting minutes as presented. Jill Zangerl mentioned her vote from the special meeting needs to be included. The motion was seconded by Michael Morrill and passed unanimously.

2. CORRESPONDENCE

No report.

3. PRESENTATIONS

Pride of Putnam Awards were presented to Putnam High School students Amayah Chavez, Atiana Estes, Lucian Canova, Melodie Anderson, Isabel Vergoni, Josephine Spalding, Jonathan Racine and Savanna Loiselle **“for their submission to the Voice of Democracy audio-essay program sponsored by the VFW.”**

Putnam High School students Reagan Boledovic, Ewa Sekula, James Lazarou and teachers, John Allen and Matthew Amendola, community members Ron Coderre and Mike Vassar were presented with Pride of Putnam Awards **“for modeling our core values, outstanding leadership and dedication to supporting our veteran community through our 1st Veterans Day event.”**

4. CITIZENS' COMMENTS

There were no citizens' comments.

A brief recess was taken at 7:18 PM. The meeting resumed at 7:20 PM.

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

a. Committee Reports

1) Policy Committee Report

Superintendent Sullivan reported the policies are being updated and will be posted on the district website.

2) Facilities Committee Report

No report.

3) Curriculum Committee

No report.

4) Communications Committee

No report.

5) CABE Events Update

Michael Morrill reported the new board membership conference will be on December 8, 2021.

b. Financial Reports, Nancy T. Cole

Nancy Cole updated the Board on the year-end expenditure report for 2021/2022. An excess cost report and Family Resource Center report were also included.

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

1) District update

Superintendent Sullivan shared that we had twenty-five local veterans present at the first PHS Veterans Day event honoring their service. He also reported that last week we had 19 positive Covid -19 cases and 15 others quarantined. With Day Kimball Hospital's support we had just under 600 students and staff last Friday who got vaccinated or were able to get a booster shot.

2) Truck Disposal

Superintendent Sullivan reported the 2007 GMC Sierra needs repairs. Because of the extensive work needed, he is recommending we dispose of the vehicle. The Special Services District is looking to cycle out a truck in the spring that might be of interest to us.

3) Canterbury Public Schools

Canterbury is looking at Putnam High School as a possible sending option for students.

4) Holiday Giving Campaign

The donation form for the Holiday Giving Campaign is available on the district website.

5) Teacher of the Year

Teacher of the Year is postponed until May.

6) Veteran's Day

The flag raising ceremony at the high school went well. Students at the elementary and middle schools wrote cards and letters to veterans.

7) Personnel Report

An updated personnel report is included in the packet.

8) School Monthly Board Reports

Monthly reports were included in the packet.

d. Board Chair Report, Jill Zangerl

No report.

6. **BUSINESS**

a. Set Budget Dates

The budget meeting will be held on January 25, 2022, at 7:00 PM.

b. Adoption of Three New Courses at Putnam High School

Three new courses were presented for Putnam High School: Intermediate Piano, A Capella Ensemble, and Clipper Jam Band. Heather Taylor reported the addition of the three new courses would not impact the budget since we have the equipment. It will remain cost neutral. Christopher Steinbrick made a motion to approve the three new courses. Lauren Konicki seconded the motion and it passed unanimously.

c. Appointment of Acting Assistant Principal for Putnam Elementary School

Superintendent Sullivan recommended Adam Bender as Acting Assistant Principal for the remainder of the school year. Lauren Konicki made a motion to approve the recommendation and Christopher Steinbrick seconded the motion. The motion passed unanimously.

7. **ADJOURNMENT**

Lauren Konicki made a motion to adjourn. The motion was seconded by Christopher Steinbrick and passed unanimously. The meeting adjourned at 7:42 PM.

Respectfully submitted,

Jill Zangerl
Board Chair