

# PUTNAM BOARD OF EDUCATION

## SECRETARY'S REPORT

January 18, 2022

The Putnam Board of Education met in regular session on January 18, 2022 in the Joseph V Pempek Memorial Conference Room at 7:00 PM.

Attendance: Tabetha Babcock, Kevin Davis, Lauren Konicki, Laure LaBonte, Michael Morrill, Chad Neal, James Purdon (7:15 PM), Jill Zangerl

Absent: Christopher Steinbrick,

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

Jill Zangerl called the meeting to order at 7:01 PM.

### Pledge of Allegiance

#### 1. APPROVAL OF MINUTES

Lauren Konicki made a motion to approve the November 16, 2021 regular meeting minutes and the December 13, 2021 special meeting minutes as presented. The motion was seconded by Laure LaBonte and passed unanimously.

#### 2. CORRESPONDENCE

No report.

#### 3. PRESENTATIONS

Pride of Putnam Awards were presented remotely with a video presentation.

Putnam Elementary School students Lacey Barnett, Alexander Fleck, Stella Margadonna, and Owen Scott were recognized for **“Exemplifying our Putnam Elementary School Core Values of Pride, Kindness, Hard Work, and Safety.”** Putnam Elementary School paraprofessional Melissa Smith was recognized for **“Being an Integral Part of the PES Community, and Always Going Above and Beyond for the Students at Putnam Elementary School.”**

Putnam Middle School students Nicholas Devlin and Estaban Suarez were recognized for their **“Entry into the Patriot’s Pen Youth Essay Competition Sponsored by the Veterans of Foreign Wars of the United States and its Auxiliary.”** Putnam Middle School students Clairia, Divin, and Justin Gallant were recognized for their **“Continuous Efforts to Excel as a Student at Putnam Middle School.”**

#### 4. CITIZENS’ COMMENTS

There were no citizens’ comments. There were two emails sent to the board email. One was in error and related to town issues and the other voiced concerns about bullying.

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

a. Committee Reports

1) Policy Committee Report

Superintendent Sullivan reported that some policies were updated or deleted and are submitted to the board for review.

2) Facilities Committee Report

Superintendent Sullivan reported that discussions are in process with the contractors about the leaking roof at Putnam High School. Also, the solar company will be relocating one of the solar panels since it blocked access to an air handler.

3) Curriculum Committee

No report.

4) Communications Committee

Superintendent Sullivan reported that the district is working with a local vendor to overhaul the website.

5) CABE Events Update

Michael Morrill reported a Legislative Breakfast will be held virtually on March 1, 2022.

b. Financial Reports, Nancy T. Cole

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

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

1) District update

Superintendent Sullivan shared that COVID continues to have a significant impact on schools and programs. He reported that last week we had 70 positive cases with an additional 40 cases since that report. The state supplied N95 masks for staff, and we have at-home testing kits for students and staff.

2) Parent Connect Series

Superintendent Sullivan reported that 30 people logged on to the first session of this series.

3) School Attendance Plans

An attendance plan for each school was included in the packet.

4) Personnel Report

An updated personnel report was included in the packet.

5) School Monthly Board Reports

School monthly reports were included in the packet.

d. Board Chair Report, Jill Zangerl

Board of Education members signed up for the following committees:

- 1) Policy Committee: Kevin Davis and Lauren Konicki
- 2) Facilities Committee: Chad Neal and James Purdon
- 3) Communication Committee: Tabetha Babcock, Kevin Davis, and Laure LaBonte
- 4) Curriculum Committee: Tabetha Babcock, Lauren Konicki, and Michael Morrill
- 5) CAFE Representative: Michael Morrill
- 6) School Wellness Committee: Chad Neal
- 7) Wall of Honor Committee: Lauren Konicki and Laure LaBonte

6. **BUSINESS**

a. Board Matching Funds for New Paraprofessional Position

James Purdon made a motion to approve the paraprofessional position that the Board is matching with the position that is being funded by the Town. The motion was seconded by Lauren Konicki and passed unanimously.

b. Policy Updates (warn for adoption)

Lauren Konicki made a motion to warn for adoption the policy updates. The motion was seconded by James Purdon and passed unanimously.

c. Board of Education Handbook (warn for adoption)

Michael Morrill and James Purdon volunteered to review the handbook.

d. Propose Putnam High School Graduation Date (Thursday, June 9, 2022)

Michael Morrill made a motion to approve June 9, 2022, as the Putnam High School graduation date. The motion was seconded by Lauren Konicki and passed unanimously.

7. **PRESENTATION OF SUPERINTENDENT'S PROPOSED FY 2022-2023 BUDGET**

Superintendent Sullivan provided a presentation supporting his proposed budget of \$19,462,163 for FY 2022-2023. This represents an increase of \$498,756 or a 2.63 percent increase over the current year. He informed the Board that the budget documents will be published on the district website so they are available to the public. He further noted the new process this year is for the Board to have time to review the budget documents and be prepared for discussion at the budget workshop next week.

8. **REMINDER OF BUDGET WORKSHOP**

The Board was reminded that the budget workshop is scheduled for January 25, 2022. The workshop will begin at 6:30 PM and will be held in the Joseph V. Pempek Memorial Conference Room.

9. **ADJOURNMENT**

Lauren Konicki made a motion to adjourn. The motion was seconded by James Purdon and passed unanimously. The meeting adjourned at 8:13 PM.

Respectfully submitted,

Kevin Davis  
Board Secretary