

PUTNAM BOARD OF EDUCATION

SECRETARY'S REPORT

December 13, 2022

The Putnam Board of Education met in regular session on December 13, 2022, in the Joseph V. Pempek Memorial Conference Room at 7:00 PM.

Attendance: Tabetha Babcock, Kevin Davis, Jamie Heath (7:56), Michael Morrill, Chad Neal, James Purdon (7:06), and Christopher Steinbrick, and Jill Zangerl

Absent: Laure LaBonte

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 Representatives

1. APPROVAL OF MINUTES

Michael Morrill made a motion to approve the November 15, 2022 regular meeting minutes, the November 23, 2022 special meeting minutes, and the December 6, 2022 special meeting minutes. The motion was seconded by Chad Neal and passed unanimously.

2. CORRESPONDENCE

There was no correspondence.

3. PRESENTATIONS

a. Pride of Putnam Awards Putnam Elementary School

The Pride of Putnam Awards were presented by the board. Putnam Elementary School students Owen Galigher-Kelsey, Mae Gazzola, Lucy Gustafson, Lillian Houliker, Joyce Mentor, Thomas Neal, Anna Rawson, Noah Santiago, Harmony Shaw, and Harper Thompson along with staff member Emma Miller were recognized for **“your leadership, effort, and commitment to improve the school community as a member of the PAWS Council”**.

b. Strategic Plan

The Strategic Plan was presented by members of the Strategic Planning committee.

4. CITIZEN'S COMMENTS

There were no citizens' comments.

Moment of Silence in remembrance of Sandy Hook.

5. REPORTS OF OFFICERS AND STANDING COMMITTEES

a. Committee Reports

1) Policy Committee Report

a. November 15, 2022 Meeting Minutes

2) Facilities Committee Report

No report

- 3) Curriculum Committee
No report
- 4) Communications Committee
No report
- 5) CABE Events Update
No Report
- b. Financial Reports, Nancy T. Cole
Nancy Cole updated the board on the projected year-end expenditure report for 2022-2023. 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
The Superintendent recognized the Putnam Middle School Robotics Team as they advance to the national project competition and gave a health update stating an increase in flu cases. The Superintendent thanked all the the Strategic Planning committee for their hard work. The draft of the finalized plan was included in the packet.
 - 2) Budget Update
The Superintendent provided an update on the budget process and save the date cards will be mailed.
 - 3) Holiday Giving Campaign
The Superintendent thanked the Family Resource Staff as well as the people who volunteered, shopped and donated. The Holiday Giving Campaign was able to service over 100 families.
 - 4) Personnel Report
An updated personnel report was included in the packet.
 - 5) Quarterly Department Reports
Quarterly department reports were included in the packet.
 - 6) School Monthly Board Reports
School monthly reports were included in the packet.
- d. Board Chair Report, Jill Zangerl
Jill Zangerl thanked Superintendent Sullivan for his contributions to Putnam Public Schools and presented him with a Certificate of Appreciation.

6. **BUSINESS**

- a. Strategic Plan
Michael Morrill made a motion to adopt the Strategic Plan as presented with the noted correction. The motion was seconded by Christopher Steinbrick and passed unanimously.
- b. Adoption of Revised Policy
Christopher Steinbrick made a motion to adopt Revised Board Policy 3542.43 – Permissible Student Charge of Meals. The motion was seconded by Tabetha Babcock and passed unanimously.
- c. Ratification of the Professional Agreement between the Putnam Board of Education and the Putnam Education Association (Possibility of Executive Session)
Michael Morrill made a motion to enter executive session at 8:09 PM. The motion was seconded by James Purdon and passed unanimously. Superintendent Sullivan and Nancy Cole were invited to attend.

Executive session ended at 8:22 PM.

Kevin Davis made a motion to move Business item 4 to the end of the agenda. The motion was seconded Tabettha Babcock and passed unanimously.

James Purdon made a motion to ratify the professional agreement between the Putnam Board of Education and the Putnam Education Association. The motion was seconded by Tabettha Babcock and passed unanimously.

d. Superintendent Search (Possibility of Executive Session)

Moved to the end of the agenda.

e. Interim Superintendent Search (Possibility of Executive Session)

f. Appointment of Interim Superintendent (Possibility of Executive Session)

Christopher Steinbrick made a motion to enter executive session at 8:32 PM. The motion was seconded by Chad Neal and passed unanimously. Kenneth DiPietro was invited to attend.

Executive session ended at 8:46 PM.

Kevin Davis made a motion to appoint Kenneth DiPietro as the Interim Superintendent. The motion was seconded by Jamie Heath and passed unanimously.

g. Superintendent Search (Possibility of Executive Session)

Tabetha Babcock made a motion to enter executive session at 8:51 PM. The motion was seconded by Chad Neal and passed unanimously.

Executive session ended at 9:05 PM.

7. **ADJOURNMENT**

James Purdon made a motion to adjourn. The motion was seconded by Tabettha Babcock and passed unanimously. The meeting adjourned at 9:05 PM.

Respectfully submitted,

Kevin Davis
Board Secretary