

PUTNAM BOARD OF EDUCATION

DATE: Tuesday, April 9, 2024

TIME: 7:00 PM

LOCATION: Joseph V. Pempek Memorial Conference Room

AGENDA

Pledge of Allegiance

Mission Statement: The Mission of the Putnam Public Schools, in partnership with the community, is to empower all individuals and inspire lifelong learning by providing a diverse and engaging educational experience.

Student Representatives

- 1. APPROVAL OF MINUTES ENC 1**
 - a. March 19, 2024 Regular Meeting Minutes

- 2. CORRESPONDENCE ENC 2**

- 3. PRESENTATIONS ENC 3**
 - a. Pride of Putnam – Putnam Elementary School
 - b. Pride of Putnam – Putnam Middle School

- 4. CITIZENS COMMENTS (3 minutes allowed for each person)**

- 5. REPORTS OF OFFICERS AND STANDING COMMITTEES ENC 5**
 - a. Committee Reports
 - 1) Policy Committee Report
 - 2) Facilities Committee Report
 - 3) Curriculum Committee Report
 - 4) Liaison and Adopt a School Updates

 - b. Financial Report
 - 1) Year-End Expenditure Report for FY 2023-2024
 - 2) Excess Cost Report for FY 2023-2024
 - 3) Family Resource Center Report for FY 2023-2024

- c. Superintendent’s Report, Steven R. Rioux
 - 1) District Updates
 - 2) PHS Spotlight
 - 3) Budget Update FY 2024-2025
 - a) Budget Revisions
 - b) Public Hearing (April 10, 2024)
 - c) Annual Town Meeting (May 8, 2024)
 - 4) Putnam Middle School 8th Grade Moving-up Ceremony (6/17)
 - 5) Students at Risk of Retention
 - 6) Monthly Enrollment Report
 - 7) Personnel Report
 - 8) Monthly School Reports

- d. Board Chair Report, James W. Purdon III
 - 1) NEASC Visit – BOE Representatives for October 23, 2024

6. BUSINESS (For Discussion and Possible Action) ENC 6

- a. Approval of the Kayla Morey Memorial
- b. Approval of the FY 25 Budget Revision
- c. Approval to raise the FSA maximum to the 2024 IRS maximum of \$3,200 with a rollover of \$640
- d. Adoption of New Courses
 - 1) Putnam High School Internship Course
 - 2) Putnam Middle School Intervention Resource – SPIRE
- e. ABM Contract Amendment (possible executive session)

7. ADJOURNMENT

ENC 1

APPROVAL OF MINUTES

PUTNAM BOARD OF EDUCATION

SECRETARY'S REPORT

March 19, 2024

The Putnam Board of Education met in regular session on March 19, 2024, in the Joseph V. Pempek Memorial Conference Room at 7:00 PM.

Attendance: Julie Blouin, Kelly Gazzola, Michael Morrill, Chad Neal, James Purdon, and Carolyn Riendeau

Absent: Laure LaBonte, Christopher Steinbrick, and Chris Stewart

Others: Steven R. Rioux, Superintendent of Schools and Nancy T. Cole, Business Administrator

James Purdon called the meeting to order at 7:00 PM.

Pledge of Allegiance

Student Representatives

Student representatives Brady Devlin, Savannah Loiselle, and Kaya Pernini reported on events happening in the schools.

1. APPROVAL OF MINUTES

Michael Morrill made a motion to approve the February 21, 2024 special meeting minutes as presented. The motion was seconded by Julie Blouin and passed unanimously.

2. CORRESPONDENCE

There were three emails of substance that were forwarded.

3. PRESENTATIONS

a. CAPSS Awards

The board recognized the CAPSS Student Leadership Award nominees. The students recognized were Nora Lubecki and Luke Lacasse from Putnam Elementary School, Jackson St. Hilaire and Kaitlin Brodeur from Putnam Middle School, and Kaya Pernini and Savannah Loiselle from Putnam High School. These students will receive their award certificates at the annual CAPSS Awards Ceremony on March 26, 2024.

b. Pride of Putnam: Family Resource Center

The Pride of Putnam Awards were presented by the board. Community members and staff were recognized for their continuous efforts in supporting the Putnam Annual Holiday Giving Campaign. The board honors their dedication to the children and families of Putnam in fulfilling children's wishes during the Holiday season. The community members and staff that were recognized were Hannah Brown, Debra Burton, Tara Carpenter, Chief Bob Campbell, Colleen Deskus, Mark Dexter, Russell Downer Jr., Jess Duffy, Chief Christopher Ferace, Greg Gates, Shannon Haney, Maura Higginson, Pamela Kempain, Suzanne Lazarou, Captain Justin Lussier, Troy Mayo and the Facilities Department, and Karen & Gary Osbrey.

c. Board of Education Appreciation

Superintendent Rioux recognized the Board of Education members for Board Appreciation Month and thanked them for their service.

Superintendent Rioux recognized the Board of Education student representatives and thanked them for their service.

d. Recess

The Board took a brief recess.

4. CITIZENS COMMENTS

There were no citizen's comments.

5. REPORTS OF OFFICERS AND STANDING COMMITTEES

a. Committee Reports

1) Policy Committee Report

No report

2) Facilities Committee Report

The minutes from the February 21, 2024 and March 14, 2024 were reviewed by the board.

3) Curriculum Committee Report

The committee met on March 19, 2024. They are recommending to warn for adoption Putnam High School Internship Course and Putnam Middle School Intervention Resource – SPIRE.

4) Liaison and Adopt a School Updates

No reports

b. Financial Report

Nancy Cole updated the board on the year-end expenditure report for FY 2023-2024. A Budget Overview, Excess Cost Report, Family Resource Center Report, and School Facilities Report were also included.

c. Superintendent's Report, Steven R. Rioux

1) District Update

A district update was included in the packet. Superintendent Rioux stressed the importance of supporting the proposed budget to stop the erosion of services. In response to BOE email correspondence, Superintendent Rioux reported on the district's efforts to reduce the use of plastic and Styrofoam in the cafeteria as well as the repairs to the middle school bathrooms.

2) PES Writing Initiative

Kaye Jakan, Principal of Putnam Elementary School, presented the work of the staff and students with their writing initiative. It was reported that staff are implementing the strategies learned during professional development and student proficiency levels increased from 7% to 41%.

3) Budget Update FY2024-2025

The Board of Finance will meet on Monday, March 25, 2024, to set the date for the Public Hearing on the budget.

4) Monthly Enrollment Report

An updated enrollment report was included in the packet.

5) Personnel Report

An updated personnel report was included in the packet.

6) School Monthly Board Reports

School Monthly Reports were included in the packet.

7) Quarterly Department Reports

Quarterly Department Reports were included in the packet.

d. Board Chair Report

1) PMS Principal Search Committee

The board is in agreement with having the committee present one candidate to the board for final approval.

6. BUSINESS

a. Warn for Adoption

1) Putnam High School Internship Course

2) Putnam Middle School Intervention Resource – SPIRE

Michael Morrill made a motion to warn for adoption the Putnam High School Internship Course for the fall of 2024 and the Putnam Middle School Intervention SPIRE course for the 5th and 6th grades. The motion was seconded by Carolyn Riendeau and passed unanimously.

b. Continuation of Grants for 2024-2025

1) Family Resource Center

2) School Readiness and Quality Enhancement

3) ESEA Consolidated Grant Application Package (includes Title I, IIA, IID, III, IVA, V, Perkins, IEA Part A & B)

4) Priority, Alliance, School Accountability, Extended School Hours

Kelly Gazzola made a motion to approve for Superintendent Rioux to file for the continuation of the grants as listed. The motion was seconded by Julie Blouin and passed unanimously.

c. Authorization for Superintendent Rioux to Apply for Grants

Chad Neal made a motion to authorize Superintendent Rioux to apply for grants. The motion was seconded by Kelly Gazzola and passed unanimously.

d. Healthy Food Certification for FY 2024-2025

Julie Blouin made a motion to approve the Healthy Food Certification Motions for FY 2024-2025 as presented in the packet. The motion was seconded by Carolyn Riendeau and passed unanimously.

HEALTHY FOOD CERTIFICATION MOTIONS for FY 2024-2025

1. Motion Language for Healthy Food Option Pursuant to C.G.S. Section 10-215f, the Putnam Board of Education certifies that all food items offered for sale to students in the schools under its jurisdiction, and not exempted from the Connecticut Nutrition Standards published by the Connecticut State Department of Education, will comply with the Connecticut Nutrition Standards during the period of July 1, 2024, through June 30, 2025. This certification shall include all food offered for sale to students separately from reimbursable meals at all times and from all sources, including but not limited to school stores, vending machines, school cafeterias, culinary programs, and any fundraising activities on school premises sponsored by the school or non-school organizations and groups.

2. Motion Language for Combined Food and Beverage Exemptions

The Putnam Board of Education will allow the sale to students of food items that do not meet the Connecticut Nutrition Standards and beverages not listed in Section 10-221q of the Connecticut General Statutes provided that the following conditions are met:

- 1) the sale is in connection with an event occurring after the end of the regular school day or on the weekend;
- 2) the sale is at the location of the event; and
- 3) the food and beverage items are not sold from a vending machine or school store.

An “event” is an occurrence that involves more than just a regularly scheduled practice, meeting, or extracurricular activity. For example, soccer games, school plays, and interscholastic debates are events but soccer practices, play rehearsals, and debate team meetings are not. The “regular school day” is the period from midnight before to 30 minutes after the end of the official school day. “Location” means where the event is being held and must be the same place as the food and beverage sales.

e. Request to Board of Finance for disbursement of Medicaid Funds

Chad Neal made a motion to authorize Superintendent Rioux to request from the Board of Finance the disbursement of funds from the Medicaid Funds up to \$100,000 as needed. The motion was seconded by Michael Morrill and passed unanimously.

f. Request for the release of Gate Receipt Funds in the amount of \$4,000 for the partial purchase of Cheerleading Mats

Michael Morrill made a motion to request the release of Gate Receipt funds in the amount of \$4,000 to be used for the partial purchase of Cheerleading Mats. The motion was seconded by Chad Neal and passed unanimously.

g. Approval of Food Service Bid for Generator

The bid from Paquette Electric in the amount of \$18,956.49 was recommended for approval for the Generator Project for Food Services

Michael Morrill made a motion to accept the bid and offer the contract to Paquette Electric. The motion was seconded by Chad Neal and passed unanimously.

h. Food Services Staff Negotiations – Approve Contract (possible Executive Session)

Michael Morrill made a motion to enter executive session for the purpose of negotiations after a brief recess. The motion was seconded by Chad Neal and passed unanimously. Superintendent Rioux and Nancy Cole were invited to attend.

Executive session began at 9:07 PM.

Executive session ended at 9:14 PM.

Julie Blouin made a motion to approve the AFSCME Food Service Contract as presented in executive session. The motion was seconded by Kelly Gazzola and passed unanimously.

7. ADJOURNMENT

Chad Neal made a motion to adjourn. The motion was seconded by Kelly Gazzola and passed unanimously. The meeting adjourned at 9:15 PM.

Respectfully submitted,

Carolyn Riendeau
Board Secretary

ENC 3

PRESENTATIONS

PUTNAM ELEMENTARY SCHOOL

APRIL 2024

PRIDE OF PUTNAM

KATHY DUNTON

IS BEING RECOGNIZED HER COMMITMENT AND DEDICATION TO THE PES LIBRARY BY FOSTERING THE LOVE OF READING, CREATING OPPORTUNITIES FOR STUDENTS AND STAFF TO ENGAGE IN FUN ACTIVITIES TO SUPPORT LEARNING AND BUILDING A WELCOMING ENVIRONMENT WHERE PEOPLE CAN COLLABORATE AND CONNECT WITH EACH OTHER.



PRIDE OF PUTNAM

PUTNAM MIDDLE SCHOOL

April 2024



LAURA CODERRE

*Laura is being recognized
for the winning entry in the
Patriot's Pen Essay
Contest!*

PATRIOT'S PEN



These staff members are being recognized for their continual efforts to support the students, families, and staff of Putnam Middle School.

DEREK CODERRE

STEVE CROSBY

ROGER MARTEL

PAM MORIARTY

JANICE PETTERSSON

BROOKLYN BELLEVILLE

*Brooklyn is being recognized
for the winning entry in the
Connecticut Fire Prevention
Poster Contest!*



ENC 5

**REPORTS OF OFFICERS
AND
STANDING COMMITTEES**

ENC 5b

**REPORTS OF OFFICERS
AND
STANDING COMMITTEES**

Financial Report

**Putnam Board of Education
 Projected Year-End Expenditure Report
 by Object Code Summary
 FY 2023-2024**

April 9, 2024

Code	Description	Original Budget	Unaudited Estimated Balance on 06/30/2024
100	Salaries	\$ 11,718,780.00	\$ (8,251.78)
200	Employee Benefits	\$ 2,630,634.00	\$ 68,308.42
300	Purchased Professional/Technical Services	\$ 820,384.00	\$ 50,622.16
400	Purchased Property Services	\$ 1,485,200.00	\$ (135,282.00)
500	Other Purchased Services	\$ 2,580,012.00	\$ (85,848.10)
600	Supplies/Books	\$ 995,789.00	\$ 52,180.36
700	Equipment	\$ 42,000.00	\$ (2,896.59)
800	Fees/Miscellaneous	\$ 85,608.00	\$ 16,696.81
GRAND TOTAL		\$ 20,358,407.00	\$ (44,470.72)

**Putnam Board of Education
Projected Year-End Expenditure Report
FY 2023-2024**

April 9, 2024

Object Codes	Description	Original Budget	Transfers	Adjusted Appropriation	Encumbered	Year-to-Date Expended	Projected Expense to 6/30/24	Unaudited Balance on 6/30/24
110	Substitute Teachers	170,000	0	170,000	147,188	351,335	(7,051)	(321,472)
111	Certified Salaries	9,253,902	0	9,253,902	3,051,501	5,961,105	0	241,296
112	Non-Certified Salaries	1,950,502	0	1,950,502	501,310	1,397,034	10,000	42,158
113	Extra Curricular	146,497	0	146,497	51,367	72,439	10,000	12,691
114	Coaching Salaries	175,804	0	175,804	63,782	98,698	4,360	8,964
115	Athletic Transportation	7,075	0	7,075	0	3,786	3,000	289
116	Tutoring	15,000	0	15,000	0	3,928	3,250	7,822
200	Fringe Benefits	259,680	0	259,680	155,733	58,518	5,000	40,429
210	Health/Life Benefits	1,873,192	0	1,873,192	426,472	1,448,126	0	(1,406)
220	Fica /Medicare	361,051	0	361,051	109,102	231,606	3,500	16,843
230	Workers Compensation	91,730	0	91,730	26,447	51,413	10,000	3,870
240	Pension	22,680	0	22,680	0	17,368	1,000	4,312
260	Unemployment Compensation	22,300	0	22,300	9,847	12,693	(4,500)	4,260
300	Admin Conferences	8,100	0	8,100	100	1,290	1,800	4,910
301	Superintendent Expenses	3,000	0	3,000	0	0	3,000	-
303	Program Enhancement	150	0	150	310	0	0	(160)
304	Evaluations	30,000	0	30,000	0	8,900	12,000	9,100
305	Physical Therapy	61,000	0	61,000	17,904	41,934	0	1,162
306	Consulting Services	6,000	0	6,000	4,064	611	0	1,325
307	Occupational Therapy	90,700	0	90,700	26,856	63,296	0	548
310	Physicals	3,355	0	3,355	763	1,390	0	1,202
320	Professional Educational Services	180,314	0	180,314	41,771	132,623	5,000	920
321	Apex Technology Services	199,188	0	199,188	66,396	132,792	0	-
323	Purchased Prof/Tech Services	22,375	0	22,375	2,718	23,786	0	(4,129)
330	School/Community Development	25,000	0	25,000	678	16,158	8,000	165
332	Professional Development	20,800	0	20,800	3,888	15,237	0	1,676
340	Athletic Purchased Services	84,794	0	84,794	7,623	43,295	15,000	18,875
360	Legal Fees	35,500	0	35,500	22,435	18,199	(16,000)	10,866
380	Staff Conferences	10,439	0	10,439	195	3,333	2,000	4,911
381	CABE Dues & Fees	9,219	0	9,219	0	8,994	0	225
382	Audit & Related Reports	22,950	0	22,950	0	24,590	0	(1,640)
390	Graduation Expenses	7,500	0	7,500	2,835	0	4,000	665
400	Repair	15,282	0	15,282	3,595	4,333	2,500	4,854
401	Athletic Repair	0	0	0	0	0	0	-
411	Water	29,380	0	29,380	4,309	22,458	2,613	0
420	ABM Cleaning Services	998,786	0	998,786	249,696	749,089	0	0
421	Refuse Removal	0	0	0	0	1,582	0	(1,582)
424	Landscaping	12,500	0	12,500	2,430	15,900	0	(5,830)
429	ABM Maintenance Services	93,022	0	93,022	23,256	69,767	0	(0)
430	R & M Buildings	28,440	0	28,440	21,159	116,569	5,000	(114,288)
431	Code Compliance	6,830	0	6,830	3,376	7,539	1,000	(5,085)
432	R & M of Vehicles	15,200	0	15,200	5,409	13,761	2,500	(6,470)
433	Interior Maintenance	19,620	0	19,620	1,447	15,353	2,000	819
434	Exterior Maintenance	12,500	0	12,500	3,276	13,046	500	(4,323)
435	Facilities Service Contracts	56,302	0	56,302	11,720	45,167	0	(585)
436	Technology Service Contracts	111,234	0	111,234	3,888	75,788	30,000	1,558
440	Rental	46,566	0	46,566	11,849	31,028	0	3,689

**Putnam Board of Education
Projected Year-End Expenditure Report
FY 2023-2024**

April 9, 2024

Object Codes	Description	Original Budget	Transfers	Adjusted Appropriation	Encumbered	Year-to-Date Expended	Projected Expense to 6/30/24	Unaudited Balance on 6/30/24
443	Rental - Computers	39,538	0	39,538	0	27,578	20,000	(8,040)
510	Special Education Transportation	106,500	0	106,500	40,160	160,937	(94,596)	(0)
512	Field Trips	7,500	0	7,500	0	7,235	2,500	(2,235)
517	Athletic Transportation Services	32,884	0	32,884	4,013	46,054	10,000	(27,184)
518	AA Transportation Services	739,029	0	739,029	296,321	442,579	0	129
519	Student Transportation	0	0	0	28,978	48,361	(33,137)	(44,201)
520	Insurance	116,532	0	116,532	0	110,011	0	6,521
530	Communications/Postage	15,247	0	15,247	454	10,936	3,500	356
531	Telephone	8,700	0	8,700	1,433	5,334	1,933	(0)
540	Advertising	12,000	0	12,000	123	499	500	10,879
550	Printing	13,405	0	13,405	2,872	1,753	8,000	780
560	Tuition	1,327,000	0	1,327,000	448,368	748,313	165,771	(35,452)
561	Vo-Aq	47,761	0	47,761	0	75,053	0	(27,292)
562	Adult Education	61,032	0	61,032	0	59,353	0	1,679
564	Magnet School Tuition	83,332	0	83,332	0	58,093	0	25,239
580	Travel	9,090	0	9,090	143	1,514	2,500	4,933
601	Building Maintenance Supplies	8,833	0	8,833	0	2,424	6,000	409
602	Sports Supplies	29,887	0	29,887	3,503	12,158	10,000	4,226
603	Security	12,500	0	12,500	2,117	6,945	1,500	1,938
604	Sports Uniforms	14,700	0	14,700	5,886	3,596	5,000	218
611	Instr. Classroom Supplies	234,662	0	234,662	6,907	140,314	87,000	441
612	Administrative Supplies	15,186	0	15,186	507	6,012	8,000	667
621	Natural Gas	50,000	0	50,000	21,883	28,117	0	-
622	Electricity	238,597	0	238,597	85,778	152,819	(31,000)	31,000
623	Propane	3,150	0	3,150	0	3,235	0	(85)
624	Fuel Oil	195,000	0	195,000	36,943	158,057	10,000	(10,000)
626	Gasoline	105,192	0	105,192	46,056	59,136	(26,000)	26,000
641	Textbooks	14,526	0	14,526	0	9,289	5,000	237
642	Books	12,955	0	12,955	647	15,626	0	(3,318)
643	Reference Books	800	0	800	0	0	800	-
644	Periodicals	1,090	0	1,090	0	0	1,090	-
645	Nonprint	1,000	0	1,000	0	0	1,000	-
650	Supplies - Technology Related	30,000	0	30,000	277	23,088	6,500	135
690	Support Materials	27,711	0	27,711	1,698	14,701	11,000	312
730	Equipment	20,000	0	20,000	0	8,333	11,500	167
732	Vehicles	0	0	0	0	0	0	-
733	Furniture	0	0	0	0	556	0	(556)
734	Technology Equipment	22,000	0	22,000	0	1,368	20,000	632
735	Technology Software	0	0	0	0	0	0	-
736	Athletic Equipment	0	0	0	0	3,140	0	(3,140)
811	Athletic Dues And Fees	17,865	0	17,865	0	13,503	2,500	1,862
890	Dues And Fees	67,743	0	67,743	2,328	30,581	20,000	14,835
	TOTALS	20,358,407	0	20,358,407	6,124,088	13,922,457	356,333	(44,471)

**PUTNAM BOARD OF EDUCATION
Narrative for April 9, 2024 Report**

An explanation is provided for any object code that has a deficit balance as well as any object code that has a projected unexpended balance of more than \$5,000.

Object

Code Description and Explanation

- 110 Substitute Salaries** – The district employs 9 permanent substitutes who are paid \$150 per day. Their salaries are encumbered for the year. Long-term substitutes are covering for vacant positions including maternity leaves and illnesses.

- 111 Certified Salaries** – Projected balance is based upon retirements, vacancies and changes in staff. Salaries for staff have been encumbered. There is staff movement on and off the payroll due to approved leaves, and this results in line-item changes from month to month.

- 112 Non-Certified Salaries** – Projected balance is based upon changes in staff. Two Registered Behavior Technician positions were restored from paraeducator positions. One paraeducator position for the library at the elementary school was added to meet the needs of students. Current staff are encumbered. There is staff movement on and off the payroll due to approved leaves, and this results in line-item changes from month to month.

- 113 Extra Curricular Salaries** – We anticipate using grant funds.

- 114 Coaching Salaries** – The coaching positions for girls’ soccer are unfilled. The district formed a co-op with Ellis Tech for the girls’ soccer program.

- 116 Tutoring** – Less services are needed.

- 200 Fringe Benefits** – Benefits are encumbered for staff.

- 210 Health Benefits** – Balance is based upon current employee selections for health coverage.

PUTNAM BOARD OF EDUCATION
Narrative for April 9, 2024 Report

- 220 FICA/Medicare** – Balance is based upon payments for salaries and fringe benefits as well as encumbrances for the remainder of the year.
- 303 Program Enhancement** – The district purchased materials for gifted and talented students.
- 304 Evaluations** – Less services are needed for students.
- 323 Purchased Prof/Tech Services** – The district had a comprehensive facilities study done for the elementary and middle schools. The report was needed for grant purposes.
- 340 Athletic Purchased Services** – The district had less expenses for officials in the fall and winter athletic programs.
- 360 Legal Fees** – The district utilized interest-based bargaining for several employee contracts which resulted in less legal fees.
- 381 Audit & Related Reports** – The district collaborates with the Town on its audit contract. Costs are higher than anticipated.
- 421 Refuse Removal** – There was an unanticipated expense for the removal of unused furniture.
- 424 Landscaping** – The district had an unanticipated expense for mulch for the new playground as well as some tree removal services at the high school.
- 430 R & M Buildings** – The district had unanticipated repairs as follows: cooling units at the elementary school and high school, ejection pump service at the elementary school, clogged main water line at the high school, paging system at the middle school, telephone system outage at the elementary school, installation of a new pump for the hot water system at the elementary school and work on the generator at the high school. The district also filed an insurance claim for damage to the main power breaker at the high school. There was a \$50,000 deductible for the claim. There was a water leak in the Family Resource Center area, and the deductible for that claim was \$5,000.
- 431 Code Compliance** – The district installed additional cameras as recommended by the all hazards safety committee. Replacement of the key switches for the elevators at the elementary and middle schools was required.

PUTNAM BOARD OF EDUCATION
Narrative for April 9, 2024 Report

- 432 R&M of Vehicles** – There were unanticipated repairs beyond the routine maintenance of the vehicles. They included replacement of a windshield on a van and a fuel pump and fuel ejection system on a truck.
- 434 Exterior Maintenance** – There were unanticipated repairs that included straightening the fence line between the back of the gym and the ball fields at the middle school and extending the existing chain link fence around the drainage swale at the base of the elementary school driveway.
- 435 Facilities Service Contracts** – Costs are higher than anticipated.
- 443 Rental – Computers** – The district incurred a cost to buy out the chrome books from the first lease program.
- 512 Field Trips** – The district has to outsource field trips, and the costs are higher than anticipated.
- 517 Athletic Transportation Services** – The district has to outsource athletic trips, and the costs are higher than anticipated.
- 519 Student Transportation** – The district is currently providing transportation services for 17 homeless students. Costs are shared with surrounding towns. The projected balance represents Putnam’s share.
- 520 Insurance** – Overall costs for policy renewals are less than anticipated.
- 540 Advertising** – The district utilizes several free social media platforms.
- 560 Tuition** – This remains a volatile account due to the unanticipated placement of students with special needs.
- 561 Vo-Ag** – More students attending
- 564 Magnet School Tuition** – Less students attending
- 622 Electricity** – Costs are trending lower than anticipated.
- 623 Propane** – Costs are trending slightly higher than anticipated.

PUTNAM BOARD OF EDUCATION
Narrative for April 9, 2024 Report

- 624 Fuel Oil** – The district anticipates topping off the tanks.
- 626 Gasoline** – The district budgeted \$3.75 per gallon for diesel and \$3.20 per gallon for unleaded. The “locked” prices were less at \$3.109 for diesel and \$3.072 for unleaded. This results in costs being less than anticipated.
- 642 Books** – Purchases were necessary to update the collection of books for high school students.
- 733 Furniture** – Sit and stand mobile desks were purchased for staff.
- 736 Athletic Equipment** – A high jump mat was purchased for the high school track program.
- 890 Dues and Fees** – Costs are anticipated to be less than planned.

**Putnam Public Schools
EXCESS COST REPORT
FY 2023-2024
April 2024**

	Date Started	Placed	Educational Placement	Public - 1	560	510	Cost	Trans	Total	1 x \$18,393	Cost Over	Excess	BOE
					Tuition	Trans.				4.5 x \$82,768		Cost Grant	Net Cost
	Date Left	By		Private - 0	Cost	Cost	In-District	In-District			Single Cost		
1	07/05/23 - 06/24/24	BOE	The Bradley School-New London Regional	0	\$ 61,056.00	\$ -	\$ -	\$ 71,899.80	\$ 132,955.80	\$ 82,768.00	\$ -	\$ 50,187.80	\$ 82,768.00
2	07/03/23 - 06/12/24	BOE	High Roads Windham County	0	\$ 77,964.03	\$ 14,465.00	\$ -	\$ 2,122.07	\$ 94,551.10	\$ 82,768.00	\$ -	\$ 11,783.10	\$ 82,768.00
3	08/30/23 - 06/14/24	BOE	Northeast Regional Program	1	\$ 70,000.00	\$ -	\$ -	\$ -	\$ 70,000.00	\$ 82,768.00	\$ -	\$ -	\$ 70,000.00
4	08/31/23 - 06/14/24	BOE	Killingly High School	1	\$ 16,000.00	\$ -	\$ -	\$ 1,729.00	\$ 17,729.00	\$ 82,768.00	\$ -	\$ -	\$ 17,729.00
5	09/01/23 - 06/14/24	BOE	Killingly High School	1	\$ 10,000.00	\$ -	\$ -	\$ 1,729.00	\$ 11,729.00	\$ 82,768.00	\$ -	\$ -	\$ 11,729.00
6	08/30/23 - 06/10/24	BOE	QMC	1	\$ 20,435.00	\$ -	\$ -	\$ -	\$ 20,435.00	\$ 82,768.00	\$ -	\$ -	\$ 20,435.00
7	07/06/23 - 06/18/24	BOE	Susan Wayne Center of Excellence	0	\$ 110,717.84	\$ 34,200.00	\$ -	\$ -	\$ 144,917.84	\$ 82,768.00	\$ -	\$ 62,149.84	\$ 82,768.00
8	04/01/24 - 06/12/24	BOE	High Roads Windham County	0	\$ 17,572.05	\$ -	\$ -	\$ 4,704.24	\$ 22,276.29	\$ 82,768.00	\$ -	\$ -	\$ 22,276.29
9	07/05/23 - 06/14/24	BOE	Northeast Regional Program	1	\$ 129,392.50	\$ -	\$ -	\$ 16,044.30	\$ 145,436.80	\$ 82,768.00	\$ -	\$ 62,668.80	\$ 82,768.00
10	07/03/23 - 06/18/24	BOE	High Roads Windham County	0	\$ 77,964.03	\$ 14,465.00	\$ -	\$ 2,122.07	\$ 94,551.10	\$ 82,768.00	\$ -	\$ 11,783.10	\$ 82,768.00
11	08/30/23 - 01/22/24	BOE	QMC	1	\$ 9,202.69	\$ -	\$ -	\$ -	\$ 18,375.84	\$ 82,768.00	\$ -	\$ -	\$ 18,375.84
	01/23/24 - 06/13/24	BOE	ACT	1	\$ 9,173.15	\$ -	\$ -	\$ -					
12	05/01/24 - 06/28/24	BOE	New England Center for Children	0	\$ 28,482.29	\$ -	\$ 8,000.00	\$ 25,000.00	\$ 61,482.29	\$ 82,768.00	\$ -	\$ -	\$ 61,482.29
13	07/03/23 - 06/12/24	BOE	High Roads Windham County	0	\$ 118,886.22	\$ 4,438.00		\$ -	\$ 123,324.22	\$ 82,768.00	\$ -	\$ 40,556.22	\$ 82,768.00
14	09/01/23 - 06/14/24	BOE	Killingly High School	1	\$ 14,000.00	\$ -	\$ -	\$ 1,729.00	\$ 15,729.00	\$ 82,768.00	\$ -	\$ -	\$ 15,729.00
15	07/03/23 - 06/28/24	BOE	CABI	0	\$ 172,013.12	\$ 700.00	\$ 75,739.78	\$ 92,355.48	\$ 340,808.38	\$ 82,768.00	\$ -	\$ 258,040.38	\$ 82,768.00
16	07/06/23 - 06/18/24	BOE	Susan Wayne Center of Excellence	0	\$ 168,797.95	\$ 34,780.00	\$ -	\$ -	\$ 203,577.95	\$ 82,768.00	\$ 58,080.11	\$ 62,729.84	\$ 140,848.11
17	07/03/23 - 06/12/24	BOE	High Roads Windham County	0	\$ 118,886.22	\$ 4,704.24	\$ -		\$ 123,590.46	\$ 82,768.00	\$ -	\$ 40,822.46	\$ 82,768.00
18	08/24/23 - 06/12/24	BOE	Joshua Center Northeast	0	\$ 82,404.00	\$ -	\$ -	\$ 14,629.59	\$ 97,033.59	\$ 82,768.00	\$ -	\$ 14,265.59	\$ 82,768.00
19	01/16/24 - 06/12/24	BOE	Joshua Center Northeast	0	\$ 42,292.00	\$ -	\$ -	\$ 7,060.05	\$ 49,352.05	\$ 82,768.00	\$ -	\$ -	\$ 49,352.05
20	07/05/23 - 06/24/24	BOE	The Bradley School-New London Regional	0	\$ 73,745.00	\$ 42,984.18	\$ -	\$ -	\$ 116,729.18	\$ 82,768.00	\$ -	\$ 33,961.18	\$ 82,768.00
21	08/30/23 - 06/14/24	BOE	Northeast Regional Program	1	\$ 75,967.50			\$ 14,629.59	\$ 90,597.09	\$ 82,768.00	\$ -	\$ 7,829.09	\$ 82,768.00
22	01/03/24 - 06/17/24	DCF	The Bradley School-Windham County	0	\$ 9,234.00	\$ 3,040.00	\$ 617.77	\$ -	\$ 40,611.77	\$ 18,393.00	\$ -	\$ 22,218.77	\$ 18,393.00
	04/15/24 - 06/12/24	DCF	Joshua Center Green Valley	0	\$ 27,720.00	\$ -	\$ -	\$ -					
23	01/25/24 - 06/10/24	BOE	QMC	1	\$ 8,195.10	\$ -	\$ -	\$ -	\$ 8,195.10	\$ 82,768.00	\$ -	\$ -	\$ 8,195.10
24	07/03/23 - 06/14/24	BOE	Northeast Regional Program	1	\$ 82,740.00	\$ -	\$ -	\$ 16,044.30	\$ 98,784.30	\$ 82,768.00	\$ -	\$ 16,016.30	\$ 82,768.00
Students no longer placed out-of-district													
1	08/29/23 - 11/14/23	DCF	Griswold Elementary School	1	\$ 21,165.30	\$ 6,930.00	\$ -	\$ -	\$ 28,095.30	\$ 18,393.00	\$ -	\$ 9,702.30	\$ 18,393.00
2	07/03/23 - 07/21/23	BOE	The Learning Clinic	0	\$ 7,211.82	\$ 1,120.00	\$ -	\$ -	\$ 8,331.82	\$ 82,768.00	\$ -	\$ -	\$ 8,331.82
3	07/03/23 - 11/03/23	BOE	The Learning Clinic	0	\$ 43,000.53	\$ 12,215.00	\$ -		\$ 55,215.53	\$ 82,768.00	\$ -	\$ -	\$ 55,215.53
4	08/29/23 - 11/14/23	DCF	Griswold Elementary School	1	\$ 23,835.30	\$ 6,930.00	\$ -	\$ -	\$ 30,765.30	\$ 18,393.00	\$ -	\$ 12,372.30	\$ 18,393.00
5	07/03/23 - 09/25/23	BOE	Educational and Vocational Center	1	\$ 7,780.00	\$ -	\$ -	\$ 11,813.76	\$ 19,593.76	\$ 82,768.00	\$ -	\$ -	\$ 19,593.76
6	07/05/23 - 11/07/23	BOE	The Bradley School-Windham County	0	\$ 16,281.00	\$ 7,755.00	\$ -	\$ 4,887.52	\$ 28,923.52	\$ 82,768.00	\$ -	\$ -	\$ 28,923.52
7	08/29/23 - 09/05/23	Court	DOMUS Kids	0	\$ 1,072.50	\$ -	\$ -	\$ -	\$ 1,072.50	\$ 18,393.00	\$ -	\$ -	\$ 1,072.50
	10/30/23 - 01/02/24	BOE	Project Genesis	0	\$ 7,904.50		\$ 96.78		\$ 8,001.28	\$ 82,768.00	\$ -	\$ -	\$ 8,001.28
8	11/27/23 - 06/18/24	BOE	Eastconn	1	\$ -	\$ 6,930.00	\$ -	\$ -	\$ 6,930.00	\$ 82,768.00	\$ -	\$ -	\$ 6,930.00
9	03/19/24 - 03/26/24	Court	DOMUS Kids	0	\$ 1,072.50	\$ -	\$ -	\$ -	\$ 1,072.50	\$ 82,768.00	\$ -	\$ -	\$ 1,072.50
10	07/01/23 - 07/18/23	BOE	Project Genesis	0	\$ 3,364.00	\$ -	\$ -	\$ -	\$ 3,364.00	\$ 82,768.00	\$ -	\$ -	\$ 3,364.00
TOTALS					\$ 1,765,528.14	\$ 195,656.42	\$ 84,454.33	\$ 288,499.77	\$ 2,334,138.66		\$ 58,080.11	\$ 717,087.07	\$ 1,617,051.59

FY 2023-2024 Budget Spec Ed Tuition	\$ 1,327,000.00	
FY 2023-2024 Budget Spec Ed Transportation	\$ 100,000.00	
Total Funding from the Budget	\$ 1,427,000.00	
Estimated State Excess Cost Reimbursement	\$ 498,733.00	71.42%
Total Funding to cover all costs	\$ 1,925,733.00	
Total of all costs (minus in-district cost)	\$ 1,961,184.56	
Projected Balance for 2023-24	\$ (35,451.56)	

PUTNAM FAMILY RESOURCE CENTER
Expenditure Report
FY 2023-2024

April 9, 2024

Object Code	Description	Revised Budget	Encumbrance	Year-to-Date Expended	Projected Expense to 6/30/24	Unaudited Balance on 6/30/24
111	CERTIFIED SALARIES	339,181	123,814	215,367	0	0
112	NON-CERTIFIED SALARIES	946,192	231,902	749,732	(37,000)	1,558
200	EMPLOYEE BENEFITS	376,891	119,201	206,810	49,000	1,880
320	PROF/EDUCATIONAL SERVICES	1,000	0	540	460	0
322	IN SERVICE	2,000	0	1,175	825	0
324	FIELD TRIPS	800	0	6,906	0	(6,106)
325	PARENT ACTIVITIES	4,100	0	1,941	0	2,159
330	TECHNICAL SERVICES	18,198	0	18,198	0	0
440	RENTAL	936	238	657	41	0
530	COMMUNICATIONS	500	0	0	500	0
540	ADVERTISING	350	0	1,075	(725)	0
580	TRAVEL	850	0	436	414	0
590	PURCHASED SERVICES	200	0	0	200	0
611	INSTR. CLASSROOM SUPPLIES	31,606	1,610	26,933	0	3,063
612	ADMINISTRATIVE SUPPLIES	168	237	0	(69)	0
690	OTHER SUPPLIES	500	0	255	245	0
890	DUES AND FEES	2,000	0	1,815	185	0
	Totals	1,725,472	477,002	1,231,840	14,076	2,554
	REVENUE SOURCES	Projected				
	Family Resource Center Grant	112,629				
	School Readiness Grant	724,857				
	SR Priority Enrollment	43,920				
	Revenue (estimated amount needed)	244,080				
	In-Kind - Local Budget	24,932				
	TOTAL FUNDING	1,150,418				
	Preschool - Regular Education	149,376				
	Preschool - Special Education	298,349				
	IDEA - Preschool Paraeducator	25,387				
	Alliance - Preschool Social Worker	101,942				
	TOTAL	575,054				
	GRAND TOTAL	1,725,472				

FAMILY RESOURCE CENTER PROGRAM
Revenue Report
FY 2023-2024

<u>Month</u>	<u>REVENUE</u>
July	8,872.55
August	14,378.85
September	32,963.87
October	31,769.79
November	24,211.53
December	22,220.88
January	25,504.66
February	28,418.56
March	27,329.68
April	0.00
May	0.00
June	0.00
	<hr/> 215,670.37

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**REPORTS OF OFFICERS
AND
STANDING COMMITTEES**

Superintendent's Report

Professional Learning Communities

A Cornerstone of Culture at
Putnam High School



Supportive Environment

PLCs offer a supportive environment where we can seek advice, guidance, and feedback from our peers. This collaborative approach fosters a culture of trust, respect, and collective responsibility for our students' success, which positively impacts our school climate and culture.

[Compass Points Protocol](#)



Shared Learning

By bringing together educators with diverse experiences and expertise, PLCs facilitate shared learning opportunities. We can learn from one another, exchange ideas, and gain new perspectives on effective teaching strategies, curriculum development, assessment techniques, and intervention strategies.

[The Tuning Protocol](#)

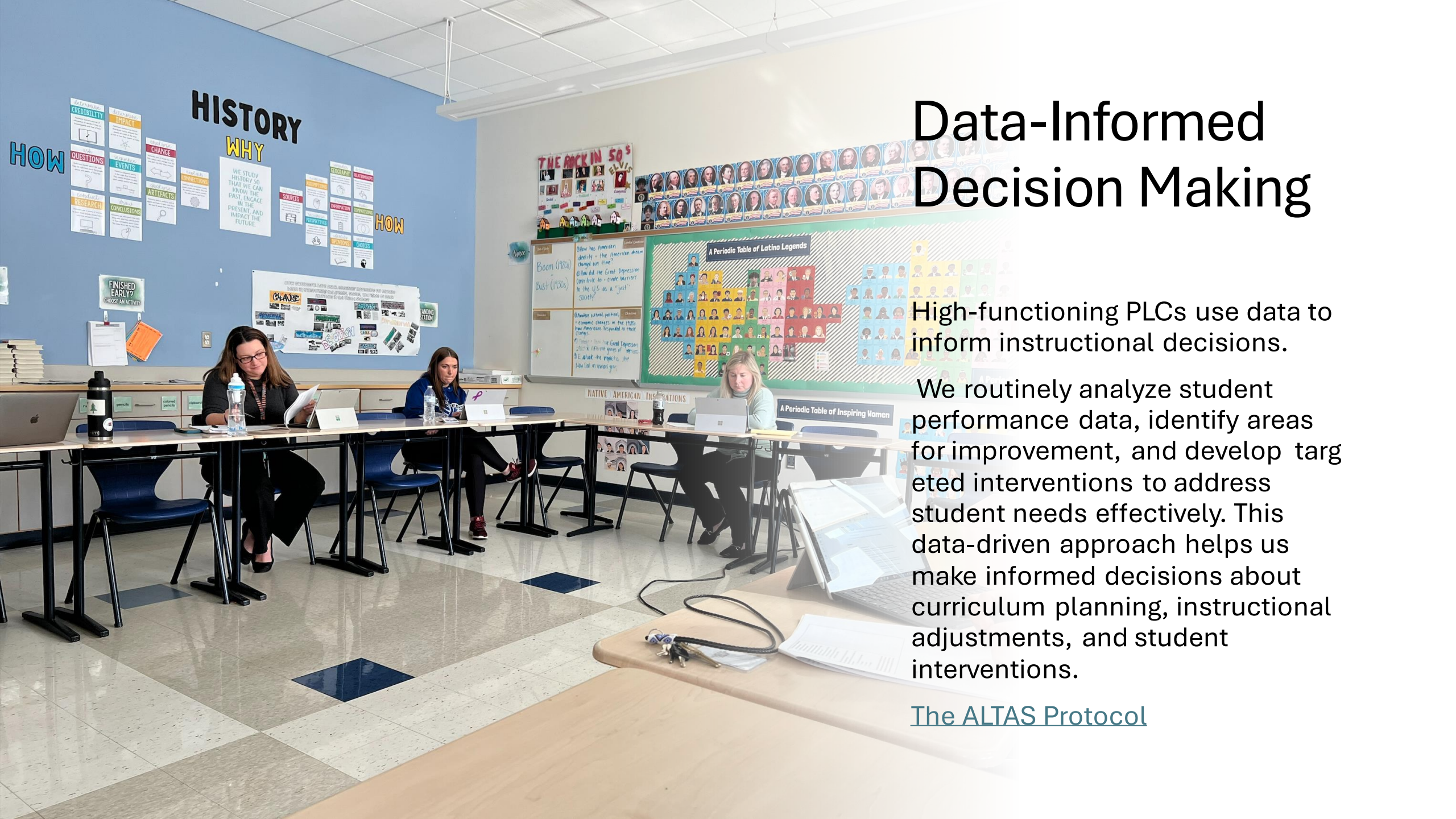


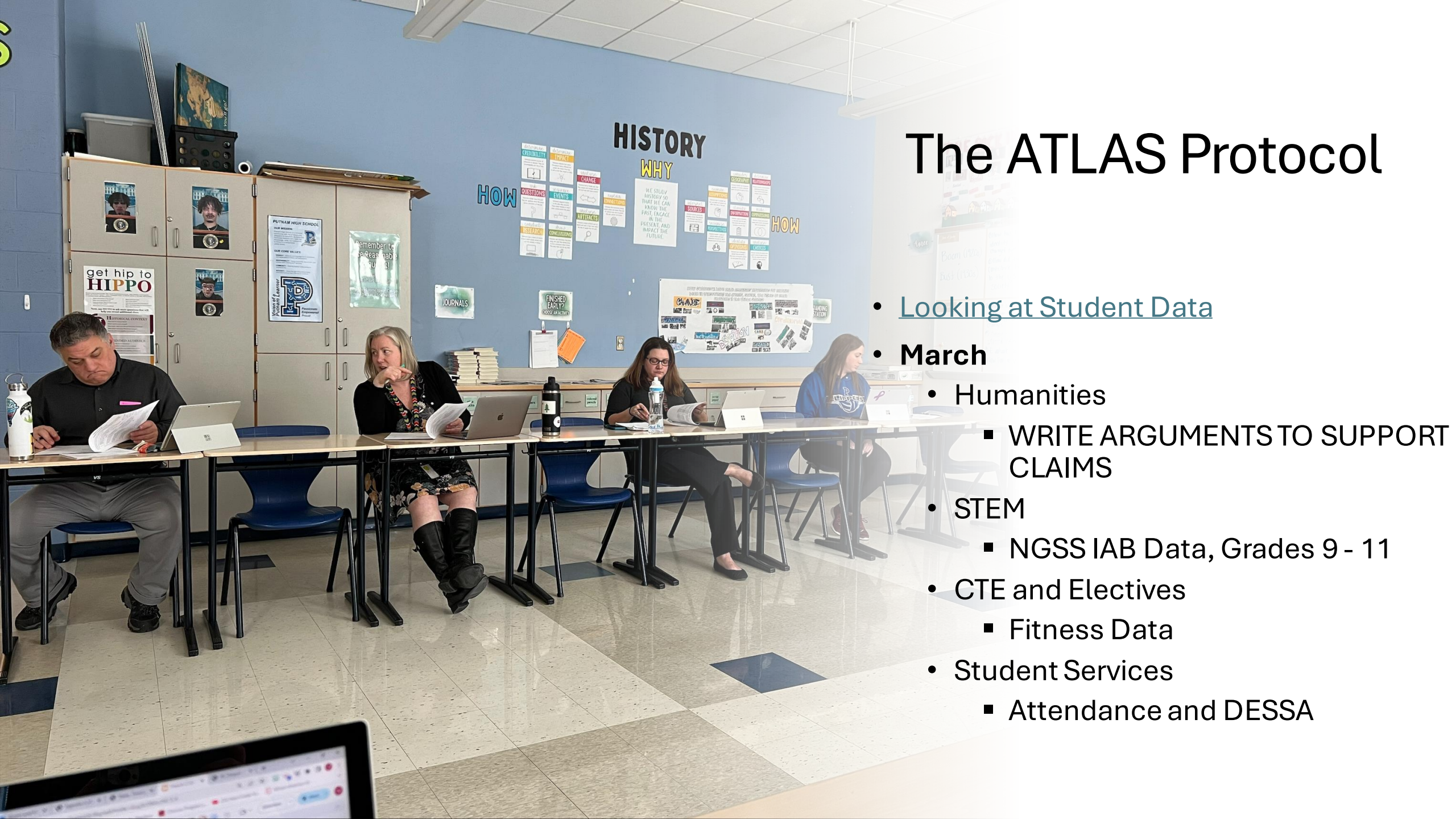
Data-Informed Decision Making

High-functioning PLCs use data to inform instructional decisions.

We routinely analyze student performance data, identify areas for improvement, and develop targeted interventions to address student needs effectively. This data-driven approach helps us make informed decisions about curriculum planning, instructional adjustments, and student interventions.

[The ALTAS Protocol](#)





The ATLAS Protocol

- [Looking at Student Data](#)
- **March**
 - Humanities
 - WRITE ARGUMENTS TO SUPPORT CLAIMS
 - STEM
 - NGSS IAB Data, Grades 9 - 11
 - CTE and Electives
 - Fitness Data
 - Student Services
 - Attendance and DESSA

Professional Growth

Participation in PLCs encourages professional growth and development among educators. Through reflective practice, peer observation, and collaborative inquiry, we deepen our understanding of teaching and learning principles, refine our pedagogical approaches, and expand our toolkits.





School Improvement

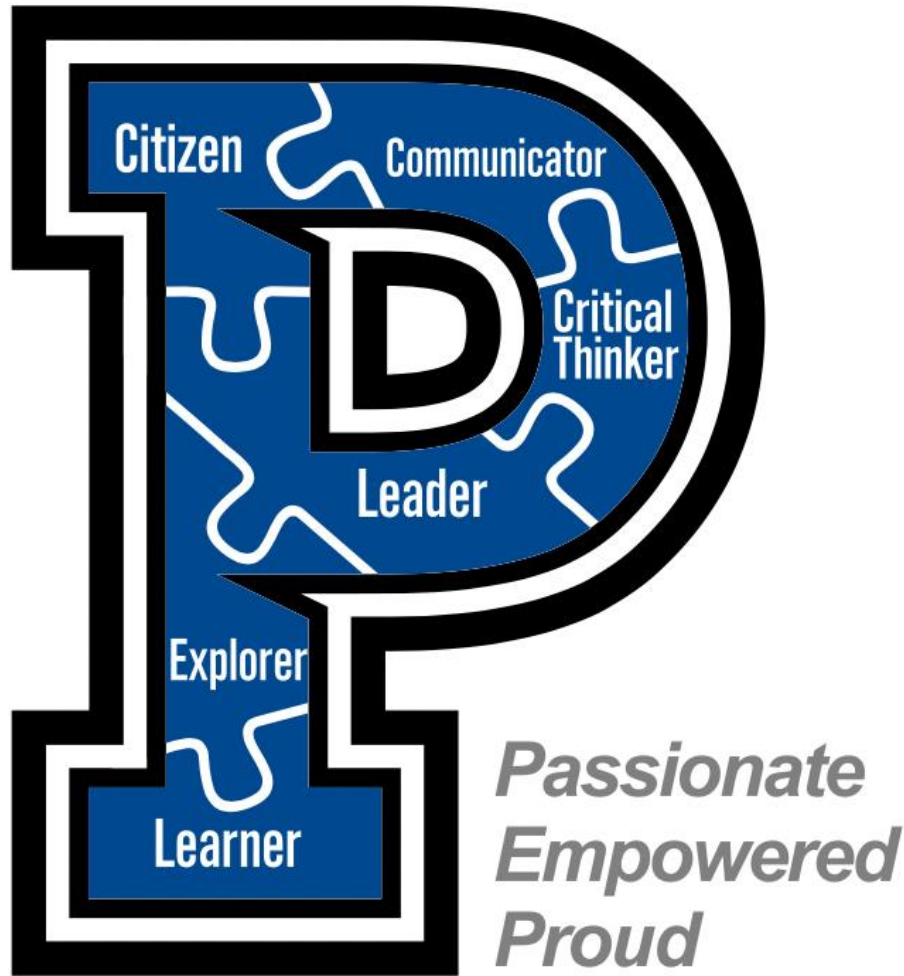
PLCs play a crucial role in driving school improvement efforts. By aligning PLC goals with the broader objectives of the school and district, we can work collaboratively to address challenges, implement evidence-based practices, and achieve collective goals related to student achievement, equity, and school climate.



Enhanced Student Learning

Ultimately, the primary purpose of high-functioning PLCs is to enhance student learning outcomes. By fostering a culture of collaboration, inquiry, and continuous improvement among our educators, PLCs contribute to the creation of supportive learning environments where all students have the opportunity to thrive academically, socially, and emotionally.

Vision of Putnam Learners



Shared Vision and Values

PLCs help to reinforce and operationalize the organization's vision and values and ensure that we are working towards a common purpose. This shared vision and sense of collective identity strengthen our organizational culture.



PUTNAM MIDDLE SCHOOL

March 26, 2024

TO: Superintendent Steven Rioux

CC: Jonathan Miller, PMS Dean of Students

FROM: Teri Bruce, PMS Principal *Teri E. Bruce*

RE: Grade 8 Promotion Ceremony Date/Time Proposal

I am following up on the conversations we've had regarding the 8th grade promotion ceremony.

I am proposing that the ceremony be held at 12:00 p.m. on Monday, June 17, 2024.

Thank you for your consideration.



PUTNAM PUBLIC SCHOOLS

Steve Rioux Superintendent of Schools
152 Woodstock Avenue, Putnam, CT 06260
Phone: 860-963-6900 Email: riouxs@putnam.k12.ct.us

Date: April 5, 2023
To: Putnam Board of Education
From: Steve Rioux, Superintendent
Re: Student Retention

In accordance with Board of Education Policy, the following information outlines students that may be retained due to academic performance.

At Putnam Elementary School there are no students at risk of retention.

At Putnam Middle School there is:

- **Grade 6 – 1 student**

Putnam High School Students need to earn credits needed to progress to the next grade level are based upon the following:

GRADE	CREDITS REQUIRED	CURRENT CREDIT TOTAL
Grade 9	6 credits	2.5 credits
Grade 10	12 credits	8.5 credits
Grade 11	18 credits	14.5 credits

NOTE: Grades 9, 10 and 11 students who have not accumulated the current credit total are included in the totals below. Grade 12 student's criteria was credit total and/or diploma requirements.

- **Grade 9 – 7 students** (3/7 students transferred to PHS with credit deficiencies)
- **Grade 10 – 3 students** (1/3 students transferred to PHS with credit deficiencies)
- **Grade 11 – 4 students** (3/4 students transferred to PHS with credit deficiencies)
- **Grade 12 – 5 students** (1/5 students transferred to PHS with credit deficiencies)

Please be assured that the faculty and administration are working closely with students and families to help students meet expectations and promote wherever possible.

Putnam Public Schools Enrollment Report

Elementary School Enrollment							
Putnam Elementary School	Oct 1. 2020	Oct 1. 2021	Oct 1. 2022	Oct 1. 2023	Dec 2023	Mar 2024	Avg. Class Size
Pre-K	82	89	100	116	116	117	16.7
K	67	108	87	76	81	81	16.2
One	76	74	111	89	91	91	18.2
Two	103	80	85	108	113	112	18.8
Three	91	102	86	83	83	83	20.8
Four	79	92	102	85	88	90	22.0
SUB TOTAL	498	545	571	557	572	574	

Middle School Enrollment							
Putnam Middle School	Oct 1. 2020	Oct 1. 2021	Oct 1. 2022	Oct 1. 2023	Dec 2023	Mar 2024	Avg. Class Size
Five	73	75	93	96	93	98	19.6
Six	76	73	81	94	95	92	23.0
Seven	100	79	78	73	75	74	18.5
Eight	91	102	83	72	74	75	18.8
SUB TOTAL	340	329	335	335	337	339	

High School Enrollment						
Putnam High School	Oct 1. 2020	Oct 1. 2021	Oct 1. 2022	Oct 1. 2023	Dec 2023	Mar 2024
Nine	75	69	80	80	82	77
Ten	71	53	66	68	67	64
Eleven	57	71	51	69	69	66
Twelfth	56	59	64	59	57	63
SUB TOTAL	259	252	261	276	275	270

Special Ed Clinical Placements	Oct 1. 2020	Oct 1. 2021	Oct 1. 2022	Oct 1. 2023	Dec 2023	Mar 2024
Local Placements	16	12	18	12	12	12
Agency Placements	TBD	TBD	TBD	2	1	2
SUB TOTAL	16	12	18	14	13	14

Putnam Public School Enrollment	1113	1138	1185	1182	1197	1197
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High School Magnet and Technical School Enrollment						
School Name	Oct 1. 2020	Oct 1. 2021	Oct 1. 2022	Oct 1. 2023	Dec 2023	Mar 2024
Arts at the Capitol Theater	7	3	2	0	0	1
Quinebaug Middle College	5	8	15	14	13	14
Ellis Tech	68	56	56	53	54	52
Killingly Ag Ed	10	9	8	13	13	13
SUB TOTAL	90	76	81	80	80	80

Registered Homeschooled Students	2019-20	2020-21	2021-22	2022-23	2022-23	2023-24
Grand Total	16	42	22	27	21	30

Putnam Board of Education
Personnel Update
2023-2024 School Year
New Hires

Certified Staff

24

Staff Name	Position	Department	Effective Date	Other Notes
Miller, Jonathan	Dean of Students	PMS	8/7/2023	Rehire
Bartolotta, Brian	Technology Education Teacher	PHS	8/28/2023	
Bates, Elizabeth	Grade 6 ELA Teacher	PMS	8/28/2023	
Jensen, Faith	Long-Term Substitute Teacher	PES	8/28/2023	Grade 4 ending on 12/21/2023
Kane, Raymond	World Language Teacher	PHS	8/28/2023	
Leduc, Julie	Grade 6 Science Teacher	PMS	8/28/2023	
Mailhot, Eileen	Art Teacher	PHS	8/28/2023	
Mindreau, Frederic	Spanish Teacher	PMS	8/28/2023	
Morton, Jasmine	Guidance Counselor	PHS	8/28/2023	
Rainville, Tammy	Grade 5 Teacher	PMS	8/28/2023	
Reynolds-Lee, Alethea	Grade 8 Science Teacher	PMS	8/28/2023	
Rukstela, Sandra	Special Education Teacher	PHS	8/28/2023	
Silvestri, Thomas	Grade 5 Math Teacher	PMS	8/28/2023	
Slingo-Sarette, Katie	Grade 6 Math Teacher	PMS	8/28/2023	
Smith, Christianne	English Teacher	PHS	8/28/2023	
Stacy, Tessa	Special Education Teacher	PES	8/28/2023	
Toher, Christine	Long-Term Substitute Teacher	PES	8/28/2023	Grade 2 for the 2023-2024 school year
Vance, Lisa	Library Media Specialist	PHS	8/28/2023	
York, Jennifer	Special Education Teacher	PES	8/28/2023	
Swanson, Jessica	BCBA	Student Services	10/2/2023	New Position
Bousquet, Frances	Long-Term Substitute Teacher	PHS/Student Services	11/15/2023	Special Education; Rehire
Jambard, Katie	English Teacher	PHS	12/11/2023	
Huston, Nickels	Long-Term Substitute Teacher	PES	1/16/2024	Physical Education; Rehire
Krogul, Valerie	Speech and Language Pathologist	Student Services	12/21/2023	Assigned at PMS & PHS

Non-Certified Instructional

13

Staff Name	Position	Department	Effective Date	Other Notes
Benson, Brittany	Paraprofessional	PES	8/28/2023	
Bonilla Rios, Yeimy	Paraprofessional	PES/FRC	8/28/2023	
Collard, Regan	Paraprofessional	PMS	8/28/2023	
DeBruycker, Jordan	Paraprofessional	PES	8/28/2023	
Phillips, Nicole	Registered Behavior Technician	Student Services	8/28/2023	New position assigned to PMS
Taylor, Allison	Paraprofessional	PMS	8/28/2023	
Thibeault, Anne-Marie	Paraprofessional	PMS	9/18/2023	
Cote, Genevieve	Paraprofessional	PHS	11/2/2023	
Fiorenza, Giuseppe	Paraprofessional	PES	11/13/2023	
Nelson, Dianne	Registered Behavior Technician	PES	12/18/2023	
Dumas, Mark	Paraprofessional	PHS & Helping Hands	1/2/2024	New position
Witts, Robert	Paraprofessional	PHS	1/8/2024	
Araujo, Rafaela	Paraeducator	PES	3/27/2024	

Substitutes

Staff Name	Position	Department	Effective Date	Other Notes
Bellerose, Amy	Permanent Substitute Teacher	PES	8/28/2023	
Kroeger, Brianne	Permanent Substitute Teacher	PES	8/28/2023	
Tremblay, Kenneth	Substitute Bus Monitor	Transportation	9/29/2023	per diem
Ciquera, Emma	Daily Substitute Teacher	PMS & PHS	10/30/2023	per diem
Cutler, Haley	Daily Substitute Teacher	PMS	10/30/2023	per diem
Lazarou, James	Daily Substitute Teacher	PES	11/14/2023	per diem
Blackington, Cara	Daily Substitute Teacher	PES, PMS, & PHS	11/15/2023	per diem
Smith, Andrea	Daily Substitute Teacher	PHS	1/2/2024	per diem
Prochowski, MaryEllen	Daily Substitute Teacher	PES	2/23/2024	rehire/per diem
Moseley, Kristen	Permanent Substitute Teacher	PHS	3/6/2024	

Non-Certified Other (cafe, trans, athletics, stipends)

Staff Name	Position	Department	Effective Date	Other Notes
Norman, Timothy	Assistant Coach: QVP Football	PHS	8/14/2023	
Batista, Winter	Lunch Aide	Food Services	8/28/2023	Assigned to PMS
Bonneville, Brittany	Lunch Aide	Food Services	8/28/2023	Assigned to PES
Collins, Jennifer	Lunch Aide	Food Services	8/28/2023	Assigned to PHS
D'Annunzio, Giesla	Lunch Aide	Food Services	8/28/2023	Assigned to PMS
Hublitz, Sandra	Lunch Aide	Food Services	8/28/2023	Assigned to PMS
Kopp, Jason	Head Coach: Soccer	PHS	8/28/2023	
Rawson, Julie	Child Care Assistant	FRC	8/28/2023	
Shea, Adriana	General Worker	Food Services	8/28/2023	
Starr, Janice	Lunch Aide	Food Services	8/28/2023	Assigned to PES
Tremblay, Kathy	Bus Monitor	Transportation	8/28/2023	
Bushey, Kimberly	Lunch Aide	Food Services	9/20/2023	Assigned to PHS
Lemieux-Sgariglia, Tammy	Lunch Aide	Food Services	9/20/2023	Assigned to PMS
Basley, Samantha	Lunch Aide	Food Services	9/25/2023	Assigned to PES
Dupre, Kevin	Assistant Coach: QVP Football	PHS	10/10/2023	
O'Neil, Kimberly	Cook/Manager	Food Services	10/23/2023	Assigned to PHS
Tucker, Melissa	Lunch Aide	Food Services	11/6/2023	Assigned to PES
Tracey, Aislin	Assistant Coach: Girls Basketball	PMS	11/9/2023	
Deary, Gene Michael	Assistnat Coach: Wrestling	PHS	11/10/2023	
Nichols, Brianna	Lunch Aide	Food Services	11/15/2023	Assigned to PMS
Boudreau, Renee	Lunch Aide	Food Services	1/2/2024	Assigned to PHS
Morrarty, Stephanie	Lunch Aide	Food Services	1/3/2024	Assigned to PHS
Dowers, Mandy	Director	Transportation	1/29/2024	
Poisson, Michelle	Lunch Aide	Food Services	2/12/2024	Assigned to PMS
Welch, Lexus	Lunch Aide	Food Services	2/12/2024	Assigned to PES
Kopacz, Erika	Lunch Aide	Food Services	2/7/2024	Assigned to PHS
Coderre, David	Head Coach: Softball	PHS	2/26/2024	
Lewis, Krystina	Bus Monitor	Transportation	4/22/2024	Rehire

Transfers

30

Staff Name	Position	Department	Effective Date	Other Notes
Racicot, Carissa	Registered Behavior Technician	Student Services	7/25/2023	New position assigned to PMS: Transfer from PMS Paraprofessional
Brown, Hannah	Head Preschool Teacher	FRC	8/28/2023	New program; Transfer from FRC Child Care Assistant
Burgason, Johanna	Physical Education & Health Teacher	PHS	8/28/2023	Transfer from LTS PHS PE/Health Teacher
Burke, Ashley	Permanent Substitute Teacher	PMS	8/28/2023	Transfer from Daily Substitute Teacher
Di Colella, Michael	Permanent Substitute Teacher	PMS	8/28/2023	Transfer from Daily Substitute Teacher
Earle, Pamela	Special Education Teacher	PHS	8/28/2023	Transfer from PES Special Education Teacher
Ford, Zachary	Special Education Teacher	PHS	8/28/2023	Transfer from LTS PHS Library Media Specialist
Johnson (Messerschmidt), Katrina	Grade 2 Teacher	PES	8/28/2023	Was Grade 4 Teacher for 22/23 sy; transferred to Grade 5 Teacher then transferred to Grade 2 Teacher
Lazarou, Suzanne	Child Care Assistant	FRC	8/28/2023	New program; Transfer from PES Paraprofessional
McGlynn, Rebecca	School Nurse	PHS	8/28/2023	Transfer from Substitute Nurse
Tessier, Calli	Child Care Assistant	FRC	8/28/2023	New program; Transfer from PES Paraprofessional
Batista, Winter	General Worker	Food Services	9/11/2023	Transfer from Lunch Aide @ PMS
D'Annunzio, Giesla	General Worker	Food Services	10/4/2023	Transfer from Lunch Aide @ PMS
Taylor, Allison	Paraprofessional	PES	10/16/2023	Transfer from PMS Paraprofessional
Guyette, Riley	Long-Term Substitute Teacher	PES	10/17/2023	Kindergarten; Transfer from PES Permanent Substitute Teacher position
Bonneville, Brittany	Paraprofessional	PES	10/23/2023	Transfer from Lunch Aide @ PES
Hogue, Sharon	Paraprofessional	PMS	10/23/2023	Transfer from PHS Paraprofessional
Fulco, John	Long-Term Substitute Teacher	PHS	11/2/2023	English; Temporary transfer from Daily Substitute Teacher ending on 12/8/2023
Ciquera, Emma	Long-Term Substitute Teacher	PMS	11/6/2023	Enrichment/Intervention (was Spanish position); Temporary transfer from Daily Substitute Teacher ending on 6/13/2024
Geremia, Timothy	Long-Term Substitute Teacher	PMS	11/8/2023	Grade 8 Science: Temporary transfer from Daily Substitute Teacher ending on 6/13/2024
Collins, Jennifer	Paraprofessional	PES	11/13/2023	Transfer from Lunch Aide @ PHS
Gardiner, Matthew	Permanent Substitute Teacher	PHS	11/13/2023	Transfer from Daily Substitute Teacher
Tucker, Melissa	Paraprofessional	PES	11/15/2023	Transfer from Lunch Aide @ PES
Marks, Debra	Long-Term Substitute Teacher	PMS	11/22/2023	Grade 5 ELA: Temporary transfer from Daily Substitute Teacher ending on 6/13/2024
Jensen, Faith	Long-Term Substitute Teacher	PES	1/2/2023	Grade 2 New LTS Position for 23/24 sy - transfer from LTS Grade 4 Teacher
Jensen, Faith	Long-Term Substitute Teacher	PES	1/2/2023	Remaining in Grade 4
Kroeger, Brianne	Long-Term Substitute Teacher	PES	12/19/2023	Grade 2 New LTS Position for 23/24 sy - transfer from PES Permanent Substitute Teacher
Collins, Jennifer	Paraprofessional	PMS	2/6/2024	Transfer from PES Paraprofessional
Bernier, Laura	Paraeducator	PHS & Helping Hands	TBD	Transfer from PHS Secretary
Cote, Genevieve	Special Education Teacher	PES	3/15/2024	Transfer from PHS Paraeducator

Updated: 4/5/2024

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Putnam Board of Education
Personnel Update
2023-2024 School Year
Retirements, Resignations, & Discontinued Staff

Retirements

5

Staff Name	Position	Department	Effective Date	Other Notes
Rocheffort, Linda	School Nurse	PHS	6/9/2023	Added to substitute nurse list
Laudon, Barbara	World Language Teacher	PHS	6/30/2023	
Prochowski, Mary Ellen	Kindergarten Teacher	PES	10/31/2023	
Goodell, Betsy	Special Education Teacher	PMS	2/20/2024	
Bruce, Teri	Principal	PMS	6/30/2024	

Certified Staff

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Staff Name	Position	Department	Effective Date	Other Notes
Langlois, Leah	Grade 6 Math Teacher	PMS	6/2/2023	
Carrano, Elizabeth	Grade 1 Teacher	PMS	6/9/2023	
Donnel, Susan	Grade 6 Science Teacher	PMS	6/9/2023	
Geremia, Timothy	Grade 8 LTS Science Teacher	PMS	6/9/2023	Added to daily substitute teacher list
Gonzalez Zamudio, Roberto	LTS Spanish Teacher	PMS	6/9/2023	
Cuttle, Katelyn	Grade 6 Math Teacher	PMS	6/14/2023	Grade 4 Teacher for the 2022-2023 school year; reassigned to Grade 6 Math Teacher for the 2023-2024 school year
Barrett, Patrick	Technology Education Teacher	PHS	6/30/2023	
Alder, Chad	Guidance Counselor	PHS	7/1/2023	
Cody, Pamela	Special Education Teacher	PHS	7/28/2023	
Brett, Brittany	Dean of Students	PMS	8/1/2023	
Potpinka, Sarah	Art Teacher	PHS	8/2/2023	
Leo, Shannan	Grade 5 Math Teacher	PMS	8/3/2023	
Dash, Natalie	English Teacher	PHS	8/4/2023	
Rosen, Katherine	Special Education Teacher	PES	8/8/2023	
McDonald, Pamela	Grade 2 Teacher	PES	8/27/2023	
Mindreau, Frederic	Spanish Teacher	PMS	10/15/2023	
Smith, Christianne	English Teacher	PHS	10/27/2023	
Reynolds-Lee, Alethea	Grade 8 Science Teacher	PMS	11/6/2023	
St. Thomas, Alexandra	Speech & Language Pathologist	PMS & PHS	11/22/2023	
York, Jennifer	Special Education Teacher	PES	3/15/2024	
Huston, Nickels	LTS Physical Education Teacher	PES	3/8/2024	

Non-Certified Instructional

16

Staff Name	Position	Department	Effective Date	Other Notes
Corsaro, Angela	Paraprofessional	PMS	6/9/2023	
Gallo, Tiffany	Paraprofessional	PES	7/31/2023	Added to daily substitute teacher list
Shea, Brett	Paraprofessional	PMS	8/1/2023	
Lamoureux, Hannah	Paraprofessional	PES	8/4/2023	
Eno, Ana	Paraprofessional	PES	9/13/2023	
Collard, Regan	Paraprofessional	PMS	9/29/2023	
Pingitore, Anna	Paraprofessional	PES	10/6/2023	
O'Donovan, Melissa	Paraprofessional	PES	10/17/2023	Added to daily substitute teacher list
Pauli, Eric	Paraprofessional	PHS	11/22/2023	
Navedo, Arianna	Registered Behavior Technician	Student Services	11/27/2023	Was assigned to PES
Menghi, Kelly	Paraprofessional	PES	1/23/2024	Added to daily substitute teacher list
Dumas, Mark	Paraprofessional	PHS & Helping Hands	2/23/2024	
Guenther, Michelle	Paraprofessional	PES	3/10/2024	
Collins, Jennifer	Paraeducator	PMS	4/1/2024	
King, Heather	Paraeducator	PES	4/19/2024	
White, Debra	Paraeducator	PES/FRC	4/5/2024	

Non-Certified Other (cafe, trans, athletics, stipends)

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Staff Name	Position	Department	Effective Date	Other Notes
DiBonaventura, Jacqueline	General Worker	Food Services	5/26/2023	Added to food service substitute list
Lewis, Krystina	Bus Monitor	Transportation	7/24/2023	
Heredia, Jeremy	General Worker	Food Services	7/28/2023	
DeWolfe, Thomas	Cook/Manager	Food Services	8/4/2023	Was assigned to PHS
Cronan, Cynthia	Lunch Aide	Food Services	8/28/2023	Was assigned to PMS
Bilodeau, Jamie	Lunch Aide	Food Services	9/11/2023	Was assigned to PHS
Scott, Cassandra	General Worker	Food Services	9/15/2023	Added to food service substitute list
Starr, Janice	Lunch Aide	Food Services	9/29/2023	Was assigned to PES
Hublitz, Sandra	Lunch Aide	Food Services	10/6/2023	Was assigned to PMS
Bushey, Kimberly	Lunch Aide	Food Services	10/23/2023	Was assigned to PHS
Blackmar, Richard	Assistant Coach: Girls Basketball	PHS	10/26/2023	
Reali, Thomas	Director	Transportation	11/10/2023	
Tremblay, Kathy	Bus Monitor	Transportation	1/31/2024	Added to bus monitor substitute list
Morrarty, Stephanie	Lunch Aide	Food Services	1/7/2024	Was assigned to PHS
Nichols, Brianna	Lunch Aide	Food Services	1/23/2024	Added to food service substitute list
Batista, Winter	General Worker	Food Services	4/5/2024	Added to food service substitute list
Welch, Lexus	Lunch Aide	Food Services	4/17/2024	Was assigned to PES
Boudreau, Renee	Lunch Aide	Food Services	4/26/2024	Was assigned to PHS

Substitutes

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Tallmage, William	Permanent Substitute Teacher	PES	6/9/2023	
Buchanan, Carter	Permanent Substitute Teacher	PMS	6/9/2023	
Campbell, Kathleen	Permanent Substitute Teacher	PMS	7/25/2023	Added to daily substitute teacher list
Therrien, Kali	Permanent Substitute Teacher	PHS	11/22/2023	
Blackington, Cara	Daily Substitute Teacher	PES, PMS, & PHS	12/21/2023	
Lazarou, James	Daily Substitute Teacher	PES	12/19/2021	
Morin, Kayla	Permanent Substitute Teacher	PHS	2/2/2024	Added to daily substitute teacher list

Updated: 4/5/2024

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MONTHLY SCHOOL REPORTS



Superintendent's Monthly Report

April 2024

Administrators' Monthly Reports

Please take time to read each administrators' monthly report for insights on district activities.

FY 25 Budget

On March 25, the Board of Finance voted to reduce the Board of Education budget by \$100,000. Nancy and I have adjusted the budget to reflect changes caused by the recently ratified contract with our paraeducators. We made several adjustments by assuming more risk on projected expenses in accounts for substitutes, transportation, and custodial supplies. We made further adjustments by shifting some expenses to grants within our control. The adjustments made to the budget will not have an impact on any student programming.

Board of Finance Quarterly Report FY 24

Our quarterly report will be shared with the Board of Finance on April 22, 2024. Our projected end-of-year expenses in this year's budget have a deficit of about \$45k. The administration has identified two strategies to address the deficit. In June, we will make final adjustments to our health insurance accounts based on utilization and expenses. Additionally, the Board of Education has approved using \$100K from the Medicaid account for over-expended special education expenses.

Earthquake

On Friday morning, a magnitude 4.7 earthquake occurred in New Jersey. Many staff and students felt minor tremors. Our facility team completed a walkthrough of our mechanical rooms and the grounds. There are no signs of damage anywhere. This may be the first time some of our students felt an earthquake. April is clearly an exciting time for science.

Solar Eclipse

There has been a lot of news and excitement generated around the solar eclipse next Monday. The eclipse will begin at 2:13 p.m., peak at 3:27 p.m., and end at 4:37 p.m. We shared a message with parents including the dangers of looking into the sun for a short period of time, even a few seconds. We did not buy solar glasses for students as we are not in favor of allowing students to use solar glasses unsupervised, as they may use them incorrectly. Nor is it reasonable for a teacher to supervise 20 or so children simultaneously looking at the sun; it is just too dangerous; therefore, we will not be holding any viewing activities in school. For families interested in safe viewing at home a few resources were shared through Parent Square.

Kayla Morey Memorial

Putnam Elementary School formed a committee to decide the best way to honor Ms. Kayla Morey. Her family does not want a large community event, however, they said the school community could do something. The committee is requesting that a small statue placed in the "garden" by the grassy area by the playground. The facility committee reviewed the request at its previous meeting and is in support of the project. The cost of the project will be paid through donations and the PES staff's "Sunshine" account.

Putnam Middle School 8th Grade Move-up Ceremony

The ceremony this year will be held on Monday, June 17, 2024 at 12:00 noon. We adjusted the time this year to assist with traffic control.

High School Renovation Reimbursement

We have been notified that the Town has received the full \$3.99M in reimbursement.

Anticipated Staff Vacancies for FY 25

Certified Staff:

PHS: Special Education

PMS: Principal, Spanish and 8th Grade Science

PES: Elementary Teacher (2)

Non-Certified Staff:

Transportation: Van Drivers (2), Bus Monitor (1)

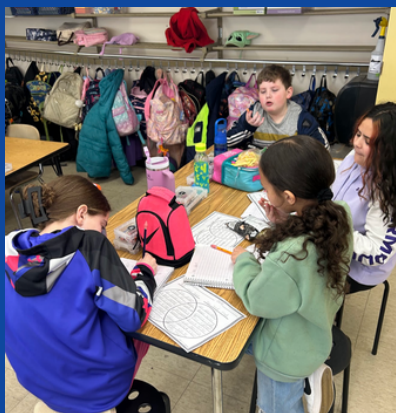
Food Services: Lunch Aides (6)



Putnam Elementary Board of Education Report April 2024



Teaching & Learning



March and April are busy months at PES. The kindergarten screening is scheduled for April 10th and 11th. We have 25 students registered for the screening. Fourteen families are new to PES and eleven are currently in our prek program and are applying for the waiver.

Prekindergarten is well underway with our food and nature unit. They are learning about where our food comes from and about how things in nature grow. Teachers are finishing lowercase letter instruction and beginning uppercase letters next week.

Kindergarten is working on reading digraphs in reading and writing and teen number and place value in math. They just finished an informational writing unit and are beginning to work on writing about small moments in personal narratives.



Grade 1 is working on identifying non-fiction text features during interactive read aloud time and small group reading. They are also beginning to learn about 'how-to' writing and using transition words. In science, students are starting to learn about shadows and the moon and sun.



Second grade started working on opinion writing at the beginning of this marking period. They are working on adding and subtracting by ten and one hundred with three-digit numbers, building the foundation for adding and subtracting 3-digit numbers. They are midway through our science unit, properties of matter, and also halfway through the second-step child protection unit.

Grade 3 is finishing up our fraction and opinion writing unit and have just started a weather unit for science.

Grade 4 started opinion writing and finishing up a unit on multiplication. Both grades 3 and 4 are working on preparing students for the SBAC test in May.





Physical Education started a baseball unit this week. Art is studying pop art and using Andy Warhol for inspiration. In music, K-2 is working on rhythm, grade 3 is working with recorders, and grade 4 is working with ukuleles.



Professional Learning Communities

During PLC and collab meetings, teachers are beginning to build the classes for the 24-25 school year.

At the end of April, teachers will engage in professional learning with Gary and Tiffany. The focus will be continuing to support students with achieving grade level outcomes in writing and learning high leverage instructional strategies that are transferable across content areas.

During the early release day on April 5th, teachers are going to learn how to administer and analyze the new reading assessment tool associated with the ARC program.

Finally at our last staff meeting, the leadership team shared a [self-reflection tool](#) developed by the team and based on the book, Ethic of Excellence. The tool focuses on defining the characteristics of high quality instruction. This tool also aligns to our Portrait of a Graduate and our strategic plan. During the meeting, teachers were provided with an opportunity to self-assess their progress with the elements. We are hoping to use this tool to evaluate or study examples of the work in action at our next meeting.

The leadership team also shared student survey questions designed to help us learn more about how students feel at school and the types of experiences they hope we provide here. We are planning to administer the survey to grades 3 & 4 students later this spring.



Element or Example of Instructional Practice from Ethic of Excellence	Questions teacher could ask themselves to self-assess?	1 no opportunities 2 limited opportunities per year 3 some opportunities per year 4 multiple opportunities per year 5 daily opportunities
Communicator	<p>How often do you:</p> <ul style="list-style-type: none"> Provide opportunities for your students to listen and respond to one another? 	1 2 3 4 5
Critical Thinker	<ul style="list-style-type: none"> Provide students with opportunities to understand the big picture (in the real world) and engage in analysis? provide students the opportunity for students to analyze/critique each other's work? Provide students with opportunities to investigate and research? 	1 2 3 4 5 1 2 3 4 5
Explorer	<ul style="list-style-type: none"> Provide opportunities planned for students to explore their own 	1 2 3 4 5

Part of the Self-Reflection Tool

Climate, Culture & Celebrations



The K-2 Literacy Math Night was a success! Many families came out to play games with the K-2 teachers and support staff. PTO provided snacks and each child went home with a book!

PAWS Assembly was on March 22nd and we celebrated our accomplishments with the decrease of our chronic absenteeism rate from 22.5 to 21.8. Students also learned about the importance of bus safety from our PAWS Council.

Upcoming Events

- April 10 & 11th ~ Kindergarten Screening & Orientation
- April 15-19th ~ Spring Break
- May 8-9th ~ PTO Plant Sale
- May 16th ~ Art Show from 5-7

**PUTNAM MIDDLE SCHOOL
MONTHLY REPORT
APRIL 2024**

TEACHING AND LEARNING

Our fourth marking period began on April 1, 2024.

PPT/504 meeting data update:

	March	YTD
PPT meetings	11	92
504 meetings	11	40
Total #PPTs/504 meetings	22	132

Teachers continue to implement the interim assessment blocks (IABs) to drive instructional practices. Some of the IABs addressed at different grades levels during the winter are:

English/Language Arts

- Write and Revise Narratives
- Research: Evaluate Information and Sources
- Brief Writes
- Read Informational Texts
- Language and Vocabulary Use
- Editing

Mathematics

- Add and Subtract Equivalent Fractions
- Ratios and Proportional Relationships
- Analyze and Solve Linear Equations
- Number and Operations in Base Ten
- Proportional Relationships, Lines, and Linear Equations
- Numerical Expressions
- Algebraic Expressions and Equations
- Geometry

Science

- Life Science
- Physical Science
- Earth and Space Science

PROFESSIONAL LEARNING COMMUNITIES/PROFESSIONAL DEVELOPMENT

Staff participated in activities to plan for SBAC assessment and data collection for transition meetings during our early release professional development day on April 5th. Fifth grade teachers of literacy continued ARC training. Additionally, Special Education teachers worked with general education teachers during our April staff meeting to strengthen methods of accommodating and modifying assignments.

CLIMATE AND CULTURE

The bottle and can drive sponsored by Student Council raised \$264.45 which is being donated to Heifer International.

Staff participated in a dress down day to benefit the Autism Research Institute on World Autism Day (April 2).

Craig Norton, a visiting musician through Arts for Learning Connecticut, conducted drumming sessions with our band students in grades 6, 7, and 8 on March 27th. His instruction to students talked about drumming as a universal language and included information about music and culture throughout the world. The positive messaging of his sessions included honoring community members and leadership. The picture below is from his session with grades 6 and 8. Thank you to Arts for Learning Connecticut for this wonderful opportunity.



Attendance Challenge Update:

Our six-week attendance challenge ended on March 22nd. The table below summarizes our attendance data for the challenge as well as for the same time period last year, last school year in its entirety, and from the first day of school until the challenge started.

WEEK #	GRADE 5 ADA%	GRADE 6 ADA%	GRADE 7 ADA%	GRADE 8 ADA%	TOTAL ADA%
1	95.49%	91.65%	96.80%	87.84%	93.03%
2	93.06%	93.04%	92.24%	91.44%	92.51%
3	90.21%	93.63%	93.35%	89.95%	91.77%
4	91.04%	93.63%	94.72%	86.58%	91.57%
5	95.36%	93.13%	95.14%	88.70%	93.24%
6	94.26%	92.31%	94.77%	92.88%	93.54%
2/12/2024 to 3/22/2024	92.99%	92.97%	94.48%	89.59%	92.56%
2/13/2023 to 3/24/2023	92.95%	91.60%	91.40%	92.02%	92.05%
8/30/2023 to 2/9/2024	93.43%	93.09%	94.18%	90.60%	92.88%
2022/2023SY	93.23%	92.46%	91.01%	92.17%	92.29%

Perfect attendance during the challenge ranged from 243 students to 283 students. Over the entire challenge, 122 students had perfect attendance (37 in grade 5, 32 in grade 6, 35 in grade 7, and 18 in grade 8). Students with perfect attendance earned PBIS tickets and a Burger King certificate. Four of these students also won prizes in a raffle.

CELEBRATIONS

On March 27th, our seventh graders celebrated Outsiders Day as they finished the novel *The Outsiders* by S.E. Hinton. Students and staff were encouraged to dress as a “greaser” or a “soc.” Throughout the day, the two groups competed in a trivia “rumble” with questions from the novel, as well as games and dances from the late 1950s and early 1960s. The pictures below depict the enthusiasm of the day.





UPCOMING EVENTS

The third marking period honor roll assembly for grades 5 and 6 will be held on Tuesday, April 23rd and the honor roll assembly for grades 7 and 8 will be held on Wednesday, April 24th. Both assemblies begin at 7:45 a.m.

SBAC testing will begin the week of April 29th.

Respectfully submitted by,
Teri Bruce, Principal
Jonathan Miller, Dean of Students



PUTNAM HIGH SCHOOL

MONTHLY BOARD OF EDUCATION REPORT

Submitted By: Heather Taylor, Principal

Date: April 4, 2024

Teaching and Learning

- April is Arab American Heritage Month. The display includes a brief explanation of Arab American Heritage Month and how the movement began, as well as flags for the 22 Arab nations throughout the world. There are many similarities among Arab nations' flags, and our display includes information explaining why many include the same colors and patterns. One panel highlights notable Arab Americans, while the other panels provide a history of Arab immigration to the U.S., an FAQ section, an overview of the Arab world, and a glimpse into culture and customs. Please stop by Clipper Crossing this month to check it out!
- Fund for Teachers is a national organization that provides fellowships for teachers to self-design and embark on summer professional growth experiences. To be eligible, teachers must have been teaching full time for at least three years. Individual teachers may request up to \$5,000 for support and teams of teachers may request up to \$10,000. Dalio Education is the funding partner supporting all CT Fund for Teachers grant recipients. This year 282 CT teachers applied for Fund for Teachers grants. A total of 77 CT teachers have been selected to be awarded grants. They will be traveling throughout the United States and to every continent with the exception of Antarctica in order to meet their goals of better addressing the needs of their students by deepening their curricular understandings. Since 2016, 1,092 CT teachers have become Fund for Teachers Fellows. Following their fellowships, grant recipients will be invited to join teachers from around the country to participate in mentorships, affinity circles, and innovation grants.

PHS is thrilled to share that social studies teachers, Dr. Melissa Zablonksi and Mr. John Allen have been selected to receive a fellowship from the Fund for Teachers. They plan to travel to Brazil this summer to visit indigenous communities and our students' hometowns to better understand their prior educational, social and cultural experiences. This is Melissa and John's second Fund for Teachers fellowship having formerly been grant recipients in 2019.

- On Thursday, April 4th, sophomores attended the annual Human Rights Conference at Woodstock Academy. Students will participate in discussions and workshops with local and regional Human Rights leaders. Topics were varied and ranged from food scarcity, human trafficking, refugees/immigration, and more. Each workshop was designed to be interactive and thought-provoking, leaving student participants with a lasting set of tools with which to develop their own understanding of human rights. This opportunity also serves as a natural transition into their culminating English II/Civics project on Empathy and Advocacy.

Professional Learning Communities

- Our Faculty Coordinators continue to engage in collaborative planning with building administration to engage in professional learning around best practices for high-functioning Professional Learning Communities (PLCs). PLCs continue to routinely use the Tuning and ATLAS protocols to drive rich discussion and share instructional practices. Our Faculty Coordinators and our NEASC Accreditation Co-Chairs have been leading the self-reflection process for our NEASC Collaborative Conference visit this fall. This month, the Steering Committee is completing the implementation rating process for all sections of our NEASC Self-Report and working with all faculty members to define strengths and areas of growth within each NEASC standard to inform our School Improvement Plan.

Climate and Culture

- Putnam High School continues to strengthen our Advisory program this year to implement programming aligned to our Vision of a Putnam Learner and meet the social and emotional needs of students. Our Advisory program meets weekly for 30-minute sessions, with a rotating focus each week. Our Advisory teams have created a scope and sequence for each focus of our Advisory program: Social and Emotional Learning, College and Career Readiness, Civic Engagement, and

Technology/Digital Citizenship. Our Advisory lessons in April focus on responsible use of technology and financial literacy.

Athletics, Student Life, and Community Engagement

- Putnam High School was represented by seniors Lucas Carita, Lily Goyette, Pedro Ortiz and Aysaiah Chavez at the spring ECC Captains Leadership Workshop. This workshop hosted at NFA gives athletes in leadership positions the ability to meet with athletes from other schools in their sport to discuss sportsmanship and current topics.

Senior Noah Rudman was selected to the 2024 Boys Basketball Division V All-State Team. Noah had an impressive senior season and is the first Clipper athlete to be selected to an All-state team in over three years. Rudman will be continuing his career next year at Nichols College.

We would like to welcome our new coaches for our spring season. Dave Coderre is entering his first season as the head softball coach at PHS and is assisted by first year Clipper coach Aislin Tracey. PMS physical education teacher Evan Chamberlain has joined the PHS baseball staff as an assistant coach for the 2024 season. Track and Field has also added a new head coach Brian Bartolotta who serves as a PHS soccer coach in the fall, and as Putnam High School's technology education teacher.

- Thank you to the Putnam Leo's Club for their generous donation On Friday, April 5th, the Putnam Lions and Putnam Leos, local organizations, charities and Lion's charities gathered at the Connecticut Audubon Society at Pomfret to celebrate the Putnam Lion's Annual Night of Giving. The Night of Giving is the culmination of a year of hard work and fund-raising events. At this special event, the Putnam Lions and Leos give back to the community all the funds they have raised throughout the year. PE Teacher and Unified Sports Coach, Johanna Burgason, attended this event to accept the Leo's generous donation to our Unified Sports Team.
- The Vision of a Putnam Learner emphasizes the importance of Leadership and Citizenship through active involvement in our local community. Seniors will be

participating in their Spring Senior Day of Service on April 11th. PHS student groups will also be participating in Putnam's 2024 Beautification Day on April 27th.

Upcoming Events:

- April 9th – CTE Advisory Board Meeting
- April 11th – PSAT/NGSS Administration (Be sure to complete proctor training)
- April 11th – Senior Day of Service
- April 12th – GSA Day of No Silence
- April 12th – Senior Meeting during Advisory

Recent Scenes from Ms. Mailhot's Pottery Class!





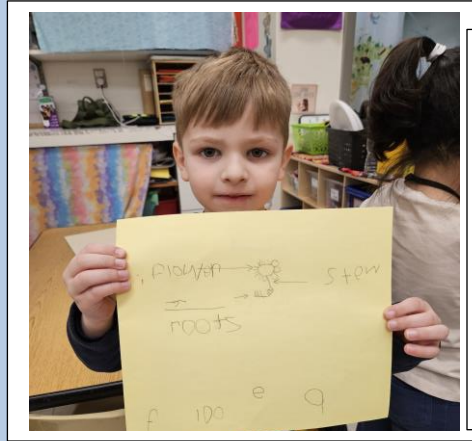
Putnam Family Resource Center

Patricia Bryant- Beausoleil – April 2024

Teaching and Learning

Our preschool classes are working on a unit about Spring, growing, and life cycles.

Preschool students painting with natural objects like sticks, pine branches and pinecones.



After examining flowers in the Science Center this student drew his own flower and labeled the parts which he learned from books the class had read.

Our Preschool Programs' current enrollment is 105 children. We continue to enroll students entering through the Birth to Three early intervention services.

Preschool Professional Learning Communities

Our teachers meet weekly for grade level planning meetings as well as two PLC meetings. On March 25 the teachers met to continue their work on their accreditation portfolios. On April 5 during the professional development time teachers and staff will continue to prepare for our Accreditation visit which the site window will begin in May and go through November. We Continue to provide a series of play-based trainings March, April and May in collaboration with EASTCONN for staff and local providers. We held Your Role in Facilitating Rich Play Experiences on March 20. We will also be hosting Exploring Developmentally Appropriate Practice on April 30. We are hosting CPR and First Aid for our staff on Saturday, April 13. Additionally staff are working on their required topics and hours required by the state for our next monitoring visit in April.



Staff at the Play Workshop discovering loose parts as a classroom tool.

Early Childhood Program News

The Putnam FRC continues to offer weekly sessions of Play and Learn Groups; Play and Learn group is on Mondays at PES. Toddler sessions for two and under are on Tuesdays and Play and Learn group is on Thursdays. The Coffee Talk session will be held on April 5: the topic is being your child's play

partner. Our Home Visitor is using the social emotional development program, Conscious Discipline with families. The program focuses on forming connections and self-regulation through personalized.

Our toddler playgroup learned all about camping. Two friends were roasting their marshmallows over the “campfire”



Upcoming Events

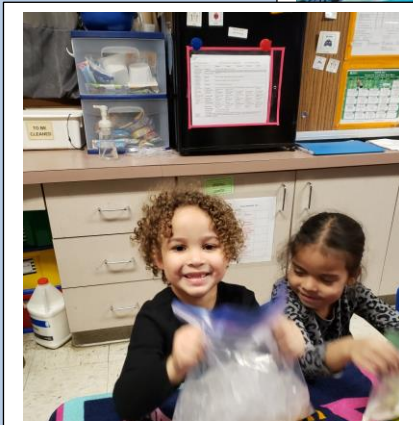
Kindergarten screening dates are planned for April 10 & 11.

Students in our Full-Day preschool classes will be attending during the April vacation. Students in our School Age Child Care program will also be here during the vacation week. We will have fun activities and adventures planned for the kids this week.

Climate, Culture and Celebrations

The Family Resource Center is working with the Elementary School to offer after school clubs for students in second through fourth grade. Clubs being offered are the Newspaper Club, Building and Puzzles Club, PAWS Club, Mural Art Club, Scrabble Club, and Singing Club. This session of clubs completed on March 28 and a new session will begin after April break. Clubs that will be offered in the cycle are Building Club, Scrabble, Newspaper Club, and Mural Club.

Our preschool students enjoyed a visit from Ragged Hills this month. Miss Heather visited each classroom and the children made ice cream in a bag. They talked about the reaction that happens when the ice and rock salt come together making the temperature drop to the point where their ingredients solidify into ice cream. The kids really loved this Science lesson as they were happy to eat the result.





PUTNAM PUBLIC SCHOOLS

Special Education Monthly Report

Becky Lopes, Director of Student Services

April 2024

CT-SEDS

CT-SEDS in use:

The CSDE and EASTCONN CT-SEDS support staff continue the Tuesday afternoon office hours. The office hours have focused on known issues and resolutions, CT-SEDS data/settings needed for accurate calculation of TWNDP (Time with Non-Disabled Peers), guidance when placing a student on an individual support plan, and anticipated updates and enhancements to the Section 504 Process module (launched and have issued 3 new revised manuals). The training slides are shared with all staff and are housed within the CT-SEDS platform.

At the March 5th office hours, the CSDE provided information on changing features within CT-SEDS. The CSDE has removed districts' ability to manually enter events. This will impact the district's ability to manually enter new students who register in Putnam from out of state. For situations when a manual event is necessary, districts are required to submit a help desk ticket. The office hours also provided guidance on the gifted and talented process within CT-SEDS.

IEP Quality Sessions continue to be offered throughout the 2023-24 school year. These sessions assist educators with developing high-quality Individualized Education Programs (IEPs) and navigating the Connecticut Special Education Data System (CT-SEDS). The CSDE is offering additional training on CT-SEDS: 12-hour core training, CT-SEDS onboarding training for those new to CT-SEDS, discipline specific goal development training (i.e. OT/PT, SLP, Psych/SW, PreK, and Transition), and targeted sessions.

MTSS

The CSDE held an informational session on the MTSS rollout in CT-SEDS. Putnam has signed up to be a part of cohort 2. Below is some information on the timeline, system features, and plan documentation.

Timeline

March 2024: Kick off cohort 2

April/May: Requirement gathering, Data Import

August 2024: Training, Go live (training-various dates will be available, 90 minute sessions)

System features:



PUTNAM PUBLIC SCHOOLS

Intervention management (intervention planning, progress monitoring, observations, parent involvement)

Advanced Reporting (intervention utilization and effectiveness, success and progression reporting)-this is available after 4-6 months of use

Within the Intervention Management:

The system will house documentation of student intervention plan, provider, intervention, frequency, and duration of intervention.

An intervention graph can be generated (baseline data point and target score noted). Users can create a PDF of the document, and the document can be translated for ML families.

Within the system there is a tab for teams when considering a referral to Sp. Ed. that link to the reading/math/writing worksheets.

Grants:

The CSDE has offered IDEA 611/619 informational sessions with Tom Boudreau in preparation for the upcoming IDEA 611/619 grant submission.

The FY25 IDEA 611/619 was made available to districts as of Tuesday March 12, 2024. The grant is due on or before May 9, 2024.

The CSDE released an additional grant opportunity supporting activities related to students aged 14-22 and training opportunities for paraprofessionals. The Transition Support Activities (TSP) allotment is based on the number of students the district has that are of transition age (14-22). The district intends to use the funds to create a transition resource library at the middle, high and Helping Hands program. Additionally, supplies, appliances, room accessibility, and adaptive tools will be purchased to support student's independent living skills. The Extended Support Para-educator (ESP) is a set amount of \$5,000 to support training opportunities for paraprofessionals. The district intends to use these funds to provide training on executive functioning and behavior de-escalation.

Professional Development:

The CSDE offered targeted training to educators who hold a Durational Shortage Area Permit (DSAP) in special education. The training provides an overview of CT-SEDS and the new IEP, offering teachers an opportunity to engage with peers from other districts also working under a DSAP.



PUTNAM PUBLIC SCHOOLS

The CSDE released preschool special education professional learning opportunities. The learning opportunities included a variety of topics such as aligning CT Early Learning Development Standards (ELDs) with IEP present levels and goals, behavioral supports, specially designed instruction, and supporting multilingual learners. Preschool staff have signed up for topics that were relevant and applicable to them.

The behavioral staff from each of the buildings continue to meet with Mahri Worthington from PD Monster. Teams discuss challenging cases, data collection, and program enhancements.

Helping Hands: Students in the Helping Hands program have been quite busy. Students made stir-fry and smoothies with the nutritionist from UConn. They worked on their resumes, discussed which people would remain in their stranger circle, discussed safety within the home and making telephone calls, visited the fitness center, worked at their various job sites, and made rice crispy bird nests for the seniors at the senior center.



Behavioral Supports: The newly hired Board Certified Behavior Analyst (BCBA) continues to support staff and students at all three buildings as well as Helping Hands. She continues to spend time in each of the specialized programs, conduct observations, consult with staff, collaborate/supervise RBTs, initiate Functional Behavioral Assessments (FBAs), streamline data, and enhance protocols. The BCBA has initiated



PUTNAM PUBLIC SCHOOLS

bi-weekly training with staff that support students in specialized programs. She is providing instruction and support on Discrete Trial Training and data collection systems.

News to Share:

LAS Links testing was concluded on March 1, 2024. LAS Links provides districts with an understanding of students' English proficiency, providing individual, student-level information on four domains (listening, speaking, reading and writing). Connecticut Alternate Assessment of English Language Proficiency (CAAELP) was completed and submitted on March 29, 2024.

The district has been chosen to take part in piloting CT DOTS, Documentation and Observation for Teaching System, as part of the Early Childhood Outcomes (ECO) reporting. PreK staff participated in a general overview of CT DOTS and will utilize the expanded version as part of their end of year data collection for students entering kindergarten.

Gifted and Talented: The identification of students meeting criteria for Gifted and Talented is underway. Parents were notified by letter seeking consent for a standardized assessment as the final data point for consideration for identification of gifted and talented. All consent forms were returned and the assessment ordered. Once all data points are reviewed a planning and placement team meeting will be held.

In response to recent legislation, Public Act 23-167, the district is in the process of reviewing current protocol for identifying the suicide risk of students who exhibit signs of distress. The group is closely examining the process, the recommended tool (Columbia-Suicide Severity Rating Scale) and documentation.

Special Education: Totals to date for the 2023/2024 school year

Number of students identified for Special Education	Number of PPTs since the start of school 7/17/2023	Number of referrals in process	Number of referrals since 8/30/2023	Average number of referrals per year:	Of those that were referred, percentage identified (2023/24):	Percentage of enrollment identified as Sp. Ed. (Prek-12)
259	496	14	47	49	N/A	21.58%



PUTNAM PUBLIC SCHOOLS

Jacqueline Vetrovec
Director of Curriculum and Instruction
April 2024

Staff PLC and PD Early Release

Staff participated in after school hour PLCs on March 25th and April 8th and in professional learning on Friday April 5th. At PES, the staff met with the ARC trainer to learn more about the assessment tool (IRLA). The ARC trainer modeled how to administer the assessment with staff from PES and select staff at PMS. At PMS, staff worked on preparing for SBAC testing and gathered/reviewed data ahead of their transition meetings being held in May. PHS worked on their NEASC self-study report and continued to prepare for the students' capstone presentation day.

PDEC and Curriculum Council

The district PDEC and Curriculum Council will meet one final time on April 23rd and May 21st. At these sessions it is anticipated the SY 24-25 Professional Learning calendar will be drafted, and the Leader and Educator Evaluation Plan will be voted on and adopted. The Curriculum Council may also consider adopting CSDE's model curriculum being offered through OpenSciEd for grades 6-8.

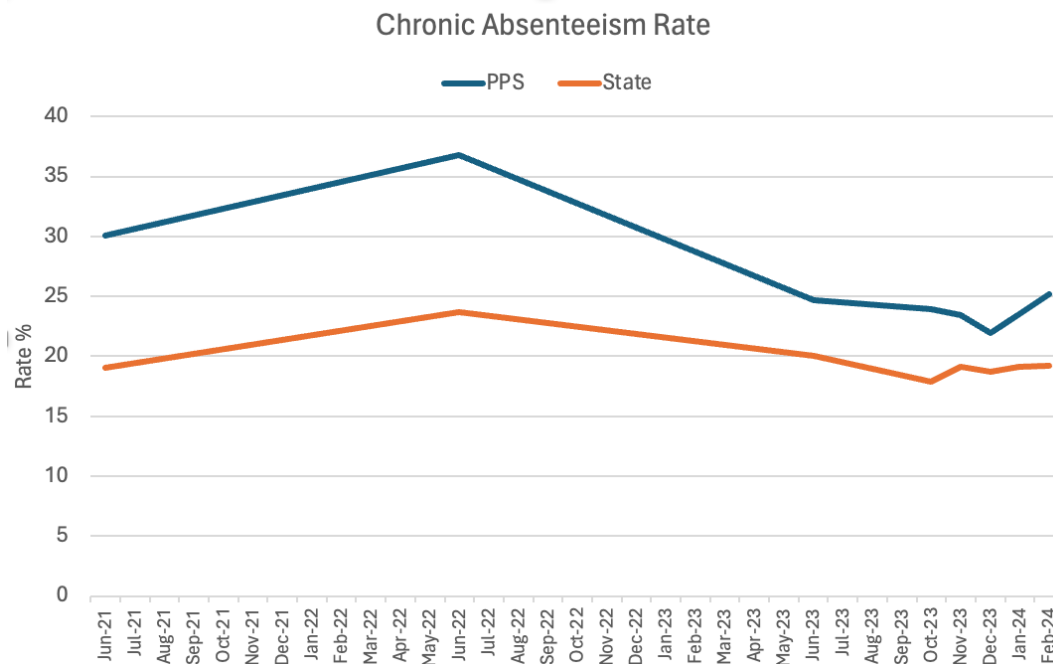
District Attendance Team

The district attendance liaison communicates attendance rates regularly and the team meets every month of school to review attendance data and respond to trends and high rates of student absences. At these meetings, key staff shared their practices and strategies to curb student absence rates. Family communication, outreach, and offering incentives have been strategies to reduce absence rates. At the district meetings, school leaders are provided student lists of students identified as chronically absent. School leaders have also been given lists of students who have met the chronically absent threshold last year and this year (multiple years).

In February 2024, the team noticed a moderate increase in chronic absenteeism rates over the past few months. Based on the trend, each building held an Attendance Awareness campaign between February 7, 2024, and March 27, 2024. During this 6-week period, various activities were planned in each building, including competitions, awards, and celebrations. During the campaign period, student chronic absenteeism rates declined in every building, including the overall district level. Before and after the campaign rates are noted in the chart below:

	Day 100	Day 130	% Decrease
PES	22.5%	21.8%	3.1%
PMS	18.5%	17.9%	3.2%
PHS	34.4%	32.3%	6.1%
District	24.5%	23.1%	5.7%

Attendance trends as compared to CT state rates can be found below:



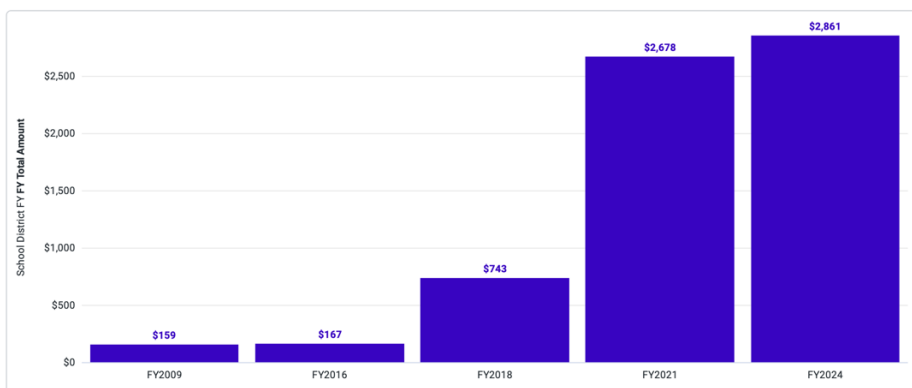
Like the state, chronic absence rates increased between June 2021 and June 2022. Since that time, our district has worked very hard at gathering and presenting data and making decisions based on data trends. This is evident when looking at the sharp decline in chronic absence rates between June 2022 and December 2023. This was also the time where the gap between our rates and the states rates began to close. In early 2024, the team noticed an increase in rates and began their Attendance Campaign efforts.

Beginning Teachers Module 5

Three beginning teachers attended a Domain 4: Culturally Responsive Teaching workshop on March 26th as a part of their certification requirements. In this session they examined three scenarios. They were asked to list what possible issues or concerns the scenario might raise. They also identified which parts/sections of the Code of Professional Responsibility for Teachers applied to the scenario. The most important part of the workshop included the sharing of “new” teacher ups and downs and the discussion surrounding strategies that could be used to support each other.

Donors Choose Update

Funding by School Year



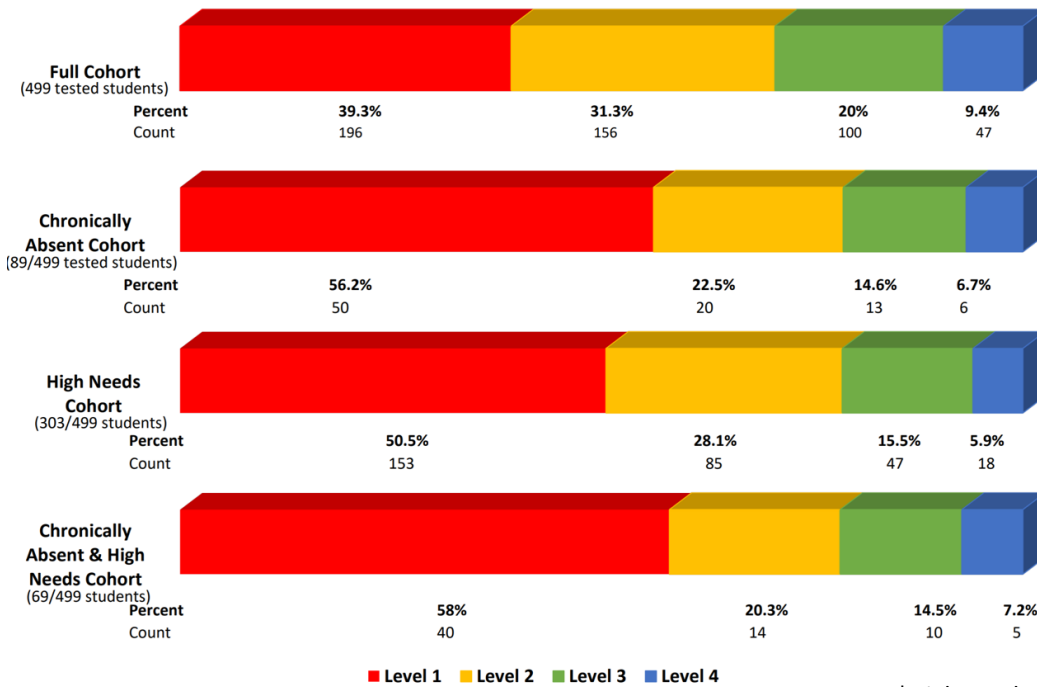
One additional project has been funded at the elementary level since the last BOE report (decodable books for students to take home and read with their families). This year there have been six projects submitted and five of them have been fully funded. This graph shows the amount of funding our district has received over time.

School Climate Surveys

School climate surveys have been or are going to be administered between March 25, 2024, and April 12, 2024. Surveys will be given to staff and parent/guardians in the district as well as high school students. The information from the surveys will help drive future work on school climate.

Chronic Absenteeism/High Needs and Their Impact on Student Achievement in ELA and Math

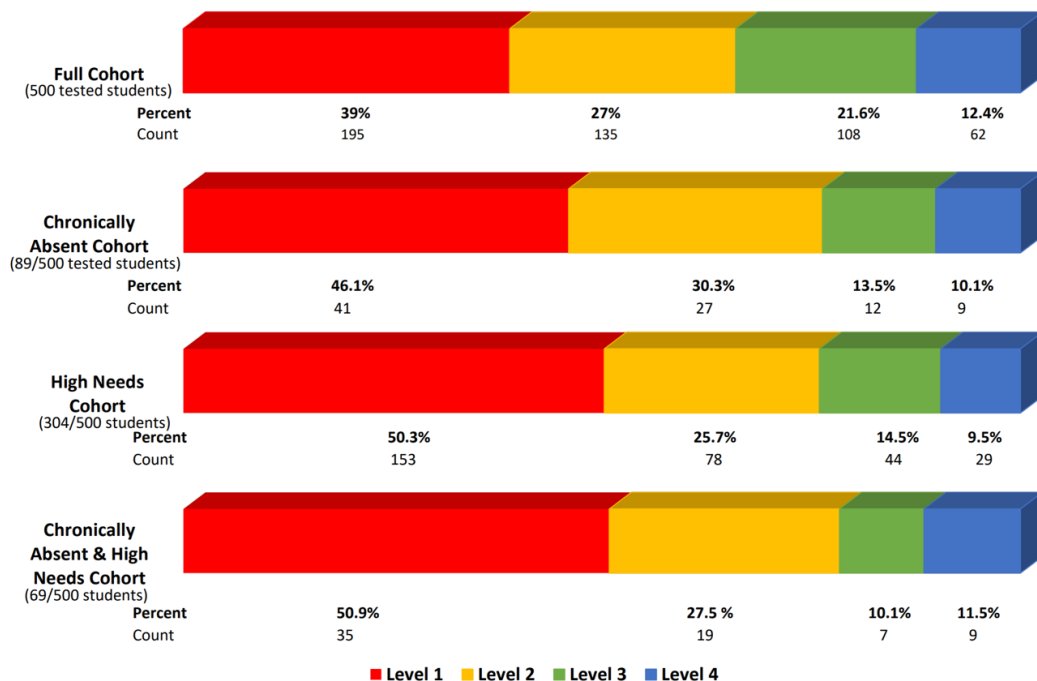
22-23 Comparison Math SBAC Achievement Level
Grades 3, 4, 5, 6, 7, 8 Combined



This chart shows the impact of student achievement in **math** when a student is chronically absent, categorized as high needs* or both. As compared to the full cohort, the % of students scoring a Level 1 (far from proficient, red) is significantly higher for a student who is chronically absent, high needs or both. The % of students scoring Levels 3 or 4 (proficient or higher category, green or blue) is not as negatively impacted.

*High needs = SPED, MLL, free/reduced lunch

22-23 Comparison ELA SBAC Achievement Level
Grades 3, 4, 5, 6, 7, 8 Combined



This chart shows the impact of student achievement in **ELA** when a student is chronically absent, categorized as high needs* or both. As compared to the full cohort, the % of students scoring a Level 1 (far from proficient, red) is significantly higher for a student who is chronically absent, high needs or both. The % of students scoring Levels 3 or 4 (proficient or higher category, green or blue) is negatively impacted and even more so in ELA than in math.

5 Year District Strategic Plan Progress Monitoring

The five-year district strategic plan was fully adopted in the spring of 2023 and progress has been made in all four strategic objectives.

Strategic Objectives

2023 - 2028

Strategic Objective #1:
Teaching, Learning, and Leading

Strategic Objective #2:
Finance, Capital, and Personnel

Strategic Objective #3:
Climate, Culture, and Wellness

Strategic Objective #4:
Communication and
Community Engagement

Objective #1: Curriculum work has been done as outlined in the curriculum review cycle including alignment, establishing pacing guides, prioritizing standards, and writing assessments. Professional learning has focused on student writing, unpacking science standards and diving into and understanding early numeracy skills. Portrait of the Graduate work continues at both PES and PMS.

Objective #2: Progress has been made on budget development and transparency as well as making facilities (including technology) a priority. Partnerships have been formed with UConn to generate a pipeline for student teachers.

Objective #3: Teams have been formed and the staff meet to discuss, refine, and write SEL curriculum. PES and PMS continue to supplement to their current Second Step program based on DESSA data. The attendance teams have been actively working on reducing chronic absenteeism rates.

Objective #4: A social media coordinator has been updating the school community on school activities using various platforms. Additional coordination needs to be done to form a community task force as well as meet as a district Communication Committee. The Pride of Putnam recognitions as well as building level award ceremonies, concerts and community nights have been well attended this school year.

PDEC Survey Results

Mid-year surveys were administered to certified and noncertified staff in the month of January 2024. The surveys gave staff an opportunity to share what professional learning activities they have found to be helpful as well as what areas they would like more training on. The results of the surveys were shared with PDEC.

To summarize:

- Certified staff liked the professional learning model where trainers worked side by side, modeling in the classrooms, with teachers.
- PES staff would like more training on the science of reading, student writing and implementing ARC.
- PMS and PHS staff would like to see more training related to their content areas including unpacking the standards.
- Noncertified staff would like to receive additional training on managing student behaviors.
- The noncertified staff enjoyed the trainings offered by PD Monster and BER. These trainings focused on instructional strategies, understanding students with trauma, and fostering student independence.

ENC 6

BUSINESS

April 3, 2024

To: Steve Rioux

From: Kaye Jakan

Re: Kayla Morey Memorial

Dear Superintendent Rioux,

I'm writing to request a memorial, in remembrance of Kayla Morey, be placed in the play area at Putnam Elementary School.

The memorial is approximately 30 inches tall. It will be secured to the ground in the small garden by the fence close to the parking lot. The statue will either be a dog, a math graphic or a hummingbird and will include the words: "In Memory of Ms. Kayla Morey – Teacher~Colleague~ Friend". The Putnam Elementary School Sunshine Committee is going to pay for the memorial using monies donated by staff.

**PUTNAM BOARD OF EDUCATION
PROPOSED BUDGET
FY 2024-2025**

Object Code	Description	2023-24 Adopted	2024-25 Proposed	Dollar Difference	Percent Difference
110	SUBSTITUTE TEACHERS	170,000	185,000	15,000	8.82%
111	CERTIFIED SALARIES	9,253,902	9,645,942	392,040	4.24%
112	NON-CERTIFIED SALARIES	1,950,502	2,188,431	237,929	12.20%
113	EXTRA CURRICULAR	146,497	131,886	(14,611)	-9.97%
114	COACHING SALARIES	175,804	206,734	30,930	17.59%
115	ATHLETIC TRANSPORTATION SALARIES	7,075	2,871	(4,204)	-59.42%
116	TUTORING	15,000	15,000	0	0.00%
200	FRINGE BENEFITS	259,680	276,849	17,169	6.61%
210	HEALTH/LIFE BENEFITS	1,873,192	1,893,520	20,328	1.09%
220	FICA /MEDICARE	361,051	401,860	40,809	11.30%
230	WORKER'S COMPENSATION	91,730	102,273	10,543	11.49%
240	PENSION	22,680	23,320	640	2.82%
260	UNEMPLOYMENT	22,300	22,300	0	0.00%
300	ADMIN CONFERENCES	8,100	9,400	1,300	16.05%
301	SUPERINTENDENT'S EXPENSES	3,000	3,000	0	0.00%
303	PROGRAM ENHANCEMENT	150	816	666	444.00%
304	EVALUATIONS	30,000	30,000	0	0.00%
305	PHYSICAL THERAPY	61,000	63,670	2,670	4.38%
306	CONSULTING SERVICES	6,000	6,000	0	0.00%
307	OCCUPATIONAL THERAPY	90,700	94,706	4,006	4.42%
310	PHYSICALS	3,355	3,105	(250)	-7.45%
320	PROFESSIONAL EDUCATIONAL SERV	180,314	140,673	(39,641)	-21.98%
321	APEX TECHNOLOGY SERVICES	199,188	199,188	0	0.00%
323	PURCHASED PROF/TECH	22,375	100,212	77,837	347.87%
330	SCHOOL/COMMUNITY	25,000	26,250	1,250	5.00%
332	PROFESSIONAL DEVELOPMENT	20,800	19,650	(1,150)	-5.53%
340	ATHLETIC PURCHASED SERVICES	84,794	89,911	5,117	6.03%
360	LEGAL FEES	35,500	37,000	1,500	4.23%
380	STAFF CONFERENCES	10,439	8,189	(2,250)	-21.55%
381	CABE DUES & FEES	9,219	9,219	0	0.00%
382	AUDIT & RELATED REPORTS	22,950	25,243	2,293	9.99%
390	GRADUATION EXPENSES	7,500	7,500	0	0.00%
400	REPAIR	15,282	15,585	303	1.98%
401	ATHLETIC REPAIR	0	0	0	0.00%
411	WATER	29,380	29,380	0	0.00%
420	ABM CLEANING SERVICES	998,786	1,028,750	29,964	3.00%
421	REFUSE REMOVAL	0	0	0	0.00%
424	LANDSCAPING	12,500	17,525	5,025	40.20%
429	ABM MAINTENANCE SERVICES	93,022	95,812	2,790	3.00%
430	R & M BUILDINGS	28,440	20,710	(7,730)	-27.18%
431	CODE COMPLIANCE	6,830	6,780	(50)	-0.73%
432	R & M OF BUSES	15,200	21,000	5,800	38.16%
433	INTERIOR MAINTENANCE	19,620	0	(19,620)	-100.00%
434	EXTERIOR MAINTENANCE	12,500	5,500	(7,000)	-56.00%
435	FACILITIES SERVICE CONTRACTS	56,302	66,233	9,931	17.64%
436	TECHNOLOGY SERVICE CONTRACTS	111,234	41,463	(69,771)	-62.72%
437	TRANSPORTATION MECHANIC	0	0	0	0.00%
440	RENTAL	46,566	35,766	(10,800)	-23.19%
443	RENTAL - COMPUTERS	39,538	54,778	15,240	38.55%
510	SPECIAL EDUCATION	106,500	152,597	46,097	43.28%
512	FIELD TRIPS	7,500	15,000	7,500	100.00%
517	ATHLETIC TRANSPORTATION SERVICES	32,884	74,700	41,816	127.16%
518	AA TRANSPORTATION SERVICES	739,029	781,239	42,210	5.71%
519	STUDENT TRANSPORTATION	0	0	0	0.00%
520	INSURANCE	116,532	127,035	10,503	9.01%
530	COMMUNICATIONS/POSTAGE	15,247	16,052	805	5.28%
531	TELEPHONE	8,700	8,700	0	0.00%
540	ADVERTISING	12,000	6,000	(6,000)	-50.00%
550	PRINTING	13,405	11,540	(1,865)	-13.91%
560	TUITION	1,327,000	1,196,000	(131,000)	-9.87%
561	VO-AG	47,761	59,345	11,584	24.25%
562	ADULT EDUCATION	61,032	58,356	(2,676)	-4.38%
564	MAGNET SCHOOL TUITION	83,332	39,942	(43,390)	-52.07%

**PUTNAM BOARD OF EDUCATION
PROPOSED BUDGET
FY 2024-2025**

Object Code	Description	2023-24 Adopted	2024-25 Proposed	Dollar Difference	Percent Difference
580	TRAVEL	9,090	16,290	7,200	79.21%
601	BUILDING MAINTENANCE SUPPLIES	8,833	21,345	12,512	141.65%
602	SPORTS SUPPLIES	29,887	28,903	(984)	-3.29%
603	SECURITY	12,500	8,500	(4,000)	-32.00%
604	SPORTS UNIFORMS	14,700	10,400	(4,300)	-29.25%
611	INSTR. CLASSROOM SUPPLIES	234,662	175,854	(58,808)	-25.06%
612	ADMINISTRATIVE SUPPLIES	15,186	16,368	1,182	7.78%
621	NATURAL GAS	50,000	55,000	5,000	10.00%
622	ELECTRICITY	238,597	196,721	(41,876)	-17.55%
623	PROPANE	3,150	2,880	(270)	-8.57%
624	FUEL OIL	195,000	166,560	(28,440)	-14.58%
626	GASOLINE	105,192	83,425	(21,767)	-20.69%
641	TEXTBOOKS	14,526	10,850	(3,676)	-25.31%
642	BOOKS	12,955	9,000	(3,955)	-30.53%
643	REFERENCE BOOKS	800	830	30	3.75%
644	PERIODICALS	1,090	700	(390)	-35.78%
645	NONPRINT	1,000	1,000	0	0.00%
650	TECHNOLOGY RELATED SUPPLIES	30,000	44,169	14,169	47.23%
690	SUPPORT MATERIALS	27,711	26,341	(1,370)	-4.94%
730	EQUIPMENT	20,000	7,550	(12,450)	-62.25%
732	VEHICLES	0	0	0	0.00%
733	FURNITURE	0	5,900	5,900	100.00%
734	TECHNOLOGY EQUIPMENT	22,000	37,000	15,000	68.18%
735	TECHNOLOGY SOFTWARE	0	0	0	0.00%
736	ATHLETIC EQUIPMENT	0	0	0	0.00%
811	ATHLETIC DUES AND FEES	17,865	19,505	1,640	9.18%
890	DUES AND FEES	67,743	57,311	(10,432)	-15.40%
	Totals	20,358,407	20,957,907	599,500	2.94%

**PUTNAM BOARD OF EDUCATION
PROPOSED BUDGET REDUCTIONS
FY 2024-2025**

	FY 2023-24	FY 2024-25	Dollar	Percent
	<u>Adopted</u>	<u>Proposed</u>	<u>Difference</u>	<u>Difference</u>
Superintendent's Budget	20,358,407	21,057,907	699,500	3.44%
Board of Education Budget	20,358,407	21,057,907	699,500	3.44%
Board of Finance Budget	20,358,407	20,957,907	599,500	2.94%
The difference between the Board of Education adopted budget and the Board of Finance proposed budget is \$100,000.				
<u>Description</u>	<u>Amount</u>			
110 - Substitute Teacher Salaries	10,000			
111 - Summer School Salaries	10,000			
323 - Purchased Prof/Tech Services (Zoom)	5,850			
440 - Rent for Helping Hands	10,800			
510 - Special Education Transportation	20,000			
562 - Adult Education	2,676			
624 - Fuel Oil	28,440			
650 - Technology Supplies	5,831			
734 - Technology Equipment	5,000			
Helping Hands Paraeducator (part-time)	15,619			
School Facilities Department	15,000			
Certified and Noncertified Compensation Adjustments	(29,216)			
Total Reduction	100,000			

IRS Limits for Flexible Spending Accounts

Description	Taxable Years Beginning in 2023	Taxable Years Beginning in 2024
Flexible Spending Account	\$ 3,050	\$ 3,200
Maximum carryover of unused FSA amounts	\$ 610	\$ 640

CERTIFICATE OF RESOLUTION

The undersigned authorized representative of **Putnam Public Schools** (the Employer) hereby certifies that the following resolutions were duly adopted by the governing body of the Employer on April 9, 2024, and that such resolutions have not been modified or rescinded as of the date hereof:

RESOLVED, that the form of amended and restated Welfare Benefit Plan, effective July 01, 2024, presented to this meeting (and a copy of which is attached hereto) is hereby approved and adopted, and that the proper agents of the Employer are hereby authorized and directed to execute and deliver to the Administrator of said Plan one or more counterparts of the Plan.

RESOLVED, that the Administrator shall be instructed to take such actions that the Administrator deems necessary and proper in order to implement the Plan, and to set up adequate accounting and administrative procedures for the provision of benefits under the Plan.

RESOLVED, that the proper agents of the Employer shall act as soon as possible to notify the employees of the Employer of the adoption of the Plan and to deliver to each employee a copy of the Summary Plan Description of the Plan, which Summary Plan Description is attached hereto and is hereby approved.

The undersigned further certifies that attached hereto as Exhibits, are true copies of Putnam Public Schools' Benefit Plan Document and Summary Plan Description approved and adopted at this meeting.

Company: Putnam Public Schools

Signature:

Printed
Name:

Carolyn Riendeau

Title:

Board Secretary

Date:

April 9, 2024