

PUTNAM BOARD OF EDUCATION

DATE: Tuesday, February 13, 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. December 12, 2023 Regular Meeting Minutes
 - b. December 13, 2023 Special Meeting Minutes
 - c. February 1, 2023 Special Meeting Minutes

- 2. CORRESPONDENCE ENC 2**

- 3. PRESENTATIONS..... ENC 3**
 - a. Pride of Putnam – Family Resource Center
 - b. Recess (3 Minutes)

- 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
 - a) January 3, 2024 Facility Committee Special Meeting Minutes
 - 3) Curriculum Committee Report

 - 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
 - 4) January Financial Reports

- c. Superintendent’s Report, Steven R. Rioux
 - 1) District Updates
 - 2) Beagary Charitable Trust Grant
 - 3) Achievement Data 2022-2023 – Science
 - 4) Enrollment Update
 - 5) Personnel Report
 - 6) Monthly School Reports

- d. Board Chair Report, James W. Purdon III
 - 1) Committee Assignments
 - 2) PMS Principal Seach Committee

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

- a. Propose 2024-2025 District Calendar
- b. Propose Board of Education Calendar of Regular Meetings: January 2025 – June 2025
- c. Proposed Board of Education FY 2024-2025 Budget
- d. Increasing Educational Diversity Plan
- e. Authorize the Superintendent to Approve Revisions on behalf of the Board of Education to the Increasing Educational Diversity Plan
- f. Paraprofessional Negotiations – Approve Contract (possible executive session)
- g. Approval of Non-unionized Salary Agreements (possible executive session)
- h. Superintendent Contract Amendment (possible executive session)

7. ADJOURNMENT

cc: Putnam Board of Education Barney Seney, Mayor WINY, News Department
 Principal’s Group Elaine Sistare, Town Administrator Putnam Town Crier
 Christine Bright, Town Clerk Scott Pempek, Putnam Board of Selectmen Liaison The Putnam Villager
 District Website Michael Paquin, Putnam Board of Selectmen Liaison Norwich Bulletin
 Student Representatives

ENC 1

APPROVAL OF MINUTES

PUTNAM BOARD OF EDUCATION

SECRETARY'S REPORT

December 12, 2023

The Putnam Board of Education met in regular session on December 12, 2023, in the Joseph V. Pempek Memorial Conference Room at 7:00 PM.

Attendance: Julie Blouin, Kelly Gazzola, Laure LaBonte, Michael Morrill, Chad Neal, James Purdon, Carolyn Riendeau, Christopher Steinbrick, and Chris Stewart

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

Superintendent Rioux called the meeting to order at 7:00 PM.

Superintendent Rioux welcomed the new Board members.

There was moment of silence in memory of Al Cormier and Kayla Morey.

Pledge of Allegiance

Student Representatives

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

1. APPROVAL OF MINUTES

James Purdon made a motion to approve the November 14, 2023 regular meeting minutes as presented. The motion was seconded by Laure LaBonte and passed unanimously.

2. CORRESPONDENCE

There were several SPAM emails. There were two emails of substance that were forwarded.

3. PRESENTATIONS

a. Pride of Putnam: Helping Hands Program

The Pride of Putnam Award was presented by the board. Helping Hands program students David DePari, Grant Hart, Devan Keenan, Cody Keene, Ethan Latendresse, Nathaniel Lazarou, Emerald Perry, and Milo Torman were recognized for their ongoing commitment to acquiring transition and independent living skills while giving back to the community. Staff members Robin Coderre and Elisabeth Edouard were also recognized for their work with the Helping Hands program.

4. CITIZENS COMMENTS

There were no citizen's comments.

The Board took a brief recess.

5. ELECTION OF OFFICERS

a. Election of Chair

Carolyn Riendeau nominated James Purdon for Board Chair.

Laure LaBonte nominated Christopher Steinbrick for Board Chair.

After discussion the nominations were closed.

James Purdon received five (5) votes from Kelly Gazzola, Michael Morrill, Chad Neal, James Purdon, and Carolyn Riendeau.

Christopher Steinbrick received four (4) votes from Julie Blouin, Laure LaBonte, Christopher Steinbrick, and Chris Stewart.

James Purdon was elected as the Board Chair.

b. Election of Secretary

Chad Neal nominated Carolyn Riendeau for Board Secretary. Christopher Steinbrick seconded the nomination.

Hearing no discussion the nominations were closed.

Carolyn Riendeau was elected as the Board Secretary by unanimous vote.

6. REPORTS OF OFFICERS AND STANDING COMMITTEES

a. Committee Reports

1) Policy Committee Report

No report

2) Facilities Committee Report

The Building Committee for the Putnam Elementary School Roof Project met to approve the RFP for architect services.

3) Curriculum Committee Report

No report

4) CAFE Events Update

Superintendent Rioux, Julie Blouin, Kelly Gazzola, Carolyn Riendeau, and Chris Stewart attended the CAFE new Board member conference.

Michael Morrill gave an overview of the services EASTCONN provides.

b. Financial Report

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

c. Superintendent's Report, Steven R. Rioux

1) District Update

A district update was included in the packet. Superintendent Rioux highlighted the counseling support received by area school districts and organizations.

2) Facilities Update

a) FRC Water Damage Update

The district is working on the insurance claim and the damaged items are being replaced.

b) Putnam Elementary School Roof Project Update

c) HVAC Project Update

The Board of Selectman approved funding for the Putnam Elementary School Roof Project, the Putnam Elementary School HVAC Project, and the Putnam Middle School HVAC Project. There will be a referendum on December 19, 2023.

3) Holiday Giving Campaign

Superintendent Rioux and Patricia Bryant-Beausoleil shared about the outpouring of community support for the annual Holiday Giving Campaign in response to the damaged gifts.

4) Enrollment Update

a) NESDEC Report

A copy of the NESDEC report was included in the packet.

5) Personnel Report

An updated personnel report was included in the packet.

6) Quarterly Department Reports

Quarterly Department Reports were included in the packet.

7) School Monthly Board Reports

School Monthly Reports were included in the packet.

d. Board Chair Report

1) Discussion regarding standing committees

A description of the standing committees and liaison positions were included in the packet. Board members will be assigned to committees at the January meeting.

7. BUSINESS

a. Executive Session for the Purposes of Negotiations

1) Transportation Contracted Service

Michael Morrill made a motion to enter executive session at 8:15 PM. The motion was seconded by Laure LaBonte and passed unanimously. Superintendent Rioux and Nancy Cole were invited to attend.

Executive Session ended at 8:35 PM

8. ADJOURNMENT

Michael Morrill made a motion to adjourn. The motion was seconded by Julie Blouin and passed unanimously. The meeting adjourned at 8:35 PM.

Respectfully submitted,

Carolyn Riendeau
Board Secretary

PUTNAM BOARD OF EDUCATION

Special Meeting December 13, 2023 Secretary's Report

The Putnam Board of Education met in special session on Wednesday, December 13, 2023 at 5:15 PM in the Board of Education Conference Room 15.

Attendance: Mike Morrill, Chris Stewart, and Chad Neal

Others: Steven Rioux, Superintendent and the Parent of the student.

1. CALL TO ORDER

Mike Morrill called the meeting to order at 5:15 PM

2. EXECUTIVE SESSION (Student Record)

Mike Morrill made a motion to enter executive session at 5:15 PM. For the purpose of a student matter that would likely involve the disclosure of public records pursuant to Connecticut General Statutes Sections 1-210(b)(2), (11), and (17). The motion was seconded by Chad Neal and passed unanimously. The Board invited the following individuals into the Executive Session:

Mr Rioux and the Parent of the Student were invited to attend.

Executive session ended at 5:26 PM.

3. BUSINESS (For Discussion and Possible Action)

a. Student Matter

Mike Morrill made a motion to expel the student, and moved that the Board accept in its entirety the stipulation as presented, pursuant to Connecticut General Statutes Section 10-233d, and consistent with the terms of the stipulation, the Board expel the student discussed in executive session. The stipulation shall constitute the written communication to the parties regarding the Board's decision and the reasons therefore, consistent with the Board's executive session discussion. The motion was seconded by Chris Stewart and passed unanimously. The stipulation agreement will be entered into the minutes as presented, with the redaction of the student's name and parent's name.

- 1) The student is currently enrolled as a student at Putnam Middle School.

- 2) The parties stipulate that sufficient evidence exists to support the conclusion that the student engaged in the following conduct while a student at Webster Public School, which violated Putnam Board of Education Policy 5114.
 - a) Intentionally causing or attempting to cause damage to school property or material belonging to staff (private property).
- 3) The student's conduct was seriously disruptive of the educational process and/or endangered persons and property, and the conduct was an offense for which he was expelled from school for ninety (90) days by the Webster Public School District.
- 4) The Parent and the Student agree and stipulate that they received proper notice of the expulsion hearing concerning the Superintendent's recommendation to acknowledge that the offense was also an expellable offense per Putnam Public Schools Board Policy 5114 based on the misconduct set forth in paragraph 3 above.
- 5) Subject to the approval of the Putnam Board of Education (the "Board"), the student shall be expelled from school, effective immediately and continuing through March 5, 2024, under the following conditions:
 - a) During the period of expulsion, the Board will provide the student with an alternative education opportunity deemed appropriate by the Administration in accordance with state statute.
 - b) During the period of expulsion, the student will not be permitted to be on school grounds and will not be permitted to attend or participate in any school-sponsored activities, except to participate in the alternative education opportunity, if necessary.
 - c) Notwithstanding the above, the student, will be eligible to apply for a conditional readmittance to Putnam Middle School on January 22, 2024. Upon such request, the Superintendent will review the following conditions for the purpose of determining, in his sole discretion, whether the student shall be conditionally readmitted to Putnam Middle School:
 - i. The Student's regular attendance, good effort and passing grades in the alternative educational program; and
 - ii. The Student's compliance with the Board of Education Student Discipline Policy 5114 including the performance of any act or behavior that would lead to a suspension/expulsion or arrest.

- d) If the Superintendent determines that the student has complied with the two conditions for his probationary readmission, he may be permitted to enter Putnam Middle School and remain in attendance there beginning January 22, 2024, subject to his compliance with the following three conditions:
- i. Regular attendance, good effort and passing grades; and
 - ii. Compliance with the Putnam Board of Education Student Discipline Policy 5114 including the performance of any act or behavior that would lead to a suspension/expulsion or arrest.
 - iii. Regularly attend counseling.
- e) If the student does not comply with the above-referenced conditions, the Superintendent may reinstate the student's expulsion for the remainder of the expulsion period, through March 5, 2024 without the need for any further proceedings before the Board.
- 6) All parties to this Agreement request that this Agreement be presented to the Board for the Board's consideration, in lieu of the submission of any other evidence by the Superintendent and/or the student or his Parent, and they agree that this Agreement is sufficient for the Board to expel the student from school.
- 7) The Superintendent, the student, and the parent of the student understand that this Agreement is subject to the approval of the Board. In the event that the Board does not approve this Agreement, the Superintendent, the student, and the parent of the student agree that the expulsion hearing concerning the student shall be immediately convened. The Student and the parent of the student (also agree that the Board's consideration of this proposed Agreement will not disqualify any member of the Board from serving as a Board member in the evidentiary hearing, and they hereby waive any right to make such a claim in any proceeding in any forum.
- 8) The student and the parent of the student enter into this Agreement voluntarily and with a full understanding of the provisions of this Agreement.

4. **ADJOURNMENT**

Mike Morrill made a motion to adjourn. The motion was seconded by Chad Neal and passed unanimously. The meeting adjourned at 5:28 PM.

Respectfully submitted,



Steven Rioux, Superintendent of Schools

PUTNAM BOARD OF EDUCATION

Special Meeting February 1, 2024 Secretary's Report

The Putnam Board of Education met in special session on Thursday, February 1, 2024 at 6:00 PM in the Joseph V. Pempek Memorial Conference Room.

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

Absent: Christopher Steinbrick

Others: Steven Rioux, Superintendent and Nancy Cole, Business Administrator

1. CALL TO ORDER

The meeting started at 6:00 PM

2. PRESENTATIONS

- a. Presentation of Superintendent's Proposed Budget FY 2024-2025
Superintendent Rioux presented the proposed budget for FY 2024-2025.

3. BUSINESS (For Discussion and Possible Action)

- a. Budget Workshop FY 2024-2025
The proposed budget for FY 2024-2025 was discussed. A vote was tabled to the BOE regular meeting in February.

4. ADJOURNMENT

The meeting ended at 7:40 PM.

Respectfully submitted,

Carolyn Riendeau
Board Secretary

ENC 3

PRESENTATIONS



PRIDE OF PUTNAM

January 2024

The January Pride of Putnam recipients are recognized for their continuous efforts in supporting the Putnam Annual Holiday Giving Campaign. We honor their dedication to the children and families of Putnam in fulfilling childrens' wishes during the Holiday season

**Olivia Braithwaite, Hannah Brown, Debra Burton,
Tara Carpenter, Colleen Deskus, Jess Duffy,
Shannon Haney, Suzy Lazonon,
Chief Bob Campbell - Putnam Fire Department,
Mark Dexter - Putnam Chrysler Dodge Jeep Kia,
Russell Downer, Jr. - Woodstock Volunteer Fire Association,
Chief Christopher Ferace - Putnam Police Department,
Greg Gates - Putnam Chrysler Dodge Jeep Kia,
Maura Higginson - Put A Bow On It! Inc.,
Pamela Kempain - Cocoa for Coats,
Captain Justin Lussier - Putnam Police Department,
Troy Mayo & the Putnam Facilities Department,
and Gary & Karen Osbrey - WINV Radio**

ENC 5

**REPORTS OF OFFICERS
AND
STANDING COMMITTEES**

ENC 5a

**REPORTS OF OFFICERS
AND
STANDING COMMITTEES**

Committee Reports

ENC 5a2

**REPORTS OF OFFICERS
AND
STANDING COMMITTEES**

**Committee Reports
Facilities Committee**



PUTNAM PUBLIC SCHOOLS

Administrative Offices

152 Woodstock Avenue

Putnam, CT 06260-1890

Phone: 860-963-6900 * Fax: 860-963-6904

Putnam Board of Education Facilities Committee Special Meeting Minutes

DATE:	<i>Wednesday, January 3, 2024</i>
TIME:	<i>6:00 PM</i>
PLACE:	<i>Superintendent's Office</i>

1. Call to Order

Meeting called to order at 6:00 p.m.

Present: Chad Neal, Mike Morrill, Jamie Purdon

Guest: Steve Rioux, Marc Coderre

2. Gordian Presentation: Facility Study

Mr. Paul Brown presented a PowerPoint remotely. The presentation reviewed the facility audit findings and the structure of the report. The committee will review the report, which contains many files. Mr. Brown will be available in the future for any questions.

3. Discussion regarding maintenance services in district

The committee reviewed the job descriptions of the ABM facility director and assistant director.

4. Review updates regarding current facility projects

The committee discussed the current issues with the high school bell and intercom system.

5. Adjourn

Meeting adjourned at 7:30 p.m.

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**

February 13, 2024

Code	Original Budget	Unaudited Estimated Balance on 06/30/2024
100	\$ 11,718,780.00	\$ (111,048.21)
200	\$ 2,630,634.00	\$ 149,939.93
300	\$ 820,384.00	\$ 27,270.43
400	\$ 1,485,200.00	\$ (93,380.99)
500	\$ 2,580,012.00	\$ (131,203.09)
600	\$ 995,789.00	\$ 74,304.07
700	\$ 42,000.00	\$ (2,345.01)
800	\$ 85,608.00	\$ 453.11
GRAND TOTAL	\$ 20,358,407.00	\$ (86,009.76)

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

February 13, 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	223,843	243,068	0	(296,911)
111	Certified Salaries	9,253,902	0	9,253,902	4,476,273	4,629,041	0	148,588
112	Non-Certified Salaries	1,950,502	0	1,950,502	849,453	1,081,226	10,000	9,823
113	Extra Curricular	146,497	0	146,497	52,371	63,395	21,000	9,731
114	Coaching Salaries	175,804	0	175,804	85,775	76,705	4,360	8,964
115	Athletic Transportation	7,075	0	7,075	0	3,153	3,900	22
116	Tutoring	15,000	0	15,000	0	1,266	5,000	8,734
200	Fringe Benefits	259,680	0	259,680	168,386	46,902	5,000	39,392
210	Health/Life Benefits	1,873,192	0	1,873,192	792,552	1,095,659	(100,000)	84,981
220	Fica /Medicare	361,051	0	361,051	163,255	178,233	3,500	16,063
230	Workers Compensation	91,730	0	91,730	38,142	38,525	13,000	2,063
240	Pension	22,680	0	22,680	0	0	20,000	2,680
260	Unemployment Compensation	22,300	0	22,300	9,847	12,693	(5,000)	4,760
300	Admin Conferences	8,100	0	8,100	0	1,290	3,000	3,810
301	Superintendent Expenses	3,000	0	3,000	0	0	3,000	-
303	Program Enhancement	150	0	150	0	0	150	-
304	Evaluations	30,000	0	30,000	3,000	5,900	21,000	100
305	Physical Therapy	61,000	0	61,000	29,840	29,998	0	1,162
306	Consulting Services	6,000	0	6,000	4,330	345	0	1,325
307	Occupational Therapy	90,700	0	90,700	44,760	45,392	0	548
310	Physicals	3,355	0	3,355	1,312	842	0	1,202
320	Professional Educational Services	180,314	0	180,314	18,688	98,769	60,000	2,857
321	Apex Technology Services	199,188	0	199,188	82,995	116,193	0	-
323	Purchased Prof/Tech Services	22,375	0	22,375	3,257	20,263	0	(1,145)
330	School/Community Development	25,000	0	25,000	390	16,323	8,000	287
332	Professional Development	20,800	0	20,800	7,280	8,805	4,000	716
340	Athletic Purchased Services	84,794	0	84,794	13,845	37,312	31,000	2,638
360	Legal Fees	35,500	0	35,500	25,622	15,013	(16,000)	10,866
380	Staff Conferences	10,439	0	10,439	495	2,290	4,000	3,654
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	5,268	2,594	5,000	2,419
401	Athletic Repair	0	0	0	0	0	0	-
411	Water	29,380	0	29,380	11,142	15,625	1,000	1,613
420	ABM Cleaning Services	998,786	0	998,786	416,161	582,625	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	38,759	54,263	0	(0)
430	R & M Buildings	28,440	0	28,440	35,271	87,421	(6,019)	(88,233)
431	Code Compliance	6,830	0	6,830	3,376	5,642	1,000	(3,188)
432	R & M Of Buses	15,200	0	15,200	5,432	10,243	2,500	(2,974)
433	Interior Maintenance	19,620	0	19,620	2,875	13,872	2,000	873
434	Exterior Maintenance	12,500	0	12,500	2,057	10,633	1,000	(1,190)
435	Facilities Service Contracts	56,302	0	56,302	17,524	39,362	0	(585)
436	Technology Service Contracts	111,234	0	111,234	6,440	71,148	33,000	646
440	Rental	46,566	0	46,566	19,747	23,131	0	3,689

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

February 13, 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	18,578	20,000	960
510	Special Education Transportation	106,500	0	106,500	79,765	100,841	(74,106)	(0)
512	Field Trips	7,500	0	7,500	0	6,835	2,500	(1,835)
517	Athletic Transportation Services	32,884	0	32,884	5,040	38,027	10,000	(20,182)
518	AA Transportation Services	739,029	0	739,029	370,850	368,050	0	129
519	Student Transportation	0	0	0	60,276	47,309	(53,793)	(53,792)
520	Insurance	116,532	0	116,532	23,437	86,575	0	6,521
530	Communications/Postage	15,247	0	15,247	909	6,791	7,500	48
531	Telephone	8,700	0	8,700	2,632	4,328	100	1,640
540	Advertising	12,000	0	12,000	0	0	1,500	10,500
550	Printing	13,405	0	13,405	1,679	1,753	9,500	474
560	Tuition	1,327,000	0	1,327,000	943,386	207,219	258,096	(81,701)
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	57,758	0	25,574
580	Travel	9,090	0	9,090	360	696	1,000	7,034
601	Building Maintenance Supplies	8,833	0	8,833	0	2,424	6,000	409
602	Sports Supplies	29,887	0	29,887	2,562	10,483	16,000	841
603	Security	12,500	0	12,500	324	2,971	0	9,205
604	Sports Uniforms	14,700	0	14,700	73	3,523	11,000	104
611	Instr. Classroom Supplies	234,662	0	234,662	5,513	122,511	106,000	638
612	Administrative Supplies	15,186	0	15,186	9	4,981	10,000	196
621	Natural Gas	50,000	0	50,000	32,783	17,217	5,000	(5,000)
622	Electricity	238,597	0	238,597	132,312	106,285	(40,000)	40,000
623	Propane	3,150	0	3,150	2,030	1,120	0	-
624	Fuel Oil	195,000	0	195,000	82,539	112,461	0	-
626	Gasoline	105,192	0	105,192	63,029	42,163	(30,000)	30,000
641	Textbooks	14,526	0	14,526	0	8,788	5,500	238
642	Books	12,955	0	12,955	6,215	9,906	0	(3,166)
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	395	22,058	7,200	347
690	Support Materials	27,711	0	27,711	1,949	12,272	13,000	490
730	Equipment	20,000	0	20,000	0	7,281	12,000	719
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	11,840	6,000	25
890	Dues And Fees	67,743	0	67,743	2,604	26,711	38,000	428
	TOTALS	20,358,407	0	20,358,407	9,485,692	10,445,447	513,278	(86,010)

**Putnam Public Schools
EXCESS COST REPORT
FY 2023-2024
February 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 - 06/19/24	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 - 06/28/24	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 - 06/11/24	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	03/01/24 - 06/28/24	BOE	High Roads Windham County	0	\$ 24,991.36	\$ -	\$ -	\$ 4,704.24	\$ 29,695.60	\$ 82,768.00	\$ -	\$ -	\$ 29,695.60
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 - 06/28/24	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 - 06/10/24	BOE	QMC	1	\$ 19,040.00	\$ -	\$ -	\$ -	\$ 19,040.00	\$ 82,768.00	\$ -	\$ -	\$ 19,040.00
12	03/01/24 - 06/28/24	BOE	New England Center for Children	0	\$ 54,880.51	\$ -	\$ 1,000.00	\$ 25,000.00	\$ 80,880.51	\$ 82,768.00	\$ -	\$ -	\$ 80,880.51
13	07/03/23 - 06/28/24	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	\$ 1,000.00	\$ 33,234.75	\$ 103,905.76	\$ 310,153.63	\$ 82,768.00	\$ -	\$ 227,385.63	\$ 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 - 06/28/24	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	\$ 43,164.00	\$ -	\$ -	\$ 7,205.62	\$ 50,369.62	\$ 82,768.00	\$ -	\$ -	\$ 50,369.62
20	07/05/23 - 06/19/24	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 - 06/11/24	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	\$ 25,758.00	\$ 8,480.00	\$ -	\$ -	\$ 34,238.00	\$ 18,393.00	\$ -	\$ 15,845.00	\$ 18,393.00
23	03/04/24 - 06/17/24	BOE	EVC	1	\$ 25,277.85	\$ 11,550.00	\$ 1,500.00	\$ -	\$ 38,327.85	\$ 82,768.00	\$ -	\$ -	\$ 38,327.85
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	\$ 21,165.41	\$ 6,930.00	\$ -	\$ -	\$ 28,095.41	\$ 18,393.00	\$ -	\$ 9,702.41	\$ 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	\$ 23,835.41	\$ 6,930.00	\$ -	\$ -	\$ 30,765.41	\$ 18,393.00	\$ -	\$ 12,372.41	\$ 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	\$ 7,962.50	\$ -	\$ 96.78	\$ -	\$ 8,059.28	\$ 82,768.00	\$ -	\$ -	\$ 8,059.28
8	11/27/23-06/17/24	BOE	Eastconn	1	\$ -	\$ 6,930.00	\$ -	\$ -	\$ 6,930.00	\$ 82,768.00	\$ -	\$ -	\$ 6,930.00
9	07/01/23 - 07/18/23	BOE	Project Genesis	0	\$ 3,364.00	\$ -	\$ -	\$ -	\$ 3,364.00	\$ 82,768.00	\$ -	\$ -	\$ 3,364.00
TOTALS					\$ 1,805,754.30	\$ 212,946.42	\$ 35,831.53	\$ 300,195.62	\$ 2,354,727.87		\$ 58,080.11	\$ 680,058.77	\$ 1,674,669.10

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	\$ 510,000.00
Total Funding to cover all costs	\$ 1,937,000.00
Total of all costs (minus in-district cost)	\$ 2,018,700.72
Projected Balance for 2023-24	\$ (81,700.72)

PUTNAM FAMILY RESOURCE CENTER
Expenditure Report
FY 2023-2024

February 13, 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	96,633	48,475	48,158	0	0
112	NON-CERTIFIED SALARIES	765,274	299,417	482,503	(18,000)	1,354
200	EMPLOYEE BENEFITS	227,303	109,032	97,386	19,000	1,885
322	IN SERVICE	2,000	0	250	1,750	0
324	FIELD TRIPS	800	0	2,531	(1,731)	0
325	PARENT ACTIVITIES	4,100	0	1,717	2,383	0
330	TECHNICAL SERVICES	18,198	0	18,198	0	0
440	RENTAL	936	387	507	42	0
530	COMMUNICATIONS	500	0	0	500	0
540	ADVERTISING	350	0	1,075	(725)	0
580	TRAVEL	850	0	372	478	0
590	PURCHASED SERVICES	200	0	0	200	0
611	INSTR. CLASSROOM SUPPLIES	30,606	2,462	18,015	10,129	0
612	ADMINISTRATIVE SUPPLIES	168	0	768	(600)	0
690	OTHER SUPPLIES	500	0	255	245	0
890	DUES AND FEES	2,000	0	1,815	185	0
	Totals	1,150,418	459,773	673,550	13,856	3,239
	REVENUE SOURCES	Projected				
	FAMILY RESOURCE CENTER GRANT	112,629				
	SCHOOL READINESS GRANT	724,857				
	REVENUE (estimated amount needed)	288,000				
	IN-KIND - LOCAL BUDGET	24,932				
	TOTAL FUNDING	1,150,418				

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	0.00
March	0.00
April	0.00
May	0.00
June	0.00
	<hr/> 159,922.13

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

January 16, 2024

Code	Original Budget	Unaudited Estimated Balance on 06/30/2024
100	\$ 11,718,780.00	\$ (74,756.47)
200	\$ 2,630,634.00	\$ 59,525.15
300	\$ 820,384.00	\$ 8,823.35
400	\$ 1,485,200.00	\$ (96,168.26)
500	\$ 2,580,012.00	\$ (72,330.42)
600	\$ 995,789.00	\$ 69,243.12
700	\$ 42,000.00	\$ (2,345.01)
800	\$ 85,608.00	\$ 833.11
GRAND TOTAL	\$ 20,358,407.00	\$ (107,175.43)

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

January 16, 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	237,552	189,535	10,000	(267,087)
111	Certified Salaries	9,253,902	0	9,253,902	5,147,757	3,959,447	0	146,698
112	Non-Certified Salaries	1,950,502	0	1,950,502	990,448	922,796	10,000	27,258
113	Extra Curricular	146,497	0	146,497	53,751	60,596	23,000	9,151
114	Coaching Salaries	175,804	0	175,804	81,293	76,705	8,842	8,964
115	Athletic Transportation	7,075	0	7,075	0	2,041	5,000	34
116	Tutoring	15,000	0	15,000	0	774	14,000	226
200	Fringe Benefits	259,680	0	259,680	173,591	41,697	10,000	34,392
210	Health/Life Benefits	1,873,192	0	1,873,192	959,099	915,172	0	(1,079)
220	Fica /Medicare	361,051	0	361,051	180,461	152,466	8,000	20,124
230	Workers Compensation	91,730	0	91,730	43,062	32,260	13,000	3,408
240	Pension	22,680	0	22,680	0	0	20,000	2,680
260	Unemployment Compensation	22,300	0	22,300	9,847	12,693	(240)	-
300	Admin Conferences	8,100	0	8,100	0	1,290	6,000	810
301	Superintendent Expenses	3,000	0	3,000	0	0	3,000	-
303	Program Enhancement	150	0	150	0	0	150	-
304	Evaluations	30,000	0	30,000	5,000	900	24,000	100
305	Physical Therapy	61,000	0	61,000	29,840	29,998	0	1,162
306	Consulting Services	6,000	0	6,000	4,462	213	0	1,325
307	Occupational Therapy	90,700	0	90,700	44,760	45,392	0	548
310	Physicals	3,355	0	3,355	1,312	842	0	1,202
320	Professional Educational Services	180,314	0	180,314	25,845	90,222	62,000	2,247
321	Apex Technology Services	199,188	0	199,188	99,594	99,594	0	-
323	Purchased Prof/Tech Services	22,375	0	22,375	3,362	18,713	0	300
330	School/Community Development	25,000	0	25,000	415	16,298	8,000	287
332	Professional Development	20,800	0	20,800	9,820	6,265	4,000	716
340	Athletic Purchased Services	84,794	0	84,794	18,376	31,497	34,000	921
360	Legal Fees	35,500	0	35,500	25,794	14,841	(10,000)	4,866
380	Staff Conferences	10,439	0	10,439	495	2,290	7,000	654
381	CABE Dues & Fees	9,219	0	9,219	0	8,994	0	225
382	Audit & Related Reports	22,950	0	22,950	5,450	19,140	5,400	(7,040)
390	Graduation Expenses	7,500	0	7,500	0	0	7,000	500
400	Repair	15,282	0	15,282	4,113	2,544	8,000	625
401	Athletic Repair	0	0	0	0	0	0	-
411	Water	29,380	0	29,380	11,142	15,625	1,000	1,613
420	ABM Cleaning Services	998,786	0	998,786	499,393	499,393	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	46,511	46,511	0	(0)
430	R & M Buildings	28,440	0	28,440	37,277	82,443	5,000	(96,280)
431	Code Compliance	6,830	0	6,830	1,430	4,156	1,000	244
432	R & M Of Buses	15,200	0	15,200	5,432	8,308	2,500	(1,040)
433	Interior Maintenance	19,620	0	19,620	3,908	13,486	2,000	226
434	Exterior Maintenance	12,500	0	12,500	1,057	10,246	1,000	197
435	Facilities Service Contracts	56,302	0	56,302	18,909	37,044	0	348
436	Technology Service Contracts	111,234	0	111,234	9,034	68,539	33,000	661
440	Rental	46,566	0	46,566	22,090	20,788	0	3,689

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

January 16, 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	18,578	20,000	960
510	Special Education Transportation	106,500	0	106,500	104,076	68,050	(65,626)	(0)
512	Field Trips	7,500	0	7,500	0	5,517	2,500	(517)
517	Athletic Transportation Services	32,884	0	32,884	2,520	26,103	10,000	(5,739)
518	AA Transportation Services	739,029	0	739,029	444,460	294,440	0	129
519	Student Transportation	0	0	0	76,895	30,690	(53,793)	(53,792)
520	Insurance	116,532	0	116,532	23,437	86,575	0	6,521
530	Communications/Postage	15,247	0	15,247	909	6,791	7,500	48
531	Telephone	8,700	0	8,700	3,231	3,729	500	1,240
540	Advertising	12,000	0	12,000	0	0	1,500	10,500
550	Printing	13,405	0	13,405	1,679	1,753	9,500	474
560	Tuition	1,327,000	0	1,327,000	1,152,807	14,873	190,869	(31,548)
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	57,758	0	25,574
580	Travel	9,090	0	9,090	0	696	8,000	394
601	Building Maintenance Supplies	8,833	0	8,833	0	1,143	7,000	690
602	Sports Supplies	29,887	0	29,887	2,094	9,576	18,000	216
603	Security	12,500	0	12,500	300	2,971	9,000	229
604	Sports Uniforms	14,700	0	14,700	73	3,523	11,000	104
611	Instr. Classroom Supplies	234,662	0	234,662	5,777	119,985	108,000	900
612	Administrative Supplies	15,186	0	15,186	132	4,473	10,000	581
621	Natural Gas	50,000	0	50,000	37,506	12,494	5,000	(5,000)
622	Electricity	238,597	0	238,597	153,245	85,352	(40,000)	40,000
623	Propane	3,150	0	3,150	2,345	805	0	(0)
624	Fuel Oil	195,000	0	195,000	128,126	66,874	0	-
626	Gasoline	105,192	0	105,192	70,894	34,298	(30,000)	30,000
641	Textbooks	14,526	0	14,526	0	8,788	5,500	238
642	Books	12,955	0	12,955	796	9,571	2,100	488
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	165	21,626	8,000	209
690	Support Materials	27,711	0	27,711	1,071	12,054	14,000	586
730	Equipment	20,000	0	20,000	0	7,281	12,000	719
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	300	11,200	6,000	365
890	Dues And Fees	67,743	0	67,743	3,648	25,626	38,000	468
	TOTALS	20,358,407	0	20,358,407	11,030,593	8,771,897	663,092	(107,175)

**PUTNAM BOARD OF EDUCATION
Narrative for January 16, 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.
- 200 Fringe Benefits** – Benefits are encumbered for staff.
- 220 FICA/Medicare** – Balance is based upon payments for salaries and fringe benefits as well as encumbrances for the remainder of the year.
- 381 Audit & Related Reports** – The district collaborates with the Town on its audit contract. Costs are higher than anticipated.

PUTNAM BOARD OF EDUCATION
Narrative for January 16, 2024 Report

- 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 and telephone system outage at the elementary 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.
- 517 Athletic Transportation Services** – The district has to outsource its 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 many free social media platforms which results in reduced costs.
- 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
- 621 Natural Gas** – Costs are trending higher than anticipated.
- 622 Electricity** – Costs are trending lower than anticipated.
- 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.

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

	Date Started	Placed	Educational Placement	Public - 1	560	510	Cost	Trans	Total	1 x \$18,393	Cost Over	Excess	BOE
					Tuition	Trans.							
1	07/05/23 - 06/19/24	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 - 06/28/24	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 - 06/11/24	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	01/16/24 - 06/28/24	BOE	High Roads Windham County	0	\$ 52,157.37	\$ -	\$ -	\$ 4,704.24	\$ 56,861.61	\$ 82,768.00	\$ -	\$ -	\$ 56,861.61
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 - 06/28/24	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 - 06/10/24	BOE	QMC	1	\$ 19,040.00	\$ -	\$ -	\$ -	\$ 19,040.00	\$ 82,768.00	\$ -	\$ -	\$ 19,040.00
12	01/03/24 - 06/28/24	BOE	Crossroads	0	\$ 77,214.24	\$ -	\$ -	\$ 25,000.00	\$ 102,214.24	\$ 82,768.00	\$ -	\$ 19,446.24	\$ 82,768.00
13	07/03/23 - 06/28/24	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	\$ 1,000.00	\$ 33,234.75	\$ 103,905.76	\$ 310,153.63	\$ 82,768.00	\$ -	\$ 227,385.63	\$ 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 - 06/28/24	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	\$ 43,164.00	\$ -	\$ -	\$ 7,205.62	\$ 50,369.62	\$ 82,768.00	\$ -	\$ -	\$ 50,369.62
20	07/05/23 - 06/19/24	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 - 06/11/24	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 - 06/28/24	BOE	The Bradley School-Windham County	0	\$ 30,528.00	\$ 8,480.00	\$ -	\$ -	\$ 39,008.00	\$ 82,768.00	\$ -	\$ -	\$ 39,008.00
23	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 - 11/06/23	DCF	Griswold Elementary School	1	\$ 18,579.37	\$ -	\$ -	\$ -	\$ 18,579.37	\$ 18,393.00	\$ -	\$ 186.37	\$ 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 - 11/06/23	DCF	Griswold Elementary School	1	\$ 18,579.37	\$ -	\$ -	\$ -	\$ 18,579.37	\$ 18,393.00	\$ -	\$ 186.37	\$ 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	\$ 82,768.00	\$ -	\$ -	\$ 1,072.50
	10/30/23 - 01/02/24	BOE	Project Genesis	0	\$ 9,000.00	\$ -	\$ 96.78	\$ -	\$ 9,096.78	\$ 82,768.00	\$ -	\$ -	\$ 9,096.78
8	07/01/23 - 07/18/23	BOE	Project Genesis	0	\$ 3,364.00	\$ -	\$ -	\$ -	\$ 3,364.00	\$ 82,768.00	\$ -	\$ -	\$ 3,364.00
TOTALS					\$ 1,827,941.61	\$ 180,606.42	\$ 33,331.53	\$ 300,195.62	\$ 2,342,075.18		\$ 58,080.11	\$ 661,957.93	\$ 1,680,117.25

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	\$ 550,000.00
Total Funding to cover all costs	\$ 1,977,000.00
Total of all costs (minus in-district cost)	\$ 2,008,548.03
Projected Balance for 2023-24	\$ (31,548.03)

PUTNAM FAMILY RESOURCE CENTER
Expenditure Report
FY 2023-2024

January 16, 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	96,633	55,721	40,912	0	(0)
112	NON-CERTIFIED SALARIES	765,274	357,528	418,764	(12,500)	1,482
200	EMPLOYEE BENEFITS	227,303	126,887	79,993	19,000	1,423
322	IN SERVICE	2,000	0	250	1,750	0
324	FIELD TRIPS	800	0	2,531	(1,731)	0
325	PARENT ACTIVITIES	4,100	0	1,658	2,443	0
330	TECHNICAL SERVICES	18,198	0	18,198	0	0
440	RENTAL	936	449	445	42	0
530	COMMUNICATIONS	500	0	0	500	0
540	ADVERTISING	350	0	1,075	(725)	0
580	TRAVEL	850	0	372	478	0
590	PURCHASED SERVICES	200	0	0	200	0
611	INSTR. CLASSROOM SUPPLIES	30,606	450	18,015	12,141	0
612	ADMINISTRATIVE SUPPLIES	168	0	657	(489)	0
690	OTHER SUPPLIES	500	0	255	245	0
890	DUES AND FEES	2,000	150	1,665	185	0
	Totals	1,150,418	541,185	584,790	21,539	2,905
	REVENUE SOURCES	Projected				
	FAMILY RESOURCE CENTER GRANT	112,629				
	SCHOOL READINESS GRANT	724,857				
	REVENUE (estimated amount needed)	288,000				
	IN-KIND - LOCAL BUDGET	24,932				
	TOTAL FUNDING	1,150,418				

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	0.00
February	0.00
March	0.00
April	0.00
May	0.00
June	0.00
	<hr/> 134,417.47

**Putnam Public Schools
School Facilities Account**

	<u>Statement Balance</u>	<u>Purchases</u>	<u>Reimbursement due to Budget</u>	<u>Balance in Account</u>
<i>FY 2021-22</i>				
July 1, 2021	\$ 102,032.21	\$25,906.20		
October 1, 2021	\$ 76,191.01	\$31,035.00		
January 1, 2022	\$ 123,143.60			
April 1, 2022	\$ 124,004.68			
June 30, 2022	\$ 127,644.83			\$ 127,644.83
<i>FY 2022-23</i>				
July 1, 2022	\$ 127,644.83	\$2,197.07		
October 1, 2022	\$ 125,729.76			
January 1, 2023	\$ 125,827.76			
April 1, 2023	\$ 126,164.74	\$1,203.99		
June 5, 2023	\$ 129,380.33			\$ 129,380.33
<i>FY 2023-24</i>				
July 1, 2023	\$ 129,380.83	503.16		
October 1, 2023	\$ 133,981.39	\$866.10		
January 1, 2024	\$ 133,871.98	\$199.65		\$133,672.33
April 1, 2024				
June 5, 2024				

<u>Description of Purchases</u>	<u>Amount</u>	<u>Date</u>	
PES Elevator Repair	\$ 27,600.00	December 12, 2018	Check #116
Fuel System for Busses and Vans	\$ 100,000.00	March 18, 2020	Check #120
Refund - Putnam Dance Center - Event Cancelled	\$ 1,489.48	June 11, 2020	Check #121
Reimbursement to Board of Education	\$ 2,718.66	August 14, 2020	Check #122
Refund - Putnam Little League - Event Cancelled	\$ 5.00	September 11, 2020	Check #123
Refund - NECONN Soccer Club - Event Cancelled	\$ 127.38	September 14, 2020	Check #124
Refund - Richmond Hill Homeowners - Event Cancelled	\$ 30.00	September 14, 2020	Check #125
PMS Stage Refinishing - Casey EMI	\$ 8,120.00	July 23, 2021	Check #126
PES Gym floor refinished - Casey EMI	\$ 17,786.20	July 23, 2021	Check #127
Klotter Farms 2 Garages and 2 Pads	\$ 31,035.00	September 27, 2021	Check #128
Reimbursement to ABM Custodial OT	\$ 2,197.07	June 30,2022	Check #129
Reimbursement to ABM Custodial OT	\$ 1,203.99	April 3,2023	Check #130
Reimbursement to ABM Custodial OT	\$ 503.16	August 4,2023	Check #131
Greenville Crossing reimburse overpayment inv #2	\$ 12.97	October 26,2023	Check #132
Reimbursement to ABM Custodial OT	\$ 224.23	October 26,2023	Check #133
Reimbursement to ABM Custodial OT	\$ 179.69	October 26,2023	Check #134
Reimbursement to ABM Custodial OT	\$ 449.21	October 26,2023	Check #135
Reimbursement to ABM Custodial OT	\$ 199.65	December 22,2023	Check # 136

ENC 5c

**REPORTS OF OFFICERS
AND
STANDING COMMITTEES**

Superintendent's Report



Superintendent's Monthly Report

January/February

February 13, 2024

Administrators' Monthly Reports

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

PES Roof Project

The application for the roof project grant was submitted on Thursday, February 8. We anticipate that the application will need to be amended. We moved forward with the application as is, with the anticipation that we would get specific feedback from the Department of Administrative Services.

HVAC and Roof Projects

At a Special Town Meeting on December 11, 2023, which adjourned to machine vote on December 19, 2023, all proposals were approved and funding for the two HVAC projects and the PES Roof project was secured. The HVAC grant applications were submitted to the state, and we are awaiting approval.

The Building Committee issued a Request for Proposals to hire an architectural firm to manage the roof project. Seven proposals were received on January 11, 2024. The Building Committee will review proposals on Thursday, January 18, 2024.

Negotiations

Negotiations with the paraprofessionals are in the final phase. Negotiations with cafeteria staff will begin in February.

Transportation

We hired a new transportation director, Mandy Dowers. Mandy has 20+ years with First Student in Massachusetts as a driver, lead driver, and dispatch. Mandy is assistant director in Foxborough. Mandy's tenure began on January 29, 2024.

Personnel

Certified Staff- We currently have four vacant positions filled with long-term substitute (LTS) teachers, namely, PMS Spanish, 8th grade Science, and two elementary positions. We also have an additional LTS filling the new grade two section. There will also be a PMS Special Education vacancy starting on February 21, 2024.

Transportation – There are two vacant van driver positions.

Cafeteria Aides – There are five vacancies.

Non-certified – There are two paraprofessional vacancies at PES.

BCT

BEAGARY CHARITABLE TRUST
Patricia A. Morgan, *Trustee*

49 Westview Drive • Brooklyn, CT 06234 • 860-779-0428 • Fax: 860-779-0646 • pmorgan@beagarycharitabletrust.org

January 15, 2024

Putnam Public Schools
Steven Rioux, Superintendent
152 Woodstock Avenue
Putnam, CT 06260

Ref: New 3yr Grant for Musical Equipment and Storage

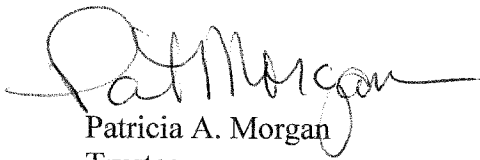
Dear Steven,

The Trustees have approved a 3yr Grant for \$91,800 for the Music Departments in the Putnam School systems to purchase musical equipment and storage.


Payment of \$30,600 will start in May 2024 then in May 2025 & May of 2026.

The Beagary Charitable Trust purpose is to provide financial aid to educational institutions, museums, research institutions and other organizations formed to preserve and teach United States and World history. We also support organizations with programs that allow children and adults to enjoy intellectual, social, physical and cultural interactions with their peers and teach sportsmanship & leadership skills.

Sincerely,



Patricia A. Morgan
Trustee



January 2024

Next Generation Accountability
Report

SY 2022-2023

Next Generation Accountability Report

Putnam School District						
	Next Generation Accountability, 2022-23					
Indicator	Index/Rate	Target	Points Earned	Max Points	PPS % Points Earned	State % Points Earned
1a. ELA Performance Index - All Students	58.0	75	38.6	50	77.3	85.2
1b. ELA Performance Index - High Needs Students	52.9	75	35.3	50	70.5	72.1
1c. Math Performance Index - All Students	54.5	75	36.4	50	72.7	79.6
1d. Math Performance Index - High Needs Students	49.7	75	33.2	50	66.3	65.2
1e. Science Performance Index - All Students	52.3	75	34.8	50	69.7	82.1
1f. Science Performance Index - High Needs Students	45.6	75	30.4	50	60.9	68.2
2a. ELA Academic Growth - All Students	44.4%	100%	44.4	100	44.4	57.2
2b. ELA Academic Growth - High Needs Students	46.2%	100%	46.2	100	46.2	52.5
2c. Math Academic Growth - All Students	44.6%	100%	44.6	100	44.6	61.8
2d. Math Academic Growth - High Needs Students	48.1%	100%	48.1	100	48.1	55.5
2e. Progress Toward English Proficiency - Literacy	73.0%	100%	36.5	50	73.0	55.3
2f. Progress Toward English Proficiency - Oral	65.7%	100%	32.9	50	65.7	56.1
4a. Chronic Absenteeism - All Students	24.7%	<=5%	10.7	50	21.4	39.8
4b. Chronic Absenteeism - High Needs Students	30.3%	<=5%	0.0	50	0.0	6.0
5. Preparation for CCR - Percent Taking Courses	92.7%	75%	50.0	50	100.0	100.0
6. Preparation for CCR - Percent Passing Exams	44.4%	75%	29.6	50	59.1	59.0
7. On-track to High School Graduation	75.3%	94%	40.1	50	80.1	87.7
8. 4-year Graduation: All Students (2022 Cohort)	88.1%	94%	93.8	100	93.8	94.6
9. 6-year Graduation: High Needs Students (2020 Cohort)	93.2%	94%	99.1	100	99.1	91.1
10. Postsecondary Entrance (Graduating Class 2022)	58.2%	75%	77.6	100	77.6	88.2
11. Physical Fitness (estimated participation rate = 100.0%)	41.5%	75%	27.7	50	55.3	60.6
12. Arts Access	73.4%	60%	50.0	50	100.0	90.9
Accountability Index			939.8	1450	64.8	69.3



Broad set of 12 indicators that assist school districts in:

- Tracking progress
- Making improvements
- Showing where support is needed most
- Recognizing successes
- Promoting transparency with stakeholders
- Satisfying federal and state requirements

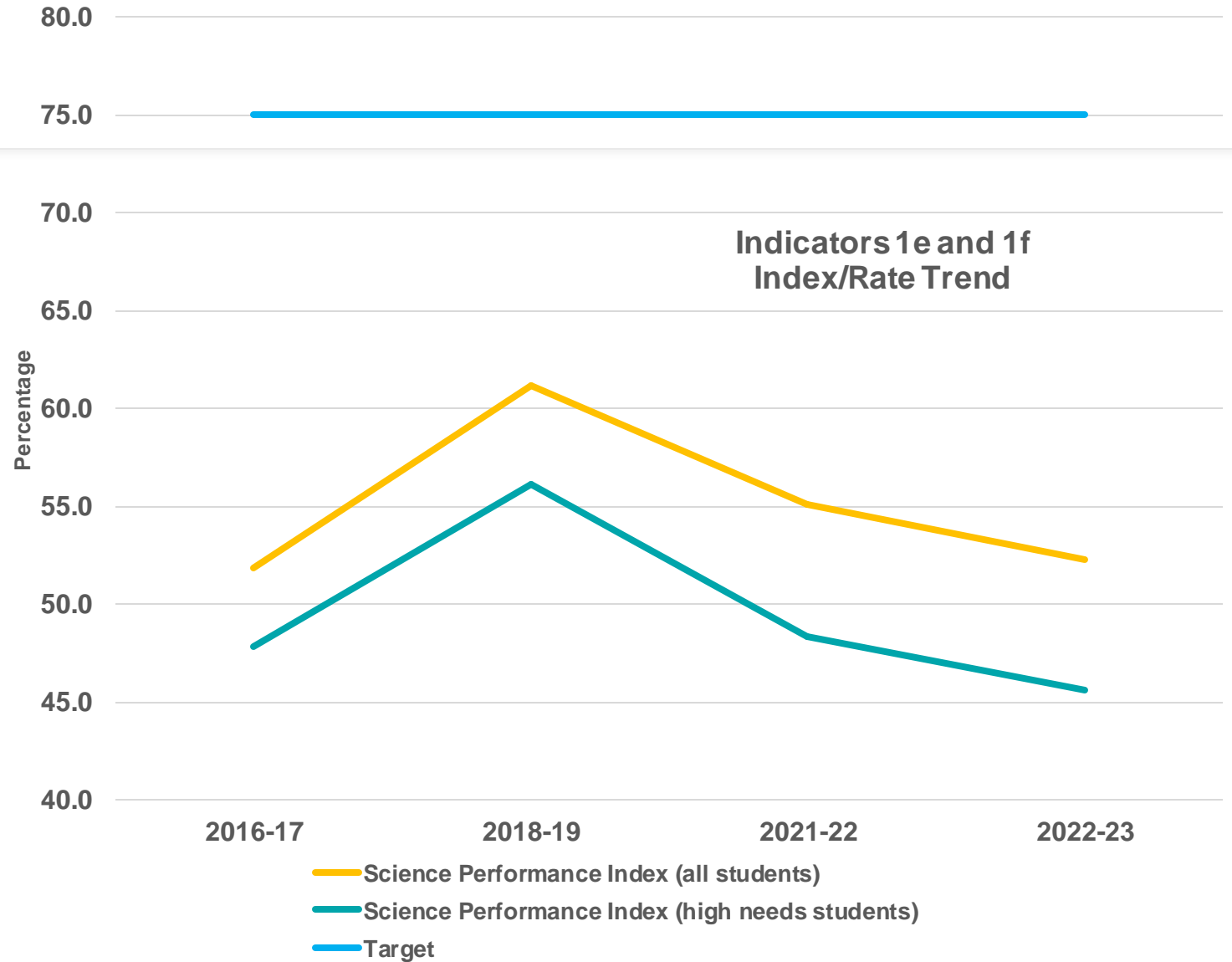
Science Performance (1e, 1f)

- NGSS Assessment and CTAS is given to students in the spring when they are in the 5th, 8th and 11th grade.
 - The assessment(s) measure the students' ability to use the science and engineering practices to demonstrate understanding of the disciplinary core ideas and crosscutting concepts in the life sciences, physical sciences, engineering and the earth and space sciences.
 - Performance is measured on the students' ability to hit a benchmark score set by the CSDE.
-

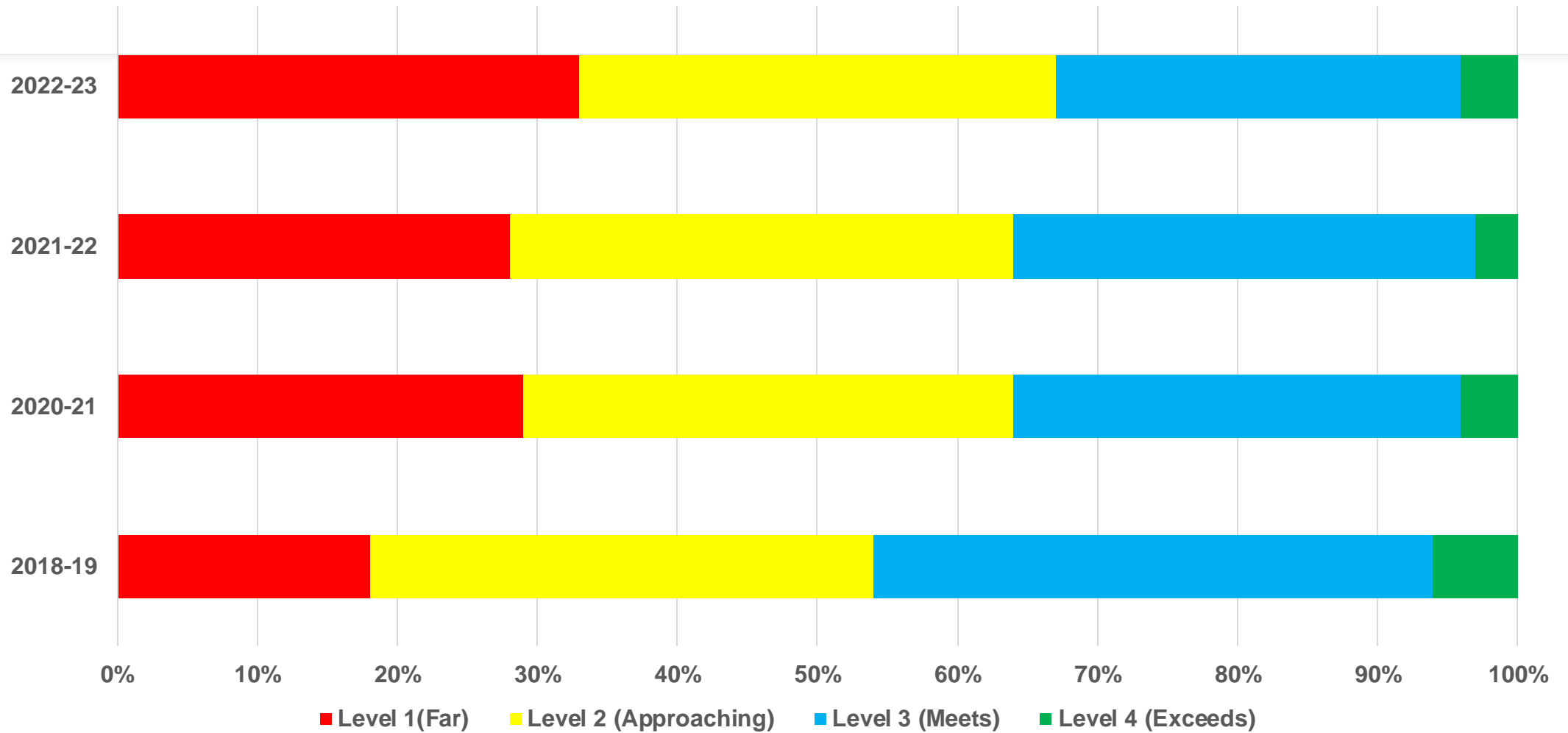


Science Index Performance Over Time

Indicator	Index/Rate	Target	Points Earned	Max Points	PPS % Points Earned	State % Points Earned
1e. Science Performance Index - All Students	52.3	75	34.8	50	69.7	82.1
1f. Science Performance Index - High Needs Students	45.6	75	30.4	50	60.9	68.2



NGSS Assessment Performance Over Time



Preparation for CCR (5, 6)



College and Career Readiness is measured by looking at the percentage of students taking and passing higher level and rigorous courses in high school.



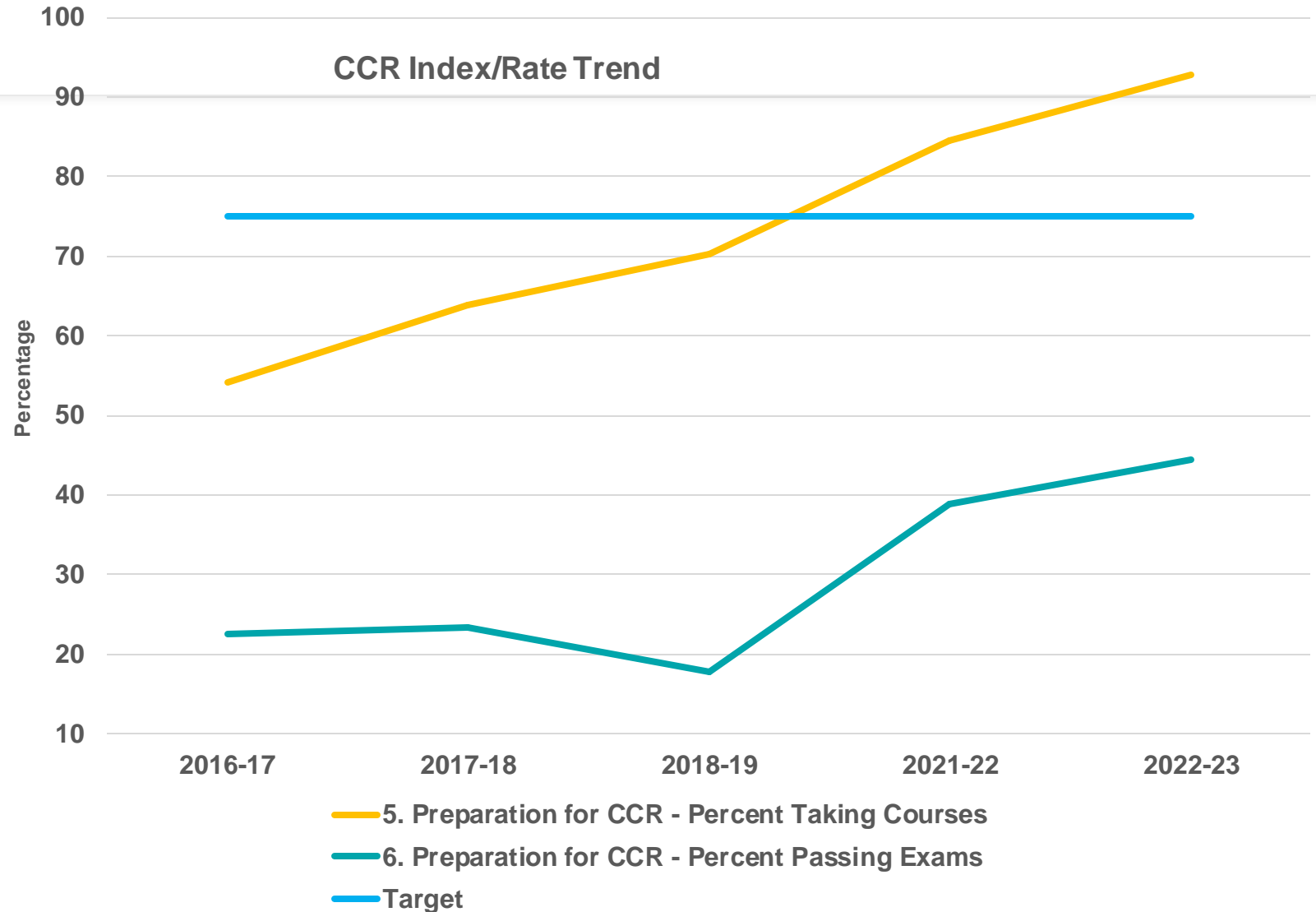
Indicator 5 is the percentage of students in grades 11 & 12 participating in *at least one* of the following during high school: Two courses in AP/IB/dual credit; **or** Two CTE courses in one of 17 career clusters; **or** Two workplace experience “courses” in any area.




Indicator 6 is the percentage of students in grades 11 & 12 achieving either CCR benchmark on *at least one* of the following: SAT **or** ACT **or** AP **or** IB; or earning three or more college credits through dual credit coursework (i.e. dual enrollment, concurrent enrollment) .

Indicator	Index/Rate	Target	Points Earned	Max Points	PPS % Points Earned	State % Points Earned
5. Preparation for CCR - Percent Taking Courses	92.7%	75%	50.0	50	100.0	100.0
6. Preparation for CCR - Percent Passing Exams	44.4%	75%	29.6	50	59.1	59.0


CCR Index Performance Over Time





On Track to Graduate and Graduation Rates (7-9)

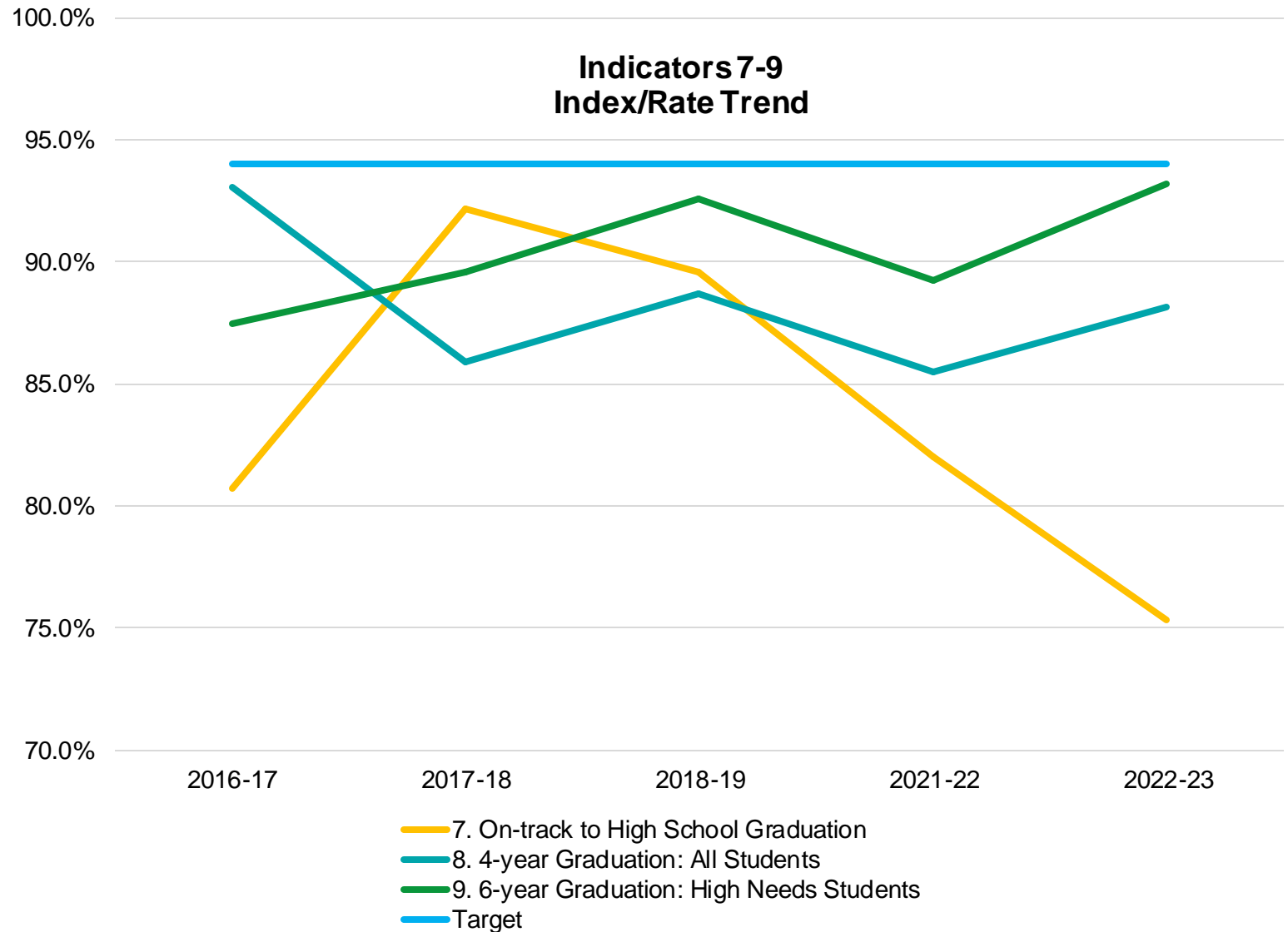
The on track to graduate metric is the percentage of 9th graders earning at least six full-year credits in their 9th grade year.



Graduation rate is the percentage of first-time 9th graders who graduate with a regular high school diploma in four years or less (all students) or six years or less (high needs group).

Graduation Indicators and Index Rates Over Time

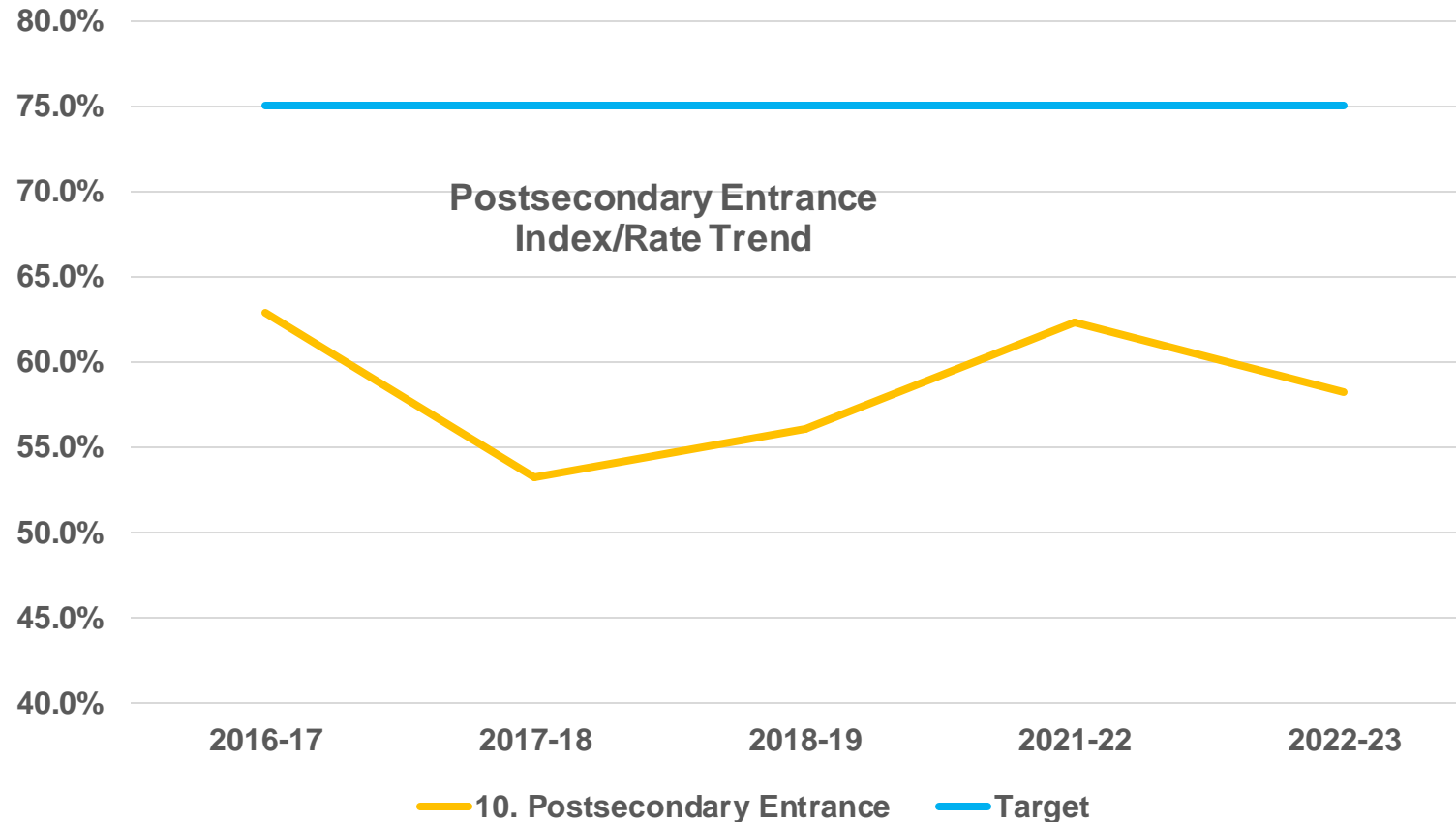
Indicator	Index/Rate	Target	Points Earned	Max Points	PPS % Points Earned	State % Points Earned
7. On-track to High School Graduation	75.3%	94%	40.1	50	80.1	87.7
8. 4-year Graduation: All Students (2022 Cohort)	88.1%	94%	93.8	100	93.8	94.6
9. 6-year Graduation: High Needs Students (2020 Cohort)	93.2%	94%	99.1	100	99.1	91.1



Postsecondary Entrance (10)

Percentage of graduating class who enrolled in a 2- or 4- year postsecondary institution any time during the first year after high school graduation

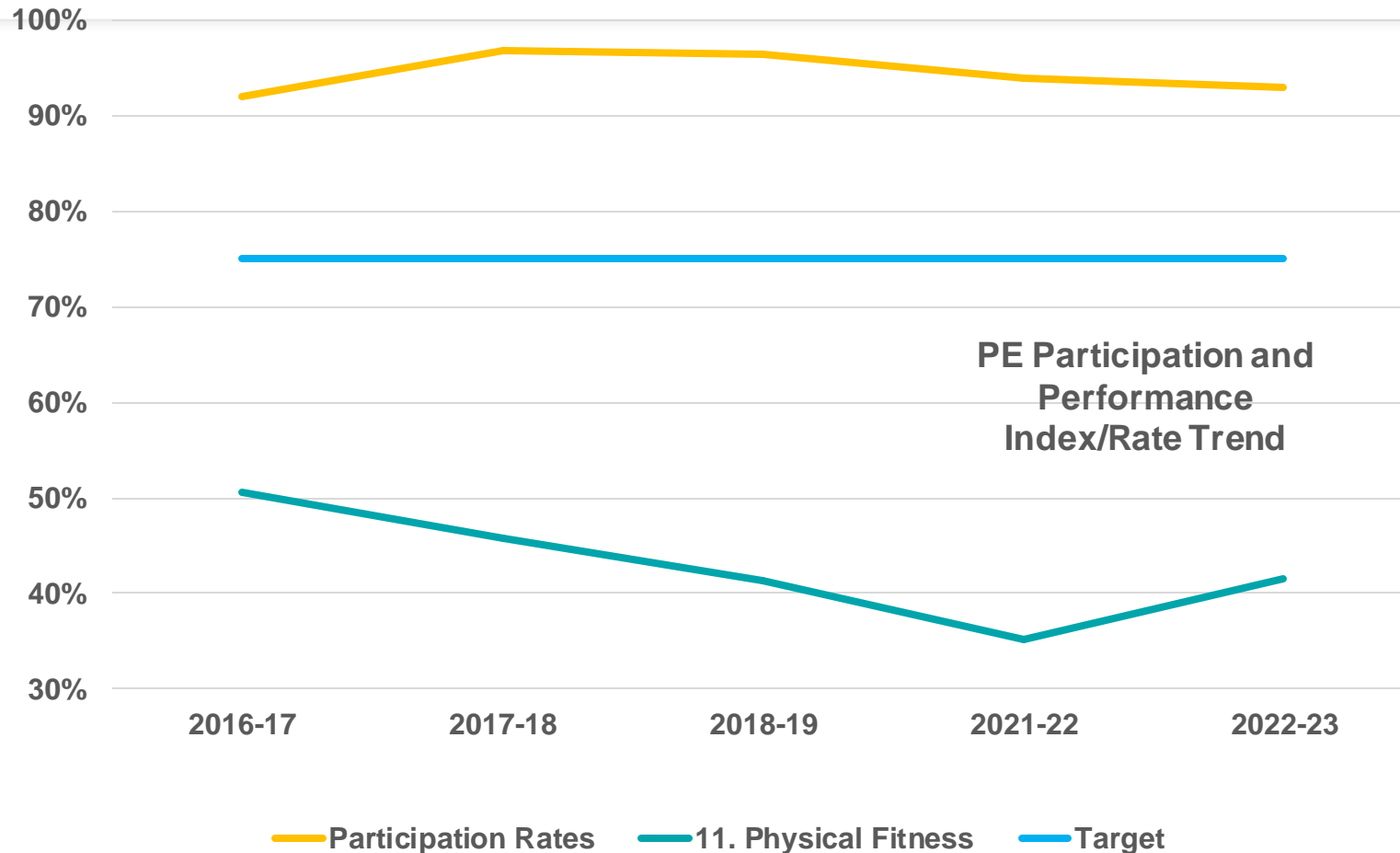
Indicator	Index/Rate	Target	Points Earned	Max Points	PPS % Points Earned	State % Points Earned
10. Postsecondary Entrance (Graduating Class 2022)	58.2%	75%	77.6	100	77.6	88.2



Physical Fitness Results (11)

Percentage of students meeting/exceeding the “Health Fitness Zone Standard” in all four areas of the CT Physical Fitness Assessment.

Indicator	Index/Rate	Target	Points Earned	Max Points	PPS % Points Earned	State % Points Earned
11. Physical Fitness (estimated participation rate = 100.0%)	41.5%	75%	27.7	50	55.3	60.6

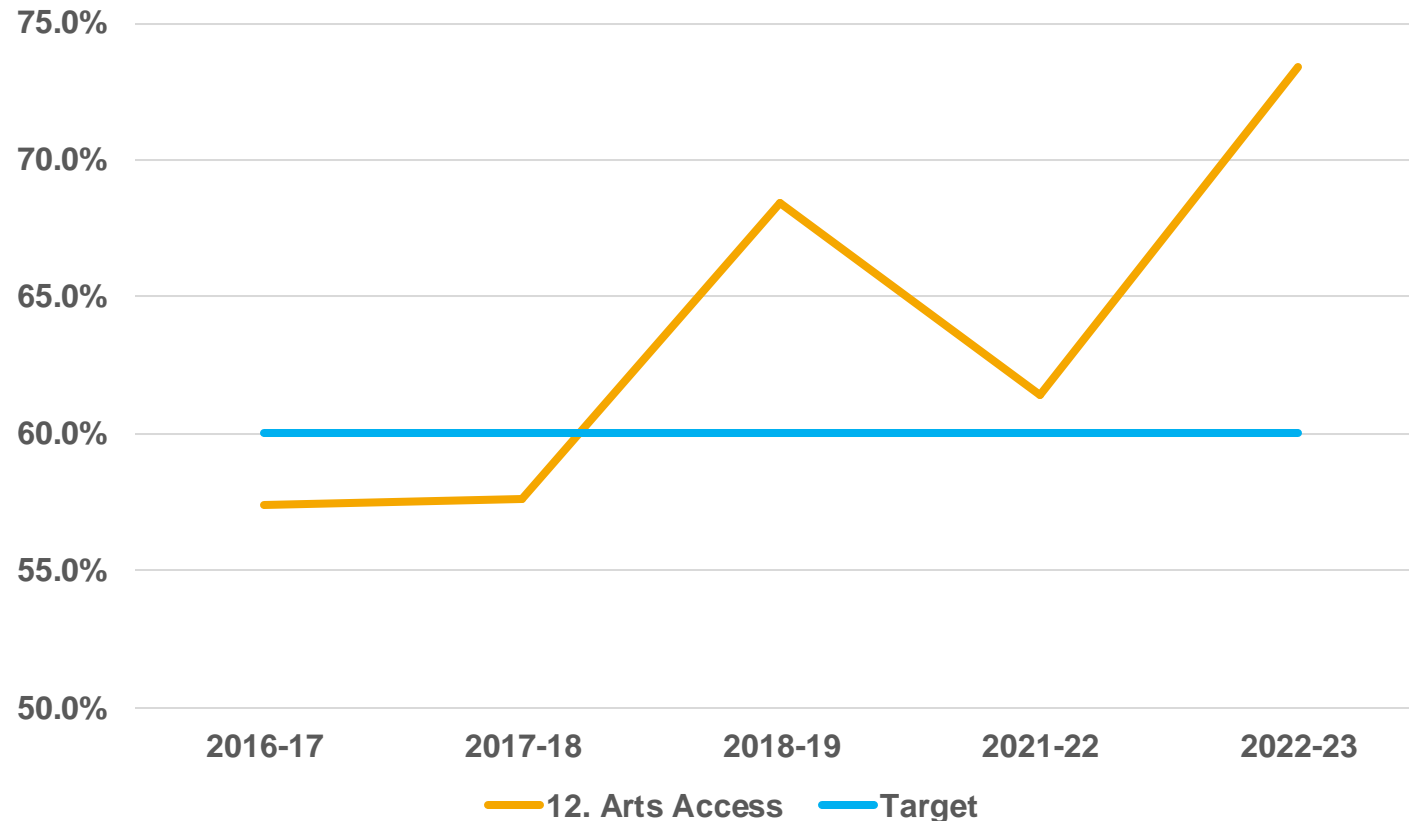


Arts Access (12)

Percentage of students in grade 9 through 12 participating in at least one dance, theater, music, visual arts, or media arts course in the school year.

Indicator	Index/Rate	Target	Points Earned	Max Points	PPS % Points Earned	State % Points Earned
12. Arts Access	73.4%	60%	50.0	50	100.0	90.9

Arts Access Index/Rate Trend



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	Jan 2024	Avg. Class Size
Pre-K	82	89	100	116	116	118	16.9
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	89	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	Jan 2024	Avg. Class Size
Five	73	75	93	96	93	96	19.2
Six	76	73	81	94	95	93	23.3
Seven	100	79	78	73	75	74	18.5
Eight	91	102	83	72	74	76	19.0
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	Jan 2024
Nine	75	69	80	80	82	78
Ten	71	53	66	68	67	66
Eleven	57	71	51	69	69	66
Twelfth	56	59	64	59	57	65
SUB TOTAL	259	252	261	276	275	275

Special Ed Clinical Placements	Oct 1. 2020	Oct 1. 2021	Oct 1. 2022	Oct 1. 2023	Dec 2023	Jan 2024
Local Placement	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	1202
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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	Jan 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
Retirements, Resignations, & Discontinued Staff

Retirements

5

Staff Name	Position	Department	Effective Date	Other Notes
Rochefort, 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

19

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	

Non-Certified Instructional

11

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

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

15

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

Substitutes

7

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: 2/9/2024

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

12

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	

Substitutes

8

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

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

26

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

Transfers

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

MONTHLY SCHOOL REPORTS



Putnam Elementary Board of Education Report February 2024

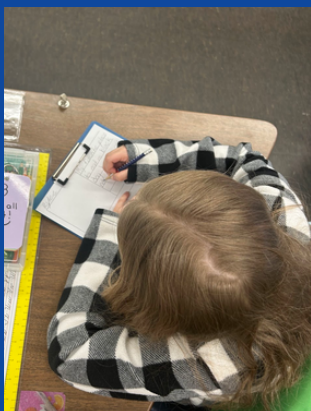


Teaching & Learning



January into February is busy at PES. Each grade level is moving along in the curriculum in order to ensure students are progressing with grade level standards. Below highlights the types of learning experiences teachers are providing.

- Prek started an animal unit! Students have adopted cow from local farms. Later this year they will visit the cow in Hebron. Between now and then they are tracking their growth and development.
- Kindergarten is beginning opinion writing! At this point in the year students learned all the letter names and sounds. They are improving their ability to blend CVC words, such as cat. In math they are learning about subtraction.
- 1st grade is also beginning opinion writing. In Foundations they are learning 4 new glued sounds and in math students are learning about teen numbers.
- Grade 2 finished a science unit about landforms. Students are working on informational writing and are reading nonfiction texts. In math, students are working on 2 digit addition and subtraction.
- Grade 3 students are working on the schwa sound in Foundations and in reading they are learning about author's perspective. In writing, students are learning about how to write an opinion and use reasons or examples to support their ideas. In Social Studies, students are learning about Native Americans.
- 4th grade is working on informational writing and determining main ideas and key details in reading. Students are studying geography in social studies and 2 digit by 2 digit multiplication in math.
- Unified Arts: PE is finishing up the grade 4 fitness tests. Art is starting a unit on how to create art with clay. In library, students are enjoying the new lego table!



Professional Learning Communities



During the morning collab meetings, teachers are collaborating with the interventionists to develop individual academic plans or small group instruction aligned areas of need as it relates to the January assessment data.

During PLCs, teachers are continuing to review student work and design writing instruction based on the grade level standards and student needs. Recently, Tiffany Barnes hosted a labsite in grade 3 where she modeled a writing lesson and worked with teachers to implement student-centered instructional practices to support writing achievement.



Earlier this month, teachers visited Maple Hill Elementary in Naugatuck to observe the ARC reading program in action. Teachers are excited to learn more about the assessment component of the program this spring and full implementation in the fall.

In addition, at a recent staff meeting, Gary Peterson presented on the Science of Reading. Staff talked about the ways in which their current practices align to the science and the areas for growth.

Finally, the clinical staff are continuing to work with the CT Social, Emotional, and Intellectual Habits to build individual goals and plans for students.

Climate & Culture

February is kindness month! PES is celebrating this by inviting each student to write a kind word on a chain link and then connect the links to spread kindness across the school.

PES is partnering with the PTO to raise money for field trips and increase attendance in school through the Penny War project & Attendance Awareness Campaign. Each day students will earn tickets to enter in a daily raffle and points to help their grade level win the challenge. We will also have daily drawings and a special celebration on March 22nd where we will announce the winners of the Penny and Attendance challenge!

In addition, beginning this month, Jessica Fontaine, a Yoga Instructor will be hosting a free monthly yoga class for staff after school.

PES Kindness Chain

February is Kindness Month

We are going to do a schoolwide kindness activity to show that PES is "Always Kind"

We will be making a kindness chain connecting all the classes at PES together. The chain links will be in the copy room downstairs, and you can grab however many you need for your class (one for each student). Have each student write their name on it, big and clear (or you can do it if needed). Have students rotate around the room and write one kind word on each student's link. You can create a word bank on the board to help students come up with ideas. Then glue or staple the links together. You can bring your chain to Ashley Holmes' room if you are downstairs or Christy Gervais' room if you are upstairs. Have fun and Be Kind! 🍷

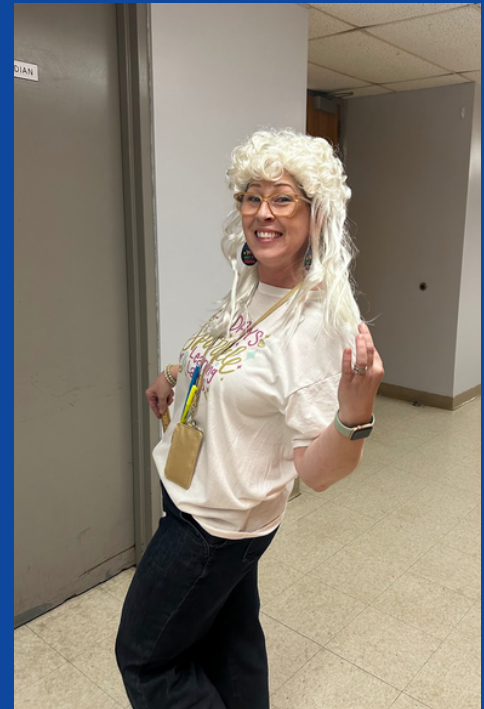
Please have your chains done by next Friday, 2/9/24 so we can display them for Valentine's Week! 🍷

If you have any questions email Christy or Ashley!

Celebrations



PES celebrated the 100th day of School on February 7th! Kindergarten students wore capes with 100 items on them. Other grade levels engaged in STEM activities and more to celebrate the 100th day. First grade had the most fun - several students magically aged over night - turning 100 years old. Even teachers joined in on the fun!



Upcoming Events

- February 12th-March 22nd Attendance Matters Campaign
- February 13th - Kinder Entry Age - Family Workshop & PTO Meeting
- February 16th-20th ~ No School
- March 6-7th ~ Parent Teacher Conferences

**PUTNAM MIDDLE SCHOOL
MONTHLY REPORT
FEBRUARY 2024**

TEACHING AND LEARNING

Due to difficulties with PowerSchool, we needed to move our honor roll assemblies one week. The assembly for 5th and 6th grade students will be held on February 12th and the assembly for 7th and 8th grade students will be held on February 13th.

PPT/504 meeting data update:

	January	YTD
PPT meetings	21	71
504 meetings	7	23
Total #PPTs/504 meetings	28	94

Students continue to take IABs based upon the schedule created earlier this year.

Approximately 50 eighth grade students participated in the National Assessment of Educational Progress on February 7th. I appreciate the cooperation and efforts of the students who participated.

Several of our teachers had projects funded by the State of Connecticut through Donors Choose. The projects were linked to science, literacy, and project-based learning.

Below are pictures from Mrs. Bates' sixth grade Language Arts class. Students have been working on story mapping and exploring how characters change from beginning to end. The activity was modeled using *The Little Mouse*, *The Big Hungry Bear*, and *The Red, Ripe Strawberry*. Students chose their own books to practice mapping out the story as a sequence of events and wrote about how the character changed from the beginning to end because of events or conflicts in the story.



PROFESSIONAL LEARNING COMMUNITIES

Teachers completed an exercise during our monthly staff meeting during which they designed an ideal 50-minute instructional block. Considerations included: instruction, timing, transitions, assignment types, assessments, and homework.

Our PLC work continues to address student achievement and instructional practices.

CLIMATE AND CULTURE

Our Student Council has been busy this month! They sponsored a dance on January 19th and held a pep rally on February 2nd to support our girls' and boys' basketball teams prior to the league tournament. All winter athletes were recognized during this pep rally. Our girls' and boys' basketball teams are playing for the league championship on Monday, February 12th in the PMS gymnasium. Below are pictures from the pep rally.



Congratulations to our cheerleading team. On January 27th, the team was the only middle school team to compete in a tournament in Killingly. On February 3rd, the team participated in a competition at Griswold and placed fourth out of nine teams. The team had an amazing season and had great skill improvement!

Our chronic absenteeism rate for the month of January has held steady since December. We have an upcoming attendance challenge from February 12 through March 22.

ATTENDANCE CHALLENGE
FEBRUARY 12 - MARCH 22
WE WANT YOU HERE EVERY DAY!

The grade with the highest attendance rate each week earns bonus PBIS time!

If your grade has 95% or higher attendance for the week, you earn bonus PBIS time!

ATTENDANCE MATTERS!

Students who have perfect attendance each week can earn prizes in a raffle for that week!

Students who have perfect attendance from Feb. 12 - March 22 will earn tickets and a Burger King certificate!

CELEBRATIONS

13 students were recognized for perfect attendance at the end of second marking period.

Congratulations to Laura Coderre for the Patriot's Pen essay contest. As previously reported, Laura's essay moved forward to the state level for judging. She earned second place recognition for her essay. Typically, only the winning essay is sent on to the national competition. However, after the state competition, the judges learned that the winning entry was created using artificial intelligence technology. The determination was made that Laura's essay would also be forwarded for national judging. She also received an additional stipend that was equal to that of the first place winner.



Laura Coderre with District 4 VFW Commander Sherry Wozniak

UPCOMING EVENTS

Parent/Teacher conferences will be held on February 29th.

PAG is sponsoring a Chance Calendar fundraiser to support end of the year activities for our 8th graders. Prizes will be awarded throughout the month of March. End of the year activities being planned include field day and the 8th grade dance. Please contact Teri Bruce if you want to buy a calendar for \$10.

GENERAL COMMENTS

Much gratitude is extended to the Putnam Police Department following our lockdown on February 8th. School Resource Officer Kyle Maheu was efficient, calm, and professional throughout the incident. The efforts and response of Chief Chris Ferace and Captain Justin Lussier to lead their team as well as support from Troop D ensured the safety of our school community.

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: February 9, 2024

Teaching and Learning

- Our February display in Clipper Crossing celebrates Black History Month. The 2024 theme is "African Americans and the Arts" spanning the many impacts Black Americans have had on visual arts, music, cultural movements, and more. The display has sections highlighting visual artists, musical artists, fashion artists, and performing artists from the black community. There is also a section focusing on different artistic movements throughout history in the black community: Harlem Renaissance, Black Arts Movement, and Afrofuturism. One section focuses on ballet dancer, Misty Copeland and her campaign to add more skin tone options to pointe ballet shoes! Our Heritage Month Displays are used by classes throughout the month as instructional resources. Please stop by Clipper Crossing this month to check it out!
- The second semester at PHS began on Friday, January 26th. As graduation day approaches, many of our seniors are anxiously awaiting Financial Aid Awards from colleges and Universities. With the rollout of the new application, families were not able to complete the FAFSA, or Free Application for Financial Student Aid, until January – two months behind the typical timeline. The Federal Education Department announced on January 31st that the timeline would experience even more delays so the department could fix an error in how it calculates families' incomes. The agency's new income formula, which was launched in December, didn't accurately account for inflation. Now, colleges and universities won't receive student FAFSA data until at least March, creating an even smaller window to meet the traditional May 1st College Decision Day deadline.

- PHS was very fortunate to be selected to receive the State Commissioner of Education Award through the Voice4Change grant to support our Translating Earbuds proposal. We are excited to announce that we have begun to pilot the use of translating earbuds to enhance the English language development of our multilanguage learners. The translating earbuds will allow students to receive real-time translation support during classroom activities, lectures, and discussions. By offering this innovative technology, we aim to create an inclusive learning environment that accommodates the linguistic diversity within our school community. Some of the benefits of this technology include enhanced participation in classroom discussions and activities with increased confidence and improved comprehension: Real-time translation will aid students in understanding instructional content, ensuring they grasp key concepts more effectively.
- On Friday, February 9th, members of our Life Skills program enrolled in an art course, joined Art Teacher, Eileen Mailhot to decorate “Love Lane” on Main Street, a PHS Student Art Exhibit open during the Putnam Fire & Ice Festival on Saturday, February 10th.

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 Co-Chairs have been leading the self-reflection process for our NEASC Collaborative Conference visit. This month, the Steering Committee will continue writing sections of the self-report.
- To better support our ongoing NEASC accreditation process and to champion excellent work in the profession, Heather Taylor will be chairing the Decennial Accreditation Visit at Maloney High School in Meriden, CT in March. Heather Taylor was a member of the Collaborative Conference Team in March 2022 and has been granted the opportunity to facilitate the final steps in the accreditation process.

Climate and Culture

- Putnam High School is continuing to prioritize more time for students and staff to connect through our Advisory program this year. 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 recent Advisory lessons focused on introducing students to our electronic hall pass system and exploring global issues through collaborative technology.
- In March, our Active Minds Club will be hosting motivational speaker Jesse Green from Chainsaws, Cheeseburgers and Rock and Roll. This event focuses on fostering good mental health and empowering students to reach their highest potential and become whatever it is that they ultimately want to be. With just the right mixture of seriousness and comedy, he tells the story of his own unusual journey. He highlights some of his most poignant struggles, failures and lessons learned along the way. Visually, the audience is treated to a rush of easily relatable and cool music, video and imagery.

Athletics, Student Life, and Community Engagement

- Putnam High School Cheer has been successful over the past few weeks at competitions as they have competed in comps at both Griswold and Killingly High School. This year is the first year since COVID where the PHS Cheer team has been competing, and they are preparing for their upcoming ECC meet. Although the team is small and has just eight members, it has been great to see them gain confidence and continue to improve as this season is the first time many of the athletes have competed.

Putnam Wrestling is also preparing for the postseason as their ECC meet is 2/10 and the CIAC Class S State Tournament is 2/17. There are a number of Clipper Wrestlers who are posed for a big tournament season. Follow on the PHS Instagram account to see where wrestlers are placing during these tournaments! Both tournaments will be hosted at Killingly High School, and spectators are welcome.

Putnam School Unified Basketball began in early January. Following a few weeks of practice, the team played games against Tourtellotte, Killingly and Woodstock Academy. There are 11 unified athletes on the team as well as several mentors. The PHS boys' basketball team has also been helping mentor during games and has had a positive impact on the unified team. The team is coached by first year unified coaches Johanna Burgason and Joe Pishka.

Spring sport signups have been posted on parent square. Putnam Athletics looks to offer baseball, softball, boys' volleyball, track and field, unified yard games and golf this spring season.

Celebrations and Upcoming Events

- Congratulations to PHS A Capella for being selected as a Showcase Ensemble for the Connecticut Music Educators Association 77th Annual Conference April 4-6th at the Connecticut Convention Center. This is an extraordinary accomplishment for the hardworking and dedicated members of PHS A Capella, including our Music Director, Mr. Skye Shogren. The PHS A Capella program is only in its second year of existence, and they were selected from dozens of entries to earn this prestigious opportunity. PHS A Capella will also be performing the National Anthem at the Courthouse O'Putnam 5k in on March 10th.

Upcoming Events:

- PHS Artwork and Decorations will be on display in "Love Lane" on Main Street at the annual Putnam Fire & Ice Festival – Saturday, February 10th
- Parent-Teacher Conferences – Tuesday, March 5th from 5:30 – 7 PM
- Student v Staff Basketball Tournament – Wednesday, March 6th
- Team PHS at the Courthouse O'Putnam 5k – Sunday, March 10th
- Whole-School Assembly Sponsored by Active Minds – Friday, March 22nd during FLEX
- SAT Day – Tuesday, March 26th
- Blood Drive Sponsored by Student Council – Wednesday, March 27th



Putnam Family Resource Center

Patricia Bryant- Beausoleil – February 2024

Teaching and Learning

The Preschool teachers have completed the winter Kinderbound assessment for all four year old children. Our teachers have identified children in need of extra support, those not making progress and those children that have reached mastery.

Our Preschool Programs' current enrollment is 103 children. We continue to enroll students entering through the Birth to Three early intervention services.

Our preschool teachers and I met to discuss attendance at the preschool level and ways we could positively impact district rates. Our Social Worker and I reached out to all families whose children were chronically absent to explain the importance of regular attendance, the impact of missing instruction and to offer supports as needed.

Preschool Professional Learning Communities

Our teachers meet weekly for grade level planning meetings as well as two PLC meetings. Teachers have met to discuss their mid-year check-in and made adjustments as needed. I have met with all the preschool paraprofessionals to review their growth plans, the evaluation process and to set PD goals for state requirements.

Our preschool team has also started a coaching and mentoring program with EASTCONN to support their understanding of the CT Early Learning Standards and to develop streamlined assessment processes for each classroom team. As part of this process, we held a training on January 19 and our coaching specialist and myself ran a workshop for our support staff to delve into the standards and practiced assessments as a group. Each of our classrooms had an in-class coaching session to review assessments completed in the classroom and individual coaching sessions.



Staff in small groups working on calibrating observational assessments at EASTCONN Training.



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 Music and Movement is on Wednesdays. Conscious Discipline will be added to groups as a parent education tool. On February 9 we will be hosting a friendship party for our playgroup families. Our Group Connections playgroup will be held on February 15 in collaboration with EASTCONN for families in Putnam and surrounding towns. The Coffee Talk session will be held on February 16. Sessions are designed to focus on a specific topic and address parent issues and provide training.

Upcoming Events

An informational session for parents of students effected by the new kindergarten entry age will be held on February 13 at 5:00. We will review the legislation, preschool and kindergarten learning expectations, and the waiver and screening process for families who would like their children to go to kindergarten. We have designed a screening that aligns with CT Early Learning Standards. Preschool report cards will be completed in February and reviewed at conferences. On March 7 and 8.

The CT Family Resource Center Alliance will be hosting an Advocacy Day at the state capitol on February 27.

We are providing a series of play-based trainings In February, March, April and May in collaboration with EASTCONN for staff and local providers. Topics will be Play and Higher Order Thinking Skills, The Role of Staff as a Facilitator of Play, Play and Developmentally Appropriate Practice and Engaging Families in the Value of Play and Learning.

Climate, Culture and Celebrations

Our Preschool team is proud of all the work that has been completed in order to submit our NAEYC Accreditation annual report and prepare for our visit. Our report was submitted on February 1st and our site assessment visit could occur any time between May and November. The team has been working on this initiative for over a year and continued that work on January 24 when staff did walkthroughs of our classroom and identified areas of improvement.

We had a state monitoring visit of our preschool classrooms on February 5 and the preschool teaching staff were commended for having higher order thinking skills embedded in their lesson plans and for teacher/student relationships.

The Family Resource Center is working with the Elementary School to offer after school clubs for students in second through fourth grade. Clubs will begin after winter break. Clubs being offered are the Newspaper Club, Building and Puzzles Club, PAWS Club, Mural Art Club, Scrabble Club, and Singing Club.



Students participating in a whole group Math game on counting and matching.



Students working cooperatively o build a raft with their linking blocks



PUTNAM PUBLIC SCHOOLS

Special Education Monthly Report

Becky Lopes, Director of Student Services

February 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 February 6th office hours, the CSDE provided an overview of the Restraint & Seclusion module, noting enhancements and reporting features.

IEP Quality Sessions will 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.

Grants:

On August 3, 2023, Governor Lamont and Education Commissioner Charlene Russell-Tucker announced the release of the School Mental Health Specialist grant recipients. 72 school districts across the state of Connecticut were selected. Putnam was one of the 72, receiving \$162,000.

Title III: The district has applied for the Title III grant with the intended purpose of utilizing the funds to support Multilingual learners within the district. Supplemental materials, tutoring over the summer, and support staff will fulfill the monies allocated.

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



PUTNAM PUBLIC SCHOOLS

and the new IEP, offering teachers an opportunity to engage with peers from other districts also working under a DSAP.

The CSDE released a webinar focusing on the Components of Social, Emotional, and Intellectual Habits: Kindergarten through Grade 12 (Habits k-12) on December 18, 2023. Multiple dates were offered to learn about how school leaders and educators can prepare students with the necessary skills to succeed in life.

The CSDE shared that additional resources were in the final stages for approval and will be released for district use. Additionally, the CSDE shared that they are working on a resource containing a crosswalk between the DESSA and the Components of Social, Emotional, and Intellectual Habits. More to come.

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. The offerings were shared with the preschool staff.

The behavioral staff from each of the buildings met with Mahri Worthington from PD Monster. Teams collaborated on practices in place, data collection, and SEL supports. Staff shared strategies they found successful with students and discussed how they could implement them with students at each level. Teams learned additional strategies/interventions they could put in place to further support struggling students.

Helping Hands: Students in Helping Hands restarted their jobsite at Price Chopper. Students picked up right where they left off last year. Students completed their last day of transit/travel safety training. Their last class focused on coming up with solutions to various problems they may face when out in the community. Students visited the Dempsy Center to learn about adult programming beyond transition. On February 14th, students will partner with Killingly and Thompson to enhance their social skills while having some fun bowling in Norwich.





PUTNAM PUBLIC SCHOOLS

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.

News to Share:

Students in the Life Skills program decorated Lover's Lane for Putnam's Fire and Ice festival. Students worked with Putnam's art teacher to prepare artwork to display for the community to enjoy.

Students in the LEAP program made and sold apple crisp as a fundraiser for the Kupstas family. They raised a bit over \$30 to support the family as they recover from the devastating fire. On February 14th, LEAP students will be hosting a pancake breakfast for friends. Students and friends will cooperatively follow a recipe and enjoy a breakfast of pancakes.

Students in the ABLE program engaged in a science experiment using glitter, milk and dish soap. ABLE students made creations with marshmallows and sticks to celebrate the 100th day of school and decorated hearts for the missing valentine case.





PUTNAM PUBLIC SCHOOLS

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	337	16	37	49	N/A	21.6%



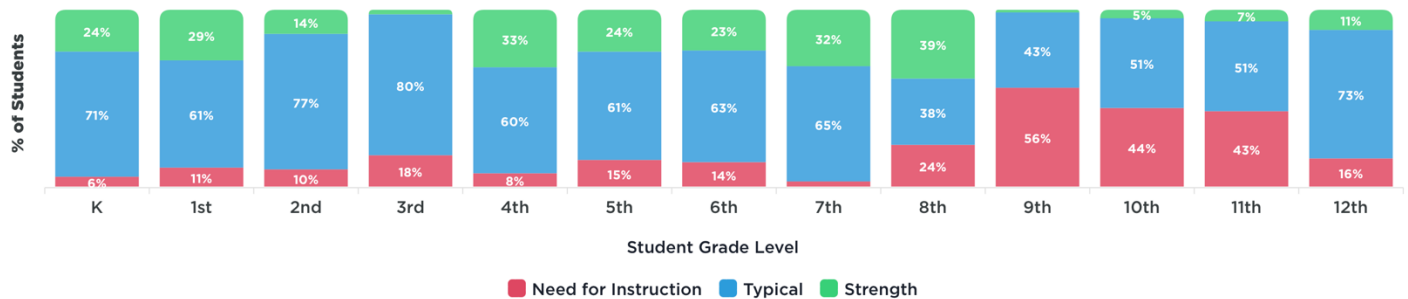
PUTNAM PUBLIC SCHOOLS

Jacqueline Vetrovec
 Director of Curriculum and Instruction
 February 2024

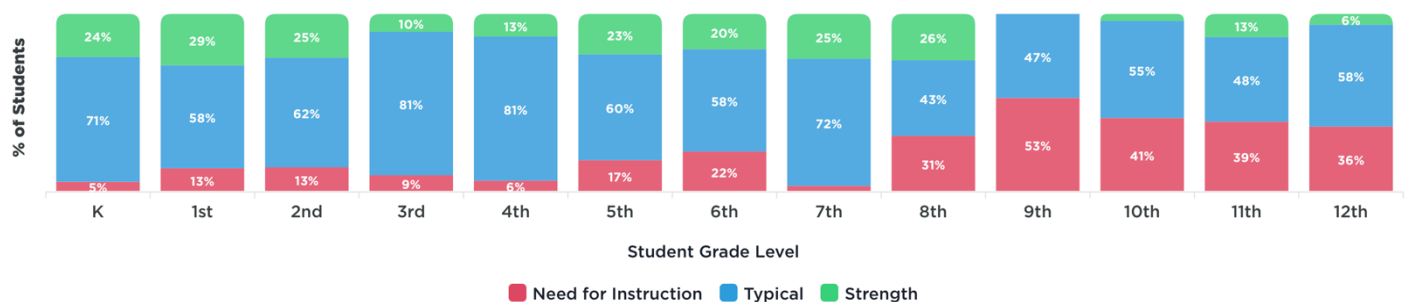
Social Emotional Learning and DESSA

PES, PMS and PHS staff completed the second of three ratings using the DESSA universal social emotional screen and the high school student self-rater (HS-SSR). The eight domains of social emotional wellness being evaluated include: personal responsibility, optimistic thinking, goal-directed behavior, social awareness, decision-making, relationship skills, self-awareness and self-management.

Fall 2023 Screen (screen #1) and HS-SSR



Winter 2023-2024 Screen (screen #2) and HS-SSR



When comparing Screen #1 (September) to Screen #2 (January):

Grade 2: The % of student showing social emotional strengths has increased.

Grades 6 and 8: The % of students needing additional instruction has increased.

Grades 9-11: According to the student self-rater results, the % of students needing additional instruction has decreased.

Grade 12: According to the student self-rater results, the % of students needing instruction has increased.

This data has been shared with PES, PMS and PHS staff. Staff is currently completing a more in-depth screen for identified students. The in-depth screen targets specific social emotional competencies where the students could benefit from additional instruction. Teachers continue to meet the needs of students in grades K-4 during their morning meetings where they continue to make connections with students and address behaviors witnessed with targeted lessons and instruction. For the next 10-12 weeks, students will continue attending advisory type classes where Tier 1 instruction (SEL lessons) is being implemented. The third and final universal screen is scheduled to be completed in mid-May.

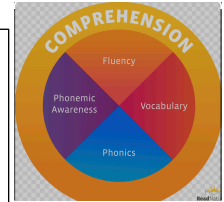
Staff PLC and Student Late Arrival Days

Staff participated in PLCs on January 22nd and 29th and February 12th and 26th. Staff in all grades participated in grade level work. The focus at the elementary school is on writing, writing strategies and writing achievement. The middle school continues to focus on curricular alignment as well as student behavior strategies. The high school focuses on using the universal Atlas protocol which guides the team on how to examine student work and/or adult work. The protocol allows for the teachers to examine their own practices and be offered suggestions for improvement.

Curriculum, Instruction and Professional Learning

Writing achievement continues to be the focus area at the elementary school as well as learning about the science of reading. The middle school is focusing on writing in the language arts/humanities area, data dives and responding to data in the math content area and curricular alignment in science.

A team from the middle school is attending 10 sessions sponsored by the HILL for Literacy. The sessions will focus on the science of reading and the learning from these sessions will help drive implementation of the district’s literacy plan as well as strengthen the school-based literacy team practices.



Professional learning will begin this spring with the elementary teachers where they will unpack the new reading program assessment – the IRLA. The IRLA is a formative assessment tool which begins with Reading On-Ramp, then proceeds through phonics and vocabulary & knowledge developmental sequences. The IRLA delivers specific, actionable data that tells the teacher where a student is, why, and the sequence of skills/behaviors needed to learn next to accelerate reading growth.

State Testing

Teachers and students in grades 3-8 and 11 are gearing up for state testing in the areas of english language arts (ELA), mathematics and science. Students in grades 3-8 will be taking the SBAC tests in ELA, mathematics and NGSS science during the weeks of May 6-24. Students in grade 11 will be taking the NGSS test on April 11 and the School Day SAT on March 26.

Student Attendance

Student chronic absenteeism rates have fallen but are considered elevated as compared to pre-pandemic years. Efforts to address the data have been made at the district level through the district attendance team (meet 1-2 days per month) and school level attendance teams who meet each week. Student attendance data is presented and strategies to address the attendance is discussed and implemented. We are currently running an “Attendance Matters” and “School is Better with You” campaign (Feb 7 – March 26). Banners have been hung throughout the district and school level strategies are being implemented which include increased awareness and communications, building level competitions, second van runs and plans for increased home visits.

District Rates

Pre-pandemic	2018-2019	11.0%
During pandemic	2020-2021	30.1%
Post pandemic	2021-2022	36.8%
Post pandemic	2022-2023	26.9%
Current school year (thru Dec 2023)	2023-2024	21.8%

ENC 6

BUSINESS



PUTNAM PUBLIC SCHOOLS

2024/2025 School Calendar

July 2024							5	2
Su	M	Tu	W	Th	F	Sa		
	1	2	3	4	5	6		
7	8	9	10	11	12	13		
14	15	16	17	18	19	20		
21	22	23	24	25	26	27		
28	29	30	31					
							(22)	47 44
August 2024							5	2
Su	M	Tu	W	Th	F	Sa		
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11	12	13	14	15	16	17		
18	19	20	21	22	23	24		
25	26	27	28	29	30	31	5/2	
							(18)	(17) 65 61
September 2024							(20)	25 22
Su	M	Tu	W	Th	F	Sa		
1	2	3	4	5	6	7		4
8	9	10	11	12	13	14		5
15	16	17	18	19	20	21		5
22	23	24	25	26	27	28		5
29	30							1
							(15)	80 76
October 2024							(21)	101 97
Su	M	Tu	W	Th	F	Sa		
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13	14	15	16	17	18	19		4
20	21	22	23	24	25	26		5
27	28	29	30	31				4
							(18)	(17) 65 61
November 2024							(18)	119 115
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17	18	19	20	21	22	23		5
24	25	26	27	28	29	30		2
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December 2024							(21)	140 135
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22	23	24	25	26	27	28		
29	30	31						
							(17)	157 152
January 2025							(17)	157 152
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12	13	14	15	16	17	18		5
19	20	21	22	23	24	25		4
26	27	28	29	30	31			5
							(21)	(20) 178 172
February 2025							(21)	178 172
Su	M	Tu	W	Th	F	Sa		
						1		
2	3	4	5	6	7	8		5
9	10	11	12	13	14	15		5
16	17	18	19	20	21	22		3
23	24	25	26	27	28			5
							(9)	187 181
March 2025							(9)	187 181
Su	M	Tu	W	Th	F	Sa		
						1		
2	3	4	5	6	7	8		5/4
9	10	11	12	13	14	15		5
16	17	18	19	20	21	22		5
23	24	25	26	27	28	29		5
30	31							1
							(21)	(20) 178 172
April 2025							(21)	178 172
Su	M	Tu	W	Th	F	Sa		
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13	14	15	16	17	18	19		
20	21	22	23	24	25	26		5
27	28	29	30					3
							(9)	187 181
May 2025							(9)	187 181
Su	M	Tu	W	Th	F	Sa		
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4	5	6	7	8	9	10		5/4
11	12	13	14	15	16	17		5
18	19	20	21	22	23	24		5
25	26	27	28	29	30	31		4
							(9)	187 181
June 2025							(9)	187 181
	M	Tu	W	Th	F	Sa		
1	2	3	4	5	6	7		5
8	9	10	11	12	13	14		4
15	16	17	18	19	20	21		
22	23	24	25	26	27	28		
29	30							

OPENING DAY FOR STAFF AND STAFF MEETING DAYS: August 26, 27, and 28
FIRST DAY OF SCHOOL FOR STUDENTS: August 29
FULL DAY PROFESSIONAL DEVELOPMENT November 5 No school for students March 7 No school for students May 9 No school for students
EARLY RELEASE DAY December 20 and June 12 (tentative) <i>(June 12th is the tentative last day of school)</i>

PLEASE NOTE:
<i>* If there are 4 or more school cancellations prior to January 24th, there will be school on February 18th.</i>
<i>* If there are 5 or more school cancellations prior to March 1st, March 14th will be an early release day.</i>

181 Days for Students 187 Days for Teachers

PROFESSIONAL DEVELOPMENT EARLY RELEASE DAYS October 4, April 4 June 10 (tentative), and June 11 (tentative)

HOLIDAYS - NO SCHOOL
July 4 - Fourth of July
September 2 - Labor Day
October 14 - Columbus/Indigenous Peoples Day
November 27 - 29 - Thanksgiving Break
November 28 & 29 - Thanksgiving Holiday
December 23 - January 1- Holiday Break
December 25 - Christmas Day
January 1 - New Year's Day
January 20 - Martin Luther King Jr.
February 17 - 18 - Winter Break
February 17 - President's Day
April 18 - Good Friday
April 14 - 18 - Spring Break
May 26 - Memorial Day
June 19 - Juneteenth

PUTNAM BOARD OF EDUCATION

JANUARY 2025 – JULY 2025 CALENDAR OF REGULAR BOARD MEETINGS

January 21, 2025

February 11, 2025¹

March 18, 2025

April 8, 2025²

May 20, 2025

June 17, 2025

Meetings will begin at 7:00 PM and are held in the Board of Education Joseph V. Pempek Memorial Conference Room at Putnam High School, 152 Woodstock Avenue, Putnam, CT unless otherwise noted.

¹ The February meeting is changed to the 2nd Tuesday.

² The April meeting is changed to the 2nd Tuesday.



**Putnam Public Schools
FY 25 Budget Presentation**

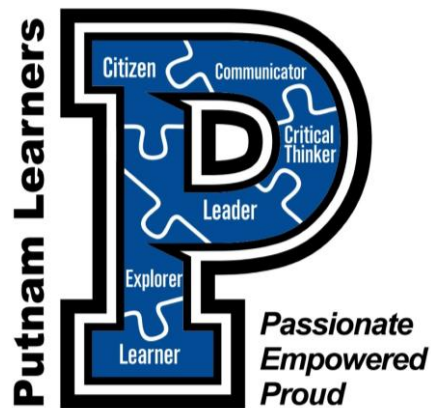
Board of Education

James Purdon III, Chairperson
Carolyn Riendeau, Secretary
Julie Blouin
Kelly Gazzola
Laure LaBonte
Michael Morrill
J. Chad Neal
Christopher Steinbrick
Chris Stewart



Steven Rioux, Superintendent of Schools

Putnam Public Schools



Superintendent's FY 25 Budget Proposal February 1, 2024

FY 25 Budget Presentation Goals

- Continued Budget Transparency
- Review Current Program Levels
- Share Budget Priorities
 - Maintain Optimal Class Sizes
 - Maintain Intervention Programs
 - Maintain Current Level of Programming and Opportunities for Students
 - Maintain Social and Emotional Health Supports
 - Establish Technology Replacement Cycle

Superintendent Proposed Budget 2024-2025 Budget (2/1/2024)

	Amount	Dollar Increase	Percent Increase
PPS 2023-24 Approved Budget	\$20,358,407	\$950,000	4.89%
PPS 2024-25 Initial Budget Build (w/o decision packages)	\$21,729,566	\$1,371,159	6.74%
PPS 2024-25 Superintendent Proposed Budget	\$21,057,907	\$699,500	3.44%

FY 25 Budget Adjustments

- Eliminated newly added section in grade 2 and transfer Grade 5 position to PES
- Reduction in supplies and equipment with the intent to pre-purchase some materials
- Applied Magnet & AgEd Tuition reductions per state statute at 58% funding level
- Reduced facility request for upgrades and repairs
- Applied \$100K Medicaid offset for special education services

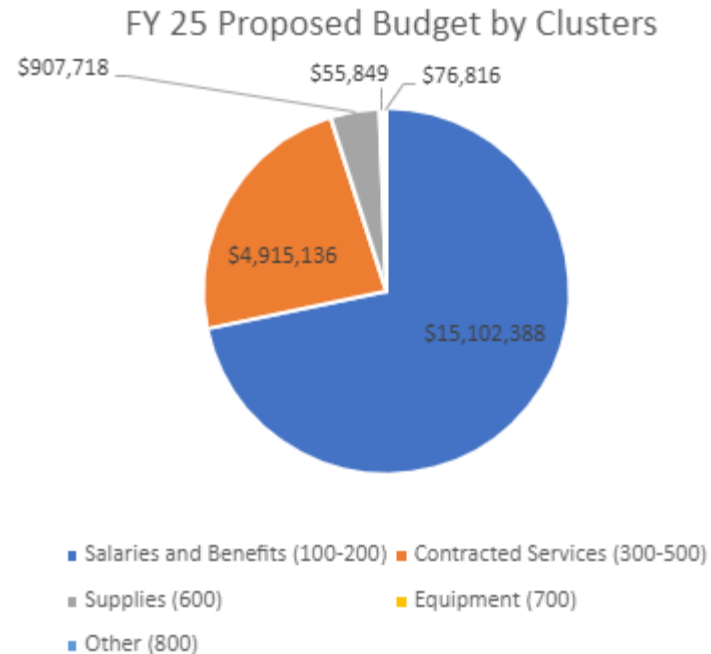
Summary of Reductions

Obj Code	Amount
100 - Salaries	\$151,493
200 - Benefits	\$26,399
300 – Prof Tech Services	\$20,500
400 – Property Services	\$72,885
500 – Purchased Services	\$274,600
600 - Supplies	\$62,846
700 - Equipment	\$57,935
800 - Other	\$5,000
Total	\$671,658

Budget Summary

Budget by System Object Clusters

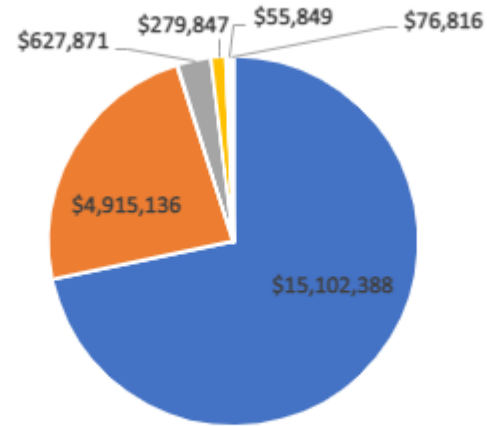
Accounts	FY 25 Proposed Budget by Clusters
Salaries and Benefits (100-200)	\$15,102,388
Contracted Services (300-500)	\$4,915,136
Supplies (600)	\$907,718
Equipment (700)	\$55,849
Other (800)	\$76,816



Budget by System Object Clusters

Accounts	FY 25 Proposed Budget by Clusters
Salaries and Benefits (100-200)	\$15,102,388
Contracted Services (300-500)	\$4,915,136
Supplies (600 Non-Instructional)	\$627,871
Supplies (600 Instructional)	\$279,847
Equipment (700)	\$55,849
Other (800)	\$76,816

FY 25 Proposed Budget by Clusters



- Salaries and Benefits (100-200)
- Contracted Services (300-500)
- Supplies (600 Non-Instructional)
- Supplies (600 Instructional)
- Equipment (700)
- Other (800)

Budget Drivers

Budget Comparison

Level	FY 24 Adopted	FY 25 Proposed	\$ Difference	% Difference
100	\$11,718,780	\$12,389,571	\$670,791	5.72%
200	\$2,630,633	\$2,712,817	\$82,184	3.12%
300	\$820,384	\$879,582	\$59,198	7.22%
400	\$1,485,200	\$1,450,082	\$(35,118)	-2.36%
500	\$2,580,012	\$2,585,472	\$5,460	0.21%
600	\$995,789	\$907,718	\$(88,071)	-8.84%
700	\$42,000	\$55,849	\$13,849	32.97%
800	\$85,608	\$76,816	\$(8,792)	-10.27%
Grand Total	\$20,358,406	\$21,057,907	\$699,500	3.44%

Budget Drivers by Clusters

Level	FY 24 Adopted	FY 25 Proposed	\$ Difference	% Difference
Salaries and Benefits (100 - 200)	\$14,349,413	\$15,102,388	\$752,975	5.25%
Contracted Services (300 - 500)	\$4,885,596	\$4,915,136	\$29,540	0.60%
Supplies and Equipment (600-700)	\$1,037,789	\$963,567	\$(74,222)	-7.15%
Other (800)	\$85,608	\$76,816	\$(8,792)	-10.27%

Budget Drivers: Salaries

Object Code	Description	FY 24 Adopted	FY 25 Proposed	Dollar Difference	Percent Difference
110	SUBSTITUTE TEACHERS	\$170,000	\$195,000	\$25,000	14.71%
111	CERTIFIED SALARIES	\$9,253,902	\$9,655,472	\$401,570	4.34%
112	NON-CERTIFIED SALARIES	\$1,950,502	\$2,182,608	\$232,106	11.90%
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	\$-	0.00%
	Total	11,718,780	12,389,571	670,791	5.72%

Budget Drivers: Certified Salaries

Total Increase from FY 24 to FY 25 is \$401,570

- Moving existing teaching staff on the salary schedule cost **\$242,250 or 2.86%**
- Administrative increases totaled **\$40,839 or 2.8%**, which included adjustments to the 10-month positions
- BCBA – partial salary **\$30K**
- The remaining difference of \$89,320 is a result of changes in staffing. Since The FY 24 budget was created, there have been twenty-four different teachers working in our classrooms, who join us with various levels of experience.

Budget Drivers: Non-Certified Salaries

Non-Certified Salaries include Paraeducators, Nurses, Secretaries, Registered Behavioral Technicians (RBT), Certified Nurse Assistants, Supervisors, and Transportation.

- **Total increase \$232,106 to the local budget**
- This budget restores budget reductions from last year to support challenging behavioral needs
- Paraprofessional and Registered Behavioral Technicians salary adjustments totaled about \$169K
- Remaining increase is a result of negotiated increase or anticipated contractual increases:
Nurses (3.5%), Secretaries (4%), Transportation and Paraeducators (3% placeholder)

Decision Packages (NOT Included in the FY 25 Budget) - Estimated Cost

Location	Description	FTE	100	200	600	700	800	Total
PMS	Math Interventionist (MA 7)	1.0	\$ 66,699	\$ 22,000	\$ 500	\$ 1,000	\$ 250	\$ 90,449
CO	Multilingual Learner Paraprofessional	1.0	\$ 20,000	\$ 12,000	\$ 500	\$ -	\$ -	\$ 32,500
CO	Supervisor of Specialized Programs	1.0	\$120,000	\$ 22,000	\$ 500	\$ 1,000	\$ 250	\$ 143,750
PMS	Social Worker Middle School	1.0	\$ 65,000	\$ 12,000	\$ 500	\$ 1,000	\$ 250	\$ 78,750
PHS	Paraprofessional Helping Hands	1.0	\$ 20,000	\$ 12,000	\$ 500	\$ -	\$ -	\$ 32,500
CO	PowerSchool Specialist	0.5	\$ 25,000	\$ 12,000	\$ 500	\$ 1,000	\$ -	\$ 38,500
PES	Paraprofessional - Kindergarten	1.0	\$ 20,000	\$ 12,000	\$ 500	\$ -	\$ -	\$ 32,500
Total			\$336,699	\$104,000	\$ 3,500	\$ 4,000	\$ 750	\$ 448,949
Budget Impact								2.21%

Putnam Public Schools' Offerings

PHS Programming

- Core Programming in Humanities, Math, Science, and World Language

- 11 AP courses, 31 Honors, and 6 ECE Courses
 - Course offerings have evolved to more ECE/less AP in recent years
- Electives
 - Staffing Levels: Business (1), Art (1), Tech (1), PE/Health (2), Music (1)
 - Certificate and Career Pathways include Manufacturing and Health Careers
- Athletics
 - Fall: Soccer, Cheerleading, Cross Country, Girls Volleyball and Football
 - Winter: Cheerleading, Basketball and Wrestling
 - Spring: Track & Field, Baseball, Softball, and Boys Volleyball
 - Unified Sports in all seasons
- Vocal and Instrumental Ensembles

PMS Programming

- Four Core Subjects
 - Reading and Writing combined into English Language Arts (4 teachers per grade)
- Two Electives per day
 - Library (grade 5 only) Music (1), Art (1), PE/Health (2), Integrated Arts (1), Technology (1), and Spanish (1)
- Marching Band and Instrumental Ensembles
- Athletics
 - Fall: Soccer and Cross Country
 - Winter: Cheerleading, Basketball and Wrestling
 - Spring: Track & Field, Baseball, Softball

Special Education and Related Resources

PES	PMS	PHS
<p>Specialized Programs: 2 ABLE: 2 FTE Certified Staff Paraeducators: 9 Students: 14</p> <p>RISE: 1 FTE Certified Staff Paraeducators: 3 RBTs: 1 Students: 6</p>	<p>Specialized Programs: 2 LEAP: 1 FTE Certified Staff Paraeducators: 2 Students: 5</p> <p>STARS: 1 FTE Certified Staff Paraeducators: 1 RBTs: 2 Students: 8</p>	<p>Specialized Programs: 3 Life Skills: 1 FTE Certified Staff Paraeducators: 2 Students: 14</p> <p>STRIDE: 1 FTE Certified Staff Paraeducators: 1.5 Students: 10</p> <p>Helping Hands Certified Staff: 1 Paraeducators: 1.5 Students: 5</p>
<p>Full Inclusion/Resource Grade PreK: 18 Grades K-1: 17 Grades 2: 11 Grades 3: 13 Grades 4: 12</p> <p>Certified Staff: 6 Paraeducators: 5</p>	<p>Full Inclusion/Resource Grade 5: 11 Grade 6: 22 Grade 7: 8 Grade 8: 19</p> <p>Certified Staff: 4 Paraeducators: 3</p>	<p>Full Inclusion/Resource Grade 9: 18 Grade 10: 5 Grade 11: 13 Grade 12: 7</p> <p>Certified Staff: 3 Paraeducators: 4.5</p>

Putnam Mental Health Supports

FRC	PES	PMS	PHS
Social Worker- PreK & ABLE Caseload of: 36	Social Worker-K-4 & RISE Caseload of: 20		Social Worker-Grades 9-12 Caseload of: 30
Psychologist-PreK-2 Caseload of: 14 Evaluations to date: 25	Psychologist-Grades 3-6 Caseload of: 14 Evaluations to date: 13	Psychologist-Grades 5-8 Caseload of: 22 Evaluations to date: 23	Psychologist- Grades 9-12 Caseload of: 33 Evaluations to date: 29
		Guidance Counselor-Grades 5-8 504 Managed: 32	Guidance Counselor-Grades 9-12 504 Managed: 21
			Guidance Counselor-Grades 9-12 504 Managed: 20

BCBA -(District PreK-Age 22): Provides ongoing consultation to all specialized programs in district.

Admin/Teacher request: observed and consulted in several Gen Ed classrooms at PES.

FBAs completed: 3, BIPS in process: 2 Consultation Meetings: 15 Observations/consult Tier II & III: 4

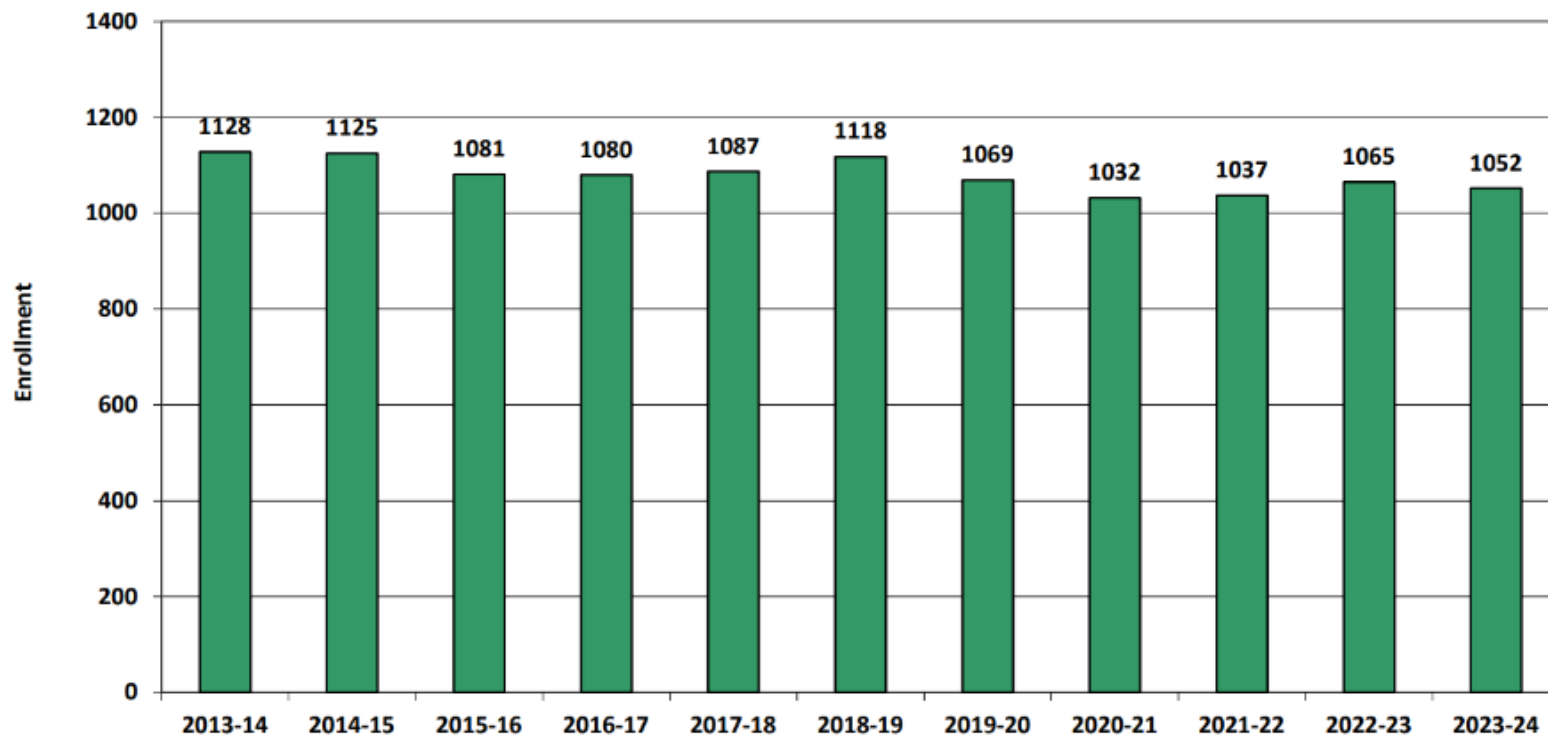
Special Education Programming

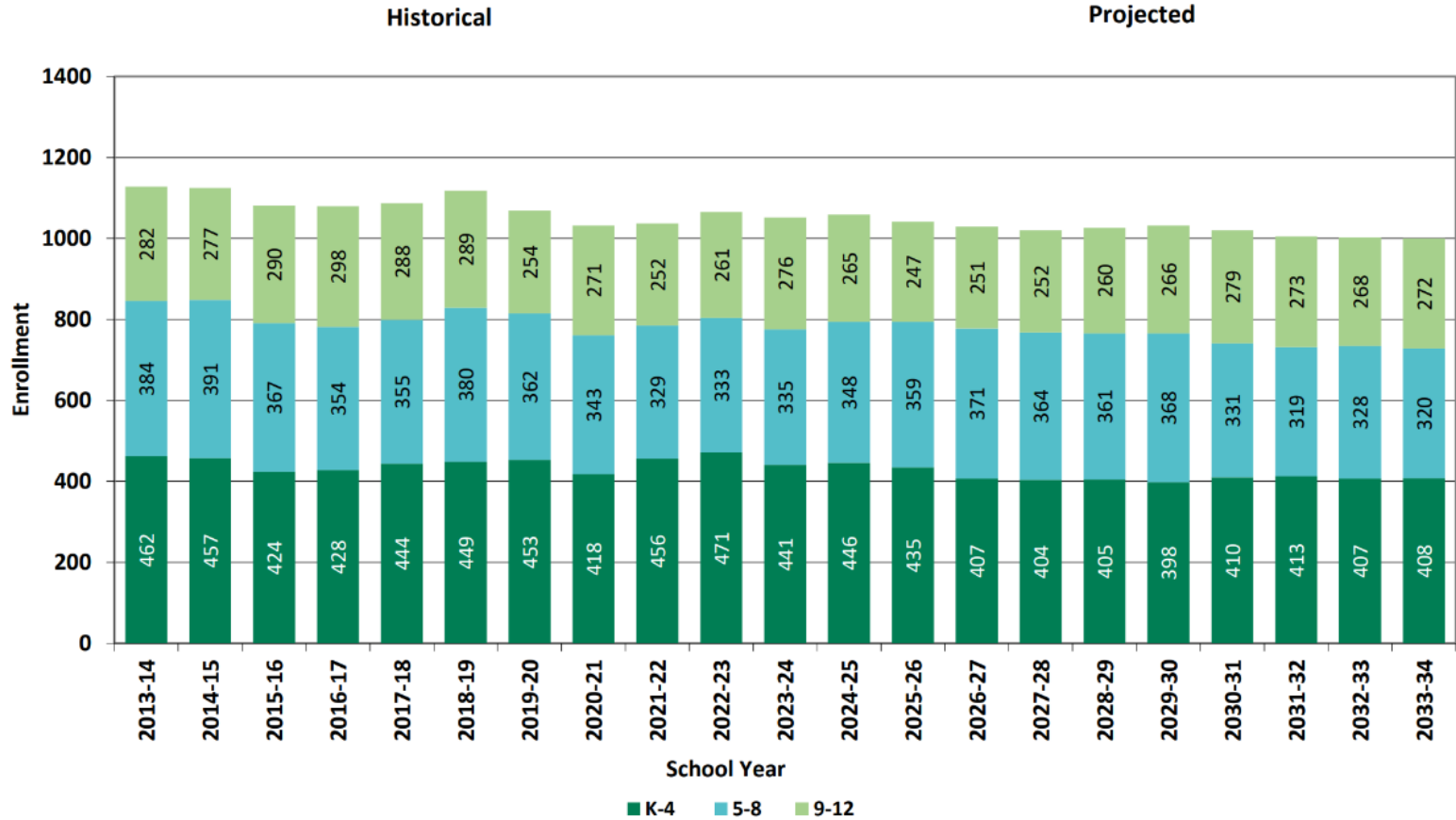
Estimated Cost Comparison of Independent Programming vs. Clinical Programming

- In-District costs
 - Estimated cost per student in specialized programs:
 - PES \$30K, PMS \$26K, and PHS \$13K
 - Estimated cost per student in core programming \$8K
 - Estimated district level supports per student costs \$5K
- Out-of-District Costs
 - Estimated average cost per student \$85K

Enrollment

Grades K-12, School Years 2013-14 to 2023-24





Average Class Size by Grade Level - PES

Grade Level	Projected Enrollment FY 25	Current Number of Sections	Proposed 2024-25 Sections	Average Class Size 2024-25
K	80	5	5	16
1	82	5	4	21
2	91	6	5	18
3	111	4	6	19
4	82	4	4	21

Average Class Size by Grade Level - PMS

Grade Level	Projected Enrollment FY 25	Current Number of Sections	Proposed 2024-25 Sections	Average Class Size 2024-25
5	89	5	4	22
6	94	4	4	24
7	94	4	4	24
8	74	4	4	19

Projected High School Student Enrollment

	Gr 9	Gr 10	Gr 11	Gr 12	Total
Projected Enrollment FY 25	60	81	66	70	277

Technology Replacement Cycle

Resource	Anticipated Life Expectancy	Required Inventory	Annual Replacement Quantity	Annual Costs
Chromebooks PHS-280 PMS-460 PES-100	4 yrs.	840	210 @ \$250 ea.	\$52,500
Staff Devices PHS-36 PMS-38 PES-51	5 yrs.	150	30 @ \$1,200 ea.	\$36,000
School Labs (5) PHS-Business PHS-Music PHS-Tech PHS-Project Lab PMS- Music	5 yrs.	120	20 @ \$1,200 ea.	\$24,000
Interactive Devices	7 yrs.	50	7 @ \$1,000 ea.	\$7,000
Projectors (wall mounted)	5 yrs.	50	10 @ \$400 ea.	\$4,000
Ancillary Equipment	As Needed			\$10,000

Technology Lease Cycle FY 25 – FY 29

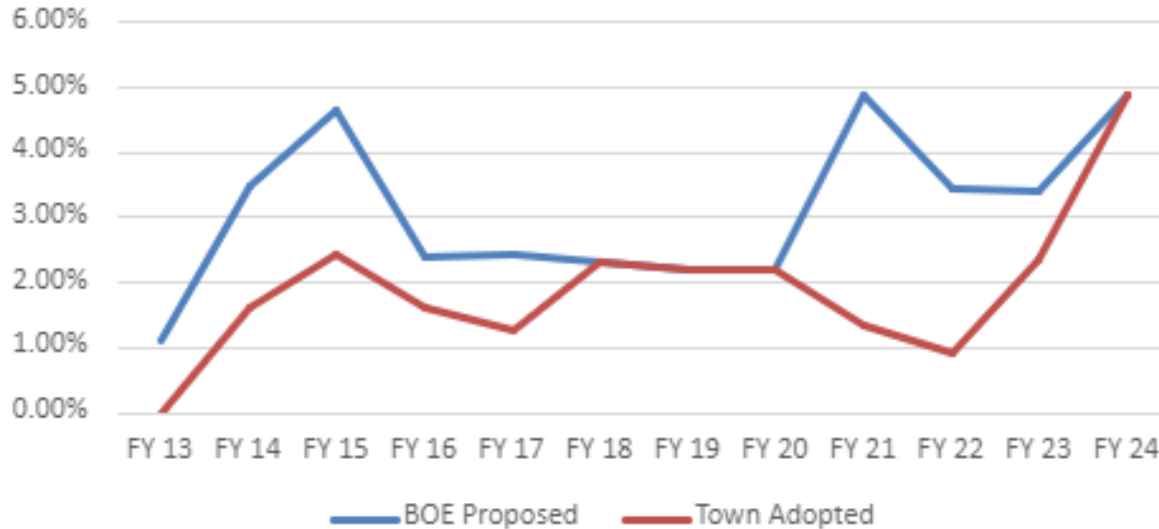
Summary	FY 22	FY 23	FY 24	FY 25	FY 26	FY 27	FY 28	FY 29
Chrome	\$20,960	\$39,538	\$33,078	\$47,578	\$62,078	\$58,000	\$58,000	\$58,000
Teacher	\$-	\$-	\$-	\$7,200	\$14,400	\$21,600	\$28,800	\$36,000
Equipment	\$-	\$-	\$-	\$20,000	\$20,000	\$20,000	\$20,000	\$20,000
Annual Budget Impact	\$20,960	\$39,538	\$33,078	\$74,778	\$96,478	\$99,600	\$106,800	\$114,000

BOE Budget History

BOE Budget History FY 13 - FY 24

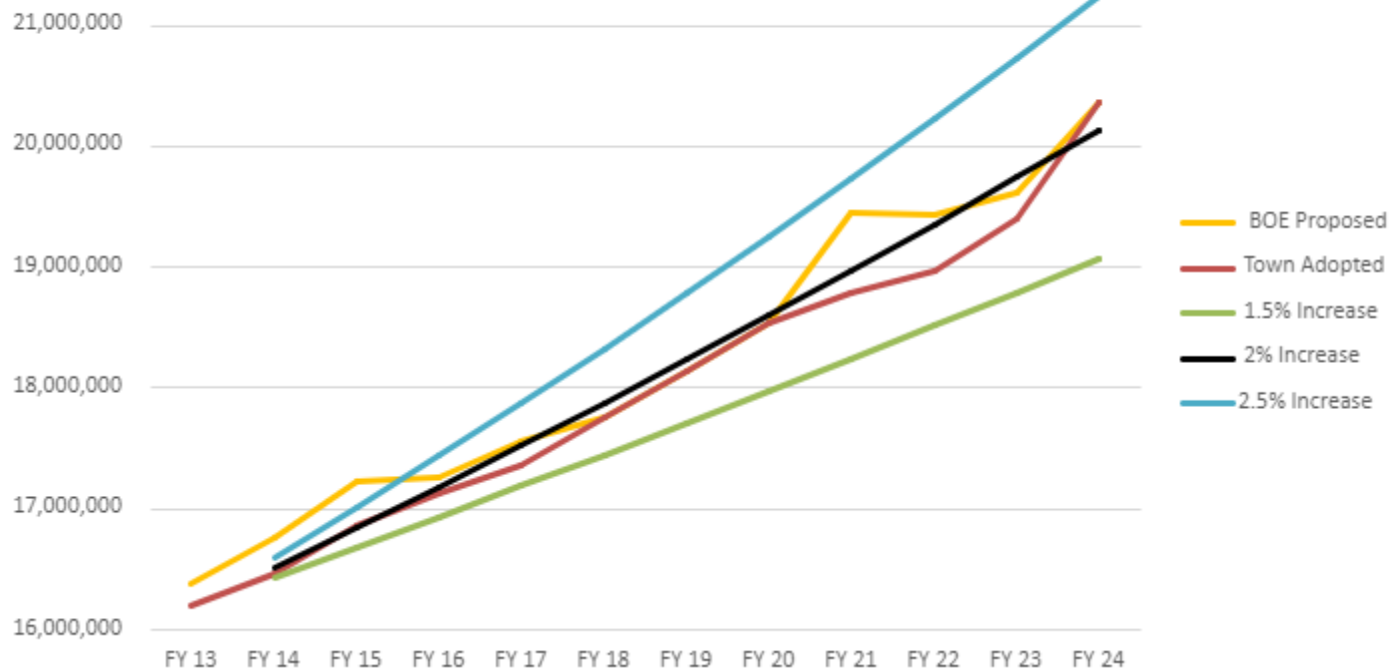
Fiscal Year	BOE Proposed	Town Adopted	Actual Budget Increase
FY 13	1.11%	0.00%	\$-
FY 14	3.49%	1.63%	\$264,555
FY 15	4.66%	2.44%	\$401,380
FY 16	2.40%	1.63%	\$275,000
FY 17	2.45%	1.28%	\$220,076
FY 18	2.30%	2.30%	\$398,640
FY 19	2.19%	2.19%	\$389,538
FY 20	2.20%	2.20%	\$399,456
FY 21	4.88%	1.35%	\$249,999
FY 22	3.45%	0.90%	\$169,407
FY 23	3.42%	2.35%	\$445,000
FY 24	4.89%	4.89%	\$950,000

Annual Percent Budget Increase- Proposed versus Actual



		BOE Proposed	Town Adopted
10-Year Average	FY 2015-2024	3.28%	2.15%
5-Year Average	FY 2020-2024	3.77%	2.34%

Actual Budget vs. Hypothetical



Superintendent Proposed Budget 2024-2025 Budget (2/1/2024)

	Amount	Dollar Increase	Percent Increase
PPS 2023-24 Approved Budget	\$20,358,407	\$950,000	4.89%
PPS 2024-25 Initial Budget Build	\$21,729,566	\$1,371,159	6.74%
PPS 2024-25 Superintendent Proposed Budget	\$21,057,907	\$699,500	3.44%

Questions ?



Putnam Public Schools
Increasing Educator Diversity (IED) Plan
2023-2024

The Putnam Board of Education firmly believes in the potential of all students to learn and succeed. We support equity, diversity, and inclusion as fundamental values of our school district to ensure access for all students. We stand united in respecting people of all backgrounds and identities, welcoming all races, socio-economic statuses, genders, gender identities, sexual orientations, religions, nationalities, and disabilities. Our schools are safe and welcoming environments for all. We are dedicated to fostering authentic relationships with all members of our school community, including culturally diverse families, and will communicate with clarity and respect.

Vision:

Our graduates are independent learners who can apply their knowledge to different purposes and embrace the future. They are resilient, persistent, and adaptable. With empathy and understanding of diverse cultures and perspectives, our learners can work in a collaborative fashion to find creative solutions to problems. Failure is viewed as an opportunity for future success, and exploration of the world is encouraged.

District Theory of Action:

In providing high-quality curriculum, instruction, and professional development; allocating funding for effective, safe, and modern facilities; recruiting and retaining qualified staff; enhancing effective communication between home, school, and community; and fostering safe and supportive learning environments, we cultivate continuous personal and academic growth by meeting the needs of the whole child in a safe, equitable learning environment.

IED Theory of Action

The Putnam Public Schools is committed to monitoring and minimizing achievement gaps by offering equitable recruitment, hiring and retention practices to maximize diverse learning opportunities. This will be achieved through recruiting and hiring the best employees and expanding the diversity of staff to reflect the diversity existing in the student population. Putnam Public Schools uses recruitment and hiring practices that provide equity to applicants and is committed to open conversations with interview committees about possible unconscious bias that may impact equity in hiring practices. Once hired, all staff will be provided with opportunities to engage in the support that new teachers need to meet the learning needs of students in Putnam. All teachers will be listened to in a judgment-free space and will have a chance to discuss how to increase cultural competency and maximize student outcomes.

Team Lead: Superintendent

Team Members: Superintendent, Business Manager, Building Level Administrators, Director of Special Education, Director of Curriculum, and Executive Administrative Assistant

Recruitment

Goals (What are we trying to do?)

- To better communicate to all stakeholders that Putnam Public Schools is a district that supports equity, diversity, and inclusion as fundamental values of our school district to ensure access for all students.
- To encourage and support educators of color to apply for positions posted in the Putnam Public Schools system.
- To ensure that educator diversity is intentionally considered when determining candidacy.

Responsible Staff: Superintendent, Central Office Executive Administrative Assistant, and the lead Administrator in charge of hiring

Strategies and Key Activities:

- Expand help wanted advertising to include print and/or media that is accessible to qualified educators of color.
- Participate in regional job fairs including those sponsored by the minority community organizations or targeted toward educators of color.
- Form a Talent Management Committee dedicated to evaluating and revising recruitment practices, interviewing protocols, and teacher retention. The committee will be comprised of representatives from different backgrounds to ensure a comprehensive approach.
- Develop contacts with educational institutions including those with high minority enrollments to publicize job openings within the school district and to solicit referrals of qualified educators of color.

Responsible Staff: Superintendent, Central Office Executive Administrative Assistant, and the lead Administrator in charge of hiring

Indicators of Progress (How will we know if we are on track for success?):

- Maintain records documenting all actions taken pursuant to this plan including correspondence with recruitment agencies and other referral sources, job fair brochures and advertising copy.
- Review on an annual basis the effectiveness of this plan in increasing educators of color applicant flow and attracting qualified candidates for employment.

Resources Required (What people, time, money, and technology will be needed?)

- The district application will have updated language reflecting the intentional values of the district.
- Develop a marketing package for the town and school district.
- Recruitment opportunities will be attended by administration from each building

Risks and Mitigation (What could go wrong? How will we make that less likely to happen?)

- Many applicants do not voluntarily include demographic information in their application and may inadvertently be bypassed for consideration.
- With limited personnel available to attend regional career fairs, dates may conflict with other meetings within district that must be attended, i.e. state mandated professional development

Communication and Engagement Efforts (Who needs to be consulted/ engaged? What needs to be communicated?)

- Establish a Talent Management Committee whose responsibilities will support recruitment, hiring, and retention. Membership on this committee should include educators or color.

Hiring & Selection

Goal (What are we trying to do?)

- Establish uniform protocols for hiring, which will ensure equal treatment, and consideration is given to applicants throughout the hiring process.

Responsible Staff: Superintendent, Central Office Executive Administrative Assistant, and the lead Administrator in charge of hiring

Strategies and Key Activities:

- Review and revise district hiring/interviewing procedures and ensure racial and cultural sensitivity.
- Review and revise the wording of the interview questions. Delete questions or reword questions which are culturally or racially insensitive.
- Participate in career fairs supporting educators of color.
- Ensure that recruitment materials, including job postings, highlight the organization's commitment to diversity and inclusion. Feature diverse staff members in promotional materials and on the school's website to create a welcoming environment.
- Provide ongoing cultural competency training for current staff to create a more inclusive and welcoming environment for teachers of color.
- Use diverse interview panels to ensure that the district's hiring committees represent a variety of backgrounds, helping to eliminate biases and creating a more inclusive selection process.
- Promote an inclusive school culture to emphasize and promote an inclusive and supportive school culture where diversity is celebrated, and everyone feels valued.
- Provide professional development training for interview committees,
https://portal.ct.gov/SDE/Talent_Office/Workforce-Diversity/Diversity-Training-Guide-for-Hiring-Recruiting-Diverse-Educators

Responsible Staff: Superintendent, Central Office Executive Administrative Assistant, and the lead Administrator in charge of hiring

Indicators of Progress (How will we know if we are on track for success?):

- Track the percentage increase in the retention of educators from underrepresented backgrounds.
- Monitor engagement and participation of educators in professional development opportunities.
- Conduct regular assessments of the school culture to ensure it is inclusive and supportive.

Resources Required (What people, time, money, and technology will be needed?)

- Allocate funds to:
 - Attend career fairs and events to connect with potential minority teacher candidates.
 - Develop new recruitment materials
 - Provide ongoing cultural competency training for current staff to create a more inclusive and welcoming environment for minority teachers.

Risks and Mitigation (What could go wrong? How will we make that less likely to happen?)

- Training will occur to avoid:
 - Hiring individuals solely to meet diversity quotas. Instead, focus on creating an inclusive environment where all employees feel valued and have equal opportunities for growth.
 - Train hiring principals and interviewers to recognize and address unconscious biases. This can help ensure that decisions are based on skills, qualifications, and experience rather than stereotypes.
 - Be careful with language in job descriptions to avoid unintentional biases. Use gender-neutral language and focus on the skills and qualifications required for the position.
 - Ensure that interview questions are fair, unbiased, and focused on assessing the candidate's skills and abilities. Avoid asking questions that could reinforce stereotypes.

Communication and Engagement Efforts (Who needs to be consulted/ engaged? What needs to be communicated?)

- The Talent Management Committee will be responsible for providing the leadership team with regular updates and recommendations to improve the hiring practices throughout the district.

Retention

Goal (What are we trying to do?)

- Ensure that principals have the cultural competencies and training to support teachers of color. Maintaining a successful and productive relationship between teachers and their principal at a school is a critical component of providing a teacher with the resources to be successful.

Responsible Staff: Superintendent, Central Office Executive Administrative Assistant, and the lead Administrator in charge of hiring

Strategies and Key Activities:

- As part of the new teacher support meetings, we will add an equity agenda item for discussion or reflection to promote a space for all educators to be heard and to promote new learning for administrators and new teachers.
- Encourage support and participation in minority educator support groups (CREC-MTR coordinates a minority educator partnership).
- Offer targeted professional development opportunities addressing the needs and interests of educators from underrepresented backgrounds
- Diversity training for all staff including support staff.
- Provide ongoing training for mentors to support the unique needs of diverse mentees
- Conduct and analyze exit interview to analyze why teacher leave the district.
- Avoid asking minority staff to serve as the experts for special cultural days or months.

Indicators of Progress (How will we know if we are on track for success?):

- Track the percentage increase in the retention of educators from underrepresented backgrounds over the two-year period
- Evaluate the success of the mentorship programs through feedback from participants and assess any changes in retention rates
- Conduct regular assessments of the school culture to ensure it is inclusive and supportive

Resources Required (What people, time, money, and technology will be needed?)

- Allocate funding for training, materials and events
- Allocate budget for targeted professional learning opportunities

Risks and Mitigation (What could go wrong? How will we make that less likely to happen?)

- Despite the best intentions, mentors may unintentionally exhibit implicit bias, favoring mentees who share similar backgrounds or characteristics. This could undermine the program's goal of supporting individuals from underrepresented backgrounds.
- Mentors may not be adequately trained or aware of the unique needs and challenges faced by individuals from underrepresented backgrounds. This can result in ineffective support and guidance.
- If there is a lack of diversity among the experienced educators serving as mentors, it may limit the variety of perspectives and experiences available to mentees.

Communication and Engagement Efforts (Who needs to be consulted/ engaged? What needs to be communicated?)

- The Talent Management Committee will be responsible for providing the leadership team with regular updates and recommendations to improve retention rates throughout the district.

Team Members 2023-24

Role	Person(s)
Superintendent	Steven Rioux
Building Level Principals	PHS – Heather Taylor PMS – Teri Bruce PES – Kaye Jakan
Curriculum Director	Jackie Vetovec
Director of Special Education	Becky Lopes
Business Manager	Nancy Cole

DRAFT