

PUTNAM BOARD OF EDUCATION

DATE: Tuesday, September 19, 2023

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. August 22, 2023 Regular Meeting Minutes

2. CORRESPONDENCE ENC 2

3. PRESENTATIONS..... ENC 3
a. Pride of Putnam – Community Volunteers
b. Introduction of New Teachers
c. Paraprofessional of the Year
d. Teacher of the Year

(Anticipated 10-minute recess)

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

5. REPORTS OF OFFICERS AND STANDING COMMITTEES ENC 5
a. Committee Reports
1) Policy Committee Report
2) Facilities Committee Report
3) Curriculum Committee Report
4) CABA Events Update
a) Discuss CABA/CAPSS Convention

- 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) School Facilities Report for FY 2023-2024
 - 5) Field Trip Financial Report

- c. Superintendent's Report, Steven R. Rioux
 - 1) District Update
 - 2) Enrollment Report
 - 3) Reading Achievement Data Review
 - 4) Putnam Administration Association Negotiations Update
 - 5) Facilities Update
 - 6) Personnel Report
 - 7) Quarterly Department Reports
 - 8) School Monthly Board Reports

- d. Board Chair Report, Jill Zangerl

6. BUSINESS (For Discussion and Possible Action)

- a. Set 2023-24 Putnam Public Schools tuition rate
- b. Set 2024-25 Putnam Public Schools tuition rate

7. ADJOURNMENT

cc: Putnam Board of Education
Principal's Group
Christine Bright, Town Clerk
District Website
Student Representatives

Barney Seney, Mayor
Elaine Sistare, Town Administrator
Scott Pempek, Putnam Board of Selectmen Liaison
Michael Paquin, Putnam Board of Selectmen Liaison

WINY, News Department
Putnam Town Crier
The Putnam Villager
Norwich Bulletin

ENC 1

APPROVAL OF MINUTES

PUTNAM BOARD OF EDUCATION

SECRETARY'S REPORT

August 22, 2023

The Putnam Board of Education met in regular session on August 22, 2023, in the Joseph V. Pempek Memorial Conference Room at 7:00 PM.

Attendance: Tabetha Babcock (7:19), Jamie Heath Michael Morrill, Laure LaBonte, Chad Neal, James Purdon, Carolyn Riendeau, Christopher Steinbrick, and Jill Zangerl

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

Jill Zangerl called the meeting to order at 7:00 PM.

Pledge of Allegiance

1. APPROVAL OF MINUTES

Christopher Steinbrick made a motion to approve the June 13, 2023 regular meeting minutes, the July 25, 2023 special meeting minutes, and the August 1, 2023 special meeting minutes as presented. The motion was seconded by James Purdon and passed unanimously.

2. CORRESPONDENCE

There were 35 total emails received, 25 of which were SPAM. The remaining 10 emails of substance were from parents, the CAPSS Executive Director, a community member, the Putnam PTO, and two Putnam teachers. The BOE also received two thank you cards.

3. PRESENTATIONS

a. Pride of Putnam: PES PTO Playground Volunteers

The Pride of Putnam Awards were presented by the board. PES PTO volunteers Jose Abraham, Jazlee Abraham, Jax Abraham, Kris Allard, Bonnie Banning, Helen Bessette, Jennifer Bisson, Wesley Bisson, Astrid Bisson, Callum Borghi, Heidi Branchaud, Zoey Chambers, Quinn Clark, Nelson Davis, Romeo Devil, Chris Fischkelta, Emma Fischkelta, Libby Fischkelta, Nick Fjellman, David Frost, Myles Frost, Ashley Goyette, Tom Goyette, Easton Goyette, Emma Goyette, Laila Grimshaw, Caitlin Hughes. Jayce Jodoin, Chris Jodoin, Cody Keene, Beth Lamontagne, Skip Lamontagne, Evan Lamontagne, Ian Lamontagne, Dan Larson, Cassondra Lavallee, Brody Lavallee, Suzy Lazarou, John Lazarou, James Lazarou, Nathaniel Lazarou, Savannah Loïselle, Mike Mason, Molly Norman, Madelyn Norman, Tim Norman, Gyna Paine, John Peloquin, Aimee Rawson, Julie Rawson, Jamie Thompson, Richard Thompson, Jordan Travisano, Joe Vergoni, Claire Williams, Frederick Zangerl, Marshall Zangerl, Jill Zangerl, and Robert Zangerl were recognized for volunteering their time to help clean up the outdoor play spaces at Putnam Elementary School.

b. Putnam Police Department: Chief of Police, Chief Ferace: School Resource Officer and School Safety Officer Program Update

Chief Ferace gave an update on the SRO and SSO program. A breakdown of the calls for service was presented. The feedback supports that the program was very well received by school personnel and the community.

4. CITIZENS COMMENTS

There were citizen comments from four Putnam Public School staff members regarding concerns with the cleanliness of Putnam Elementary School.

5. REPORTS OF OFFICERS AND STANDING COMMITTEES

a. Committee Reports

1) Policy Committee Report

No report

2) Facilities Committee Report

No report

3) Curriculum Committee Report

No report

4) CABA Events Update

The CABA/CAPSS Convention will be held on November 17 and 18, 2023. Attendance at this convention will be discussed at the September meeting.

b. Financial Report

Nancy Cole updated the board on the year-end expenditure report for FY 2022-2023. An Excess Cost Report, the Family Resource Center Report, and a Program Cost Analysis of contracted services were also included.

c. Superintendent's Report, Steven R. Rioux

1) District Update

Superintendent Rioux reported that all certified staff vacancies have been filled and new teacher orientation has started.

2) New Preschool Classroom

Superintendent Rioux shared that the enrollment is climbing and the slots are nearly full.

3) Facility Projects Updates

An update on the facility projects was included in the packet.

4) Achievement Data 2022-23

A draft copy of the Achievement Data document was included in the packet. Sections of the document will be reviewed at the monthly BOE meetings.

5) Review of Special Education Program

A review of the Special Education program was included in the packet. The grant for the Board Certified Behavior Analyst (BCBA) services was less than expected. Superintendent Rioux recommended that the BOE vote to add a BCBA position to the budget. Michael Morrill made a motion to add the BCBA position under Business item D. The motion was seconded by Carolyn Riendeau and passed unanimously.

6) Putnam Administration Association Negotiations Update

The Putnam Administration Association negotiations have started.

7) Personnel Report

An updated personnel report was included in the packet.

d. Board Chair Report, Jill Zangerl

6. BUSINESS

a. **Teacher Substitute Rates**

Superintendent Rioux presented a request to increase the rate of pay for daily substitute teachers to \$126.00 per day and to change the rate of pay during the first 40 days of work for long term substitute teachers to \$150.00 per day. James Purdon made a motion to approve this request as presented. The motion was seconded by Laure LaBonte and passed unanimously.

b. **Putnam Elementary School Roof Repair**

This business item was tabled.

c. **Board of Education Meeting Calendar**

The proposed 2024 Board of Education Meeting Calendar was included in the packet. Christopher Steinbrick made a motion to approve the 2024 Board of Education Meeting Calendar as presented. The motion was seconded by Carolyn Riendeau and passed unanimously.

d. **Board Certified Behavior Analyst BCBA**

Tabetha Babcock made a motion to add the BCBA position to the budget. The motion was seconded by Christopher Steinbrick and passed unanimously.

Superintendent Rioux recommended a pay increase for the bus monitor position to \$17.00 per hour. Michael Morrill made a motion to add increasing the bus monitor pay under Business item E. The motion was seconded by Christopher Steinbrick and passed unanimously.

e. **Bus Monitor Pay Increase**

James Purdon made a motion to approve the increase of pay for the bus monitor position to \$17.00 per hour. The motion was seconded by Tabetha Babcock and passed unanimously.

7. ADJOURNMENT

Christopher Steinbrick made a motion to adjourn. The motion was seconded by Tabetha Babcock and passed unanimously. The meeting adjourned at 9:07 PM.

Respectfully submitted,

Carolyn Riendeau
Board Secretary

ENC 3

PRESENTATIONS

PRIDE OF PUTNAM

Putnam Community Members

September 2023

The September Pride of Putnam recipients are recognized for volunteering their time to the troubleshooting, installation, programming, and training of our staff on the new lighting board and sound equipment in the Putnam Middle School Auditorium

ERIC DAVIDSON & CHRIS TSANJOURES



*Thank you
for your commitment to the
Putnam Community!*

WELCOME NEW TEACHERS

Brian Bartolotta ~ *PHS Technology Education Teacher*

Elizabeth Bates ~ *6th Grade ELA Teacher*

Johanna Burgason ~ *PHS Physical Education/Health Teacher*

Pamela Earle ~ *PHS Special Education Teacher*

Zachary Ford ~ *PHS Special Education Teacher*

Faith Jensen ~ *4th Grade Long Term Substitute Teacher*

Raymond Kane ~ *PHS World Language Teacher*

Julie Leduc ~ *6th Grade Science Teacher*

Eileen Mailhot ~ *PHS Art Teacher*

Frederic Mindreau ~ *PMS Spanish Teacher*

Jasmine Morton ~ *PHS Guidance Counselor*

Tammy Rainville ~ *5th Grade Teacher*

Alethea Reynolds-Lee ~ *8th Grade Science Teacher*

Sandra Rukstela ~ *PHS Special Education Teacher*

Thomas Silvestri ~ *5th Grade Math Teacher*

Katie Slingo-Sarette ~ *6th Grade Science Teacher*

Christianne Smith ~ *PHS ELA Teacher*

Tessa Stacy ~ *PES Special Education Teacher*

Jessica Swanson ~ *BCBA*

Christine Toher ~ *2nd Grade Long Term Substitute Teacher*

Lisa Vance ~ *PHS Library Media Specialist*

Jennifer York ~ *PES Special Education Teacher*



**PARAPROFESSIONAL
OF THE
YEAR**

Jessica Andersen



**TEACHER
OF THE
YEAR**

Sara Desjarlais



**HAVE AN
AMAZING YEAR!**

ENC 5

**REPORTS OF OFFICERS
AND
STANDING COMMITTEES**

ENC 5b

**REPORTS OF OFFICERS
AND
STANDING COMMITTEES**

Financial Report

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

September 19, 2023

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	260,460	8,393	25,000	(123,853)
111	Certified Salaries	9,253,902	0	9,253,902	8,504,485	901,850	(65,765)	(86,668)
112	Non-Certified Salaries	1,950,502	0	1,950,502	1,726,933	234,459	0	(10,890)
113	Extra Curricular	146,497	0	146,497	86,128	6,486	40,000	13,882
114	Coaching Salaries	175,804	0	175,804	148,441	0	18,400	8,964
115	Athletic Transportation	7,075	0	7,075	0	0	6,000	1,075
116	Tutoring	15,000	0	15,000	0	0	10,000	5,000
200	Fringe Benefits	259,680	0	259,680	201,545	15,749	10,000	32,386
210	Health/Life Benefits	1,873,192	0	1,873,192	1,721,811	181,105	(20,000)	(9,724)
220	Fica /Medicare	361,051	0	361,051	291,870	32,901	8,000	28,280
230	Workers Compensation	91,730	0	91,730	77,313	8,828	0	5,590
240	Pension	22,680	0	22,680	0	0	20,000	2,680
260	Unemployment Compensation	22,300	0	22,300	18,978	3,562	(240)	-
300	Admin Conferences	8,100	0	8,100	0	0	7,500	600
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	0	0	29,500	500
305	Physical Therapy	61,000	0	61,000	53,870	5,968	0	1,162
306	Consulting Services	6,000	0	6,000	0	0	5,000	1,000
307	Occupational Therapy	90,700	0	90,700	81,200	8,952	0	548
310	Physicals	3,355	0	3,355	980	420	1,500	455
320	Professional Educational Services	180,314	0	180,314	24,494	49,061	105,000	1,760
321	Apex Technology Services	199,188	0	199,188	165,990	33,198	0	-
323	Purchased Prof/Tech Services	22,375	0	22,375	9,980	4,390	7,000	1,004
330	School/Community Development	25,000	0	25,000	2,290	8,318	13,000	1,392
332	Professional Development	20,800	0	20,800	0	0	20,800	-
340	Athletic Purchased Services	84,794	0	84,794	22,500	7,350	53,000	1,944
360	Legal Fees	35,500	0	35,500	0	2,730	31,000	1,770
380	Staff Conferences	10,439	0	10,439	0	325	9,000	1,114
381	CABE Dues & Fees	9,219	0	9,219	0	8,994	0	225
382	Audit & Related Reports	22,950	0	22,950	0	0	21,000	1,950
390	Graduation Expenses	7,500	0	7,500	0	0	6,500	1,000
400	Repair	15,282	0	15,282	2,740	150	11,000	1,392
401	Athletic Repair	0	0	0	0	0	0	-
411	Water	29,380	0	29,380	23,200	3,567	0	2,613
420	ABM Cleaning Services	998,786	0	998,786	832,322	166,464	0	0
424	Landscaping	12,500	0	12,500	3,955	11,475	0	(2,930)
429	ABM Maintenance Services	93,022	0	93,022	77,518	15,504	0	0
430	R & M Buildings	28,440	0	28,440	36,647	2,979	(14,112)	2,925
431	Code Compliance	6,830	0	6,830	0	0	5,800	1,030
432	R & M Of Buses	15,200	0	15,200	5,995	6,158	2,000	1,047
433	Interior Maintenance	19,620	0	19,620	9,211	2,090	7,000	1,319
434	Exterior Maintenance	12,500	0	12,500	3,909	5,265	2,000	1,326
435	Facilities Service Contracts	56,302	0	56,302	37,469	10,466	7,000	1,367
436	Technology Service Contracts	111,234	0	111,234	15,076	59,242	35,000	1,917
440	Rental	46,566	0	46,566	22,532	5,586	17,000	1,448

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

September 19, 2023

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	69,519	12,593	24,388	(0)
512	Field Trips	7,500	0	7,500	0	0	7,500	-
517	Athletic Transportation Services	32,884	0	32,884	0	0	31,000	1,884
518	AA Transportation Services	739,029	0	739,029	738,900	0	0	129
519	Student Transportation	0	0	0	0	2,080	(2,080)	-
520	Insurance	116,532	0	116,532	46,873	63,153	0	6,506
530	Communications/Postage	15,247	0	15,247	103	4,801	9,000	1,344
531	Telephone	8,700	0	8,700	5,221	1,739	0	1,740
540	Advertising	12,000	0	12,000	0	0	11,000	1,000
550	Printing	13,405	0	13,405	865	70	11,000	1,470
560	Tuition	1,327,000	0	1,327,000	1,306,397	90,784	8,808	(78,989)
561	Vo-Ag	47,761	0	47,761	0	0	81,876	(34,115)
562	Adult Education	61,032	0	61,032	0	59,353	0	1,679
564	Magnet School Tuition	83,332	0	83,332	0	0	69,290	14,042
580	Travel	9,090	0	9,090	31	0	8,000	1,059
601	Building Maintenance Supplies	8,833	0	8,833	0	330	7,500	1,003
602	Sports Supplies	29,887	0	29,887	2,123	1,949	24,000	1,816
603	Security	12,500	0	12,500	300	0	11,000	1,200
604	Sports Uniforms	14,700	0	14,700	0	0	13,000	1,700
611	Instr. Classroom Supplies	234,662	0	234,662	38,589	63,266	131,000	1,807
612	Administrative Supplies	15,186	0	15,186	581	1,527	12,000	1,078
621	Natural Gas	50,000	0	50,000	46,526	3,474	0	(0)
622	Electricity	238,597	0	238,597	217,077	21,520	0	(0)
623	Propane	3,150	0	3,150	2,790	360	0	-
624	Fuel Oil	195,000	0	195,000	195,000	0	0	-
626	Gasoline	105,192	0	105,192	100,733	4,459	0	0
641	Textbooks	14,526	0	14,526	0	0	13,000	1,526
642	Books	12,955	0	12,955	2,295	240	9,000	1,421
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	5,357	8,422	15,000	1,222
690	Support Materials	27,711	0	27,711	1,599	5,033	20,000	1,079
730	Equipment	20,000	0	20,000	0	6,031	12,000	1,969
732	Vehicles	0	0	0	0	0	0	-
733	Furniture	0	0	0	0	0	0	-
734	Technology Equipment	22,000	0	22,000	0	1,368	19,000	1,632
735	Technology Software	0	0	0	0	0	0	-
736	Athletic Equipment	0	0	0	3,140	0	0	(3,140)
811	Athletic Dues And Fees	17,865	0	17,865	2,900	6,035	7,500	1,430
890	Dues And Fees	67,743	0	67,743	2,639	18,041	46,000	1,063
	TOTALS	20,358,407	0	20,358,407	17,259,396	2,207,190	1,059,705	(167,885)

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

	Date Started	Placed	Educational Placement	Public - 1	560	510	Cost	Trans	Total	1 x \$20,295	Cost Over	Excess	BOE
					Tuition	Trans.							
1	08/29/23 - 06/10/24	DCF	Griswold Elementary School	1	\$ 30,000.00	\$ -	\$ -	\$ -	\$ 30,000.00	\$ 20,295.00	\$ -	\$ 9,705.00	\$ 20,295.00
2	07/05/23 - 06/19/24	BOE	The Bradley School-New London Regional	0	\$ 61,056.00	\$ -	\$ -	\$ 52,177.44	\$ 113,233.44	\$ 91,328.00	\$ -	\$ 21,905.44	\$ 91,328.00
3	07/03/23 - 06/28/24	BOE	High Roads Windham County	0	\$ 77,964.03	\$ 9,600.00	\$ -	\$ 1,499.58	\$ 89,063.61	\$ 91,328.00	\$ -	\$ -	\$ 89,063.61
4	08/30/23 - 06/11/24	BOE	Northeast Regional Program	1	\$ 70,000.00	\$ -	\$ -	\$ -	\$ 70,000.00	\$ 91,328.00	\$ -	\$ -	\$ 70,000.00
5	08/31/23 - 06/14/24	BOE	Killingly High School	1	\$ 15,730.00	\$ -	\$ -	\$ 1,729.00	\$ 17,459.00	\$ 91,328.00	\$ -	\$ -	\$ 17,459.00
6	09/01/23 - 06/14/24	BOE	Killingly High School	1	\$ 9,602.60	\$ -	\$ -	\$ 1,729.00	\$ 11,331.60	\$ 91,328.00	\$ -	\$ -	\$ 11,331.60
7	08/30/23 - 06/10/24	BOE	QMC	1	\$ 15,100.00	\$ -	\$ -	\$ -	\$ 15,100.00	\$ 91,328.00	\$ -	\$ -	\$ 15,100.00
8	07/06/23 - 06/18/24	BOE	Susan Wayne Center of Excellence	0	\$ 110,717.84	\$ 34,880.00	\$ -	\$ -	\$ 145,597.84	\$ 91,328.00	\$ -	\$ 54,269.84	\$ 91,328.00
9	07/05/23 - 06/14/24	BOE	Northeast Regional Program	1	\$ 110,000.00	\$ -	\$ -	\$ 13,152.87	\$ 123,152.87	\$ 91,328.00	\$ -	\$ 31,824.87	\$ 91,328.00
10	07/03/23 - 06/28/24	BOE	High Roads Windham County	0	\$ 77,964.03	\$ 9,600.00	\$ -	\$ 1,499.58	\$ 89,063.61	\$ 91,328.00	\$ -	\$ -	\$ 89,063.61
11	08/30/23 - 06/10/24	BOE	QMC	1	\$ 13,860.00	\$ -	\$ -	\$ -	\$ 13,860.00	\$ 91,328.00	\$ -	\$ -	\$ 13,860.00
12	07/03/23 - 06/28/24	BOE	The Learning Clinic	0	\$ 119,909.64	\$ 33,920.00	\$ -	\$ -	\$ 153,829.64	\$ 91,328.00	\$ -	\$ 62,501.64	\$ 91,328.00
13	07/03/23 - 06/28/24	BOE	High Roads Windham County	0	\$ 118,886.22	\$ 9,800.00	\$ -	\$ -	\$ 128,686.22	\$ 91,328.00	\$ -	\$ 37,358.22	\$ 91,328.00
14	09/01/23 - 06/14/24	BOE	Killingly High School	1	\$ 13,792.13	\$ -	\$ -	\$ 1,729.00	\$ 15,521.13	\$ 91,328.00	\$ -	\$ -	\$ 15,521.13
15	07/03/23 - 06/28/24	BOE	CABI	0	\$ 172,013.12	\$ 1,000.00	\$ 19,230.00	\$ 91,992.00	\$ 284,235.12	\$ 91,328.00	\$ -	\$ 192,907.12	\$ 91,328.00
16	07/05/23 - 06/14/24	BOE	The Bradley School-Windham County	0	\$ 48,843.00	\$ 28,960.00	\$ -	\$ 4,887.52	\$ 82,690.52	\$ 91,328.00	\$ -	\$ -	\$ 82,690.52
17	07/06/23 - 06/18/24	BOE	Susan Wayne Center of Excellence	0	\$ 168,797.95	\$ 33,860.00	\$ -	\$ -	\$ 202,657.95	\$ 91,328.00	\$ 58,080.11	\$ 53,249.84	\$ 149,408.11
18	07/03/23 - 06/28/24	BOE	High Roads Windham County	0	\$ 118,886.22	\$ 4,704.24	\$ -	\$ -	\$ 123,590.46	\$ 91,328.00	\$ -	\$ 32,262.46	\$ 91,328.00
19	08/24/23 - 06/12/24	BOE	Joshua Center Northeast	0	\$ 82,404.00	\$ -	\$ -	\$ 12,153.15	\$ 94,557.15	\$ 91,328.00	\$ -	\$ 3,229.15	\$ 91,328.00
20	07/05/23 - 06/19/24	BOE	The Bradley School-New London Regional	0	\$ 73,745.00	\$ 24,943.59	\$ -	\$ -	\$ 98,688.59	\$ 91,328.00	\$ -	\$ 7,360.59	\$ 91,328.00
21	07/03/23 - 06/14/24	BOE	Educational and Vocational Center	1	\$ 18,133.44	\$ -	\$ -	\$ 11,813.76	\$ 29,947.20	\$ 91,328.00	\$ -	\$ -	\$ 29,947.20
23	08/29/23 - 06/10/24	DCF	Griswold Elementary School	1	\$ 50,000.00	\$ -	\$ -	\$ -	\$ 50,000.00	\$ 20,295.00	\$ -	\$ 29,705.00	\$ 20,295.00
24	08/30/23 - 06/11/24	BOE	Northeast Regional Program	1	\$ 70,000.00	\$ -	\$ -	\$ 12,153.15	\$ 82,153.15	\$ 91,328.00	\$ -	\$ -	\$ 82,153.15
25	07/03/23 - 06/14/24	BOE	Northeast Regional Program	1	\$ 77,780.00	\$ -	\$ -	\$ 13,152.87	\$ 90,932.87	\$ 91,328.00	\$ -	\$ -	\$ 90,932.87
Students no longer placed out-of-district													
1	07/03/23 - 07/21/23	BOE	The Learning Clinic	0	\$ 7,211.82	\$ 1,120.00	\$ -	\$ -	\$ 8,331.82	\$ 91,328.00	\$ -	\$ -	\$ 8,331.82
2	07/03/23 - 06/14/24	BOE	Putnam Elementary School	1	\$ -	\$ -	\$ 72,734.35	\$ -	\$ 72,734.35	\$ 91,328.00	\$ -	\$ -	\$ 72,734.35
3	08/29/23 - 09/05/23	BOE	DOMUS Kids	0	\$ 1,072.50	\$ -	\$ -	\$ -	\$ 1,072.50	\$ 91,328.00	\$ -	\$ -	\$ 1,072.50
4	08/30/23 - 06/14/24	BOE	Putnam High School	1	\$ -	\$ -	\$ 60,332.08	\$ 457.70	\$ 60,789.78	\$ 91,328.00	\$ -	\$ -	\$ 60,789.78
5	07/01/23 - 07/18/23	BOE	Project Genesis	0	\$ 3,364.00	\$ -	\$ -	\$ -	\$ 3,364.00	\$ 91,328.00	\$ -	\$ -	\$ 3,364.00
TOTALS					\$ 1,736,833.54	\$ 192,387.83	\$ 152,296.43	\$ 220,126.62	\$ 2,301,644.42		\$ 58,080.11	\$ 536,279.17	\$ 1,765,365.25

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	\$ 423,231.52	78.92%
Total Funding to cover all costs	\$ 1,850,231.52	
Total of all costs (minus in-district cost)	\$ 1,929,221.37	
Projected Balance for 2023-24	\$ (78,989.85)	

PUTNAM FAMILY RESOURCE CENTER
Expenditure Report
FY 2023-2024

September 19, 2023

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	88,331	8,935	(633)	0
112	NON-CERTIFIED SALARIES	765,274	615,532	139,204	9,500	1,038
200	EMPLOYEE BENEFITS	227,303	194,515	48,307	(17,000)	1,481
322	IN SERVICE	2,000	250	0	1,750	0
324	FIELD TRIPS	800	0	0	800	0
325	PARENT ACTIVITIES	4,100	807	0	3,293	0
330	TECHNICAL SERVICES	18,198	0	0	18,198	0
440	RENTAL	936	620	124	192	0
530	COMMUNICATIONS	500	0	0	500	0
540	ADVERTISING	350	450	625	(725)	0
580	TRAVEL	850	0	0	850	0
590	PURCHASED SERVICES	200	0	0	200	0
611	INSTR. CLASSROOM SUPPLIES	30,606	9,787	4,029	16,790	0
612	ADMINISTRATIVE SUPPLIES	168	657	0	(489)	0
690	OTHER SUPPLIES	500	0	0	500	0
890	DUES AND FEES	2,000	0	0	2,000	0
	Totals	1,150,418	910,949	201,224	35,726	2,519
	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	0.00
October	0.00
November	0.00
December	0.00
January	0.00
February	0.00
March	0.00
April	0.00
May	0.00
June	0.00
	<hr/> 23,251.40

**Putnam Public Schools
School Facilities Account**

	<u>Statement Balance</u>	<u>Purchases</u>	<u>Reimbursement due to Budget</u>	<u>Balance in Account</u>
FY 2018-19				
July 1, 2018	\$ 134,624.75			
October 1, 2018	\$ 131,823.99			
January 1, 2019	\$ 105,096.49			
April 1, 2019	\$ 109,128.67			
June 30, 2019	\$ 114,075.10	\$27,600.00	\$3,964.13	\$ 110,110.97
FY 2019-20				
July 1, 2019	\$ 114,075.10			
October 1, 2019	\$ 111,466.85			
January 1, 2020	\$ 114,048.72	\$100,000.00		
April 1, 2020	\$ 14,877.12			
June 30, 2020	\$ 15,616.86	\$1,489.48	\$2,718.66	\$ 12,898.20
FY 2020-21				
July 1, 2020	\$ 15,616.86			
October 1, 2020	\$ 16,392.99			
January 1, 2021	\$ 16,392.99			
April 1, 2021	\$ 99,968.99			
June 30, 2021	\$ 102,032.21			\$ 102,032.21
FY 2021-22				
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
FY 2022-23				
July 1, 2022	\$ 127,644.83	\$2,197.07		
October 1, 2022	\$ 125,729.76			
January 1, 2023	\$ 125,827.76			
April 1, 2023	\$ 129,276.82			
June 30, 2023	\$ 129,380.33			\$ 129,380.33
FY 2023-24				
July 1, 2023	\$ 129,380.33			

<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

PUTNAM PUBLIC SCHOOLS Athletic Trip and Field Trip Information

The district is currently using three sources of transportation for field trips and athletic trips. There is only one district driver who is available for field trips, but it is on a limited basis because the individual has another job.

RATES

In House

One driver with limited availability due to another job
Field Trip Rate is \$18.61 per hour

AA Transportation – Local Trips

Contracted Rate is \$85 per hour for local trips during the day that do not interfere with home-to-school runs (e.g. apple orchards, library, in town trips, etc.)

AA Transportation

Contracted Rate is \$85 per hour for after school trips or long trips during the school day plus mileage of \$4.60 per mile after 40 miles.

Eastconn

Rate is \$75 per hour for athletic trips; they do not provide field trips.

FIELD TRIP COSTS

School	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
PES	2,408	2,670	3,117	1,106	35	2,040	4,906
PMS	2,114	2,734	3,163	1,482	0	1,947	6,976
PHS	3,446	2,025	2,815	954	328	1,860	3,486
Total	\$ 7,968	\$ 7,429	\$ 9,095	\$ 3,542	\$ 363	\$ 5,847	\$ 15,368

Notes: COVID in March of 2020; outsourcing began July 1, 2020

ATHLETIC TRIP COSTS

With regard to Athletic Trips, the district uses the in-house driver as much as possible. This individual is able to cover most of the middle school trips. The high school trips are being handled by AA Transportation and Eastconn.

School	2016-17	2017-18	2018-19	2019-20	2020-21	2021-22	2022-23
PES	3,146	2,750	4,094	2,052	216	965	2,259
PMS - Out						3,943	4,252
PHS	10,026	13,296	13,880	10,904	4,405	5,954	5,566
PHS – Out					75	26,412	36,576
Total	\$ 13,172	\$ 16,046	\$ 17,974	\$ 12,956	\$ 4,696	\$ 37,274	\$ 48,653

Date: 09.15.23

Miscellaneous/Field Trips and Athletic Trips

ENC 5c

**REPORTS OF OFFICERS
AND
STANDING COMMITTEES**

Superintendent's Report

Putnam Public Schools Enrollment Report

Elementary School Enrollment						
Putnam Elementary School	Oct 1. 2020	Oct 1. 2021	Oct 1. 2022	June 2023	Sept 2023	Avg. Class Size
Pre-K	82	89	100	104	117	16.7
K	67	108	87	89	78	15.6
One	76	74	111	105	86	17.2
Two	103	80	85	86	109	21.8
Three	91	102	86	85	84	21.0
Four	79	92	102	101	84	21.0
SUB TOTAL	498	545	571	570	558	

Middle School Enrollment						
Putnam Middle School	Oct 1. 2020	Oct 1. 2021	Oct 1. 2022	June 2023	Sept 2023	Avg. Class Size
Five	73	75	93	93	99	19.8
Six	76	73	81	80	94	23.5
Seven	100	79	78	76	74	18.5
Eight	91	102	83	84	74	18.5
SUB TOTAL	340	329	335	333	341	

High School Enrollment					
Putnam High School	Oct 1. 2020	Oct 1. 2021	Oct 1. 2022	June 2023	Sept 2023
Nine	75	69	80	75	79
Ten	71	53	66	67	70
Eleven	57	71	51	56	68
Twelfth	56	59	64	59	55
SUB TOTAL	259	252	261	257	272

Special Ed Clinical Placements	Oct 1. 2020	Oct 1. 2021	Oct 1. 2022	June 2023	Sept 2023
Local Placements	16	12	18	15	18
Agency Placements	TBD	TBD	TBD	TBD	2
SUB TOTAL					

Putnam Public School Enrollment	1097	1126	1167	1160	1171
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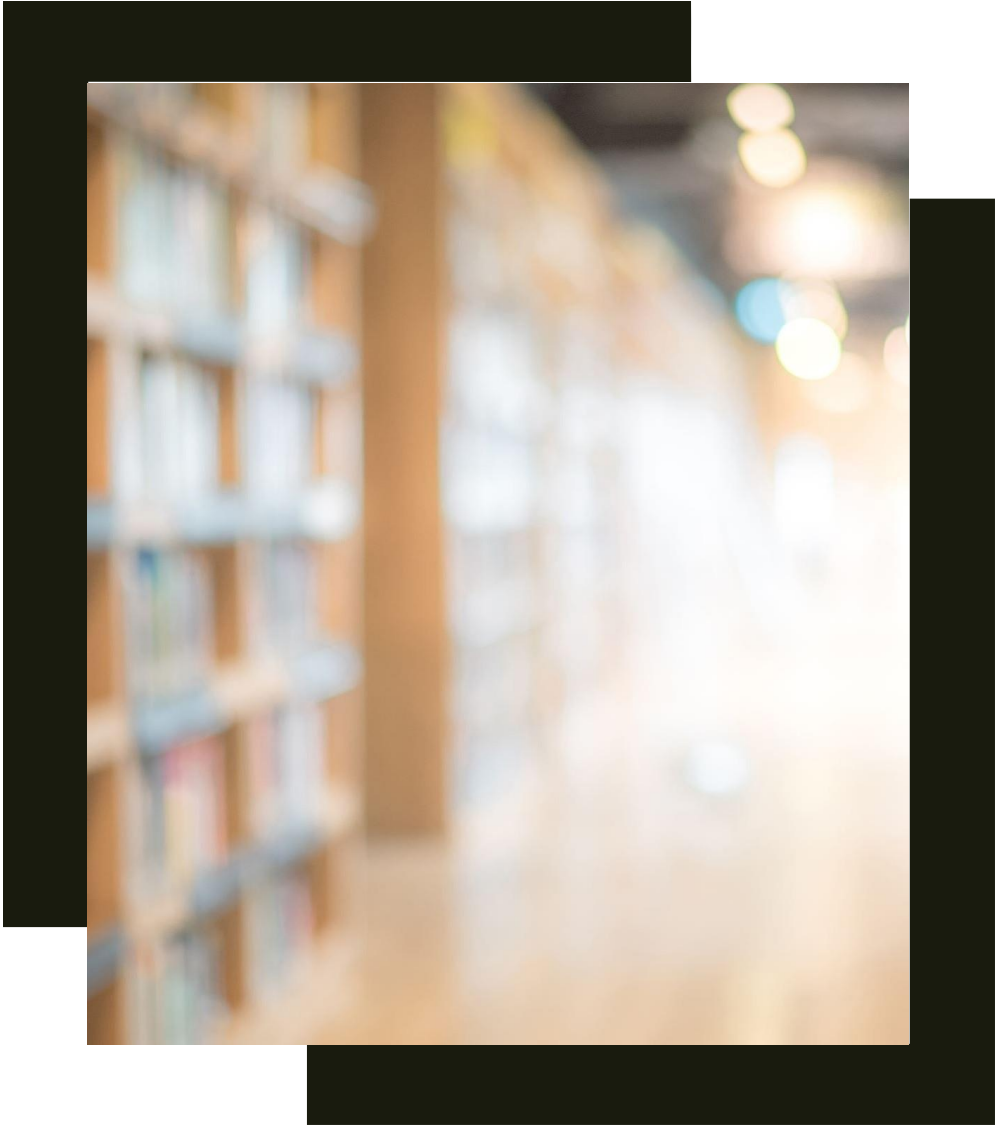
High School Magnet and Technical School Enrollment					
School Name	Oct 1. 2020	Oct 1. 2021	Oct 1. 2022	June 2023	Sept 2023
Arts at the Capitol Theater	7	3	2	2	TBD
Quinebaug Middle College	5	8	15	17	13
Ellis Tech	68	56	56	47	55
Killingly Ag Ed	10	9	8	6	12
SUB TOTAL	90	76	81	72	80

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

Additional Putnam Schools Enrollment Data

Number of Students that transferred to Putnam Public Schools with an IEP		
School	22-23	23-24
PES	10	10
PHS	11	8
PMS	11	3
Grand Total	32	21

Year to Date new Enrollment and Withdrawal		
School	Enrollment	Withdrawal
PHS	25	12
PMS	14	14
PES	18	17
Total	57	47



PUTNAM PUBLIC SCHOOLS

Report on

Student Literacy Achievement

September 2023

Presentation Outline

Focus Area: Literacy



Types of Literacy Assessments



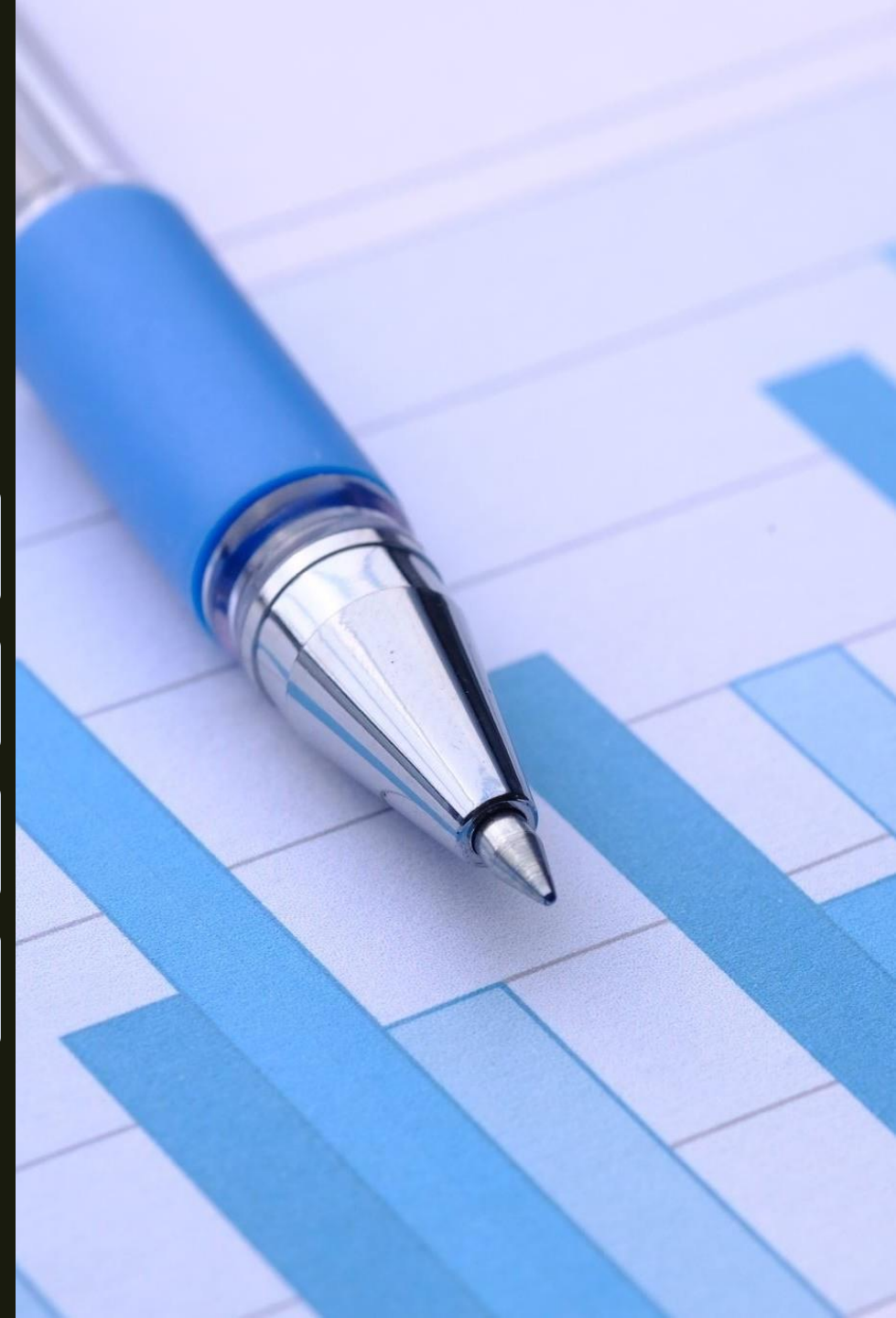
Performance Data



Putnam Rough Cohort Analysis



Addressing the Data and Next Steps



Types of Literacy Assessments

Smarter Balanced
Assessment (SBAC)
Grades 3-8

Local Assessments
Grades K-4
F+P and STAR

Alternate
Assessments
(CTAA and CTAS)
Grades 3-8 and 11

SAT Grade 11

Local Assessments
Grades 5-8
STAR

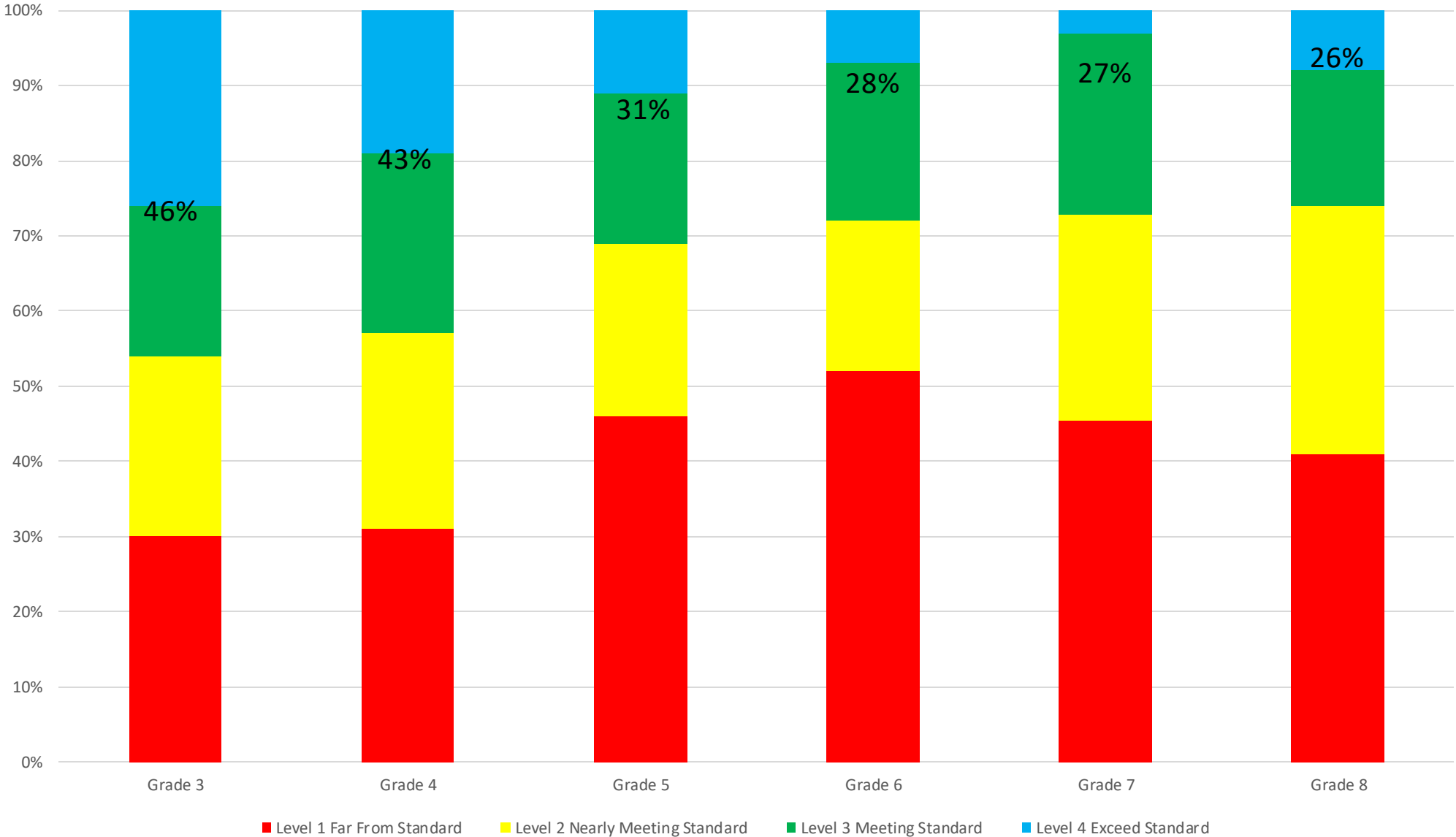


SMARTER BALANCED ELA GRADES 3-8 and SAT Grade 11

Spring 2023
Achievement Rates
"One Time Snapshot"
And
Student Learning (Growth)

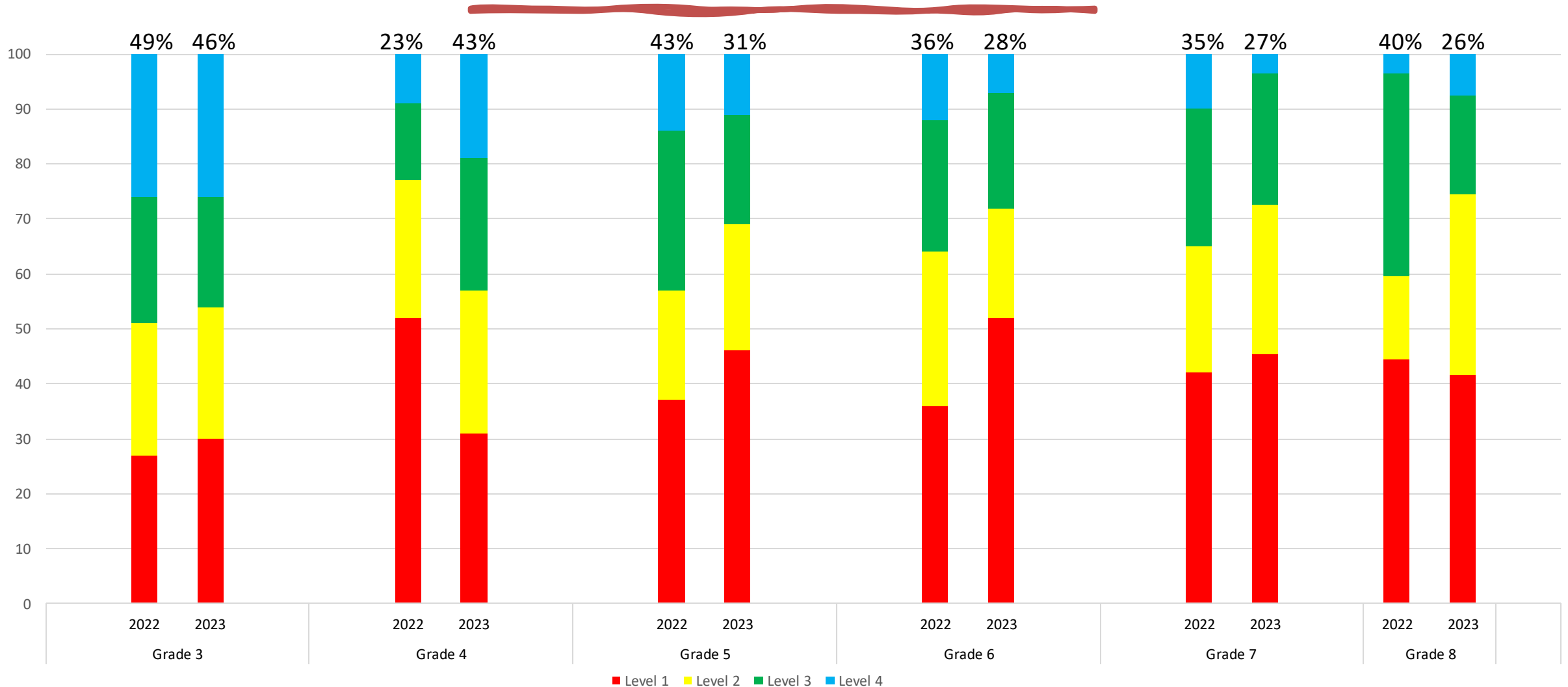
2022-23 SBAC ELA Grades 3-8

(% of students scoring at each achievement level)



Two Year Comparison

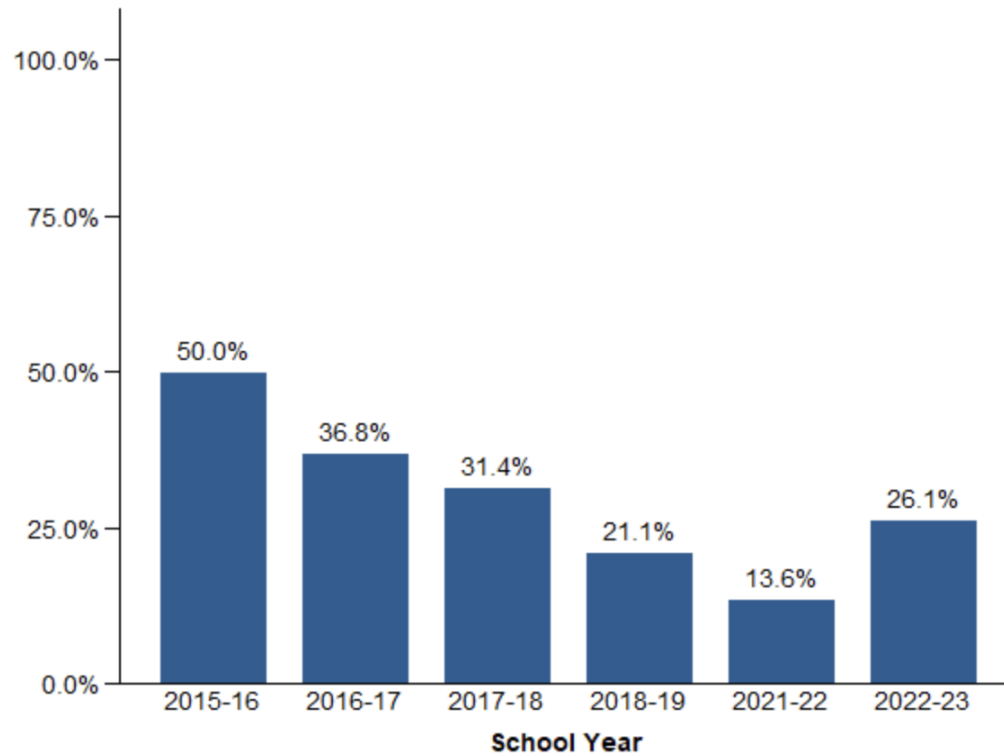
(spring 2022 and spring 2023)



Grade 4 ELA Growth in 2022-23

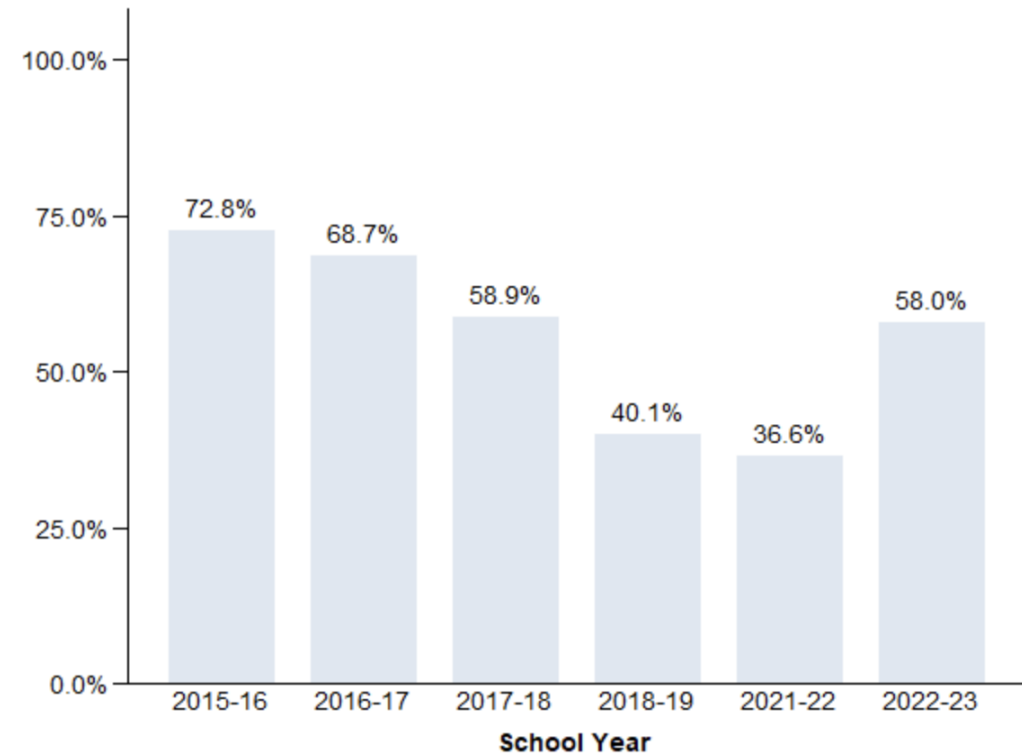
ELA Growth Rate

Percentage of students who met their growth targets



ELA Average Percentage of Target Achieved

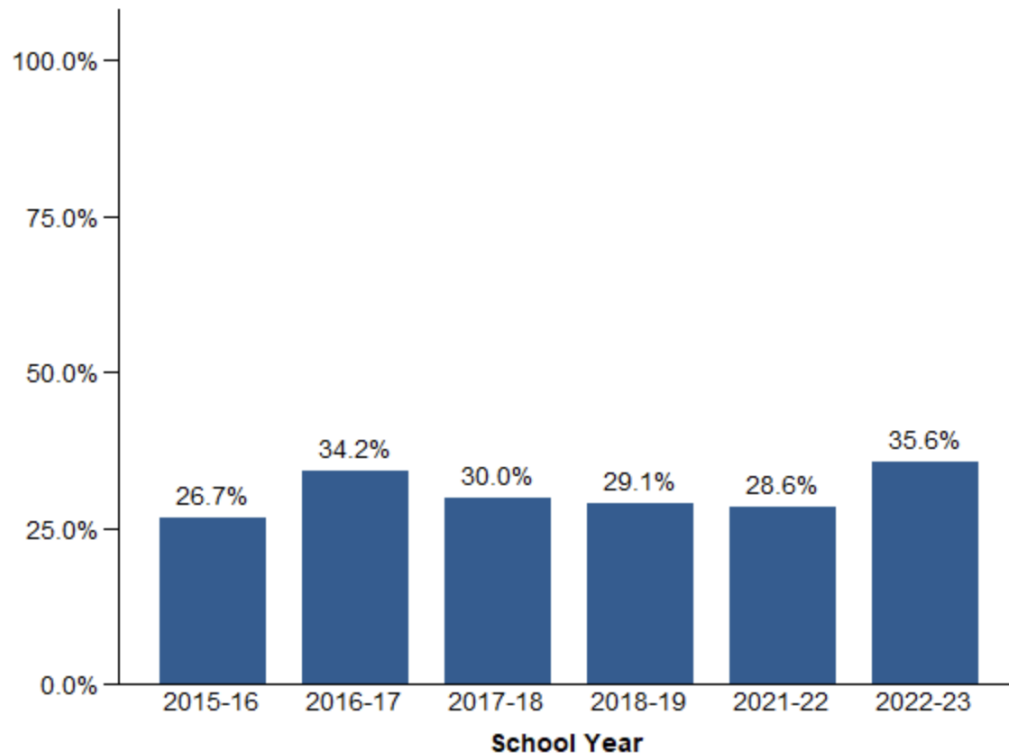
Percentage of target that was achieved by students on average



Grade 5 ELA Growth in 2022-23

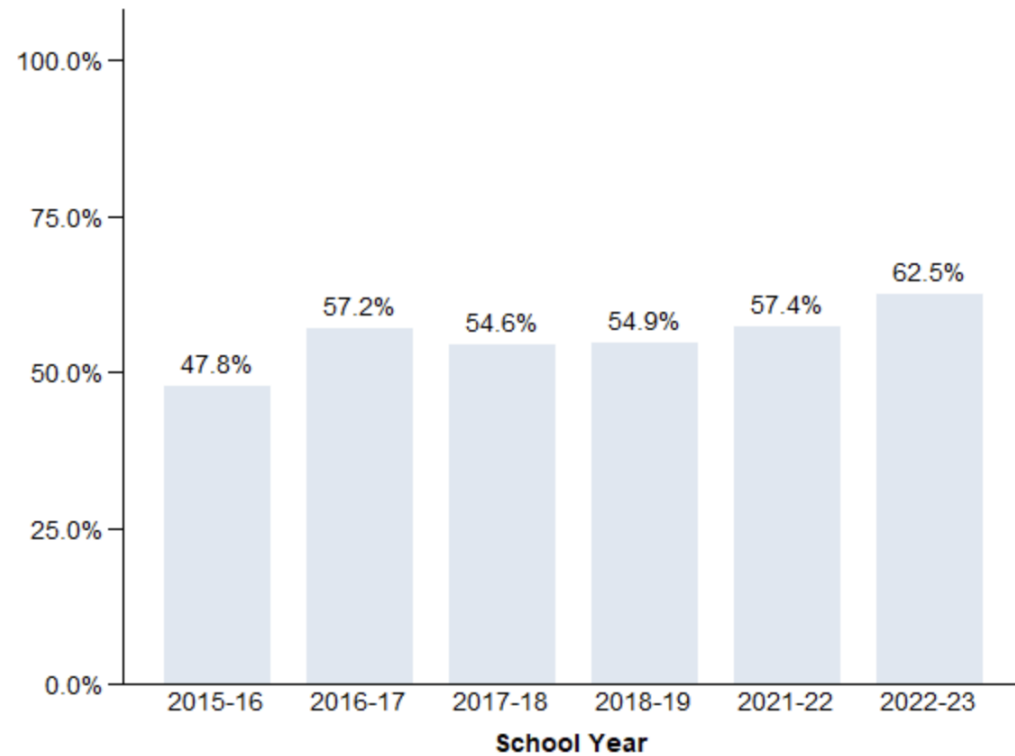
ELA Growth Rate

Percentage of students who met their growth targets



ELA Average Percentage of Target Achieved

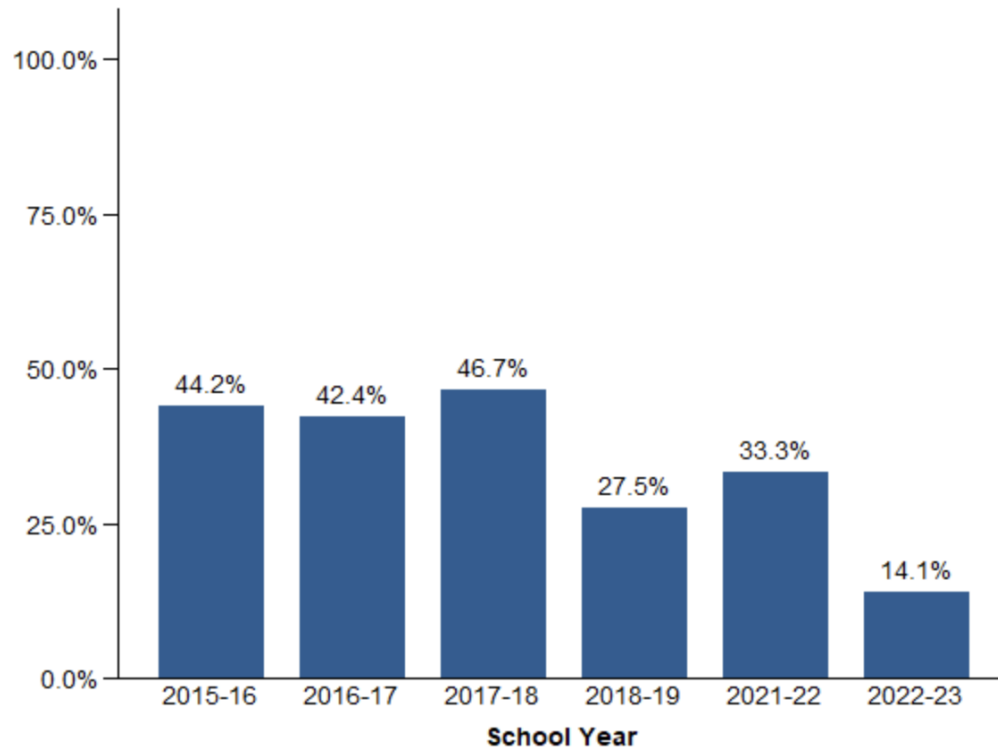
Percentage of target that was achieved by students on average



Grade 6 ELA Growth in 2022-23

ELA Growth Rate

Percentage of students who met their growth targets



ELA Average Percentage of Target Achieved

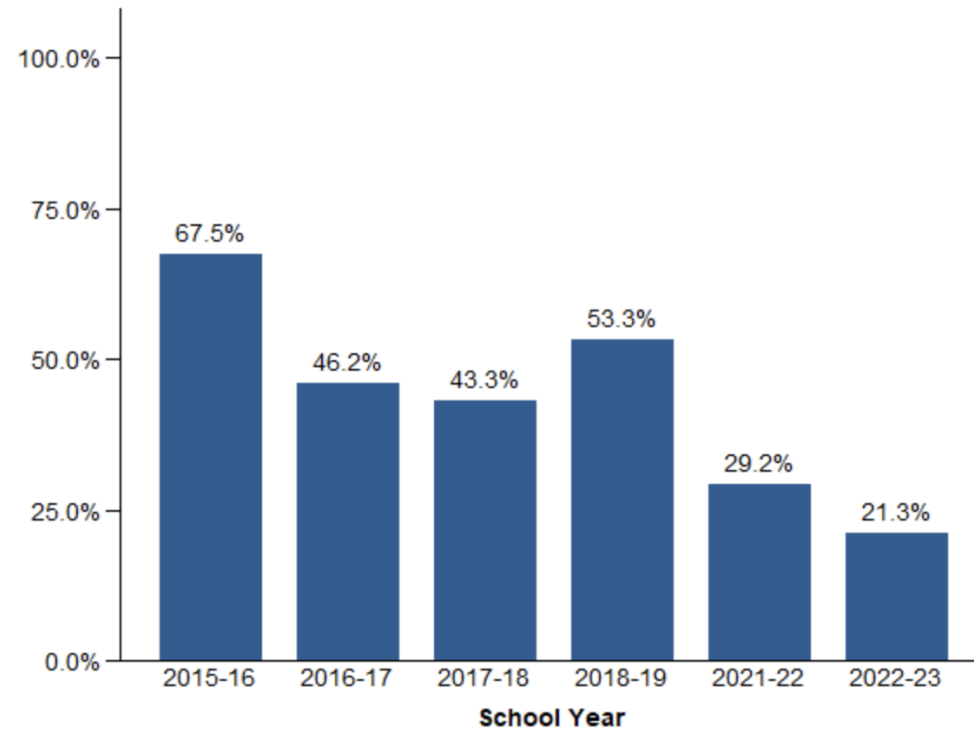
Percentage of target that was achieved by students on average



Grade 7 ELA Growth in 2022-23

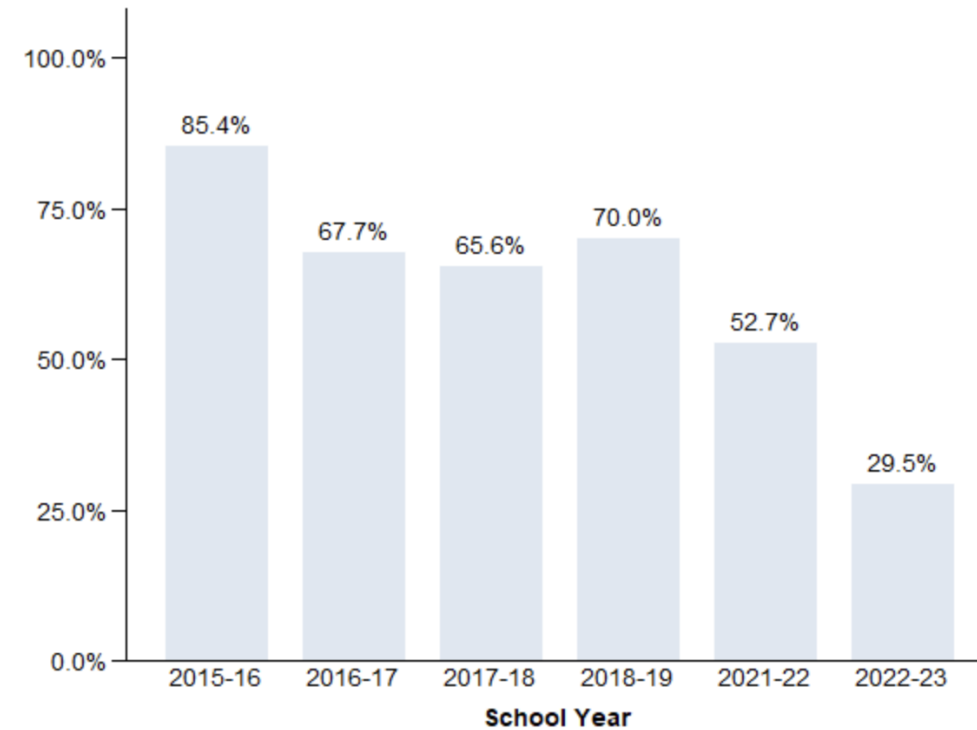
ELA Growth Rate

Percentage of students who met their growth targets



ELA Average Percentage of Target Achieved

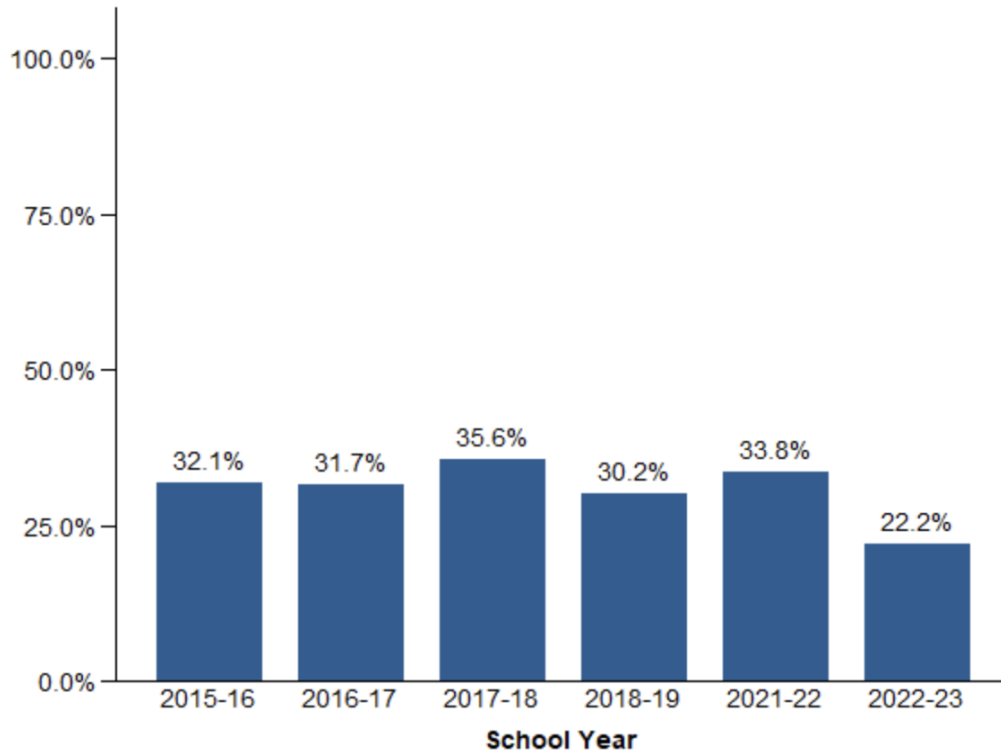
Percentage of target that was achieved by students on average



Grade 8 ELA Growth in 2022-23

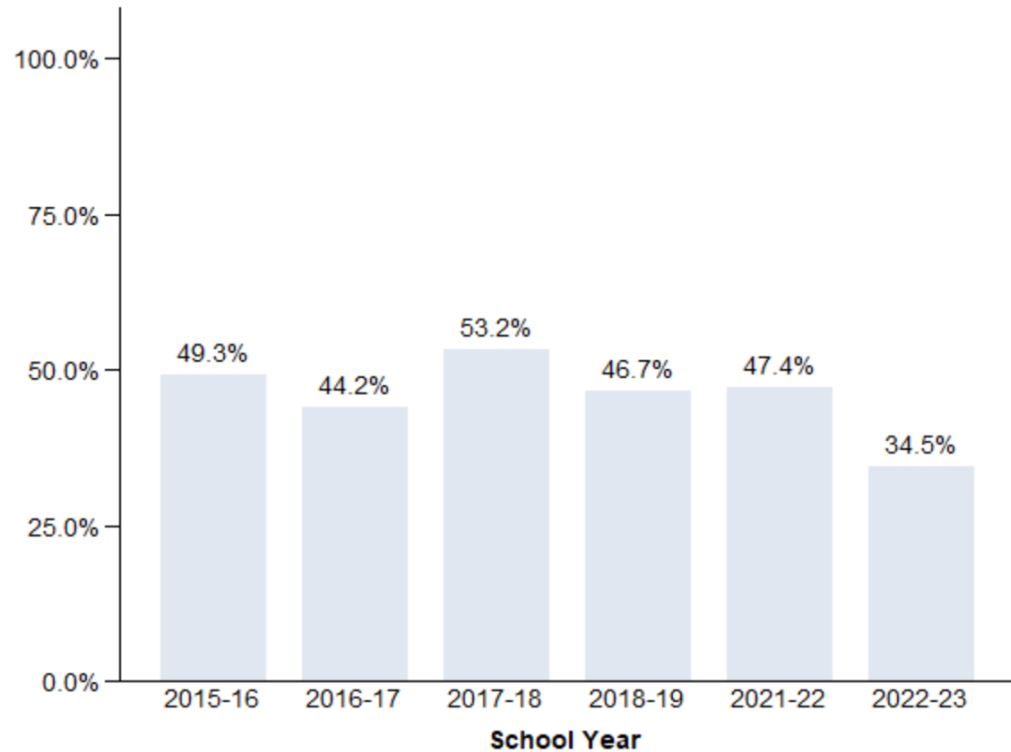
ELA Growth Rate

Percentage of students who met their growth targets

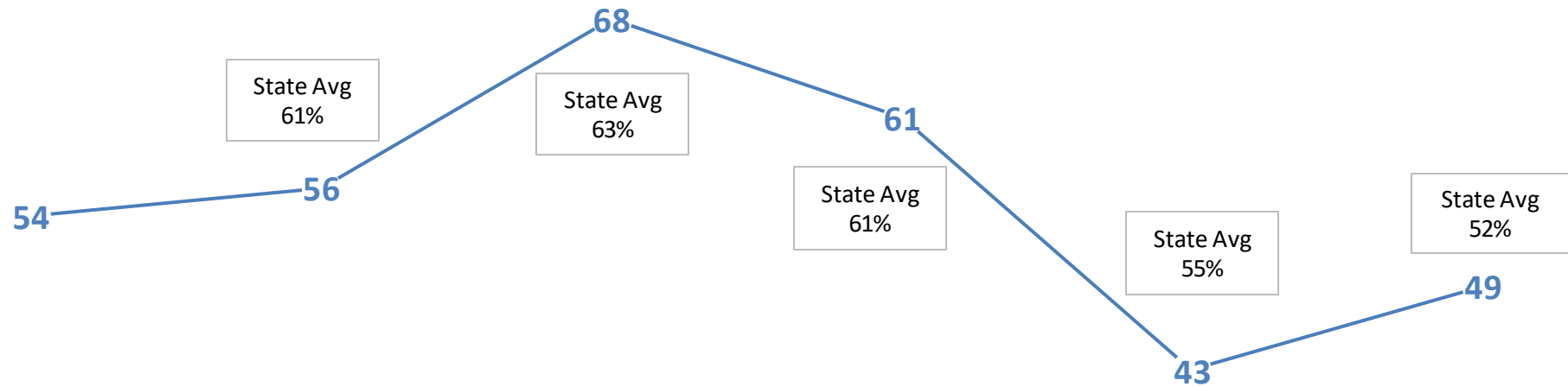


ELA Average Percentage of Target Achieved

Percentage of target that was achieved by students on average



SAT GRADE 11 EBRW PERFORMANCE (% OF STUDENTS SCORING PROFICIENT)



Class of 2019

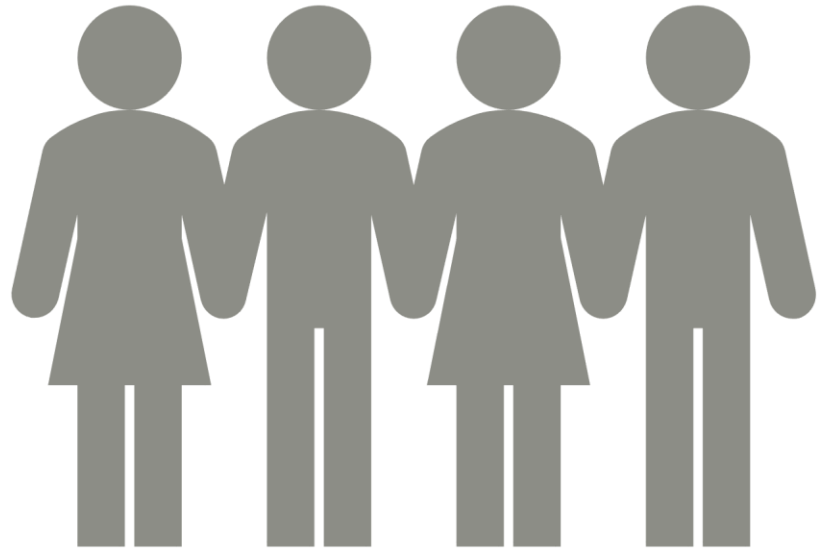
Class of 2020

Class of 2021

Class of 2022

Class of 2023

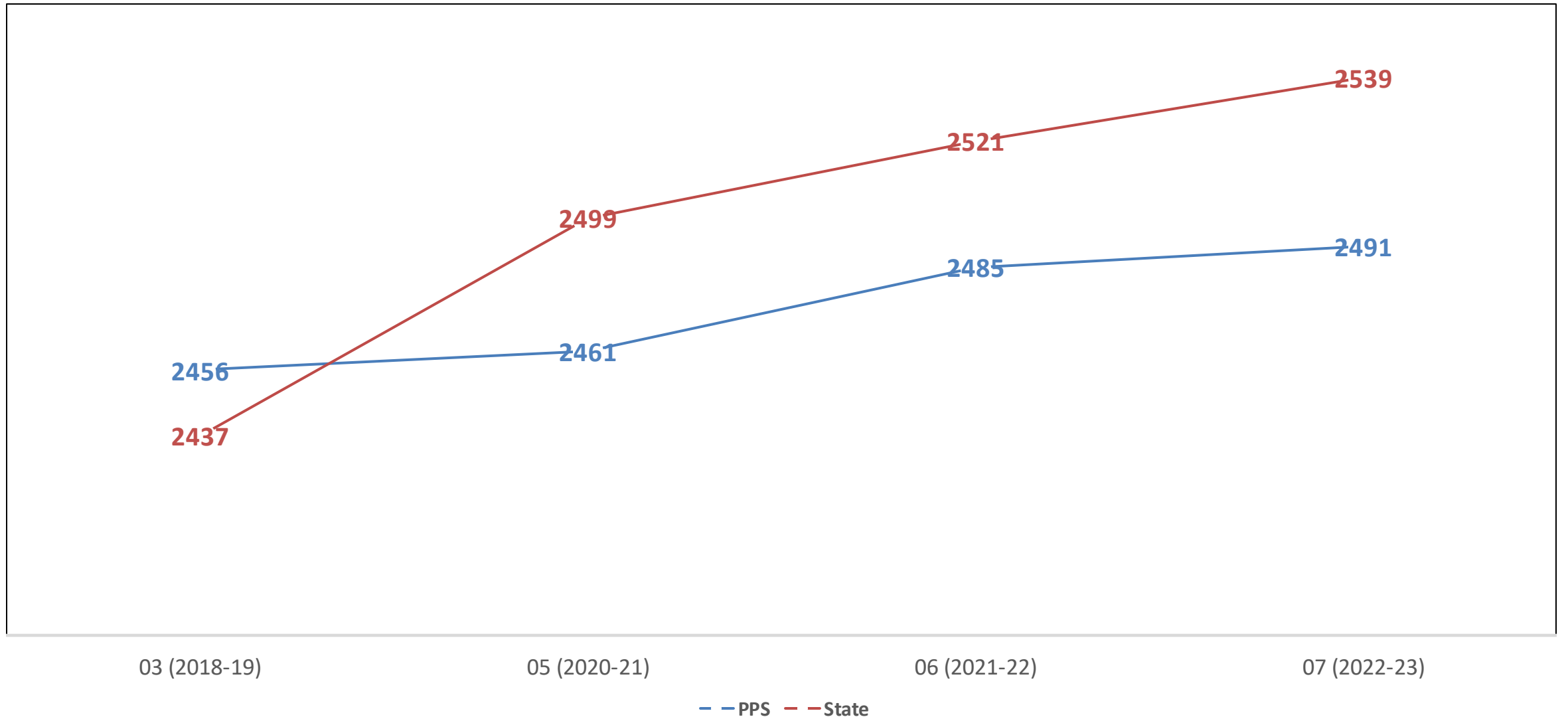
Class of 2024



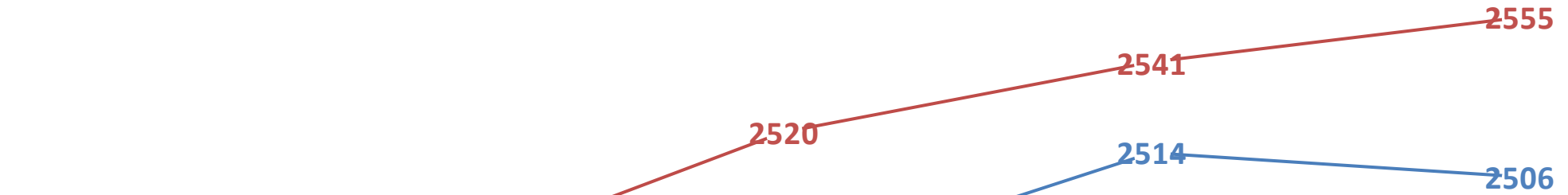
ROUGH COHORT PERFORMANCE OVER TIME

Class of 2026, 2027 and 2028

CLASS OF 2028 (CURRENT GRADE 8)



CLASS OF 2027 (CURRENT GRADE 9)



03 (2017-18)

04 (2018-19)

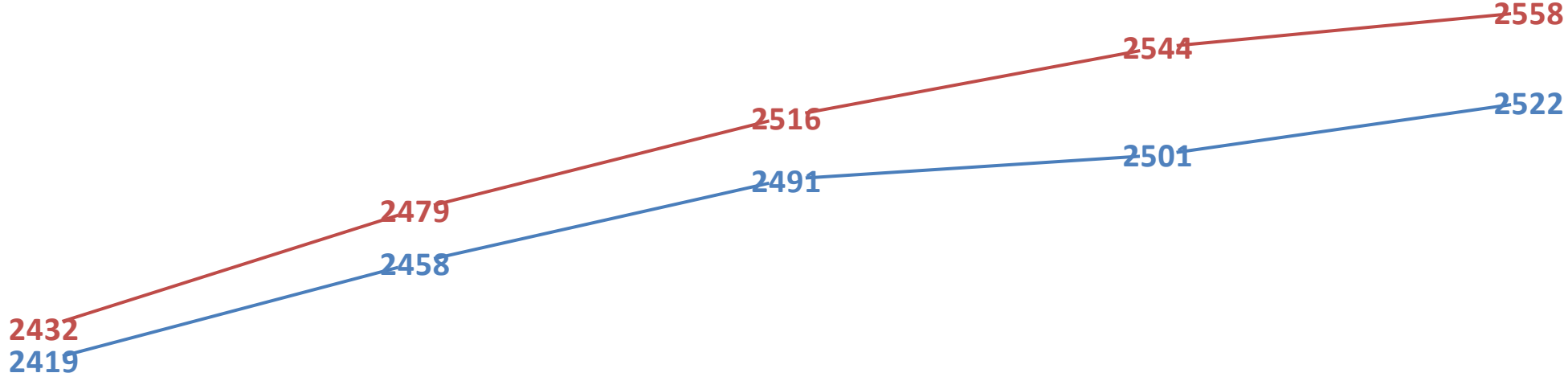
06 (2020-21)

07 (2021-22)

08 (2022-23)

— PPS — State

CLASS OF 2026 (CURRENT GRADE 10)



03 (2016-17)

04 (2017-18)

05 (2018-19)

07 (2020-21)

08 (2021-22)

— PPS — State

*Local
Reading
Measures*




PES 2022-2023 Fountas and Pinnell Level Data

Grade Level	Total # of Students At/Above Benchmark at year end	Total # in Grade	% of students at/above Benchmark at year end
K	39	89	44% at level D
1	58	105	56% at level J
2	29	86	34% at level M
3	34	85	40% at level P
4	29	101	29% at level S

Local Reading
Measure
STAR
(next 2 slides)

Grade Level	STAR Fall '22 % Reaching STAR Benchmark	STAR Spring '23 % Reaching STAR Benchmark	Change in % Meeting Benchmark
K	N/A	60%	N/A
1	N/A	80%	N/A
2	41%	53%	+12%
3	52%	61%	+9%
4	48%	58%	+10%
5	34.9%	47.1%	+12.2%
6	45.1%	36.7%	-8.4%
7	40.3%	36.9%	-3.4%
8	38.2%	56%	+17.8%

Grade Level	STAR Fall '22 # of Students Tested	STAR Fall '22 Avg Scaled Score	STAR Spring '23 # of Students Tested	STAR Spring '23 Avg Scaled Score	SS Change	STAR Fall '22 Percentile Rank	STAR Spring '23 Percentile Rank	% Rank Change
K	N/A	N/A	N/A	791	N/A	N/A	56%	N/A
1	16	797	61	930	+133	62%	87%	+25%
2	66	827	86	918	+91	26%	42%	+16%
3	72	924	83	976	+52	37%	47%	+10%
4	93	969	98	1002	+33	36%	41%	+5%
5	83	997	87	1030	+33	29%	36%	+7%
6	71	1030	79	1035	+5	30%	25%	-5%
7	62	1048	65	1047	-1	28%	26%	-2%
8	68	1071	75	1088	+17	28%	31%	+3%



Addressing Our Literacy Achievement Data

Putnam Elementary School Strategies to Increase Academic Achievement

22-23

- Developed and implemented a plan to increase the use of the IABs
- Implemented data team meetings to develop individual academic plans to address student need
- Established an Assessment Calendar with benchmarks or cut scores for each assessment
- Prioritized learning outcomes and calibrate expectations based on student work and standards
- Implemented student-centered instructional practices, such as small group instruction

23-24

- Whole school focus on increasing writing achievement
- Define high quality instruction and build student ownership and agency for learning
- Continue to utilize the IABs and regularly analyze student work/assessment data
- Increase opportunities for teachers to collaborate, review student progress, and design instruction based on student needs
- Continue to provide job embedded professional learning opportunities such as coaching
- Identify and begin to learn a new reading program aligned to the Science of Reading

PMS

Cross-Cutting Strategies

- Establish a prescribed schedule to complete the Interim Assessment Blocks in coordination with the curriculum. Review as a class to build familiarity with test-specific language.
- Vertically align instructional practices, expectations, and ways to assess student student growth and mastery using formative and summative assessments.
- Consistently review student achievement data (IABs, curriculum-based assessments, benchmark assessments) and adjust instructional delivery as needed. Maintain data tracing of these adjustments.
- Recognize academic achievement and growth at quarterly assemblies (in addition to honor roll).
- Explicitly teach test-taking strategies.

Listening

- Explicitly teaching note-taking strategies for listening comprehension.
- Modeling fluent reading for comprehension with interactive read alouds.

PMS, cont.

Reading

- Provide explicit instruction in grade-level vocabulary words and word parts.
- Forming Guided reading groups to have students read authentic texts at their reading level.
- Providing leveled texts to cover content related topics to foster independent learning.
- Consistent reading homework to foster reading practice at home.
- Teaching reading across the curriculum (for example, how to read a textbook or passages specific to a content area).

Writing and Research/Inquiry

- Weekly writing prompt practice across content areas.
- Universal language and structure for responding and citing evidenced from text aligned with grade level standards.
- School-wide writing prompts quarterly to ensure fidelity. Include school-wide writing competitions.

High Leverage Literacy-Focused Strategies:

- Culture of shared practice and data-driven decision-making grounded in high functioning Professional Learning Communities
- Prioritized standards focus routine calibration
- Anchor Assessments aligned to English/Language Arts and Social Studies prioritized standards across grade levels and courses.
- Strategic Use of IABs
- Ongoing Professional Development for English and Social Studies teachers
- Embedded SAT Practice
- Creating a school-wide culture of literacy

Project Updates September 14, 2023 by Marc Coderre

- 1) **PMS Gymnasium** installation is 100% complete. Volleyball Plate covers were installed on Wednesday, September 13. The job is satisfactory to our standards and accepted.
- 2) **PES Walk in cooler/freezer** project is operational and the units are online and useable. Exterior fencing around the condenser units and interior trim around the exterior of the walk-in freezer are completed. The unit heater for the storage room (all piping has been done for arrival of unit heater October 18, 2023). 99% percent complete, cooler and freezer working perfectly. The job is satisfactory and acceptable to our standards.
- 3) **PES/PMS Cameras and Access controls.** Cameras installed and complete online. Access controls are awaiting door magnets that were shipped incorrectly in size. They were too big for our doors. We have technicians scheduled for Tuesday September 19 and Wednesday September 20 to be at the school to install. All wiring has been installed and once the magnets arrive, they can complete the installation. The job to date is satisfactory and acceptable to our standards to this point.
- 4) **Electromagnetic fire door holders.** 16 of the electromagnets have arrived and they are incorrect. I met with the fire marshal, the building official, the electrician, and the supplier to figure out a correction. The job is less than 50% complete to this point, as all the wiring is completed. The electrician is coming to install the magnets that are correct on September 13.
- 5) **PES Playscape.** The Playscape renovation is complete. Facilities spread 90 yards of playground mulch. PTO and administration held the grand opening on Saturday September 9. M.E. O'Brien is scheduled to come out on Thursday September 14 @ 10 am to do the final inspection. Once they meet with me, we can invoice the project and get the DEEP (Department of Energy and Environmental Protection) grant completed.
- 6) **Roof repair (leaks at elementary school).** The roof repairs (small scale) were completed on Labor Day weekend. We have been successful to this point as the hallway and room 217 remain dry, even with the heavy rain we have experienced. I am waiting for facilities to change the ceiling tiles in the hallway.
- 7) **Gordian Group facilities assessment PES/PMS.** The in-depth facilities assessment took place on September 6, and 7 with the wrap up on September 8. The team gathered photos and information on our systems, structure, etc. They took hundreds of photos and notes. They have been staying connected with me for any questions or information they need more detail on. The preliminary report is due in October. The final report will come later.

8) **Electrical Power issues at PHS.** The electrical power at the high school was corrected on Friday August 25 for phase 1, which was testing the breaker, shutting down the Eversource power and temporarily adding bus bars in place of the failed breaker. Paquette Electrical along with Eversource and SNEET (high voltage testing company) were on site to do the work. We are now engaged in phase 2 of the job, getting the site work around the transformer (which is more than 1 foot below grade) repaired by putting curtain drains around the transformer, adding asphalt curbing to the parking lot, and getting a reconditioned 2,000-amp electronic specialty circuit breaker installed. As you can imagine, the circuit breakers are not readily available. We have received the quotes for the work, and a revised PO is being worked on. All information is being forwarded to the insurance company. I will keep everyone informed as to when the work will take place.

9) **OSHA (Occupational Safety and Health Administration) Violations.** We have had 2-OSHA violations in the past 4 months. The original toilet that had been leaking excessively was not repaired. I followed up with facilities and worked with them to correct the problem. The second violation happened earlier this week regarding unsafe furniture in a pre-k classroom. I worked with Kaye Jakan and the OSHA representative to investigate. The issue had already been rectified prior to the complaint being filed. It was not considered a citable offense. However, when investigating it was found that an incorrect exit sign was placed not in an egress route. We have corrected the issue and will meet with the fire marshal on September 25 to walk the elementary school pre-k to ensure we comply with the fire code.

10) Sink Hole and washout area PES Playground.

The sink hole in the playground area has been filled with gravel, covered with cold patch, and tamped down. The washout area leading from the egress gate in the event of an evacuation has been built up and filled with gravel. It is safe now.

Putnam Board of Education
Personnel Update
August 18, 2023 - September 15, 2023

I. Resignations/Retirements

Bilodeau, Jamie: PHS Lunch Aide, Food Services 9/11/2023
Cronan, Cynthia: PMS Lunch Aide, Food Services 8/28/2023
Eno, Ana: Paraprofessional, PES 9/13/2023

II. New Hires/Transfers

Batista, Winter: PMS Lunch Aide, Food Services 8/23/2023
Bonilla Rios, Yeimy: Paraprofessional, PES/FRC 8/28/2023
Collard, Regan: Paraprofessional, PMS 8/16/2023
Collins, Jennifer: PHS Lunch Aide, Food Services 8/22/2023
D'Annunzion, Giesla: PMS Lunch Aide, Food Services 8/23/2023
DeBruycker, Jordan: Paraprofessional, PES 8/28/2023
Hublitz, Sandra: PMS Lunch Aide, Food Services 8/28/2023
Kopp, Jason: Head Coach, Boys Soccer, PHS 8/25/2023
Scott, Cassandra: Substitute General Worker, Food Services 9/15/2023 (transfer)
Shea, Adriana: General Worker, Food Services 8/17/2023
Stacy, Tessa: Special Education Teacher, PES 8/22/2023
Swanson, Jessica: BCBA, Student Services 8/31/2023
Tremblay, Kathy: Bus Monitor, Transportation 8/2/2023
York, Jennifer: Special Education Teacher, PES 8/22/2023

QUARTERLY DEPARTMENT REPORTS

Client Executive Report: Auvik and ConnectWise



This report includes monitoring insights from the following: Auvik and ConnectWise.

Prepared for: Putnam Public Schools Created on: Sep 1, 2023

71 Overall Score

Server Scores v2.0

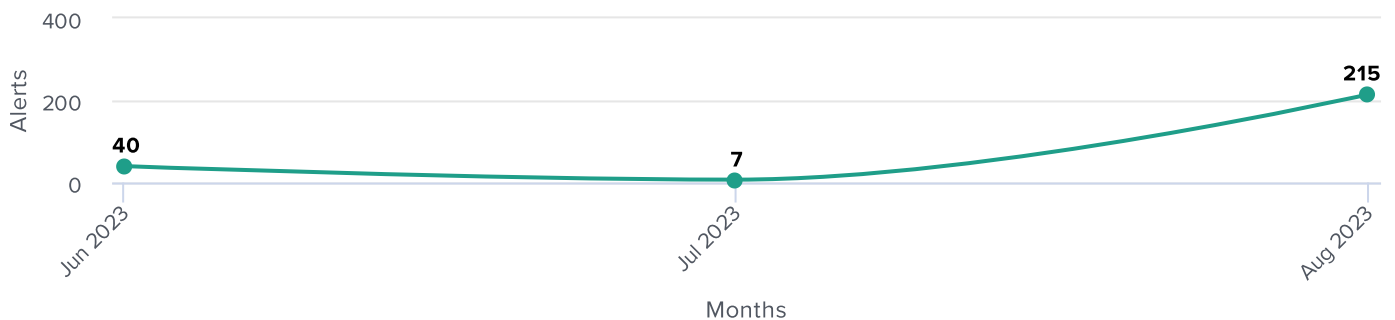
ENDPOINT PROTECTION	AVAILABILITY	CPU	DISK	MEMORY	PATCHING
100	90	100	100	80	-30

Auvik Summary

Total Devices

DEVICE_TYPE_STR_CASE_SENSITIVE	ID_DISTINCT
firewall	1
server	9
switch	35
ups	2

Alerts Per Month

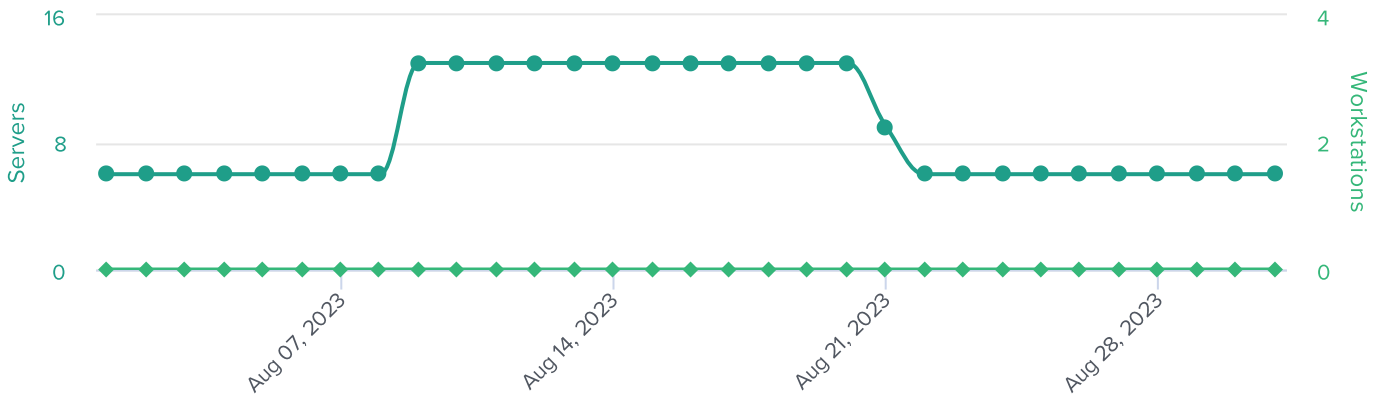


ConnectWise Summary

0 Workstations

14 Servers

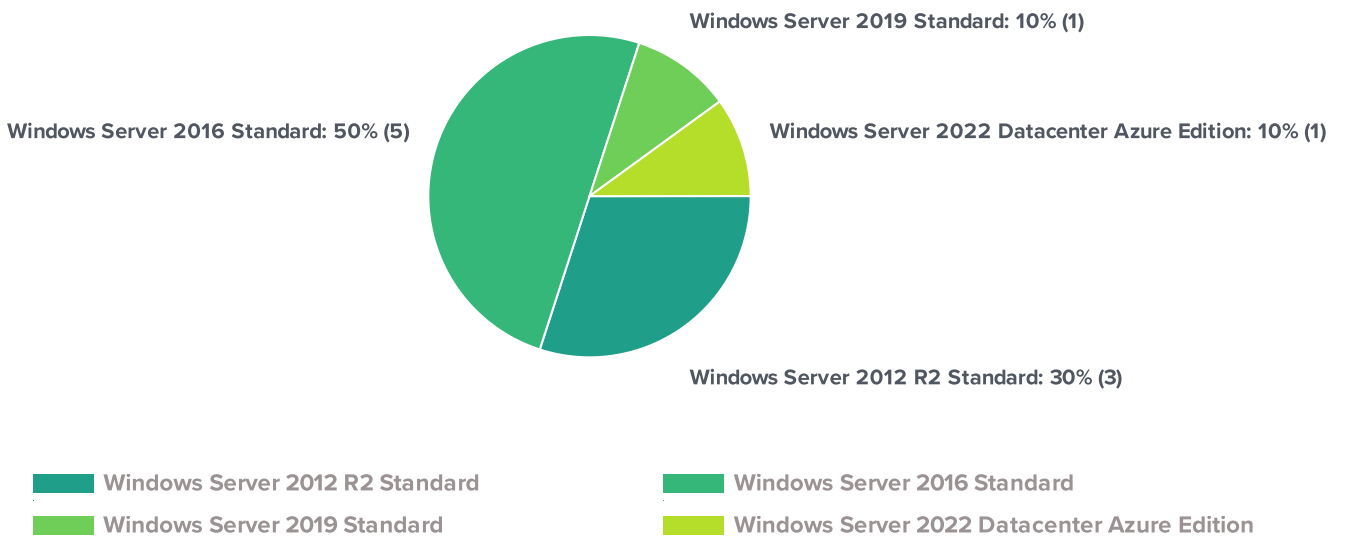
Machines Missing Critical OS Patches



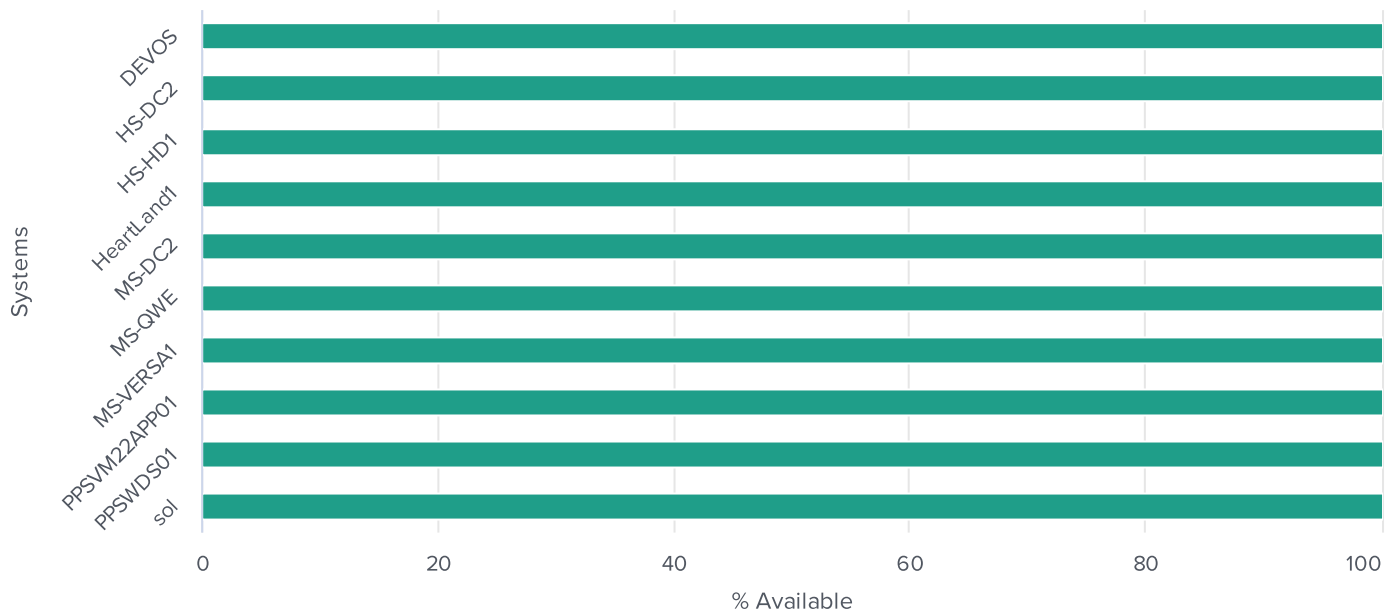
Endpoint Protection Definitions: Monthly Status

PROTECTED	OUT OF DATE	INFORMATION NOT AVAILABLE/NOT INSTALLED
11	0	0

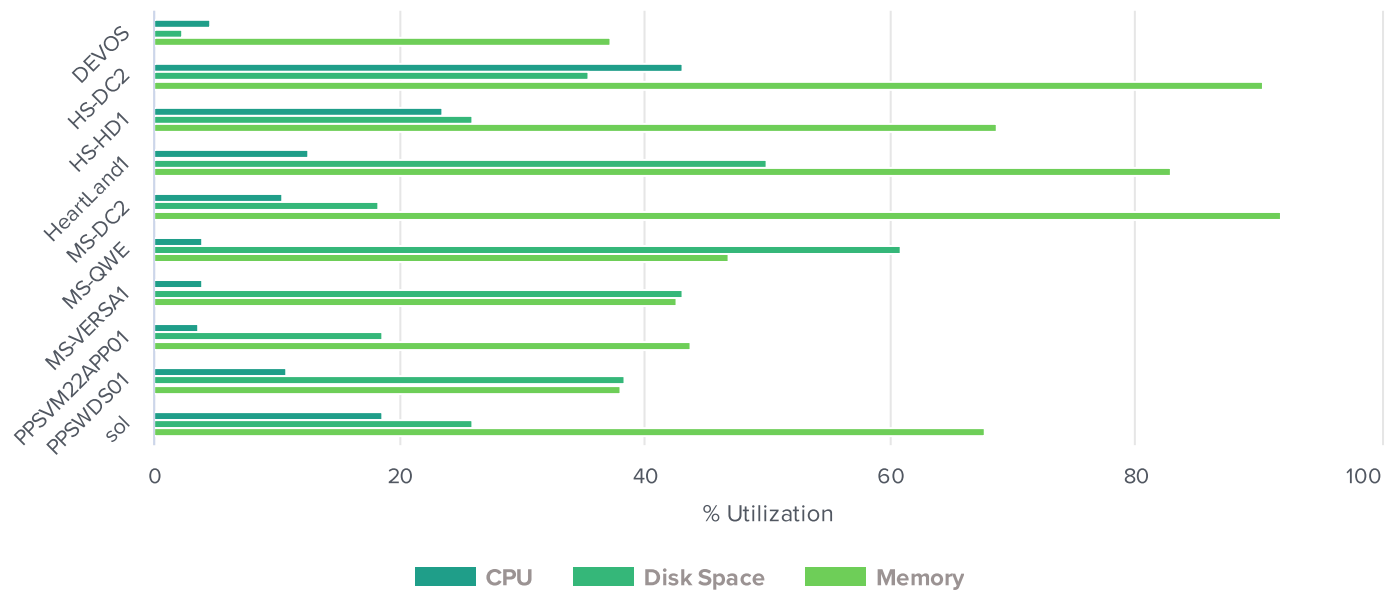
Server Operating Systems: Number of Machines



Server Availability: Monthly Averages



Server Utilization: Per Server



Server Disk Space

SITE_NAME	FRIENDLY_NAME	DISK_FREE_SPACE_GB	DISK_TOTAL_SPACE_GB
Putnam Public Schools	MS-XPORT	0	0
Putnam Public Schools	MS-Versa1	0	0
Putnam Public Schools	HS2	0	0
Putnam Public Schools	HS-Xport	0	0

SITE_NAME	FRIENDLY_NAME	DISK_FREE_SPACE_GB	DISK_TOTAL_SPACE_GB
Putnam Public Schools	Support	0	0
Putnam Public Schools	HeartLand1	88	175
Putnam Public Schools	HEARTLAND1	0	0
Putnam Public Schools	MS-VERSA1	370	650
Putnam Public Schools	PPSWDS01	124	200
Putnam Public Schools	MS-QWE	236	600
Putnam Public Schools	sol	185	250
Putnam Public Schools	HS-DC2	97	150
Putnam Public Schools	PPSVM22APP01	130	159
Putnam Public Schools	MS-DC2	286	350
Putnam Public Schools	HS-HD1	149	200
Putnam Public Schools	DEVOS	4368	4470

Server Disk Space < 20 %

SITE	FRIENDLY_NAME	AVAILABLE DISK SPACE %
No servers with disk space less than 20%		

Explanation of Charts

- All the charts are configured to show the data for last month
- Overall Score is calculated as a weighted average of all other scores. Weights are assigned from highest to lowest in the following order: Server Availability, Server Patches, Desktop Patches, Server Disk Utilization, Desktop Endpoint Protection, Server Endpoint Protection, Server CPU Utilization, Server Memory Utilization, Server Warranty, Desktop Warranty, Desktop Disk Space and Desktop Temporary Files
- Utilization scores are calculated as an average of daily values over the month
- Interpretation of Overall Score, Server Score and Desktop Score is as follows. Score between:
 - 95 - 100 is Excellent
 - 90 - 94 is Good
 - 80 - 89 is Fair
 - 50 - 79 is Poor and
 - 0 - 49 is Failing and needs immediate attention
- Machines with potential performance issues shows the count of machines that are observed to be performing below the pre defined configurable thresholds on any given day within the selected time period
- Each chart has supporting data which you can look at by clicking at any number within the chart
- Recover Section - Contains the backup and recovery related data



FOOD SERVICES DEPARTMENT

Putnam Elementary School
33 Wicker Street - Putnam, CT 06260
Phone: 860-963-6933 Ext.2025 ~ Fax: 860-963-5364
Jeanette LaPlume, Food Service Director
laplumej@putnam.k12.ct.us

Quarterly Report – September 19, 2023

- Summer Feeding Program:** The Putnam Food Service Department sponsored six sites for the summer feeding program. We served 22,318 meals. Interfaith Human Service of Putnam provided a grant totaling \$4,212 for all adults to receive a free meal. We held daily planned nutrition-based activities, games, and food tastings throughout the summer in collaboration with the Putnam Library.
- Eastconn Work Program:** We had three Putnam students work in the Summer Feeding Program from Eastconn's summer work program. The program helps families in lower income households learn work skills. Eastconn paid for their wages. It was a 75-hour work commitment and was a positive experience for everyone.
- Community Eligibility Provision (CEP):** All three of Putnam's schools are under the Community Eligibility Provision (CEP) program. This means all students in the district will receive free breakfast and lunch. We are in our last year of CEP. In April 2024 we will recalculate for the upcoming year's program.
- New Hires:** The food service program is pleased to welcome six new employees.
 - 3.5 hr. Kitchen position at the Elementary School: Adriana Shea
 - 3.5 hr. Kitchen position at the Elementary School: Winter Batista
 - Lunch Aides: Brittany Bonneville, Janice Starr, Geisla D'Annunzio and Sandra Hublitz
- New Kitchen Equipment**
 - Walkin cooler and Walkin refrigerator installation at the elementary school is complete. The extra space and storage is great.
 - Cambro for hot food transportation, 12 coolers and ice packs were purchased for the summer program.
- Local Food for Schools Incentive Program:** Putnam will be awarded \$3,277.43 for participating in the Local Food for Schools Incentive Program. The program is designed to assist school districts experiencing supply chain disruptions. Schools are to use the funding to purchase local and regional unprocessed or minimally processed food products from underserved producers and processors.

Health Services Summary

September 2023

Summer School proceeded uneventfully in the health office. There were 92 total student visits to the health office during the session with most occurring at the Elementary School. There were several cases of Covid-19 in early August in our Pre-K population. We have had a few cases since we started the new school year in other grades. This year, as we enter year 4 of Covid-19, we are treating the illness as a typical respiratory illness. We no longer require students or staff to isolate for 5 days, and they are not required to wear a mask for several days after returning. They must be fever-free, vomiting free, diarrhea free for 24 hours without taking medication to mask these symptoms and they need to have the energy to complete a school day.

Currently, we see Coxsackie virus (Hand, Foot, Mouth) in our younger students. This is one of the typical illnesses during the Fall, primarily in the Pre-K and K population. Students are not always excluded when they have this virus as it is common.

Preparations for the new school year included free physical exams for sports participants and students who needed an exam to meet the requirements for enrollment. These took place on Tuesday, August 29. Participation was good with students from all schools availing themselves of the opportunity to have an exam. 36 physical exams were completed. Thanks to Dr. Kristin Xeller, our district medical advisor, for doing such an excellent job with/for our students, especially those that needed assistance with communication due to language barriers. Google translate came in very handy! Families were very appreciative.

We welcome Rebecca McGlynn, RN to our Health Team. She is our new nurse at Putnam High School. Rebecca has a variety of work experience with pediatrics and in school health. She is a terrific addition to our team!

The health offices are busy inputting data for our newly enrolled students, checking vaccinations and assuring that all students are up to date with the necessary immunizations.

We are looking forward to a great school year!

Respectfully submitted,

Linda Roto, RN BSN
District Nurse Coordinator

SCHOOL FACILITIES QUARTERLY REPORT

June 2023-September 2023

Submitted by: Troy Mayo, Facilities Director

Listed below are projects that the facilities department has been working on or have been completed.

1. **OPERATIONAL UPDATES:** We currently have (9) full-time custodians, (2) Part-time custodians and (1) part-time maintenance throughout the district. We have (3) full-time custodial openings. Our vacant positions are filled with temporary employees.
2. **OUTDOORS:** Dave Santos from Lawns N More continues to cut grass cutting through the district. Before the start of school DEL Landscaping pruned trees/shrubs, removed weeds and spread mulch throughout the district.
3. **MONTHLY FIRE DRILLS & SAFETEEY DRILLS:** The school years first fire drills have been completed at PES/PMS/PHS. No issues to report.
4. **PMS GYM INSURANCE CLAIM:** Automated Building Systems completed the upgrade to the PMS gym AHU#3, AHU#4. The new gym floor was installed over the summer break. The finishing touches were completed on September 13.
5. **MISCELLANEOUS SUMMER WORK:** Over the course of the summer the maintenance team worked on various projects. The Kindergarten, 1st Grade, 2nd Grade and 4th Grade Hallways were all painted; the PES main stairwell floor, transportation office, library conference room and conference room B were also painted. Thresholds to the PES classrooms and hallways were replaced. The custodial closet in the PES kitchen was renovated to accommodate the kitchen needs. Carpet was installed in conference room B in PES
6. **WORK ORDERS:** We have completed about 137 work orders since June 1st. Most “work orders” are in email form. Our current request count is under 40.
7. **SERVICE CONTRACTS:** Allstate Fire, New Fire Equipment and Impact Fire have all completed their inspections prior to school starting. The remaining service contracts for preventative maintenance and inspections are up to date or scheduled.
8. **SUMMER CLEANING;** Summer cleaning began on June 12. All district floors were scrubbed and waxed. Classrooms moves and furniture moves were completed over the summer break.

- 9. BUILDING USE:** Facilities continues to accommodate building use commitments. Convocation, Open House, Freshman Orientation, PES Back to School BBQ, Green Valley Church just to name a few. Falls sports are in full swing we will continue to provide coverage for these events.
- 10. MANSFIELD PROJECT:** On June 13 the Facilities team collaborated with Kaye Jakan and Mansfield schools to move “Free” elementary furniture from Mansfield to Putnam Elementary. A team of 10 people, a 26’ UHAUL truck, 2 ABM trucks and the BOE pickup truck moved over 50 tables, 100 chairs, 20 book cases, 10 rugs, 5 teachers’ desk and 5 teachers’ chairs plus miscellaneous items.
- 11. PHS POWER OUTAGE:** On August 11th the electricity went out at PHS. Power was restored but continued to fail. After an investigation by David Morrison (electrician) and Pauquette Electric it was determined that the gear switch located in the PHS basement was faulty from water damage. On August 25th the gear switch was replaced by another switch on site. Because of the outages there were HVAC components that were damaged. The condensate pump in the MDF room air conditioner and a communication board to the Mitsubishi City-Mulit for C Wing at PHS was also lost.
- 12. STORAGE:** I’m currently working with Mr. Rioux on providing the district some temporary storage. I’m waiting a quote from Eagle Leasing for a 40’ storage container.
- 13. PES PLAYGROUND:** Over the summer break ME O’Brien and Sons renovated the PES playground. Prior to the opening of school the facilities team spread 90 yards of wood chips on the PES playground. They also filled a large sink hole and filled in a washed out area near the gate. Facilities coordinated with the PES PTO and spread 7 yards of decorative mulch around the playground. Also, Jakan Excavation (Matt) donated their time and machinery to remove the overgrown Junipers in the playground area.

SPECIAL PROJECTS QUARTERLY REPORT

June 8, 2023, thru September 14, 2023

Submitted by: Marc Coderre, Director

- **SCHOOL SECURITY:** Continue to provide security support for the district. I have been working with the SRO and ASO's for any assistance they need for physical building support should they be looking for a classroom or area. I have also assisted Officer Julie in the elementary school with "runners" in the building. I still assist in classrooms should support be needed for a student.
- **ASSIST WITH PARENT DROP OFF AND PICK UP:** I continue to assist with morning arrival and afternoon dismissal at the elementary and middle schools. Officer Kyle, Officer Diane, Officer Chris, and Officer Pete are at arrival and dismissal as well.
- **PPD/DISTRICT SECURITY COLLABORATION:** PPD (Captain Lussier) and district security (Marc Coderre) have continued the open line of communication with tips and methods being shared.
- **ALL-HAZARD SCHOOL SAFETY AND SECURITY COMMITTEE:** The All-hazard committee met on September 12 and discussed the district's security issues. Upgrades for cameras and door access are in the process of being installed and should be completed next week. District team members was discussed and the need to fill certain roles due to maternity leave is on the board. District meetings were scheduled for the upcoming school year (23-24). Mr. Chad Neal is the BOE representative to the committee now and we thank him for joining our team. Mr. Rioux is also attending the meetings and his incredible knowledge has been welcomed! Mr. Richard Douglas has joined the committee as the mental health specialist.
- **HEARTLAND SCHOOL SAFETY COMMITTEE:** The district has partnered with Heartland Insurance as our carrier and the managing company H.D. Segur has been very involved with this committee and will be sending a representative to our meetings quarterly to assist with ideas and initiatives that we as a district can do to protect staff and students. Lindsay Trueb is our representative from H.D. Segur and has been very helpful in sending electronic communications that we can share with the district. We have sent a letter to administration and department heads to help fill vacancies within our committee. We are waiting for feedback. Our first meeting is October 24.
- **DISTRICT WALKIE TALKIE BATTERIES UPDATED:** The yearly upgrade of batteries for the district walkie-talkies has been completed. I replaced 46 outdated batteries. All district radio batteries are within the 2-year compliance window.
- **JOY M. KEMPAIN MEMORIAL PLAYScape GRANT:** M.E. O'Brien has completed the playscape upgrade. The final inspection took place on September 14, in which we found one item had a safety feature that was installed incorrectly. The installer will be back

the week of September 18 to make the correction. Once that occurs, we can have M.E. O'Brien invoice us so we can close out the grant.

- **HVAC GRANT APPLICATIONS AND RFP FOR BID PROCESS:** Mr. Rioux informed me on Tuesday that the HVAC Grant applications have re-opened for this year. Nancy Cole and I forwarded all the information from last year. Mr. Rioux and I will meet soon to look at the scope. I have reached out to the vendors I received quotes from last year and am asking them to forward updated quotes as price fluctuation of the mini splits is changing constantly.
- **ELEMENTARY SCHOOL KITCHEN UPGRADES:** The walk-in freezer/cooler project in the elementary school kitchen is complete and satisfactory. The units are considerably larger and are working well.
- **SCHOOL FACILITIES ASSESSMENT:** The detailed facilities assessment took place on September 6 and September 7. The team consisted of an architectural specialist, mechanical specialist, and electrical specialist. The team walked the 2 campuses with me and went through the building taking hundreds of photographs, and many notes on our facilities. They have been in contact with me since for more information as they put together their preliminary report. The preliminary report should be ready sometime in October.
- **INDOOR AIR QUALITY AND HVAC ASSESSMENT BILL #423 State of CT:** This is a different assessment from the school facility assessment. This bill has been approved by the state of CT legislature and an in-depth report (like a commissioning report of a new facility) will need to be completed on or before July 1, 2024. I reached out to Superintendent Rioux and discussed via email. He recommended a company from North Haven, CT that he had quote his current district. We met and walked the facilities (3 buildings), and I received a quote of \$24,700 to do the specific testing and reporting that the state is requiring. Also included in the bill is language stating, "On or before June 30, 2026, and each year thereafter, each local and regional board of education shall have in place a heating, ventilation, and air conditioning system capable of being in compliance with the indoor air quality, temperature and humidity monitoring program standards established pursuant to subsection (b) of this section and shall operate and maintain such system in accordance with such standards." Our elementary and middle school are lacking such equipment the engineer told me. So, this will be something that all districts will be dealing with in the upcoming near future. Superintendent Rioux and I spoke about this, and we will wait from further instructions from the state as nothing has been etched in stone yet and funding sources may arise in the future.
- **PMS GYMNASIUM FLOOR REPLACEMENT:** The gymnasium floor is 100% complete and the project has been closed out. The floor looks great!

- **CAMERA ADDITIONS AND DOOR ACCESS CONTROLS:** The project is 75% completed. Cameras have been installed and are working. All wiring for the access controls has been run. The completion date is the week of September 18, (barring any unforeseen problems with the replacement door magnets).
- **ELECTROMAGNETIC FIRE DOOR HOLDERS:** The installation of the fire door electromagnets is in the process as well. The wrong style electromagnets were provided for installation. They have been returned to the vendor and we are awaiting arrival and installation. The wiring has been installed and once the correct magnets arrive installation will be completed.

Transportation Department
Putnam Public Schools
33 Wicker Street
Putnam, Connecticut 06260-1444
(860) 963-6932
(860) 963-3397 FAX

Quarterly Report September 2023

1. **Summer Runs** – We worked with AA Transportation at the beginning of the summer to set up the extended school year runs as well as summer field trips. Everything went very smoothly.
2. **Bus Routes** - This year our bus routes have been running well for the 2023-2024 school year. The transportation department along with the elementary staff made sure that parent requests were submitted and completed for the first day of school. I am working in collaboration with the elementary administration and AA Transportation to ensure that students understand the PAWS expectations on the bus.
3. **Special Transportation** - For the 2023-24 school year, we are transporting to several different out-of-district schools for special transportation in both Connecticut and Massachusetts.
4. **Driver Recruitment** – We continue to advertise for van drivers. We are looking for drivers for athletic and field trips.
5. **Registrations** – School bus registrations expire every year in August. We are required to verify all registrations through the Connecticut Department of Motor Vehicle website. This process is complete, and all buses are current with registration and insurance requirements.

Thomas Reali
Transportation Director

MONTHLY SCHOOL REPORTS



PUTNAM ELEMENTARY SCHOOL

SEPTEMBER MONTHLY BOE REPORT

Teaching and Learning



Each year, teachers welcome back students and take time to build relationships to learn more about each child in an effort to build a community of learners. While some practices are similar year to year, this year the learning environment looks different as many classrooms now have tables instead of desks and flexible seating. One classroom even has whiteboard tables. This change provides students with an opportunity to collaborate with peers and learn in a student-centered space. Teachers are focusing on helping students build ownership in their new classroom and in the school. An example of this is allowing students to choose which work sample they'd like to display on the wall or inviting students to develop the learning expectations in the classroom.



This year PES is focusing on Writing. With a daily writing time, an assessment plan, and professional learning goals supported by Gary Peterson from Eastconn, teachers are ready and excited to increase writing achievement by growing instructional practices in writing.



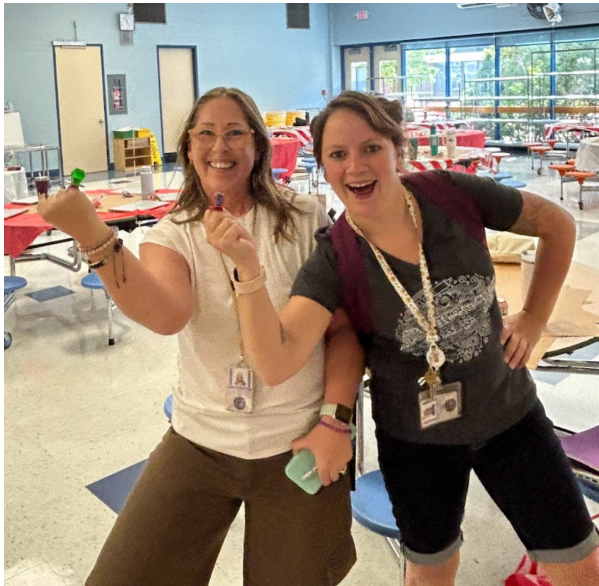
Our library has new books this year as we received a donation of books from another school. The librarian and the library assistant worked this summer to weed our collection and add the new books. They also set up the library as a space for students to read, play games, and even self-check out books! A Maker Space was also created in the library. This is a great space



for students to use their imagination to build and create things.

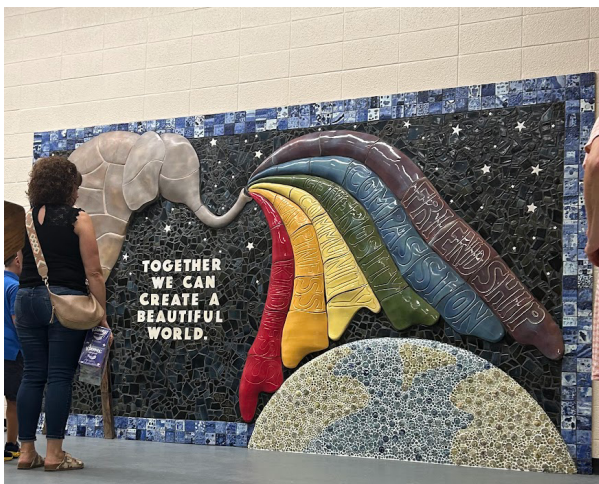


Professional Learning Communities



Teachers and staff returned in August excited to welcome students back to school. We had two days to prepare for the school year and in that time we were busy! We celebrated the positive changes that occurred over the summer, such as the new beautiful mural in the stairwell, new furniture in the classrooms, redesign of the library, new, fresh outdoor play spaces, and more! In addition, teachers learned how to utilize an online assessment tool, DIBELS Mclass and reviewed practices & resources to support social emotional learning.

In addition to PLCs, staff meetings, and professional learning days, this year teachers will have biweekly collaboration meetings to meet with the specialists and support staff. This time will be an extension of their PLC providing them with an opportunity to plan, review student work, and calibrate learning expectations.



In an effort to enhance learning experiences and foster excellence in our students, the school community is engaging a book study this year by reading *An Ethic of Excellence* by Ron Berger. Over the course of the school year, the leadership team is leading the staff discussions to help us bring our core beliefs to life.

Climate and Culture



Staff teams worked over the summer to review SEL curriculum and revise pacing guides to support student needs. Teachers also planned and presented resources for classroom morning meetings that incorporate both elements of Responsive Classroom and Second Step resources.

Classroom teachers have been teaching expectations in various locations of our school and our tier 1 team has planned five PAWS assemblies to reinforce each one of our core values: Proud, Always Kind, Working Hard, and Safe. Our first assembly will be September 22nd. Grade level teams also will start weekly PAWS awards for students who demonstrate our core values.

The PAWS council is up and running this year, now with 12 student participants. They have many ideas to help show kindness and have fun in our school.

Additionally, our staff have a Sunshine Committee that helps celebrate important events like weddings and new babies and sponsors a monthly Golden Whistle award to nominate fellow staff to acknowledge those who are making exceptional contributions to our school. They help spread the sunshine at PES!



Celebrations



We welcomed back staff on August 28th by beginning the day with Convocation with the entire school community. This year celebrated two staff members, Jessica Anderson, Paraeducator of the Year and Sara



Desjarlais, Teacher of the Year. We are so proud of both of these fabulous educators!

Open House was a well attended event this school year! Families and students visited their classroom and met their new teacher.

On September 9th the PTO hosted our first Back to School BBQ! We also rededicated the Joy Kempain Playground as we added new playground equipment purchased through a grant written by our former PTO and honored the Joy Kempain, a former beloved art teacher who initiated several fundraising events to improve the playground.



Upcoming Events

- September 22nd ~ PAWS Assembly & PTO Movie Night
- October 12th and 13th Parent Teacher Conferences

**PUTNAM MIDDLE SCHOOL
MONTHLY REPORT
SEPTEMBER 2023**

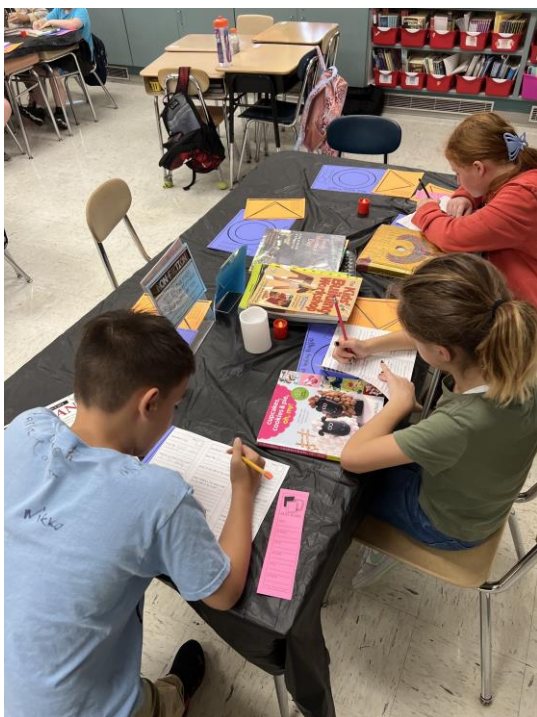
TEACHING AND LEARNING

Our teachers have enjoyed introducing our students to their new grade level curricula as the new school year starts.

Our Back-to-School night was conducted on September 7th. Parents/guardians followed their child's schedule and learned about the course content and expectations for each of the classes.

The following pictures were taken during one of Mrs. Burbank's English/Language Arts classes as she introduced students to different genres of reading. Students entered Mrs. Burbank's "book tasting" and explored books from the following genres: Historical Fiction, Nonfiction, Science Fiction, Mystery, and Fantasy.





PROFESSIONAL LEARNING COMMUNITIES

Our first scheduled PLC is scheduled for September 18th, however we used time during our unexpected early release days for content teams to meet to establish their PLC norms, begin to identify data that needs to be collected and reviewed, and brainstorm potential goal setting. The September PLCs will also include the Humanities (English/Language Arts & Social Studies teachers) and STEM (Math & Science teachers) teams taking time to plan the schedule of the SBAC Interim Assessment Blocks to be completed in alignment with our curricula. The Student Services team will continue to focus on aligning strategies and goals in the CTSEDS system. The first goal being addressed by the Career-Technology Education team is to increase on task instructional time through data collection on non-instructional time during one class, examining routine tasks (taking attendance, cleanup), instructional gaps (time off task, redirections), transitions, and other interruptions (bathroom passes, behavior).

CLIMATE AND CULTURE

Our opening professional development schedule provided time for certified staff to learn about our revamped PBIS strategies. This PBIS information and strategies were presented by our PBIS Coaches, Ms. Kannan and Mrs. Moriarty, and supported by building administrators during professional development. Grade level teams planned for the rollout of PBIS lessons during the opening days of the school year. Grade level classes also met with administration during the opening days to review behavioral expectations. Our PBIS committee met to review the start of the school year and to plan upcoming events.

Fall sports practices were scheduled to begin on September 6th, however we postponed the start until the week of September 11th due to the high temperatures in an effort to keep our student-athletes safe. Competitions begin next week.

Our Gardening Club, Robotics Club, and High-Interest Art Club are also starting for the year.

Teachers also used our unexpected early release time this month to plan activities to honor our veterans in November.

Our first fire drill and lockdown drill of the school year were conducted. Thank you to all members of our middle school community for their diligence during these drills.

CELEBRATIONS

Our building mentors have been successful in mentoring and supporting new teachers as they adjust to Putnam Middle School. Thank you to Meredith Burbank, Steve Crosby, Nate Gagnon, Ray Kasper, Angie Kwasny, Pam Moriarty, Vanessa Rewers, and Tina Whiteley for serving as mentors to our new teachers.

We also want to recognize SRO Kyle Maheu for his daily work within our school and the entire district. This has been particularly helpful to us as a new safety officer has been onboarded.

UPCOMING EVENTS

Thursday, September 28 – Picture Day

Thursday, October 5 – Parent/Teacher Conferences

GENERAL COMMENTS

Our new teachers have quickly embraced their responsibilities and have already demonstrated a strong commitment to our Putnam Middle School community! In addition to the mentors mentioned above, we would also like to thank our veteran staff for their support of their new colleagues.

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: September 15, 2023

Teaching and Learning

- In August, we were informed by NEASC (New England Association of Schools and Colleges) that Putnam High School has been scheduled for a Decennial Accreditation Visit on Sunday, October 18, 2026, through Wednesday, October 21, 2026. Our Collaborative Conference Visit will be held in 2024 and has been scheduled for October 23rd and 24th. The Collaborative Conference Visit is a new step in the Accreditation process. The purpose of the Collaborative Conference Visit is to gather information about the current conditions of the school, collaboratively review and refine the school's identified "Priority Areas for Growth", and check the school's alignment with the NEASC Accreditation Standards and Foundational Elements. We will be working closely with our NEASC staff liaison this year while we conduct our self-study.
- Our MBDA team met throughout the summer to revise our approach to the one-credit Mastery-Based Diploma Assessment, or MBDA. The MBDA provides students the opportunity to demonstrate mastery of the skills reflected in our "Vision of a Putnam Learner." Previously, students selected one of three options to demonstrate mastery of our "Vision of a Putnam Learner" expectations to satisfy the MBDA graduation requirement. While student agency is always one of our guiding principles, we found a dramatic difference in the experiences of our students who completed a capstone project versus those who selected to develop a portfolio. Therefore, we decided to consolidate our options and require all students to complete a four-year sequence that includes a capstone project in their junior year. Students will continue to have agency in the focus of their capstone project. Their senior year will focus on reflecting on their new learning and alignment to our "Vision of a Putnam Learner" and preparing for their presentation.

- Our new Library Media Specialist, Lisa Vance, is bringing First Chapter Fridays to our English Department! First Chapter Friday is a fun, easy way to bring modern voices into an English curriculum and encourage students to read independently. Every Friday, Lisa records and shares a YouTube video introducing teachers and students to the First Chapter of a highly rated book. The book is then available to students to check out or access electronically.

Professional Learning Communities

- Our Faculty Coordinators met monthly throughout the summer to engage in a professional book club, *How to Navigate Life* by Belle Liang and Tomothy Klein and discuss areas of progress and areas for growth to inform our planning for the school year. Faculty Coordinators will continue to meet monthly this school year as a leadership team and individually with administration to support their role. Faculty Coordinators will continue to lead protocol-driven discussions in their bi-monthly PLC meetings about teacher and student work and analyze student data trends and patterns. During our August PD days, PLCs revisited their working norms, engaged in team building activities, set goals for the new school year and developed their collaborative meeting agenda.

Climate and Culture

- September 15th – October 15th is National Hispanic Heritage Month. Social Studies Teacher, Melissa Zablonki and Library Media Specialist, Lisa Vance, created a beautiful display in Clipper Crossing recognizing the significant strides of Hispanics in the economic, political, and social growth of the U.S. under the theme “Latinos: Driving Prosperity, Power, and Progress in America.” The display highlights contributions from the Hispanic community in arts, culture, and academia.
- On Friday, September 15th, our students celebrated the new school year with a whole-school assembly and our Student Council sponsored Welcome Back Field Day at the St. Marie-Greenhalgh Sports Complex. During the whole-school assembly, we revisited our Core Values, universal expectations and challenged all students to set rigorous goals for themselves this year. After the assembly, students enjoyed games and refreshments while connecting with each other and staff.

Social and Emotional Learning

- Putnam High School is continuing to prioritize 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 continue to develop lessons to strengthen our Advisory curriculum which includes Social and Emotional Learning, College and Career Readiness, Civic Engagement, and Technology/Digital Citizenship. During our first SEL-focused Advisory, the Devereux Student Strengths mini-Assessment (DESSA) was administered to students. The DESSA comprehensive assessment system includes the DESSA-mini, a universal screener, and the full DESSA, an in-depth assessment. This strength-based assessment suite provides a data-driven approach to SEL, leading directly to strategies and interventions for students and enabling schools to document progress, evaluate outcomes, and continuously improve their SEL programming over time. Our Student Services PLC will lead the analysis of our results.

Athletics, Student Life and Community Engagement

- Athletics at Putnam are under way for the fall season. This fall, PHS is offering girls volleyball, boys' soccer, cross country, Quinebaug Valley Pride football and cheer, Ellis Tech-Putnam girls' soccer and unified soccer. There are over 65 students competing across these sports and are representing the Clippers well in the beginning of their seasons.

Putnam High School has partnered with BSN Sports to launch a new school store that provides a number of options for athletes and fans. With the availability to customize thousands of styles, sport specific logos can be added to products along with player names and numbers. This new school store can be found on QR codes posted around the gymnasium, on the PHS website and in the bio of the Putnam Athletics Instagram account.

Putnam High School also has an updated ticket policy for the 2023-2024 school year. Indoor events hosted in the PHS gymnasium will be using GoFan, an online ticketing service. Tickets and season passes are available now on GoFan for the girls' volleyball season. GoFan has been implemented in a number of area schools and is used during ECC tournaments and CIAC State Tournaments. Credit and debit cards will be accepted at the door for any fans who did not purchase tickets prior to arrival, but cash will not be accepted. QVP Football games hosted at Putnam High School will continue to accept cash.

The ECC hosted a captains meeting for the fall season at NFA on September 12th. Brady Devlin and Melodie Anderson represented the volleyball and boys' soccer teams at this event. PHS Athlete of the Week will be starting up again for the fall season on September 18th.

- The Class of 2027 kicked off the school year with Freshman Orientation on August 28th. Families attended a presentation in our gymnasium before touring the school and meeting their Advisory teachers and classmates. Members of our National Honor Society supported our incoming class by hosting tours and answering questions throughout the event.
- Our Open House and Student Activities Fair was held on Monday, September 11th. To promote whole-school community and connectedness, all departments Student Clubs, and Athletics created engaging displays in the PHS gymnasium. Athletics created displays in the gymnasium lobby. Families had the opportunity to meet members of the PHS faculty as well as many of our student leaders and learn about programming offered throughout all four years of high school. Students from all choice districts were invited and encouraged to attend.

Celebrations

- Putnam High School has been recognized by the CSDE for achieving its FAFSA Challenge growth goal for the 2022-2023 school year. In September 2022, Governor Lamont and Education Commissioner Russell-Tucker charged high schools across the state with increasing their year-over-year FAFSA completion rate for the class of 2023. Our school started the year with a FAFSA completion goal of 55.0% and exceeded that goal by the end of the year. As a recognition of our accomplishment, the CSDE will be granting Putnam High School a \$1,000 prize, which we can use towards innovative strategies for boosting FAFSA completion rates for the Class of 2024.
- On Friday, September 15th, Putnam High School Social Studies Teacher and 2023 CT Teacher of Year Finalist, John Allen, was interviewed by Tess Terrible, senior producer with WNPR-Connecticut Public Radio's talk show, *Where We Live*. The show focused on AI and plagiarism in schools.

Upcoming Events

- High School Fairs for Pomfret and Brookly – September 20th
- Homecoming Weekend – October 2nd – October 6th
- Parent-Teacher Conferences – October 10th
- PSAT Day – October 12th
- Senior Day of Service – October 12th

Heritage Month Display



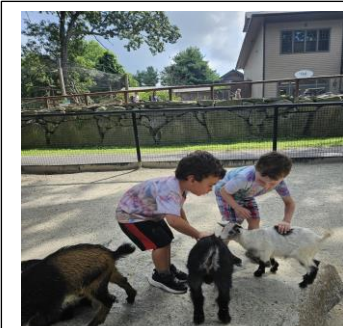
Putnam Family Resource Center

Patricia Bryant- Beausoleil

September 2023

Summer Program Review

We received ESSERS II funding to support our summer programs through the State Department of Education. These funds allowed us to go on several field trips and bring some fun programs in for the kids. The children were able to have an enriching summer program that included weekly sports and wellness programs as well as field trips both on-site and off-site. We also were able to hire some interns to support our summer staffing.



Summer Fun!
Southwick Zoo trip
School Age Program building



Teaching and Learning

We had a wonderful start to our school year. Children and families were excited to come into preschool and we jumped right into learning routines and focusing on our social emotional skills and executive functioning skills. Our classrooms start teaching Second Step and PAWS behavior expectations on day one and all of the children are already acclimated to the classroom structure. Our preschool teaching staff meet weekly to develop and discuss lesson plans and the scope and sequence of instruction

First day fun!
Music Class
Miss Tara's Class at our new mural



Preschool Professional Learning Communities

The Preschool PLC meetings in September have been about reviewing our preschool assessments linked to the Wonders program. We reviewed the Kinderbound assessment, which includes Literacy and Math areas, and we added several components from an additional Literacy Assessment that includes comprehension and retelling skills. Preschool teachers are currently administering the Universal Fall assessment to all 4 year olds. Teachers will then develop their individual goals based on our preschool student's assessment results and in alignment with the district goals for student academic improvement. We will also be using these assessments to plan for interventions and supports for individual students. This month we are also completing the Ages, Stages Development Screening tool, and the social behavioral assessment tool with parents to plan individually for children who may

need Tier 2 or 3 support in their social and emotional growth. We are piloting the online Office of Early Childhood Sparkler App to complete these screening tools.

Early Childhood Program News

Our Preschool Programs are fully enrolled with 103 students. We have added a classroom for the new slots we were awarded and this classroom is both a School day and Full day program based on parental needs.

We received an incentive stabilization grant of \$10,224 that we will be using to purchase outside storage units for playground equipment as well as installing a sidewalk to the classroom outside entrance for parent drop off and pick up.

We are participating in AQIS Accreditation support as we are in the process of our five-year NAEYC Accreditation renewal. We are currently doing a self-study of our program and identifying strengths and areas that we need to develop an action plan to address.

Upcoming Events

The Putnam FRC continues to offer weekly sessions of Play and Learn Groups.

Play and Learn group is on Mondays at PES. Baby and Me sessions are on Tuesdays. Music and Movement is on Wednesdays and the Play and Learn Group is on Thursdays at PES. We are also offering community meet ups for children and parents.

We are hosting a workshop on Screen Free Play on Monday, September 25 from 5:30 to 7:00.

Monthly Coffee Talks are being offered starting Friday, September 15 for parents to come and discuss their child's development and parenting topics.

Climate and Culture

We provided school backpacks to children in grades Preschool to 12th grade in collaboration with the Putnam Salvation Army. We distributed these at Open House. We also gave away coats at Open House and will do another distribution at the October Parent Teacher conferences.

Daily Bread continues to offer snacks on a monthly basis for children who may not be bringing them from home. These snacks are available to students in all three buildings.

We are also working with Daily Bread to offer weekend food packs for families that may have food insecurity.

Celebrations

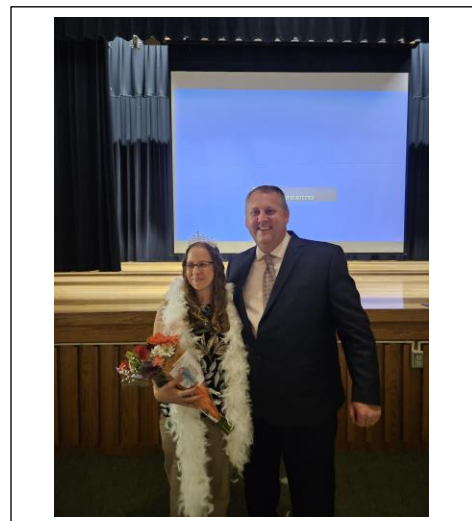
The Democratic Town Committee is again organizing a town-wide Yard Sale on Saturday, October 21 and has designated the Putnam Family Resource Center as the recipient of the proceeds.

Our special education staff conduct Child Find developmental screenings monthly.

We are so proud of Jessica Andersen, our preschool paraprofessional, as she has been recognized as the district paraprofessional of the year.



NOW (Northeast Opportunities for Wellness) Summer Program





PUTNAM PUBLIC SCHOOLS

Special Education Monthly Report

Becky Lopes, Director of Student Services

September 2023

CT-SEDS

CT-SEDS in use

The CSDE and EASTCONN CT-SEDS support staff paused the Tuesday afternoon office hours over the summer months. The office hours are resuming in late September. The CSDE has created multiple flow charts to assist staff as they navigate the modules within CT-SEDS. The CSDE has created flow charts for reevaluations, initial referrals, diagnostic placements, secondary transition, conducting annuals and reevaluations and general procedures. As new resources become available, they are emailed out to all special education and related service staff. All resources are housed within the CT-SEDS platform as well as a new resource binder that has been created for staff to reference.

Staff indicated that the flowcharts were difficult to navigate. Over the summer weeks, the flow charts were rewritten into sequential steps to provide staff a user-friendly resource. Additional resources were created and were presented to staff during the August professional development.

Public Consulting Group (PCG) provided supplementary professional learning opportunities throughout summer. IEP Quality Sessions were offered during the summer and will be offered again 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, in collaboration with the RESCs, offered Collaborative Working Sessions. Participants were provided a brief demonstration of the IEP Process and Progress Reporting modules and how to avoid common errors in CT-SEDS. Information from the working sessions was incorporated in the August PD. Specific information related to progress reports was added and will support staff as they navigate the progress reporting module.



PUTNAM PUBLIC SCHOOLS

Grants

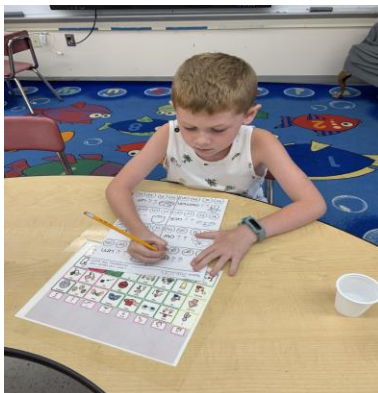
On August 3, 2023, Governor Lamont and Education Commissioner Charlene Russell-Tucker announced the release of the School Mental Health Specialist grant recipients. 72 school districts across the state of Connecticut were selected. Putnam was one of the 72, receiving \$162,000.

Professional Development:

The Bureau of Special Education held their annual back to school meeting on Friday, September 8, 2023. Special education policy updates, legislative updates, state performance/annual performance reports were shared. In addition, the BSE shared that Nathan Levenson from New Solutions k12 has partnered with the Bureau and will be supporting special educators across the state throughout the 2023/2024 school year. In the afternoon, various breakout sessions were offered.

Extended School Year (ESY) Update:

Students continued working on their IEP goals and objectives to prevent regression over the summer weeks. Students participated in a range of activities, lessons, and crafts while interacting with peers and staff. Staff got creative, working on skills in a more hands-on, thematic-approach. Students made smores utilizing a solar pizza box cooker, cooked and decorated ocean-themed cupcakes, enhanced their functional math skills, reinforced academic skills, enhanced their social skills, and so much more!





PUTNAM PUBLIC SCHOOLS

Helping Hands- ESY Update

The Bureau of Rehabilitation Services (BRS) and the Department of Developmental Services (DDS) have collaborated to develop a pilot program focusing on early intervention for work based learning for students that have an intellectual disability aged 17-19. The goals of the pilot are to provide early intervention around competitive integrated employment, offer Level Up Services, ensure students and families have the resources to make informed choices, and to expand the number of individuals with intellectual disabilities entering competitive integrated employment upon exit from school transition programs at age 22. A representative from BRS met with school staff to initiate the pilot with Putnam students. BRS and DDS created a “Job Club” this summer, offering 12 hours of service time to prepare students for employment post high school. BRS and DDS will continue to collaborate with Putnam Students during the 2023/2024 school year to provide intervention and support to students and families related to job skills.

Students in the Helping Hands program continued to work on their transition and independent living skills throughout the summer. They collaborated with BRS to enhance their job related skills. Students conducted “mock-interviews,” updated and refined their resumes, continued money skills, and created tasty treats to eat.

Students have resumed most of their job assignments despite the early dismissals and changes in schedules. Students even prepared a delicious apple crisp to share with the seniors at the Senior Center. In addition to resuming job assignments, students began preparing their dog biscuit dough. Students will use the profits from their sales to fund outings and supplies for activities.

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)
251	30	20	4	49	N/A	21.11%



PUTNAM PUBLIC SCHOOLS

Public Act 23-137 was recently passed which extends IDEA eligibility through the end of the school year during which a student turns 22 or until the student graduates from high school with a regular high school diploma. Public Act 23-137 went into effect July 1, 2023.

All Putnam students and families that were impacted by Public Act 23-137 were contacted. If appropriate, planning and placement team meetings were scheduled to ensure there were no gaps in the student's IEP implementation.

Public Act 23-137 contained many changes that affect transition services, resources, training, notification, and requirements for translation/interpretation.



PUTNAM PUBLIC SCHOOLS

Jacqueline Vetrovec
Director of Curriculum and Instruction
September 2023

Staff Professional Development

Staff participated in two full days of professional development on August 28th and 29th. This time included building level staff meetings, building level refreshers on processes/procedures and PES staff engaged in professional learning surrounding the Dibels mClass assessment platform. This platform was approved by the CSDE as an approved assessment measuring multiple literacy skills aligned to the science of reading. On August 30th, 14 staff members were trained on CPI which is a program that teaches educators the skills to safely recognize and respond to everyday crisis situations.

New Teacher Orientation and the TEAM Induction Program

19 teachers attended the new teacher orientation held on August 22-23rd. The teachers were introduced to new platforms including PowerSchool, the Microsoft suite, the teacher evaluation system and the curriculum platform. In district we are supporting 12 beginning teachers on the TEAM Induction program which is required for teacher certification and another 19 newly hired teachers have been assigned a district mentor who will assist them in navigating building level processes and procedures.

Grants

The Alliance grant has been approved by the state. The Right to Read Grant has been edited and is awaiting approval from the state. The Title IA-IIA and Title IV Part A grants have been submitted to the state for approval. The High Dosage Tutoring application has been submitted to the state for consideration.

State Systems

Both the TCS and EDS state systems were updated in August and September. These systems feed information into our Next Generation Accountability Report which is a broad set of 12 indicators that help tell the story of how well a school is preparing its students for success in college, careers, and life. More information about a few of the indicators noted in the report will be shared with the board throughout the school year.

Social Emotional

Student's social emotional well-being continues to be a priority in the district. The staff in the schools will continue to instruct universal lessons aligned to the CASEL competencies using the Second Step curriculum materials at the elementary and middle school levels and a hybrid of developed lessons at the high school level. We will be screening our K-8 students using the DESSA universal screen in September. The HS will be using the student self-rater as their universal screen. Both screens will be administered three times this school year. The data from the screens will help staff determine which students need additional more in-depth screening as well as which students could benefit from and receive Tier 2 and Tier 3 instruction.

PLC

Staff have scheduled PLC opportunities on September 18 and 25 this month. The focus of the PLCs is to meet in grade level and/or content level groups where they will analyze data, student work or adult work. This analysis will help shape a plan supporting continuous improvement.

Summer Learning

A robust summer learning program was held within each building between July 5-28th. A summary of the programs' learning objectives and evidence of learning is noted below.

Grade Level	Avg # of Students in Attendance	Overarching Student Goals or Learning Objectives of the Program	Student Outcomes
1	11-12	Alphabet letter recognition and sounds Lowercase alphabet letter formation Blending CVC words Trick Word Recognition, Creative Writing Number recognition up to 20, Writing numbers up to 20 Counting within 20, Addition within 10	Through shared experiences or direct instruction, 1:1 instruction or small groups, achievement of the objectives identified include observations, weekly informal running records, analysis of student work, and writing or dictation.
2	16-17	Reading and writing closed syllable words (Ex. hug, math, stick, ball) Reading and writing words with vowel consonant e (Ex. take, home) Handwriting, spacing between words, capitalization, and punctuation. Phonemic Awareness, Sight Word Recognition Vocabulary development Retelling and Main Idea and Details, Written Response to text	
3	6-7	Decoding and blending CVCe words Decoding and blending one-syllable words with r-controlled vowels. Understanding the meaning of words with suffixes -e/-es, -ing, and -ed. Regrouping ones into tens and ones Adding and subtracting using a hundred chart and number line Adding a two-digit number with a one-digit number/subtracting a one-digit number from a two-digit number, Finding ten more/ten less	
4	10-12	Decoding strategies for reading multisyllabic words. Reading and writing closed syllable words. Reading and writing open syllable words. Reading and writing silent E words. Identifying the characteristics of fiction and nonfiction Prefixes and suffixes, Finding the theme in a text. Adding and subtracting up to 1,000	
5 - 8	Grade 5 = 8 Grade 6 = 5 Grade 7 = 8-9 Grade 8 = 5-6	MATHEMATICS Place value and number sense, Operations (addition, subtraction, regrouping, multiplication), Decimal review, Rounding, Fractions (LCM, GCF), PEMDAS READING Recalling information, Inferencing, Summarizing, Building vocabulary, Synonyms/ Antonyms, Non-fiction text features, Putting items into alphabetical order WRITING Produce clear and coherent writing in which the development, organization, and style are appropriate to task, purpose, and audience, Explain events in chronological order, Explain cause and effect relationships, Increase stamina for writing, Note-taking/test taking skills	Student achievement is measured through teacher observation, discourse, collaboration, and analysis of student work.
9-12	46/64 (72%) students have attended at least 1/7 days of summer school.	Credit Recovery Programs Offered in Math, English and General Subjects Total number of credits recovered = 22.75 Total number of students recovering credits = 28	Analysis of student work and online Edgenuity assessments

ESY			
PreK	5	Pre-writing skills, tracing (name and letters), letter identification, letter-sound correspondence, rhyming, sight word vocabulary, CVC words, counting, patterns, number sense, social skills and communication skills	Progress monitoring data is collected and will be reported at the end of ESY.

ABLE	9	Number ID, counting Single & Double digit addition/subtraction Multiplication, Shape ID Patterns (AB/ABB/ABC) Colors, Vocabulary ID Letter/sound ID Reading Comp., Daily living skills	Students are maintaining skills from IEPs as demonstrated by strong behavior and regulation data with crafts and structured play opportunities, daily guided reading sessions, worksheets and sensory activities, targeted teacher created assessments on BOOM cards
K-4	8	Decoding nonsense words Foundations letter/sounds, Wilson lessons double digit addition, numeracy number ID; oral counting; number writing	Students are maintaining current skills from IEPs as demonstrated by participation in daily activities, worksheets and completing Lexia and iReady targeted activities
RISE	2	Behavior-social skills, coping with frustration; Letter ID, Number ID, Number Comparison, CVC Real and Nonsense Decoding, reading leveled texts	Same as ESY ABLE
LEAP	4-5	Reading comprehension, functional academic skills, place value, identified math goals, social skills, communication skills, cooking skills, transition skills	Students are maintaining their current skills from their Individualized plans. Students participate in guided practice and independent work while enhancing their independent living skills within the school setting. Students practiced their measuring skills to produce tasty treats to share.
5-8	3-5	Reading Fluency, reading comprehension (identifying main idea and comparing/contrasting story elements) +, - 2D X 2D with regrouping, Multiplication 2D X 1D and 3D X 1D, Division 2D/1D with remainders, Identifying place values, identifying greater than, less than, or equal to. Calculating area and perimeter	Students are maintaining current skills from IEPs as demonstrated by completing guided and independent practice of direct instruction, timed reading fluencies, timed and untimed writing prompts, independent math fluencies and group practice in math games involving targeted IEP goals.
Life Skills	9-11	Reading comprehension (identifying key details, inferencing, functional vocabulary), Paragraph writing, money skills, solving multi-step word problems, estimation, communication skills, social skills, food safety, transition skills, independent living skills	Students are maintaining their current skills as identified on their individualized plans. Students participate in cooking activities, social skills groups, related services, and functional academic tasks.
Transition	3-4	Students continued to focus on their postsecondary education, career/vocation/transition, and daily living skill goals. Students practiced their interviewing skills, working with money and general safety. The district partnered with BRS and DDS over the summer weeks. A representative from BRS met with students and staff and developed a "job club."	Students are maintaining vocational skills while reinforcing independent living and postsecondary goals. Students updated their resumes, practiced their interviewing skills, and identified resources they could access for assistance.

ENC 6

BUSINESS

**PUTNAM PUBLIC SCHOOLS
TUITION RATES**

YEAR	REGULAR EDUCATION	% INCREASE
2014 - 2015	\$10,810	1.50%
2015 - 2016	\$10,999	1.75%
2016 - 2017	\$11,219	2.00%
2017 - 2018	\$11,477	2.30%
2018 - 2019	\$11,741	2.30%
2019 - 2020	\$11,741	0.00%
2020 - 2021	\$11,741	0.00%
2021 - 2022	\$11,741	0.00%
2022 - 2023	\$11,741	0.00%

PROPOSED INCREASE		
2023 - 2024	\$11,976	2.00%
2023 - 2024	\$12,093	3.00%
2023 - 2024	\$12,211	4.00%

The tuition for Special Education students is based upon student needs.

The tuition for Woodstock Academy is locked at \$11,741 for regular education students until June 30, 2025.