

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