

# PUTNAM BOARD OF EDUCATION

## SECRETARY'S REPORT

August 23, 2022

The Putnam Board of Education met in regular session on August 23, 2022, in the Joseph V. Pempek Memorial Conference Room at 7:00 PM.

Attendance: Tabetha Babcock, Kevin Davis, Jamie Heath, Laure LaBonte, Michael Morrill (7:35), Chad Neal, James Purdon, Christopher Steinbrick, and Jill Zangerl

Others: Daniel P. Sullivan, III, Superintendent of Schools; Nancy T. Cole, Business Administrator

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

### Pledge of Allegiance

#### 1. APPROVAL OF MINUTES

Chad Neal made a motion to approve the June 7, 2022, regular meeting minutes, the June 14, 2022 special meeting minutes, the July 11, 2022 special meeting minutes, the July 18, 2022 special meeting minutes, and the August 16, 2022 special meeting minutes. The motion was seconded by Tabetha Babcock and passed unanimously.

#### 2. CORRESPONDENCE

The Board received no correspondence.

#### 3. PRESENTATIONS

No presentations

#### 4. CITIZEN'S COMMENTS

There were no citizens' comments.

#### 5. REPORTS OF OFFICERS AND STANDING COMMITTEES

##### a. Committee Reports

##### 1) Policy Committee Report

a. July 11, 2022 Meeting Minutes

b. July 18, 2022 Meeting Minutes

The minutes from the July 11, 2022 and July 18, 2022 meetings were reviewed.

##### 2) Facilities Committee Report

No report

##### 3) Curriculum Committee

No report

##### 4) Communications Committee

No report

##### 5) CABE Events Update

##### b. Financial Reports, Nancy T. Cole

Nancy Cole updated the Board on the year-end expenditure report for 2021-2022. An Excess Cost Report and Family Resource Center Report were also included.

- c. Superintendent's Report, Daniel P. Sullivan, III
  - 1) Update on the Opening of Schools

The Superintendent reported that school is starting fully staffed on Thursday, August 25, 2022. New teacher orientation and professional development were held, and convocation will be held on August 24, 2022. The School Resource Officer and School Safety Officers are receiving their training and are ready to start with the opening of school.
  - 2) District Update

Superintendent Sullivan informed the Board that the COVID leadership team met to discuss the continuity of services plan.
  - 3) Personnel Report

An updated personnel report was included in the packet.
  - 4) School Monthly Board Reports

School monthly reports were included in the packet.
- d. Board Chair Report, Jill Zangerl

6. **BUSINESS**

- a. Adoption of BOE Goals

Christopher Steinbrick made a motion to adopt the BOE goals. The motion was seconded by Tabetha Babcock and passed unanimously.
- b. Board Committee Assignments

Superintendent Sullivan requested that BOE members communicate with the board chair their availability to serve on committees.
- c. Adoption of New Board Policy 6141.51 – Advanced Courses or Programs Eligibility Criteria for Enrollment
- d. Adoption of New Board Policy 6141.52 – Challenging Curriculum Policy
- e. Adoption of Updated Board Policy 6172.1 – Gifted and Talented Students Program

James Purdon made a motion to adopt Policy 6141.51, Policy 6141.52, and 6172.1 and rescind the former policies. The motion was seconded by Christopher Steinbrick and passed unanimously.
- f. Negotiations for Putnam Education Association (Anticipated to go into Executive Session)

Kevin Davis made a motion to go into Executive Session at 7:24 p.m. for the purpose of personnel matter. The motion was seconded by Tabetha Babcock and passed unanimously. Superintendent Sullivan and Nancy Cole were invited to attend.

James Purdon made a motion to end Executive Session at 8:11 p.m. The motion was seconded by Tabetha Babcock and passed unanimously.

Kevin Davis made a motion to eliminate the Family Resource Center's introductory pay scale step for the childcare assistants and have the first step be the two year degree or CDA certification, or working toward a two year degree or CDA certification at a rate of \$17.24. The motion was seconded by James Purdon and passed unanimously.

7. **ADJOURNMENT**

Chad Neal made a motion to adjourn. The motion was seconded by Laure LaBonte and passed unanimously. The meeting adjourned at 8:11 PM.

Respectfully submitted,

Kevin Davis  
Board Secretary