

PUTNAM BOARD OF EDUCATION

SECRETARY'S REPORT

March 19, 2024

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

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

Absent: Laure LaBonte, Christopher Steinbrick, and Chris Stewart

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

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

Pledge of Allegiance

Student Representatives

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

1. APPROVAL OF MINUTES

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

2. CORRESPONDENCE

There were three emails of substance that were forwarded.

3. PRESENTATIONS

a. CAPSS Awards

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

b. Pride of Putnam: Family Resource Center

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

c. Board of Education Appreciation

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

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

d. Recess

The Board took a brief recess.

4. CITIZENS COMMENTS

There were no citizen's comments.

5. REPORTS OF OFFICERS AND STANDING COMMITTEES

a. Committee Reports

1) Policy Committee Report

No report

2) Facilities Committee Report

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

3) Curriculum Committee Report

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

4) Liaison and Adopt a School Updates

No reports

b. Financial Report

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

c. Superintendent's Report, Steven R. Rioux

1) District Update

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

2) PES Writing Initiative

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

3) Budget Update FY2024-2025

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

4) Monthly Enrollment Report

An updated enrollment report was included in the packet.

5) Personnel Report

An updated personnel report was included in the packet.

6) School Monthly Board Reports

School Monthly Reports were included in the packet.

7) Quarterly Department Reports

Quarterly Department Reports were included in the packet.

d. Board Chair Report

1) PMS Principal Search Committee

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

6. BUSINESS

a. Warn for Adoption

1) Putnam High School Internship Course

2) Putnam Middle School Intervention Resource – SPIRE

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

b. Continuation of Grants for 2024-2025

1) Family Resource Center

2) School Readiness and Quality Enhancement

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

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

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

c. Authorization for Superintendent Rioux to Apply for Grants

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

d. Healthy Food Certification for FY 2024-2025

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

HEALTHY FOOD CERTIFICATION MOTIONS for FY 2024-2025

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

2. Motion Language for Combined Food and Beverage Exemptions

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

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

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

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

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

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

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

g. Approval of Food Service Bid for Generator

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

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

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

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

Executive session began at 9:07 PM.

Executive session ended at 9:14 PM.

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

7. ADJOURNMENT

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

Respectfully submitted,

Carolyn Riendeau
Board Secretary