

PUTNAM BOARD OF EDUCATION

SECRETARY'S REPORT

May 16, 2023

The Putnam Board of Education met in regular session on May 16, 2023, in the Joseph V. Pempek Memorial Conference Room at 7:00 PM.

Attendance: Tabettha Babcock, Michael Morrill, Laure LaBonte, Chad Neal (8:24 PM), James Purdon (7:17 PM), Carolyn Riendeau, Christopher Steinbrick, and Jill Zangerl

Absent: Jamie Heath

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

Student Representatives

Guinevere Weiker reported on events happening in the schools.

1. APPROVAL OF MINUTES

Tabetha Babcock made a motion to approve the April 18, 2023 regular meeting minutes with the noted correction. The motion was seconded by Michael Morrill and passed unanimously.

2. CORRESPONDENCE

There was an invitation to the Putnam High School Athletic Awards Ceremony.

3. PRESENTATIONS

a. Pride of Putnam Awards: Putnam High School

The Pride of Putnam May Awards were presented by the board. Putnam High School students Melodie Anderson, Rafaela Araujo, Lucas Benoit, Cheyanne Debold, Zeynep Ekinci, Michael Ellis, Atiana Estes, Travis Fredette, Lily Goyette, Alonzo Henries, Hale Karadeniz, Savannah Loiselle, Cameron Lowell, Paige Perry, Sullivan MacDonald, Kaydence Morris, Enrico Ong, Jonathan Racine, Alishia Thompson, Jayden Walker, and Guinevere Weiker along with staff members, Shane Donahue, Gretchen Hess, Pam Geremia, and Jessica Jane were recognized for their effort and commitment to the Northeast CT Relay for Life Team.

b. CABA Student Leadership Awards

The board recognized the CABA Student Leadership Award nominees. The students recognized were Ayla Daniels and Drew Seiffert from Putnam Middle School, and Rafaela Araujo and Alishia Thompson from Putnam High School.

4. CITIZENS COMMENTS

There were no citizens comments.

5. REPORTS OF OFFICERS AND STANDING COMMITTEES

a. Committee Reports

1) Policy Committee Report

No report

2) Facilities Committee Report

a) May 4, 2023 Special Meeting Minutes

3) Curriculum Committee Report

No report

4) CABA Events Update

No upcoming events

b. Financial Report

Nancy Cole updated the board on the projected year-end expenditure report for FY 2022-2023. An Excess Cost Report and the Family Resource Center Report were also included.

c. Superintendent's Report, Steven R. Rioux

1) District Update

Superintendent Rioux reported that he has had several meetings with staff and community members. He was able to tour the Helping Hands program space and was impressed with the program. The district will watch the fall enrollment numbers for preschool to determine what programs will add slots.

2) Putnam High School Scholarship Night: May 25, 2023 at 7:00 PM

Superintendent Rioux shared information about the PHS Scholarship Night.

3) ARP ESSER Grant Update

An updated document regarding the ARP ESSER Grant was shared with the board.

4) FY 24 Budget Discussion

a) Staffing and Programming Discussion

Superintendent Rioux shared his recommendations for staffing and programming changes for the 2023-2024 fiscal year. James Purdon made a motion to add approval of the budget revisions as an agenda item under business before discussion of the board retreat. The motion was seconded by Carolyn Riendeau and passed unanimously.

5) FY 23 Budget Discussion

Superintendent Rioux is developing a list of end of year expenditures and will share them with the board at the June meeting.

6) Personnel Report

An updated personnel report was included in the packet.

7) School Monthly Board Reports

School monthly reports were included in the packet.

d. Board Chair Report, Jill Zangerl

6. BUSINESS

a. Board Committee Assignments

Tabetha Babcock and Laure LaBonte volunteered to join the Policy Committee. Chad Neal volunteered to attend the District All Hazard Safety and Security meeting. The communications committee was collapsed and all committees will include communications in their work.

1) Administrator's Negotiations Committee

James Purdon and Michael Morrill volunteered to sit on the Administrators' Negotiations Committee.

2) Nurses' Negotiations Committee

James Purdon and Christopher Steinbrick volunteered to sit on the Nurses' Negotiations Committee.

b. FY 24 Budget Revisions

James Purdon made a motion to accept the FY24 budget revisions as presented by Superintendent Rioux. The motion was seconded by Carolyn Riendeau and passed unanimously.

c. Board Retreat

The board retreat was scheduled for August 1, 2023, at 6:00 PM. The location will be determined.

d. Approval to raise the FSA maximum to the 2023 IRS maximum of \$3,050 with a rollover of \$610

Christopher Steinbrick made a motion to raise the FSA maximum to the 2023 IRS maximum of \$3,050 with a rollover of \$610. The motion was seconded by Laure LaBonte and passed unanimously.

e. Approval of PES and PMS Facility Study

Tabetha Babcock made a motion to table the discussion of the PES and PMS facility study to the June meeting. The motion was seconded by James Purdon and passed unanimously.

f. Executive Session for the Purpose of Personnel Matters and Negotiations

Christopher Steinbrick made a motion to enter executive session at 8:45 PM for the purpose of personnel matters and negotiations. The motion was seconded by James Purdon and passed unanimously. Superintendent Rioux and Nancy Cole were invited to attend.

Executive session ended at 9:12 PM.

1) Non-Certified/Non-Affiliated Compensation Package

James Purdon made a motion to approve a 3% raise for non-certified/non-affiliated employees for FY 2023-24. The motion was seconded by Michael Morrill and passed unanimously.

2) Secretaries' Contract

James Purdon made a motion to approve a 4% increase for the secretaries' group for FY 2022-2023 retroactive to July 1, 2022. The motion was seconded by Tabettha Babcock. Chad Neal abstained. The motion passed.

James Purdon made a motion to approve the secretaries' 3-year contract for 2023-2026 as presented. The motion was seconded by Christopher Steinbrick. Chad Neal abstained. The motion passed.

3) Superintendent's Evaluation

7. ADJOURNMENT

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

Respectfully submitted,

Carolyn Riendeau
Board Secretary