

PUTNAM BOARD OF EDUCATION

SECRETARY'S REPORT

October 17, 2023

The Putnam Board of Education met in regular session on September 19, 2023, in the Joseph V. Pempek Memorial Conference Room at 7:00 PM.

Attendance: Tabetha Babcock, Laure LaBonte, Michael Morrill, Chad Neal, James Purdon (7:02), 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

1. APPROVAL OF MINUTES

James Purdon made a motion to approve the September 19, 2023 regular meeting minutes as presented. The motion was seconded by Laure LaBonte and passed unanimously.

2. CORRESPONDENCE

There were several SPAM emails received. There was one email of substance received from a new teacher sending their regrets for not being able to accept the invitation to the September Board meeting. That email was shared with the Board members.

3. PRESENTATIONS

a. Pride of Putnam: Putnam Middle School

The Pride of Putnam Awards were presented by the board. Putnam Community Member Cody Rogers was recognized for organizing the backpack and school collection for our students. His efforts provide a large number of students with the school supplies they need to be prepared for the start of the school year. Putnam Middle School Teacher Amy Camassar was recognized for her quick thinking, compassion, and life saving measures in performing a first aid procedure while a student was choking during lunch.

4. CITIZENS COMMENTS

There were no citizens comments.

5. REPORTS OF OFFICERS AND STANDING COMMITTEES

a. Committee Reports

1) Policy Committee Report

The minutes from the special meeting held on September 27, 2023 were included in the packet.

2) Facilities Committee Report

The minutes from the special meeting held on October 4, 2023 were included in the packet.

3) Curriculum Committee Report

The committee held a special meeting on October 17, 2023.

4) CABA Events Update

The CABA/CAPSS Convention will be held on November 17 and 18, 2023.

b. Financial Report

Nancy Cole updated the board on the year-end expenditure report for FY 2023-2024. 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 shared examples of the professional development provided to staff throughout the district and some operational updates being implemented to cut costs and improve efficiency.

2) Enrollment Report

The October 1st enrollment report was included in the packet. It was noted that there is a substantial increase in the number of students classified as homeless.

3) Achievement Data 2022-23 - Mathematics

A data report was presented by Jacqueline Vetrovec, Director of Curriculum. The principals presented strategies for growth.

4) Discussion Regarding eRate Grant

Superintendent Rioux presented options for utilizing the eRate Grant and other funding sources for technology maintenance and updates.

5) District Technology Committee Update

Superintendent Rioux and Heather Taylor are the co-chairs of the district technology committee.

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. Warn to Adopt New Reading Program – ARC Core

Tabetha Babcock made a motion to warn to adopt new reading program, American Reading Core as presented. The motion was seconded by Carolyn Riendeau and passed unanimously.

b. Policy Committee Recommendation to adopt Shipman & Goodwin policy services

Michael Morrill made a motion to authorize the superintendent to purchase Shipman & Goodwin policy services. The motion was seconded by Chad Neal and passed unanimously.

c. Set Putnam High School Graduation Date

James Purdon made a motion to approve that the Putnam High School graduation ceremony be held on Wednesday, June 12, 2024. The motion was seconded by Laure LaBonte and passed unanimously.

d. Negotiations for Paraprofessionals – BOE Member Appointment

e. Negotiations for Food Service Employees – BOE Member Appointment

Christopher Steinbrick made a motion to appoint James Purdon to represent the Board of Education at the Local 1303-87 Negotiations (Paraprofessionals and Food Service employees). The motion was seconded by Tabettha Babcock and passed unanimously.

f. Approval for Local Contribution required for eRate Grant Funding

Chad Neal made a motion to approve local contribution for the Universal Service Fund grant application through the local eRate account. The motion was seconded by Christopher Steinbrick and passed unanimously.

James Purdon made a motion to enter executive session at 8:31 PM to discuss agenda items 6g, 6h, and 6i. The motion was seconded by Tabettha Babcock and passed unanimously. Superintendent Rioux and Nancy Cole were invited to attend.

Executive session ended at 8:50 PM.

g. Contract Agreement with Putnam Administrators’ Association (possible executive session)

James Purdon made a motion to approve the contract agreement with the Putnam Administrators’ Association. The motion was seconded by Michael Morrill and passed unanimously.

h. Personnel Matter – Food Service Director Contract Review (possible executive session)

James Purdon made a motion to approve contract revisions for the Food Service Director as presented. The motion was seconded by Christopher Steinbrick and passed unanimously.

i. Personnel Matter – Teacher Stipend Agreement (possible executive session)

Christopher Steinbrick made a motion to approve Teacher Stipend Agreement as presented. The motion was seconded by Tabettha Babcock and passed unanimously.

7. ADJOURNMENT

Christopher Steinbrick made a motion to adjourn. The motion was seconded by Laure LaBonte and passed unanimously. The meeting adjourned at 8:51 PM.

Respectfully submitted,

Carolyn Riendeau
Board Secretary