

# PUTNAM BOARD OF EDUCATION

## SECRETARY'S REPORT September 19, 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, 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 August 22, 2023 regular meeting minutes as presented. The motion was seconded by Tabetha Babcock and passed unanimously.

#### **2. CORRESPONDENCE**

There were 17 total emails received, 14 of which were SPAM. The remaining 3 emails of substance were a parent request for residency information, a thank you card from a retired teacher, and an invitation to a public information meeting regarding the Air Line Trail reconstruction and accessibility improvements.

#### **3. PRESENTATIONS**

##### **a. Pride of Putnam: Community Volunteers**

The Pride of Putnam Awards were presented by the board. Community volunteers Eric Davidson and Chris Tsanjoures were recognized for volunteering their time to the troubleshooting, installation, programming, and training of our staff on the new lighting board and sound equipment in the Putnam Middle School Auditorium.

##### **b. Introduction of New Teachers**

The new teachers for Putnam Public Schools were introduced to the board.

##### **c. Paraprofessional of the Year**

The Putnam Public Schools' Paraprofessional of the Year, Jessica Andersen was introduced to the board.

##### **d. Teacher of the Year**

The Putnam Public Schools' Teacher of the Year, Sara Desjarlais was introduced to the board.

#### **4. CITIZENS COMMENTS**

There was a citizen comment from a Putnam Public School staff member thanking the board for addressing concerns with the cleanliness of Putnam Elementary School and noting that there are noticeable improvements.

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

### **a. Committee Reports**

#### **1) Policy Committee Report**

The next meeting is scheduled for September 27, 2023.

#### **2) Facilities Committee Report**

No report

#### **3) Curriculum Committee Report**

The next meeting is scheduled for 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 2022-2023. An Excess Cost Report, the Family Resource Center Report, the School Facilities Report, and a Field Trip Financial Report were also included.

### **c. Superintendent's Report, Steven R. Rioux**

#### **1) District Update**

Superintendent Rioux reported that convocation with all staff was held. The topic focused on SEL (Social Emotional Learning). The schools have started to hold their PLC (Professional Learning Community) meetings.

#### **2) Enrollment Report**

A current enrollment report was included in the packet.

#### **3) Reading Achievement Data Review**

Literacy data was presented by Jacqueline Vetrovec, Director of Curriculum. The Principals presented strategies for literacy growth.

#### **4) Putnam Administration Association Negotiations Update**

Superintendent Rioux reported the negotiations with the Putnam Administration Association have finished. The contract is being finalized and will be presented to the board at a future meeting.

#### **5) Facilities Update**

An update of the facilities projects was included in the packet.

#### **6) Personnel Report**

An updated personnel report was included in the packet.

#### **7) Quarterly Department Reports**

Quarterly Department Reports were included in the packet.

#### **8) School Monthly Board Reports**

School Monthly Reports were included in the packet.

### **d. Board Chair Report, Jill Zangerl**

**6. BUSINESS**

**a. Set 2023-2024 Putnam Public Schools tuition rate**

**b. Set 2024-2025 Putnam Public Schools tuition rate**

Information about the past tuition rates with proposed increases was included in the packet.

Superintendent Rioux recommended increasing the tuition by 2.00% and setting the tuition rate at \$11,976 for the 2023-2024 school year and the 2024-2025 school year. Michael Morrill made a motion to approve this recommendation as presented. The motion was seconded by Christopher Steinbrick 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 9:02 PM.

Respectfully submitted,

Carolyn Riendeau  
Board Secretary