

# PUTNAM BOARD OF EDUCATION

## SECRETARY'S REPORT

September 20, 2022

The Putnam Board of Education met in regular session on September 20, 2022, in the Joseph V. Pempek Memorial Conference Room at 7:00 PM.

Attendance: Kevin Davis, Jamie Heath, Laure LaBonte, Michael Morrill, Chad Neal, James Purdon, Christopher Steinbrick, and Jill Zangerl

Absent: Tabetha Babcock

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**

### **Moment of Silence**

### **Student Representatives**

#### **1. APPROVAL OF MINUTES**

Jamie Heath made a motion to approve the August 23, 2022 regular meeting minutes. The motion was seconded by Chad Neal and passed unanimously.

#### **2. CORRESPONDENCE**

The Board Chair was contacted by the Thompson Board of Education Chair regarding Thompson exploring information about regionalization.

#### **3. PRESENTATIONS**

##### **a. Introduction of School Safety Officers**

Safety Officers Joseph Mattera, David Mattioli, Julie St. Jean, and Christopher Toney were introduced to the board.

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

New teachers Pamela Earle and Timothy Geremia were introduced to the board.

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

The Putnam Public Schools' Paraprofessional of the Year, Suzanne Lazarou was introduced to the board.

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

The Teacher of the Year introduction was tabled to the October meeting.

A brief reception was held following the introductions.

#### **4. CITIZEN'S COMMENTS**

There were no citizens' comments.

The board had a brief reception to welcome the School Safety Officers and new teachers and to congratulate the Paraprofessional of the Year.

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

### a. Committee Reports

#### 1) Policy Committee Report

##### a. September 20, 2022 Meeting

The committee is bringing new policy 4113.12 and revised policies 5141.4 and 5144.4 to the board to warn for adoption

#### Facilities Committee Report

No report

#### 2) Curriculum Committee

No report

#### 3) Communications Committee

No report

#### 4) CABE Events Update

Michael Morrill reported that the CABE Convention will be held on November 18 & 19, 2022 in person.

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

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

### c. Superintendent's Report, Daniel P. Sullivan, III

#### 1) District Update

The Superintendent recommended adding two Registered Behavior Technician employees to help support the needs of students.

James Purdon made a motion to add to the agenda the addition of two Registered Behavior Technician employees. The motion was seconded by Jamie Heath and it passed unanimously.

#### 2) Enrollment Report

The Superintendent reported enrollment numbers have increased.

#### 3) Grand Opening for the Helping Hands Transition Program

The Superintendent thanked board member Laure LaBonte for attending the Helping Hands event.

#### 4) Strategic Planning

The Superintendent reported that the 1<sup>st</sup> session was held, a survey was sent out, and subcommittees will be meeting.

#### 5) Goals

The administrative team developed the 2022/2023 goals and actions steps. They were 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. Warn for Adoption

- 1) New Board Policy 4113.12 – Minimum Duty-Free Lunch Periods for Teachers
- 2) Revised Board Policy 5141.4 – Reporting Child Abuse, Neglect and Sexual Assault
- 3) Revised Board Policy 5144.4 – Physical Exercise and Discipline of Students

The board warned for adoption policy 4113.12, 5141.4, and 5144.4.

b. The addition of two Registered Behavior Technician employees

Michael Morrill made a motion to add two Registered Behavior Technician employees. The motion was seconded by Christopher Steinbrick and passed unanimously.

**7. ADJOURNMENT**

Laure LaBonte made a motion to adjourn. The motion was seconded by Christopher Steinbrick and passed unanimously. The meeting adjourned at 8:06 PM.

Respectfully submitted,

Kevin Davis  
Board Secretary