

Putnam Central School
Re-Organizational
6:30 p.m.

DATE: July 12, 2016

MEMBERS PRESENT: Charles Bain, Jr. Jodie Bruce; Gerald Gendron, Kristie Watrous and Carolyn Andersen

OTHERS PRESENT: Kim Brown, District Clerk

1. Call to Order

The meeting was called to order at 6:30 p.m. by Kim Brown

2. Administration of Oath

2.1 Kim Brown administered oath of office to newly elected board member, Carolyn Andersen.

3. Election of Officers

3.1 A motion was made by Jodie Bruce and seconded by Gerald Gendron to nominate Charles Bain, Jr. as President of the Board of Education. Motion carried 5-0

3.2 A motion was made by Gerald Gendron and seconded by Charles Bain, Jr. to nominate Jodie Bruce as Vice President of the Board of Education. Motion carried 5-0

5.3 Oath of office administered to all School Board members

4. Appointment of Officers

A motion was made by Jodie Bruce and seconded by Kristie Watrous to appoint Jamie O'Dell of FEH BOCES as District Treasurer. Motion carried 5-0

A motion was made by Gerald Gendron and seconded by Carolyn Andersen to appoint Darlene Kerr as school tax collector. Salary tabled until August meeting. Motion carried 5-0

A motion was made by Gerald Gendron and seconded by Jodie Bruce to appoint Kim Brown as District Clerk. Motion carried 5-0

5. Other Appointments

A motion was made by Kristie Watrous and seconded by Gerald Gendron to appoint Hudson Headwaters Health (HHHN) as the official district physician. Motion carried 5-0

The Appointment of the Independent Auditor was tabled.

A motion was made by Jodie Bruce and seconded by Gerald Gendron to appoint James Forbes as Asbestos Designee for the District. Motion carried 5-0

A motion was made by Carolyn Andersen and seconded by Jodie Bruce to approve Chairperson; a parent representative, if requested; School Psychologist and a teacher to the Section 504 Committee members. Motion carried 5-0

A motion was made by Carolyn Andersen and seconded by Gerald Gendron to approve Chairperson; a parent representative, if requested; School Psychologist and a teacher to the CSE Committee members. Motion carried 5-0

A motion was made by Carolyn Andersen and seconded by Jodie Bruce to approve Chairperson; a parent representative, if requested; School Psychologist and a teacher to the CPSE Committee members. Motion carried 5-0

A motion was made by Jodie Bruce and seconded by Gerald Gendron to appoint Superintendent, Matthew Boucher as Title 9 Coordinator. Motion carried 5-0

A motion was made by Carolyn Andersen and seconded by Gerald Gendron to appoint Superintendent, Matthew Boucher as Qualified Lead Evaluator for APPR. Motion carried 5-0

A motion was made by Kristie Watrous and seconded by Gerald Gendron to appoint Angela Mackey of FEH BOCES as Internal Auditor of Bills. Motion carried 5-0

A motion was made by Jodie Bruce and seconded by Gerald Gendron to appoint Girvin and Ferlazzo as school attorneys. Motion carried 5-0

A motion was made by Gerald Gendron and seconded by Jodie Bruce to appoint Superintendent, Matthew Boucher as Records Access Officer. Motion carried 5-0

A motion was made by Carolyn Andersen and seconded by Jodie Bruce to appoint District Clerk, Kim Brown as Records Management Officer. Motion carried 5-0

A motion was made by Jodie Bruce and seconded by Gerald Gendron to appoint Superintendent, Matthew Boucher as Dignity Act Coordinator. Motion carried 5-0

A motion was made by Carolyn Andersen and seconded by Gerald Gendron to appoint Kim Brown as Attendance Officer. Motion carried 5-0

6. Designation

6.1 A motion was made by Jodie Bruce and seconded by Kristie Watrous to designate Glens Falls National Bank as the Official Depository for the 2016-2017 school year for the Putnam Central School District. Motion carried 5-0

6.2 A motion was made by Kristie Watrous and seconded by Gerald Gendron to designate The Sun and the Glens Falls Post Star as official school newspapers. Motion carried 5-0

6.3 A motion was made by Gerald Gendron and seconded by Jodie Bruce to designate August 9, 2016 at 6:30 p.m. as the meeting date to approve the tax levy. Motion carried 5-0

6.4 A motion was made by Jodie Bruce and seconded by Kristie Watrous to designate the third Tuesday of the month at 6:30 p.m. as regular meeting dates. Motion carried 5-0

7. Bonding of Personnel

A motion was made by Gerald Gendron and seconded by Jodie Bruce to have Blanket Bond Coverage for the District Clerk; District Tax Collector and District Treasurer. Motion carried 5-0

8. Authorizations

8.1 A motion was made by Gerald Gendron and seconded by Jodie Bruce to authorize Superintendent, Matthew Boucher to certify payrolls. Motion carried 5-0

8.2 A motion was made by Jodie Bruce and seconded by Kristie Watrous to appoint Superintendent, Matthew Boucher as purchasing agent. Motion carried 5-0

- 8.3 A motion was made by Gerald Gendron and seconded by Carolyn Andersen to authorize Superintendent, Matthew Boucher to approve the attendance of conferences, conventions, workshops, etc., with designated expenses. Motion carried 5-0
- 8.4 A motion was made by Gerald Gendron and seconded by Jodie Bruce to establish a Petty Cash Fund in the amount of \$100.00 and Kim Brown is responsible of the Petty Cash Fund. Motion carried 5-0
- 8.5 A motion was made by Jodie Bruce and seconded by Kristie Watrous to designate Treasurer, Jamie O'Dell to be the authorized signature on checks. Board President, Charles Bain, Jr. can sign in the absence of the Treasurer. Motion carried 5-0
- 8.6 A motion was made by Carolyn Andersen and seconded by Kristie Watrous to provide reduced prices and free meals for those who qualify. Breakfast rate for students is free. Adult price remains at \$1.60 Motion carried 5-0
- 8.7 A motion was made by Jodie Bruce and seconded by Gerald Gendron to authorize Superintendent, Matthew Boucher to approve budget transfers. Motion carried 5-0
- 8.8 A motion was made by Kristie Watrous and seconded by Gerald Gendron to authorize Superintendent, Matthew Boucher to apply for grants in aid. Motion carried 5-0
- 8.9 A motion was made by Gerald Gendron and seconded by Jodie Bruce to re-adopt all polices and the Code of Ethics in effect from the previous year. Motion carried 5-0
- 8.10 A motion was made by Jodie Bruce and seconded by Gerald Gendron to re-adopt the Code of Conduct. Motion carried 5-0
9. **Other Items:**
- 9.1 A motion was made by Gerald Gendron and seconded by Jodie Bruce to establish rate for mileage reimbursement at current IRS rate. Motion carried 5-0
- 9.2 A motion was made by Jodie Bruce and seconded by Kristie Watrous to adopt the current School Breakfast Policy. Motion carried 5-0

10. Adjournment

A motion was made by Kristie Watrous and seconded by Gerald Gendron to adjourn. Adjournment at 7:05 p.m. Motion carried 5-0

Respectfully Submitted,

Kim Brown
Board Clerk