

PUTNAM CENTRAL SCHOOL
BOARD OF EDUCATION MEETING

DATE: October 18, 2016

TYPE OF MEETING: Regular

PLACE OF MEETING: Putnam Central School

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

OTHERS PRESENT: Matthew Boucher, Superintendent and Kim Brown, District Clerk

1. Call to Order

The meeting was called to order by President, Charles Bain, Jr. at 6:31 p.m.

2. Public Application for Participation – None

3. Regular Reports

The minutes for the September meeting were presented by the clerk. Gerald Gendron made a motion and seconded by Kristie Watrous to accept the minutes with a correction. Motion carried 4-0

4. Financial Reports

Treasurer's Report – The Treasurer's Reports were presented.

A motion was made by Kristie Watrous and seconded by Carolyn Andersen to accept the Consolidated Fund Account for September 2016 in the amount of \$1,637,128.28. Motion carried 4-0

A motion was made by Carolyn Andersen and seconded by Kristie Watrous to accept the Repair Account for September 2016 in the amount of \$50,010.79. Motion carried 4-0

A motion was made by Kristie Watrous and seconded by Gerald Gendron to accept the Unemployment Insurance Account Fund for September 2016 in the amount of \$16,056.13. Motion carried 4-0

A motion was made by Kristie Watrous and seconded by Gerald Gendron to accept the Capital Fund Account for September 2016 in the amount of \$100,107.98. Motion carried 4-0

A motion was made by Gerald Gendron and seconded by Carolyn Andersen to accept P.R. warrant #7 for September 2016 in the amount of \$61,651.54. Motion carried 4-0

A motion was made by Gerald Gendron and seconded by Kristie Watrous to accept the AP Warrant #8 for September 2016 in the amount of \$7,869.07. Motion carried 4-0

A motion was made by Kristie Watrous and seconded by Gerald Gendron to accept the AP Warrant #9 for September 2016 in the amount of \$78,410.00. Motion carried 4-0

A motion was made by Kristie Watrous and seconded by Gerald Gendron to accept the HRA Flex Warrant #3 for September 2016 in the amount of \$250.00. Motion carried 4-0

5. Correspondence

Board members received information for upcoming trainings at Champlain Valley Education Services (CVES).

6. Superintendents' Report

Mr. Boucher advised that the Lead Test Results were received and that all taps passed the recommended levels for the State mandated testing. There is an electrical contractor coming to the school to give recommendation on the separating of the electrical.

7. District Issues/Operations & Finance

7.1 Upon the recommendation of the Superintendent, Gerald Gendron made a motion and seconded by Kristie Watrous to approve the Food Safety Plan. Motion carried 4-0

7.2 Upon the recommendation of the Superintendent, Carolyn Andersen made a motion and seconded by Gerald Gendron to approve the AACCP Based Standard Operating Procedures (SOP's). Motion carried 4-0

7.3 Mr. Boucher presented the Board with 5 Board policies for updating: Public Participation at Board Meetings; Annual District Meeting; School District and Employee Code of Ethics; Board Reorganizational Meeting; and Notice Meetings.

*Public Participation at Board meetings-after discussion, the policy will state that "no speaker will be permitted to speak for longer than five minutes" vs three minutes in the proposed updated policy. This policy will be added to the website. Kristie Watrous made a motion and seconded by Gerald Gendron to approve the updated policy. Motion carried 4-0

*Annual District Meeting-Carolyn Andersen made a motion and seconded by Kristie Watrous to approved the updated policy. Motion carried 4-0

*School District Officer and Employee Code of Ethics- Gerald Gendron made a motion and seconded by Kristie Watrous to approve the updated policy. Motion carried 4-0

*Board Organizational Meeting-Carolyn Andersen made a motion and seconded by Gerald Gendron to approve the updated policy. Motion carried 4-0

* Notice of Meetings-Gerald Gendron made a motion and seconded by Kristie Watrous to approve the updated policy. Motion carried 4-0

7.4 Upon recommendation of Mr. Boucher, Gerald Gendron made a motion and seconded by Kristie Watrous to appoint Sharon Harder, .5 FTE Music Teacher, retroactive to September 1, 2016. Motion carried 4-0

7.5 Upon recommendation of Mr. Boucher, Carolyn Andersen made a motion and seconded by Gerald Gendron to appoint Ashley Bigelow and Kerrie Tierney as Newsletter Coordinators for the 2016-2017 school year. Stipend is per contract. Motion carried 4-0

8. Curriculum & Instruction

Mr. Boucher advised the Board that new science textbooks have been ordered. The program is more interactive and moving towards STEM.

9. Old Business

Mr. Boucher advised that the gym padding is complete. Discussion about possibly adding a logo on gym wall.

Window bid of \$64,350. was received. However, there is lead paint in the caulk on the outside of the current windows. Cost of removal not included in pricing.

10. New Business

Upon discussion of the February 2017 Board Meeting date, Carolyn Andersen made a motion and seconded by Kristie Watrous to move the meeting date to February 28, 2017. No change in time. Motion carried 4-0

11. Executive Session

Carolyn Andersen made a motion and seconded by Kristie Watrous to enter into Executive Session at 7:30 p.m. to discuss personnel. Motion carried 4-0

A motion was made by Gerald Gendron and seconded by Kristie Watrous to come out of executive Session at 7:49 p.m. Motion carried 4-0

Gerald Gendron made a motion and seconded by Kristie Watrous to adjust the annual salary for the Tax Collector of \$6,500.00 for the 2016-2017 year. Motion carried 4-0

12. Adjournment

A motion was made to adjourn Gerald Gendron and seconded by Carolyn Andersen. Adjournment at 7:52 p.m. Motion carried 4-0

Respectfully Submitted,

Kim Brown
Board Clerk