**Putnam Central School**

**Board of Education Meeting**

 **DRAFT**

**DATE:** April 21, 2017

**TYPE OF MEETING:** Regular

**PLACE OF MEETING:** Putnam Central School

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

Carolyn Andersen

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

**Call to Order**

The meeting was called to order by President, Charles Bain, Jr. at 6:55 p.m.

**Public Participation**

Clark Howe from Integra LED address the board. The company would be interested in coming to provide a quote for the changeover to LED lighting. Would complete an audit and present it to the board at no cost.

**Regular Report**

The minutes of the March meeting were presented by the clerk. A motion was made by Jodie Bruce and seconded by Gerald Gendron to accept the minutes as presented. Motion carried 5-0

**Financial Reports**

The Treasurer’s reports were presented.

\*Gerald Gendron made a motion and seconded by Kristie Watrous to accept the Consolidate Fund Report for March 2017 in the amount of $2,287,900.66. Motion carried 5-0

\*Jodie Bruce made a motion and second by Gerald Gendron to accept the Repair Account Fund Report for March 2017 in the amount of $50,023.25. Motion carried 5-0

\*Kristie Watrous made a motion and seconded by Gerald Gendron to accept the Unemployment Fund Report for March 2017 in the amount of $16,060.13. Motion carried 5-0

\*Gerald Gendron made a motion and seconded by Jodie Bruce to accept the Capital Fund Report for March 2017 in the amount of $100,132.90. Motion carried 5-0

\*Jodie Bruce made a motion and seconded by Gerald Gendron to accept Warrant #29 for March 2017 in the amount of $77,836.92. Motion carried 5-0

\*Gerald Gendron made a motion and seconded by Jodie Bruce to accept Warrant #30 for March 2017 in the amount of $125.00. Motion carried 5-0

\*Jodie Bruce made a motion and seconded by Gerald Gendron to accept Warrant #31 for March 2017 in the amount of $5,274.96. Motion carried 5-0

\*Gerald Gendron made a motion and seconded by Jodie Bruce to accept Warrant #32 for March 2017 in the amount of $59,267.79. Motion carried 5-0

**Correspondence** - none

**Reports and Recommendation**

Mr. Boucher advised the Board that the recent, annual Fire Inspection was completed by Washington County Code Enforcement. The report was good as the District has no violations.

**District Issues/Operations**

Gerald Gendron made a motion and seconded by Kristie Watrous to accept the 2017-2018 school calendar. Motion carried 5-0

A motion was made by Carolyn Andersen and seconded by Gerald Gendron to accept the independent audit completed by Seyfarth & Seyfarth CPAs, P.C. for the 2015-2016 school year. Motion carried 5-0

Jodie Bruce made a motion and seconded by Carolyn Andersen to appoint Alice Forbes and Patricia Hamel as Election Tellers for the budget vote/school election on May 16, 2017. Motion carried 5-0

Gerald Gendron made a motion and seconded by Kristie Watrous to destroy the ballots from the 2016 school budget vote/school election. Motion carried 5-0

A motion was made by Jodie Bruce and seconded by Carolyn Andersen to cast one vote for Leisa Boise for one of the four seats vacant on the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (Champlain Valley Education Services) Board. Motion carried 5-0

A motion was made by Gerald Gendron and seconded by Jodie Bruce to cast one vote for Ed Marin for one of the four seats vacant on the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (Champlain Valley Education Services) Board. Motion carried 5-0

A motion was made by Carolyn Andersen and seconded by Kristie Watrous to cast one vote for Thomas McCabe for one of the four seats vacant on the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (Champlain Valley Education Services) Board. Motion carried 5-0

A motion was made by Gerald Gendron and seconded by Jodie Bruce to cast one vote for Bruce Murdock for one of the four seats vacant on the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services (Champlain Valley Education Services) Board. Motion carried 5-0

A motion was made by Kristie Watrous and seconded by Carolyn Andersen to approve the tentative Administrative Budget of the Clinton-Essex-Warren-Washington Board of Cooperative Educational Services for the school year 2017-2018. Motion carried 5-0

Gerald Gendron made a motion and seconded by Jodie Bruce to adopt the budget of the 2017-2018 school year in the amount of $2,525,457.00. Motion carried 5-0

Carolyn Andersen made a motion and seconded by Jodie Bruce to accept the Tax Report Card as presented. Motion carried 5-0

**Re-Establish Capital Fund**

Jodie Bruce made a motion and seconded by Gerald Gendron to re-establish the Capital Fund:

**EXTENSION PROPOSITIONS**

 WHEREAS, with approval of the voters at the meeting of May 16, 2006, the Putnam Central School District established a Capital Reserve Fund; and

 WHEREAS, the duration of the funds was ten (10) years; and

 WHEREAS, the fund expired in 2016, but the District believes it to continue to be beneficial to the taxpayers and would like to reestablish it,

 THEREFORE, the Board hereby adopts the following propositions to reestablish a new Capital Reserve Fund as follows:

SHALL the Board of Education of the Putnam Central School District be authorized to (1) re-establish the Capital Reserve Fund effective July 1, 2017, for the purpose of financing the construction of, and general improvements, reconstruction, renovations or additions to, the District’s buildings, including site work and the acquisition of original furnishings, equipment, machinery or apparatus required for the purpose for which such buildings are to be used; (2) transfer to the new Capital Reserve Fund, effective July 1, 2017, the funds remaining in the current Capital Reserve Fund, in the amount of $100,000.; and (3) annually deposit into the Capital Reserve Fund such portion of the **[General Fund, unallocated fund balance, etc.]** as determined by the Board of Education. The ultimate amount of the Capital Reserve Fund shall be $300,000. and the probable duration of the fund is ten (10) years.

Motion carried 5-0

**Ballots**

Jodie Bruce made a motion and second by Gerald Gendron to approve the ballots presented which will be forwarded to Washington County Board of Election for printing. Motion carried 5-0

**Re-organizational Meeting**

After discussion regarding the date, Gerald Gendron made a motion and seconded by Jodie Bruce to set the date of July 5, 2017 @ 6:30 p.m. Motion carried 5-0

**Curriculum & Instruction**

Mr. Boucher advised that the NYS Math Test and Terra Nova Testing will be administered in the next few weeks.

**Old Business**

Mr. Boucher advised the Board that there will be 2 companies coming to look at the fence.

**New Business**

Discussion about the flag pole. Possible either straighten the current or purchase a new one.

**Executive Session**

Gerald Gendron made a motion and seconded by Kristie Watrous to enter into Executive Session at 7:22 p.m. to discuss the medical, financial, credit, or employment history of a particular person or corporation, or matters leading to the appointment, employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation. Motion carried 5-0

Gerald Gendron made a motion and seconded by Kristie Watrous to come out of Executive Session at 7:35 p.m. Motion carried 5-0

A motion was made to adjourn by Jodie Bruce and seconded by Gerald Gendron at 7:36 p.m.

Motion carried 5-0

Respectfully submitted,

Kim Brown

District Clerk