

Putnam Central School
Re-Organizational/Regular Board Meeting

DRAFT

DATE: July 5, 2017

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

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

1. Call to Order

The meeting was called to order at 6:35 p.m. by Charles Bain, Jr.

2. Election of Officers

2.1 A motion was made by Jodie Bruce and seconded by Carolyn Andersen to nominate Charles Bain, Jr. as President of the Board of Education. Motion carried 4-0

2.2 A motion was made by Carolyn Andersen and seconded by Gerald Gendron to nominate Jodie Bruce as Vice President of the Board of Education. Motion carried 4-0

3. Administration of Oath

Oath of Office was Administered to all Board Members present and Superintendent, Matthew Boucher.

4. Appointment of Officers

A motion was made by Jodie Bruce and seconded by Carolyn Andersen to appoint Jamie O'Dell of FEH BOCES as District Treasurer. Motion carried 4-0

A motion was made by Jodie Bruce and seconded by Carolyn Andersen to appoint Kim Brown as District Clerk. Motion carried 4-0

A motion was made by Gerald Gendron and seconded by Carolyn Andersen to appoint Darlene Kerr as school tax collector. Motion carried 4-0

5. Other Appointments

A motion was made by Jodie Bruce and seconded by Gerald Gendron to appoint Hudson Headwaters Health (HHHN) as the official district physician. Motion carried 4-0

The appointment of the Districts' Independent Auditor was tabled to a later date.

A motion was made by Carolyn Andersen and seconded by Jodie Bruce to appoint James Forbes as Asbestos Designee for the District. Motion carried 4-0

A motion was made by Jodie Bruce and seconded by Carolyn Andersen to approve Chairperson, a parent representative, if requested, School Psychologist and a teacher to the Section 504 Committee members. Motion carried 4-0

A motion was made by Gerald Gendron and seconded by Carolyn Andersen to approve Chairperson, a parent representative, if requested, School Psychologist and a teacher to the CSE Committee members. Motion carried 4-0

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 4-0

A motion was made by Jodie Bruce and seconded by Carolyn Andersen to appoint Superintendent, Matthew Boucher as Title 9 Coordinator. Motion carried 4-0

A motion was made by Gerald Gendron and seconded by Carolyn Andersen to appoint Superintendent, Matthew Boucher as Qualified Lead Evaluator for APPR. Motion carried 4-0

A motion was made by Jodie Bruce and seconded by Carolyn Andersen to appoint Angela Mackey of FEH BOCES as Internal Auditor of Bills. Motion carried 4-0

A motion was made by Jodie Bruce and seconded by Carolyn Andersen to appoint Girvin and Ferlazzo, PC as school attorneys. Motion carried 4-0

A motion was made by Carolyn Andersen and seconded by Gerald Gendron to appoint Superintendent, Matthew Boucher as Records Access Officer. Motion carried 4-0

A motion was made by Jodie Bruce and seconded by Gerald Gendron to appoint District Clerk, Kim Brown as Records Management Officer. Motion carried 4-0

A motion was made by Carolyn Andersen and seconded by Jodie Bruce to appoint Superintendent, Matthew Boucher as Dignity Act Coordinator. Motion carried 4-0

A motion was made by Carolyn Andersen and seconded by Jodie Bruce to appoint Kim Brown as Attendance Office. Motion carried 4-0

6. Designation

6.1 A motion was made by Jodie Bruce and seconded by Carolyn Andersen to designate Glens Falls National Bank as the Official Depository for the 2017-2018 school year for the Putnam Central School District. Motion carried 4-0

6.2 A motion was made by Jodie Bruce and seconded by Gerald Gendron to designate the Glens Falls Post Star as official school newspaper. Motion carried 4-0

6.3 A motion was made by Gerald Gendron and seconded by Carolyn Andersen to designate August 22, 2017 at 6:30 p.m. as the meeting date to approve the tax levy. Motion carried 4-0

6.4 A motion was made by Carolyn Andersen and seconded by Gerald Gendron to designate the third Tuesday of the month at 6:30 p.m. as regular meeting dates with exceptions. The meeting dates will be as follows:

July 5, 2017

August 22, 2017

September 19, 2017

October 17, 2017

November 14, 2017

December 19, 2017

January 16, 2018

February 13, 2018

March 20, 2018

April 19, 2018

May 15, 2018

June 19, 2018

Motion carried 4-0

7. Bonding of Personnel

A motion was made by Carolyn Andersen and seconded by Gerald Gendron to have Blanket Bond Coverage for the District Clerk, School Tax Collector and District Treasurer. (same as last year) Motion carried 4-0

8. Authorizations

- 8.1 A motion was made by Carolyn Andersen and seconded by Jodie Bruce to authorize Superintendent, Matthew Boucher to certify payrolls. Motion carried 4-0
- 8.2 A motion was made by Carolyn Andersen and seconded by Jodie Bruce to appoint Superintendent, Matthew Boucher as purchasing agent. Motion carried 4-0
- 8.3 A motion was made by Jodie Bruce and seconded by Gerald Gendron to authorize Superintendent, Matthew Boucher to approve the attendance of conferences, conventions, workshops, etc., with designated expenses. Motion carried 4-0
- 8.4 A motion was made by Gerald Gendron and seconded by Carolyn Andersen to establish a Petty Cash Fund in the amount of \$100.00 and Kim Brown will be responsible for such funds. Motion carried 4-0
- 8.5 A motion was made by Jodie Bruce and seconded by Carolyn Andersen to designate Treasurer, Jamie O'Dell of FEH BOCES authorization to sign checks and Board President, Charles Bain, Jr. to sign checks in the Treasurers' absence. Motion carried 4-0
- 8.6 A motion was made by Carolyn Andersen and seconded by Gerald Gendron to provide reduced prices and free meals for those who qualify. Breakfast rate for students will remain free. Adult price will be \$2.00 which includes sales tax. Motion carried 4-0
- 8.7 A motion was made by Carolyn Andersen and seconded by Jodie Bruce to authorize Superintendent, Matthew Boucher to approve budget transfers. Motion carried 4-0
- 8.8 A motion was made by Gerald Gendron and seconded by Jodie Bruce to authorize Superintendent, Matthew Boucher to apply for grants in aid. Motion carried 4-0
- 8.9 A motion was made by Carolyn Andersen and seconded by Jodie Bruce to re-adopt all policies and the Code of Ethics in effect during the previous year. Motion carried 4-0
- 8.10 A motion was made by Gerald Gendron and seconded by Carolyn Andersen to re-adopt the Code of Conduct. Motion carried 4-0

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 4-0
- 9.2 A motion was made by Jodie Bruce and seconded by Carolyn Andersen to adopt the current School breakfast policy. Motion carried 4-0

10. Extra-Curricular

- 10.1 Upon recommendation of Superintendent Matthew Boucher, Carolyn Andersen made a motion and was seconded by Jodie Bruce to appointment Ashley Bigelow as Administrative Assistant for the 2017-2018 school year. Stipend per contract. Motion carried 4-0
- 10.2 Upon recommendation of Superintendent Matthew Boucher, Jodie Bruce made a motion and was seconded by Carolyn Andersen to appointment Kerrie Tierney as Title One Coordinator for the 2017-2018 school year. Stipend is per contract. Motion carried 4-0
- 10.3 Upon recommendation of Superintendent Matthew Boucher, Carolyn Andersen made a motion and was seconded by Jodie Bruce to appointment Ashley Bigelow and Francine Battiste as co-yearbook advisors for the 2017-2018 school year. Stipend is per contract. Motion carried 4-0
- 10.4 Upon recommendation of Superintendent Matthew Boucher, Jodie Bruce made a motion and was seconded by Gerald Gendron to appointment Kerrie Tierney as Soccer Coach for the 2017-2018 school year. Stipend is per contract. Motion carried 4-0
- 10.5 Upon recommendation of Superintendent Matthew Boucher, Jodie Bruce made a motion and was seconded by Gerald Gendron to appointment Meredith Sweeney as Newsletter Coordinator for the 2017-2018 school year. Stipend is per contract. Motion carried 4-0
- 10.6 Upon recommendation of Superintendent Matthew Boucher, Jodie Bruce made a motion and was seconded by Carolyn Andersen to appointment Kerrie Tierney as CPSE/CSE Coordinator (Chairperson) for the 2017-2018 school year. Stipend is per contract. Motion carried 4-0
- 10.7 Upon recommendation of Superintendent Matthew Boucher, Carolyn Andersen made a motion and was seconded by Jodie Bruce to appointment Sarah Gebo as Basketball Coach for the 2017-2018 school year. Stipend is per contract. Motion carried 4-0

11. Approval of previous Board Meeting Minutes (June)

The minutes of the June meeting were present by the clerk. A motion was made by Carolyn Andersen and seconded by Jodie Bruce to accept the minutes as presented. Motion carried 4-0

12. Old Business – None

13. New Business

- 13.1 Legal Counsel Agreement - A motion was made by Carolyn Andersen and seconded by Gerald Gendron to accept the legal Counsel Agreement with Girvin & Felazzo, PC for the 2017-2018 school year. Motion carried 4-0
- 13.2 Services Agreement – A motion was made by Jodie Bruce and seconded by Carolyn Andersen to accept the Services Agreement with Hudson Headwaters Health Network for the 2017-2018 school year. Motion carried 4-0
- 13.3 Carolyn Andersen made a motion and seconded by Jodie Bruce to approve the request from a parent (Lauzon) for transportation to St. Mary’s School in Ticonderoga for the 2017-2018 school year. Motion carried 4-0

14. Executive Session

Jodie Bruce made a motion and seconded by Gerald Gendron to enter into Executive Session at 7:04 p.m. for the purpose of discussion in regards to Collective negotiations pursuant to article 14 of the Civil Service Law. Motion carried 4-0

Gerald Gendron made a motion and seconded by Carolyn Andersen to come out of Executive Session at 7:09 p.m. Motion carried 4-0

15. Adjournment

A motion was made by Jodie Bruce and seconded by Carolyn Andersen to adjourn. Adjournment at 7:10 p.m. Motion carried 4-0

Respectfully Submitted,

Kim Brown
Board Clerk