

**PUTNAM CENTRAL SCHOOL
BOARD OF EDUCATION MEETING**

DRAFT

DATE: August 21, 2018

TYPE OF MEETING: Regular/Tax Levy

PLACE OF MEETING: Putnam Central School

MEMBERS PRESENT: Charles Bain, Jr.; Jodie Bruce; Gerald Gendron; Kristie Watrous; and Carolyn Andersen (in at 6:37 p.m.)

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 6:34 p.m.

2. **Public Application for Participation-** none

3. **Approval of Tax Levy**

RESOLUTION TO CONFIRM TAX ROLLS AND AUTHORIZE TAX LEVY

WHEREAS the Board of Education has been authorized by the voters at the Annual School Meeting to raise for the current budget of the 2018 - 2019 school year a sum not to exceed \$1,615,696.00;

THEREFORE, BE IT RESOLVED, that the board fix the equalized tax rates by towns and confirm the extension of the taxes as they appear on the following described tax roll:

Name of Town	Total Assessed Valuations by Towns	Equalized Tax Rate by Towns	Total Tax Levy by Towns
Putnam	\$284,405.891.	100%	\$1,585,664.35
Dresden	\$146,176.	46%	\$1,771.70
Ticonderoga	\$5,068,725.	100%	\$28,259.95
TOTALS	\$289,620,792.	XXX	\$1,615,696.00

AND BE IT HEREBY DIRECTED THAT the tax warrant of this board, duly signed shall be

affixed to the above-described tax rolls authorizing the collection of said taxes to begin September 1, 2018 and end November 9, 2108 giving the tax warrant an effective period of 49 days at the expiration of which time the

tax collector shall make an accounting in writing to the board;

AND IT IS FURTHER DIRECTED THAT the delinquent tax penalties shall be fixed as follows:

1st month free period,

2nd month interest of 2 percent added,

3rd month or fraction thereof, interest of 3 percent added.

Jodie Bruce made this motion and was seconded by Gerald Gendron. Motion carried 5-0

4. Regular Reports

The minutes for the July meeting were presented by the clerk.

A motion was made by Jodie Bruce and seconded by Gerald Gendron to approve the minutes of the July 2018 Re-Organizational meeting. Motion carried 5-0.

5. **Financial Reports**

The Treasurer Reports were presented by the Treasurer.

A motion was made by Gerald Gendron and seconded by Kristie Watrous to accept the Financial Reports for June 2018 for the following accounts:

Consolidated Fund account in the amount of:	\$1,426,997.73
Unemployment Insurance Account in the amount of:	\$16,070.15
Capital Fund Account in the amount of:	\$100,195.46
Repair Fund Account in the amount of:	\$50,054.52
Tax Certiorari Account in the amount of:	\$15,030.12

Motion carried 5-0

A motion was made by Jodie Bruce and seconded by Gerald Gendron to accept the Financial Reports for July 2018 for the following accounts:

Capital Fund Account in the amount of:	\$100,195.46
Unemployment Insurance Account in the amount of:	\$16,070.83
Tax Certiorari Account in the amount of:	\$15,031.40
Repair Fund Account in the amount of:	\$50,054.52
Consolidated Fund Account in the amount of:	\$1,381,469.70

Motion carried 5-0

A motion was made by Jodie Bruce and seconded by Gerald Gendron to accept the warrants for June 2018 as follows:

Warrant #47 in the amount of:	\$283,317.76
Warrant #48 in the amount of:	\$17,476.04
Warrant #49 in the amount of:	\$1,025.00
Warrant #50 in the amount of:	\$20,339.33
Warrant #51 in the amount of:	\$34,669.02

Motion carried 5-0

A motion was made by Kristie Watrous and seconded by Carolyn Andersen to accept the warrant for July 2018 as follows:

Warrant #0003-Warrant W1A in the amount of:	\$28,208.89
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Motion carried 5-0

6. **Correspondence**

“Save the Dates” was distributed to the Board regarding the upcoming CEWW School Boards Association Meetings (Nov. 15, 2018 and Jan. 10, 2019).

7. **Reports and Recommendations of the Superintendent of Schools**

Mr. Boucher advised the Board of the bussing situation for the 2018-2019 school. Will keep the Board informed of the status.

8. **District Issues/Operations**

8.1 Mr. Boucher presented the Board with the current Substitute rates of pay. Upon discussion, Gerald Gendron made a motion and seconded by Jodie Bruce to change the rate of pay for the Substitutes as follows effective September 1, 2018:

Certified Teacher – daily	\$115.00
Uncertified Teacher-daily	\$100.00
Teacher Assistant-daily	\$89.00
Teacher Aide-hourly	\$11.50
Secretary-hourly	\$11.50
Custodian Worker-hourly	\$14.00
Cafeteria Worker-hourly	\$14.00

Motion carried 5-0

8.2 Upon the recommendation of Superintendent Matthew Boucher, a motion was made by Jodie Bruce and seconded by Gerald Gendron to appoint John Remington to a four (4) year probationary teaching position in the Tenure are of Elementary Education effective September 1, 2018. Teaching salary will be Step 1 in the teaching salary schedule. Motion carried 5-0

8.3 Jodie Bruce made a motion and seconded by Gerald Gendron to accept the resignation of Jordan Haulton. Motion carried 5-0

8.4 CVES Capital Project- Mr. Boucher advised the Board of the upcoming Capital Project at CVES. Dr. Mark Davey will be visiting at an upcoming Board of Education meeting to discuss the Capital Project. Dates are being coordinated with his office. There will be a polling place location here at the Putnam Central School on December 11, 2018 with polling hours from 12 pm to 8 pm.

8.5 District Clerk advised the Board that notarized Oath of Offices have been received from the following: Jamie O'Dell, Treasurer; Darlene Kerr, Tax Collector; Matthew Boucher, Superintendent of Schools; Kristie Watrous, Board Member; Kim Brown, District Clerk and Angela Mackey, Internal Auditor of Bills.

8.6 Mr. Boucher advised the Board that the roof is “bubbling” and that is has leaked. He will obtain quotes for repairs.

9. **Curriculum & Instruction**

9.1 Upon the recommendation of Superintendent Matthew Boucher, a motion was made by Jodie Bruce and seconded by Kristie Watrous to appoint Ashley Bigelow to the position of Administrative Assistance for the 2018-2019 School year. Stipend per teacher contract.

Motion carried 5-0

9.2 Upon the recommendation of Superintendent, Matthew Boucher, a motion was made by Jodie Bruce and seconded by Kristie Watrous to appoint Meredith Sweeney to the position of Title One Coordinator for the 2018-2019 school year. Stipend per teacher contract. Motion carried 5-0

9.3 Upon the recommendation of Superintendent, Matthew Boucher, a motion was made by Jodie Bruce and seconded by Kristie Watrous to appoint Francine Quintal and Ashley Bigelow to the position of Co-Year Book Advisors for the 2018-2019 school year. Stipend per teacher contract.

Motion carried 5-0

9.4 The appointment for Soccer Coach was tabled.

9.5 Upon the recommendation of Superintendent, Matthew Boucher, a motion was made by Jodie Bruce and seconded by Kristie Watrous to appoint Meredith Sweeney to the position of Newsletter Coordinator for the 2018-2019 school year. Stipend per teacher contract. Motion carried 5-0

9.6 Upon the recommendation of Superintendent, Matthew Boucher, a motion was made by Jodie Bruce and seconded by Gerald Gendron to appoint Ashley Bigelow to the position of CPSE/CSE Chairperson for the 2018-2019 school year. Stipend per teacher contract. Motion carried 5-0

10. **Old Business**

There was discussion regarding the salary for the Tax Collector. Carolyn Andersen made a motion and seconded by Jodie Bruce to have the salary remain at \$6,500. for the 2018-2019 school year. Motion carried 5-0

11. **New Business**

There was discussion regarding the flag pole either fixing or replacing.

12. **Executive Session** -None

13. **Adjournment** – A motion was made to adjourn by Jodie Bruce and seconded by Carolyn Andersen at 7:16 p.m. Motion carried 5-0.

Respectfully Submitted,

Kim Brown
School District Clerk