

Putnam Central School
Re-Organizational/Regular Board Meeting

DRAFT

DATE: July 10, 2018 (meeting date was rescheduled from July 5, 2018 due to lack of quorum)

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

OTHERS PRESENT: Kim Brown, District Clerk

1. Call to Order

The meeting was called to order at 6:31 p.m. by Kim Brown, District Clerk.

2. Election of Officers

2.1 A motion was made by Gerald Gendron and seconded by Jodie Bruce to nominate Charles Bain, Jr. as President of the Board of Education. After discussion and no other nominations from the floor, 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. After discussion and no other nominations from the floor, Motion carried 4-0

3. Administration of Oath

Oath of Office was Administered to all Board Members present.

4. Appointment of Officers

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

A motion was made by Carolyn Andersen and seconded by Gerald Gendron 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. Stipend is \$6,500.00. Motion carried 4-0

5. Other Appointments

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

A motion was made by Gerald Gendron and seconded by Jodie Bruce to appoint Telling & Hillman, P.C. (name changed from Telling & Potter effective 7/1/18) at a cost of \$8,750.00. Motion carried 4-0

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

A motion was made by Gerald Gendron 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 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 CSE Committee members. Motion carried 4-0

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

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

A motion was made by Carolyn Andersen and seconded by Gerald Gendron 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 Gerald Gendron to appoint Girvin and Ferlazzo, PC as school attorneys. Rate is per contract. 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 Carolyn Andersen and seconded by Jodie Bruce to appoint District Clerk, Kim Brown as Records Management Officer. Motion carried 4-0

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

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

6. Designation

6.1 A motion was made by Jodie Bruce and seconded by Gerald Gendron to designate Glens Falls National Bank as the Official Depository for the 2018-2019 school year for the Putnam Central School District. Motion carried 4-0

6.2 A motion was made by Gerald Gendron and seconded by Carolyn Andersen to designate the Glens Falls Post Star as the Official primary school newspaper and The Sun as secondary. Motion carried 4-0

6.3 A motion was made by Carolyn Andersen and seconded by Gerald Gendron to designate August 21, 2018 at 6:30 p.m. as the August meeting date and to approve the tax levy. Motion carried 4-0

6.4 A motion was made by Gerald Gendron and seconded by Jodie Bruce 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, 2018
August 21, 2018
September 18, 2018
October 16, 2018
November - TBD
December 18, 2018
January 15, 2019
February - TBD
March 19, 2019
April -TBD
May 21, 2019
June 18, 2019

Motion carried 4-0

7. Bonding of Personnel

A motion was made by Carolyn Andersen and seconded by Jodie Bruce 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 Jodie Bruce and seconded by Carolyn Andersen to authorize Superintendent, Matthew Boucher to certify payrolls. Motion carried 4-0

8.2 A motion was made by Gerald Gendron 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 Carolyn Andersen 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 Gerald Gendron 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 Gerald Gendron and seconded by Jodie Bruce 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 Jodie Bruce and seconded by Carolyn Andersen to authorize Superintendent, Matthew Boucher to approve budget transfers. Motion carried 4-0

8.8 A motion was made by Carolyn Andersen and seconded by Gerald Gendron to authorize Superintendent, Matthew Boucher to apply for grants in aid. Motion carried 4-0

8.9 A motion was made by Jodie Bruce and seconded by Carolyn Andersen 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 Jodie Bruce to re-adopt the Code of Conduct. Motion carried 4-0

9. Other Items:

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

10. Extra-Curricular

All appointment for the Extra Curricular positions (Administrative Assistant; Title One Coordinator; Yearbook Advisor; Soccer Coach; Newsletter Coordinator; and CPSE/CSE Coordinator) were tabled until the August meeting.

11. Approval of previous Board Meeting Minutes (June)

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

12. Old Business

Voter Registration- leave as is.

13. New Business

- 13.1 Legal Counsel Agreement - A motion was made by Gerald Gendron and seconded by Jodie Bruce to accept the legal Counsel Agreement with Girvin & Felazzo, PC for the 2018-2019 school year. Motion carried 4-0
- 13.2 Instructional Contract – A motion was made by Gerald Gendron and seconded by Jodie Bruce to approve the Instructional Contract with Ticonderoga Central School District for the 2018-2019 school year. Motion carried 4-0
- 13.3 Jodie Bruce made a motion and seconded by Carolyn Andersen to accept the Resignation of Kerrie Tierney. Motion carried 4-0
- 13.4 Kim Brown, District Clerk, advised the Board, that on warrant #45 presented at the June 2018 Meeting, there was an error on the certification of warrant. The warrant total was \$53,686.63 but was written for \$56,686.63. It has been corrected and the corrected certification is now with the Financials.

14. Executive Session - none

15. Adjournment

A motion was made by Gerald Gendron and seconded by Jodie Bruce to adjourn.
Adjournment at 7:06 p.m. Motion carried 4-0

Respectfully Submitted,

Kim Brown
Board Clerk