

Putnam Central School
Re-Organizational/Regular Board Meeting

DRAFT

DATE: July 2, 2019

MEMBERS PRESENT: Charles Bain, Jr.; Jodie Bruce; Carolyn Andersen and Beth McIntyre

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

1. Call to Order

The meeting was called to order at 6:30 p.m. by Kim Brown, District Clerk.

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. 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 Beth McIntyre 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 and Matthew Boucher, Superintendent.

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 Jodie Bruce to appoint Kim Brown as District Clerk for the 2019-2020 School Year. Motion carried 4-0

A motion was made by Jodie Bruce and seconded by Carolyn Andersen to appoint Darlene Kerr as school tax collector for the 2019-2020 School Year. Motion carried 4-0

5. Other Appointments

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

A motion was made by Jodie Bruce and seconded by Carolyn Andersen to appoint Telling & Hillman, P.C. Motion carried 4-0

A motion was made by Carolyn Andersen and seconded by Beth McIntyre 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 Jodie Bruce 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 Jodie Bruce 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 Carolyn Andersen and seconded by Jodie Bruce to appoint Jane Robinson 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 Jodie Bruce and seconded by Carolyn Andersen 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 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 Officer. Motion carried 4-0

6. Designation

6.1 A motion was made by Carolyn Andersen and seconded by Jodie Bruce to designate Glens Falls National Bank as the Official Depository for the 2019-2020 school year for the Putnam Central School District. Motion carried 4-0

6.2 A motion was made by Jodie Bruce and seconded by Beth McIntyre to designate the Glens Falls Post Star as the Official primary school newspaper and The Sun as secondary for the 2019-2020 school year. Motion carried 4-0

6.3 A motion was made by Jodie Bruce and seconded by Beth McIntyre to designate August 27, 2019 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 Jodie Bruce and seconded by Carolyn Andersen 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 2, 2019

August 27, 2019

September 17, 2019

October 15, 2019

November 19, 2019

December 17, 2019

January 21, 2020

February 11, 2020

March 17, 2020

April 23, 2020 (Thursday)

May 12, 2020 (Budget Hearing)

May 19, 2020

June 16, 2020

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 Beth McIntyre to authorize Superintendent, Matthew Boucher to certify payrolls. Motion carried 4-0
- 8.2 A motion was made by Carolyn Andersen and seconded by Beth McIntyre to appoint Superintendent, Matthew Boucher as purchasing agent. Motion carried 4-0
- 8.3 A motion was made by Jodie Bruce and seconded by Beth McIntyre 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 Carolyn Andersen and seconded by Jodie Bruce 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 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 Beth McIntyre 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 Beth McIntyre 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 Carolyn Andersen and seconded by Beth McIntyre 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 Jodie Bruce and seconded by Beth McIntyre to adopt the current School breakfast policy. Motion carried 4-0

10. 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

11. Old Business

Mr. Boucher advised the Board that he met with Rich Trudeau about the drainage for the back field. Mr. Boucher is waiting to hear back from the surveyor. Mr. Boucher advised that he has a future plan of possibly having a u-shaped driveway out front.

12. New Business

- 12.1 Instructional Contract – A motion was made by Jodie Bruce and seconded by Beth McIntyre to approve the Instructional Contract with Ticonderoga Central School District for the 2019-2020 school year. Motion carried 4-0

Mr. Boucher advised the Board of the following items:

- that the Physical Education position will be re-opened for the 2019-2020 school year
- that Mrs. Sharon Harder is coming back for another school year.
- The weather has been bad. Had flooding inside the building. A sump-pump was purchased and put outside the library window.
- Looking on having a “gutter” person come.
- Comptroller Office will be here to perform an audit.
- Open House will be held on August 27 and that the Teachers are in agreement with this.

13. Executive Session - none

14. Adjournment

A motion was made by Jodie Bruce and seconded by Beth McIntyre to adjourn.
Adjournment at 6:55 p.m. Motion carried 4-0

Respectfully Submitted,

Kim Brown
Board Clerk