

**PUTNAM CENTRAL SCHOOL  
BOARD OF EDUCATION MEETING**

DRAFT

**DATE:** October 15, 2019

**TYPE OF MEETING:** Regular

**PLACE OF MEETING:** Putnam Central School

**MEMBERS PRESENT:** Jodie Bruce; Gerald Gendron; 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 by Vice President, Jodie Bruce at 6:30 p.m.

**2. Public Application for Participation – None**

**3. Regular Reports**

The minutes for the September meeting were presented by the clerk. Gerald Gendron made a motion and seconded by Beth McIntyre to accept the minutes with corrections. Motion carried 4-0

**4. Financial Reports**

Treasurer's Report

A motion was made by Gerald Gendron and seconded by Beth McIntyre to accept the Financial Reports for September 2019 for the following accounts:

Consolidated Fund Account in the amount of	\$1,254,815.14
Repair Fund Account in the amount of:	\$50,085.86
Capital Fund Account in the amount of:	\$100,258.21
Unemployment Insurance Account in the amount of:	\$16,080.19
Tax Certiorari Account in the amount of:	\$11,550.44

Motion carried 4-0

A motion was made by Gerald Gendron and seconded by Beth McIntyre to accept Warrant #0010 in the amount of \$95,731.19. Motion carried 4-0

A motion was made by Beth McIntyre and seconded by Gerald Gendron to accept warrant #0012 in the amount of \$26,704.58. Motion carried 4-0

A motion was made by Carolyn Andersen and seconded by Beth McIntyre to accept payroll warrant for September in the amount of \$58,780.97. Motion carried 4-0

**5. Correspondence**

Board members received information regarding the upcoming School Board Association meeting to be held on November 14, 2019 in Plattsburgh. Reservation need to be made by November 1, 2019.

**6. Superintendents' Report**

Mr. Boucher advised the board that the District is having a NYS Comptrollers' Audit. Auditing payroll here at Putnam and then will be going to FEH BOCES in Malone. NYS Retirement requires a "Standard Work Day" which will be discussed later.

**7. District Issues/Operations & Finance**

- 7.1 Upon recommendation of Mr. Boucher, Beth McIntyre made a motion and seconded by Carolyn Andersen to appoint Yvonne Fuller as the district Occupational Therapist effective 10/3/19 at a rate of \$75.00 per hour. Motion carried 4-0
- 7.2 Mr. Boucher advised the Board that the district is in receipt of a letter from the Washington County Board of Elections advising the district that they will be unable to provide the school with a voting machine for May 2020 school election due to the many changes made by New York State to the preparation and follow-up now required for Elections. Mr. Boucher plans on putting this information in the newsletter.
- 7.3 District Clerk, Kim Brown advised the Board that the Oath of Office was received on July 24, 2019 from Gerald Gendron. It was not noted previously.
- 7.4 Independent Audit that was recently completed by Telling and Associates, CPA PC was distributed to the Board. Mr. Boucher will review with the attorney to see if an independent audit is necessary and he will also review with Jamie O'Dell, District Treasurer. Long term-is it necessary and over a 10-year period of time it could save the District \$100,000.
- 7.5 Standard Work Day Resolution-tabled until next meeting.

**8. Curriculum & Instruction**

Mr. Boucher reported that district is still waiting for an applicant to be hired for a Teacher. Also, still waiting on a provider for Speech.

**9. Special Education**

Upon the recommendation of Superintendent, Matthew Boucher, Carolyn Andersen made a motion and seconded by Beth McIntyre to approve the CPSE/CSE recommendation for the 2019-2020. Motion carried 4-0

**10. Old Business - None**

**11. New Business**

Mr. Boucher advised the Board that the District has received 2 reductions in assessments.

**12. Executive Session - None**

**13. Adjournment**

A motion was made to adjourn Beth McIntyre and seconded by Gerald Gendron to adjourn. Adjournment was at 7:22 p.m. Motion carried 4-0

Respectfully Submitted,

Kim Brown  
Board Clerk