

**PUTNAM CENTRAL SCHOOL
BOARD OF EDUCATION MEETING**

DRAFT

DATE: August 29, 2023

TYPE OF MEETING: Regular/Tax Levy

PLACE OF MEETING: Putnam Central School

MEMBERS PRESENT: Jodie Bruce; Beth McIntyre; Carol Koehler and Alexis Harrington

OTHERS PRESENT: Matthew Boucher, Superintendent; Kim Brown, District Clerk; Katie Smith; Michele Smith; Meredith Sweeney and Dave Manchester

1. Call to order

The meeting was called to order by President, Jodie Bruce at 6:30 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 2023-2024 school year a sum not to exceed \$1,992,071.00;

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	\$294,090,907.	72%	\$1,943,887.20
Dresden	\$1,228,003.	93%	\$6,284.03
Ticonderoga	\$7,659,649.	87%	\$41,899.77
TOTALS	\$302,978,559.	XXX	\$1,992,071.00

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, 2023 and end November 6, 2023 giving the tax warrant an effective period of 46 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.

Beth McIntyre made this motion and was seconded by Alexis Harrington. Motion carried 4-0

4. **Regular Reports**

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

A motion was made by Beth McIntyre and seconded by Carol Koehler to approve the minutes of the July 2023 Re-Organizational meeting. Motion carried 4-0.

5. **Financial Reports**

The Treasurer Reports for June 2023 and July 2023 were presented by the Treasurer.

A motion was made by Beth McIntyre and seconded by Carol Koehler to accept the Financial Reports for June 2023 for the following accounts:

Consolidated Fund Account in the amount of	\$3,120,359.65
Unemployment Insurance Account in the amount of:	\$16,110.30
Capital Fund Account in the amount of:	\$800,922.66
Repair Fund Account in the amount of:	\$50,179.81
Tax Certiorari Account in the amount of:	\$10,018.30

Motion carried 4-0

A motion was made by Alexis Harrington and seconded by Carol Koehler to accept the Financial Reports for July 2023 for the following accounts:

Consolidated Fund Account in the amount of	\$2,684,926.27
Unemployment Insurance Account in the amount of:	\$16,110.30
Capital Fund Account in the amount of:	\$1,100,922.66
Repair Fund Account in the amount of:	\$50,179.81
Tax Certiorari Account in the amount of:	\$10,018.56

Motion carried 4-0

*Beth McIntyre made a motion and seconded by Carol Koehler to accept warrant #49 for June 2023 in the amount of \$6,261.90 Motion carried 4-0

*Beth McIntyre made a motion and seconded by Carol Koehler to accept warrant #50 for June 2023 in the amount of \$65,591.32. Motion carried 4-0

*Beth McIntyre made a motion and seconded by Alexis Harrington to accept payroll warrant for June 2023 in the amount of \$172,818.04. Motion carried 4-0

*Carol Koehler made a motion and seconded by Beth McIntyre to accept warrant # 2 for July 2023 in the amount of \$59,784.37. Motion carried 4-0

*Carol Koehler made a motion and seconded by Beth McIntyre to accept warrant # 3 for July 2023 in the amount of \$46,994.17. Motion carried 4-0

*Beth McIntyre made a motion and seconded by Carole Koehler to accept payroll warrant for July 2023 in the amount of \$ 28,670.43 Motion carried 4-0

6. Correspondence –

Board members received the summer 2023 NYSIR Legal Digest and information regarding upcoming NYSSBA Area 6 dinner being held at the Malone Gold Club in Malone, NY on October 5, 2023.

7. Reports and Recommendations of the Superintendent of Schools

Superintendent Boucher advised the board that school will be “opening” in a week; teachers have been in working in “their” rooms. Moving 3rd grade upstairs. Library will be a library. The goal is to get students into reading...The students were given summer reading books. He will be meeting with a “roofer” for repairs as there are leaks. Recruiting teachers is hard here at PCS.

8. District Issues/Operations

8.1 Rate of Pay for Substitutes-after discussion Beth McIntyre made a motion and seconded by Alexis Harrington to increase the rate of pay for substitutes effective 9/5/2023 as follows:

Certified Teacher-daily rate	\$160.00
Uncertified Teacher-daily rate	\$141.00
Teacher Assistant-daily rate	\$105.00
Teacher Aide-hourly rate	\$19.43
Secretary-hourly rate	\$19.43
Custodian worker-hourly rate	\$22.05
Cafeteria worker-hourly rate	\$22.05
Motion carried 4-0	

8.2 Resignation of Megan Penor-tabled

8.3 Oath of Office- District Clerk, Kim Brown advised the Board of Education that the oaths of Office have been received prior to the deadline of July 30, 2023 from Jamie O'Dell, Treasurer; Chelsea Glenny, Deputy Treasurer; Janie Robinson, internal claims auditor; and Beth McIntyre, Vice President.

8.4 Transportation Contract – Durrin, Inc. submitted an extension of the current contract For \$219,283.38. (CPI). After discussion, Beth McIntyre made a motion and seconded by Alexis Harrington to accept the transportation extension contract with the current contractor, Durrin, Inc. at CPI of \$219.283.38. Motion carried 4-0

8.5 Price of Adult Breakfast for 2023-2024 school year. After discussion, Beth McIntyre made a motion and seconded by Alexis Harrington to set the price of adult breakfast at \$3.10. Motion carried 4-0

8.6 Resignation of Emily Brockway-tabled

8.7 RFP's. District had RFP's for Fuel and Auditing Services. Bids openings for these 2 services where yesterday, Monday, August 28, 2023.

Fuel Bid- received 2 bids. Bid #1 (Avery) was a fixed pricing at \$2.99/\$3.99 for kero/
Bid #2 (Mt. Petroleum) was 40 cent over rack for both fuel
And kero.

After discussion, Beth McIntyre made a motion and seconded by Alexis Harrington to accept Mountain Petroleum's bid. (They currently service/repair boilers) Motion carried 4-0

Auditing Services-received 1 bid. Telling & Hillman of Middlebury, Vt. Submitted bid. It is a 3 year bid. For 2024 cost of \$12,700.; for 2025 cost of \$13,500. And for 2026. Cost of \$14,400. For a Total 3 year of \$40,600.

After discussion, Beth McIntyre made a motion and seconded by Carol Koehler to accept the 3 year bid for auditing services from Telling & Hillman. Motion carried 4-0

8.8 Testing Coordinator for 2023-2024. Meredith Sweeney express interest in the Testing Coordinator for the 2023-2024. After discussion, Beth McIntyre made a motion and seconded by Alexis Harrington to appoint Meredith Sweeney as testing coordinator for the 2023-2024 school year. Stipend is per teacher contract. Motion carried 4-0

9) **Curriculum & Instruction**- none

10) **Old Business** - none

11. **Executive Session**- Carol Koehler made a motion and was seconded by Alexis Harrington to enter into Executive session for the medical, financial, credit, or employment, promotion, demotion, discipline, suspension, dismissal, or removal of a particular person or corporation at 7:06 p.m. Motion carried 4-0
Alexis Harrington made a motion and seconded by Carol Koehler to return to Public Session at 8:01 p.m. Motion carried 3-0 (NOTE: Beth McIntyre left the meeting @ 7:45 p.m.)

12. **New Business**

Resignation of Megan Penor- Alexis Harrington made a motion and seconded by Carol Koehler to accept the resignation of Megan Penor effective 8/10/23. Motion carried 3-0

Resignation of Emily Brockway- Carol Koehler made a motion and seconded by Alexis Harrington to accept the resignation of Emily Brockway effective 8/31/23. Motion carried 3-0

Appointment of Mrs. Kayla Coon – Alexis Harrington made a motion and seconded by Carol Koehler to appoint Mrs. Kayla Coon to a four (4) year probationary teaching position in the Tenure Area of Elementary Teacher effective September 1, 2023. Teaching salary will be Step 1 in the teaching salary schedule of the Teacher’s contract. Motion carried 3-0

Salary Addendum for Library Consultant- Alexis Harrington made a motion and seconded by Carol Koehler to approve the salary addendum of the Library Consultant for the 2023-24 school year. Motion carried 3-0

Salary Addendum for Speech Pathologist- Alexis Harrington made a motion and seconded by Carol Koehler to approve the salary addendum of Speech Pathologist for the 2023-2024 school year. Motion carried 3-0

Salary Addendum for Breakfast-lunch worker – Carol Koehler made a motion and seconded by Alexis Harrington to approve the salary addendum of the Breakfast-lunch worker for the 2023-2024 school year. Motion carried 3-0

Salary Addendum for Confidential Secretary – Alexis Harrington made a motion and seconded by Carol Koehler to approve the salary addendum for the Confidential Secretary for the 2023-2024 school year. Motion carried 3-0

Salary Addendum for Maintenance/cleaner position – Alexis Harrington made a motion and seconded by Carol Koehler to approve the salary addendum for the Maintenance/cleaner position for the 2023-2024 school year. Motion carried 3-0

Contract Extension of the Superintendent of Schools- Alexis Harrington made a motion and seconded by Carol Koehler to approve the contract extension of Superintendent, Matthew Boucher by addendum. Motion carried 3-0

Salary for Tax Collector and District Clerk- Alexis Harrington made a motion and seconded by Carol Koehler to have the salaries of the Tax Collector and District Clerk remain the same for the 2023-2024 school year as the 2022-2023 school year. Motion carried 3-0

Capital Reserve- Carol Koehler made a motion and seconded by Alexis Harrington to transfer \$500,000. From unallocated funds to the Capital Reserve Fund. Motion carried 3-0

13. **Adjournment** – A motion was made to adjourn by Alexis Harrington and seconded by Carol Koehler at 8:09 p.m. Motion carried 3-0.

Respectfully Submitted,

Kim Brown
School District Clerk