

Putnam Central School
Re-Organizational Meeting

DRAFT

DATE: July 5, 2023

MEMBERS PRESENT: Jodie Bruce; Gerald Gendron; Carol Koehler and Alexis Harrington

OTHERS PRESENT: Matthew Boucher, Superintendent; Kim Brown, District Clerk;
And Paula Wilson

1. Call to Order

The meeting was called to order at 6:32 p.m. by Kim Brown, District Clerk.

2. Election of Officers

2.1 A motion was made by Gerald Gendron and seconded by Alexis Harrington to nominate Jodie Bruce as President of the Board of Education for the 2023-2024 School Year. After discussion and no other nominations from the floor, the motion was carried. Motion carried 4-0

2.2 A motion was made by Jodie Bruce to nominate Gerald Gendron as Vice President of the Board of Education for the 2023-2024 School Year. After discussion, Gerald Gendron declined the nomination. Jodie Bruce then made a motion and seconded by Gerald Gendron to nominate Beth McIntyre as Vice President of the Board of Education for the 2023-2024 School Year. After discussion and no other nominations from the floor, the motion was carried. Motion carried 4-0

3. Administration of Oath

Oath of Office was administered to all Board Members present and Matthew Boucher, Superintendent.

4. Public Participation - none

5. Appointment of Officers

A motion was made by Gerald Gendron and seconded by Carol Koehler to appoint Jamie O'Dell of FEH BOCES as District Treasurer for the 2023-2024 School Year. Motion carried 4-0

A motion was made by Gerald Gendron and seconded by Carol Koehler to appoint Chelsea Glenny as of FEH BOCES as Deputy Treasurer for the 2023-2024 School Year. Motion carried 4-0

Kim Brown was previously appointed as District Clerk for the 2023-2024 School Year at the May 2023 Board meeting.

Darlene Kerr was previously appointed as school tax collector for the 2023-2024 School Year at the May 2023 Board meeting.

6. Other Appointments

A motion was made by Gerald Gendron and seconded by Alexis Harrington to accept the agreement with Hudson Headwaters Health Network (HHHN) for the 2023-2024 school year AND a motion was made by Gerald Gendron and seconded by Alexis Harrington to appoint Hudson Headwaters Health Network (HHHN) as the official school district physician for the 2023-2024 School Year.

Motion carried 4-0

The appointment of an independent Auditor was tabled until the August 2023 Board meeting.

A motion was made by Gerald Gendron and seconded by Carol Koehler to appoint James Forbes as Asbestos Designee for the District for the 2023-2024 School Year. Motion carried 4-0

A motion was made by Gerald Gendron and seconded by Alexis Harrington to approve Chairperson, a parent representative, if requested, School Psychologist and a teacher to the Section 504 Committee members for the 2023-2024 School year. Motion carried 4-0

A motion was made by Carol Koehler and seconded by Gerald Gendron to approve Chairperson, a parent representative, if requested, School Psychologist and a teacher to the CSE Committee members for the 2023-2024 School year. Motion carried 4-0

A motion was made by Gerald Gendron and seconded by Alexis Harrington to approve Chairperson, a parent representative, if requested, School Psychologist and a teacher to the CPSE Committee members for the 2023-2024 School year. Motion carried 4-0

A motion was made by Gerald Gendron and seconded by Alexis Harrington to appoint Superintendent, Matthew Boucher, as Title 9 Coordinator for the 2023-2024 School Year. Motion carried 4-0

A motion was made by Gerald Gendron and seconded by Alexis Harrington to appoint Superintendent, Matthew Boucher, as Qualified Lead Evaluator for APPR for the 2023-2024 School Year. Motion carried 4-0

A motion was made by Gerald Gendron and seconded by Carol Koehler to appoint Jane Robinson of FEH BOCES as Internal Auditor of Bills for the 2023-2024 School Year. Motion carried 4-0

A motion was made by Gerald Gendron and seconded by Alexis Harrington to appoint Girvin and Ferlazzo, PC as school attorney for the 2023-2024 School Year. Motion carried 4-0

A motion was made by Gerald Gendron and seconded by Carol Koehler to appoint Superintendent, Matthew Boucher, as Records Access Officer for the 2023-2024 School Year. Motion carried 4-0

A motion was made by Gerald Gendron and seconded by Alexis Harrington to appoint District Clerk, Kim Brown, as Records Management Officer for the 2023-2024 School Year. Motion carried 4-0

A motion was made by Gerald Gendron and seconded by Carol Koehler to appoint Superintendent, Matthew Boucher, as Dignity Act Coordinator for the 2023-2024 School Year. Motion carried 4-0

A motion was made by Alexis Harrington and seconded by Gerald Gendron to appoint Kim Brown as Attendance Officer for the 2023-2024 School Year. Motion carried 4-0

7. Designation

7.1 A motion was made by Gerald Gendron and seconded by Alexis Harrington to designate Glens Falls National Bank as the Official Depository for the 2023-2024 school year for the Putnam Central School District. Motion carried 4-0

7.2 A motion was made by Gerald Gendron and seconded by Alexis Harrington to designate the Glens Falls Post Star and The Sun Newspaper as the Official school newspapers for the 2023-2024 school year. Motion carried 4-0

7.3 A motion was made by Alexis Harrington and seconded by Gerald Gendron to designate August 29, 2023 at 6:30 p.m. as the August meeting date and to approve the tax levy. Motion carried 4-0

- 7.4 A motion was made by Gerald Gendron and seconded by Alexis Harrington 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, 2023
August 29, 2023
September 19, 2023
October 17, 2023
November 14, 2023
December 19, 2023
January 16, 2024
February 13, 2024
March 19, 2024
April 18, 2024 (Thursday)
May 2024-Budget Hearing Date TBD
May 21, 2024
June 18, 2024

Motion carried 4-0

8. Bonding of Personnel

A motion was made by Alexis Harrington and seconded by Gerald Gendron to have Blanket Bond Coverage for the District Clerk, School Tax Collector and District Treasurer. (Same as last year.) Motion carried 4-0

9. Authorizations

- 9.1 A motion was made by Gerald Gendron and seconded by Carol Koehler to authorize Superintendent, Matthew Boucher to certify payrolls for the 2023-2024 School year. Motion carried 4-0
- 9.2 A motion was made by Gerald Gendron and seconded by Alexis Harrington to appoint Superintendent, Matthew Boucher as purchasing agent for the 2023-2024 School Year. Motion carried 4-0
- 9.3 A motion was made by Gerald Gendron and seconded by Alexis Harrington to authorize Superintendent, Matthew Boucher to approve the attendance of conferences, conventions, workshops, etc., with designated expenses for the 2023-2024 School year. Motion carried 4-0
- 9.4 A motion was made by Gerald Gendron and seconded by Carol Koehler to establish a Petty Cash Fund in the amount of \$100.00 and Kim Brown will be responsible for such funds for the 2023-2024 school year. Motion carried 4-0
- 9.5 A motion was made by Gerald Gendron and seconded by Alexis Harrington to designate Treasurer, Jamie O'Dell of FEH BOCES authorization to sign checks and Deputy Treasurer, Chelsea Glennly to sign checks in the Treasurers' absence for the 2023-2024 School Year. Motion carried 4-0
- 9.6 A motion was made by Gerald Gendron. and seconded by Alexis Harrington to provide reduced price and free meals for those who qualify; Breakfast rate for students will remain free to all; for the 2023-2024 school year. Adult price TBD once need information is received. Motion carried 4-0
- 9.7 A motion was made by Gerald Gendron and seconded by Alexis Harrington to authorize Superintendent, Matthew Boucher to approve budget transfers for the 2023-2024 School year. Motion carried 4-0
- 9.8 A motion was made by Gerald Gendron and seconded by Alexis Harrington to authorize Superintendent, Matthew Boucher to apply for grants in aid for the 2023-2024 School Year. Motion carried 4-0

- 9.9 A motion was made by Gerald Gendron. and seconded by Carol Koehler to re-adopt all policies and the Code of Ethics in effect during the previous year for the 2023-2024 school year
Motion carried 4-0
- 9.10 A motion was made by Gerald Gendron and seconded by Carol Koehler to re-adopt the Code of Conduct for the 2023-2024 School year. Motion carried 4-0

10. Other Items:

- 10.1 A motion was made by Gerald Gendron and seconded by Alexis Harrington to establish rate for Mileage reimbursement at current IRS rate for the 2023-2024 School year. Motion carried 4-0
- 10.2 A motion was made by Alexis Harrington and seconded by Carol Koehler to adopt the current School breakfast policy for the 2023-2024 School year. Motion carried 4-0

11. Extra-Curricular

- 11.1 A motion was made by Gerald Gendron and seconded by Alexis Harrington to appoint Ashley Bigelow as Administrative Assistance for the 2023-2024 School year. Stipend is \$1,000.00
Motion carried 4-0
- 11.2 A motion was made by Alexis Harrington and seconded by Gerald Gendron to appoint Ashley Bigelow as CPSE/CSE Coordinator for the 2023-2024 School year. Stipend is per Teacher Contract. Motion carried 4-0

12. Adjournment

A motion was made by Gerald Gendron and seconded by Alexis Harrington to adjourn.
Adjournment at 7:13 p.m. Motion carried 4-0

Respectfully Submitted,

Kim Brown
District Clerk