

**PUTNAM CENTRAL SCHOOL
BOARD OF EDUCATION MEETING**

DRAFT

DATE: October 23, 2023

TYPE OF MEETING: Regular

PLACE OF MEETING: Putnam Central School

MEMBERS PRESENT: Jodie Bruce, President; Beth McIntyre, Vice President; Gerald Gendron; Carol Koehler and Alexis Harrington

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

1. Call to Order

The meeting was called to order by Board President, Jodie Bruce at 6:30 p.m.

2. Public Application for Participation - None

3. Regular Reports

The minutes for the September 2023 meeting were presented by the clerk. Beth McIntyre made a motion and seconded by Carol Koehler to accept the minutes as presented. Motion carried 5-0

4. Financial Reports

Treasurer's Report – The Treasurer's Reports were presented.

A motion was made by Beth McIntyre and seconded by Gerald Gendron to accept the Financial Reports for September 2023 for the following accounts:

Consolidated Fund Account in the amount of:	\$2,814,116.99
Employee Benefit Accrued Liability Reserve Fund in the amount of:	\$15,001.38
Repair Fund Account in the amount of:	\$50,186.13
Unemployment Insurance Fund Account in the amount of:	\$16,112.33
Capital Fund Account in the amount of:	\$1,101,051.55
Tax Certiorari Account in the amount of:	\$10,019.07

Motion carried 5-0

A motion was made by Beth McIntyre and seconded by Gerald Gendron to accept Warrant #10 in the amount of \$23,411.47. Motion carried 5-0

A motion was made by Gerald Gendron and seconded by Alexis Harrington to accept Warrant #12 in the amount of \$49,495.49. Motion carried 5-0

A motion was made by Beth McIntyre and seconded by Alexis Harrington to accept the payroll warrant for September 2023 in the amount of \$92,120.08. Motion carried 5-0

5. Correspondence – Board members received the NYSIR Legal Digest (autumn 2023 edition).

6. **Superintendents' Report**

Mr. Boucher advised the Board that there was emergency repairs made to the roof. Repaired/Replaced Shingles. There is still a need to fix more slate in a few areas; Terra Nova Testing will be administered on-line and not on paper. So far going ok. District is preparing students as NYS testing is going to be on-line. This coming spring, grade 5 NYS testing will be on-line; Halloween is next week and the students will have a parade outside.

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

7.1 District Safety Plan-Mr. Boucher distributed District Safety Plan. It needs to have a 30 day review. After the 30 days board will discuss and decide on adopting policy. The Building Safety plan does go on the website however the District Safety Plan will not.

8. **Curriculum & Instruction- none**

9. **Special Education**

Mr. Boucher advised that Brittany Munson has express interest in providing Occupational Services for the remainder of the 2023-2024 school year. After discussion and upon the recommendation of Mr. Boucher, Gerald Gendron made a motion and seconded by Alexis Harrington to appoint Brittany Munson as Occupational Therapist for the remainder of the 2023-2024 school year. Rate of pay is \$90. Per hour/\$45. Per session. Motion carried 4-0 Jodie Bruce abstained.

10. **Old Business** - none

11. **New Business**

Resolution:

MOTION MADE BY BETH MCINTYRE AND SECONDED BY CAROL KOEHLER to approve the following resolution:

BE IT RESOLVED, that the Board of Education of the Putnam Central School does hereby approve the response letter in regards to the 2021-22 CAP. Motion carried 5-0

Mr. Boucher discussed the findings of the Financial Statements for the 2022-23 school year that was recently completed.

Resolution:

MOTION MADE BY BETH MCINTYRE AND SECONDED BY CAROL KOEHLER to approve the following resolution:

BE IT RESOLVED, that the Board of Education of the Putnam Central School does hereby accept the Financial Statements for the 2022-2023 school year. Motion carried 5-0

Resolution:

MOTION MADE BY BETH MCINTYRE AND SECONDED BY CAROL KOEHLER to Approve the following resolution:

BE IT RESOLVED, that the Board of Education of the Putnam Central School does hereby approve the response letter in regards to the 2022-23 CAP. Motion carried 5-0

Resolution:

MOTION MADE BY BETH MCINTYRE AND SECONDED BY CAROL KOEHLER to approve the additional response letter in regards to the 2022-2023 CAP. Motion carried 5-0

12. **Executive Session** – None

13. **Adjournment**

A motion was made to adjourn by Gerald Gendron and seconded by Alexis Harrington. Adjournment at 7:13p.m. Motion carried 5-0

Respectfully Submitted,

Kim Brown
Board Clerk