

**Putnam Central School
Board of Education Meeting**

DRAFT

DATE: May 21, 2024

TYPE OF MEETING: Regular meeting

PLACE OF MEETING: 6th grade classroom

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

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

Call to Order

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

Public Participation - none

Regular Report

The minutes of the April 2024 meeting and the Budget Hearing held on May 14, 2024 were presented by the clerk. A motion was made by Alexis Harrington and seconded by Beth McIntyre to accept the April Board minutes as presented. Motion carried 5-0

A motion was made by Beth McIntyre and seconded by Gerald Gendron to accept the Budget Hearing minutes as presented. Motion carried 5-0

Financial Reports

The Treasurer's reports for April were presented.

A motion was made by Alexis Harrington and seconded by Beth McIntyre to accept the Financial Reports for April 2024 for the following accounts:

Consolidated Fund Account in the amount of:	\$4,211,205.28
Repair Fund Account in the amount of:	\$50,198.70
Unemployment Insurance Fund Account in the amount of:	\$16,116.36
Capital Fund Account in the amount of:	\$1,101,327.23
Tax Certiorari Account in the amount of:	\$10,020.83
Employee Benefit Accrued Liability Reserve	\$15,005.14

Motion carried 5-0

A motion was made by Gerald Gendron seconded by Carol Koehler to accept AP Warrant#40 for April 2024 in the amount of \$44,507.60 Motion carried 5-0

A motion was made by Beth McIntyre and seconded by Carol Koehler to accept the AP Warrant #42 for April 2024 in the amount of \$28,628.47. Motion carried 5-0

A motion was made by Gerald Gendron and seconded by Beth McIntyre to accept the PR Warrant for April 2024 in the amount of \$68,308.17. Motion carried 5-0

Correspondence

Letter received from Darlene Kerr expressing interest to continue as school tax collector for the Putnam Central School District for the 2024-2025 school year.

Letter received from Kim Brown expressing interest to continue as District Clerk for the Putnam Central School District for the 2024-2025 school year.

Letter received from Jenny Smith expressing interest for the Summer Cleaning position for the Putnam Central school District for the 2024-2025 school year.

After discussion, a motion was made by Beth McIntyre and seconded by Carol Koehler to appoint Darlene Kerr as School Tax Collector for the 2024-2025 School Year. Motion carried 5-0

After discussion, a motion was made by Gerald Gendron and seconded by Alexis Harrington to appoint Kim Brown as District Clerk for the 2024-2025 School Year. Motion carried 5-0

After discussion, a motion was made by Gerald Gendron and seconded by Alexis Harrington to appoint Jenny Smith as summer cleaner for the 2024-2025 School Year. Motion carried 5-0

NYSIR Spring 2024 newsletter distributed to the Board Members.

Reports and Recommendation of the Superintendent

Mr. Boucher advised the board that Testing for the students is just about finished. Students will be going on a field trip and Field Day is fast approaching. June 14, 2024 is "Moving Up" Day @ 10:00 a.m.

District Issues/Operations

Payroll Dates for the 2024-2025 school year. Gerald Gendron made a motion and seconded by Beth McIntyre to approve the payroll dates as presented for the 2024-2025 school year. Motion carried 5-0

Consultant Librarian and Speech Pathologist- Gerald Gendron made a motion and seconded by Carol Koehler to appointment Katelyn Dirga as Consultant Librarian for the 2024-2025 school year at the same rate. Motion carried 5-0

Gerald Gendron made a motion and seconded by Carol Koehler. to appoint Kelly McGraw-Brophy as the District's Speech Pathologist for the 2024-2025 school year. Motion carried 5-0

Results of the CVES Budget Vote/Board member election- The CVES Budget was approved by all districts and the following were elected as Board Members: Patricia Gero; Richard Harriman, Sr. and Donna Wotton.

Unemployment Reserve and Repair Reserve Accounts: Discussion was had about the approval of the transfer between both the Unemployment Reserve Bank Account and the Repair Reserves Bank Account to the Consolidate Fund Bank Accounts so that they can be "re-funded".

Resolution #2024-05-1:

A MOTION WAS MADE BY ALEXIS HARRINGTON AND SECONDED BY GERALD GENDRON to approve the following resolution:

BE IT RESOLVED, that the Board of Education of the Putnam Central School does hereby approve the transfer of \$1,667.07 from the Unemployment Reserve ACCT#5902 to the General checking Acct# 4403 to cover Unemployment Claims paid for the 23-24 school year. This Resolution shall take effect immediately. Motion carried 5-0

Resolution #2024-05-2:

A MOTION WAS MADE BY BETH MCINTYRE AND SECONDED BY ALEXIS HARRINGTON to approve the following resolution:

BE IT RESOLVED, that the board of Education of the Putnam Central School does hereby approve the transfer of \$9,075.00 from the Repair Reserve ACCT#6554 to the General Checking ACCT#4403 to cover Emergency Repairs paid for during the 2023-2024 school year. This Resolution shall take effect immediately. Motion carried 5-0

Resolution #2-24-05-3:

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

WHEREAS, Education Law Section 3653 requires that no monies may be paid or transferred into any reserve fund established by a school district unless expressly authorized by a resolution of its board of education; and

WHEREAS, it has been determined by the Board of Education of the Putnam Central School District (the “Board”) that it is in the School District’s best interest to transfer moneys to the School District’s Capital Improvements Reserve Fund, Employee Benefit Accrued Liability Reserve Fund, Unemployment Reserve Fund, and Repair Reserve Fund; and

WHEREAS, in compliance with Education Law Section 3653, the Board desires to authorize such transfers;

NOW, THEREFORE, BE IT RESOLVED that the Board of Education of the Putnam Central School District does hereby approve the following reserve fund transfers:

- Transfer of up to \$200,000.00 from the unappropriated fund balance to the Capital Improvements Reserve Fund established in the 2021-2022 School Year, in accordance with the General Municipal Law Section 6-r;
- Transfer of up to \$35,000.00 from the unappropriated fund balance to the Employee Benefit Accrued Liability Reserve Fund established in the 2022 – 2023 School Year, in accordance with General Municipal Law Section 6-p.
- Transfer of up to \$1,667.07 from the unappropriated fund balance to the Unemployment Reserve Fund established in the 1994 – 1995 School Year, in accordance with General Municipal Law Section 6-m.
- Transfer of up to \$9,075.00 from the unappropriated fund balance to the Repair Reserve Fund established in the 2014-2015 School Year, in accordance with General Municipal Law Section 6-d.

This Resolution shall take effect immediately. Motion carried 5-0

Ticonderoga Chamber of Commerce-District received the membership dues for the 24-25 year of \$160. There is an optional \$25.00 voluntary contribution toward TACC Economic Development Initiative. After discussion, Beth McIntyre made a motion and seconded by Alexis Harrington to join the membership but not include the extra voluntary contribution. Motion carried 5-0

School Tax Collector Correction Report- Darlene Kerr, School Tax Collector submitted a correction collection report for the 2023-2024. Board had some questions regarding this. The acceptance of this report was tabled until more information is received from Washington County.

Curriculum & Instruction - None

Special Education - None

Old Business - Flag Pole and playground. There was discussion about options for the playground and probably beneficial to form a committee consisting of Teacher(s)/Board member and community.

New Business - none

Executive Session- none

Adjournment

A motion was made to adjourn by Alexis Harrington and seconded by Gerald Gendron. Adjournment at 7:34 p.m. Motion carried 5-0

Respectfully submitted,

Kim Brown
District Clerk

