

Putnam Central School  
Re-Organizational/Regular Board Meeting

**DRAFT**

**DATE:** July 7, 2020

**MEMBERS PRESENT:** Charles Bain, Jr.; Jodie Bruce; Gerald Gendron; and Beth McIntyre

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

1. Call to Order

The meeting was called to order at 6:33 p.m. by Kim Brown, District Clerk.

2. Election of Officers

2.1 A motion was made by Jodie Bruce and seconded by Beth McIntyre to nominate Charles Bain, Jr. as President of the Board of Education for the 2020-2021 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 Beth McIntyre and seconded by Gerald Gendron to nominate Jodie Bruce as Vice President of the Board of Education for the 2020-2021 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. Oath of Office from Kim Brown, District Clerk and Darlene Kerr for Tax Collector were received.

4. Appointment of Officers

A motion was made by Jodie Bruce and seconded by Beth McIntyre to appoint Jamie O'Dell of FEH BOCES as District Treasurer for the 2020-2021 School Year. Motion carried 4-0

Kim Brown was previously appointed as District Clerk for the 2020-2021 School Year at the May 2020 Board meeting.

Darlene Kerr was previously appointed as school tax collector for the 2020-2021 School Year at the May 2020 Board meeting.

5. Other Appointments

A motion was made by Beth McIntyre and seconded by Gerald Gendron to appoint Hudson Headwaters Health Network (HHHN) as the official district physician for the 2020-2021 School Year. Motion carried 4-0

A motion was made by Gerald Gendron and seconded by Jodie Bruce to appoint Telling & Hillman, P.C. as Independent Auditor for the 2020-2021 School Year. Motion carried 4-0

A motion was made by Gerald Gendron and seconded by Jodie Bruce to appoint James Forbes as Asbestos Designee for the District for the 2020-2021 School Year. Motion carried 4-0

A motion was made by Jodie Bruce and seconded by Beth McIntyre to approve Chairperson, a parent representative, if requested, School Psychologist and a teacher to the Section 504 Committee members for the 2020-2021 School year. Motion carried 4-0

A motion was made by Jodie Bruce and seconded by Beth McIntyre to approve Chairperson, a parent representative, if requested, School Psychologist and a teacher to the CSE Committee members for the 2020-2021 School year. Motion carried 4-0

A motion was made by Gerald Gendron and seconded by Jodie Bruce to approve Chairperson, a parent representative, if requested, School Psychologist and a teacher to the CPSE Committee members for the 2020-2021 School year. Motion carried 4-0

A motion was made by Beth McIntyre and seconded by Jodie Bruce to appoint Superintendent, Matthew Boucher, as Title 9 Coordinator for the 2020-2021 School Year. Motion carried 4-0

A motion was made by Jodie Bruce and seconded by Gerald Gendron to appoint Superintendent, Matthew Boucher, as Qualified Lead Evaluator for APPR for the 2020-2021 School Year. Motion carried 4-0

A motion was made by Beth McIntyre and seconded by Gerald Gendron to appoint Jane Robinson of FEH BOCES as Internal Auditor of Bills for the 2020-2021 School Year. Motion carried 4-0

A motion was made by Jodie Bruce and seconded by Beth McIntyre to appoint Girvin and Ferlazzo, PC as school attorneys for the 2020-2021 School Year. Motion carried 4-0

A motion was made by Beth McIntyre and seconded by Gerald Gendron to appoint Superintendent, Matthew Boucher, as Records Access Officer for the 2020-2021 School Year. Motion carried 4-0

A motion was made by Jodie Bruce and seconded by Gerald Gendron to appoint District Clerk, Kim Brown, as Records Management Officer for the 2020-2021 School Year. Motion carried 4-0

A motion was made by Beth McIntyre and seconded by Gerald Gendron to appoint Superintendent, Matthew Boucher, as Dignity Act Coordinator for the 2020-2021 School Year. Motion carried 4-0

A motion was made by Beth McIntyre and seconded by Gerald Gendron to appoint Kim Brown as Attendance Officer for the 2020-2021 School Year. Motion carried 4-0

## 6. Designation

6.1 A motion was made by Gerald Gendron and seconded by Beth McIntyre to designate Glens Falls National Bank as the Official Depository for the 2020-2021 school year for the Putnam Central School District. Motion carried 4-0

6.2 A motion was made by Gerald Gendron and seconded by Beth McIntyre to designate the Glens Falls Post Star as the Official school newspaper for the 2020-2021 school year. Motion carried 4-0

6.3 A motion was made by Jodie Bruce and seconded by Beth McIntyre to designate August 25, 2020 at 6:30 p.m. as the August meeting date and to approve the tax levy. Motion carried 4-0

6.4 A motion was made by Jodie Bruce and seconded by Beth McIntyre 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 7, 2020

August 25, 2020

September 15, 2020

October 20, 2020

November 17, 2020

December 15, 2020

January 19, 2021

February 9, 2021

March 16, 2021

April 2021- TBD

May 18, 2021

June 15, 2021

Motion carried 4-0

7. Bonding of Personnel

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

8. Authorizations

8.1 A motion was made by Beth McIntyre and seconded by Jodie Bruce to authorize Superintendent, Matthew Boucher to certify payrolls for the 2020-2021 School year. Motion carried 4-0

8.2 A motion was made by Gerald Gendron and seconded by Jodie Bruce to appoint Superintendent, Matthew Boucher as purchasing agent for the 2020-2021 School Year. Motion carried 4-0

8.3 A motion was made by Gerald Gendron and seconded by Beth McIntyre to authorize Superintendent, Matthew Boucher to approve the attendance of conferences, conventions, workshops, etc., with designated expenses for the 2020-2021 School year. Motion carried 4-0

8.4 A motion was made by Beth McIntyre and seconded by Jodie Bruce to establish a Petty Cash Fund in the amount of \$100.00 and Kim Brown will be responsible for such funds for the 2020-2021 school year. Motion carried 4-0

8.5 A motion was made by Jodie Bruce and seconded by Gerald Gendron to designate Treasurer, Jamie O'Dell of FEH BOCES authorization to sign checks and Board President, Charles Bain, Jr. to sign checks in the Treasurers' absence for the 2020-2021 School Year. Motion carried 4-0

8.6 A motion was made by Gerald Gendron and seconded by Beth McIntyre to provide reduced prices and free meals for those who qualify; Breakfast rate for students will remain free; and Adult price will be \$2.00 which includes sales tax, for the 2020-2021 School Year. Motion carried 4-0

8.7 A motion was made by Beth McIntyre and seconded by Gerald Gendron to authorize Superintendent, Matthew Boucher to approve budget transfers for the 2020-2021 School year. Motion carried 4-0

8.8 A motion was made by Jodie Bruce and seconded by Gerald Gendron to authorize Superintendent, Matthew Boucher to apply for grants in aid for the 2020-2021 School Year. Motion carried 4-0

8.9 A motion was made by Beth McIntyre and seconded by Gerald Gendron to re-adopt all polices and the Code of Ethics in effect during the previous year. Motion carried 4-0

8.10 A motion was made by Gerald Gendron and seconded by Beth McIntyre to re-adopt the Code of Conduct; Safety Plan and the Professional Development Plan for the 2020-2021 School year. Motion carried 4-0

9. Other Items:

9.1 A motion was made by Gerald Gendron and seconded by Jodie Bruce to establish rate for Mileage reimbursement at current IRS rate for the 2020-2021 School year. Motion carried 4-0

9.2 A motion was made by Gerald Gendron and seconded by Jodie Bruce to adopt the current School breakfast policy for the 2020-2021 School year. Motion carried 4-0

10. Extra-Curricular

10.1 A motion was made by Gerald Gendron and seconded by Beth McIntyre to appoint Ashley Bigelow as Administrative Assistance for the 2020-2021 School year. Stipend is per Teacher Contract. Motion carried 4-0

10.2 A motion was made by Beth McIntyre and seconded by Jodie Bruce to appoint Ashley Bigelow As CPSE/CSE Coordinator for the 2020-2021 School year. Stipend is per Teacher Contract. Motion carried 4-0

11. Approval of previous Board Meeting Minutes (June)

The minutes of the June meeting were present by the clerk. A motion was made by Beth McIntyre and seconded by Jodie Bruce to accept the minutes as presented.

Motion carried 4-0

12. Old Business- None

13. New Business

13.1 Budget Vote Results- Beth McIntyre made a motion and seconded by Gerald Gendron to Accept the June 16, 2020 Budget Results (see separate sheet). Motion carried 4-0

13.2 Summer Cleaner- Mr. Boucher advised Board that Megan Penor applied for the summer cleaner Position. After discussion, Jodie Bruce made a motion and seconded by Gerald Gendron to Appoint Megan Penor to the position of the 2020 summer cleaner. Motion carried 4-0

13.3 Financial Reports-The June 2020 Financial Reports were presented to the Board. Jodie Bruce made a motion and seconded by Beth McIntyre to accept the June 2020 Financial Reports for the following accounts:

Consolidated Fund Account in the amount of:	\$1,937,504.11
Tax Certiorari Account in the amount of:	\$10,608.12
Repair Fund Account for the amount of:	\$50,104.63
Unemployment Insurance Fund Account in the amount of:	\$16,086.21
Capital Fund Account in the amount of:	\$100,295.79

Motion carried 4-0

A motion was made by Gerald Gendron and seconded by Beth McIntyre to accept the AP Warrant #62 for June 2020 for the amount for \$4,753.61. Motion carried 4-0

A motion was made by Jodie Bruce and seconded by Gerald Gendron to accept AP Warrant #65 for June 2020 for the amount of \$19,367.00. Motion carried 4-0

A motion was made by Beth McIntyre and seconded by Gerald Gendron to accept PR Warrant for June 2020 for \$153,762.14. Motion carried 4-0

14. Executive Session - none

15. Adjournment

A motion was made by Gerald Gendron and seconded by Jodie Bruce to adjourn.

Adjournment at 6:54 p.m. Motion carried 4-0

Respectfully Submitted,

Kim Brown  
Board Clerk