

Putnam Central School
Re-Organizational/Regular Board Meeting

DRAFT

DATE: July 5, 2022

MEMBERS PRESENT: Charles Bain, Jr.; Jodie Bruce; Beth McIntyre and Carol Koehler

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

1. Call to Order

The meeting was called to order at 6:34 p.m. by Kim Brown, District Clerk.

2. Election of Officers

- 2.1 A motion was made by Charles Bain, Jr. and seconded by Beth McIntyre to nominate Jodie Bruce as President of the Board of Education for the 2022-2023 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 Charles Bain, Jr. and seconded by Beth McIntyre to nominate Gerald Gendron as Vice President of the Board of Education for the 2022-2023 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. Appointment of Officers

A motion was made by Charles Bain, Jr. and seconded by Beth McIntyre to appoint Jamie O'Dell of FEH BOCES as District Treasurer for the 2022-2023 School Year. Motion carried 4-0

A motion was made by Charles Bain, Jr. and seconded by Beth McIntyre to appoint Chelsea Glenny as of FEH BOCES as Deputy Treasurer for the 2022-2023 School Year. Motion carried 4-0

Kim Brown was previously appointed as District Clerk for the 2022-2023 School Year at the May 2022 Board meeting.

Darlene Kerr was previously appointed as school tax collector for the 2022-2023 School Year at the May 2022 Board meeting.

5. Other Appointments

A motion was made by Beth McIntyre and seconded by Charles Bain, Jr. to appoint Hudson Headwaters Health Network (HHHN) as the official school district physician for the 2022-2023 School Year. Motion carried 4-0

A motion was made by Beth McIntyre and seconded by Charles Bain, Jr. to appoint Telling & Hillman, P.C. as Independent Auditor for the 2022-2023 School Year. Motion carried 4-0

A motion was made by Beth McIntyre and seconded by Carol Koehler to appoint James Forbes as Asbestos Designee for the District for the 2022-2023 School Year. Motion carried 4-0

A motion was made by Charles Bain, Jr. 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 2022-2023 School year. Motion carried 4-0

A motion was made by Charles Bain, Jr. 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 2022-2023 School year. Motion carried 4-0

A motion was made by Charles Bain, Jr. and seconded by Beth McIntyre to approve Chairperson, a parent representative, if requested, School Psychologist and a teacher to the CPSE Committee members for the 2022-2023 School year. Motion carried 4-0

A motion was made by Charles Bain, Jr. and seconded by Beth McIntyre to appoint Superintendent, Matthew Boucher, as Title 9 Coordinator for the 2022-2023 School Year. Motion carried 4-0

A motion was made by Charles Bain, Jr. and seconded by Beth McIntyre to appoint Superintendent, Matthew Boucher, as Qualified Lead Evaluator for APPR for the 2022-2023 School Year. Motion carried 4-0

A motion was made by Charles Bain, Jr. and seconded by Carol Koehler to appoint Jane Robinson of FEH BOCES as Internal Auditor of Bills for the 2022-2023 School Year. Motion carried 4-0

A motion was made by Beth McIntyre and seconded by Carol Koehler to appoint Girvin and Ferlazzo, PC as school attorneys for the 2022-2023 School Year. Motion carried 4-0

A motion was made by Charles Bain, Jr. and seconded by Beth McIntyre to appoint Superintendent, Matthew Boucher, as Records Access Officer for the 2022-2023 School Year. Motion carried 4-0

A motion was made by Beth McIntyre and seconded by Charles Bain, Jr. to appoint District Clerk, Kim Brown, as Records Management Officer for the 2022-2023 School Year. Motion carried 4-0

A motion was made by Beth McIntyre and seconded by Charles Bain, Jr. to appoint Superintendent, Matthew Boucher, as Dignity Act Coordinator for the 2022-2023 School Year. Motion carried 4-0

A motion was made by Charles Bain, Jr. and seconded by Beth McIntyre to appoint Kim Brown as Attendance Officer for the 2022-2023 School Year. Motion carried 4-0

6. Designation

6.1 A motion was made by Beth McIntyre and seconded by Carol Koehler to designate Glens Falls National Bank as the Official Depository for the 2022-2023 school year for the Putnam Central School District. Motion carried 4-0

6.2 A motion was made by Charles Bain, Jr. and seconded by Carol Koehler to designate the Glens Falls Post Star as the Official school newspaper for the 2022-2023 school year. Motion carried 4-0

6.3 A motion was made by Charles Bain, Jr. and seconded by Carol Koehler to designate August 30, 2022 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 Charles Bain, Jr. and seconded by Carole Koehler 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, 2022
August 30, 2022
September 20, 2022
October 18, 2022
November 15, 2022
December 20, 2022
January 17, 2023
February 28, 2023
March 21, 2023
April 20, 2023 (Thursday)
May 2022-Budget Hearing Date TBD
May 16, 2023
June 20, 2023

Motion carried 4-0

7. Bonding of Personnel

A motion was made by Charles Bain, Jr. and seconded by Beth McIntyre 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 Carol Koehler to authorize Superintendent, Matthew Boucher to certify payrolls for the 2022-2023 School year. Motion carried 4-0
- 8.2 A motion was made by Charles Bain, Jr. and seconded by Carol Koehler to appoint Superintendent, Matthew Boucher as purchasing agent for the 2022-2023 School Year. Motion carried 4-0
- 8.3 A motion was made by Charles Bain, Jr. and seconded by Beth McIntyre to authorize Superintendent, Matthew Boucher to approve the attendance of conferences, conventions, workshops, etc., with designated expenses for the 2022-2023 School year. Motion carried 4-0
- 8.4 A motion was made by Beth McIntyre and seconded by Charles Bain, Jr. to establish a Petty Cash Fund in the amount of \$100.00 and Kim Brown will be responsible for such funds for the 2022-2023 school year. Motion carried 4-0
- 8.5 A motion was made by Beth McIntyre and seconded by Charles Bain, Jr. to designate Treasurer, Jamie O'Dell of FEH BOCES authorization to sign checks and Deputy Treasurer, Chelsea Glenny to sign checks in the Treasurers' absence for the 2022-2023 School Year. Motion carried 4-0
- 8.6 A motion was made by Charles Bain, Jr. 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 2022-2023 School Year. Motion carried 4-0
- 8.7 A motion was made by Charles Bain, Jr. and seconded by Beth McIntyre to authorize Superintendent, Matthew Boucher to approve budget transfers for the 2022-2023 School year. Motion carried 4-0
- 8.8 A motion was made by Beth McIntyre and seconded by Carol Koehler to authorize Superintendent, Matthew Boucher to apply for grants in aid for the 2022-2023 School Year. Motion carried 4-0

- 8.9 A motion was made by Charles Bain, Jr. and seconded by Carol Koehler to re-adopt all policies and the Code of Ethics in effect during the previous year for the 2022-2023 school year
Motion carried 4-0
- 8.10 A motion was made by Charles Bain, Jr. and seconded by Carol Koehler to re-adopt the Code of Conduct for the 2022-2023 School year. Motion carried 4-0

9. Other Items:

- 9.1 A motion was made by Charles Bain, Jr. and seconded by Beth McIntyre to establish rate for Mileage reimbursement at current IRS rate for the 2022-2023 School year. Motion carried 4-0
- 9.2 A motion was made by Charles Bain, Jr. and seconded by Beth McIntyre to adopt the current School breakfast policy for the 2022-2023 School year. Motion carried 4-0

10. Extra-Curricular

- 10.1 A motion was made by Charles Bain, Jr. and seconded by Beth McIntyre to appoint Ashley Bigelow as Administrative Assistance for the 2022-2023 School year. Stipend is \$1,000.00
Motion carried 4-0
- 10.2 A motion was made by Charles Bain, Jr. and seconded by Carol Koehler to appoint Ashley Bigelow as CPSE/CSE Coordinator for the 2022-2023 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 Charles Bain, Jr. and seconded by Beth McIntyre to accept the minutes with the amended correction.
Motion carried 4-0

12. Old Business

- 12.1 Flag Pole

13. New Business

- 13.1 Salary Adjustments for the 2022-2023 school year
Rate of Pay for the Maintenance/Custodian; Breakfast Person; Occupational Therapy; and Counselor.
After discussion, Charles Bain, Jr. made a motion and seconded by Beth McIntyre to increase the rate of pay to \$23.00 per hour for the Maintenance/Custodian effective July 1, 2022.
Motion carried 4-0
After discussion, Charles Bain, Jr. made a motion and seconded by Beth McIntyre to increase the rate of pay to \$20.00 per hour for the 2022-2023 school year for the Breakfast person.
Motion carried 4-0
After discussion, Charles Bain, Jr. made a motion and seconded by Beth McIntyre to increase the rate of pay from \$59.00 to \$63.00 for the Occupational Therapist for the 2022-2023 school year.
Motion carried 4-0
After discussion, Charles Bain, Jr. made a motion and seconded by Beth McIntyre to increase the rate of pay from \$72.00 to \$73.00 for the Counselor. Motion carried 4-0
- 13.2 Contract with Hudson Headwaters Health Network (HHHN)
Mr. Boucher advised the board that the contract with HHHN was received and the pricing has increased 3.5% over last year. Beth McIntyre made a motion and seconded by Charles Bain, Jr. to Approve the contract with HHHN for the 2022-2023 school year. Motion carried 4-0

14. Special Education -none

15. Adjournment

A motion was made by Charles Bain, Jr. and seconded by Beth McIntyre to adjourn.
Adjournment at 7:05 p.m. Motion carried 4-0

Respectfully Submitted,

Kim Brown
Board Clerk