

**Putnam Central School
Board of Education Meeting**

DATE: June 27, 2023
(meeting changed from June 20, 2023)

TYPE OF MEETING: Regular

PLACE OF MEETING: Putnam Central School

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

OTHERS PRESENT: Kim Brown, District Clerk; Meredith Sweeney; Paula Wilson; Barry Wilson; Erin Hamel; Katie Smith; Michele Smith; Alexis Harrington; Carley Williams; and Cynthia Floor

Call to Order

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

Public Participation

Erin Hamel; Meredith Sweeney and Carley Williams addressed the Board.

Regular Report

The minutes of the Regular Board Meeting for May 2023 and the Special Meeting of June 7, 2023 were presented. Beth McIntyre made a motion and seconded by Gerald Gendron to accept the minutes of both meetings as presented. Motion carried 4-0

Financial Reports

The Treasurer's reports for May 2023 were presented.

A motion was made by Beth McIntyre and seconded by Carol Koehler to accept the Financial Reports for May 2023 for the following accounts:

Consolidated Fund Account in the amount of:	\$3,347,259.69
Unemployment Insurance Fund Account in the amount of:	\$16,108.29
Capital Fund Account in the amount of:	\$800,822.83
Repair Fund Account in the amount of:	\$50,173.56
Tax Certiorari Account in the amount of:	\$10,018.05

Motion carried 4-0

*Gerald Gendron made a motion and seconded by Carol Koehler to accept AP Warrant #43 in the amount of \$68,996.43. Motion carried 4-0

*Beth McIntyre made a motion and seconded by Carol Koehler to accept AP Warrant #45 in the amount of \$26,111.15. Motion carried 4-0

*Gerald Gendron made a motion and seconded by Beth McIntyre to accept the payroll warrant for May 2023 in the amount \$69,315.16. Motion carried 4-0

Correspondence

Board members received their copy of the 2022-2023 yearbook from the district and received a copy of the Annual Report 2022 from NYSIR (New York Schools Insurance Reciprocal)

Reports and Recommendation from the Superintendent of School - None

District Issues/Operations

7.1 Budget Results - Gerald Gendron made a motion and seconded by Carol Koehler to accept the Budget Vote results of May 17, 2022 of:

Budget:	Yes	47
	No	60

Board Member:	Alexis Harrington	66
	Write In:	
	Evan Mack	22
	Aileen Carr	1
	Rick Quesnel	1

Motion carried 4-0

7.2 Acceptance of School District Legal Counsel Agreement for the 2023-2024 School Year. Beth McIntyre made a motion and seconded by Gerald Gendron to accept the Legal Counsel Agreement for the 2023-2024 with Girvin & Ferlazzo P.C. Agreement begins 7/1/23 and ends 6/30/24. Motion carried 4-0

7.3 Appointment of Maintenance/Custodian for 2023-2024 School year. Beth McIntyre made a motion and seconded by Gerald Gendron to appoint James Forbes as Maintenance/Custodian for the 2023-2024 school year. Motion carried 4-0

7.4 Instruction Contract with Ticonderoga Central School District for the 2023-2024 school year. This is the standard NYS contract for Putnam students attending grade 7-12. Beth McIntyre made a motion and seconded by Gerald Gendron to approve the Instruction contract with Ticonderoga Central School District for the 2023-2024 school year. Motion carried 4-0

7.5 Gayle Pliscofsky, Occupational Therapist-The District received a letter from Ms. Pliscofsky advising that she will not return to the district for the 2023-2024 School year.

7.6 Summer Cleaner- Gerald Gendron made a motion and seconded by Carole Koehler to appoint Jenny Smith as summer cleaner and the rate of pay is \$21.00 per hr. Motion carried 4-0

7.7 Reserves Plan

The practice of planning ahead and systematically saving for contingencies is considered prudent management. The Board of Education, therefore, has established reserve funds to provide resources for intended future use. A reserve fund is a separate account established by a school district to finance expenditures for a specific purpose. Generally, reserve funds are authorized under Education law or General Municipal Law and must adhere to strict guidelines. The Putnam Central School District has established the following reserves (Upon the recommendation of the District Treasurer, Jamie O'Dell and Superintendent, Matthew Boucher, for each of the listed Reserves); the Board of Education does hereby:

*Capital Reserve Fund- Beth McIntyre made a motion and seconded by Gerald Gendron to return \$100,000. To unassigned Fund Balance to align with proposition voted for in June 2020. This Reserve Fund will have an estimated balance as of 6/30/23 of \$300,459.46 Motion carried 4-0

*Capital Improvements Reserve Fund- Beth McIntyre made a motion and seconded by Carol Kohler to transfer \$400,000.00 into this reserve. This Reserve Fund will have an estimated balance of \$800,459.47 as of 6/30/23. Motion carried 4-0

*Reserve for Unemployment Insurance- Beth McIntyre made a motion and seconded by Gerald Gendron to accept the estimated balance amount of \$16,110.28 as of 6/30/2023. Motion carried 4-0

*Repair Reserve-Beth McIntyre made a motion and seconded by Gerald Gendron to accept the estimated balance amount of \$50,179.76 as of 6/30/23. Motion carried 4-0

*Reserve for Tax Certiorari-Gerald Gendron made a motion and seconded by Beth McIntyre to accept the estimated balance amount of \$10,017.80 as of 6/30/23. Motion carried 4-0

*Employee Benefit Accrued Liability Reserve (EBALR)

BE IT RESOLVE THE ESTABLISHING OF THE EBALR: Gerald Gendron made a motion and seconded by Beth McIntyre to establish the Employee Benefit accrued Liability Reserve (EBALR). Motion carried 4-0

Beth McIntyre made a motion and seconded by Carol Kohler to transfer \$15,000.00 into the EBALR. Motion carried 4-0

7.8 Appointment of Yearbook Coordinator(s) Letters of interest was received from Ashley Bigelow and Courtney Collins to be co-yearbook coordinators for the 2023-2024 school year. Gerald Gendron made a motion and seconded by Beth McIntyre to appoint Ashley Bigelow and Courtney Collins as co-yearbook coordinators for the 2023-2024 school year. Salary is per teacher contract. Motion carried 4-0

7.9 Data Privacy and Security Policy- A new Data Privacy and Security policy was presented to the board for review. Gerald Gendron made a motion and seconded by Beth McIntyre to adopt the new Data Privacy and Security policy. Motion carried 4-0

7.10 American Legion "Moving Up" Award(s)- The Sons of American Legion Post 224 sent a donation of \$200.00 to distribute to each of the 6th graders that will be "moving up" into 7th grade. Beth McIntyre made a motion and seconded by Carol Koehler to accept the donation from the Ticonderoga American Legion of \$200.00 and then distribute the donation equally to each of the 6th graders. Motion carried 4-0

Curriculum & Instruction - None

Special Education

Beth McIntyre made a motion and seconded by Carol Koehler to approve the CPSE/CSE recommendations for the 2023-2024 school year. Motion carried 4-0

Old Business – None

New Business

President, Jodie Bruce thanked outgoing board member, Charles Bain, Jr. for his many years of service to the district which began in 2005.

Executive Session -None

A motion was made to adjourn by Beth McIntyre and seconded by Gerald Gendron at 6:54 p.m. Motion carried 4-0

Respectfully submitted,

Kim Brown
District Clerk