

# PUTNAM BOARD OF EDUCATION

## SECRETARY'S REPORT

March 16, 2021

The Putnam Board of Education met in regular session on Tuesday, March 16, 2021 in the Joseph V. Pempek Memorial Conference Room at 7:00 PM via Zoom.

Attendance: Carrie Blackmar, Kevin Davis, Margaret McHugh, Michael Morrill, James Purdon, Christopher Steinbrick, Marieanne Viens, Jill Zangerl

Absent: Lauren Konicki

Others: Daniel P. Sullivan, III, Superintendent of Schools; Nancy T. Cole, Business Administrator; Kristina Perleoni, Recording Secretary

Jill Zangerl called the meeting to order at 7:00 PM.

### **Board of Education Appreciate Month**

In honor of Board Appreciation Month, Superintendent Sullivan presented the Board members with a token of appreciation for their dedicated service to Putnam Public Schools and the community.

### **Pledge of Allegiance**

### **Student Representative**

No report.

James Purdon made a motion to add to the agenda Appointment of Director of Curriculum and Instruction and Director of Student Services. The motion was seconded by Christopher Steinbrick and passed unanimously.

### **1. APPROVAL OF MINUTES**

James Purdon made a motion to approve the February 23, 2021 regular meeting minutes as presented. The motion was seconded by Christopher Steinbrick and passed unanimously.

### **2. CORRESPONDENCE**

There was no correspondence.

### **3. PRESENTATIONS**

Pride of Putnam Awards were presented to students and staff at Putnam Middle School.

**PMS Students:** Aaliyah Daughenbaugh, Trevor Lamothe, Isabelle Magalhaes, Emily Ratsgonsky, and Kasyn Robillard

## **Staff Appointments**

Marieanne Viens made a motion to approve the appointments of Jacqueline Vetrovec as Director of Curriculum and Instruction and Rebecca Lopes as the Director of Student Services effective July 1, 2021. The motion was seconded by Christopher Steinbrick and passed unanimously.

## **4. CITIZENS' COMMENTS**

There were no citizen's comments.

## **5. REPORTS OF OFFICERS AND STANDING COMMITTEES**

### **a. Committee Reports**

#### **1) Policy Committee Report**

Marieanne Viens reported the committee minutes from the last meeting were included in the packet and there are policies and regulations for possible adoption under business.

#### **2) Facilities Committee Report**

No report.

#### **3) Curriculum Committee**

Carrie Blackmar reported the committee met prior to last month's meeting and there is a Humanities course for adoption under business.

#### **4) Communications Committee**

Marianne Viens reported that the committee met prior to this meeting. The committee looked over their social media pages and ways to keep momentum going. She asked that if anyone has feedback on their current social media pages to please let her know.

#### **5) CABE Events Update**

Michael Morrill reported that the CABE Virtual Day on the Hill will be held on March 17, 2021. He also informed the Board that there are many education bills being introduced this legislative session. Superintendent Sullivan informed the Board there is proposed legislation that may divert funds originally set aside for Alliance Districts to put towards the recruitment of minority teachers and administrators. CAPSS supports a workforce that is more representative of the students in the State of Connecticut but does not believe that should occur at the detriment of the Alliance Districts.

### **b. Financial Reports, Nancy T. Cole**

Nancy Cole updated the Board on the year-end expenditure report for 2020/2021. An excess cost report and Family Resource Center report were also presented.

### **c. Superintendent's Report, Daniel P. Sullivan, III**

#### **1) Budget Update**

Superintendent Sullivan reported during the Board of Finance meeting last Tuesday, they indicated plans for a more traditional budget process this year but have not set a date due to state guidance. He updated the board on the ESSER II stimulus funds. Tight guidelines from the federal government make it clear that this money is expected to be used to address the impact of student learning and operations due to the impact of COVID-19 on schools. These funds can be used for additional staff to support smaller classes, remote learning, the purchases of technology, and extended day/extended year

programs. Putnam is expected to receive \$1,134,763 which can be used between now and the Fall of 2023.

On March 8, 2021, Superintendent Sullivan was notified that we would be receiving 2.8 million dollars from the American Rescue Plan (ESSER III). While we still do not have formal guidance around the use of these funds, preliminary information indicates that approximately \$700,000 must be targeted for learning loss, including but not limited to summer school, math and reading specialists, and after-school programs. This is significant as it does not preclude the district from using the remaining funds to support existing programs. A three-year funding proposal was developed that has the potential to move the district forward and reduce the impact on the local budget. The most important aspects of the proposal are that it allows the district to maintain current staffing programs while simultaneously avoiding a fiscal cliff. Superintendent Sullivan shared a summary of the ESSER II Grant with the Board along with the multi-year budget proposal that was shared with the Board of Finance.

Superintendent Sullivan added that he would like to address a question asked at the Board of Finance meeting about the operational cost of the high school. He stated that operating our own high school remains the best fiscal decision. He provided the Board with information to support the continued operation of the facility.

- 2) Putnam High School Recruitment  
Superintendent Sullivan reported that on Thursday, April 1, 2021, the district will be presenting to a committee comprised of administrators, parents, and Board of Education members in Canterbury to discuss Putnam High School as a choice of education for their students.
- 3) Summer School  
The administrators explained their plans for summer school and extended school year programs for the upcoming year.
- 4) Update on COVID-19 and District Response  
Superintendent Sullivan stated that it has been approximately one year since the decision of what was supposed to be a 2 to 3-week closure for COVID-19. He is proud of what the district has accomplished and is cautiously optimistic about the opportunities that lie ahead. As a result of the support from Mayor Seney, Day Kimball Hospital CEO, Kyle Kramer, and the hospital staff, all faculty and staff had the opportunity to receive the Moderna vaccination and are scheduled to receive the second dose on March 31<sup>st</sup>. On March 24<sup>th</sup>, students will have the opportunity to return to school in person.
- 5) Staff Appreciation Week – May 3-7, 2021 (Goal 4)  
Superintendent Sullivan thanked all district staff and noted he is very proud of what Putnam was able to accomplish over the last year. Staff Appreciation Week will be held from May 3-7, 2021.
- 6) Personnel Report  
A personnel report was included in the packet.
- 7) Quarterly Reports from Department Heads  
The quarterly reports were included in the packet.

8) School Monthly Board Reports

The school monthly board reports were included in the packet.

d. Board Chair Report, Jill Zangerl

Jill Zangerl thanked the staff for their flexibility. She also reported that she had emailed all committee members about the Board committee list and asked new members to please let her know which committees they would be interested in joining. Finally, she suggested that since students are returning to in person learning, she would like to propose going full in person in the Black Box Theater for the next meeting.

6. **BUSINESS**

a. Continuation of Grants for 2021/2022 (Goals 1, 2, 3, & 4)

James Purdon made a motion to continue the following grants: Family Resource Center, School Readiness and Quality Enhancement, ESEA Consolidated Grant Application Package (includes Title I, IIA, IID, III, IVA, V, Perkins, IDEA Part A & B), and Priority, Alliance, School Accountability, Extended School Hours. The motion was seconded by Carrie Blackmar and passed unanimously.

b. Policies/ Regulations for Adoption (Goals 1, 2, 3, & 4)

Marieanne Viens reviewed the following policies:

P4212.42 - Drug and Alcohol Testing for Bus Drivers

P6161.31 - Title IX Programs/Family Engagement and R6172.4

P6159 - Individualized Education Program/Special Education Program, and

P6171 - Special Education.

James Purdon made a motion to adopt the policies/regulations as presented. The motion was seconded by Kevin Davis and passed unanimously.

c. Adoption of the Following PHS Course

Kevin Davis made a motion to adopt the Humanities Honors course for Putnam High School. The motion was seconded by Marieanne Viens and passed unanimously.

James Purdon made a motion to add Executive Session to the agenda. The motion was seconded by Carrie Blackmar and passed unanimously.

The Board took a brief recess

Kevin Davis made a motion to go into Executive Session at 8:06 PM to discuss a personnel matter. The motion was seconded by Carrie Blackmar and passed unanimously. Superintendent Sullivan and Nancy Cole were invited to attend.

James Purdon made a motion to come out of Executive Session at 8:57 PM. The motion was seconded by Carrie Blackmar and passed unanimously.

7. **ADJOURNMENT**

James Purdon made a motion to adjourn. The motion was seconded by Christopher Steinbrick and passed unanimously. The meeting adjourned at 8:57 PM.

Respectfully submitted,

Carrie Blackmar  
Board Secretary