

**Townshend School Board Minutes**  
**@ Townshend Elementary School**  
**1-9-12-Draft**  
**7:00 pm.**

**Present:** David Dezendorf, April Chase, Al Claussen, Beth Cutts (arrived at 7:06 pm), Kim Liebow, Members of the Board, Deborah Leggott, Principal, Steven John, Superintendent, Judy Hawkins, Recorder, Ryan Hockerlutz, Member of the Public

**Call to Order:** April called the meeting to order at 7:03 p.m.

**Additions and Deletions to agenda:** David asked to add to the agenda under Reports of Administration and Committees: Emergency Management Plan

**Members of the Public:** None

**Consent Calendar:**

- A. Principal's report
- B. Superintendent's report
- C. Approval of Minutes:
  - I. December 12, 2011

Consent calendar approved with unanimous consent.

**Treasurer and financial reports:** No report

**Bills and Purchase Orders:** David made a motion to pay bills and purchase orders as follows: Payroll PO#31 \$15,971.21, Payroll PO#32 \$6,964.15, Payroll PO# 33 \$15,345.19, Payroll PO# 34 \$11,941.48, and Vendor Warrant PO #35 \$102,704.43. Discussion: No discussion. Motion carried to pay bills and purchase orders as read. .

**Reports of Administration and Committees**

- A. Policy-None
- B. Technology-A meeting is scheduled for February 6<sup>th</sup>.
- C. Negotiations-An all day meeting is scheduled for January 31<sup>st</sup>.
- D. R.E.D-David reported that a good discussion took place. They discussed benefits for students and some legal statues, enrollment and finance.
- E. Emergency Management Plan: David presented a draft of the Townshend Emergency Management Plan and discussed it in detail. The emergency management team will be meeting once a month with various agencies involved.

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**Unfinished Business and General Orders:**

- A. EEE Site Base Update-Deborah said nothing new to report.
- B. Budget Questions and Review for Town Meeting: The approved budget was reviewed and April asked the board if they had any questions. A short discussion took place.
- C. Town Meeting Warning and Pre-Town Meeting: David presented the Town Meeting Warning for the board to review. The warning was approved at last month's meeting; it only needed board signatures for this meeting. Pre-Town Meeting will be held on February 27<sup>th</sup> at 6:00 pm at Townshend Town Hall, this is a tentative date.

**New Business:**

- A. School Tuition Amount: Kim made a motion to set the Townshend School Tuition rate to match the maximum allowable state rate for Townshend School District. Motion carried.
- B. Townshend School District Report approval: Letters were written by Superintendent, Principal and Board Chair and were reviewed at this meeting by the board.

**Correspondence:** None

**Upcoming Meetings:**

- A. WCSU annual organizational meeting 7:00 pm March 28, 2012 at L&G
- B. Voluntary RED study committee 7 pm February 1<sup>st</sup> at L&G
- C. Negotiations committee 9:00 am on January 31<sup>st</sup> at L&G

**Executive Session**

- A. Superintendent's Evaluation

David moved to enter Executive Session at 8:00 pm to discuss the superintendent's evaluation. Motion carried.

David made a motion to leave executive session at 8:35pm. Seconded by Kim.

Resolution: The board completed the Superintendents evaluation and it will be sent to Emily Long.

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Kim made a motion to adjourn at 8:40pm. Seconded by Beth.

Respectfully submitted,

Judy Hawkins  
Recorder

DRAFT