

**TOWNSHEND SCHOOL BOARD MINUTES
@TOWNSHEND ELEMENTARY SCHOOL
7:00 PM
10-17-12-DRAFT**

Present: April Chase, Kim Liebow, Beth Cutts, Al Claussen, Brian Schmidt, Members of the Board, Deborah Leggott, Principal, Steven John, Superintendent, Judy Hawkins, Recorder

Call to Order: April called the meeting to order at 7:04 p.m.

Additions and Deletions: None

Members of the Public: None

Consent Calendar:

- a. Minutes for September 10, 2012
- b. Principal's report
- c. Rescind Policy C06-Board Commitment to non-discrimination and G03 Field Trips Policy

Strike Superintendent's Report from Consent Calendar as their was no report. The board unanimously approved the consent calendar.

Treasurer and financial reports: Anita reported to April that we currently have \$229,475.55 in our account.

Bills and Purchase Orders: April made a motion to approve the bills and purchase orders as follows: Payroll PO#12 \$1,153.80, Payroll PO#13 \$13,687.67, Payroll PO#14 \$8,853.84, Payroll PO#15 is missing, Payroll PO#16 \$15,652.20, Payroll PO#17 \$7,184.87, Payroll PO#18 \$17,010.09, Payroll PO#19 \$11,225.58, Payroll PO#20 \$16,520.84, Payroll PO#21 \$7,443.63, and Vendor Warrant PO#22 \$48,477.88. Al made a motion to approve the bills and purchase orders as read.

Reports of Administration and Committees:

- a. Technology- Kim reported that on October 3rd the committee met and is working towards a budget to get in order for this year. The committee is looking at software and their costs and is still working on the 5 year plan. Summer maintenance went well. The technology committee has tweaked with deletions and additions to the plan. Deborah prepared a budget sheet for the TES board to review. Deborah reported that the school currently have 43 laptops that are current and in good use. The Library needs 12 desk top computers. The software budget has changed the most, with the need to upgrade Microsoft office.

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There was a lengthy discussion re: transition from 6th grade to 7th grade. Some board members feel there should be a better transition. Al feels there should be a packet that the parents are aware of and know where their child might be placed when they go in 7th grade. The board feels parent orientation is real critical and it is important for the parent to review the packet with the 6th grade teacher to see what is going over to L&G.

Deborah presented to the board the parent responses to the Pre-K Survey. The results were very positive. .

b. RED Committee-April reported on the RED Committee meeting, she said there was some heated discussion re: Windham stepping down from the RED Committee. The Windham Board is not receptive to the idea re: Windham townspeople. Windham will not take it to a vote to their town. The committee can no longer be a RED Committee if Windham doesn't join, it will be a modified union. Steven gave an overview of the RED meeting. At this point everything is up in the air. The board will be updated in December. There is also some questions whether Jamaica will be continuing with the discussion or not. Windham Southwest Supervisory Union and Windham Central Supervisory Union had a meeting. There were tables with small groups of 10 and both boards had quorums. Three members of each board will meet with a consultant. The committee will be looking at finance, transportation, Special Ed, English as a second language and collaboration of Professional Development.

Unfinished Business and General Orders:

- a. Year round school calendar-Steven distributed to the board the issues from Champlain Valley Superintendent's Assoc. re: a year round school calendar. The board feels this needs to be discussed at a WCSU board meeting.
- b. Approve and sign partial payment request for Selectboard. April drafted a letter for all of the board to sign to give to the Townshend Selectboard with each of the disbursement dates.
- c. Steven distributed information to the board re: 21st grant.

New Business:

- a. Contractual Ratification: Steven reported the following: The contractual ratification is still between legal representatives from both sides putting together the language they think they agreed on.
- b. Preliminary budget discussions: Steven reported that there will be a larger than usual increase in health insurance. Professional Development will be a specific line item in the budget under terms of the master agreement. The primary question will be regarding student/teacher ratio. Deborah gave her input on the budget.

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Deborah said that she estimates we will have about 10 less students next year. There will be about \$90,000 less in revenues to run the school next year. Deborah will meet with Frank between now and the next board meeting regarding the budget.

Resignation: Deborah reported that Nancy Bambula has resigned as the cleaner.

Correspondence: April had some correspondence from Grace Cottage Hospital re:water flow numbers for September and October. The board reviewed the documents and everything appears to be okay. April will contact Mr. Crosier to ask him if he can report to the board quarterly rather than monthly.

Upcoming Meetings:

- a. WCSU Exec. Committee to meet 6:00pm October 24th at Newbrook Elementary School
- b. WCSU Full Board to meet 7:00 pm October 24th at Newbrook Elementary School
- c. Voluntary RED study committee 7:00 pm November 28th at Leland and Gray UHS

Executive Session (if needed)

A motion was made by Kim Liebow to enter executive session at 9:00 p.m. to discuss a personnel matter.

Kim made a motion to exit executive session at 9:40 p.m. Motion carried.

No resolution.

Respectfully submitted,

Judy Hawkins
Recorder

DRAFT