

TOWNSHEND SCHOOL BOARD MINUTES
@ Townshend ELEMENTARY SCHOOL
7:00 pm
11-12-12-DRAFT

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

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

Additions and Deletions: Kim asked to add to the agenda: School Board Members vote to receive payment.

Members of the Public: None

Consent Calendar:

- a. Minutes for October 17, 2012-remove from consent calendar
- b. Principal's Report-remove from consent calendar
- c. Superintendent's Report

The consent calendar was approved unanimously.

Correction to October 17, 2012 minutes: April asked to make sure the Red Committee was a separate bullet from the Windham Southeast and Windham Central information on their meetings.

Deborah asked to add to her Principal's Report the following: EEE actually had two STARS last year, not one as Deborah had reported in her principal's report.

Treasurer and Financial Reports: Anita reported to April that we currently have \$127,000 in our checkbook.

Bills and Purchase Orders: April made a motion to pay the bills and purchase orders as follows: Payroll PO#23 \$17,029.56, Payroll PO#24 \$11,315.54, Payroll PO#25 \$18,417.74, Payroll PO#26 \$8,036.41, and Vendor Warrant PO#27 \$22,922.68. No discussion. Motion carried to pay bills and purchase orders as read.

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Reports of Administration and Committees:

- a. Technology: Nothing to report
- b. RED-nothing to report

Unfinished Business and General Orders:

- a. Year round school calendar: Nothing to report.
- b. Contractual ratification: Nothing to report yet. Steven is hoping it will happen any day.
- c. Preliminary budget review: Deborah went over the budget line by line and presented it to the board. Deborah said Frank is not talking to Deborah about losing the small schools grant. Deborah said Special Education, Triple EEE; raises in BC/BS and technology budget are uncontrollable costs. April went around the table and asked each board member to give their opinion regarding the budget. **Al Claussen** wants a more robust understanding not only of this budget but also long term expenses i.e. raises, etc. Steven said health care is kind of a guess, retirement could affect the bottom line, Al would like to see more information about projected costs, look at the last 3 years, what is our net increase over the last 3 years, also Al asked by looking back is there anything that we see this year in the budget if we have an increase in one place do we have an offset somewhere else. Al also wants to look at the possibility of any grants. Deborah will obtain this information from Frank and get back to the board; **Brian Schmitt** feels there isn't much to cut except possibly a staff member. Brian feels 11% increase is a bit much. **Beth Cutts** feels parents aren't comfortable with combining classrooms, **Kim Liebow** isn't willing to sacrifice that much, she doesn't want to loose staff, she doesn't want to combine classrooms. **April Chase** asked if Deborah could take over some of the counselor duties, Deborah could do social skills and classroom instruction, she could not do counseling because of being the principal. You would save \$16,000 if Deborah took on this duty. April said Steven mentioned Literacy Coaches and if we have any plans to bring on Literacy Coaches at this time. It is the plan to bring in teacher trainers eventually. Deborah would eventually like a Literacy Coach that would not be a part of the teaching staff. The board would like to see reducing about 2-2.5% in budget. Steven will get a draft of the revised budget to the board before the next meeting.

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New Business:

- a. 6th Grade transition-Parent Orientation-Last meeting there was a lengthy discussion regarding 6th grade transition. The board talked about this being collaboration between LGUHS and TES. Kris Jerz (TES 6th grade teacher) feels this needs to be a district wide discussion not just TES. Deborah or Steven will talk with Dr. Dorfman about this discussion.
- b. School Board Members Payment: Kim made a motion to pay the Townshend School Board Members. Beth seconded. Steven asked the board to make sure they had a completed W-2 form in the office. Motion carried.
- c. Veteran's Day-Kim feels that the school should be closed on Veteran's Day. Steven will look into this.

Correspondence: None

Upcoming Meetings:

- a. WCSU FY14 Budget meeting full board 7:00pm November 27, 2012 at L&G
- b. Voluntary RED study committee 7:00pm November 28, 2012 at L&G
- c. WCSU full board meeting 7:00 pm December 5, 2012 at L&G

Executive Session: None needed

Adjourn: Kim made a motion to adjourn at 9:26 pm. Motion carried.

Respectfully submitted,

Judy Hawkins
Recorder

