

TOWNSHEND SCHOOL BOARD MINUTES
@ TOWNSHEND ELEMENTARY SCHOOL
7:00 PM
3-11-13 Approved Minutes

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

Call to Order: Steven John called the meeting to order at 7:06 pm

Reorganization of the Townshend School Board:

- a. Elections of Officers:
 - i. Election of School Board Chair: Kim nominated April Chase for School Board Chair. Motion carried.
 - ii. Election of School Board Vice-Chair: Kim nominated Al Claussen as Vice-Chair. Motion carried
 - iii. School Board Clerk: Kim nominated Brian Schmidt as School Board Clerk. Motion carried.
 - iv. Time and Place: Kim made a motion to have the TSB meet on the 2nd Monday of the month at 7:00 pm at Townshend Elementary School Motion carried.
 - v. Authorized Signatures: April nominated Beth Cutts, Kim Liebow & Brian Schmidt as authorized signers. Motion carried.
 - vi. Paper of Record: Kim made a motion to have the Paper of Record be the Brattleboro Reformer. Motion carried.
 - vii. Truant Officer: Kim made a motion to have the Windham County Sheriff's Department. Motion carried.
 - viii. WCSU Policy Committee Representative: April nominated Kim Liebow to be the representative on the WCSU Policy Committee. Motion carried.
 - ix. WCSU Board of Directors Representatives- Beth nominated Al Claussen, Brian Schmidt, & April Chase to be the voting members.
 - x. WCSU Executive Committee Representatives: Kim nominated April and Al to be on the WCSU Executive Committee. April or Al can vote. Motion carried.
 - xi. WCSU Negotiation Committee Representative: Pass
 - xii. WCSU Technology Committee: Pass
 - xiii. Townshend Technology Committee: April nominated Kim as a member of the committee. Motion carried.

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- xiv. RED Study Committee Representative: April Chase & Joe Winrich will continue to represent this committee. Hearing no objection the representation stays the same.
- xv. Signing of Payroll: April made a motion for Beth and Kim to sign payroll. Motion carried.
- xvi. TES Action Planning Committee Representative: Brian made a motion to nominate Al. Motion carried.
- xvii. Use of Small or Large Board procedure from Robert's Rules-without objection the board adopted small board rules.

Additions or Deletions: Addition to the agenda: Under unfinished business: Item C: Policy: Bullying.

Members of the Public: None

Consent Calendar:

- a. Principal Report
- b. Superintendent's Report
- c. Minutes for February 11, 2013

The consent calendar was unanimously approved.

Treasurer and financial reports: April had no treasurer or financial report from Anita for this meeting.

Deborah and Heidi have been working with Frank re: the TES Expense Statement. Frank is working on a new expense statement and he said there will be some reclassifications. Deborah explained there needs to be some tweaking of this expense report. Steven recommended that anything that may cause concern to a board member they should ask about it. Al asked that Frank do sub-totals for the groups on the expense report, the detail is not helping the board very much. Steven will speak to Frank regarding the above discussion. April asked that Frank attend the next meeting. Steven or Deborah will invite him.

Bills and Purchase Orders: April made a motion to pay the bills and purchase orders as follows: Payroll PO#43 \$17,503.23, Payroll PO#44 \$12,016.18, Payroll PO#45 \$15,402.82, Payroll PO#46 \$7,665.07 and Vendor Warrant PO #47 \$118, 179.56, the board is withholding, (\$88,458.67), the WCSU assessment check, pending cash

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approval that the fund balance will cover. This is waiting confirmation from the treasurer. No discussion. Motion carried to pay bills and purchase orders as read.

Reports of Administration and Committees:

- a. Policy-None
- b. Technology-None
- c. RED-April reported that a meeting was held the day after Town Meeting. There have been two RED meetings since this board meeting, February 28th and March 6th. February 28th was a very productive meeting, all the articles, changes, address some of the issues people had with the articles and some of the questions that were unanswered before submitting to the Dept. of Education. The group that was present decided to accept the articles and submit to the Dept of Education. On March 6th the committee met whereby one of the members from Jamaica strongly disagreed that the articles were submitted and asked that they be rescinded. There was a vote to rescind the articles by Steven. It was felt financial issues needed to be addressed before submitting the articles. The RED Committee will meet on April 3rd.

Unfinished Business and General Orders:

- a. 6th Grade transition-Parent Orientation follow-up: The meeting will be occurring on April 10th. Dr. Dorfman is putting something together for the meeting.
- b. Security Progress: See Deborah's principal's report. Deborah did a presentation at the ATM with the district's principals last week. Brian made the suggestion that maybe there should be visitor stickers for people to wear when they come into the school. Deborah will look into this.
- c. Bullying Policy-Steven had sent copies of the bullying policy to all board members. This is a state recommended policy. This policy pertains to all types of bullying and does not have to happen on the premises and covers groups. Kim made a motion to warn F30 Bullying Policy. Motion carried.

New Business:

- a. Review Town Meeting results: Al recommended there be a comments field in the Town Report. Steven suggested that maybe there be a power point or the moderator says at the beginning of the meeting to allow the principal, superintendent, CFO to speak to the community.

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Correspondence:

April presented the Grace Cottage Water Flow Report. The report was found to be unusually variable; there were lots of ups and downs. Deborah was given the report to file. Steven presented some correspondence concerning Barbara Bedortha and Judy Gould job sharing next year. The benefits will be pro-rated and he thanked them for their years of service.

Essential Work of Vermont School Boards: On March 18th at the Green Mtn. High School in Chester, Vt. and in May at Brattleboro Union High School. This workshop is designed for new members. Steven reported that they do provide dinner and it begins at 5:00 pm and lasts for 2 and one half hours.

Upcoming Meetings:

- a. WCSU annual reorganization meeting 7:00 pm March 27th at L&G
- b. Voluntary RED study committee 5:30 pm April 3, 2013 at L&G
- c. WSU Executive Committee 7 pm April 3, 2013 at L&G

Executive Session: None needed.

Adjourn: Beth made a motion to adjourn at 8:55 pm. Motion carried.

Respectfully submitted,

Judy Hawkins
Recorder