

**TOWNSHEND SCHOOL BOARD MINUTES
@ TOWNSHEND ELEMENTARY SCHOOL
7:00 PM
5-13-13 Approved**

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

Call to Order: April called the meeting to order at 7:12 pm.

Additions and Deletions: None

Members of the Public: None

Consent Calendar:

- a. Principal's report
- b. Superintendent's Report
- c. Minutes for March 11, 2013
- d. Minutes for April 8, 2013

Consent Calendar was approved with unanimous consent.

Treasurer and financial reports: April received a report from Anita Bean and we do have money in the account at this time.

Bills and Purchase Orders: April made a motion to approve the bills and purchase orders as follows: Payroll PO #53 \$18,380.29, Payroll PO #54 \$8,471.01, Payroll PO #55 \$15,394.26, Payroll PO #56 \$11,492.36, Payroll PO #57 \$18,252.14, Payroll PO #58 \$8,402.40, and Vendor Warrant PO#59 \$25,262.60. No discussion. Motion carried unanimously to approve the bills and purchase orders as read.

Steven asked for feed-back regarding the new format for the balance sheet. He went over the new format. A discussion ensued.

Reports of Administration and Committees:

- a. Policy- Brian made a motion to adopt F7 Student Alcohol and Drugs as warned on August 13, 2012. F28 & F29 Wellness and Nutrition were presented to the board to be warned. Kim made a motion to warn F28 and F29. Motion carried. G07 Educational Support Systems-2nd page of the policy is a flow chart of all the educational support systems that are in place at WCSU-last page are definitions that may be helpful-it is a resource from Vermont School Board Association. Brian made a motion to warn G07. Motion carried.

B.Technology-Kim reported the 12 laptops that were put in the budget will be purchased in July for the next year budget. Two garages will be purchased to store

TOWNSHEND SCHOOL BOARD MINUTES
@ TOWNSHEND ELEMENTARY SCHOOL
7:00 PM
5-13-13 Approved

the laptops. The desktops will go back over to Leland and Gray. A purchase will be made to order another smartboard backup projector.

c. RED- Next meeting will be June 5th at L&G at 7:00 pm. There was not a May meeting as their wasn't a quorum. WCSU will not make a change in structure as far as voting. April asked what the board feels they want her to do-the board feels the vote needs to go to the town. There were 2 articles sent out prior to the meeting; one with a new school and the other without a new school. The board would like to move forward and the cost associated with it. Kim made a motion to proceed with the committee to support the articles that include a new building. Motion carried. Steven reported that Windham is going to present a letter to the RED committee stating that they not be referred to at all in the RED committee.

Unfinished Business and General Orders

- a. 6th Grade Transition-Parent Orientation follow-up: Deborah talked about this in the Principal's Report. Beth felt the presentation was excellent but the implementation was not so good.
- b. Security progress- See Principal's Report. Brian asked about the name badges. Deborah has a note to talk with the school photo people in the fall. In the meantime, Deborah will get some guest passes.
- c. New financial reports: Already discussed
- d. Essential Work of Vt. School Boards Workshop attendance: 6-8:30 p,m at BUHS on May 30. \$30.00 per member will be signed up by the school district if they sign up early if not they have to have their receipt and they will be reimbursed by the school district.
- e. Topic for WCSU Summer Retreat Meeting: Year round school calendar should be on the agenda and the late start at L&G.

New Business:

- a. FY 13-14 Grade Configuration-Deborah presented this in her Principal's Report. Deborah said the staff had their first meeting about schedules today. The schedules are not complete so she can't present it at this time. Steven said he has 2 parents that have submitted enrollment forms for pre-K. Steven said the law says a parent of a pre-K student can petition the board to pay for the tuition to attend an outside of district (this is only for 10 hours and is just a subsidy.) The board has the right to turn them down. Kim made a motion to respectfully deny the request. Motion carried.
- b. FY 12-13 School Calendar change (move last day of school to June 14th)- Discussion that the last day of school be moved to Friday, June 14th based on

**TOWNSHEND SCHOOL BOARD MINUTES
@ TOWNSHEND ELEMENTARY SCHOOL
7:00 PM
5-13-13 Approved**

discussion. If this is not the last day of school the last day of school will be June 19th. The 3 days will be turned into In-Service Days.

- c. Policy review GO7 Educational Student Support systems and F07 Alcohol and drugs (students) and F28 & F29 Wellness and Nutrition. (See above under Policy).

Correspondence:

April presented the Water Flow Report: The report was as usual and Deborah was given the report to file.

A family has presented a request to let their daughter finish the school year and wave the tuition as a non-resident. Brian made a motion to let the student in question finish the school year with tuition waved. Motion carried.

Upcoming Meetings:

- a. WCSU Full Board Meeting 7 pm May 20, 2013 at Dutton Gym L&G
- b. Voluntary RED study committee 7:00 pm June 5, 2013 at L&G

Executive Session:

April made a motion to enter executive session at 9:04 pm for discussion of contractual agreements and end of year school calendar. The board exited executive session at 9:19 pm.

Resolution: Brian made a motion to convert 1 student day (Wednesday, June 19th, a ½ day) to a professional development day. Last day of school being Tuesday, June 18th for students.

Motion carried with one “No”.

April made a motion for the board to enter executive session at 9:23 pm for discussion of personnel compensation. The board exited executive session at 9:28 pm.

Resolution: Brian made a motion to offer a contract to the kitchen manager as recommended by administration.

Motion carried.

**TOWNSHEND SCHOOL BOARD MINUTES
@ TOWNSHEND ELEMENTARY SCHOOL
7:00 PM
5-13-13 Approved**

April made a motion to enter executive session at 9:31 pm for discussion of a personnel matter. Exited executive session at 9:50 pm.

Resolution: Directive for Superintendent to conclude contract.

Kim made a motion to direct superintendent to offer principal contract according to terms and conditions as discussed.

Adjourn: Kim made a motion to adjourn at 9:53 pm.

Respectfully submitted,

Judy Hawkins
Recorder