

**TOWNSHEND SCHOOL BOARD MINUTES  
@ TOWNSHEND ELEMENTARY SCHOOL  
7:00 PM  
3-10-14 APPROVED MINUTES**

**Present:** April Chase, Tricia Shine, Deborah Leggott, Cliff Passino, Beth Cutts, Al Claussen, Members of the Board, Deborah Leggott, Principal, Steven John, Superintendent, Ryan Hockerlotz, Member of the Public, Judy Hawkins, Recorder

**Call to Order:** Steven called the meeting to order at 7:00 pm.

**Reorganization of the Townshend School Board**

- a. **Elections of Officers:**
  - i. Election of School Board Chair: Beth made a motion to nominate April Chase as chair of the Townshend School Board. Motion carried.
  - ii. Election of School Board Vice Chair: Beth made a motion to nominate Al Clause as vice-chair of the Townshend School Board. Motion carried.
  - iii. Election of School Board Chair: Al made a motion to nominate Beth Cutts as clerk of the Townshend School Board. Motion carried.
- b. **Time and Place of regular meetings:** Beth made a motion to have the Townshend School Board meet on the 2<sup>nd</sup> Monday of each month at 7:00 pm. Motion carried.
- c. **Authorized Signatures:** Beth made a motion to nominate the entire board Beth, Tricia and Cliff will be the primary authorized signors. Motion carried.
- d. **Paper of Record:** Beth made a motion to nominate the Brattleboro Reformer as paper of record. Motion carried.
- e. **Appointment of truant officer:** Beth nominated The Windham County Sheriff to be Townshend School's truant officer. Motion carried.
- f. **Representative to WCSU Policy Committee:** April nominated Al Claussen. Motion carried.
- g. **Representatives to WCSU Board of Directors:** Beth nominated, Cliff, Tricia, and April. Motion carried.
- h. **Representative to WCSU Executive Committee:** April as chair and Al as vice-chair.
- i. **Representative to WCSU Negotiations Committee:** Pass
- j. **Representative to WCSU Technology Committee:** Pass
- k. **Representative Townshend Technology Committee:** Al nominated Beth. Motion carried.
- l. **Representative to RED Study Committee:** Al nominated April, Joe and Cliff. Motion carried.
- m. **Signing of payroll:** April made a motion to nominate Beth and Cliff to be payroll signors. Motion carried.
- n. **Representative to TES Action Planning Committee:** April made a motion to nominate Al. Motion carried.

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**o.Use of Small or Large Board procedure from Robert's Rules of Order:** Without objection the board adopted the small board procedure for Robert's Rules of Order.

**Additions and Deletions:** April asked to add to consent calendar: G9 Policy. This was warned at last month's meeting.

**Members of the Public:** Ryan Hockerlotz brought up a 2009 board meeting question. Town wide List Serve. The question pertained to how to get information disseminated to the community so that everyone got it. April reported to Ryan that David and Rick Hege started this. A suggestion was made to put information in the The Commons Paper. Deborah and Steven will inquire with Matt Martyn regarding the above and report back to the board.

**Consent Calendar:**

- a. Principal's Report:
- b. Superintendent's Report
- c. Minutes for February 10, 2014
- d. G9 Policy Grade Advancement, Retention, Promotion Acceleration of Students.

Strike the Superintendent's Report as there wasn't any report by Steven. Table the minutes for February 10, 2014 until next month as we didn't have Executive Session data.

**Treasurer and financial reports:** April reported we currently have \$35,000 in our general fund. April will put in a request for an advance of \$100,000 to the select board. Steven went over the expenditure report with the board.

**Bills and Purchase Orders:** April made a motion to approve the bills and purchase orders as follows: Payroll P#55 \$19,209.63, Payroll PO#56 \$9,779.65, Payroll PO#57 \$15,113.74, Payroll PO#58 \$10,181.08 and Vendor Warrant #59 \$26,591.60. Steven reported to the board he had received a letter from VISPA regarding a distribution of surplus money pertaining to Worker's Compensation. \$287.00 was awarded to the Townshend School District.

**Reports of Administration and Committees:**

- a. Policy-None
- b. Technology-None
- c. RED-None

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Steven received an article from a parent in Wardsboro pertaining to information on the web about changing school districts, etc. around the country.

**Unfinished Business and General Orders:**

- a. Discuss Collaboration with Jamaica: April brought the new board members up to date-the previous board had one meeting with Jamaica-then there was a quorum issue-the board has approached the Jamaica board about some sort of collaboration and throw out some ideas. There is a possibility of stepping outside of the RED and joining with Jamaica. There was a survey done by a Jamaica member i.e. what would you like to see if there was a new building, questions that clarified what the public might seek in collaboration. Tom will be asked to send the survey out again. Once we reorganized now Jamaica wants to set up another collaborative meeting. April will talk with someone on the Jamaica board to see when they would like to meet again. A survey will be sent to the new board members. .

**New Business:**

- a. Town Meeting overview and warning: To ratify L&G warning-two position will be ratified. April will warn and get out prior to the 14<sup>th</sup> of March. April will get the language from David and Anita. April will need three signatures to warn it. This will be a public meeting to confirm the L&G representatives from the board.

**Correspondence:** April had correspondence from Grace Cottage Water Flow-no problem for the reporting period.

**Contract for Services:** April made a motion to approve the Contract for Services for Judy Hawkins as Minute Taker for the Townshend School Board. Motion carried.

**Upcoming Meetings:**

- a. WCSU Full Board Reorganization meeting and Agency Fund Budget Vote on Wednesday March 26, 2014 at L&G at 7pm.
- b. L&G Budget reconsideration vote by Australian Ballot on Wednesday, April 2, 2014 from 9am-6pm at Town Hall
- c. RED Study Committee Meeting on May 7, 2014 at L&G at 7pm

**Executive Session:** None

**Adjourn:** Beth made a motion to adjourn the meeting at 8:50 pm. Motion carried.

**Respectfully submitted,**

Judy Hawkins  
Recorder