

**TOWNSHEND SCHOOL BOARD MINUTES  
@ TOWNSHEND ELEMENTARY SCHOOL  
7:00 PM  
4-21-14 APPROVED MINUTES**

**Present:** Al Claussen, Beth Cutts, Tricia Shine, Cliff Passino, April Chase, Members of the Board, Steven John, Superintendent, Deborah Leggott, Principal, Maija Schmidt, Member of the Public, 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 February 10, 2014
- d. Minutes for March 10, 2014

Remove the superintendent's report from the consent calendar. Consent calendar passed with unanimous consent.

**Treasurer and financial reports:** Steven distributed the revenue statement for April. April reported that we currently have \$114,000 in the checking account and the line of credit of \$275,000 is fully drawn and will be paid when the last quarter of property taxes is received.

**Bills and Purchase Orders:** April made a motion to pay the bills and purchase orders as follows: Payroll PO #60 \$18,615.93, Payroll PO #61 \$7,595.13, Payroll PO#62 \$157.23, Payroll PO#63 \$37.90, Payroll PO#64 \$19,749.60, Payroll PO#65 \$11,620.03, Payroll PO #66 \$19,916.59, Payroll PO #67 \$8,283.91 and Vendor Warrant PO #68 \$133,918.72. No discussion. Motion carried.

**Reports of Administration and Committees:**

- a. WCSU Reorganization Meeting-Cliff and Tricia-Tricia reported that Emily Long is still chair; she went over the people that were assigned to the various positions on the board for the WCSU Reorganization Meeting. Tricia mentioned that it is very important that someone from the Townshend School Board is present for the next WCSU Executive Committee meeting to do the Superintendent's Evaluation. Steven reported on the status of Frank Rucker leaving and that interviews have

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- b. begun. Ann Reynolds from Jamaica, Richard Werner from Dover and Emily Long from Newfane will be members of the search committee.
- c. **Community member communication-Administration** At the April TSB board meeting Ryan Hockerlotz brought up the issue of looking at a better way to get information out to the non-school community members and suggested that someone might put the information in the Commons Newsletter and to talk with Matt Martyn. The board feels the information is getting out to everyone thru the website and it is posted at the post office.
- d. RED-Meeting coming up May 7<sup>th</sup>. Committee is at the point when they have to decide if they should submit the articles they have already, date they would have to vote, and then information will be sent to State Board of Education, people on the committee have committed two and half years and want to see it to come to some kind of vote. Information meetings will be on our board's time and expense. It is a public meeting anyone is welcome to come.
- e. John Moran did tell Steven the schools in the WCSU will not need to be audited every year but instead every 3 years.

**Unfinished Business and General Orders:**

- a. Discuss Collaboration with Jamaica-Jamaica has come and asked for another collaborative meeting. April asked the board for some dates for the meeting-the decision was made to have TSB meet on May 12<sup>th</sup> a 6:30 pm for the regular board meeting and have the collaboration meeting start at 7:00 pm. April asked Tom if he would send the survey out to Tricia and Cliff. The survey was designed to gather some thoughts and suggestions to see what they would like to see if the two schools did come together.
- b. Special Ratifying warning: April presented to the board a special Town Meeting Warning. April distributed the warning she had prepared to ratify two positions for L&G representatives. Three signatures were needed and they were obtained at this meeting and now it has gone to be posted in the required places for the June 9<sup>th</sup> meeting.

**New Business:**

- a. Summer maintenance schedule: Deborah presented to the board the problem with leaks starting to happen throughout the building in the heating pipes. A quote was obtained for \$10-\$12,000 to repair all the fittings in the building. If it is over \$10,000 Steven said it has to go out to bid. Deborah recommends that if we have the money we do the entire job but if we don't have all the money do the upstairs

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- b. repairs first. A lengthy discussion ensued. The board is directing Deborah to get a firm estimate on the project and to make sure the work will be starting June 28<sup>th</sup>. Without objection the board instructed Deborah to have part done this year and part done next year. Beth mentioned their needs to be a summer schedule posted and their isn't a need to have someone here every day in the summer. Deborah said she will post a schedule so that everyone is aware when Heidi and Deborah will be at the school.
- c. 2014-15 Configuration: Deborah gave the grade configuration: PreK-K Joyce Berry and Melissa White program para, 1-2 Megan Richardson, 3-4 Bethany Barton, 5 Julie Dolan and 6 Kris Jerz-Judy Gould will be hired back as Literacy Coach, Barbara Bedortha will be hired back for Title 1.
- d. Explorer Camp-It will not be present this year at Townshend Elementary School, it will be held at Jamaica Village School.

**Correspondence:**

Monthly water report for March 2014. There were a couple of high recordings in the report but the rest of the report was normal.

**Upcoming Meetings:**

- a. WCSU Executive committee meeting on Wednesday, April 23, 2014 @ L&G at 7pm
- b. L&G 3<sup>rd</sup> Budget Vote by Australian Ballot on Tuesday, April 29, 2014 from 9am-7pm at Townshend Town Hall.
- c. RED Study Committee Meeting on May 7, 2014 at L&G at 7 pm

**Executive Session (if needed):**

**Beth made a motion to enter Executive Session at 9:13 p.m. to discuss a student matter. Motion carried. Beth made a motion to leave Executive Session at 9:15 p.m. Motion carried.**

**Resolution: The TSB unanimously supports the principals recommendation to waive tuition allowing the students to finish the 2013-2014 school year at TES.**

**Beth made a motion to enter Executive Session at 9:17 pm. to discuss a personnel contract. Motion carried. Beth made a motion to exit executive session at 9:26 pm. Motion carried.**

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**Resolution: The TSB unanimously supports the superintendent's recommendation to offer a 3 year contract to the principal.**

**Adjourn: Beth made a motion to adjourn the TSB meeting at 9:27 pm. Motion carried.**

**Respectfully submitted,**

**Judy Hawkins  
Recorder**